

**RFP2022-14 CONSULTING SERVICES FOR GRANT WRITING FOR THE CITY OF TRENTON,
DEPARTMENT OF ADMINISTRATION PROPOSALS OPENED 4/26/2022 AT 11:00AM**

RFP2022-14 CONSULTING SERVICES FOR GRANT WRITING FOR THE CITY OF TRENTON, DEPARTMENT OF ADMINISTRATION		
NUMBER OF RESPONDENTS:	2	
NAME OF BIDDER	BROWNFIELD REDEVELOPMENT SOLUTIONS, INC.	MILLENNIUM STRATEGIES, LLC
ADDRESS	739 STOKES ROAD, SUITE A & B	609 COLUMBIA ROAD, BUILDING B, SUITE 230
CITY, STATE, ZIP	MEDFORD, NJ 08055	MORRISTOWN, NJ 07960
CONTACT NAME	MICHELE CHRISTINA	EDWARD FARMER
TELEPHONE	856-964-6456	973-226-3329
FAX	732-782-0404	973-292-0832
E-MAIL	MICHELE@BRSINC.COM	EFARMER@M-STRAT.COM
STATEMENT OF OWNERSHIP DISCLOSURE	INCLUDED	INCLUDED
EQUAL EMPLOYMENT OPPORTUNITY EXHIBIT A	INCLUDED	INCLUDED
REQUIRED EVIDENCE EEO/AFFIRMATIVE ACTION REGULATIONS QUESTIONNAIRE	INCLUDED	INCLUDED
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA	INCLUDED	INCLUDED
NJ BUSINESS REGISTRATION CERTIFICATE	INCLUDED	INCLUDED
NON-COLLUSION AFFADAVIT	INCLUDED	INCLUDED
AMERICANS WITH DISABILITIES ACT OF 1990 LANGUAGE	INCLUDED	INCLUDED
ETHICS COMPLAINT DISCLOSURE	INCLUDED	INCLUDED
DEBARMENT NOTICE	INCLUDED	INCLUDED
CERTIFICATION AND DISCLOSURE OF POLITICAL CONTRIBUTIONS	INCLUDED	INCLUDED
DISCLOSURE OF INVESTED ACTIVITIES IN IRAN	INCLUDED	INCLUDED
CITY OF TRENTON RESIDENT EMPLOYMENT POLICY	INCLUDED	INCLUDED
EIC	CERT.#37774 EXP. 11/15/2026	CERT.#39523 EXP. 03/15/2028
CERTIFICATE OF INSURANCE	REQUIRED FROM THE AWARDED VENDOR PRIOR TO AWARD	REQUIRED FROM THE AWARDED VENDOR PRIOR TO AWARD
60-DAY EXTENSION COMPLIANCE	YES	YES
PROVIDE PRIORITY EMERGENCY SERVICES	YES	YES
REFERENCES	INCLUDED	INCLUDED
W-9	INCLUDED	INCLUDED
EXCEPTIONS (IF ANY)	NONE	NONE
TOTAL AMOUNT FOR TWELVE (12) MONTHS	\$56,400.00	\$66,000.00 PER ANNUAL AT \$5,500.00 PER MONTH RETAINER FEE
FATAL FLAW	NONE	NONE

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**BID PROPOSAL FORM
RESPONDENT MUST COMPLETE**

WE THE UNDERSIGNED PROPOSE TO FURNISH CONSULTING SERVICES FOR GRANT WRITING FOR THE CITY OF TRENTON, DEPARTMENT OF ADMINISTRATION PURSUANT TO THE SCOPE OF SERVICES AND REQUIREMENTS AND MADE PART HEREOF:

TOTAL AMOUNT FOR TWELVE MONTHS \$ 56,400.00

Michele Christina
(ORIGINAL SIGNATURE BY AUTHORIZED REPRESENTATIVE)

The undersigned is a Corporation, Partnership or Individual under the laws of the State of New Jersey having its principal office at 739 Stokes Rd, Suites A & B, Medford, NJ 08055

COMPANY Brownfield Redevelopment Solutions, Inc.

ADDRESS 739 Stokes Rd, Suites A & B

ADDRESS Medford, NJ 08055

FED. ID # _____

NAME Michele Christina

TELEPHONE 856-964-6456

FAX 732-782-0404

EMAIL michele@brsinc.com

DATE April 21, 2022

SIGNATURE Michele Christina



REQUEST FOR PROPOSALS – CONSULTING SERVICES FOR GRANT WRITING RFP2022-14

PRICING INFORMATION

Please note the following explanations regarding the information provided on the pricing form:

- (1) It is anticipated that the lump sum amount for consulting services would be treated like a retainer contract and would be billed in monthly increments of \$4,700.
- (2) Should the City wish to pursue a piecemeal pricing arrangement, the price per grant application will vary depending upon the level of effort required for the submittal. BRS can provide a work assignment proposal for every funding application identified for the City’s review and authorization prior to preparing an application.
- (3) Compensation as a percentage of a grant award is atypical for grant writing contracts. If the intent is to compensate for grant writing out of the awarded funding, please know that this is almost always an ineligible use of funding for most grants, particularly those awarded by state and federal agencies.
- (4) As a fourth alternative, BRS would be more than willing to consider invoicing on a time and materials basis using the following billing schedules:

Position	BRS Key Personnel	Hourly Rate
Principal (Role: Program Manager)	Leah Yasenchak, PhD, PP/AICP, CEcD	\$ 160
Grant Manager & Planner (Role: Project Manager)	Laura Burnham	\$ 110
Director, Planning and Grants Division (Role: Grant Writer)	Alisa Drooker Goren, PP/AICP, CFM	\$ 135
Grant Manager & Economist (Role: Grant Writer)	Sonia Martin	\$ 110
Position	Sustainable Strategies DC Personnel	Hourly Rate
Principal	Andrew Seth Matthew Ward	\$ 200

Rates for other staff can be provided as warranted by the grant assignment.

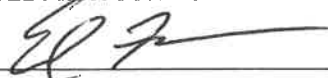
2

**BID PROPOSAL FORM
RESPONDENT MUST COMPLETE**

WE THE UNDERSIGNED PROPOSE TO FURNISH CONSULTING SERVICES FOR GRANT WRITING FOR THE CITY OF TRENTON, DEPARTMENT OF ADMINISTRATION PURSUANT TO THE SCOPE OF SERVICES AND REQUIREMENTS AND MADE PART HEREOF:

TOTAL AMOUNT FOR TWELVE MONTHS

\$5,500.00 per month retainer fee,
\$ not to exceed \$66,000.00 per annum



(ORIGINAL SIGNATURE BY AUTHORIZED REPRESENTATIVE)

The undersigned is a Corporation, Partnership or Individual under the laws of the State of
New Jersey having its principal office at 60 Columbia Road, Building B, Suite 230, Morristown, NJ, 07960

COMPANY Millennium Strategies LLC

ADDRESS 60 Columbia Road, Building B, Suite 230, Morristown, NJ, 07960

ADDRESS 60 Columbia Road, Building B, Suite 230, Morristown, NJ, 07960

FED. ID # _____

NAME Edward Farmer

TELEPHONE (973) 226-3329

FAX (973) 292-0832

EMAIL efarmer@m-strat.com

DATE 04/18/2022

SIGNATURE 