

20-122

RESOLUTION

No. _____

Date of Adoption MAR 05 2020

Approved as to Form and Legality

JOHN MORELLI, CITY ATTORNEY

Factual content certified by

DEBORAH FOX, DIRECTOR OF TAX ASSESSOR

Councilman / woman _____ 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 ROBERT M. SAPIO REAL ESTATE APPRAISAL, & CONSULTING, LLC, P.O. BOX 1169, VOORHEES, NEW JERSEY 07043 FOR RESIDENTIAL TAX APPEAL APPRAISALS FOR 2019-2020 IN AN AMOUNT NOT TO EXCEED \$38,000.00-RFP2019-47

WHEREAS, the City has a need for Residential Tax Appeal Appraisals for 2019-2020 for a Period of One (1) Year for the City of Trenton, Department of Finance, Division of Tax Assessor; and

WHEREAS, a Request for Proposal was advertised and three (3) proposals were received on October 10 2019, and were evaluated by a committee based on criteria that included experience, understanding of requirements and cost; and

WHEREAS, the proposal of Robert M. Sapi Real Estate Appraisal & Consulting, LLC, P.O. Box 1169, Voorhees, New Jersey 07043 was deemed to include the necessary qualifications and expertise for the performance of the services at the rates listed in the proposal; and

WHEREAS, funds in an amount not to exceed \$38,000.00 at \$90.00 per hour have been certified to be available in the following account number: 0-01- -30-3060-290 from November 15, 2019 to November 14, 2020: Funds will be available in the final adopted budget for the City of Trenton.

NOW, THEREFORE IT IS RESOLVED, by the City Council of the City of Trenton, as follows:

1. The Mayor is hereby authorized to enter into a contract with Robert M. Sapi Real Estate Appraisal & Consulting, LLC, P.O. Box 1169, Voorhees, New Jersey 07043 for Residential Tax Appeal Appraisals for 2019-2020 in an amount not to exceed \$38,000.00 at \$90.00 per hour for a period of one (1) year for the City of Trenton, Department of Finance, Division of Tax Assessor.
2. This contract is awarded pursuant to the authority set forth in the Local Public Contracts Law at N.J.S.A. 40A:11-5.
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	✓				RODRIGUEZ	✓								
WILSON					VAUGHN	✓								
HARRISON														

MAR 05 2020

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

President of Council

City Clerk

PROFESSIONAL SERVICES CONTRACT

**RFP2019-47
RESOLUTION 20-122**

THIS CONTRACT, made this 6TH day of **MARCH 2020** 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 **ROBERT M. SAPIO REAL ESTATE APPRAISAL & CONSULTING, LLC, P.O. BOX 1169, VOORHEES, NEW JERSEY 07043** (CONTRACTOR").

WHEREAS, the City has a need to for **RESIDENTIAL TAX APPEAL APPRAISALS SERVICES FOR 2019-2020** for the City of Trenton, Department of Finance, Division of Tax Assessor.

WHEREAS, Contractor agrees to provide **RESIDENTIAL TAX APPEAL APPRAISALS SERVICES FOR 2019-2020** for the City of Trenton, Department of Finance, Division of Tax Assessor 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:

RESIDENTIAL TAX APPEAL SERVICES for the City agrees to retain **ROBERT M. SAPIO REAL ESTATE APPRAISAL & CONSULTING, LLC, P.O. BOX 1169, VOORHEES, NEW JERSEY 07043** ("the request of and under the general supervision of the City of Trenton, Department of Finance, Division of Tax Assessor.

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 March 6, 2020 to March 5, 2021 in an amount to be compensated at \$90.00 per hour in an amount not to exceed \$38,000.00.

- 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 #20-122 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 Finance, Division of Tax Assessor.
- 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

**ROBERT M. SAPIO
REAL ESTATE APPRAISAL & CONSULTING, LLC,
P.O. BOX 1169
VOORHEES, NEW JERSEY 07043**

DATE

Seal: Notary Public

Attest:

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

ATTEST:

MUNICIPAL CLERK

DATE

CITY OF TRENTON

**W. REED GUSCIORA, ESQ.
MAYOR**

MAYOR

MAYOR

DATE

DATE

**Request for Proposals – City of Trenton
Residential Tax Appeal Appraisals to Tax Court of New Jersey 2019-2020**

The City of Trenton, Department of Finance, Division of Tax Assessors is soliciting sealed Request for Proposals from qualified, experienced firms to prepare and defend real property appraisal report for defense of residential assessment appeals in the City of Trenton. This contract shall be awarded for a period of one (1) year from time of award. **NO SUB-CONTRACTORS ALLOWED FOR THIS PROCUREMENT.** The contract shall be awarded to Respondent/s that are responsive and responsible. The City shall award the contract to one or more Respondents/or whichever it's in the best interest of the City of Trenton.

SCOPE OF SERVICE

The successful firm will prepare and defend real property appraisal reports for defense of residential assessment appeals in the City of Trenton before the Tax Court of New Jersey.

Appraisal reports are to be prepared in compliance with all Tax Court of New Jersey and professional appraisal standards using generally accepted appraisal methods and reporting. Each written appraisal will include sufficient descriptive information and market analysis, including primary verification with a party to the transaction of any sale utilized in accordance with Tax Court of New Jersey standards.

The successful Respondent will provide three (3) original written copies of each report along with an electronic file containing the entire appraisal submitted to the court. Each firm shall include with its Request for Proposal a cost per appraisal as well as the hourly rate to be charged for pre-trial preparation and testimony. Each Respondent shall have done sufficient work within the City of Trenton to meet the competency provision of professional standards for 1-4 family property types.

No appraiser or firm will be selected who has prepared appraisal reports representing plaintiffs against the City of Trenton within the past two (2) years, or who would otherwise have a conflict, or appearance of conflict with the City.

Each person preparing appraisals for the successful firm shall be covered by liability insurance by the firm and shall indemnify the city for work prepared while preparing the appraisal.