

PROFESSIONAL SERVICES CONTRACT

**RFP2023-03
RESOLUTION 23-214**

AWARDED TO ISLES, INC., TO IMPLEMENT THE SOCIAL SERVICE COMPONENTS OF THE TRENTON STREET TEAMS GRANT FOR THE DEPARTMENTS OF POLICE AND HEALTH AND HUMAN SERVICES

THIS CONTRACT made this **5TH day of MAY 2023** 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 **ISLES, INC., 10 WOOD STREET, TRENTON, NEW JERSEY 08618**(CONTRACTOR").

WHEREAS, the City has a need **TO IMPLEMENT THE SOCIAL SERVICE COMPONENTS OF THE TRENTON STREET TEAMS GRANT** for the City of Trenton, Department of Police and Health & Human Services.

WHEREAS, Contractor agrees **TO IMPLEMENT THE SOCIAL SERVICE COMPONENTS OF THE TRENTON STREET TEAMS GRANT** for the City of Trenton, Department of Police and Health & Human Services 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:

TO IMPLEMENT THE SOCIAL SERVICE COMPONENTS OF THE TRENTON STREET TEAMS GRANT for the City agrees to retain **ISLES, INC., 10 WOOD STREET, TRENTON, NEW JERSEY 08618** ("the request of and under the general supervision of the City of Trenton, Department of Police and Health & Human Services.

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 **MAY 5TH, 2023, TO MAY 4TH, 2024**, in an amount not to exceed **\$1,346,000.00**.

- 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 #23-214** 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 this Contract with the City of Trenton, Department of Administration, Division of Information Technology.
- 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.

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

Jah H
ISLES, INC.
10 WOOD STREET
TRENTON, NEW JERSEY 08618

5-25-23

DATE

Seal: *Om Mc Atw*
Attest: *Om Mc Atw*

LOREN MCALISTER
Commission #2435545
Notary Public, State of New Jersey
My Commission Expires
June 25, 2023

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

ATTEST:

B.L.G.
BRANDON L. GARCIA
MUNICIPAL CLERK

DATE

4/27/23

CITY OF TRENTON

W.R.G.
W. REED GUSCIORA, ESQ.
MAYOR

DATE

6-5-23

RESOLUTION

No.

23-214

Date of Adoption MAY 04 2023

Approved as to Form and Legality

Factual content certified by

WESLEY BRIDGES, ESQ. DIRECTOR OF LAW

STEVE E. WILSON, POLICE DIRECTOR

Councilman /woman

Represents 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 ISLES, INC., TO IMPLEMENT THE
SOCIAL SERVICE COMPONENTS OF THE TRENTON STREET TEAMS GRANT
FOR THE DEPARTMENTS OF POLICE AND HEALTH AND HUMAN SERVICES
IN AN AMOUNT NOT TO EXCEED \$1,346,000.00
FOR A PERIOD OF ONE (1) YEAR FROM TIME OF AWARD- RFP2023-03**

WHEREAS, the City has a need to implement the social service components of the Trenton Street Teams Grant for the City of Trenton, Department of Police and Health and Human Services for a period of one (1) year from date of award; and

WHEREAS, the Trenton Street Teams Program seeks to implement the following strategies to reduce violence in the City of Trenton: identify, train and deploy non-traditional leaders from within the community to serve as outreach worker, provide case management to high-risk mentees, intervene and mediate conflicts between individuals and rival groups involved in the Trenton neighborhoods via safe passage and high-risk intervention, increase access and awareness to healing and recovery services for victims/survivors of violence through direct services, advocacy and public educational forums; and coordinate with citywide public safety initiatives through the partnerships; and

WHEREAS, a request for proposal was advertised, and one (1) sealed proposal was received on January 19, 2023 at 11:00am, by the Purchasing Agent, and was evaluated by a committee based on criteria that included, experience, understanding of requirements and cost; and

WHEREAS, the proposal of Isles, Inc., 10 Wood Street, Trenton, New Jersey 08618 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 \$1,346,000.00 have been certified to be available in the following grant account number: G-SS-23-40-210A-290 for a period of one (1) year from time of award.

RESOLUTION

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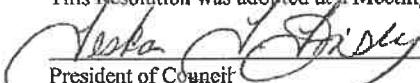
NOW, THEREFORE IT IS RESOLVED, by the City Council of the City of Trenton, as follows:

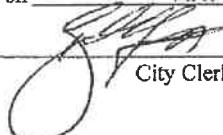
1. The Mayor is hereby authorized to enter into a contract with Isles, Inc., 10 Wood Street, Trenton, New Jersey 08618 to implement the social service components of the Trenton Street Teams Grant in an amount not to exceed \$1,346,000.00 for a period of one (1) year from time of award for the City of Trenton, Department of Police and Health and Human Services.
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	
EDWARDS	✓				GONZALEZ					✓	FRISBY	✓			
FELICIANO	✓				HARRISON	✓									
FIGUEROA KETTENBURG				✓	WILLIAMS	✓									

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

MAY 04 2023


President of Council


City Clerk

Trenton Street Teams

Scope of Work and Specifications

I. Scope of Solicitation

The City of Trenton, in a collaborative effort between the Trenton Police Department and Department of Health and Human Services, and supported by the Department of Community Affairs, seeks applicants to manage the delivery of a package of social services related to the Trenton Street Teams Grant. The successful applicant will be an established non-profit organization that operates in a collaborative to work with youth, young adults, families, and schools, starting in January 2023. This contract shall be awarded for a period of one (1) year.

II. Instructions to Applicants

In addition to the information requested elsewhere in this solicitation, applicants should submit the following information for purposes of the committee's evaluation: 1) a cover letter; 2) a summary of qualifications; 3) a two-to-three-page proposal clarifying how the applicant will perform his or her duties described in the Scope of Work in Section III; 4) other forms or agreements attached to this document.

III. Scope of Work/Specifications

The Trenton Street Teams will implement a proposal that was approved by the Department of Community Affairs.

The Trenton Street Teams program seeks to implement the following strategies to reduce violence in Trenton:

1. Identify, train and deploy non-traditional leaders from within the community to serve as Outreach Workers.
2. Provide case management to high-risk mentees, intervene and mediate conflicts between individuals and rival groups involved in the Trenton neighborhoods via safe passage and high-risk intervention.
3. Increase access and awareness to healing and recovery services for victims/survivors of violence through direct services, advocacy and public educational forums.
4. Coordinate with citywide public safety initiatives through the partnerships

The Trenton Street Teams awardee will engage in comprehensive public safety initiatives that consist of the following:

1. Twelve (12) outreach workers providing safe passage to schools throughout the City of Trenton

2. Eight (8) outreach worker/case managers providing mentoring through a case management model
3. Three (3) community health workers servicing victims in a hospital-based violence intervention program
4. Host bi-monthly public safety roundtables in partnership with a higher education partner
5. Partner with City agencies to conduct weekly community walks in areas impacted by violence
6. 4 clinicians who provide services to self-identified victims through a hospital-based resource

All participating staff will receive 40 hours of training via professional community interventionists that have a recognized violence intervention specialty and public safety expertise. The orientation and training will consist of community-based gang-outreach intervention strategies, violence deterrence and crisis abatement training, gang intercession, proactive scenario-based training, critical incident response reporting, scene management and supervision, retaliation protocols and crisis prevention planning & holistic response preparation for individuals, neighborhoods, business districts and government municipalities.

The awardee will use the interventionists and outreach workers to intervene in historic and current conflicts, prevent retaliation, respond to loitering calls and provide victim services to survivors of violence. These interventionists will be assigned a ranking police officer to provide briefs regarding issues.

All individuals assuming the aforementioned roles will be required to participate in regular meetings with the awardee, the Trenton Police Department, members of the Health and Human Services Department, and other stakeholders. They shall also participate in all training sessions or activities outlined in the proposal.

The applicant must be able to provide space to run trainings within their facility in an efficient and private manner. The applicant must also be able to provide space for outreach worker meetings with participants during non-traditional work hours.

Scope of Work:

The successful application organization will be able to provide the following as a single entity or as part of collaboration:

- 1). High Risk Intervention - The high-risk interventionist receives e-mail notifications from TPD of street disputes that are suspected to lead to violence or violent crimes themselves. The HRI team will be required to respond to these events, once it is deemed safe within 24 hours.

Team members will negotiate personal conflicts and diffuse tensions that result in violence. The high-risk interventions included relocating a domestic violence victim, negotiating the return of a carjacking victim's vehicle, supporting the families of

homicide victims to complete VCCO application, resolving drug disputes, and various other issues.

The High-Risk Interventionist role is to leverage relationships with the victim and those associated with the perpetrator to prevent retaliation. In addition, the High-Risk Interventionist connects victims and their families with services to support their respective healing journey.

2). Mentoring through Case Management - Outreach Workers fill the role of case manager, mentor and violence interrupter. Each Outreach Worker identifies, recruits and manages a caseload of 5-7 participants. Upon enrollment in the program, the Outreach Workers help their client complete a 6-month life plan, enroll them in life skills training sessions and connect them to the aforementioned services needed for a lifestyle transformation. Outreach Workers will be actively engaged in the day-to-day lives of their clients, creating an intentional space to address any issues that participants are struggling with. They conduct home visits, travel with participant to job interviews and social service appointments, as well as engage them in extra-curricular activities.

In addition to providing one-on-one services to their client base, Outreach Workers serve as violence preventers and interventionists. Outreach Workers have and will continue to develop strong relationships with residents, gang members and affiliates and their families in order to gain access to critical information that may deter violent events from occurring. The Outreach Worker anticipates, intervene, and disrupt violence within the community.

3). Community Safe Passage deploys several Outreach Workers in teams at key exit and entry point of the school, bus stops, stores and intersections where youth congregate in and around the school. The overall goal of Safe Passage is to develop relationship with the youth, intervene and mediate potential conflicts to ensure that students arrive at school and make it home from school in a safe and timely manner.

This strategy in partnership with school security and Trenton Police Department is to be instrumental in preventing major violent situations from occurring. With each incident, Outreach Worker will log them in to the monthly incident report and both agencies will keep them on file accordingly.

4.) Community Walks and bi-weekly meetings - Conduct Weekly Community Walks in areas impacted by violence throughout the city.

5). Victim Support and Advocacy - This grant will fund a full time Master of Social Work to provide Assertive Community Outreach--short-term/crisis counseling, connecting crime victims and their families to social services, clinical services and other community resources through Outreach Workers to include the following:

- Connect mentees to educational supports, receiving independent tutoring provided by outreach workers, or enrolling in vocational or job training programs
- Refer mentees to wellness services including assessment by the street team's social worker, counseling from mental health care providers, and medical care
- Pair mentees with legal advice on issues such as outstanding warrants, child support, and some criminal matters.
- Direct mentees to services including resume writing and job referrals, as well as access to professional attire.
- Provide emergency hardship assistance.
- Make home and school visits to determine mentee quality of life and educational struggles.

6.) Community Sentinel Project (CSP)

The awardee will train and deploy 20 resident-volunteers as first responders to low-level, quality of life issues such as loitering, school disputes, and personal disputes in a 4-block radius around identified hotspots. This work will be coordinated with TPD and will free up TPD resources to focus on more pressing public safety issues. Street teams will recruit, train and supervise the 20 volunteer Community Sentinel who will work directly with the Street Team's High Risk Intervention team.

The Community Sentinel will offer or connect residents to as appropriate/available:

- Mediation/Conflict Resolution/Restorative Justice Services
- Referrals to Support Groups/Wellness Services
- Emergency Safe House
- Pro Bono or Reduced Cost Legal Assistance
- Emergency Relocation Assistance
- Emergency Restraining Orders
- Victim of Crime Application Assistance
- Emotional Support
- Intervention/Prevention / Education Programs
- Public Safety Training
- Resources (Books, Pamphlets, Videos) on healing, trauma, and more.
- Working with community members to develop a strategy for addressing quality of life issues
- Hardship Assistance