

RFP2018-08 FINANCIAL CONSULTING SERVICES FOR THE CITY OF TRENTON DPT OF ADMINISTRATION FOR A PERIOD OF ONE (1) YEAR PROPOSAL OPENING MARCH 20,2018 AT 11:00AM

RFP2018-08 FINANCIAL CONSULTING SERVICES FOR THE CITY OF TRENTON FOR A PERIOD OF ONE (1) YEAR FOR THE DEPARTMENT OF ADMINISTRATION		
NUMBER OF RESPONDENTS:	2	
NAME OF BIDDER	HJA STRATEGIES, LLC	NW FINANCIAL GROUP, LLC
ADDRESS	ONE BOLAND DRIVE	2 HUDSON PLACE, 3RD FLOOR
CITY, STATE, ZIP	WEST ORANGE, NJ 07052	HOBOKEN, NJ 07030
CONTACT NAME	HENRY J. AMOROSO	DENNIS J. ENRIGHT
TELEPHONE	973-530-2041	201-656-0115
FAX	973-530-2241	201-656-4905
E-MAIL	HAMOROSO@HJASTRATEGIES.COM	INFO@NWFINANCIAL.COM
STATEMENT OF OWNERSHIP DISCLOSURE	INCLUDED	INCLUDED
REQUIRED EVIDENCE EEO/AFFIRMATIVE ACTION REGULATIONS QUESTIONNAIRE	INCLUDED	INCLUDED
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA	N/A	N/A
NJ BUSINESS REGISTRATION CERTIFICATE	INCLUDED	INCLUDED
NON-COLLUSION AFFIDAVIT	INCLUDED	INCLUDED
ETHICS COMPLAINT DISCLOSURE	INCLUDED	INCLUDED
AFFIRMATIVE ACTION STATEMENT	INCLUDED	INCLUDED
AMERICANS WITH DISABILITIES ACT OF 1990 LANGUAGE	INCLUDED	INCLUDED
CERTIFICATION AND DISCLOSURE OF POLITICAL CONTRIBUTIONS	INCLUDED	INCLUDED
DISCLOSURE OF INVESTED ACTIVITIES IN IRAN	INCLUDED	INCLUDED
DEBARMENT NOTICE REQUIRED	INCLUDED	INCLUDED
EIC	CERT.58944 EXP. 04/15/2025	CERT.#45453 EXP. 09/15/2024
CERTIFICATE OF INSURANCE	REQUIRED FROM AWARDED VENDOR PRIOR TO AWARD	REQUIRED FROM AWARDED VENDOR PRIOR TO AWARD
CITY OF TRENTON RESIDENT EMPLOYMENT POLICY	INCLUDED	INCLUDED
60-DAY EXTENSION COMPLIANCE	YES	YES
WILLING TO PROVIDE PRIORITY EMERGENCY SERVICES	YES	YES
W-9	INCLUDED	INCLUDED
EXCEPTIONS (IF ANY)	NONE	NONE
HOURLY RATE FOR ENVIRONMENTAL REGULATORY COMPLIANCE	\$165.00 PER HOUR SHALL NOT EXCEED \$98,000.00 SEE ATTACHED BREAK-DOWN OF PRICING OF HOURLY RATES	\$225.00 PER HOUR SEE ATTACHED BREAK-DOWN OF PRICING OF HOURLY RATES
FATAL DEFECT	NONE	NONE

B. Existing knowledge of the subject matter to be addressed under the contract.

HJA Strategies has served the City of Trenton for approximately one year, both as Interim Director of the Department of Finance and as a consultant on several major initiatives, such as the property tax revaluation; financial and management analysis regarding the Trenton Water Works; studies of Fire Department staffing and savings; and revenue enhancements for the parking system. Having been so embedded with the City for the past year, HJA is deeply familiar with the financial and administrative systems of the City, as well as its overall operations.

Over the course of this engagement, HJA has developed financial models going back for approximately one decade of revenues and expenditures, as well as the property tax base, to plan for future budgets and initiatives. HJA's team also includes Ron Zilinski, the now-retired Finance Director of the City under Mayor Palmer and Mayor Jackson. Given his years of experience in the City, and decades of experience as a municipal finance leader in New Jersey, Mr. Zilinski has an unparalleled understanding of the City and its finances. Regarding municipal finance and administration more generally, HJA has performed analogous scopes for the City of Newark, the City of Atlantic City, and the City of East Orange—each with challenges similar to, if not more severe than Trenton's. In addition, both the City of Newark and the City of Atlantic City were under the Transitional Aid program during some or all of HJA's time with those cities, giving HJA an opportunity to interface regularly with the Division of Local Government Services, its Monitors, and to negotiate Transitional Aid Memoranda of Understanding and aid packages.

C. Availability to accommodate any meetings required by the Office of the Mayor and/or the Department of Administration.

HJA Strategies maintains an office in downtown Trenton, directly across from the State House on West State Street. Both Mr. Amoroso and Mr. Weiss live within a 40 minute and 30 minute drive of the City of Trenton offices, respectively. Mr. Zilinski is a Trenton resident. Mr. Szumski is 1 hour from Trenton and can arrive by car or rail from Philadelphia.

D. Compensation proposal.

The fee for HJA's services is \$165.00 per hour of work, billed in six-minute increments. The total amount billed to the City, pursuant to this RFP, shall not exceed \$98,000. The cost of travel shall not be billed to the City, nor lodging, nor other costs related to the delivery of the Services described in this RFP.

PRICE PROPOSAL

For financial consulting services provided, NW Financial proposes a compensation schedule as follows:

1) Consulting:

For consulting services provided on projects other than the sale of bonds or notes, NW proposes to be compensated on a monthly basis based on the hourly rates as follows:

<u>Position</u>	<u>Hourly Rate (\$/hour)</u>
Principal	\$225
Managing Director	\$205
Senior Vice President	\$190
Vice President	\$180
Associate	\$160

2) New Money and/or Refunding bond transactions*:

If the City would like NW Financial involved in connection with a new money or refunding bond transaction, NW proposes to be compensated at the following rates:

Par size of:

\$1.00-\$9,999,999:	Flat fee of \$8,500 plus reasonable out of pocket expenses.
\$10,000,000-\$19,999,999:	\$.85/\$1000 bonds issued, plus reasonable out of pocket expenses.
\$20,000,000 and over:	\$.75/\$1000 bonds issued, plus reasonable out of pocket expenses.

***NOTE: NW will only be paid upon the successful closing of the bond issue.**

