

REQUEST FOR PROPOSALS

Consulting Architectural Engineering Services for Structural Evaluation

For

The Existing Lighthouse Located at 34th Street South and
Atlantic Brigantine Boulevard, Brigantine N.J.



A. INTENT:

The City of Brigantine requires the Professional Architectural Engineering services of consulting from a firm with appropriate personnel, who are experienced in planning, and design of building repairs, including structural analysis of existing structures. The City wishes to engage the services of a professional to prepare a total structural analysis of the entire lighthouse, including footing, walls, lintels, roof structure, interior stair, exterior balconies, etc. The successful consultant shall also be required to make recommendations on what types of repairs would be appropriate to stabilize the structure, and what improvements are needed to provide a safe usable structure. Estimated costs for the repairs shall be provided for each task outlined in the report.

It appears at the present time that the block structure is deteriorating, the existing wood stairs are failing, doors are rotting, roof structure is questionable. It is approximated the structure was constructed sometime in the 1920s.

The selected municipal consultant will be the one who can demonstrate extensive professional experience comparable to that requested by the City.

The Consulting firm shall assign a New Jersey licensed Professional/Architect Engineer who will supervise the project team being assigned to the project. The licensed Architect/Engineer shall report to the City Engineer. The selected consulting engineering firm shall meet all insurance requirements of the City including, but not limited to, the provisions of personal and property liability, automobile coverage and workers compensation, and professional liability errors and omissions policy.

Award of contract by the City Council, if any, will be made in the interest of the City and shall be based upon various factors, including but not limited to the following: proposer's qualifications, experience with municipal building repairs, including, availability and cost. The City of Brigantine reserves the right to accept or reject any or all Proposals, to be the sole judge of the merits and qualifications of the service and the ability of the Proposer to responsibly perform. The City reserves the right to waive any informalities or irregularities in any proposal submitted or in the procedure. An award of contract may be made to other than the firm offering the lowest cost.

B. BRIEF DESCRIPTION OF PROJECTS

The City of Brigantine is requesting proposals for the structural evaluation of the Lighthouse located at the circle at Atlantic Brigantine Boulevard and 34th Street South.

1. Structural Evaluation
 - a. Excavate around the footing at least 3 (three) areas. Provide photographs.
 - b. Evaluate the block structure, including the lintels, and all structural components of the building. Areas of block are showing signs of deterioration
 - c. Evaluate the existing wood roof structure. Make recommendations for repairing or replacing the roof structure.
 - d. The existing interior wood stairway is in poor shape. Stair shall be evaluated for repair or replacement with a wood or galvanized steel stair.
 - e. Evaluate all windows and doors.
 - f. Evaluate the interior walkway located on the top floor. Provide a recommendation for repair or replacement.
 - g. Provide an estimate for work outlined in the above evaluations and recommendations.
2. Access to the building prior to submission of the RFP can be gained by contacting Matt Doran, City Engineer, at 609-266-7600 x 215, between 9:00 am and 11:00, in order to set up a day and time. Access is also available from 8:30 to 4:00 daily for visual inspection without the City Engineer present.
3. The city is seeking both an evaluation and recommendation for options for repair or replacement. A separate proposal will sent out for the preparation of plans and specifications for the actual repair or replacement of the deficient items.

C. PROPOSED SCHEDULE

The city anticipates the project schedule to be as follows:

November 10, 2022	Advertisement of the Request for Proposals
December 1, 2022	Bids Due
December 21, 2022	Contract Award by City Council
December 28, 2022	Execution of Contract and Notice to Proceed
February 10, 2023	Preliminary report due for review -
March 10, 2023	Final report due.

D. CONTRACT FEE

Proposals must be priced on a Lump Sum basis for each task identified on the proposal form. The proposal prices shall include such amounts as the Proposer deems appropriate for overhead and profit. No separate or additional payment shall be made for overhead and profit, and no separate or additional payments will be made for transportation, telephone calls, postage, equipment usage or rental, copies, printing, fax, overtime, meetings, conferences or any other related fee. **Travel time to and from the project site shall be included in the Lump Sum Price. No separate payment will be made.**

E. PROPOSAL ELEMENTS

In order to assist the selection committee in making a determination, the City requires that all Proposers adhere to the response format outlined below. Firms failing to meet this requirement will be negatively evaluated. Missing sections or inadequate information presented may mean disqualification of the company from consideration. Responses shall be simply prepared, brief and to the point. Needlessly lengthy documents filled with extraneous material will not be favorably received.

Responses to this *Request for Proposal* should include the following in this order:

1. Cover Letter.
2. Introduction/Executive Summary. Highlight the company's unique qualifications and relevant experience.
3. Consultant understanding of the project and approach to the work. Include scope of work listing tasks, descriptions, methods and techniques.
4. A staffing chart by job description or title. Indicate which staff is in-house and which are sub-consultants.
5. Designation of Sub-Contractors/Sub-Consultants Form
6. Cost Proposal Form. Shall be provided in a separate sealed envelope marked "Cost Proposal – Reconditioning of the Public Works Building". The cost proposal shall be prepared on Lump Sum not-to-exceed basis. Include a time and materials reimbursement schedule and an hourly rate for each position.

F. SELECTION CRITERIA

The city intends to retain the Architectural/Engineering firm whose proposal it believes is most advantageous to the city. Evaluation of the proposal will be based on qualifications of the respondents. The city wishes to hire a firm with significant professional credentials. Selection will be made on the following factors:

1. Qualifications of the project team, including personnel and sub consultants.
2. Relevant recent project experience.
3. Overall Cost.
4. Soundness of technical approach
5. Ability to meet required timelines.

G. Architectural/ ENGINEERING STANDARDS AND REQUIREMENTS

All work shall be done in strict compliance with all applicable Federal, New Jersey State, Atlantic County, and local municipality laws, rules and regulations.

Deliverables

- The successful Firm shall submit all deliverable work products on or before the project close out date, as appropriate for the type of work ordered, the deliverables shall include all of the following or such other items as may be required:
- Architectural/Engineering surveys of the areas of work as necessary for design and permitting.
- Preparation and submission of Environmental permits (N/A).
- Submission of the preliminary and final report at the designated times.
- Preparation of construction cost estimate for each task recommended in the report.
- Additional items as may be applicable.

- 2.1 Construction Management and Schedule – See RFP
- 2.2 Proposal Submission Information
 - 2.2.1 Proposal Format
- 2.3 City Department, Public Works
- 2.4 City Representative for this Proposal, City Engineer
- 2.5 Interpretations and Addenda
- 2.6 Quantities and Estimate
- 2.7 Cost Liability and Additional costs
- 2.8 Statutory and Other Requirements
 - 2.8.1 Compliance with Laws
 - 2.8.2 Mandatory EEO/Affirmative Action Evidence
 - 2.8.3 New Jersey Anti-Discrimination
 - 2.8.4 American With Disabilities
 - 2.8.5 Ownership Disclosure
 - 2.8.6 Non-Collusion Affidavit
 - 2.8.7 Proof of Business Registration
 - 2.8.8 Pay to Play Notice
 - 2.8.9 Assign, Sublet or Transfer Any Rights/Interests
 - 2.8.10 Insurance and Indemnification

Forms and Procedures. The following forms are required to be submitted prior to award to the successful respondent.

The following items are explained in other sections of the bid package.

Workers Compensation and Employer's Liability Insurance

General Liability

Automobile Liability

Professional Liability/Malpractice Insurance Policy

Errors and Omissions Insurance

HIPAA

Proof of Professional License

Disclosure of Investment in Iran

Prompt Payment

Public Emergency

Multiple Proposals Not Accepted

Subcontractors

Failure to enter Contract

Commencement of Work

Time of Completion

Termination of Contract

Non-Allocation of Funding Termination

Force Majeure

Challenge of Specifications

Payment

Non-Payment of Penalties and interest on Overdue Bills

Ownership of Material

Source of Specifications/RFP Packages

Altering Official Document

PFP Preparation Forms

W-9

No Endorsement

Effect of Award

Open Public Records Act

**PROPOSAL
FOR
Consulting Architectural Engineering Services for Structural Evaluation For the Existing
Lighthouse Located at Atlantic Brigantine Boulevard and 34th Street South,
Brigantine, NJ**

COST PROPOSAL FORM

Pursuant to and in compliance with this **Request for Proposal** and the other documents relating thereto, the undersigned proposer, having familiarized himself/herself with the scope of work, and with the terms of the contract, the local conditions affecting the performance of the contract, and the anticipated project schedule hereby proposes and agrees to perform, within the time stipulated, the contract, including all of its component parts, and everything required to be performed, and to provide and furnish any and all of the labor, materials, tools expendable equipment, and all services necessary to perform, the contract and complete in a workmanlike manner all of the work required in connection with **this Request for Proposal**, for the following lump sum bid:

Project Title: **Consulting .Architectural Engineering Services for Structural Evaluation For The Existing Lighthouse Located at 34th Street South and Atlantic Brigantine Boulevard, Brigantine, NJ**

1. 90% Preliminary Evaluation documents submitted to the City for review and discussion Lump Sum \$ _____

2. 100% , Final Report, Including Estimated Costs of expected repairs, replacements. Lump Sum \$ _____

TOTAL \$ _____

TOTAL IN WORDS: _____

Name of Proposer: _____

Authorized Signature: _____

Printed Name of Signature: _____

Title: _____

Address: _____

City, State, Zip: _____

Telephone Number and Fax Number: _____

RFP DOCUMENT SUBMISSION CHECKLIST

Required	Read, Signed
With	and Submitted
Response	(Respondent's initials)

A. FAILURE TO SUBMIT ANY OF THESE ITEMS IS MANDATORY CAUSE FOR REJECTION OF RFP

- ☒ Stocker Disclosure Certification _____
- ☒ Affidavit of Non-Collusion, properly notarized _____
- ☒ Required Evidence EEO/Affirmative Action Regulations Questionnaire
Submit Copy of State Certificate of Employee Information Report _____
- ☒ Proposal Cost Form / Signature Page _____
- ☒ Acknowledgement of Receipt of Addenda (To be completed if Addenda is issued) _____
- ☒ Disclosure of Investment Activities in Iran – Submit with bid response _____
- ☐ Other: _____

B. MANDATORY ITEMS, REQUIRED NO LATER THAN TIME PERIOD INDICATED

- ☒ Business Registration Certificate – Bidder – Prefer with Bid Response
Required by Law Prior to Award of Contract _____
- ☒ License(s) or Certificates Required by the Specifications – RFP Response _____
- ☒ Certificates of the Required Insurance Naming Brigantine Additionally Insured
Required Prior to Award of Contract _____
- ☒ Evidence of Medical Malpractice or Professional Liability Insurance:
Supply Certificate Prior to Award of Contract _____

C. FAILURE TO SUBMIT ANY OF THESE ITEMS AT TIME OF RFP MAY BE CAUSE FOR REJECTION

- ☒ Qualification Statement _____
- ☒ Key Personnel Information _____
- ☒ Three (3) references for similar projects _____
- ☒ CD or USB Flash Drive with PDF of RFP along w/printed Copies _____

CD or USB Flash Drive must be labeled with respondent's name _____

D. READ ONLY

Americans with Disability Act of 1990 Language _____

This checklist is provided for bidder's use in assuring compliance with required documentation; however, it does not include all specifications requirements and does not relieve the respondent bidder of the need to read and comply with the specifications.

Name of Respondent: _____ Date: _____

By Authorized Representative:

Signature: _____

Print Name & Title: _____ Phone: _____

CITY OF BRIGANTINE
OWNERSHIP DISCLOSURE FORM

LEGAL NAME OF BIDDER: _____

Check the box that represents the type of business organization:

- | | | |
|---|--|--|
| <input type="checkbox"/> Partnership | <input type="checkbox"/> Corporation | <input type="checkbox"/> Sole Proprietorship |
| <input type="checkbox"/> Limited Partnership | <input type="checkbox"/> Limited Liability Corporation | <input type="checkbox"/> Limited Liability Partnership |
| <input type="checkbox"/> Subchapter S Corporation | <input type="checkbox"/> Other, Please List _____ | |

The list below contains the names and addresses of all stockholders who own ten (10%) percent or more of the above company's stock, and if there **are NO STOCKHOLDERS OF 10% OR MORE, simply check the second box below**. If one or more such stockholders or partner is itself a corporation or partnership, the stockholders holding 10% or more of that corporation's stock, or the individual partners owning 10% of that corporation's stock, or the individual partners owning 10% or greater interest in that partnership, as the case may be, must also be listed.

The disclosure shall be continued until names and addresses of every person who is a non-corporate stockholder, or individual partner, exceeding the 10% ownership criteria established in this act, has been listed, in full compliance with Chapter 33 of the New Jersey Public Laws of 1977.

BIDDERS/RESPONDENTS MUST CHECK THE APPROPRIATE BOX:

- ☐ I certify that the **list below** contains the names and addresses of all **stockholders holding 10% or more** of the issued and outstanding stock of the undersigned.
- ☐ I certify that **no one stockholder** owns 10% or more of the issued and outstanding stock of the undersigned.

Publicly Traded - For publicly traded entities to comply with N.J.S.A. 52:25-24.2 they may submit the name and address of each publicly traded ☐ entity, and the name and address of each person holding 10% or more beneficial interest in the publicly traded entity as of the last annual filing with the Security Exchange Commission (SEC), or foreign equivalent

Submit here the Website (URL) providing the last annual Security Exchange Commission (SEC) filing, or foreign equivalent:

Stockholder Name _____

Address _____

Percentage of Ownership _____ %

Stockholder Name _____

Address _____

Percentage of Ownership _____ %

Stockholder Name _____

Address _____

Percentage of Ownership _____ %

(Note: Attach additional pages if necessary)

(Respondent/Respondent Authorized Signature)

(Date)

(Print name of authorized signatory)

(Title)

CITY OF BRIGANTINE
NON-COLLUSION AFFIDAVIT
(N.J.S.A. 52:34-15)

State of _____

County of _____

ss:

I, _____ residing in _____
(Name of Affiant) (Name of Municipality)

in the County of _____ and State of _____ of full age,

being duly sworn according to law on my oath depose and say that:

I am _____ of the firm of _____,
(Title or Position) (Name of Firm/Company)

the Bidder/Respondent making this Proposal for the Bid/RFP entitled _____,
(Title of Proposal)

and that I executed the said Proposal with full authority to do so; that said Bidder/Respondent has not, directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above-named project; and that all statements contained in said Proposal and in this affidavit

are true and correct, and made with full knowledge that the City of Brigantine relies upon the truth of the statements contained in said Proposal and in the statements contained in this affidavit in awarding the contract. I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by

(Name of Firm/Company)

(Signature of Affiant)

(Type or Print Name of Affiant)

CITY OF BRIGANTINE

EEO/AFFIRMATIVE ACTION COMPLIANCE NOTICE

N.J.S.A. 10:5-31 and N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

All successful bidders are required to submit evidence of appropriate affirmative action compliance to the City and Division of Public Contracts Equal Employment Opportunity Compliance. During a review, Division representatives will review the city files to determine whether the affirmative action evidence has been submitted by the vendor/contractor. Specifically, each vendor/contractor shall submit to the City, prior to execution of the contract, one of the following documents:

Goods and General Service Vendors

1. Letter of Federal Approval indicating that the vendor is under an existing Federally approved or sanctioned affirmative action program. A copy of the approval letter is to be provided by the vendor to the City and the Division. This approval letter is valid for one year from the date of issuance.

Do you have a federally approved or sanctioned EEO/AA program?

Yes ☐ **No** ☐

If yes, please submit a photocopy of such approval.

2. A Certificate of Employee Information Report (hereafter "Certificate"), issued in accordance with N.J.A.C. 17:27-1.1 et seq. The vendor must provide a copy of the Certificate to the City as evidence of its compliance with the regulations. The Certificate represents the review and approval of the vendor's Employee Information Report, Form AA-302 by the Division. The period of validity of the Certificate is indicated on its face. Certificates must be renewed prior to their expiration date in order to remain valid.

Do you have a State Certificate of Employee Information Report Approval?

Yes ☐ **No** ☐

If yes, please submit a photo copy of such approval.

3. The successful vendor shall complete an Initial Employee Report, Form AA-302 and submit it to the Division with \$150.00 Fee and forward a copy of the Form to the City. Upon submission and review by the Division, this report shall constitute evidence of compliance with the regulations. Prior to execution of the contract, the EEO/AA evidence must be submitted.

The successful vendor may obtain the Affirmative Action Employee Information Report (AA302) on the Division website www.state.nj.us/treasury/contract_compliance.

The successful vendor(s) must submit the AA302 Report to the Division of Public Contracts Equal Employment Opportunity Compliance, with a copy to Public Agency.

The undersigned vendor certifies that he/she is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27 and agrees to furnish the required forms of evidence.

The undersigned vendor further understands that his/her bid shall be rejected as non-responsive if said contractor fails to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27.

Company: _____ Title: _____

Print Name: _____ Signature: _____

Date: _____

CITY OF BRIGANTINE

EXHIBIT A

**MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-36 et seq. (P.L. 1975, C. 127) and N.J.A.C. 17:27 et seq.**

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 city employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, 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.

CITY OF BRIGANTINE
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
(CONTINUED)

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; and

Employee Information Report Form AA302

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program 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 Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

Submitted by: _____

(Name of the Firm)

Name: _____

(Please print or Type)

Signature: _____

Title: _____

Dated: _____

SAMPLE CERTIFICATE OF EMPLOYEE INFORMATION REPORT

Certification 111XX

CERTIFICATE OF EMPLOYEE INFORMATION REPORT

INITIAL

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-20XX to 15-DEC-20XX

SAMPLE COMPANY, INC.
33 WEST STATE STREET
TRENTON, NJ 08625

VOID



State Treasurer

CITY OF BRIGANTINE

AMERICANS WITH DISABILITIES ACT 1990 Equal Opportunity for Individuals with Disability

The Contractor and the Owner, do hereby agree that the provisions of Title 11 of the Americans with Disabilities Act of 1990 (the "Act") (42 U.S.C. S121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim, if any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

CITY OF BRIGANTINE

THESE ARE **SAMPLES** OF THE **ONLY** ACCEPTABLE
BUSINESS REGISTRATION CERTIFICATES

PREFER SUBMITTED WITH BID RESPONSE
REQUIRED BY LAW PRIOR TO AWARD OF CONTRACT

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE
FOR STATE AGENCY AND CASINO SERVICE CONTRACTORS

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

TAXPAYER NAME:
TAX REGISTRATION TEST ACCOUNT

TAXPAYER IDENTIFICATION#:
970-097-382/500

ADDRESS:
**847 ROEBLING AVE
TRENTON NJ 08611**

EFFECTIVE DATE:
01/01/01

FORM-BRC(08-01)


TRADE NAME:
CLIENT REGISTRATION

SEQUENCE NUMBER:
0107330

ISSUANCE DATE:
07/14/04

John S. Tully
Acting Director

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

 **STATE OF NEW JERSEY**
BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: TAX REG TEST ACCOUNT

Trade Name:

Address: 847 ROEBLING AVE
TRENTON, NJ 08611

Certificate Number: 1093907

Date of Issuance: October 14, 2004

For Office Use Only:
20041014112823533

CITY OF BRIGANTINE

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned Bidder does hereby acknowledge the receipt of the following Addenda:

ADDENDUM NUMBER	DATE	ACKNOWLEDGE RECEIPT (Initial)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Acknowledgement for: _____

(Name of Bidder)

By: _____

(Signature of the Authorized Representative)

Name: _____

(Please Print or Type)

Title: _____

Date: _____

FORM NOT REQUIRED IF NO ADDENDA ISSUED

CITY OF BRIGANTINE
DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN

Bidder: _____

PART 1: CERTIFICATION

BIDDERS ARE TO COMPLETE PART 1 BY CHECKING **EITHER BOX BELOW**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review this list prior to completing the below certification. Failure to complete the certification will render a bidder's proposal nonresponsive. If the Director finds a person or entity to be in violation of law, that they shall take action as may be appropriate and 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.

CHECK THE APPROPRIATE BOX

☐ **I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed above nor any of the bidder's parents, subsidiaries, or affiliates is listed** on the New Jersey Department of the Treasury's list of entities determined to be engaged in prohibited 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. **I will skip Part 2 and sign and complete the Certification below.**

OR

☐ **I am unable to certify as above because the bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below.** Failure to provide such will result in the proposal being rendered as nonresponsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

PART 2 – ADDITIONAL INFORMATION

PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN. You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran on additional sheets provided by you.

PART 3: CERTIFICATION

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto 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 State of New Jersey is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the State to notify the State 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, and 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 City of Brigantine and that the City at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print): _____ Signature: _____

Title: _____ Date: _____