

**BOROUGH OF RED BANK  
COUNTY OF MONMOUTH**

**RESOLUTION NO. NP23-15**

**AWARDING A PROFESSIONAL SERVICES CONTRACT TO MILLENNIUM STRATEGIES FOR GRANT  
CONSULTING SERVICES**

WHEREAS, the Borough of Red Bank requires the provision of grant consulting services to most effectively obtain outside funding for the Borough’s public projects and operations; and

WHEREAS, Millennium Strategies has provided a Proposal to the Borough to provide said service, which Proposal is attached hereto as Exhibit A; and

WHEREAS, Millennium Strategies has successfully provided said services to the Borough in prior years; and

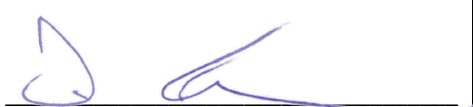
WHEREAS, the value of the services to be provided by Millennium Strategies under said contract may exceed \$17,500.00; and

WHEREAS, Millennium Strategies shall be required to complete and submit a Business Entity Disclosure Certification which certifies that Millennium Strategies has not made any reportable contributions to a political or candidate committee in the Borough in the previous one year, and that the contract will prohibit Millennium Strategies from making any reportable contributions during the term of the contract; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40 A: 11-5(1)(a)(i), requires the public advertisement of notice with respect to contracts for professional services awarded without competitive bids;

NOW THEREFORE, BE IT RESOLVED, that the Mayor & Council of the Borough of Red Bank hereby authorizes the Mayor and Borough Clerk to enter into a contract with Millennium Strategies in accordance with the foregoing under the following terms:

- 1. The Mayor and/or Borough Administrator are hereby authorized and directed to enter into a professional services contract with Millennium Strategies to perform Grant Consulting Services with a contract term of one (1) year, for an amount not to exceed \$39, 600.00 per annum as stated in their proposal dated May 9, 2023.
- 2. The engagement of Millennium Strategies is exempt from public bidding as a professional service under N.J.S.A. 40A:11-5.1(a)(i), and is being awarded under a non-fair and open process in accordance with New Jersey’s Pay-to-Play law.
- 3. Notice of the Resolution shall be published in the designated official newspapers as required by law within ten (10) days of the passage of this Resolution.
- 4. A certified copy of this resolution be forwarded to the Borough Administrator, Chief Financial Officer, and Millennium Strategies.

	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT	<div>I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Red Bank, In the County of Monmouth at a Meeting held on July 13, 2023.</div> <div> Laura Reinertsen. Borough Clerk</div>
Councilmember Bonatakis			x				
Councilmember Cassidy						x	
Councilmember Facey-Blackwood			x				
Councilmember Forest		x	x				
Councilmember Jannone			x				
Councilmember Triggiano	x		x				
Mayor Portman			x				
ON CONSENT AGENDA	Yes	x		No			

# MILLENNIUM STRATEGIES

May 9, 2023

Chief Darren McConnell  
Chief of Police/Interim Business Administrator  
Borough of Red Bank  
90 Monmouth Street  
Red Bank, NJ, 07701

*Re: Renewal Proposal for Grant Consulting Services*

Dear Chief McConnell,

Millennium Strategies is pleased to submit the following renewal proposal to the Borough of Red Bank for the continued provision of Grant Consulting Services. Millennium has had the privilege of providing Grant Consulting Services on behalf of the Borough since June 2018. During our tenure, we have been able to successfully secure \$4,777,891.00 in alternative grant funding, on behalf of the Borough. Specific to our current contract period of June 22, 2022 to June 21, 2023, we have helped to secure 8 grants awards representing \$770,092.00 in alternative grant funding, on behalf of the Borough. In addition, we have 5 pending grant applications, representing \$4,468,196.36 in potential grant funding, that have been submitted and remain under consideration by their respective funding agencies. Details pertaining to these grant awards/pending grant applications are outlined further within our proposal. Millennium understands the Boroughs needs and goals and looks forward to continuing to be of service.

## COMPANY PROFILE

Founded in 2005, Millennium Strategies is the largest full-service grants consulting firm in the region. We currently represent more than 120 municipalities, counties, school districts and non-profit entities in New Jersey, New York, and Pennsylvania. A list of our current clients is included with our proposal as an attachment. Since our inception, we have helped to secure over \$1 billion in both governmental and non-governmental grant funding on behalf of our clients. What sets Millennium apart is our comprehensive and aggressive approach to grant research and grant writing. We help our clients meet their complex challenges by securing funding for projects that fall within the following areas: arts, community services, human services, disaster recovery, economic development, environmental protection, historic preservation, open space preservation, recreation, public safety, sustainability, tourism, and transportation infrastructure.

## SERVICE TEAM

As Millennium's CEO and former Chief of Staff to Congressman Bill Pascrell, I have shepherded critical projects to completion with federal, state, and county agencies. As Millennium's Principal, Sue Scavone has more than 25 years of experience in government and grant writing. Together, Sue and I have assembled Millennium's accomplished team which includes a full-time research associate, 25 grant writers, and the support staff necessary to meet the demands of timely, professional, and competitive submissions.

If Millennium is retained, I will continue to serve as Partner-in-Charge responsible for the Boroughs account. In addition, Melani Filosa would continue to serve as Director of Client Services and Will Evans would continue to serve as Grant Writer. All services will be performed directly by employees of Millennium Strategies. We will not hire subcontractors to perform any of the proposed services outlined within this proposal.

All assigned principals and staff possess postsecondary degrees related to government consulting/grant writing and are in good standing with the State of New Jersey and other grant agencies. Neither the firm nor any individuals assigned to this engagement are disbarred, suspended, or otherwise prohibited from professional practice or from working with public entities. All principals and staff that will support the delivery of service on behalf of the Borough will be stationed out of our corporate headquarters located at 60 Columbia Road, Building B, Suite 230, Morristown, NJ, 07960.

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60 COLUMBIA ROAD, SUITE 230, MORRISTOWN, NJ 07960 - PH 973.226.3329 - F 973-226-3399 - WEB M-STRAT.COM

## GRANT AWARDS AND PENDING GRANT APPLICATIONS

During our current contract period, the Borough of Red Bank was awarded the following grants that were prepared and submitted by Millennium Strategies.

<b>Funding Program</b>	<b>Purpose of Grant</b>	<b>Amount Awarded</b>	<b>Month of Award</b>
NJ Department of Community Affairs – Local Recreation Improvement Grant	For the boardwalk at Riverside Gardens	\$69,000.00	April 2023
NJ Division of Highway Traffic Safety – State and Community Highway Safety Grant	For overtime costs for the Police Department	\$15,000.00	January 2023
Monmouth County – Office on Aging Grant	Funding for the Senior Center	\$29,312.00	December 2022
NJ Department of Transportation – Municipal Aid Grant	For Harrison Avenue Roadway improvements	\$356,570.00	December 2022
NJ Department of Transportation – Safe Streets to Transit Grant	For intersection improvements around the Red Bank Station	\$243,000.00	December 2022
NJ Department of Community Affairs – American Rescue Plan Firefighter Grant	For turnout gear for the Fire Department	\$52,000.00	November 2022
Monmouth County Arts Council, Inc. – Art Helps Local Arts Grant	For the 2023 Summer Series	\$2,410.00	October 2022
US Department of Justice – Bulletproof Vest Partnership Program	For Police Department's bulletproof vests	\$2,800.00	September 2022

In addition, the following applications have been prepared and submitted by Millennium Strategies on behalf of the Borough and remain under review by their respective funding agencies.

<b>Date Submitted</b>	<b>Funding Program</b>	<b>Purpose of Grant</b>	<b>Amount Requested</b>	<b>Estimated Response</b>
04/30/2023	NJ Division of Highway Traffic Safety – State and Community Highway Safety Grant	For police enforcement and education	\$16,000.00	Fall 2023
03/17/2023	US Congress – Community Project Funding Grant	For lead pipe removal. Submitted to Senators Booker and Menendez and Congressman Pallone	\$3.84 million	Winter 2024
03/17/2023	US Federal Emergency Management Agency – Staffing for Adequate Fire and Emergency Response Grant	For a marketing coordinator for the Fire Department	\$100,000.00	Fall 2023
02/10/2023	US Federal Emergency Management Agency – Assistance to Firefighters Grant	For self contained breathing apparatus	\$509,869.52	Fall 2023
08/31/2022	NJ Division of Criminal Justice – State Body Armor Replacement Fund Grant	For bulletproof vests for Police Department	\$2,326.84	Spring 2023

## SCOPE OF SERVICES

Millennium Strategies proposes to continue providing our full suite of grant consulting services on behalf of the Borough of Red Bank. These services to be provided will include those outlined and described below.

- *Create a Strategic Plan* – Millennium will create a Strategic Plan for grant research and funding to be pursued in keeping with the Borough budget, capital plan and other identified objectives. This process will include coordination of necessary meetings with administrators, department heads, supervisors and key personnel to determine future funding goals and how best to achieve them.
- *Research Available Opportunities / Frequent Notification* – Millennium will research all available governmental and non-governmental grant opportunities that support the Borough priorities on an ongoing basis for the duration of the contract period. Grant summaries and detailed application breakdowns will be provided to personnel as the Borough selects grant opportunities that are consistent with the Strategic Plan.
- *Complete Grant Writing* – Millennium will complete all grant applications, both presented by Millennium and identified by the Borough in accordance with funding guidelines established by the granting entity, on a continuing basis for the duration of the contract period. This includes all necessary follow up with governmental and legislative agencies in support of applications submitted on behalf of the Borough as well as advising of technical requirements associated with grants.
- *Monthly Reporting* – Millennium will submit a monthly report detailing all activities undertaken by the Millennium team on behalf of the Borough as well as a monthly invoice of services rendered. The monthly report will include details pertaining to all grants recommended, grants awarded, grants submitted and pending approval, grant applications-in-progress, as well as grants denied, providing the Borough with an ongoing assessment of our efforts on a regular basis.
- *Meeting Attendance* – Millennium will attend all meetings as requested with 48 hours' notice.

## FEE PROPOSAL

Millennium Strategies will continue to provide the Scope of Services, as outlined and described above, for a flat \$3,300.00 monthly retainer fee, payable in twelve equal monthly installments, for an amount not to exceed \$39,600.00 per annum. Our retainer fee includes all travel time and expenses as well as attendance at all designated meetings. There are no hidden costs associated with our fee structure and our contract provides for a mutual 14 day opt-out. Millennium will enter into a contractual relationship with the Borough as an independent contractor for the duration of our contract.

## DISCLOSURES

Millennium Strategies is a limited liability company. Since our inception in 2005, Ed Farmer and Sue Scavone have remained the sole principals of the firm. During this time, the firm has not undergone any changes to the business name. Millennium is registered as a Small Business Enterprise and complies with all applicable EEO and Affirmative Action Laws, as evidenced by the compliance documentation included with our proposal. No judgments, claims or suits have ever been filed against our company. In addition, Millennium is not now, nor has it ever been involved in any bankruptcy or reorganization proceedings. Millennium does not employ any relatives of the Borough nor are any of our employees unionized. In addition, no principals or employees of Millennium are related to any employee or elected official of the Borough. All proposed services will be performed directly by employees of Millennium. We will not hire subcontractors to perform any of the proposed services outlined within this proposal.

## CONCLUSION

Thank you for considering Millennium Strategies. We look forward to continuing to be of service to the Borough of Red Bank. Please do not hesitate to contact me should you have any questions or require any further information.



Ed Farmer  
President and CEO