

RESOLUTION

No. 25-367

Date of Adoption OCT 07 2025

Approved as to Form and Legality

WESEY BRIDGES, ESQ. CITY ATTORNEY

Factual content certified by


YOLANDA VAZQUEZ, INTERIM DIRECTOR OF HOUSING AND
ECONOMIC DEVELOPMENT

Councilman/woman _____ presents the following Resolution:

SPONSORED BY: _____

**RESOLUTION AWARDING A COMPETITIVE CONTRACTING REQUEST FOR PROPOSAL
THROUGH A FAIR AND OPEN PROCESS IN ACCORDANCE WITH N.J.S.A. 19:44 A-20.4 ET
SEQ TO ISLES, INC. FOR MANAGEMENT SERVICES FOR THE NEIGHBORHOOD
PRESERVATION PROGRAM FOR THE DEPARTMENT OF HOUSING AND ECONOMIC
DEVELOPMENT FOR A PERIOD OF THREE (3) YEARS FROM DATE OF AWARD IN AN
AMOUNT NOT TO EXCEED \$150,000.00 EACH YEAR – CC2025-09**

WHEREAS, the City of Trenton, Department of Housing and Economic Development, has a need for Management Services for the Neighborhood Preservation Program for a period of three (3) years; and

WHEREAS, a request for competitive contracting request for proposal was advertised in accordance with N.J.S.A. 40A:11-4.1 through 4.5 et seq, and one (1) proposal was received on July 22, 2025 at 11:00am in the Division of Purchasing; by the Purchasing Agent and was evaluated by the evaluation committee based on criteria that included, experience, understanding of requirements and cost; and

WHEREAS, the proposal of Isles Inc., 10 Wood Street, Trenton NJ 08618, was deemed to have the necessary qualifications and expertise for the performance of the services at the rates budgeted; and

WHEREAS, funds in an amount not to exceed \$150,000.00 each year are available in account numbers: G-SS-25-60-125B-290 (\$125,000.00) provided by DCA, G-SS-25-760-125B-290 (\$25,000.00) City matching funds. This contract shall be awarded from date of award for a period of three (3) years contingent upon the temporary and final adoption of CY 26 and CY 27; and

PURCHASING

NOW THEREFORE IT IS RESOLVED, by the City Council of Trenton that the Mayor is hereby authorized to execute a contract with Isles Inc., 10 Wood Street, Trenton NJ 08618 in an amount not to exceed \$150,000.00 each year for Management Services for the Neighborhood Preservation Program for a period of three (3) years for the City of Trenton, Department of Housing and Economic Development for the said purposes in the manner prescribed by law;

1. This contract is awarded pursuant to the authority set forth in the Local Public Contracts Law at N.J.S.A. 40A:11-5.
2. A Notice of this action shall be printed once in the official newspaper for the City of Trenton and the Resolution and contract shall remain on file in the City Clerk's Office.

MOTION: <i>Feliciano</i>					SECOND			<i>Edwards</i>						
	Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent
EDWARDS	✓				FRISBY	✓				GONZALEZ	✓			
FELICIANO	✓				HARRISON	✓								
FIGUEROA KETTENBURG	✓				WILLIAMS	✓								

This Resolution was adopted at a Meeting of the City Council of the City of Trenton on OCT 07 2025

President of Council *Mr. D. J. Hall*

City Clerk *E. Edwards*

CONTRACT
COMPETITIVE CONTRACTING REQUEST FOR PROPOSAL
CC2025-09
RESOLUTION NO.#25-367

**FOR MANAGEMENT SERVICES FOR THE NEIGHBORHOOD PRESERVATION PROGRAM FOR THE
DEPARTMENT OF HOUSING AND ECONOMIC DEVELOPMENT AWARDED TO ISLES, INC.**

THIS CONTRACT, made this 8TH day of OCTOBER 2025 by and between the **CITY OF TRENTON, 319 EAST STATE STREET, TRENTON, NEW JERSEY 08608** a Municipal Corporation of the State of New Jersey, ("City") and **ISLES, INC., 10 WOOD STREET, TRENTON NJ 08618** ("CONTRACTOR")

WHEREAS, the City has a need to provide **MANAGEMENT SERVICES FOR THE NEIGHBORHOOD PRESERVATION PROGRAM** for the City of Trenton, Department of Recreation, Natural Resources and Culture.

WHEREAS, Contractor agrees to provide **MANAGEMENT SERVICES FOR THE NEIGHBORHOOD PRESERVATION PROGRAM** for the Department of Housing and Economic Development, in the terms and conditions as set forth hereinafter, and the City being agreeable thereto;

NOW THEREFORE, the parties mutually agree as follows:

1. PROFESSIONAL SERVICES:

The City agrees to retain **ISLES, INC., 10 WOOD STREET, TRENTON NJ 08618** hereinafter set forth at the request of and under the general supervision for the City of Trenton, Department of Housing and Economic Development.

2. SCOPE OF SERVICES

SEE NOTICE OF REQUEST FOR COMPETITIVE CONTRACTING PROPOSALS – CC2025-09

3. DURATION OF THE CONTRACT:

This contract shall remain in full force and effect for a period of three (3) years from OCTOBER 8, 2025, TO OCTOBER 7, 2028, in an amount not to exceed of \$150,000.00 per year contingent upon the temporary and final adoption of CY'26, CY'27 and CY'28.

4. STATUS OF CONTRACTOR:

It is expressly understood by and between the parties hereto that the status of the Contractor retained to carry out the services set forth in this agreement is that of an Independent Contractor. It is further understood by and between the parties that is not intended, nor shall it be construed, that the contractor is an agent, employee, or officer of the City of Trenton.

5. NOTICES: Any notices required to be delivered to either party pursuant to this Contract shall be in writing to their respective addresses. The parties shall be responsible for notifying each other of any change of address.

6. INTEGRATION: Resolution #25-367 and this contract constitutes the entire agreement between the parties and any representation that may have been made prior to the execution of this Contract are nonbonding, void, and of no effect and neither party

has relied on any such prior representations in entering into this Contract with the City of Trenton, Department of Administration.

7. ENFORCEABILITY: If any term or condition of this Contract or its application to any party or circumstances shall be deemed invalid or unenforceable, the remainder of the Contract and its application to other parties and circumstances shall not be affected.

8. GOVERNING LAW: This Contract shall be governed by the laws of the State of New Jersey.

9. MISCELLANEOUS PROVISIONS:

- a. Contractor will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional or sexual orientation, disability, or nationality. Contractor will take affirmative action to ensure that such applicants are recruited and employed and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, sex, affectional, gender identity or expression, sexual orientation. Such action shall include, but is not limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.
- b. Contractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional or sexual orientation.
- c. Contractor, where applicable, agrees to comply with the regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the American with Disabilities Act.
- d. Contractor, where applicable, agrees to attempt to schedule minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2, amended and supplemented from time to time.
- e. Contractor, where applicable, agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies,
- f. Contractor will not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional, sexual orientation, disability or nationality and that it will

discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

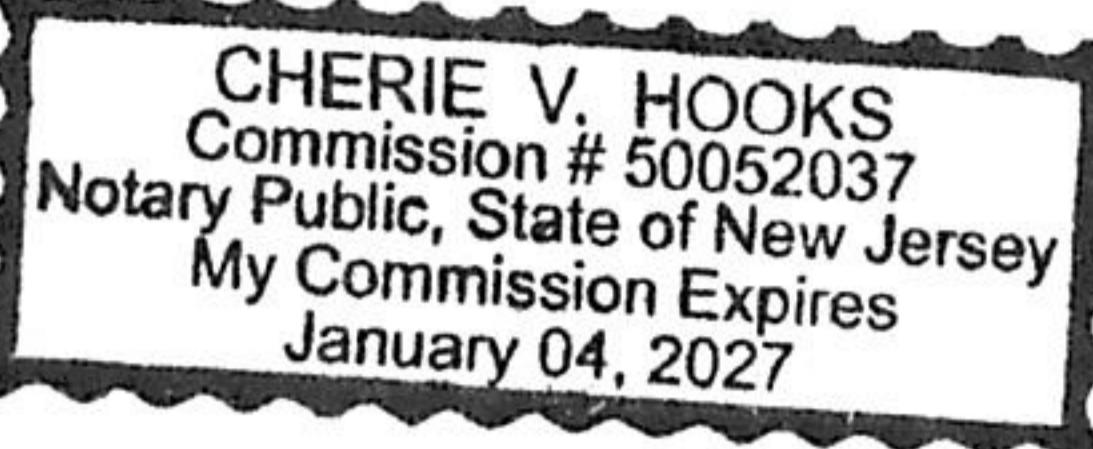
- g. Contractor, where applicable, agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional, sexual orientation, disability, or nationality. The contractor will conform to these employment goals consistent with statutes and court decisions of the State of New Jersey, and applicable Federal law and Federal court decisions.
- h. The contractor, where applicable, shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations. The contractor shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (N.J.A.C. 17:27).
- i. Contractor, shall submit along with the signed contract one of the following as evidence of compliance with N.J.A.C. 17-27:
 1. Appropriate evidence that the independent contractor is operating under an existing Federally approved or sanctioned affirmative action program.
 2. A certificate of employee information report approval issued in accordance with N.J.A.C. 17:27-4.
 3. An initial employee information report (Form AA#302) provided by the Affirmative Action Office and completed by the contractor in accordance with N.J.A.C. 17:27-4

Rm
ISLES, INC.
10 WOOD STREET
TRENTON NJ 08618

11/4/25
DATE

Seal: _____

Attest: *Cherie Hooks*



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

ATTEST:

Z. Garcia
BRANDON L. GARCIA
MUNICIPAL CLERK

11/13/25
DATE

CITY OF TRENTON

W. Reed Gusciora
W. REED GUSCIORA
MAYOR

11/12/25
DATE

BID PROPOSAL FORM CON'T
PROPOSER MUST COMPLETE

**Management Services for the Neighborhood Preservation Program
Grant for up to Three (3) Years through Competitive Contracting.**

**WE UNDERSIGNED PROPOSE PER ABOVE SERVICES PURSUANT TO THE BID SCOPE OF
SERVICES AND MADE PART HEREOF:**

The Neighborhood Preservation Program (NPP) provides **\$125,000.00** in direct financial assistance to municipalities for each year of the program to fund DCA-approved NPP Implementation Plans. These grants are given annually for five (5) years, and the city has three years left on this grant program during which DCA provides **\$125,000** per year and the city contributes **\$25,000** per year.

**THEREFORE, INTERESTED PROPOSERS SHALL AGREE TO AN ANNUAL PAYMENT OF
\$150,000.00 PER YEAR FOR THREE (3) YEARS.**

**I UNDERSTAND THE CITY OF TRENTON WILL PAY \$150,000.00 PER YEAR FOR
THREE (3) YEARS FOR MANAGEMENT SERVICES AS DESCRIBE IN THE
SCOPE OF SERVICES: SIGNATURE AND DATE IS REQUIRED WITH YOUR
PROPOSAL SUBMITTAL**


John J. Jackson

7/15/25

DATE

(ORIGINAL SIGNATURE BY AUTHORIZED REPRESENTATIVE)

Management Services for the Neighborhood Preservation Program Grant for up to Three (3) Years through Competitive Contracting

INTENT

The City of Trenton Department of Housing Economic Development is soliciting sealed Competitive Contracting requests for proposals through a fair and open process in accordance with N.J.S.A 40A: 11-4.1 through 4.5 and N.J.A.C. 5:34-4.1 et seq. from qualified proposer to provide services in managing the Neighborhood Preservation Program Grant for a period of three (3) years.

INTRODUCTION

The Neighborhood Preservation Program (NPP) provides \$125,000 in direct financial assistance to municipalities for each year of the program to fund DCA- approved NPP Implementation Plans. These grants are given annually for five (5) years, during which DCA provides \$125,000 per year and the city contributes \$25,000 a year. The City of Trenton has three (3) years left in this grant program.

This project will be funded by the \$125,000.00 provided by DCA. This is fixed. Payment from the City to the non-profit vendor is limited to \$25,000.00. This is also fixed as determined by the NPP grant terms and conditions. As prices are fixed, prices will not be a factor in selecting a vendor.

SCOPE OF SERVICE

The chosen vendor would need to do the following in coordination with the chosen City of Trenton grants manager.

- Interact with small businesses in Trenton
- Implement commercial signage improvement grants.
- Manage pop-up markets.
- Manage business plan competition(s).
- Manage busking performances.
- Manage neighborhood cleanups.
- Manage projects that preserve historic character.
- Manage projects that enhance public safety.
- Implement other projects as determined by interaction with community and business feedback.

**CC2025-09 MANAGEMENT SERVICES FOR THE NEIGHBORHOOD PRESERVATION PROGRAM GRANT
FOR UP TO THREE (3) YEARS THROUGH A COMPETITIVE CONTRACTING REQUEST FOR PROPOSAL – PROPOSALS SHALL BE RECEIVED ON
JULY 22, 2025, AT 11:00AM**