

# RESOLUTION No. 24-345

Approved as to Form and Legality

WESLEY BRIDGES, ESQ., CITY ATTORNEY

Date of Adoption

SEP 05 2024

Factual content certified by

STEVE E. WILSON, DIRECTOR OF POLICE

Councilman/woman

presents the following Resolution

SPONSORED BY:

**RESOLUTION AWARDDING A CONTRACT THROUGH A FAIR AND OPEN PROCESS  
IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ., TO ISLES, INC., TO  
IMPLEMENT THE SOCIAL SERVICES ANTI-VIOLENCE GRANT PROGRAM FOR  
THE DEPARTMENT OF POLICE AND HEALTH AND HUMAN SERVICES  
DEPARTMENT FOR A PERIOD OF ONE (1) YEAR FROM DATE OF AWARD IN AN  
AMOUNT NOT TO EXCEED \$1,300,000.00 RFP2024-12**

**WHEREAS**, the City of Trenton (the "City") has a need for Isles, Inc., for Applications to Manage the Delivery of a Package of Social Services Related to the Trenton Street Teams Grant for the City of Trenton, Department of Police, and Department of Health and Human Services; and

**WHEREAS**; The awarded proposer will manage the delivery of a package of social services related to the Anti-Violence Program Grant. The established non-profit organization shall operate in a collaborative to work with youth, young adults, families, and schools, starting June 1, 2024. The Anti-Violence Program Grant will implement a proposal that was approved by the Department of Community Affairs. The Anti-Violence Program Grant seeks to implement the following strategies to reduce violence in Trenton: Identify, train and deploy non-traditional leaders from within the community to serve as Outreach Workers. 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. Coordinate with citywide public safety initiatives through partnerships; and

**WHEREAS**, a request for proposal was advertised, and one (1) sealed proposal was received on April 3, 2024 at 11:00AM, by the Purchasing Agent and were 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 \$1,300,000.00 have been certified to be available in the following grant account number: G-SS-25-70-151B-290 for a period of one (1) year from date of award.

# RESOLUTION

Page 2

**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; in an amount not to exceed \$1,300,000.00 for a period of one (1) year from date of award for the City of Trenton, Department of Police and, Health and Human Services, and supported by the Department of Community Affairs; and
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.

MOTION: <i>Frisky</i>					SECOND <i>Edwards</i>									
	Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent
EDWARDS	✓				GONZALEZ	✓				FELICIANO	✓			
FIGUEROA					HARRISON	✓								
KETTENBURG	✓													
FRISBY	✓				WILLIAMS	✓								

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

**SEP 05 2024**

*Christopher Feliciano*  
President of Council

*[Signature]*  
City Clerk

**PROFESSIONAL SERVICES CONTRACT**

**RFP2024-12**

**RESOLUTION 24-345**

**AWARDED TO ISLES, INC. TO IMPLEMENT THE SOCIAL SERVICES ANTI-VIOLENCE GRANT PROGRAM  
FOR THE CITY OF TRENTON, DEPARTMENT OF POLICE**

**THIS CONTRACT** made this 6<sup>TH</sup> day of SEPTEMBER 2024 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 08608** (CONTRACTOR").

**WHEREAS**, the City has a need **TO IMPLEMENT THE SOCIAL SERVICES ANTI-VIOLENCE GRANT PROGRAM** for the City of Trenton, Department of Police.

**WHEREAS**, Contractor agrees **TO IMPLEMENT THE SOCIAL SERVICES ANTI-VIOLENCE GRANT PROGRAM** for the City of Trenton, Department of Police 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 SERVICES ANTI-VIOLENCE GRANT PROGRAM**, the City agrees to retain **ISLES, INC., 10 WOOD STREET, TRENTON, NEW JERSEY 08608** at the request of and under the general supervision of the City of Trenton, Department of Police.

**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 **DATE OF AWARD**, in an amount not to exceed **\$1,300,000.00**.

- 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 #24-345** 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


  
**ISLES, INC.**  
**10 WOOD STREET**  
**TRENTON, NEW JERSEY 08608**

10/24/24  
 DATE

Seal: \_\_\_\_\_  
 Attest: 



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

ATTEST:  
  
**BRANDON L. GARCIA**  
**MUNICIPAL CLERK**

CITY OF TRENTON  
  
**W. REED GUSCIORA, ESQ.**  
**MAYOR**

12/2/24  
 DATE

11.7.24  
 DATE

<b><u>Category</u></b>	<b><u>Narrative</u></b>	<b><u>Total</u></b>
Project Director	Project coordination includes overall supervision of program design and implementation; coordination and communication among all TCST staff and contractors; hiring, evaluation, and review of staff and contractors. 80% of \$100,000 annual contract.	\$ 80,000.00
Operations Manager	coordinating and scheduling training, meetings, and events; communicating with TPD, City, Isles leadership, and various stakeholders; ensuring timely and accurate reporting. 80% of \$65k salary and 28% fringe.	\$ 66,560.00
Clinical Manager	Case management includes oversight of records of participants; ensuring effective service provision by HRI and Outreach Workers; serving as a secondary outreach worker for participants; coordination of services for individual participants. \$62k salary and 28% fringe.	\$ 79,360.00
Deputy Operations Manager	Manages Safe Passage, training scheduling, and assists management with supervisory tasks. \$56,000 salary and 28% fringe.	\$ 71,680.00
HRIs	2.5 FTE full-time High Risk Interventionists at \$55,500 salary and 28% fringe.	\$ 177,600.00
Outreach Workers	6 FTE Outreach Workers at \$20/h and 28% fringe.	\$ 279,552.00
Safe Passage Outreach Workers	6 part-time (25h/week) Safe Passage Outreach Workers at \$17.50/hour and 20% fringe.	\$ 163,800.00
Project administration	Administrative costs for: technology, HR, finance, grants management, internal staff training and technical assistance, project oversight, and other organizational administrative services provided for TCST project.	\$ 60,000.00
Travel for staff	Travel for staff costs include travel to/from participants homes, provider sites, participant job interview/sites, etc.	\$ 9,000.00
School Programming	After School Programming is included in Outreach Workers and Safe Passage staff roles and will be supported through those existing funding lines.	\$ -
Hardship Funds	Funding will provide small grants to victims, survivors, and their families and friends to retain stability in their housing and food security.	\$ 15,000.00
Training and Technical Assistance	Training includes training for all TCST staff from Professional Community Intervention Training Institute, as well as cultural competence training and trauma-informed care training, as needed.	\$ 75,000.00
Uniforms	Uniforms funding will cover uniforms for all TCST staff, including shirts, hats, jackets, and bags.	\$ 12,000.00
Program Evaluation		\$ 8,000.00
Staff Support	Clinician services provided for TCST staff to ensure mental and behavioral support.	\$ 30,000.00
Vehicle	Purchase of 15 passenger van to allow staff to travel among sites and meetings, and to travel to regional events.	\$ 35,000.00
Program Materials	Program materials includes office supplies, printing, educational materials, outreach and marketing materials, and activity supplies.	\$ 12,000.00
Food	Funding will provide meals, snacks, and refreshments for participants and their families and friends.	\$ 22,000.00
Grassroots anti-violence grants	Small grants and support for community-based organizations advancing the goals of TCST and similar programs.	\$ 103,448.00
<b>TOTAL</b>		<b>\$ 1,300,000.00</b>