

**CONTRACT**

**THIS CONTRACT** is entered into as of the 10th day of January, 2023, between the **CITY OF RAHWAY**, a municipal corporation of the State of New Jersey, with an office located at One City Hall Plaza, Rahway, New Jersey 07065 (hereinafter the “City”), and **THA CONSULTING, INC.**, 114 Livingston Ave, New Brunswick, New Jersey 08901 (hereinafter the “Contractor”).

**WITNESSETH:**

In consideration of the mutual covenants contained herein, the parties agree as follows:

1. **Authorization.** By Resolution #AR-34-23, dated January 9, 2023, the City awarded a contract to Contractor.
2. **General Scope of Service.** Contractor shall provide Parking Consultant Services as set forth in their RFQ Proposal. Said Proposal is incorporated herein and made a part hereof as though repeated in full.
3. **Compensation.** Contractor shall be compensated for the timely and complete performance of its obligations under this Contract, in an amount Not to Exceed \$10,000.00.
4. **Indemnification.** Contractor shall defend, save and hold harmless the City, its members, officers, agents and employees, against all claims, costs, demands, attorney fees, losses or damage, to persons or property, that may arise as a result of any claim or action, in connection with Contractor’s negligent performance of its obligations under this Contract.
5. **No Assignment.** The City has awarded this Contract to Contractor due to the expertise of Contractor in its field, and due to the unique and specialized services to be performed. Accordingly, this Contract may not be assigned by Contractor without the City’s consent.
6. **Term.** This is a one (1) year contract commencing January 1, 2023 and ending December 31, 2023.

7. **Licenses and Registrations.** In the event any services to be performed under this Contract require any particular license or registration to perform the Services described, Contractor shall at all times during the terms of this Contract maintain and keep current and valid all such licenses and registrations. Failure to do so shall give the City the right to terminate this Contract upon three (3) business days advance written notice. If requested, Contractor shall furnish any requested registration or license within two (2) business days.
8. **Default/Termination.** Notwithstanding anything contained herein or in any general conditions, in the event of the default of the Contractor to provide the Services, the City may terminate the Contract without penalty on thirty (30) days written notice to Contractor.
9. **Termination.** It is understood and agreed to by the Contractor that the City may cancel this contract at any time by giving prior written notice of said cancellation to the Contractor within sixty (60) days prior to the effective cancellation date.
10. **Insurance.** Contractor shall secure and maintain at all times during the term of this Contract all of the insurance coverages required by the City and certifies that it has proper insurance.
11. **Non-Discrimination.** Contractor shall not discriminate in the furnishing of its services or hiring practices due to race, color, national origin, religion, sex, marital status, age, ancestry or affectional or sexual orientation.
12. **Affirmative Action.** Contractor shall conform to the State of New Jersey Affirmative Action requirements, which is marked as Exhibit A and is attached hereto and made a part hereof.

13. **Notices.** All notices required or permitted to be given under this Contract shall be in writing and sent by certified mail, return receipt requested, or by recognized overnight delivery service, to the parties at the addresses listed below:

CONTRACTOR: THA Consulting, Inc.  
144 Livingston Ave  
New Brunswick, NJ 08901  
Attention: Jim Zullo, President

CITY: City of Rahway  
One City Hall Plaza  
Rahway, New Jersey 07065  
Attention: Business Administrator

Louis N. Rainone, Director of Law  
Rainone Coughlin Minchello, LLC  
555 Route 1 South, Suite 440  
Iselin, New Jersey 08830

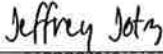
14. **Governing Law.** This Contract shall be construed in accordance with and governed by the laws of the State of New Jersey, without regard to the conflicts of laws or choice of law provisions thereof.
15. **Severability.** If any provisions of this Contract shall be held invalid, its invalidity shall not affect any other provisions of this Contract that can be given effect without the invalid provisions, and for this purpose the provisions of this Contract are deemed to be severable.
16. **No Waiver.** No delay or failure by the City to exercise any right under this Contract, and no partial or single exercise of that right, shall constitute a waiver of that or any other right, unless otherwise expressly provided herein.
17. **Entire Agreement.** This Contract constitutes the entire agreement between the parties hereto. This Contract shall not be altered, amended, supplemented or terminated except by an agreement in writing, signed by both parties hereto.

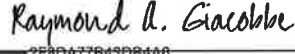
18. **Representations of Contractor.** Contractor hereby represents that Contractor is properly licensed to provide the Services and has all requisite authority and ability to provide the Services under this Contract. Contractor has taken all necessary action to approve this Contract and authorize the provisions of the Services hereunder.
19. **Records Retention.** Contractor shall maintain all documentation related to the Services under this contract for a period of five (5) years from the date of final payment. Such records shall be available to the New Jersey Office of the State Comptroller upon request.

**IN WITNESS WHEREOF**, the parties, by themselves or by their appropriate corporate officers and representatives, have hereunto set their/its hands and/or seals the day and year first written.

ATTEST:

CITY OF RAHWAY

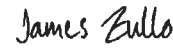
DocuSigned by:  
  
D2CDCC781B454EE...  
Jeffrey Jatz  
City Clerk

DocuSigned by:  
  
2F8DA77B43DB4A0...  
By: Raymond A. Giacobbe, Mayor

WITNESS

THA CONSULTING, INC.  
CONTRACTOR

DocuSigned by:  
  
8C7380E494A0406...  
Nan Chen

DocuSigned by:  
  
270ACBA9005247B...  
By: James Zullo, President

**EXHIBIT A****AFFIRMATIVE ACTION/EQUAL OPPORTUNITY REQUIREMENTS**

During the performance of this contract, the contractor agrees as follows:

- a. The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be 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. The 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 non-discrimination clause;
- b. The contractor or subcontractor, 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, affectional or sexual orientation, gender identity or expression, disability, nationality or sex;
- c. The contractor or subcontractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the Public Agency Contracting Officer advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment;
- d. The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.
- e. The contractor or subcontractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.
- f. The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies, including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender

identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices;

- g. The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions;
- h. In conforming with the targeted employment goals, the contractor or subcontractor 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, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency after notification of award, but prior to execution of a goods and services contract, one of the following three documents:

- a. Letter of Federal Affirmative Action Plan Approval;
- b. Certificate of Employee Information Report; or
- c. Employee Information Report Form AA 302 (electronically provided by the Division and distributed to the public agency through the Division's website at [www.state.nj.us/treasury/contract\\_compliance](http://www.state.nj.us/treasury/contract_compliance)).

The contractor and subcontractors shall furnish such reports or other documents to the Division of Public Contracts Equal Employment Opportunities Compliance as may be requested by the office from time to time in order to carry out the purposes of these regulations and the City shall furnish such information as may be requested by the Division of Public Contracts Equal Employment Opportunity Compliance for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.



# City of Rahway

## Request for Contract

Send this completed form to Administration within 5 days following resolution approval.

Please include a PDF of the certified Resolution and Supporting Documentation (Bid, Proposal, Quotation, RFQ, RFP, etc)

**Department** Administration **Division** \_\_\_\_\_

**Contract Title:** Professional Services to THA Consulting for Parking Consultant Service

**Resolution #** AR-34-23 **Total Contract Amount:** \$ 10,000 **Alternates?** ☐ Yes ☒ No

**Type:** ☐ Bid ☐ Proposal ☐ Quotation ☐ Other: RFQ

**Advertised Due Date:** \_\_\_\_\_ ☐ Attached W-9 and Business Certificate

**Name of Business:** THA Consulting, Inc

**Street Address:** 114 Livingston Avenue

**City:** New Brunswick **State:** NJ **Zip:** 08901

**Contact Person:** Jim Zullo

**Contact Email:** jzullo@tha-consulting.com **Contact Phone:** 732-816-4407

**Name of Person Signing for Business:** Jim Zullo

**Title:** President **Email:** jzullo@tha-consulting.com

**Name of Person Attesting Signature for Business:** \_\_\_\_\_

**Title:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Specific Contract Timeline** (Provide all applicable per specifications/bid/proposal/quote)

**State Date:** 1/1/2023 **Finish Date:** 12/31/2023 **Duration:** 1 Year

**Special Conditions (other relevant resolution numbers, prequalification or alternate info, etc.):**

**Scope of Work (attach separate sheet if necessary):**

**Requested By:** Genesis Siegell for B/ **Phone Number:** 732-827-2003 **Date:** 2/7/23

# **RESOLUTION**

## **CITY OF RAHWAY, NEW JERSEY**

No. **AR-34-23**

Date of Adoption: **January 9, 2023**

### **A RESOLUTION APPROVING A PROFESSIONAL SERVICES CONTRACT TO THA CONSULTING FOR PROFESSIONAL PARKING CONSULTANT SERVICES**

**WHEREAS**, under the provisions of P.L. 2004, c.19, known as the “New Jersey Local Unit Pay-To-Play Law,” the City conducted a fair and open process to select a firm to provide professional parking services; and

**WHEREAS**, a Request for Qualifications under the “fair and open” process was solicited in compliance with N.J.S.A.19:44-A-20.4 et seq; and

**WHEREAS**, THA Consulting responded to a request for qualifications pursuant to the fair and open process and has been deemed qualified to perform services

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.) requires that resolutions authorizing the award of contracts for a professional service be publicly advertised.

**NOW, THEREFORE, BE IT RESOLVED** by the Municipal Council of the City of Rahway, County of Union, State of New Jersey as follows:

1. THA Consulting has submitted a response to the Request for Qualifications for professional parking consultant services and has been deemed qualified to provide professional parking services to the City of Rahway.
2. THA Consulting has extensive experience in professional parking consulting services; and
3. THA Consulting has proposed a fee in an amount not to exceed \$10,000.00 for a term of one year as detailed in their proposal.
4. A contract is hereby awarded to THA Consulting without competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-5) and under the fair and open process of the Local Unit Pay-To-Play Law (N.J.S.A. 19:44A-20.4).

*[continued on next page]*

**BE IT FURTHER RESOLVED** that the Mayor and City Clerk are hereby authorized to execute any and all documents related to said engagement.

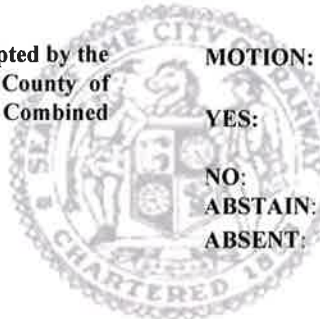
Attached hereto is the certification of the Chief Financial Officer of the City of Rahway, which states that there are legally appropriated sufficient funds within the Current Fund – Account 20-201-55-670-028

This certification is required on all contracts as per regulations of the Director of Local Government Services.

Certified to be a true copy of a Resolution adopted by the Municipal Council of the City of Rahway, County of Union, State of New Jersey at the duly held Combined Meeting on the 9<sup>th</sup> day of January, 2023.



Jeffrey J. Jotz, City Clerk



**MOTION:** Newbury      **SECOND:** Brown

**CONSENT AGENDA**

**YES:** Brooks, Brown, Gibilisco, Mojica, Newbury, Parker, Parson, Miles, Cox

**NO:** None

**ABSTAIN:** None

**ABSENT:** None

City of Rahway  
Department of Revenue & Finance

January 9, 2023

Raymond A. Giacobbe, Mayor  
Members of the Municipal Council  
City of Rahway  
One City Hall Plaza  
Rahway, New Jersey 07065

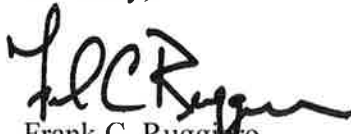
Re: A RESOLUTION APPROVING A PROFESSIONAL SERVICES CONTRACT TO THA  
CONSULTING FOR PROFESSIONAL PARKING CONSULTANT SERVICES

Dear Mayor and Council Members:

Please be advised that there are legally appropriated sufficient funds within the Current Fund –  
Account 20-201-55-670-028 to cover the cost of this contract.

This certification is required on all contracts as per regulations of the Director of Local  
Government Services.

Sincerely,



Frank C. Ruggiero  
Chief Financial Officer



## COMPENSATION

### OFFICERS

President / Vice President / Principal \$240

### ENGINEERING / ARCHITECTURAL / PROJECT MANAGEMENT

Senior Project Manager \$210

Project Manager \$180

Senior Engineer / Architect \$185

Project Architect \$160

Assistant Project Manager \$140

Project Engineer \$125

Project Designer \$125

### PARKING CONSULTING

Senior Parking and Mobility Consultant \$200

Parking and Mobility Specialist \$125

Parking and Mobility Analyst \$85

### ADMINISTRATION

Business Manager \$135

Administrative Assistant \$74

### REIMBURSABLE EXPENSES

|                       |        |                      |         |
|-----------------------|--------|----------------------|---------|
| B&W Letter (8.6x11)   | \$0.20 | Bond B&W 30x42 (E)   | \$6.13  |
| Color Letter (8.5x11) | \$0.80 | Bond Color 30x42 (E) | \$24.50 |
| B&W Tabloid (11x17)   | \$0.40 | B&W / sq ft          | \$0.70  |
| Color Tabloid (11x17) | \$1.60 | Color / sq ft        | \$2.80  |
| Bond B&W 15x30 (C)    | \$2.19 | Foam Board           | \$10.00 |
| Bond Color 15x30 (C)  | \$8.75 | Binding              | \$3.00  |

- Mileage will be charged at IRS standard rate
- All other supplies/mails will be charged at cost

Commonwealth of Pennsylvania - Notary Seal  
 Jean S Chol, Notary Public  
 Montgomery County  
 My commission expires March 9, 2024  
 Commission number 1362391<sup>08</sup>  
 Member, Pennsylvania Association of Notaries

Janice Haahs, CFO  
 THA Consulting, Inc.  
 11/17/2022

Subscribed and Sworn to:  
 Before Me this 17 Day of November, 2022

Notary Republic

My Commission Expires: March 9, 2024

