

RESOLUTION

19-30

No. _____

Date of Adoption JAN 03 2019

Approved as to Form and Legality

Factual content certified by

JOHN MORELLI, CITY ATTORNEY

KEVIN MALONEY, DIRECTOR OF TAX ASSESSOR

Councilman/woman [Signature] presents the following Resolution:

RESOLUTION AWARDING A CONTRACT THROUGH A FAIR AND OPEN PROCESS IN ACCORDANCE WITH N.J.S.A. 19:44 A-20.4 ET SEQ TO REMINGTON & VERNICK ENGINEERS, THE PRESIDENTIAL CENTER, LINCOLN BLDG, SUITE 600, CINNAMINSON, NEW JERSEY 08077 FOR THE UPDATE, PREPARATION AND MAINTENANCE OF THE CITY OF TRENTON'S TAX MAPS FOR A PERIOD OF ONE (1) YEAR IN AN AMOUNT NOT TO EXCEED \$14,141.41- RFP# 2018-45

WHEREAS, the City of Trenton has a need for the Update, Preparation and Maintenance of the City's Tax Maps for the City of Trenton, Department of Tax Assessors; and

WHEREAS, the request for proposal was advertised on September 24, 2018, and three (3) proposals were received on October 17, 2018, and were evaluated by a committee based on criteria that included, experience, understanding of requirements and cost; and

WHEREAS, the proposal of Remington & Vernick Engineers, The Presidential Center, Lincoln, Bldg., Suite 600, Cinnaminson, New Jersey 08077 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 \$14,141.41 for a period of one (1) year have been certified to be available in the following account number(s): 9-01-30-3060-290 contingent upon the FY'2019 temporary and or final budget.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Trenton, that:

1. The Mayor is authorized to enter into a contract with Remington & Vernick Engineers, The Presidential Center, Lincoln, Bldg., Suite 600, Cinnaminson, New Jersey 08077 in an amount not to exceed \$14,141.41 for the Update, Preparation and Maintenance of the City's Tax Maps for a period of one (1) year for the City of Trenton, Department of Tax Assessors.
2. This contract is awarded pursuant to the authority set forth in the Local Public Contracts Law at N.J.S.A. 40A:11-41.
3. 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.

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

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

JAN 03 2019

[Signature]
President of Council

[Signature]
City Clerk

CITY OF TRENTON TAX MAP PREPARATION AND MAINTENANCE

The City of Trenton is soliciting sealed proposals through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq. to prepare and maintain the Tax Maps of the City of Trenton, and to coordinate same with the City of Trenton Tax Assessor.

1. Review and make all updates to current tax maps of the City of Trenton so that new tax maps match 2019 MODIV tax list.
2. Make all changes required during the contract period, including any edits required by the State of New Jersey's regulations for maintaining municipal tax maps.
3. Integrate MODIV property tax assessment data as required by the State of New Jersey, Division of Taxation.
4. Provide ten (10) bound 11 x 17 hard copies of the updated Tax Maps.
5. Provide ten (10) hard copies of every map that is modified during the term of the contract.
6. Maintain an electronic file of the Tax Maps of the City of Trenton.
7. Provide access to the electronic file upon request from the City of Trenton.
8. Convert map changes to digital format to update the existing City of Trenton GIS System.
9. Respond to service requests as needed.

SCOPE OF SERVICES

The services to be provided are described above. The Tax Maps must conform to the State of New Jersey Tax Map Regulations and Standards. A NJ Licensed Land Surveyor must be responsible to comply with the New Jersey Administrative Code 18:23A-1.1 et seq., pertaining to the preparation and maintenance of the City of Trenton's tax maps for approval for revaluation and formal certification and acceptance by the State of New Jersey, Division of Taxation.

DURATION OF CONTRACT

One (1) year from the date of the execution of the contract. Contract amount shall be included in the response to the Request for Proposal.

PROFESSIONAL SERVICES CONTRACT

**RFP2018-45
RESOLUTION 19-30**

THIS CONTRACT, made this **4TH** day of **JANUARY 2019** 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 **REMINGTON & VERNICK ENGINEERS, THE PRESIDENTIAL CENTER, LINCOLN BLDG, SUITE 600, CINNAMINSON, NEW JERSEY 08077** ("CONTRACTOR").

WHEREAS, the City has a need for **THE UPDATE, PREPARATION AND MAINTENANCE OF THE CITY'S TAX MAPS** for the City of Trenton, Department of Tax Assessors.

WHEREAS, Contractor agrees to provide **THE UPDATE, PREPARATION AND MAINTENANCE OF THE CITY'S TAX MAPS** for the City of Trenton, Department of Tax Assessors in accordance with the terms and conditions as set forth hereinafter, and the City being agreeable thereto;

NOW THEREFORE, the parties mutually agree as follows:

THE UPDATE, PREPARATION AND MAINTENANCE OF THE CITY'S TAX MAPS The City agrees to retain **REMINGTON & VERNICK ENGINEERS, THE PRESIDENTIAL CENTER, INCOLN BLDG, SUITE 600, CINNAMINSON, NEW JERSEY 08077** ("the request of and under the general supervision of the City of Trenton, Department of Tax Assessors.

1. SCOPE OF SERVICES

SEE ATTACHED SCOPE OF SERVICES

DURATION OF THE CONTRACT:

This contract shall remain in full force and effect for a period of one (1) year from January 4, 2019 to January 3, 2020 in an amount not to exceed \$14,141.41 contingent upon the FY'2019 and FY'2020 temporary and or final budget.

- 2. 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.
- 3. 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.
- 4. INTEGRATION: Resolution #19-30** 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 Housing and Economic Development.
- 5. 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.
- 6. GOVERNING LAW:** This Contract shall be governed by the laws of the State of New Jersey.

7. 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. 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, placement bureaus, colleges, universities, labor unions that it does 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.
- f. 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. Contractor will conform these employment goals consistent with statutes and court decisions of the State of New Jersey, and applicable Federal law and Federal court decisions.
- g. 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. 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).

- h. 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



REMINGTON & VERNICK ENGINEERS
THE PRESIDENTIAL CENTER, LINCOLN BLDG, SUITE 600
CINNAMINSON, NEW JERSEY 08077

2/13/19
DATE

Seal: _____

Attest: 

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

ATTEST:


DWAYNE M. HARRIS
MUNICIPAL CLERK

3/7/19
DATE

CITY OF TRENTON


W. REED GUSCIORA, ESQ.
MAYOR

3-5-19
DATE