

Exhibit “A”

TOWNSHIP OF WEST ORANGE
WEST ORANGE HISTORIC PRESERVATION COMMISSION

REQUEST FOR PROPOSAL

ARCHITECTURAL HISTORIAN

RFP Submission Date:

February 23, 2023

11:00 AM

Prevailing Time

Township of West Orange *66 Main Street* West Orange, NJ 07052

973-325-4056

ADVERTISEMENT

Request for Proposals

The Township of West Orange, Historic Preservation Commission, is seeking the services of an Architectural Historian qualified in accordance with the Secretary of the Interior's Professional Qualifications Standards (36 CFR 61). The proposal package can be obtained in person at the Township of West Orange, 66 Main St., Purchasing Room 111, West Orange, NJ 07052, during regular business hours **M-F 8:30 AM – 4:30 PM** or online at www.westorange.org. Any questions can be sent via email to preynolds@westorange.org. Proposals must be clearly marked with the title of project, name and address of party submitting to the above-mentioned address. Submission date and time is **February 23, 2023** at 11:00 AM and open at that time in the Council Chambers located at the above address. No proposals received after this date and time will be accepted. Six copies of your proposal will be necessary. Submitters are required to comply with the Affirmative Action requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 and have a New Jersey Business Registration Certificate.

Panayiota Reynolds
Purchasing Agent
Township of West Orange

Scope of Work

The Township is requesting the services of an Architectural Historian qualified in accordance with the Secretary of the Interior's *Professional Qualifications Standards*, to produce an intensive – level architectural survey of a minimum of sixty-five (65) historic resources in the Township. Properties will be documented individually and evaluated to determine if they are part of a historic district.

PROJECT

AREAS TO BE SURVEYED

Members of the West Orange Historic Preservation Commission conducted a windshield survey of the Hutton Park neighborhood and have identified approximately sixty-five (65) properties that can be individually documented as part of this survey. A copy of this survey list will be provided with the final purchase order. At their discretion, applicants are free to expand the number of properties surveyed within Hutton Park as long as there is no additional cost to the Township.

The majority of the selected properties are residential property types characteristic of West Orange's century-long suburbanization from the founding of Llewellyn Park in 1853 to the immediate post-WWII boom that filled out the western sections of the Township. The buildings reflect specific patterns of community development, which often reflected the socio-economic class and aspirations of the builders and owners. Among the residential property types are properties associated with 19th-century farms and estates, architect-designed and vernacular interpretations of late-19th-century to early-20th-century revival style architecture, single-family dwellings, and post-WWII modernist houses.

Other property types characteristic of the diversity of West Orange are a mid-19th-century carriage house, along with many Tudor Revival and Colonial Revival homes, all of which are judged to have the potential, with further investigation, to be eligible as locally significant examples of their property types under Criterion C for architecture. Among the properties selected for survey are also those judged to have, again with further research and investigation, the potential for significant historic associations with local patterns of community planning and development, commerce, industry, religion, social history, and politics/government under Criterion A. Although at present none of the 65 properties are thought to have direct historic associations with individuals significant in local history under Criterion B, this must also be explored.

Information generated from this intensive-level Architectural Survey will enable the Township of West Orange's Planning Board, Zoning Board of Adjustment and Historic Preservation Commission to make informed land use decisions in accordance with the municipal Master Plan, local ordinances, and the Municipal Land Use Law. It will also assist the West Orange Historic Preservation Commission in making reasonable, consistent, and justifiable decisions especially when considering future Local Historic Landmark designations.

The survey must be conducted in accordance with the New Jersey Historic Preservation Office's *Guidelines for Architectural Survey* (Guidelines). The survey data will be gathered using a database application provided by the HPO, and mapping will be based on the GIS data. The eligibility findings will summarize the overall survey effort.

The following product will be created as part of the survey effort:

1. Intensive – level Survey Documentation

A. Survey Forms

1. Preparation of HPO-approved forms for minimum of sixty-five (65) resources. All forms must be submitted via both electronic and hard copy (unbound and in color). The electronic copy must be submitted as a Microsoft Access database as provided by the HPO. The Hard copy inventory forms will be generated from the database.
2. The “Description” field of each property’s survey form shall, at a minimum, include a date of construction, architectural description, list of character-defining features, and summary of the property’s history and development.

The description field shall have three paragraphs. The first paragraph shall include an architectural description of the building. This description shall identify whether the building has been elevated or otherwise altered for flood protection. The second paragraph shall include a brief narrative of the building. The third paragraph shall include a recommendation of individual eligibility as well as contributing or non-contributing status of the building in the historic district and must include a persuasive and well-reasoned rationale for those recommendations.

3. Preparation of attachments and eligibility worksheets for those properties identified as potentially eligible.
4. Assessment of “key-contributing” (i.e., individually eligible), “contributing” and “non-contributing” status for all properties surveyed as part of historic district(s).

B. Photography

1. **Survey** photography shall include at least one digital color photograph of the entire principal elevation or view for every historic property in the intensive-level survey (this photograph will appear on the Base Survey Form for the subject property).
2. Additional photographs, which clearly contribute to an understanding of the property’s significance, are strongly recommended. These photographs shall appear on continuation sheets following the survey form for the subject property.
3. Survey photographs shall be submitted as color digital images in JPEG format with a minimum pixel array of 1200 by 1800 (approximately 4”by 6”at 300 dpi).

C. GIS Mapping

1. GIS mapping must be based on existing digital parcel maps, or an HPO-approved alternate, such as Global Positioning System (GPS) data.
2. Digital submissions must include separate ArcView shape files in the data structure provided by the HPO.
 - a. Historic District boundaries (polygons). Where the Historic District boundary coincides with a municipal boundary, the Historic boundary must overlay the municipal boundary, the Historic District boundary must overlay the municipal boundary exactly.
 - b. Property locations (points).

3. Geospatial metadata sufficient to satisfy the metadata reporting requirements of the NJ Department of Environmental Protection Mapping and Digital Data Standards (2071) available online at <https://www.nj.gov/dep/gis/standards.html>
4. All Digital data shall be submitted on CD-ROM and on a flash drive in the format referenced above.
5. The GIS data shall serve as the basis for creating the 2"x3" location map for each surveyed property. The location map shall be saved as a digital image in JPEG format that will be included on the hard copy survey forms.

II. Intensive-level Survey Report

The architectural historian shall prepare an intensive-level survey report in accordance with Section 3.5 of the Guidelines for Architectural Survey. The report will be comprised of at least 30 pages of typewritten text (12-point font in a single-spaced format), not including survey forms, maps, photographs, and illustrations. The final report must be submitted to the Township of West Orange in electronic and hard copy. The electronic copy must be submitted on CD-ROM and on a flash drive as a Microsoft Word document.

Deliverables

A minimum of two (2) drafts of the grant product shall be submitted to the Historic Preservation Office for review and comment prior to submission of the final product. The Historic Preservation Office's comments on the draft shall be addressed in the final draft.

The architectural historian shall produce two (2) color, unbound and unstapled hard copies of all survey products defined above. The HPO will receive one (1) complete hard copy set of the completed survey products and one (1) electronic copy on CD-ROM in accordance with a pre-determined schedule. The Township of West Orange will retain one (1) complete hard copy of the survey products for local use.

MEETINGS

The architectural historian and the municipal project coordinator shall schedule regular virtual status meetings with the HPO every 4-6 weeks.

FINAL SURVEY DUE SEPTEMBER 8, 2023. NO EXCEPTIONS

HISTORIC PRESERVATION PROFESSIONAL QUALIFICATIONS

The project shall be completed by an Architectural Historian who meets the Secretary of the Interior's Professional Qualifications Standards for Architectural History (36 CFR 61). In the following definitions, a

year of full-time, professional experience need to consist of a continuous year of full-time work but may be made up of discontinuous periods of full-time or part-time adding up to the equivalent of a year of full-time experience.

- 1. Architectural History.** The minimum professional qualifications in architectural history are a graduate degree in architectural history, art history, historic preservation, or closely related field, with coursework in American architectural history; or a bachelor's degree in architectural history, art history, historic preservation, or closely related field, plus one of the following:
 - a. At least two years of full-time experience in research, writing, or teaming in American architectural history or restoration architecture with an academic institution, historical organization or agency, museum, or other professional institution.
 - b. Substantial contribution through research and publication to the body of scholarly knowledge in the field of American architectural history.

P R O P O S A L

TO THE TOWNSHIP COUNCIL, TOWNSHIP OF WEST ORANGE, NEW JERSEY

Dear Council Members:

In accordance with and subject to all stipulations, conditions, requirements, and instructions to bidders, specifications so far as they relate to this proposal are made part of it, submit a bid of:

Amount of: \$ _____

COMPANY
NAME _____

ADDRESS _____

DATE _____

PHONE _____

EMAIL _____

BY _____
(Signature and Title of Officer of Company authorized to execute a contract)

PROPOSAL TO BE SUBMITTED IN DUPLICATE

Business Registration Certification and Public Works Contractor Registration Certification

Effective September 1, 2004, the State has expanded its Contractor Registration Program to local Government contracts, P.L. 2004, c57. All business organizations that do business with a local government agency are required to be registered with the State. The business must provide proof of that registration to the local government agency before that local government agency can enter into a contract with the business. A copy of the Business Registration Certificate must also be on file before any purchase order/voucher or other contracting document can be issued.

Contractors are responsible for notifying subcontractors.

Further information and registration can be obtained online from the NJ Treasury, Division of Revenue or by calling (609) 292-1730.

P.L. 1999 Chapter 238. The Public Works Contractor Registration Act specifies that no contractor or subcontractor shall bid on or engage in any contract (or part thereof) for public work which is subject to the provisions of the "New Jersey Prevailing Wage Act", P.L. 1963 C. 150 (c. 34:11-56.25 et seq.) for the construction, reconstruction, demolition, alteration, repair, or maintenance of a public building regularly open to and used by the general public or public institution, and includes any subcontractor or lower tier subcontractor of a contractor unless they are registered with the Commissioner of Labor.

AFFIDAVIT OF NON-COLLUSION

The undersigned bidder of full age, being duly sworn according to law depose and hereby specifically certifies that:

- A. To the best of the bidder's knowledge and belief, the annexed bid proposal for this project has not been prepared in collusion with any other bidder of like item or services and the prices, discounts, terms and conditions thereof have not been directly or indirectly communicated by or on behalf of the bidder to any person other than the recipient of the bid and will not be communicated to any person prior to the official opening of the bid.
- B. The bidder fully understands that no premiums, rebates, or gratuities are permitted either with, prior to, or after signing of contract. Any violation will result in cancellation and removal from the bid list.
- C. The bidder further certifies that the undersigned has the necessary authority, to sign this stipulation stating that the bidder has not entered into any agreement, or otherwise taken any action in restraint of free competitive bidding in connection with this bid.

All references to the bidder are understood to include the undersigned and all principals, partners and officers of the bidder..

Date:

(Signature)

(Name and Title)

(Company Name)

(Address)

(Corporate Seal)

Subscribed and sworn to before me

this _____ day of _____, 20____

Notary Seal

Prohibited Russia-Belarus Activities & Iran Investment Activities

Person or Entity

Part 1: Certification

COMPLETE PART 1 BY CHECKING ONE OF THE THREE BOXES BELOW

Pursuant to law, any person or entity that is a successful bidder or proposer, or otherwise proposes to enter into or renew a contract, for goods or services must complete the certification below prior to contract award to attest, under penalty of perjury, that neither the person or entity, nor any parent entity, subsidiary, or affiliate, is identified on the Department of Treasury's Russia-Belarus list or Chapter 25 list as a person or entity engaging in prohibited activities in Russia, Belarus or Iran. Before a contract for goods or services can be amended or extended, a person or entity must certify that neither the person or entity, nor any parent entity, subsidiary, or affiliate, is identified on the Department of Treasury's Russia-Belarus list. Both lists are found on Treasury's website at the following web addresses:

<https://www.nj.gov/treasury/administration/pdf/RussiaBelarusEntityList.pdf>
www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf.

As applicable to the type of contract, the above-referenced lists must be reviewed prior to completing the below certification.

A person or entity unable to make the certification must provide a detailed, accurate, and precise description of the activities of the person or entity, or of a parent entity, subsidiary, or affiliate, engaging in prohibited activities in Russia or Belarus and/or investment activities in Iran. The person or entity must cease engaging in any prohibited activities and provide an updated certification before the contract can be entered into.

If a vendor or contractor is found to be in violation of law, action may be taken as appropriate and as may be provided by law, rule, or contract, including but not limited to imposing sanctions, seeking compliance, recovering damages, declaring the party in default, and seeking debarment or suspension of the party.

CONTRACT AWARDS AND RENEWALS



I certify, pursuant to law, that neither the person or entity listed above, nor any parent entity, subsidiary, or affiliate appears on the N.J. Department of Treasury's lists of entities engaged in prohibited activities in Russia or Belarus pursuant to P.L. 2022, c. 3 or in investment activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. (Skip Part 2 and sign and complete the Certification below.)

CONTRACT AMENDMENTS AND EXTENSIONS	
☐	<i>I certify, pursuant to law, that neither the person or entity listed above, nor any parent entity, subsidiary, or affiliate is listed on the N.J. Department of the Treasury's lists of entities determined to be engaged in prohibited activities in Russia or Belarus pursuant to P.L. 2022, c. 3. I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. (Skip Part 2 and sign and complete the Certification below.)</i>
IF UNABLE TO CERTIFY	
☐	<i>I am unable to certify as above because the person or entity and/or a parent entity, subsidiary, or affiliate is listed on the Department's Russia-Belarus list and/or Chapter 25 Iran list. I will provide a detailed, accurate, and precise description of the activities as directed in Part 2 below, and sign and complete the Certification below. <u>Failure to provide such will prevent the award of the contract to the person or entity, and appropriate penalties, fines, and/or sanctions will be assessed as provided by law.</u></i>



Part 2: Additional Information	
PLEASE PROVIDE FURTHER INFORMATION RELATED TO PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS AND/OR INVESTMENT ACTIVITIES IN IRAN. You must provide a detailed, accurate, and precise description of the activities of the person or entity, or of a parent entity, subsidiary, or affiliate, engaging in prohibited activities in Russia or Belarus and/or investment activities in Iran in the space below and, if needed, on additional sheets provided by you.	

Part 3: Certification of True and Complete Information

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments there, to the best of my knowledge, are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity.

*I acknowledge that the **Township of West Orange** is relying on the information contained herein and hereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the **Township of West Orange** to notify the **Township of West Orange** in writing of any changes to the answers of information contained herein.*

*I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the **Township of West Orange** and that the **Township of West Orange** at its option may declare any contract(s) resulting from this certification void and unenforceable.*

Full Name (Print)		Title	
Signature			Date

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)

N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

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

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 nondiscrimination clause.

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.

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 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.

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.

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.

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.

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.

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:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at www.state.nj.us/treasury/contract_compliance)

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Public Contracts Equal Employment Opportunity Compliance as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies 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**

REQUIRED EVIDENCE

AFFIRMATIVE ACTION REGULATIONS N.J. S.A. 10:5-31, et seq. (N.J.A.C. 17:27)

If awarded a contract, the Bidder will be required to comply with the requirements of N.J.S.A. 10:531, et seq., and N.J.A.C. 17:27. Within five (5) days after receipt of the notification of intent to award the contract, the Bidder shall present one of the following:

1. Appropriate evidence that the Contractor is operating under an existing federally approved or sanctioned affirmative action program; or
2. A Certificate of Employee Information Report Approval issued in accordance with N.J.A.C. 17:27-4; or
3. An initial Employee Information Report consisting of forms provided by the Affirmative Action Office and completed by Contractor in accordance with N.J.A.C. 17:27-4.

The Bidder must submit no later than three (3) days after the signing of the Contract an Initial Project Manning Table consisting of forms provided by the Affirmative Action Office and completed by Contractor in accordance with N.J.A.C. 17:27-7.

Bidders are referred to the Bidder's Information Section of the Bid Packet for a further description of the above requirements.

NO BIDDER MAY BE ISSUED A CONTRACT UNLESS THEY COMPLY WITH THE AFFIRMATIVE ACTION REGULATIONS OF N.J.S.A. 10:5-31, et seq.

The following questions must be answered by all Bidders:

1. Do you have a federally-approved or sanctioned Affirmative Action Program?
Yes _____ (If yes, submit a copy of such approval.) No
2. Do you have a State Certificate of Employee Information Report approval?
Yes _____ {If yes, submit a copy of such approval.) No

The undersigned Bidder certifies that he is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31, et seq., and agrees to furnish the required documentation pursuant to the law.

COMPANY: _____ NAME:

SIGNATURE: _____ TITLE: _____

NOTE: A bid must be rejected as non-responsive if a Bidder fails to comply with requirements of N.J.S.A. 10:5-31, et seq., within the time frame stipulated.

TOWNSHIP OF WEST ORANGE
ACKNOWLEDGMENT OF RECEIPT OF ADDENDA

The undersigned Bidder hereby acknowledges receipt of the following addenda:
Please assign the number, date and initial.

<u>Addendum Number</u>	<u>Dated</u>	<u>Acknowledge Receipt</u> (Initial)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

☐ No addenda was received.

Acknowledged for: _____
(Company Name)

By: _____
(Signature of Authorized Representative)

Name: _____
(Print)

Title: _____

Date: _____

Political Contribution Disclosure Statement Pursuant to Chapter 2, Section 68 of the Revised General Ordinances of the Township of West Orange

Pursuant to Section 2-68.1 of the Revised General Ordinances of the Township of West Orange, please set forth below all political contributions in cash or in kind of two hundred (\$200.00) dollars or more made within five (5) years of the date of acceptance of a proposal for a negotiated contract with the Township of West Orange, or within five (5) years of the notice of award for a bid contract with the Township of West Orange, either directly or indirectly, by the individuals or any of the principals of the business entity completing this form or by the business entity itself, to any elected official of the Township of West Orange currently in office or any political organization affiliated with an elected official of the Township currently in office.¹

<u>Name of Individual/Entity Making Contribution</u>	<u>Amount of Contribution</u>	<u>Recipient of Contribution</u>	<u>Date of Contribution</u>

If you have <u>NOT</u> made any contributions within the scope of Section 2-68.1, as set forth above, please X the line to the right.	NONE

I hereby certify under penalty of perjury that the information provided herein is true and accurate to the best of my knowledge, information and belief.

The current elected officials of the Township include the following: Mayor Susan McCartney, Councilman Bill Rutherford, Councilwoman Michelle Casalino, Councilwoman Tammy Williams, Councilwoman Asmeret Ghebremicael and Councilwoman Susan Scarpa .

Company Name

Authorized Signature

Printed Name

Date

STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of

Organization: _____

Organization

Address: _____

Part I Check the box that represents the type of business organization:

- ☐ Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- ☐ Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- ☐ For-Profit Corporation (any type) ☐ Limited Liability Company (LLC)
- ☐ Partnership ☐ Limited Partnership ☐ Limited Liability Partnership (LLP)
- ☐ Other (be specific): _____

Part II

- ☐ The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. **(COMPLETE THE LIST BELOW IN THIS SECTION)**

OR

- ☐ No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. **(SKIP TO PART IV)**

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Address

Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II **other than for any publicly traded parent entities referenced above.** The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Address

Part IV Certification

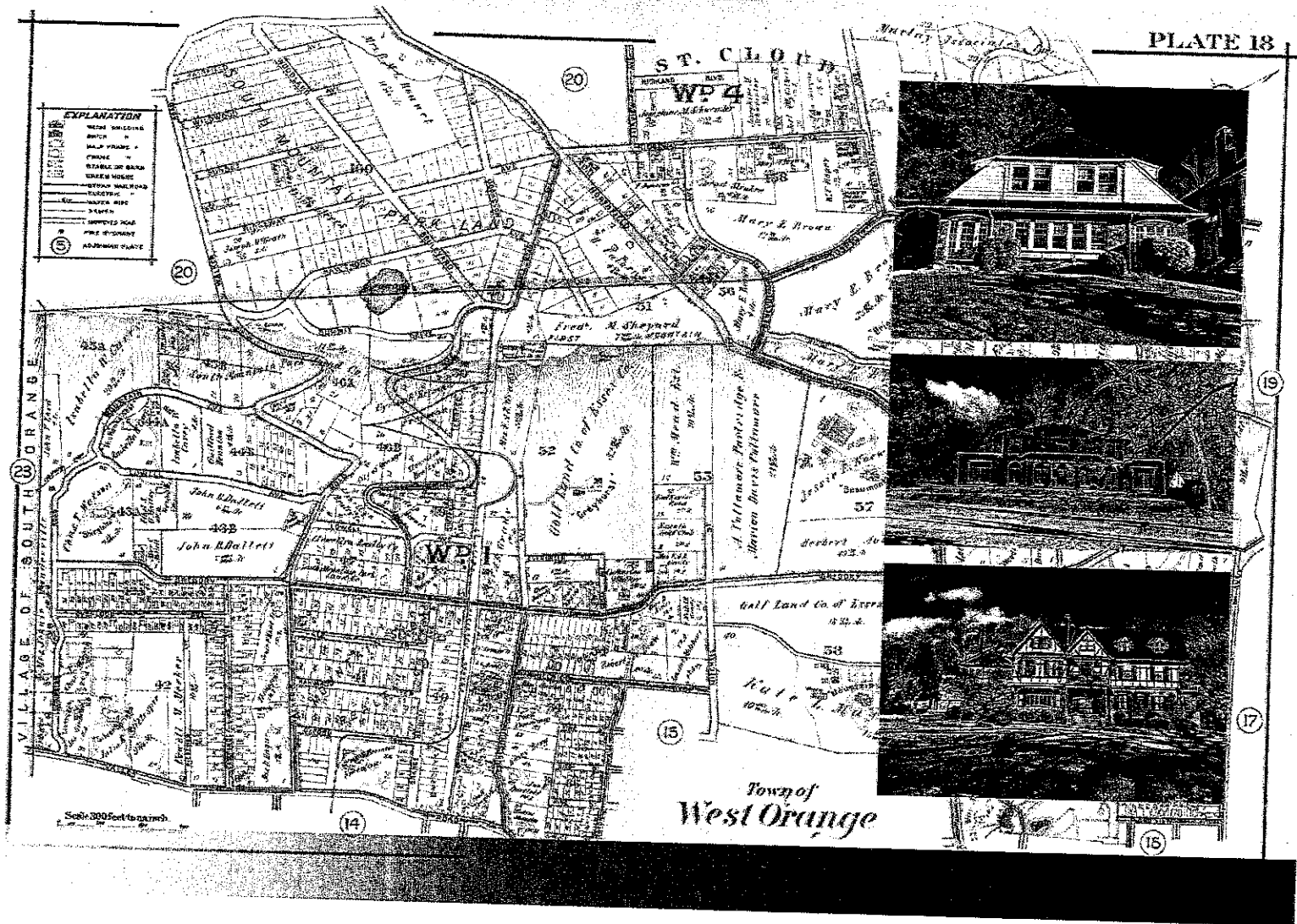
I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the ***Township of West Orange*** is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with ***Township of West Orange*** to notify the ***Township of West Orange*** in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the ***Township of West Orange*** to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):		Title:	
Signature:		Date:	

BIDDER'S CHECK LIST Mandatory Items

- Business Registration Certification _____
- Addendum/Addenda _____
- Statement of Ownership _____
- Political Contribution Disclosure Statement _____
- Affirmative Action Compliance
Notice _____
- Prohibited Russia-Belarus Activities
& Iran Investment Activities _____
- Non Collusion Affidavit _____
- Proposal Form _____

Exhibit “B”



Proposal for
Intensive Level Survey of Historic Resources
Township of West Orange
Essex County, New Jersey
February 23, 2023

Original

3 Mountainview Road
Warren, NJ 07059

www.psands.com





February 23, 2023
09022-1728b
Township of West Orange
66 Main Street
Purchasing Room 111
West Orange, NJ 07052

Education

Energy Utility

Healthcare

Public Works

Real Estate

Science & Technology

RE: Proposal for Intensive-Level Survey of Historic Resources: Hutton Park, West Orange, New Jersey

Dear Ms. Reynolds:

Paulus, Sokolowski and Sartor, LLC (PS&S) is pleased to present this proposal to perform a survey of historic architectural resources in the Hutton Park neighborhood for the Township of West Orange. PS&S understands that the Township of West Orange seeks a consultant to perform an intensive-level architectural survey of 65 or more properties in the Hutton Park neighborhood. The survey is to be performed in accordance with the historic architectural survey guidelines of the New Jersey State Historic Preservation Office (NJHPO) and will produce data that will contribute to NJHPO's database.

It is our understanding that the scope of work primarily comprises the following key components:

1. NJHPO-approved Intensive-level survey forms for properties;
2. Element attachments and eligibility worksheets for properties identified as potentially individually eligible;
3. Assessment of key-contributing, contributing, and non-contributing status for all properties surveyed as part of a historic district; and
4. An Intensive-Level Survey Report prepared according to the NJHPO guidelines.

PS&S thanks you for the opportunity and looks forward to working with the Township of West Orange on this architectural survey project. Please feel free to call me directly at 732.584.0635 if you require additional information or if I may be able to assist you in any other way.

Very truly yours,

PAULUS, SOKOLOWSKI AND SARTOR, LLC

Matthew S. Tomaso, M.A., RPA
Director, Cultural Resources

3 Mountainview Road
PO Box 4039
Warren, NJ 07059

t. 732.560.9700

www.psands.com



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Proposed Approach

- Intensive-Level Survey
- Intensive-Level Survey Report
- Meetings

Qualifications

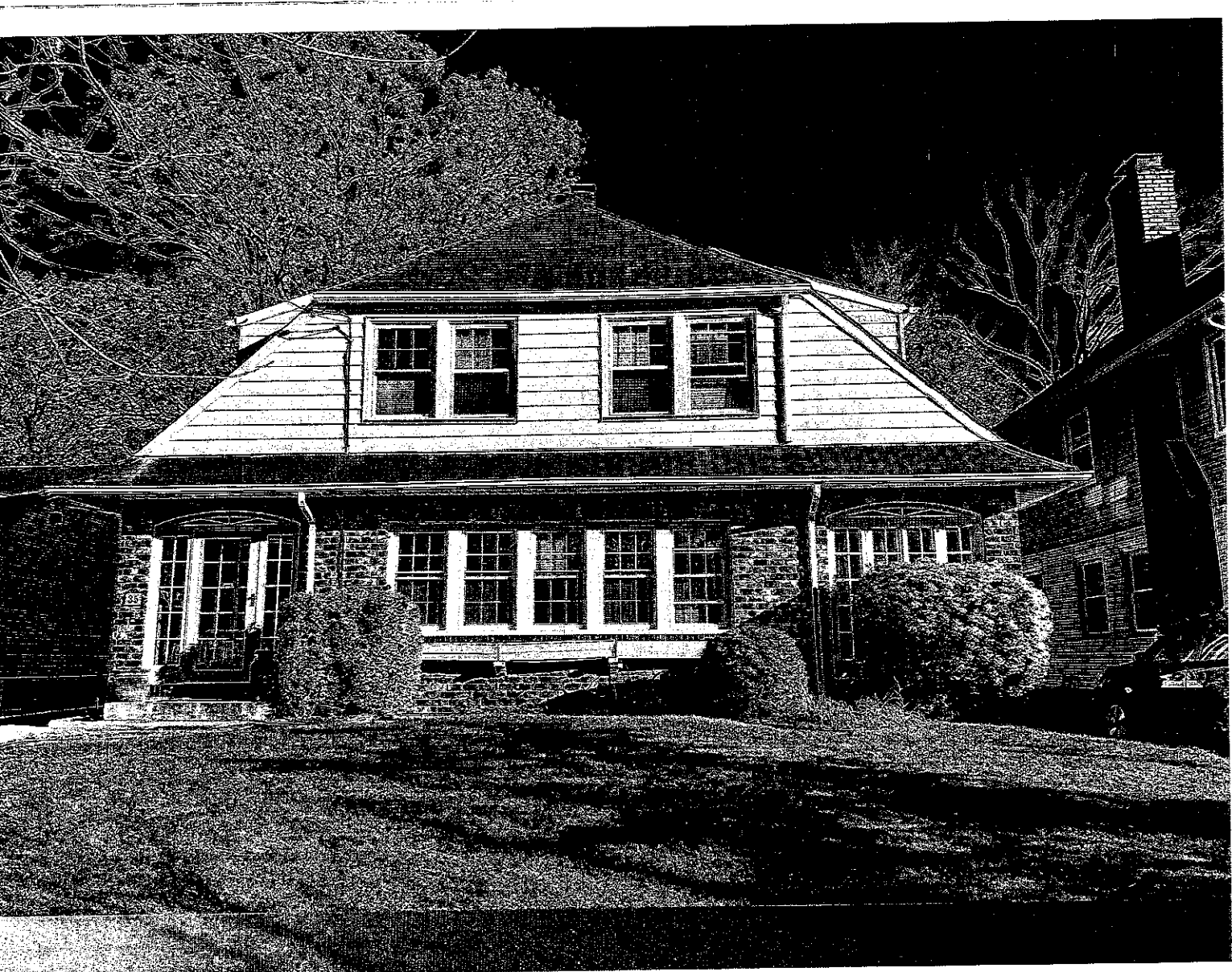
- References
- Schedule
- Project Team and Relevant Experience
 - Resumes
 - Relevant Experience Sheets

Price Proposal

- Proposal Form

Required Forms and Attachments

- New Jersey Business Registration Certification
- Public Works Contractor Registration Certification
- Affidavit of Non-Collusion
- Prohibited Russia-Belarus Activities & Iran Investment Activities
- Mandatory Equal Employment Opportunity Language
 - Certificate of Employee Information Report
- Required Evidence – Affirmative Action Regulations
- Acknowledgement of Receipt of Addenda
- Political Contribution Disclosure
- Statement of Ownership Disclosure
- Bidder's Check List





Proposed Approach

Intensive-Level Survey

The initial step in preparation for the field survey will be to review the properties to be surveyed with the Township of West Orange's Historic Preservation Commission (HPC). PS&S will review any relevant materials provided by the HPC and the Township of West Orange, including previous surveys. If the HPC has not already done so, PS&S will assist with obtaining database files from NJHPO.

Field survey will be conducted by Kyle Toth and experienced assistants. The survey will result in the preparation of HPO-required forms for each of the 65 properties on the HPC's survey list, in addition to any additional properties that PS&S is able to survey within the proposed scope and budget. The eligibility of each property for listing in the National Register of Historic Places will be evaluated in accordance with the National Park Service guidelines and applicable regulations (36 CFR 60.4). Properties will be categorized with respect to their contributory status within the district (i.e., key-contributing, contributing, non-contributing). For those properties identified as individually eligible (key-contributing to the district or independent of the district), attachments and eligibility worksheets will be prepared.

Field survey will be followed by a program of background research involving both archival and online resources focusing upon the identified properties. Site-specific research sources will include available historic maps, historic aerial photographs, and any materials provided by the HPC and NJHPO.

Survey forms will include location maps and site plans as specified in NJHPO's current guidance and requirements and will be organized and named in accordance with the NJHPO database protocols.

Each property will be documented with representative digital color photographs. These will include one 3.5-by-5-inch photo of the principal elevation or view of each property for inclusion as the Base Photo in the corresponding survey form. Any additional photos that contribute to the understanding of a property's significance will be included in continuation sheets.

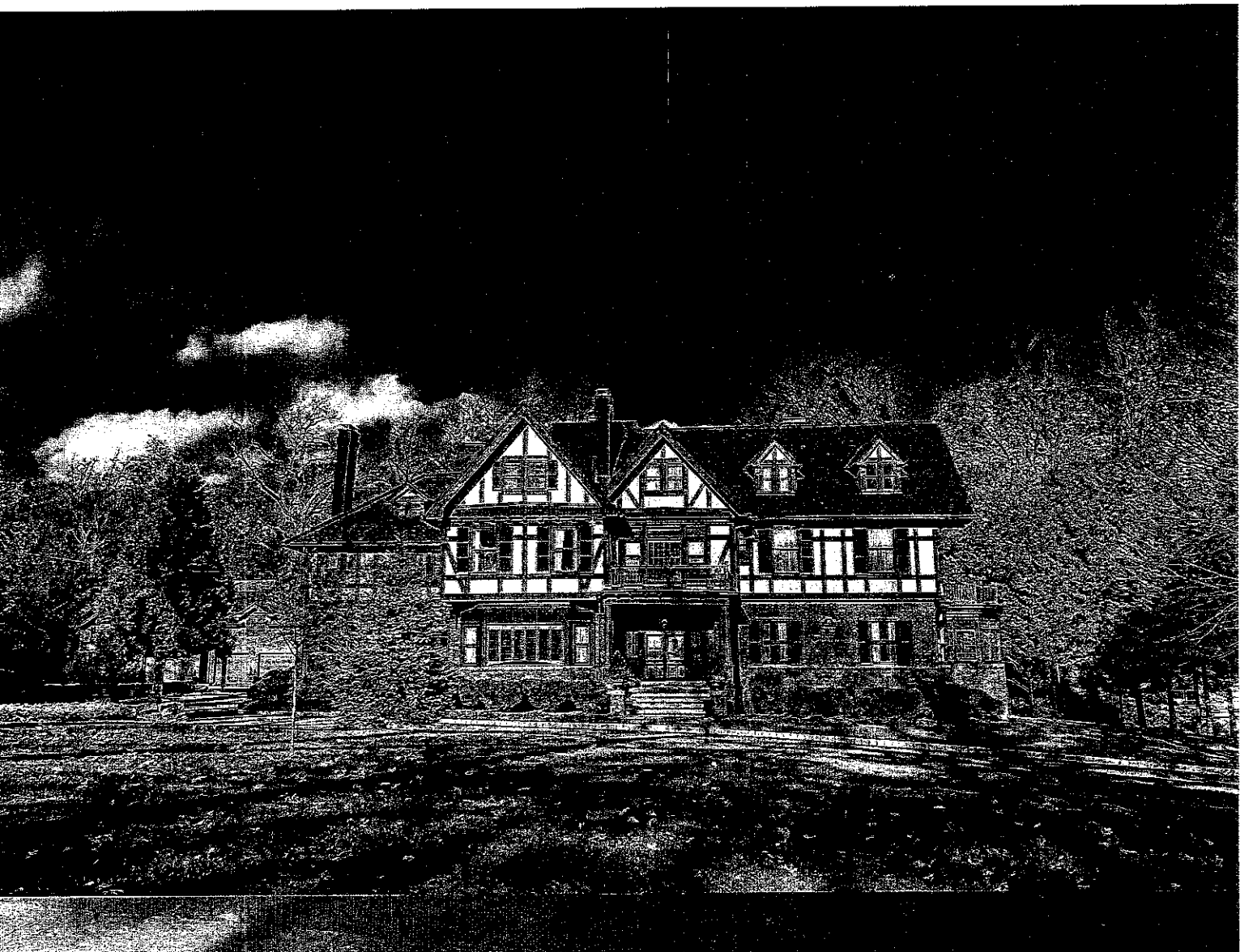
Intensive-level Survey Report

Following completion of the field survey and survey forms, PS&S will produce an Intensive-Level Survey Report in accordance with Section 3.5 of the Guidelines for Architectural Survey, comprising a narrative analysis and historic overview in addition to the survey forms and illustrative materials. All draft deliverables, including the report and forms, will be provided in electronic format for review. PS&S will produce and submit two copies of the draft Intensive-Level Survey Report and forms. Only final deliverables will be provided in a printed format.

Drafts of the intensive-level survey report will be presented for a minimum of two rounds of review by HPC and NJHPO. PS&S will prepare the final deliverables upon review of combined HPC and NJHPO review comments. PS&S will prepare two color, unbound and unstapled hard copies of the final report: one hard copy will be submitted to NJHPO along with an electronic copy on CD-ROM, and one hard copy will be retained by the Township of West Orange.

Meetings

PS&S will attend virtual status meetings with NJHPO as directed by the municipal project coordinator.





Qualifications

Since its founding in 1962 as a small structural engineering firm, PS&S has grown to employ over 300 personnel, including degreed professionals, technical support staff, land surveyors and administrative personnel. The firm now includes Cultural Resources and Historic Preservation services; Structural, Civil, Water Resources, Environmental and MEP Engineering; Architecture/Interior Design; Energy Services; Environmental Science, Planning and GIS practices. Headquartered at 3 Mountainview Road in Warren, New Jersey, PS&S has regional New Jersey offices at 1909 Route 70 East, Suite 307 in Cherry Hill, 1125 Atlantic Avenue, Suite 531 in Atlantic City, and 1450 State Route 34 in Wall. Other offices are located in Woodbury, New York City and Yonkers, New York, Doylestown, Pennsylvania and Spring, Texas.

In 2010, PS&S expanded its interdisciplinary capabilities with the addition of a Cultural Resource practice, headed by Matthew S. Tomaso. Mr. Tomaso is an Essex County resident and has over 30 years of experience in cultural resource management and historic preservation, and has conducted and managed numerous surveys and studies encompassing a broad range of geographic, cultural, and regulatory settings. He exceeds the federal standards for Principal Investigator. He will serve as Project Manager for the historic resource survey.

PS&S's GIS department has an excellent track record in conducting large-scale, multi-disciplinary projects focusing on environmental and cultural resource regulatory compliance, electric/gas utility infrastructure improvements, environmental contamination and remedial investigations. PS&S's GIS specialists, under the leadership of Domenic Oppedisano, will ensure that spatial data used in this survey is accurately recorded and accessible in accordance with the NJDEP digital recording standards.

Architectural Historian Kyle Toth, M.S., will serve as Principal Investigator for the project. PS&S' Cultural Resources team regularly and routinely conducts work throughout New Jersey, and has extensive project experience in and familiarity with all of its counties, including Essex County. In addition to historic district surveys, Kyle's expertise includes the preparation and application of historic district design guidelines, HABS recordation, and public interpretation. Kyle will be assisted in his role by Dr. Emily Cooperman, who has worked on numerous intensive-level architectural surveys in New Jersey, including several in which Emily and Kyle have worked closely together. Both Kyle and Emily meet federal 36 CFR 61 qualification standards for Principal Investigator - Architectural History and have worked extensively with the NJHPO database and on CLG grant-funded New Jersey intensive-level survey projects. Kyle and Emily's work will be supported by experienced team members in tasks ranging from basic research and fieldwork to report editing and production as needed and appropriate.

Kyle worked closely with PS&S as a subcontractor prior to joining the firm in 2018 and has continued to work on historic district surveys, cultural landscape surveys and reports and development of historic district design guidelines projects since. His activities have included published work in architectural history and historic landscape architecture and consulting for a major electrical utility which warranted an historic Preservation Award from the City of Paterson. His PS&S projects include the continuation of the intensive-level survey of properties for the City of Cape May in 2021, for which he surveyed an additional group of properties. Kyle's survey experience also includes working closely with Emily on a CLG grant-funded survey of 110 properties in the Township of Cranbury's Historic District in 2018 and a 2021 photographic inventory of 1,120 properties in Lower Merion Township, PA. (project description follows resumes). Kyle has completed multiple large-scale, Section 106 federal compliance surveys in both New Jersey and New York. Kyle has both conducted and supervised the necessary architectural resources fieldwork, completed background and site-specific research through historic documents and maps, and prepared



Qualifications *continued*

cultural resource reporting and intensive-level survey forms for these surveys. Kyle's work has evaluated the historic significance and documented the history of a wide variety of building and landscape types throughout New Jersey.

References

Gianfranco Archimede
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City of Paterson
125 Ellison 4th Floor
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garchimede@patersonnj.gov

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Historic Preservation Planner
Lower Merion Township
75 E. Lancaster Ave.
Ardmore, PA 19003-2376
Phone: 610.645.6176
gprichard@lowermerion.org

Michael J. Gross
Co-Managing Shareholder &
Chair of the Environmental Law Department
Giordano, Halleran & Ciesla, P. C., Attorneys at Law
125 Half Mile Rd., Suite 300
Red Bank, NJ 07701-6777
Phone: 732.219.5486
mgross@ghclaw.com

Warren Coupland
Chair, Historic Preservation Commission
City of Cape May
643 Washington Street
Cape May, New Jersey 08204
Wec737@hotmail.com

Yvonne Elet
Springside Landscape Restoration
Associate Professor of Art, Vassar College
P.O. Box 4915
Poughkeepsie, NY 12602
yvelet@vassar.edu
845-437-7026

Schedule

Assuming that all required City and State review processes and final comments are completed and all resulting review comments have been returned to PS&S by August 20, 2023, PS&S will complete the final survey deliverables by September 8, 2023.

Project Team and Relevant Experience

Resumes of key personnel and relevant project descriptions follow.



Education

University of Southern
Maine: B.A., *summa cum
laude*, Anthropology and
Geography

University of Texas, Austin:
M.A., *summa cum laude*,
Anthropology
Completed coursework
toward Ph.D.

Credentials

Registered Professional
Archaeologist

Principal Investigator as an
Archaeologist & Historian

OSHA 40-Hour HAZWOPER
Certified

Affiliations

Society for American
Archaeology (SAA)

Advisor, SAA Awards
Committee for Excellence
in Cultural Resource
Management

American Cultural Resource
Association

Archaeological Society of
New Jersey

Eastern States
Archaeological Federation

Council for Northeast
Historic Archaeology

Society for Historical
Archaeology

Society for Industrial
Archaeology

Sigma Xi National Science
Honors Fraternity

Matthew S. Tomaso, RPA

Director

Cultural Resources

Mr. Tomaso came to PS&S in 2010 to add Cultural Resource Management to the firm's interdisciplinary capabilities. Mr. Tomaso has 34 years of diverse experience in both the regulatory/compliance and academic fields. He directs PS&S's cultural resource management practice and is well-versed in federal, regional, state and local regulatory requirements for archaeology, architectural history and preservation planning throughout the tri-state region. Having taught college courses for several different academic departments at Montclair State for over ten years, Mr. Tomaso's breadth of interdisciplinary capabilities greatly exceeds the federal professional qualification standards for archaeology and other cultural resource management fields. A gifted writer and presenter, Mr. Tomaso began co-authoring archaeological reports and publishing as an undergraduate in 1988. Mr. Tomaso's work has achieved a very high rate of concurrence with municipal, state and federal review authorities – saving PS&S clients from the costs and time commitments of lengthy cultural resource review processes.

Relevant Experience

City of Cranbury, Cranbury Historic District Survey 2018 – Cranbury, NJ: Project Manager for grant-funded survey of approximately 150 historic properties within the Cranbury Historic District. Managed budget and orchestrated client and agency communication, resources and project logistics.

City of Cape May, Cape May Historic District Survey 2018. – Cape May, NJ: Project Manager for grant-funded survey of approximately 130 historic properties within the Cape May National Historic Landmark Historic District. Managed budget and orchestrated client and agency communication, resources and project logistics.

South Jersey Electrical Utility Client – Transmission Circuit Rebuilds: Directed over 50 linear miles of archaeological and historic architectural field investigations through all of New Jersey's southern counties for this client. Services are ongoing and have included diligence studies, Phase I surveys, Phase II investigations, mitigative designs, protection plans, and the carrying out of mitigations for transmission line upgrades and substation expansion projects under Pinelands, NJDEP and USACOE jurisdictions. Several of the projects have involved locations of previously reported archaeological sites and existing National Register of Historic Places-listed properties. PS&S has helped this client avoid adverse effects on cultural resources, thereby substantially reducing the number of costly investigations and/or mitigations that may have been required. PS&S completed the last phases of compliance monitoring and reporting for this project in the Summer of 2019. Each of PS&S' reports have been quickly approved and concurred with by NJHPO and/or the New Jersey Pinelands Commission, helping the client to meet their own in-service deadlines.

Field of Dreams, Taylor-Messick Site and Millville Army Airfield Archaeological Investigation – Millville, NJ: Successfully negotiated a scope of work with SHPO for Phase IB/II archaeological investigations involving a potentially significant archaeological site and several features of the National Register Eligible Millville Army Airfield. Implemented the scope, delineated and evaluated the site, providing the developer information necessary for its avoidance. The resulting report received unconditional approval from SHPO and the FAA.



Matthew S. Tomaso, RPA

continued

Flemington Town Center Redevelopment – Flemington, NJ: Project Manager and Principal Investigator for multidisciplinary studies in support of a Borough of Flemington New Jersey Register Application for Project Authorization. The redevelopment project will take place in the heart of Flemington's historic district, revitalizing the borough's historic downtown. PS&S performed urban archaeological investigations identifying a National Register eligible historic site which illuminated unwritten aspects of the borough's 19th and early 20th century industrial and social history; review of architectural designs with respect to historic district compatibility and assisted the redeveloper and the Borough in negotiations with multiple entities. PS&S' final report was hailed by NJHPO as an important contribution to an understanding of the borough's unique history.

Millville Municipal Airport, Area E Obstruction Clearance, Phase IB and II – Millville, Cumberland County, NJ: The FAA required removal of visual obstructions (primarily trees) across all 26 acres of Area E, an historic aircraft repair area and taxiway and a component of the National Register-eligible Millville Army Airfield Historic District. After performing geophysical, remote sensing and archaeological surveys and evaluating the historic landscape in depth, we concluded that the effect of the obstruction removal would be beneficial to the preservation and public appreciation of the historic district, not adverse. SHPO and FAA concurred, and the project has been approved.

West Deptford Energy Station, Cultural Resource Investigations – West Deptford, Gloucester County, NJ: This complex, multi-year investigation of several significant and potentially significant prehistoric and historic archaeological sites involved a broad spectrum of cultural resource management processes and reports, including every conventional phase of archaeological and historic architectural investigation and supported an award-winning infrastructure improvement project. The final phase involved monitoring and investigation of two National Register eligible archaeological sites during construction. Each of PS&S' several work products that have resulted from these efforts has received timely approval from SHPO, and our work successfully prevented delays in the construction schedule.

Passaic Valley Sewerage Commission (PVSC), FEMA Hazard Mitigations: In response to Superstorm Sandy, PVSC, PS&S and FEMA worked toward the design of a floodwall, standby power system, and stormwater management system to mitigate against potential future flood damage to the PVSC's Newark plant, the fifth highest capacity sanitary treatment works in the United States. FEMA's involvement necessitated compliance with Section 106 of the National Historic Preservation Act. Partly surrounded by historic railroad districts, the original historic elements of the PVSC's Newark facility are, in themselves, elements of an historic property important to the history of sanitary engineering and the broad architectural movement known as City Beautiful. PS&S' cultural resource management team assisted designers in the adjustment of the hazard mitigation's design to minimize impacts on the historic district and recharacterized the district to assist in its future management. PS&S's comprehensive report completed in support of a FEMA Environmental Assessment were approved by both NJHPO and FEMA upon its first round of formal regulatory review. NJHPO complemented the organization, thoughtfulness and comprehensiveness of the report in their review letter.



Kyle Toth, MS
Architectural Historian II
Cultural Resources

Mr. Toth is a Principal Investigator for Architectural History in PS&S's Cultural Resources Department. Mr. Toth has seven years of experience documenting and evaluating historic resources throughout New Jersey, New York, and the Philadelphia area. With an extensive knowledge of architectural and landscape architectural history, a strong foundation of environmental concepts and issues, and a thorough understanding of historic preservation principles and procedures, Mr. Toth's broad range of expertise includes regulatory surveys, cultural landscape reports, resource recordation, and historic resource impact studies. Mr. Toth has authored and designed webpages, signs, and documents for multiple public interpretation projects. Mr. Toth has also conducted numerous intensive-level surveys of large historic districts and is experienced in the creation, interpretation and application of historic district design guidelines.

Education

University of Pennsylvania:
M.S., Historic Preservation;
Certificate, Landscape
Studies/May 2018

Vassar College: B.A., Art
History, Italian Correlate/
May 2013

Credentials

36 CFR 61 Federally
Qualified Principal
Investigator for Architectural
History

Relevant Experience

Paterson Restoration Corporation. Great Falls Historic District Design Guidelines – Paterson, NJ: Principal Investigator for revised and updated design guidelines for industrial historic district, responsible for guideline recommendations, graphic design, photography, and illustrations.

Cape May, National Historic Landmark District Historic Resource Survey 2021 – Cape May, Cape May County, NJ: Principal Investigator for grant-funded Intensive-Level Survey of approximately 180 historic properties within the Cape May National Historic Landmark Historic District; responsibilities included field survey and photography, property research, NJHPO database entry, and survey form narratives.

Cape May, National Historic Landmark District Historic Resource Survey 2018 – Cape May, NJ: Architectural historian for grant-funded Intensive-Level Survey of approximately 130 historic properties within the Cape May National Historic Landmark Historic District; responsibilities included field survey, property research, NJHPO database entry, and survey form narratives.

Cape May, National Historic Landmark District Historic Resource Survey 2015 – Cape May, NJ*: Architectural Historian for Intensive-Level Survey of approximately 200 properties in National Historic Landmark district; responsibilities included field survey, property research, NJHPO database entry, and survey form narratives.

Cranbury, National Historic District Historic Resource Survey – Cranbury, NJ: Architectural Historian on resurvey, re-evaluation, and completion of new narratives for 110 properties, many with multiple buildings, within an existing district created in 1980. Approved by the municipality and the New Jersey Historic Preservation Office.

Chestnut Hill, National Historic District Update – Philadelphia, PA*: Architectural Historian for resurvey and re-evaluation for existing 3,000-building historic district created in 1985.

Lower Merion Township, Historic Resource Inventory – Lower Merion, Montgomery County, PA: Principal investigator for a photographic inventory of 1,120 historically designated properties, including secondary buildings and landscape features, resulting in over 1,500 final photos. Provided recommendations as to the contributory status of each property feature.



Kyle Toth, MS

continued

Essex County Park System, New Jersey Register of Historic Places Act Application for the Essex County Parks Commission Administration Building – Newark, Essex County, NJ: Principal Investigator in architectural history for report accompanying NJ Register Application, including existing condition documentation prior to renovation. Collaborated with design team and historic materials conservators throughout design process regarding historic, character-defining features.

Confidential Development Client – West Orange, Essex County, NJ: Architectural historian for Phase 1 cultural resource investigation.

Woodbridge Township, Interpretation and Heritage Tourism Plan – Woodbridge, NJ*: Historian for interpretation and heritage tourism plan, for Central New Jersey township founded in the late 17th century, encompassing major themes of colonial through twentieth-century history in the U.S.

Hudson County Improvement Authority, Lincoln Park Casino Photographic Recordation – Jersey City, Hudson County, NJ: Architectural Historian for photographic documentation of the historic Lincoln Park Casino in the Park building in compliance with local demolition permit conditions prior to construction of new facilities.

Borough of Flemington/Flemington Urban Renewal, LLC – Flemington, Hunterdon County, NJ: Architectural historian, field and lab technician for Phase IB field archaeology, conducted property history research through maps and deeds, authored report on historic properties and authored and designed interpretive signage explaining historic properties. Completed Intensive-level survey and HABS recordation of historic properties affected by the project.

*Work performed prior to joining PS&S



Emily T. Cooperman, MS, PhD

Senior Architectural Historian

Cultural Resources

Dr. Cooperman has over three decades of professional experience in historic preservation and cultural resource regulation compliance. She is a nationally recognized expert in evaluating the historical significance of buildings, structures, and landscapes, in the assessment of project effects upon such cultural resources, in planning for historic preservation, in historical designations, and cultural resource regulation compliance in federal, state, and local jurisdictions. Her experience includes expert testimony. Her clients have included utilities, municipalities, individual property owners, attorneys, colleges, universities and secondary schools, architects and landscape architects, engineers, planners, developers, regulatory agencies, preservation advocacy organizations, and museums.

Education

University of Pennsylvania;
M.S., Historic Preservation;
Ph.D., History of Art

Amherst College; B.A.,
French and English

Credentials

36 CFR 61 Federally
Qualified Principal
Investigator for Architectural
History

Affiliations

Philadelphia Historical
Commission, Commissioner
and Historian Chair, Chair
of Committee on Historic
Designation

Chestnut Hill Historical
Society, Philadelphia,
Member, Board of Directors

Relevant Experience

Cape May, National Historic Landmark District Historic Resource Surveys – Cape May, NJ*:
Multiple historic resource surveys:

- Project Historian for 2015 Intensive-Level Survey of approximately 200 properties in National Historic Landmark district; following previous surveys in 2013 (200 properties) and 2011 properties (400 properties). Projects included recommendations for changes to preservation ordinance and practices, compliance with Secretary of Interior's Standards for the Treatment of Historic Properties, and extensive Historic Context Statement.* (with Preservation Design Partners)
- Principal Investigator for Intensive-Level Survey of approximately 130 properties in National Historic Landmark District (2017-2018, PS&S)

Cranbury National Historic District – Cranbury Township, NJ. Principal investigator for Intensive Level Survey of 110 historic properties for township; research and documentation of properties, coordination with State Historic Preservation Office; author of survey report approved by township and state reviewers.

Lower Merion Township, Historic Resource Survey – Lower Merion, PA*: Principal Investigator for survey for municipality, including site investigation, research, correction of existing data for 45 properties and intensive-level survey and evaluation of National Register of Historic Places eligibility of 36 properties in the Township ranging in age from 17th century log houses to 20th century modern works by important architects including Louis I. Kahn.

Confidential Utility Client, Northern Line Upgrade Program – Salem, Gloucester, Cumberland, and Atlantic Counties, NJ: Principal Investigator for Architectural History, Phase IB and Phase II Cultural Resource Investigations for upgrade of 45-mile electric utility corridor Area of Potential Effect, including intensive-level survey of 175 properties and evaluation of National Register Eligibility.

African-American Churches of Philadelphia, Inventory, Preservation Planning, Congregation Training, and Historic Designations – Philadelphia, PA*: for Preservation Alliance for Greater Philadelphia:

- Created a comprehensive inventory of church buildings and sites associated with historic African-American congregations in the City of Philadelphia, with recommendations for historical designation priorities;



Emily T. Cooperman, MS, PhD

continued

- Conducted Historical Research and Designation Training for congregations with Partners for Sacred Spaces and the Preservation Alliance;
- Prepared successful National Register Nomination for Tindley Temple United Methodist Church Historic Designation and federal Multiple Property Documentation Form for all African American Churches of Philadelphia to facilitate future designations.

Confidential Utility Client, Multiple Substation and Transmission Projects – New Jersey: Since 2011, PS&S' Cultural Resources Department has assisted this large utility client with several municipal historic preservation commission and state agency permitting processes involving over 50 miles of transmission corridor and various distribution projects involving properties ranging from Washington's final revolutionary war headquarters to the D&R Canal and the location where Paterson's Great Fire of 1902 originated. In each case, PS&S' cultural resource management expertise has helped to clarify and resolve issues, fostering understanding and facilitating and expediting governmental review processes.

Historic Preservation Plan for Philadelphia, Key Consultant Team to the Preservation Alliance for Greater Philadelphia*: Served as principal historian for project team working to formulate methodologies for city-wide survey and planning priorities. Coordinated a team of author historians and authored historic context studies for building types and periods, and for large sections of the city.

Confidential Utility Client, Cape May Substation Upgrades – Cape May City, NJ: Principal Investigator for Architectural History, Phase IB and Phase II Cultural Resource Investigations. Conducted survey in National Historic Landmark Historic district, assessed effect on historic properties, and assisted utility client in negotiating with local historic preservation commission to meet local design standards in the historic district for new facility.

Confidential Utility Client, Lincoln to Union 138kv Line Project – Vineland City and Maurice River Township, Cumberland County, NJ: Principal Investigator for Architectural History, Phase IB and Phase II Cultural Resource Investigations.

Confidential Utility Client – Paterson, NJ: Principal Investigator for Architectural History for Cultural Resource Diligence Study and Recordation Report for local approvals for substation upgrades. Documentation of the history of local area, analysis of designation status of existing and surrounding buildings, analysis of local design guidelines for successful municipal approval. Project included analysis of cultural resource implications of the removal of an early 20th-century trolley barn and of implications of multiple local and federal historic districts adjacent to or on the substation property. In order to obtain local Historic Preservation Commission approval, completed detailed history of the site and historic contexts, including horsecar lines in Paterson, link between electrification and transportation, the role of this site in the Great Fire of Paterson, and of this area of Paterson and the Great Falls Historic District.

Jacobus Vanderveer, House Interpretation Plan – Bedminster, NJ*: Interpretation plan for late 17th-century historic house and farm located in Somerset County. Conducted historical research, analysis of previous studies, development of themes for interpretation, tour script, interpretive handouts, introductory video for interpretation, and roombooks for collection.



Cape May Historic Resource Survey

National Historic Landmark

Location

Cape May, New Jersey

Client

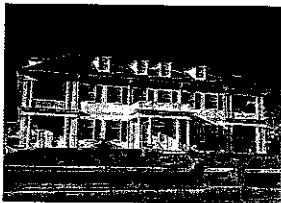
City of Cape May

Client Type

Public

Size

1,350 Buildings



The Opportunity

Cape May, New Jersey, the only city to be wholly designated as a National Historic Landmark, possesses one of the country's largest concentrations of 19th-century, frame buildings. However, the 1976 landmark designation, which encompassed the entire city, did not include a survey of individual properties, leaving the majority of the historic resources undocumented.

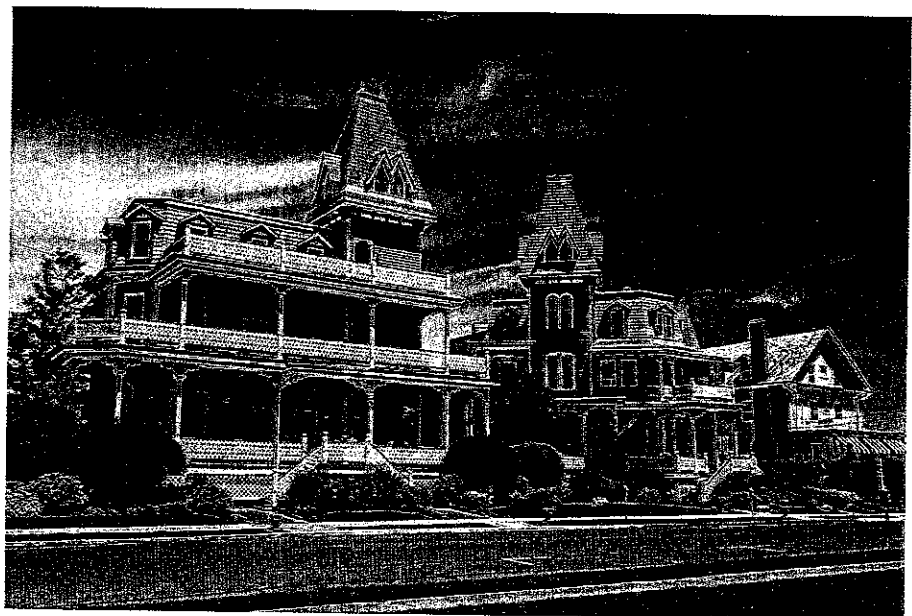
The Challenge

The City of Cape May, working in conjunction with the New Jersey Historic Preservation Office, required an intensive-level survey that would accurately document the condition, history, and eligibility status of approximately 1,350 residential and commercial buildings. The labor efforts were divided into several projects over several years, and the tasks involved documenting every building within city limits.

The PS&S Solution

PS&S architectural historians before joining PS&S worked on several phases of the project studying approximately 1,000 buildings. The project included an intensive-level survey of historic properties, evaluating eligibility status as defined in the Standards of the Secretary of the Interior and the Design Standards established by the City of Cape May Historic Preservation Commission.

The survey of roughly 150 buildings required photographic and written documentation of all key-contributing, contributing, and non-contributing resources within the district, as well as notation of any changes made since the properties' initial development. The resulting Intensive-Level Survey Forms accurately document the condition and status of every building included in the National Historic Landmark designation, providing a crucial baseline of information for the municipality.





Cranbury Township

Intensive-level Historic Architecture Survey

Location

Cranbury, New Jersey

Client

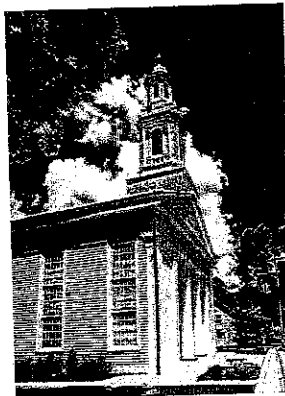
Cranbury Township

Client Type

Public Works

Size

110 Properties



The Opportunity

The Township of Cranbury's historic district began as a resting place for travelers in the early 18th century, evolving into a crossroads community in the 19th century. The historic district represents the community's history and was listed on the National Register of Historic Places in 1980. It includes 218 historic properties. In 2018, the township required a historic architectural survey to document and evaluate 110 of these properties.

The Challenges

The survey, the second of two phases, required intensive documentation of 110 commercial, residential, and public properties in accordance with NJ Historic Preservation Office guidelines. These requirements include documentation, mapping, and condition assessments for each resource and entering the information into the state's historic resource database.

The PS&S Solution

PS&S conducted a field survey before performing site-specific research on each property. The data compiled for each property document the buildings' architectural elements, condition, and contribution to the historic district with written descriptions, photographs, and maps. The final report provides the results of the survey and contextualizes the development of the district and the significance of its resources. It highlights key-contributing properties that exemplify the district's architectural history and nationally important built heritage.





Lower Merion Township

Historic Architecture Photographic Inventory

Location

Lower Merion Township,
Pennsylvania

Client

Township of Lower Merion

Client Type

Public Sector

Size

1,120 Properties



www.psands.com

The Opportunity

Lower Merion Township Building and Planning Department received a Certified Local Government Grant for photorecording of the Township's locally designated historic districts and properties. The grant would enable the Township to create a photographic record of the township's historic resources and to inventory and evaluate the individual features of each property.

The Challenge

Lower Merion Township includes 1,120 historically designated properties, most of which contain multiple buildings, secondary structures, and landscape features like gardens and retaining walls. Among the properties were multiple academic, institutional and religious campuses and six residential and commercial historic districts. PS&S was asked to document all of these properties and their ancillary features in a brief window of time, before the Spring leaf-out of deciduous trees would block the view of many buildings and resources.

The PS&S Solution

Within the available timeframe, PS&S thoroughly documented all of the historic districts and properties within the Township, resulting in over 1,500 final photos. In addition, our report evaluated each of the ancillary features of the individual properties and provided recommendations as to which features contributed to the historical significance of each property. The efficiently conducted survey fulfilled the Township's goals within the budget allotted by the CLG Grant, providing a detailed record of the distinctive historic districts and properties as well as a tool for future planning and management within the districts.





Essex County Administrative Building

Renovation and New Jersey Register Application

Location

Newark, NJ

Client

Essex County - Department
of Public Works

Client Type

Public

Opportunity

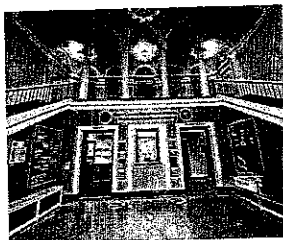
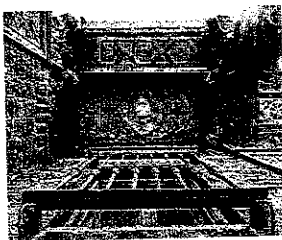
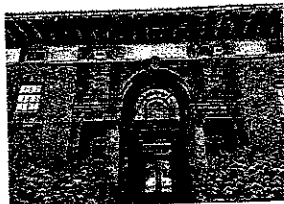
To accommodate the Essex County Department of Parks, Recreation, and Cultural Affairs, the Essex County Department of Public Works sought a firm to design renovations to the circa 1916 Essex County Parks Administration Building. Located across the street from Branch Brook Park, the renovated Essex County Parks Administration Building will provide the county parks department with much-needed updated space while preserving an important historic resource for the city.

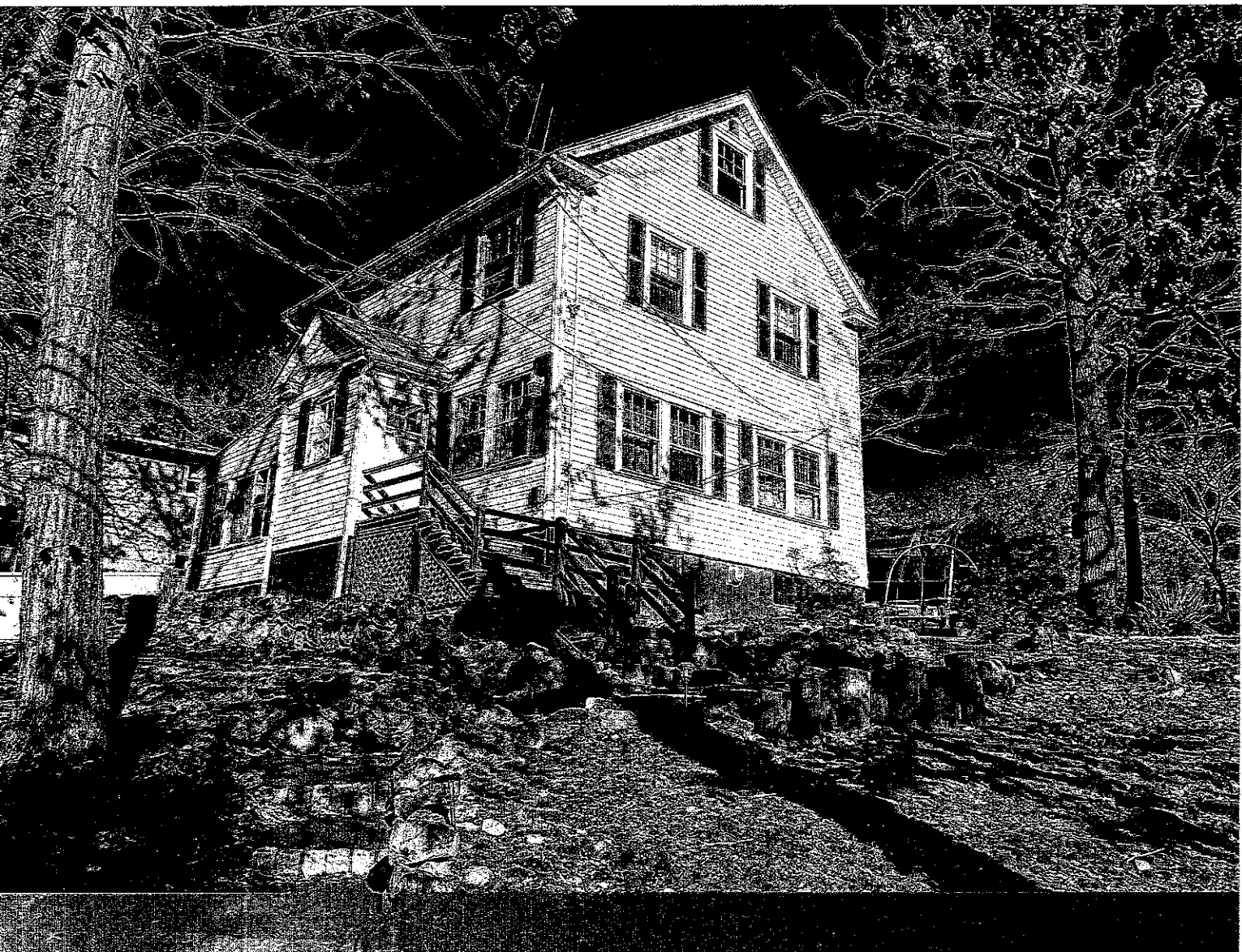
Challenge

Occupied by the county parks department and law enforcement since its construction, the interior and exterior of the Essex County Parks Administration Building has sustained a century's worth of weathering and wear. Renovations to the existing building need to include repair and replacement while maintaining the building's historic character. Important to the county parks department's history, the Renaissance Revival-style building is individually listed in the National and State Registers of Historic Places, necessitating the completion of a New Jersey Register of Historic Places Act Application.

Solution

Working closely throughout the process, PS&S architects, engineers, and cultural resource specialists created a design that will accommodate the county's needs while maintaining the character-defining elements of the historic city building. In addition to the multi-disciplinary, multi-phase design of the renovations, PS&S's planners, archaeologists and architectural historians are currently helping to guide the project through the New Jersey Historic Preservation Office's (NJHPO) review process.





PROPOSAL

TO THE TOWNSHIP COUNCIL, TOWNSHIP OF WEST ORANGE, NEW JERSEY

Dear Council Members:

In accordance with and subject to all stipulations, conditions, requirements, and instructions to bidders, specifications so far as they relate to this proposal are made part of it, submit a bid of:

Amount of: \$ \$13,500.00 (thirteen thousand, five hundred dollars).

COMPANY
NAME Paulus, Sokolowski and Sartor, LLC

ADDRESS 3 Mountainview Road, Warren, NJ 07059

DATE January 16, 2023

PHONE 732-560-9700

EMAIL mtomaso@psands.com

BY 
(Signature and Title of Officer of Company authorized to execute a contract)
Matthew Tomaso, M.A., R.P.A., Director of Cultural Resources

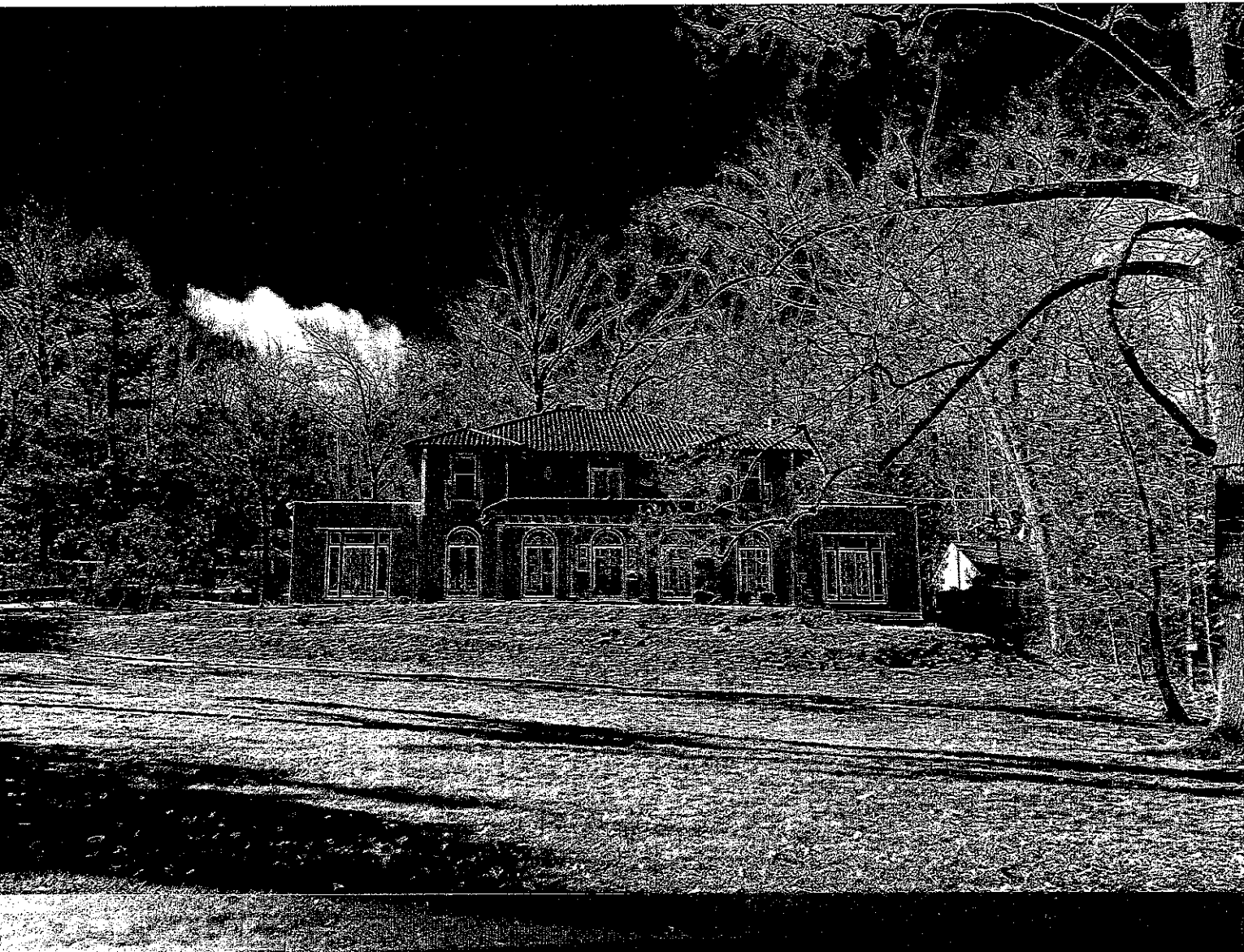
PROPOSAL TO BE SUBMITTED IN DUPLICATE



Price Proposal

PS&S acknowledges and confirms that the ultimate lump sum fee for the performance of the services indicated in this proposal will be **\$13,500.00** (thirteen thousand, five hundred dollars).

The project will be billed on the basis of overall progress on a monthly cycle. An accounting of all directly billed expenses, along with receipts, will be provided. The project fee will be considered 100% chargeable upon acceptance of the report by the City.



12/02/21

Taxpayer Identification# 900-590-653/000

Dear Business Representative:

Congratulations! You are now registered with the New Jersey Division of Revenue.

Use the Taxpayer Identification Number listed above on all correspondence with the Divisions of Revenue and Taxation, as well as with the Department of Labor (if the business is subject to unemployment withholdings). Your tax returns and payments will be filed under this number, and you will be able to access information about your account by referencing it.

Additionally, please note that State law requires all contractors and subcontractors with Public agencies to provide proof of their registration with the Division of Revenue. The law also amended Section 92 of the Casino Control Act, which deals with the casino service industry.

We have attached a Proof of Registration Certificate for your use. To comply with the law, if you are currently under contract or entering into a contract with a State agency, you must provide a copy of the certificate to the contracting agency.

If you have any questions or require more information, feel free to call our Registration Hotline at (609)292-9292.

I wish you continued success in your business endeavors.

Sincerely,



James J. Fruscione
Director
New Jersey Division of Revenue

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY
DIVISION OF REVENUE
PO BOX 252
TRENTON, N J 08646-0252

TAXPAYER NAME:
PAULUS, SOKOLOWSKI AND SARTOR, LLC

TRADE NAME:

ADDRESS:
3 MOUNTAINVIEW RD
WARREN NJ 07059
EFFECTIVE DATE:

SEQUENCE NUMBER:

0100526

ISSUANCE DATE:

12/02/21

08/28/01



Director
New Jersey Division of Revenue

FORM-BRC

(01-00) D205846V

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at the taxpayer's place of business.

Certificate Number
733719

Registration Date: 01/27/2022
Expiration Date: 01/26/2023



State of New Jersey

Department of Labor and Workforce Development Division of Wage and Hour Compliance

Public Works Contractor Registration Act

Pursuant to N.J.S.A. 34:11-56.48, et seq. of the Public Works Contractor Registration Act, this certificate of registration is issued for purposes of bidding on any contract for public work or for engaging in the performance of any public work to:

Responsible Representative(s):
John Sartor, Managing Member

A handwritten signature in black ink, appearing to read "R. Asaro-Angelo".

Robert Asaro-Angelo, Commissioner
Department of Labor and Workforce Development

PS&S, LLC
2022

NON TRANSFERABLE

This certificate may not be transferred or assigned and may be revoked for cause by the Commissioner of Labor and Workforce Development.

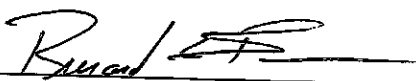
AFFIDAVIT OF NON-COLLUSION

The undersigned bidder of full age, being duly sworn according to law depose and hereby specifically certifies that:

- A. To the best of the bidder's knowledge and belief, the annexed bid proposal for this project has not been prepared in collusion with any other bidder of like item or services and the prices, discounts, terms and conditions thereof have not been directly or indirectly communicated by or on behalf of the bidder to any person other than the recipient of the bid and will not be communicated to any person prior to the official opening of the bid.
- B. The bidder fully understands that no premiums, rebates, or gratuities are permitted either with, prior to, or after signing of contract. Any violation will result in cancellation and removal from the bid list.
- C. The bidder further certifies that the undersigned has the necessary authority, to sign this stipulation stating that the bidder has not entered into any agreement, or otherwise taken any action in restraint of free competitive bidding in connection with this bid.

All references to the bidder are understood to include the undersigned and all principals, partners and officers of the bidder..

Date: January 16, 2023


(Signature)

Renard E. Barnes, Esq., Chief Risk Officer/Secretary

(Name and Title)

Paulus. Sokolowski and Sartor, LLC

(Company Name)

3 Mountainview Road, Warren, NJ 07059

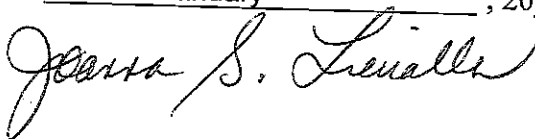
(Address)

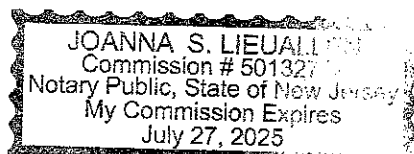
(Corporate Seal)

Subscribed and sworn to before me

this 16th day of January, 2023

Notary Seal





Prohibited Russia-Belarus Activities & Iran Investment Activities

Person or Entity

Paulus, Sokolowski and Sartor, LLC

Part 1: Certification

COMPLETE PART 1 BY CHECKING ONE OF THE THREE BOXES BELOW

Pursuant to law, any person or entity that is a successful bidder or proposer, or otherwise proposes to enter into or renew a contract, for goods or services must complete the certification below prior to contract award to attest, under penalty of perjury, that neither the person or entity, nor any parent entity, subsidiary, or affiliate, is identified on the Department of Treasury's Russia-Belarus list or Chapter 25 list as a person or entity engaging in prohibited activities in Russia, Belarus or Iran. Before a contract for goods or services can be amended or extended, a person or entity must certify that neither the person or entity, nor any parent entity, subsidiary, or affiliate, is identified on the Department of Treasury's Russia-Belarus list. Both lists are found on Treasury's website at the following web addresses:

<https://www.nj.gov/treasury/administration/pdf/RussiaBelarusEntityList.pdf>
www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf

As applicable to the type of contract, the above-referenced lists must be reviewed prior to completing the below certification.

A person or entity unable to make the certification must provide a detailed, accurate, and precise description of the activities of the person or entity, or of a parent entity, subsidiary, or affiliate, engaging in prohibited activities in Russia or Belarus and/or investment activities in Iran. The person or entity must cease engaging in any prohibited activities and provide an updated certification before the contract can be entered into.

If a vendor or contractor is found to be in violation of law, action may be taken as appropriate and as may be provided by law, rule, or contract, including but not limited to imposing sanctions, seeking compliance, recovering damages, declaring the party in default, and seeking debarment or suspension of the party.

CONTRACT AWARDS AND RENEWALS



I certify, pursuant to law, that neither the person or entity listed above, nor any parent entity, subsidiary, or affiliate appears on the N.J. Department of Treasury's lists of entities engaged in prohibited activities in Russia or Belarus pursuant to P.L. 2022, c. 3 or in investment activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. (Skip Part 2 and sign and complete the Certification below.)

CONTRACT AMENDMENTS AND EXTENSIONS



I certify, pursuant to law, that neither the person or entity listed above, nor any parent entity, subsidiary, or affiliate is listed on the N.J. Department of the Treasury's lists of entities determined to be engaged in prohibited activities in Russia or Belarus pursuant to P.L. 2022, c. 3. I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. (Skip Part 2 and sign and complete the Certification below.)

IF UNABLE TO CERTIFY



I am unable to certify as above because the person or entity and/or a parent entity, subsidiary, or affiliate is listed on the Department's Russia-Belarus list and/or Chapter 25 Iran list. I will provide a detailed, accurate, and precise description of the activities as directed in Part 2 below, and sign and complete the Certification below. Failure to provide such will prevent the award of the contract to the person or entity, and appropriate penalties, fines, and/or sanctions will be assessed as provided by law.

Part 2: Additional Information

PLEASE PROVIDE FURTHER INFORMATION RELATED TO PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS AND/OR INVESTMENT ACTIVITIES IN IRAN.

You must provide a detailed, accurate, and precise description of the activities of the person or entity, or of a parent entity, subsidiary, or affiliate, engaging in prohibited activities in Russia or Belarus and/or investment activities in Iran in the space below and, if needed, on additional sheets provided by you.

Part 3: Certification of True and Complete Information

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments there, to the best of my knowledge, are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity.

*I acknowledge that the **Township of West Orange** is relying on the information contained herein and hereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the **Township of West Orange** to notify the **Township of West Orange** in writing of any changes to the answers of information contained herein.*

*I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the **Township of West Orange** and that the **Township of West Orange** at its option may declare any contract(s) resulting from this certification void and unenforceable.*

Full Name (Print)	Renard E. Barnes, Esq.	Title	Chief Risk Officer/Secretary
Signature		Date	January 16, 2023

(REVISED 4/10)

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)

N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

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

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 nondiscrimination clause.

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.

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 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.

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.

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.

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.

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.

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:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at www.state.nj.us/treasury/contract_compliance)

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Public Contracts Equal Employment Opportunity Compliance as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies 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**

REQUIRED EVIDENCE

AFFIRMATIVE ACTION REGULATIONS N.J. S.A. 10:5-31, et seq. (N.J.A.C. 17:27)

If awarded a contract, the Bidder will be required to comply with the requirements of N.J.S.A. 10:531, et seq., and N.J.A.C. 17:27. Within five (5) days after receipt of the notification of intent to award the contract, the Bidder shall present one of the following:

1. Appropriate evidence that the Contractor is operating under an existing federally approved or sanctioned affirmative action program; or
2. A Certificate of Employee Information Report Approval issued in accordance with N.J.A.C. 17:27-4; or
3. An initial Employee Information Report consisting of forms provided by the Affirmative Action Office and completed by Contractor in accordance with N.J.A.C. 17:27-4.

The Bidder must submit no later than three (3) days after the signing of the Contract an Initial Project Manning Table consisting of forms provided by the Affirmative Action Office and completed by Contractor in accordance with N.J.A.C. 17:27-7.

Bidders are referred to the Bidder's Information Section of the Bid Packet for a further description of the above requirements.

NO BIDDER MAY BE ISSUED A CONTRACT UNLESS THEY COMPLY WITH THE AFFIRMATIVE ACTION REGULATIONS OF N.J.S.A. 10:5-31, et seq.

The following questions must be answered by all Bidders:

1. Do you have a federally-approved or sanctioned Affirmative Action Program?
Yes _____ (If yes, submit a copy of such approval.) No ☒
2. Do you have a State Certificate of Employee Information Report approval?
Yes ☒ (If yes, submit a copy of such approval.) No

The undersigned Bidder certifies that he is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31, et seq., and agrees to furnish the required documentation pursuant to the law.

COMPANY: Paulus, Sokolowski and Sartor, LLC NAME: Renard E. Barnes, Esq.

SIGNATURE:  TITLE: Chief Risk Officer/Secretary

NOTE: A bid must be rejected as non-responsive if a Bidder fails to comply with requirements of N.J.S.A. 10:5-31, et seq., within the time frame stipulated.

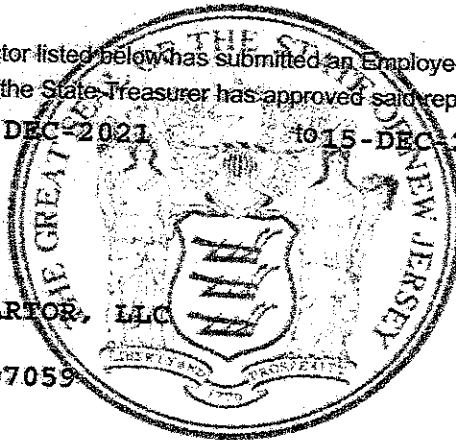
Certification 2215
CERTIFICATE OF EMPLOYEE INFORMATION REPORT

RENEWAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of **15-DEC-2021** to **15-DEC-2024**

PAULUS, SOKOLOWSKI & SARTOR, LLC
3 MOUNTAINVIEW ROAD
WARREN

NJ 07059



Elizabeth Maher Muoio

ELIZABETH MAHER MUOIO
State Treasurer

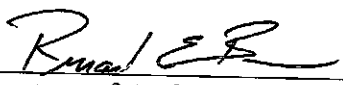
TOWNSHIP OF WEST ORANGE
ACKNOWLEDGMENT OF RECEIPT OF ADDENDA

The undersigned Bidder hereby acknowledges receipt of the following addenda:
Please assign the number, date and initial.

<u>Addendum Number</u>	<u>Dated</u>	<u>Acknowledge Receipt</u> (Initial)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

☒ No addenda was received.

Acknowledged for: Paulus, Sokolowski and Sartor, LLC
(Company Name)

By: 
(Signature of Authorized Representative)

Name: Renard E. Barnes, Esq.
(Print)

Title: Chief Risk Officer/Secretary

Date: February 16, 2023

Political Contribution Disclosure Statement Pursuant to Chapter 2, Section 68 of the Revised General Ordinances of the Township of West Orange

Pursuant to Section 2-68.1 of the Revised General Ordinances of the Township of West Orange, please set forth below all political contributions in cash or in kind of two hundred (\$200.00) dollars or more made within five (5) years of the date of acceptance of a proposal for a negotiated contract with the Township of West Orange, or within five (5) years of the notice of award for a bid contract with the Township of West Orange, either directly or indirectly, by the individuals or any of the principals of the business entity completing this form or by the business entity itself, to any elected official of the Township of West Orange currently in office or any political organization affiliated with an elected official of the Township currently in office.¹

<u>Name of Individual/Entity Making Contribution</u>	<u>Amount of Contribution</u>	<u>Recipient of Contribution</u>	<u>Date of Contribution</u>
PSIS, LLC	\$150	EFO ROBERT PARISI FOR MAYOR	6/1/2018
"	\$125	EFO VICTOR CIRILLO FOR COUNCIL	6/28/2018
"	\$175	EFO VICTOR CIRILLO FOR COUNCIL	10/18/2018
"	\$175	EFO SUSAN MCCARTNEY	10/18/2018

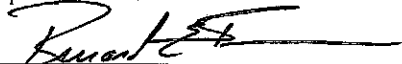
If you have NOT made any contributions within the scope of Section 2-68.1, as set forth above, please X the line to the right.	NONE

I hereby certify under penalty of perjury that the information provided herein is true and accurate to the best of my knowledge, information and belief.

The current elected officials of the Township include the following: Mayor Susan McCartney, Councilman Bill Rutherford, Councilwoman Michelle Casalino, Councilwoman Tammy Williams, Councilwoman Asmeret Ghebremicael and Councilwoman Susan Scarpa .

Paulus, Sokolowski and Sartor, LLC

Company Name



Authorized Signature

Renard E. Barnes, Esq., Chief Risk Officer/Secretary

Printed Name

January 16, 2023

Date

STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of

Organization: Paulus, Sokolowski and Sartor, LLC

Organization

Address: 3 Mountainview Road, Warren, NJ 07059

Part I Check the box that represents the type of business organization:

- ☐ Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- ☐ Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- ☐ For-Profit Corporation (any type) ☒ Limited Liability Company (LLC)
- ☐ Partnership ☐ Limited Partnership ☐ Limited Liability Partnership (LLP)
- ☐ Other (be specific): _____

Part II

- ☒ The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. **(COMPLETE THE LIST BELOW IN THIS SECTION)**

OR

- ☐ No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. **(SKIP TO PART IV)**

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Address
AJS Acquisition, LLC owns 99% of the issued and outstanding membership interests of PS&S, LLC	3 Mountainview Road, Warren, NJ 07059

John A. Sartor owns 1% of the issued and outstanding membership interests of PS&S LLC	321 Elm Street, Unit B, Westfield, NJ 07090

Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II **other than for any publicly traded parent entities referenced above.** The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Address
John A. Sartor owns 90.5% of the issued and outstanding membership interests of AJS Acquisition, LLC	321 Elm Street, Unit B, Westfield, NJ 07090

Part IV Certification

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the ***Township of West Orange*** is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with ***Township of West Orange*** to notify the ***Township of West Orange*** in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the ***Township of West Orange*** to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):	Renard E. Barnes, Esq.	Title:	Chief Risk Officer/Secretary
Signature:		Date:	January 16, 2023

BIDDER'S CHECK LIST Mandatory Items

- Business Registration Certification R.B.
- Addendum/Addenda R.B.
- Statement of Ownership R.B.
- Political Contribution Disclosure Statement R.B.
- Affirmative Action Compliance Notice R.B.
- Prohibited Russia-Belarus Activities & Iran Investment Activities R.B.
- Non Collusion Affidavit R.B.
- Proposal Form R.B.