

RESOLUTION

No. 22-261

Approved as to Form and Legality

WESLEY BRIDGES, ESQ., DIRECTOR OF LAW

Date of Adoption JUL 07 2022

Factual content certified by

ADAM E. CRUZ, BUSINESS ADMINISTRATOR

Councilman /woman

Marge Caldwell-Wilson

present 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 MILLENNIUM STRATEGIES, LLC FOR PROFESSIONAL CONSULTING SERVICES IN GRANT WRITING FOR THE CITY OF TRENTON, DEPARTMENT OF ADMINISTRATION FOR A PERIOD OF ONE (1) YEAR FROM JULY 1, 2022 TO JUNE 30, 2023 IN AN AMOUNT NOT TO EXCEED \$66,000.00 AT \$5,500.00 PER MONTH RFP2022-14

WHEREAS, the City of Trenton, Department of Administration has a need for Professional Consulting Services in Grant Writing; and

WHEREAS, a Request for Proposal was advertised on April 7, 2022, and two (2) proposals were received by the Purchasing Agent in the Division of Purchasing on April 26, 2022, and evaluated by a committee based on criteria that included experience, understanding of requirements and cost; and

WHEREAS, the proposal of Millennium Strategies, LLC, 60 Columbia Road, Bldg. B., Suite 230, Morristown, New Jersey 07960 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 \$66,000.00 at \$5,500.00 per month have been certified to be available in the following account number(s): CY' 2022, 2-01- -60-6010-290 (\$33,000.00), and CY' 2023, 3-01- -60-6010-290 (\$33,000.00). The City of Trenton shall award this contract for a period of one (1) year from July 1, 2022 to June 30, 2023; and

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 Millennium Strategies, LLC, 60 Columbia Road, Bldg., B., Suite. 230, Morristown, New Jersey 07960 for Professional Consulting Services in Grant Writing for the City of Trenton, Department of Administration.
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
CALDWELL					RODRIGUEZ									
WILSON	✓													
HARRISON	✓				VAUGHN		✓			MCBRIDE	✓			
MUSCHAL	✓				WILKINS		✓							

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

JUL 07 2022

Randy McBride
President of Council

City Clerk

**CITY OF TRENTON
DEPARTMENT OF FINANCE**

CERTIFICATION OF FUNDS

I, Ronald Zilinski, Chief Financial Officer of the City of Trenton, do hereby certify, to the best of my knowledge and belief, that there are now sufficient funds to Contract with:

Vendor Name: MILLENNIUM STRATEGIES, LLC
Address# 1: 60 COLUMBIA ROAD, BLDG. B, SUITE 230
City: MORRISTOWN
State: NEW JERSEY
Zip Code: 07960

Purpose: PROFESSIONAL CONSULTING SERVICES IN GRANT WRITING FOR THE CITY OF TRENTON, DEPARTMENT OF ADMINISTRATION THROUGH RFP2022-14

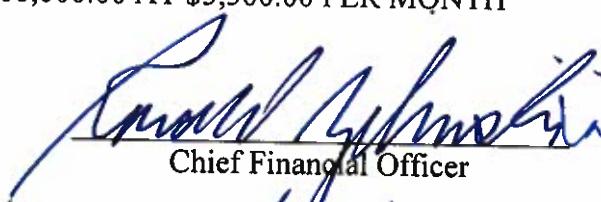
Fund: OPERATING

Account Numbers: CY'2022, 2-01- -60-6010-290 (\$33,000.00), SIX (6) MONTHS
CY'2023, 3-01- -60-6010-290 (\$33,000.00) SIX (6) MONTHS

Vendor ID: MILLE020

Requisition Number:

Amount not to exceed: \$66,000.00 AT \$5,500.00 PER MONTH


Ronald Zilinski 5/16/22
Chief Financial Officer

5/16/22
Date



City of Trenton

Memorandum

TO: Isabel Garcia, Purchasing Agent
CC: Adam E. Cruz, Business Administrator
Colin Cherry, Assistant Business Administrator
FROM: Nikki Mosgrove, Contract Administrator 2
DATE: May 13, 2022

(NMM)

RE: Resolution to Award Contract for RFP No. 2022-14: "Professional Consulting Services in Grant Writing"

- 1. Background** The RFP solicitation was a fair and open process in accordance with NJSA 19:44 A-20.4 ET SEQ and is NOT required to take the lowest bidder.
- 2. Scope of Services for Contract**
 - Consultant will monitor evaluation of the City of Trenton's current funding procurement efforts; including meeting with all necessary personnel to determine funding goals
 - Consultant will notify the City of Trenton notifications of all available and potential governmental and non-governmental funding opportunities.
 - Consultant will research, preparation, submission and all follow-up including appropriate legislative support of all funding grant applications.
 - Consultant will be responsible for any other services the City of Trenton may require including but not limited to attendance at City of Trenton Meetings related to grant writing.
- 3. Evaluation**

Two (2) proposals were evaluated using a scored evaluation. Millennium Strategies, LLC received the highest score of 282 and provided precisely what the RFP asked for. Millennium Strategies, LLC proposed a well-structured methodology on how the City can move forward and has a proven track record in working within New Jersey and beyond.
- 4. The proposals received and scores are as follows (red is the finalist), also see enclosed spreadsheets:**

	SCORES
Millennium Strategies, LLC.	282
Brownfield Redevelopment Solutions, Inc.	267
- 5. Evaluation Committee:**
 - Rebecca FrancoMartin, Director, Trenton Free Public Library
 - Stephani Register, Principal Planner, Department of Housing & Economic Development
 - Anthony Santora, Chief of Traffic & Operations, Department of Public Works
- 6. Total dollar amount of the contract and contract term**

\$66,000.00 - Pending City Council approval, the contract term shall be from July 1, 2022 to June 30, 2023.
- 7. Funding Source**

The CY2022 and CY2023 funding accounts are: 2-01- - 60-6010-290 and 3-01- - 60-6010-290 (\$5,500.00 per month)
- 8. Evaluation Process**

Proposal Evaluation Score Sheet with criteria for the reviews is enclosed. Each proposal had potential maximum earning points of 100.