

**RESOLUTION # 21-122  
ADDITIONAL THREE (3) MONTH CONTRACT EXTENSION  
WITH UNICORN, HRO  
CC2017-02**

**THE AGREEMENT** made this 16TH day of APRIL 2021, by and between the **CITY OF TRENTON**, a municipal corporation, of the State of New Jersey, with principal offices located at **319 EAST STATE STREET, TRENTON, NEW JERSEY 08608** (hereinafter the "City") and **UNICORN, HRO, 25 B. HANOVER ROAD, FLORHAM PARK, NEW JERSEY 07932** (hereinafter "CONTRACTOR")

**WHEREAS**, Resolution Number 17-618 adopted on September 7<sup>th</sup>, 2017, awarded to Unicorn, HRO, 25 B. Hanover Road, Florham Park, New Jersey 07932 to Provide Payroll and Human Resources Information System Services for a period of three (3) years in an amount not to exceed \$588,778.00 with an option to extend two (2) one (1) year extensions for the City of Trenton, Department of Administration; and

**WHEREAS**, Resolution Number 21-050 adopted February 18, 2021, extended the contract for an additional six (6) months from September 7, 2020 to March 31, 2021 to Unicorn, HRO, 25 B Hanover Road, Florham Park, New Jersey 07923 until a new procurement process was advertised, proposals received were evaluated, a recommendation of award was made, a resolution adopted, and a new contract is in place; and

**WHEREAS**, Pursuant to n.j.s.a.40A:11-4.5, et seq., a Request for Competitive Contracting Proposals were advertised and nine (9) proposals were received on January 22, 2021 and were evaluated based on criteria that included experience and qualifications, quality of technical proposal, price proposal and responsiveness to the specifications. The three (3) low Respondents were asked to give a virtual presentation in three (3) different dates; in order to complete the evaluation process and make a recommendation of award; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-15 provides that service contracts may be extended for no more than (1) one two-year or (2) two one-year extensions; and

**WHEREAS**, The City of Trenton, Department of Administration has determined that the vendor has performed its services in a satisfactory manner and it is in the best interest of the City to extend the contract for an additional three (3) months from April 1, 2021 to June 30, 2021 to Unicorn, HRO, 25 B Hanover Road, Florham Park, New Jersey 07923 until a new procurement has been awarded; and

**WHEREAS**, the City of Trenton has determined that Unicorn, HRO, 25 B Hanover Road, Florham Park, New Jersey 07923 has performed its services in a satisfactory manner and it is in the best interest of the City to extend the contract for Payroll and Human Resources Information System Services for the City of Trenton, Department of Administration; and

**NOW THEREFORE**, the parties mutually agree as follows:

1. The amount of the agreement shall be funds in an amount not to exceed \$44,215.83 for the City of Trenton, Department of Administration for an additional three (3) months from April 1, 2021 to June 30, 2021.
2. The Mayor is hereby authorized to exercise the option to extend the contract for an additional three (3) months from April 1, 2021 to June 30, 2021 with Unicorn, HRO, 25 B Hanover Road, Florham Park, New Jersey 07923 in an amount not to exceed \$44,215.83 Payroll and Human Resources Information System Services for the City of Trenton, Department of Administration for the said purposes in the manner prescribed by law.

**IN WITNESS WHEREOF**, the parties have hereunto set their bands and seals the day and year first above written.

ATTEST:

CITY OF TRENTON

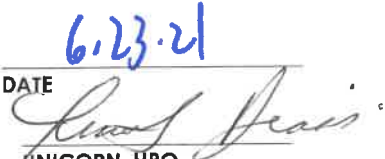
Witness:

  
MATTHEW H. CONLON, RMC  
MUNICIPAL CLERK

  
W. REED GUSCIORA, MAYOR

  
DATE

DATE

  
UNICORN, HRO  
25 B. HANOVER ROAD  
FLORHAM PARK, NEW JERSEY 07932

# RESOLUTION

No

21-122

Date of Adoption Apr. 15, 2021

Approved as to Form and Legality

Factual content certified by

  
CITY ATTORNEY

  
ADAM E. CRUZ, BUSINESS ADMINISTRATOR

Councilman /woman

Blakeley

presents the following Resolution:

**RESOLUTION AUTHORIZING AN ADDITIONAL THREE (3) MONTH CONTRACT EXTENSION TO UNICORN, HRO TO CONTINUE TO PROVIDE PAYROLL AND HUMAN RESOURCE INFORMATION SYSTEMS SERVICES FROM APRIL 1, 2021 TO JUNE 30, 2021 IN AN AMOUNT NOT TO EXCEED \$44,215.83- CC2017-02**

WHEREAS, Resolution Number 17-618 adopted on September 7<sup>th</sup>, 2017, awarded to Unicorn, HRC, 25 B. Hanover Road, Florham Park, New Jersey 07932 to Provide Payroll and Human Resources Information System Services for a period of three (3) years in an amount not to exceed \$588,778.00 with an option to extend two (2) one (1) year extensions for the City of Trenton, Department of Administration; and

WHEREAS, Resolution Number 21-050 adopted February 18, 2021, extended the contract for an additional six (6) months from September 7, 2020 to March 31, 2021 to Unicorn, HRO, 25 B Hanover Road, Florham Park, New Jersey 07923 until a new procurement process was advertised, proposals received were evaluated, a recommendation of award was made, a resolution adopted, and a new contract is in place; and

WHEREAS, Pursuant to N.J.S.A.40A:11-4.5, et seq., a Request for Competitive Contracting Proposals were advertised and nine (9) proposals were received on January 22, 2021 and were evaluated based on criteria that included experience and qualifications, quality of technical proposal, price proposal and responsiveness to the specifications. The three (3) low Respondents were asked to give a virtual presentation in three (3) different dates; in order to complete the evaluation process and make a recommendation of award; and

WHEREAS, it is in the best interest of the City of Trenton, Department of Administration to extend the contract for an additional three (3) month to Unicorn, HRO, 25 B. Hanover Road, Florham Park, New Jersey 07932 from April 1, 2021 to June 30, 2021 until the new proposals received have been awarded; and

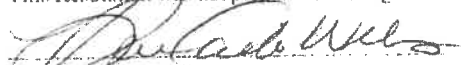
WHEREAS, funds in an amount not to exceed \$44,215.83 for an additional three (3) months at a monthly rate of \$14,738.61 have been certified to be available in account number: 1-01- 25-2540-290. This extension shall be awarded from April 1, 2021 to June 30, 2021.

NOW, THEREFORE, IT IS RESOLVED, by the City Council of the City of Trenton that the Mayor is hereby authorized to extend the contract for an additional three (3) month period with Unicorn, HRO, 25 B. Hanover Road, Florham Park, New Jersey 07932 in an amount not to exceed \$44,215.83 for the City of Trenton, Department of Administration for the said purposes in the manner prescribed by law.

	Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent
BLAKELEY	✓				MUSCHAI	✓				VAUGHN	✓			
CAJLDWELL					RODRIGUEZ	✓								
WILSON	✓													
HARRISON	✓													

This Resolution was adopted at a Meeting of the City Council of the City of Trenton on

April 15, 2021

  
President of Council

  
City Clerk

# RESOLUTION

No. 17-618

Date of Adoption

SEP 07 2017

Approved as to Form and Legality

*[Signature]*  
ACTING CITY ATTORNEY

Factual content certified by

*[Signature]*  
TERRY K. MCEWEN, BUSINESS ADMINISTRATOR

Councilman /woman

*[Signature]*

presents the following Resolution:

**RESOLUTION AWARDING A CONTRACT THROUGH A COMPETITIVE CONTRACTING REQUEST FOR PROPOSAL PROCESS WITH UNICORN, HRO, 25 B. HANOVER ROAD, FLORHAM PARK, NEW JERSEY 07932 TO PROVIDE PAYROLL AND HUMAN RESOURCE INFORMATION SYSTEM SERVICES FOR THE CITY OF TRENTON FOR A PERIOD OF THREE (3) YEARS IN AN AMOUNT NOT TO EXCEED \$588,778.00- CC2017-02**

WHEREAS, Resolution Number 08-154 authorized the utilization of competitive contracting in lieu of public bidding for Payroll Services and Human Resource Information Systems Services as required pursuant to the authority set forth in the Local Public Contracts Law at N.J.S.A. 40A:11-4.1 et. seq.; and

WHEREAS, Pursuant to N.J.S.A.40A:11-4.5. et seq., a Request for Competitive Contracting Proposals was advertised and seven (7) proposals were received on April 20, 2017 and were evaluated based on criteria that included experience and qualifications, quality of technical proposal, price proposal and responsiveness to the specifications; and

WHEREAS, the proposal of Unicorn, HRO, 25 B. Hanover Rd., Florham Park, NJ 07932 was deemed to include the necessary qualifications and expertise for the performance of the services at the rates listed in the proposal; and

WHEREAS, said proposal is for an amount not to exceed \$588,778.00 for three (3) years, with an option to extend two (2) one (1) year options; to provide Payroll and Human Resource Systems Services for the City of Trenton, Department of Administration; and

WHEREAS, said proposal is for a total amount not to exceed for three year \$588,778.00 \$235,051.00 (Year 1) have been certified in account number 8-01- - 25-2540-290 contingent upon the adoption FY'2018 final budget, \$176,863.50 (Year 2) 9-01- - 25-2540-290; \$176,863.50 (Year 3) 0-01- -25-2540-290 contingent upon the availability of funds and the adoption of the temporary/final budget for FY'19 and FY'20; with an option to extend two (2) one (1) year options with a typical increase of 3.5%-5% or larger subject to mutual agreement.

# RESOLUTION

No. 21-050

Date of Adoption February 18, 2021

Approved as to Form and Legality

Factual content certified by

Assistant City Atty.  
CITY ATTORNEY  
Councilman/woman BLAKELEY

ADAM E. CRUZ, BUSINESS ADMINISTRATOR

presents the following Resolution:

## RESOLUTION AUTHORIZING AN ADDITIONAL SIX (6) MONTH CONTRACT EXTENSION TO UNICORN, HRO TO CONTINUE TO PROVIDE PAYROLL AND HUMAN RESOURCE INFORMATION SYSTEMS SERVICES IN AN AMOUNT NOT TO EXCEED \$88,431.78- CC2017-02

**WHEREAS**, Resolution Number 17-618 adopted on September 7<sup>th</sup>, 2017, awarded to Unicorn, HRO, 25 B. Hanover Road, Florham Park, New Jersey 07932 to Provide Payroll and Human Resources Information System Services for a period of three (3) years in an amount not to exceed \$588,778.00 with an option to extend two (2) one (1) year extensions for the City of Trenton, Department of Administration; and

**WHEREAS**, The City of Trenton, Department of Administration has advertised the new procurement process and the proposals received must be evaluated, a recommendation of award must be made, a resolution adopted, and a new contract is in place; and

**WHEREAS**, it is in the best interest of the City of Trenton, Department of Administration to extend the contract for an additional six (6) months extension to Unicorn, HRO, 25 B. Hanover Road, Florham Park, New Jersey 07932 from September 7, 2020 to March 31, 2021 until the new procurement has been finalized; and

**WHEREAS**, funds in an amount not to exceed \$88,431.78 at a monthly rate of \$14,738.61 have been certified to be available in account number: 1-01- -25-2540-290.

**NOW, THEREFORE, IT IS RESOLVED**, by the City Council of the City of Trenton that the Mayor is hereby authorized to extend the contract for an additional six (6) month period with Unicorn, HRO, 25 B. Hanover Road, Florham Park, New Jersey 07932 in an amount not to exceed \$88,431.78 for the City of Trenton, Department of Administration for the said purposes in the manner prescribed by law.

	Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent
BLAKELEY	✓				MUSCHAL	✓				MCBRIDE	✓			
CALDWELL					RODRIGUEZ	✓								
WILSON	✓				VAUGHN	✓								
HARRISON	✓													

This Resolution was adopted at a Meeting of the City Council of the City of Trenton on February 18, 2021

Kathy McBrade  
President of Council

Adam E. Cruz  
City Clerk