



Proposal Response
For
MEP-Structural & Civil
Engineering Services

According to
County College of Morris RFP 2425-56DD
Dated May 12, 2025

Prepared by:
On-Board Engineering Corporation



On-Board Proposal No. MRCC-7671

May 30, 2025

ORIGINAL



Proposal Response
For
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Engineering Services**

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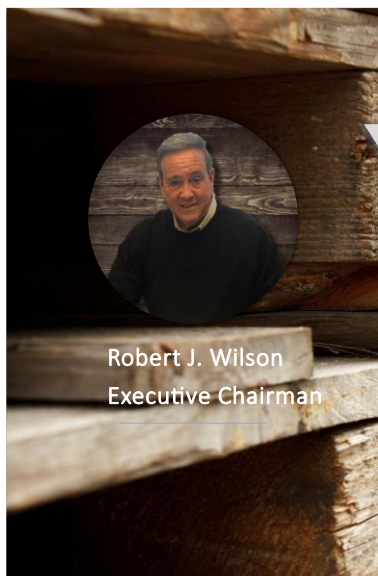
May 30, 2025

COPY

MEP/Structural/Civil Engineering Services

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Meet the On -Board Chairman

Good Day,

I am Robert J. Wilson, Executive Chairman of On-Board. I wanted to personally thank you today for allowing On-Board the opportunity to present this Proposal Response to the:

County College of Morris

I am confident that On-Board's response will either meet or exceed the College's expectations. On-Board looks forward to helping CCM meet its project objectives for the:

MEP / Structural & Civil Engineering Services Program

Sincerely,

Robert J. Wilson

**RESPONSE TO REQUEST FOR PROPOSAL: MEP, STRUCTURAL, OR CIVIL ENGINEER
FOR COUNTY COLLEGE OF MORRIS #RFP2425-56DD**

**50 Millstone Road
Building 300, Suite 110
East Windsor, NJ 08520**



**Penn's Plaza
2 Penn's Way - Suite 400
New Castle, DE 19720**

Director of Purchasing
County College of Morris
214 Center Grove Road
Randolph, NJ 07869

May 29, 2025

Sir/Madam:

Submitted herewith is the proposal of the undersigned to provide MEP, STRUCTURAL, OR CIVIL ENGINEERING SERVICES to the County College of Morris as described in the Request for Proposal dated May 12, 2025, and the General Proposal Requirements and Specifications pages 1 through 10. Transmitted herewith are the following enclosures:

1. Original three copies and a CD or Flash drive (USB Drive) of Proposal.
2. N.J. Business Registration Certificate
3. Notarized Non-Collusion Affidavit
4. Statement of Ownership (Ownership Disclosure)
5. Notarized Employee/Relative Disclosure Form
5. EEO Response Sheet
6. Disclosure of Investment Activities in Iran
7. Certification of Non-Involvement in Prohibited Activities in Russia or Belarus
8. Engineering Firm Qualification References.
9. Suspension and Debarment Certification.

The Engineering Firm certifies that all of the figures, computations, and additions set forth in this proposal herein have been carefully checked and are accurate in all respects and no claim shall be made as a basis for withdrawal or cancellation of its proposal. This proposal shall remain in effect and will not be withdrawn for any reason for a period of sixty (60) days after receipt and official opening date.

By signing this proposal, the Engineering Firm acknowledges that it has read and agreed to be bound by Exhibit A, (Equal Employment Opportunities) with reference to N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27.

Dated this 29th day of May, 2025

Name of Firm: On-Board Engineering Corporation

Address: 50 Millstone Rd.
East Windsor, NJ 08520



Signature of Authorized Officer

Name and Title: Richard M Jervis, Jr., P.E / VP of Engineering

Telephone Number: (609) 945-8000

Fax Number: (609) 945-8080

Email Address: Richard.Jervis@onboardusa.com

**MEP/Structural/Civil
Engineering Services**

Proposal Checklist

As instructed in the RFP, On-Board provides herein the list of documents required for a complete & compliant proposal response.

ITEM DESCRIPTION

- ✓ **PROPOSAL LETTER TO DIRECTOR OF PURCHASING**
- ✓ **ORIGINAL PLUS THREE (3) COPIES AND A FLASH DRIVE OF PROPOSAL INCLUDING SCHEDULES A, B AND C**
- ✓ **N.J. BUSINESS REGISTRATION CERTIFICATE**
- ✓ **NOTARIZED NON-COLLUSION AFFIDAVIT**
- ✓ **STATEMENT OF OWNERSHIP (OWNERSHIP DISCLOSURE)**
- ✓ **NOTARIZED EMPLOYEE/RELATIVE DISCLOSURE FORM**
- ✓ **EEO RESPONSE SHEET**
- ✓ **DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**
- ✓ **CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS PURSUANT TO P.L.2022, C.3**
- ✓ **ENGINEER QUALIFICATION REFERENCES**
- ✓ **SUSPENSION AND DEBARMENT CERTIFICATE**
- ✓ **Clarification #1 – Dated May 21, 2025**

**County College of Morris
214 Center Grove Road
Randolph, NJ 07869**

RFP #: RFP2425-56DD

Title: MEP, Structural, or Civil Engineer(s) for County College of Morris

**Clarification #1
May 21, 2025**

1. How many firms is the College planning to select for this opportunity?

Unknown until all proposals have been evaluated. In the past two years CCM has awarded this service to five firms.

2. Can we submit for one or more disciplines, but not all of those specified? For example, our branch that is in close proximity to you, where I am based, provides MEP and structural engineering, but not civil engineering. Would we submit as prime for our disciplines alone, or would it be best to include a subconsultant on our team to provide that additional service?

Firms can submit for one or more disciplines, they do not need to submit for all disciplines specified. Please refer to RFP section 4. Evaluation Criteria – A. Professional/Personnel Qualifications – (viii) and section 13. Consultants, regarding consultants.

Acknowledged & Confirmed

FIRM NAME: On-Board Engineering Corporation

SIGNATURE:



TITLE: Vice President of Engineering

DATE: May 29, 2025

**MEP/Structural/Civil
Engineering Services**

Section 1 – Executive Summary

On-Board Engineering Corporation (hereinafter, “On-Board”) appreciates the opportunity to present this proposal to the College of Morris County (hereinafter “the College” or “the CCM”) for the Professional Services required for:

MEP/Structural/Civil Engineering Services (“The Program”)

In its proposal response herein, On-Board addresses the specific requirements provided in the RFP. This Executive Summary is meant to be a handy reference guide and adjunct to the Table of Contents. It will provide The CCM with a “road map” of sorts to locate specific information included in On-Board’s response.

On-Board’s response to this RFP is presented in **10 Sections with 8 Attachments**. Each section, and the attachments that follow, corresponds to the requirements provided by The College in the RFP.

The **10 Sections** include:

- | | |
|------------|--|
| Section 1 | This Executive Summary |
| Section 2 | Primary Points of Contact |
| Section 3 | Personnel / Org Chart |
| Section 4 | Public Sector Resume |
| Section 5 | Profile of the Firm / Program Scope / Office Locations |
| Section 6 | Statement of Assurance |
| Section 7 | Related Project Experience |
| Section 8 | Professional References |
| Section 9 | Schedule of Fees |
| Section 10 | In-House Professional Services |

The **8 Attachments** provided in support of On-Board’s Proposal are:

- Attachment A N.J. Business Registration Certificate
- Attachment B Non-Collusion Affidavit
- Attachment C Stockholder Disclosure
- Attachment D Employee/Relative Disclosure
- Attachment E EEO/Affirmative Action Evidence / CEIR
- Attachment F Iran Activities Disclosure
- Attachment G Certification - Russia/Belarus
- Attachment H Suspension and Debarment Certification

MEP/Structural/Civil Engineering Services

Please pay particular attention to On-Board's Multi Discipline Engineering & Design Technical capabilities and experience which clearly demonstrate On-Board's understanding of the "specific" CCM requirements and its ability to successfully meet them.

On-Board's Relevant Project Experience is provided in **Section 7**.

Evaluation Criteria

On-Board has provided herein all of the relevant and/or required criteria as instructed in the RFP, including On-Board's:

- Professional/Personnel Qualifications
- Prior Experience and Familiarity with Similar Services
- Fees for Services
- Contract Exceptions or Contract Requirements

On-Board acknowledges its willingness to utilize a form of contract prepared by legal counsel for the College containing mutually satisfactory terms. On-Board also acknowledges it is thoroughly familiar with the terms and conditions of this Request for Proposal and the attachments thereto. On-Board declares no exceptions thereto.

After nearly 50 years of successful project execution, On-Board is fully capable of providing the professional services necessary to meet or exceed the expectations of The CCM for this program. On-Board's long history of project success is due primarily to On-Board's "Flexible" and "hands on" management approach as well as On-Board's cost-effective operations.

Typical client survey feedback reveals that its clients find On-Board to be a lower cost alternative to the services of other larger Engineering and/or EPCM firms in the marketplace. On-Board's competitive billing rates for its services are available for review by the College in **Section 9**. Relevant **Client References** in support of On-Board's cost-effective project services are provided in **Section 8**.

Conclusion

To further support On-Board's Standing and to demonstrate its NJ Professional Credentials, please see the following documents at the conclusion of this Section.

- New Jersey Professional Engineering License
- W-9 Form
- New Jersey Engineering Certificate of Authorization
- New Jersey Secretary of State-Statement of Good Standing
- Letter of Reference from On-Board's Banking Partner
- Certificates of Insurance

**MEP/Structural/Civil
Engineering Services**

Why On-Board?

On-Board is truly a good fit for this program. When considered together,

On-Board's...

1. Industry Recognized and Ranked Engineering and Design History
2. Impressive "In-House" Multi-Disciplined A/E Technical Capabilities
3. On-Board's NJ Home Office Location Geographically Aligned to the CCM
4. Long Term Public & Private Sector Client Relationship Portfolio
5. Similar Successful "Seamless" Program/Project Execution Experience
6. Cost competitive billing rates for home office staff services

...provide The College with the ideal partner as a member of the:

MEP/Structural/Civil Engineering Services Program

State Of New Jersey
New Jersey Office of the Attorney General
Division of Consumer Affairs



THIS IS TO CERTIFY THAT THE
Board of Prof. Engineers & Land Surveyors

HAS LICENSED

ON-BOARD ENGINEERING CORP.
RICHARD M JERVIS, JR.
50 Millstone Rd., Bld. 300-Ste. 110
East Windsor NJ 08520

FOR PRACTICE IN NEW JERSEY AS A(N): Certificate of Authorization

Engineering

07/26/2024 TO 08/31/2026
VALID

24GA28024400
LICENSE/REGISTRATION/CERTIFICATION #

Signature of Licensee/Registrant/Certificate Holder

ACTING DIRECTOR

Carri Zais

New Jersey Office of the Attorney General
Division of Consumer Affairs
THIS IS TO CERTIFY THAT THE
Board of Prof. Engineers & Land Surveyors
HAS LICENSED
ON-BOARD ENGINEERING CORP.
Certificate of Authorization
Engineering
07/26/2024 TO 08/31/2026
VALID

SIGNATURE

24GA28024400
License/Registration/Certificate #

PLEASE DETACH HERE
IF YOUR LICENSE/REGISTRATION/
CERTIFICATE ID CARD IS LOST
PLEASE NOTIFY:
Board of Prof. Engineers & Land S
P.O. Box 45015
Newark, NJ 07101

PLEASE DETACH HERE

ON-BOARD ENGINEERING CORP.

EXPIRATION DATE 2026

YOUR LICENSE/REGISTRATION/CERTIFICATE NUMBER IS 24GA 28024400 . PLEASE USE IT IN ALL
CORRESPONDENCE TO THE DIVISION OF CONSUMER AFFAIRS. USE THIS SECTION TO REPORT ADDRESS
CHANGES. YOU ARE REQUIRED TO REPORT ANY ADDRESS CHANGES IMMEDIATELY TO THE ADDRESS NOTED
BELOW.

Board of Prof. Engineers & Land Surveyors
P.O. Box 45015
Newark, NJ 07101

PRINT YOUR NEW ADDRESS OF RECORD BELOW

YOUR ADDRESS OF RECORD IS THE ADDRESS THAT WILL PRINT ON
YOUR LICENSE/REGISTRATION/CERTIFICATE AND IT MAY BE MADE
AVAILABLE TO THE PUBLIC.

HOME ☐

BUSINESS ☐

TELEPHONE
INCLUDE AREA CODE

PRINT YOUR NEW MAILING ADDRESS BELOW

YOUR MAILING ADDRESS IS THE ADDRESS THAT WILL BE USED BY
THE DIVISION OF CONSUMER AFFAIRS TO SEND YOU ALL
CORRESPONDENCE.

HOME ☐

BUSINESS ☐

TELEPHONE
INCLUDE AREA CODE

If the law governing your profession requires the current license/registration/certificate to be displayed, it should be
within reasonable proximity of your original license/registration/certificate at your principal office or place of business.

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. On-Board Engineering Corporation	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ► _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)
	5 Address (number, street, and apt. or suite no.) See instructions. 50 Millstone Road - Bldg. 300 / Suite 110	Requester's name and address (optional) County College of Morris 214 Center Grove Road Randolph NJ 07869
	6 City, state, and ZIP code East Windsor, NJ 08520	
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-			-			
or									
Employer identification number									
2	2	-	2	3	3	4	7	4	4

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ► 	Date ► 6-25-2025
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

State of New Jersey
Division of Consumer Affairs
State Board of Professional Engineers and Land Surveyors

THIS CERTIFIES THAT

ON-BOARD ENGINEERING CORP.

50 Millstone Rd, Bldg. 300-Ste110

East Windsor NJ 08520

Has met the requirements of the State Board of Professional Engineers and Land Surveyors and is hereby issued a

CERTIFICATE OF AUTHORIZATION

to offer the following services

Engineering

Person in Responsible Charge: RICHARD M JERVIS, JR.

For the names of other Responsible Charge Licensees, go to: <http://www.njconsumeraffairs.com/pels/cetrpt.pdf>

Date: May 29, 2025

Certificate No. 24GA28024400

Expiration Date: 08/31/2025



Acting Executive Director

**STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF REVENUE AND ENTERPRISE SERVICES
SHORT FORM STANDING**

ON-BOARD ENGINEERING CORPORATION
0100129599

I, the Treasurer of the State of New Jersey, do hereby certify that the above-named New Jersey Domestic For-Profit Corporation was registered by this office on January 07, 1981.

As of the date of this certificate, said business continues as an active business in good standing in the State of New Jersey, and its Annual Reports are current.

I further certify that the registered agent and registered office are:

ROBERT WILSON
50 MILLSTONE RD, BLDG 300-SUITE 110
EAST WINDSOR, NJ 08520



*IN TESTIMONY WHEREOF, I have
hereunto set my hand and affixed
my Official Seal at Trenton, this
29th day of July, 2021*

A handwritten signature in cursive script, appearing to read "Elizabeth Maher Muoio".

Elizabeth Maher Muoio
State Treasurer

Certificate Number : 6121588484

Verify this certificate online at

https://www1.state.nj.us/TYTR_StandingCert/JSP/Verify_Cert.jsp



CHEM-6185

WSFS Bank Center
500 Delaware Avenue
Wilmington, Delaware 19801
302-792-6000
www.wsfsbank.com

RE: On- Board Companies Ltd.
50 Millstone Road
Building 300, Suite 110
East Windsor, NJ 08520

To Whom It May Concern:

Please be advised that Wilmington Savings Society, FSB ("WSFS Bank") presently provides the On-Board Companies with several revolving credit facilities totaling eight figures. On-Board also has its deposit and cash management accounts with the Bank. All accounts have been handled in an exemplary manor and the company maintains an excellent credit rating within our Bank.

On-Board is a respected and valued client of WSFS Bank. In addition, Mr. Robert J. Wilson, President and CEO, is well known to me and to various members of our senior management staff at WSFS Bank.

If I can be of any further assistance, please do not hesitate to give me a call at (302) 573-3217.

Sincerely,

William J. Foley, III
Vice President
Corporate Banking Division

Attachment 4A - Bank Reference Letter



Wilmington Savings Fund Society, FSB | Member FDIC



ONBOA-1

OP ID: AM

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/26/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Eifert, French & Ketchum 330 Fifth Avenue Pelham, NY 10803-1204 Brian Eifert	914-738-4011	CONTACT NAME: Ann Marshall PHONE (A/C, No, Ext): 914-738-4011 FAX (A/C, No): 914-738-4303 E-MAIL ADDRESS: AMarshall@efk.com
INSURED On Board Engineering Corp. Building 300 Suite 110 50 Millstone Road East Windsor, NJ 08520		INSURER(S) AFFORDING COVERAGE INSURER A: Hartford Accident & Indemnity INSURER B: Hartford Casualty Insurance Co INSURER C: Hartford Fire Insurance Co INSURER D: Twin City Fire Insurance Co INSURER E: INSURER F:
		NAIC # 22357 29424 19682 29459

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER:			16UUNOL5356	01/01/2025	01/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
C	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			16UENOL5357	01/01/2025	01/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			16RHUOL5358	01/01/2025	01/01/2026	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	16WBOL6H4Y	01/01/2025	01/01/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence of Insurance

CERTIFICATE HOLDER

OCECTY0

County College of Morris
214 Center Grove Road
Randolph, NJ 07869

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

AUTHORIZED SIGNATURE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/27/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Risk Strategies Company 80 West Century Road, Suite 301 Paramus, NJ 07652	CONTACT NAME: Certificate Department PHONE (A/C, No, Ext): 201-837-1100 FAX (A/C, No): E-MAIL ADDRESS: certificates2@risk-strategies.com																					
INSURED On-Board Engineering Corp. 50 Millstone Road Building 300, Suite 110 East Windsor NJ 08520	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td colspan="2">INSURER A: XL Specialty Insurance Company</td><td>37885</td></tr><tr><td colspan="2">INSURER B:</td><td></td></tr><tr><td colspan="2">INSURER C:</td><td></td></tr><tr><td colspan="2">INSURER D:</td><td></td></tr><tr><td colspan="2">INSURER E:</td><td></td></tr><tr><td colspan="2">INSURER F:</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A: XL Specialty Insurance Company		37885	INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:		
INSURER(S) AFFORDING COVERAGE		NAIC #																				
INSURER A: XL Specialty Insurance Company		37885																				
INSURER B:																						
INSURER C:																						
INSURER D:																						
INSURER E:																						
INSURER F:																						

COVERAGES **CERTIFICATE NUMBER:** 77928671 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y ☐ N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE ☐ OTH-ER ☐ E.I. EACH ACCIDENT \$ E.I. DISEASE - EA EMPLOYEE \$ E.I. DISEASE - POLICY LIMIT \$
A	Professional Liability			DPR5022665	1/1/2025	1/1/2026	Per Claim \$ 5,000,000 Aggregate \$ 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

County College of Morris
214 Center Grove Road
Randolph, NJ 07869

CERTIFICATE HOLDER

CANCELLATION



**MEP/Structural/Civil
Engineering Services**

Section 2- Primary Points of Contact

Executive in Charge / Program Oversight

Richard M. Jervis, Jr., P.E.
Vice President of Engineering
(302) 613-5702 (o)
(302) 547-5581(m)
Richard.Jervis@onboardusa.com

Public Sector Program Manager

Andrew P. Barnes, P.E.
Project Manager / Civil / Structural Engineer
(302) 613-5702 (o)
(410) 430-5084 (m)
Andrew.Barnes@onboardusa.com

Client Relationship Manager

Kenneth P. Keogh
Director of Business Development
(609) 945-8034 (o)
(908) 433-1274 (m)
Kenneth.Keogh@onboardusa.com

Section 3 - Personnel

For each Technical Area identified for pre-qualification On-Board submits the following:

- Names of all individuals who may provide services to the CCM
- The qualifications, experience, and educational background of same
- Areas of specialization

Professional References are provided in **Section 8**.

Below, please find brief narratives describing the professional credentials of On-Board's proposed team for the **MEP/Structural/Civil Engineering Services Program**. We request that you pay particular attention to the relevant technical experience and capabilities of the team.

Also, please note the "length of service" aspect of the team members.

On-Board prides itself on its staff becoming and remaining part of "The On-Board Family" for many years.

An Org Chart & Resumes of the assigned team, which include all of their credentials, follow at the end of this section.

Richard M. Jervis, Jr. P.E. / Vice President of Engineering-Program Oversight

"Rick" has an impressive educational background in both Engineering and Business Management. He has a Bachelor's Degree in Civil Engineering from the University of Cincinnati. His concentration was in Structural Design and Construction Management.

In addition, Rick earned a Master's Degree in Business Administration (MBA) from the University of Delaware.

Rick has 30+ years of Engineering/Design & Project Management experience particularly in facilities related projects. He has spent the past 25 + years as a manager and executive at On-Board. He is a registered **Professional Engineer (P.E.) in 40 States, including New Jersey**.

As VP of Engineering, Rick has ultimate responsibility for all On-Board operational personnel in the Home Offices as well as the staff assigned to the many On-Board sites in North America. He is also responsible for On-Board's Client Relationship Management.

In short, the "buck stops" with Rick Jervis. His availability to any On-Board Client is constant and without question.

Renee R. Deaver, P.E. / Manager of Engineering / QA-QC & Cost Control

Renee is an Ivy League educated professional who has spent the past 26+ years at On-Board in a variety of roles. She is a **Registered P.E. in New Jersey, PA, DE, and NC.**

Her current responsibilities include (among many) the Home Office project execution responsibility. That can be cumbersome, as there can be scores of projects in various stages of completion ongoing and simultaneously active.

Renee's attention to detail is unsurpassed in On-Board's 49-year history. Her association with many of On-Board's clients in and around the New Jersey area adds relevant value to The CCM for this program.

Renee's impressive educational background includes a Bachelor's Degree in Chemical Engineering from Cornell University and an MBA in Finance from the University of Delaware.

Salahudin M. Bin Yusif, P.E. / Civil-Structural-Architectural Engineering Manager

Salahudin has over 20 years of experience in Civil/Structural design and project engineering for industrial, commercial, residential, and institutional industries. Salahudin holds both a Bachelor's Degree and a Master's Degree in Civil Engineering.

His extensive experience in managing projects, preparation of contract documents including specifications, design drawings and calculations provides On-Board (and potentially The College) with an unusually qualified PM/PE and CSA Expert.

Salahudin hold memberships in the Structural Engineering Institute, the American Society of Civil Engineers and Omega Psi Phi Fraternity, Inc. Salahudin is a Registered P.E.

Robert Faulkner Process-Mechanical & Utility Engineering Manager

Bob Faulkner came to On-Board (15 + years ago) following a 15-year career as a process engineer and project manager at the Honeywell Chemical Manufacturing Facility in Claymont, DE. Honeywell's loss has become On-Board's gain, as he has provided invaluable technical expertise and experience to the scores of complex process and utility-based projects routinely executed by On-Board.

Particularly relevant to potential CCM requirements is Bob's success in developing efficient and effective utility systems where either antiquated or obsolete systems no longer provide the economic benefit required.

Also relevant here is Bob's experience providing management of diverse, multi-functional teams of maintenance mechanics, construction contractors and draftsmen during installation and start-up of capital work. Bob has a Bachelor's Degree in Chemical Engineering from the University of Delaware.

His duties at On-Board have established him as the most effective team member in maintaining working relationships with public sector officials and regulatory agencies. He is also known internally for his unique ability to provide technical support for environmental and “Client-Linked Commercialization” projects.

Richard H. Hendricks, P.E. - Senior Civil / Structural / Architectural Consultant

“Dick” Hendricks has over 40 years’ experience as CSA Engineer, Project Engineer, Project Manager, Engineering Manager and CSA Consultant. He has been a valuable asset to On-Board for over twenty (20) years following a very successful career with DuPont.

He has been a speaker at numerous professional society national conventions and university forums on the subject of Integrated Computer Structural Analysis and Design Systems. He has also served on Industry Advisory committees for the Lehigh University ATLSS Center and the Penn State Architectural Engineering Department.

Another valuable aspect of Dick’s contribution to On-Board is his expertise in the field of Construction Engineering. He is a former Vice President and Secretary of the Delaware Society of Professional Engineers and has served as Chairperson of the Delaware Governor’s Coastal Zone Advisory Commission.

Dick holds a Bachelor of Architectural Engineering from Penn State University with a Major in Structural Engineering and a Minor in Architecture. He is also a Registered Professional Engineer.

Andrew P. Barnes, P.E. / Public Sector Program Manager
Civil / Structural PM & Project Engineer

Andrew holds a Bachelor of Science Degree in Civil Engineering from the University of Delaware. He is a **Registered P.E. in NJ & DE**. He has over 12 years of experience (all with On-Board) in the engineering and design field associated with the Structural, Civil, Surveying and Construction industries including extensive field experience and project execution assignments.

His project experience in Storm Water and Civil Design of a variety of sites including parking lots, parking garages, medical facilities, and warehouses. Andrew served as the Lead CSA Engineer for 30,000 Square Foot process building in New Jersey. His background includes coordination with public sector entities for permitting and regulatory compliance.

Andrew has Project Management experience related to several government sanctioned projects including infrastructure protection and flood mitigation, Storm Water Management and Grading Design. Andrew is also proficient in the codes and regulations of various states (**New Jersey included**) and has developed designs according to those requirements.

His technical skills include:

- Micro Station
- AutoCAD
- AutoCAD 3D
- SolidWorks
- STAAD
- RISA 3D
- Microsoft Office Suite

Laheri C. Mehta, P.E. / Senior Mechanical-HVAC Engineering Manager

“Larry” Mehta has been the “go to” HVAC & Utility professional at On-Board for 25 years. On-Board has relied upon his professionalism and his expertise for so long now that many of us are not sure how we could have succeeded without him.

He holds both a Bachelor’s Degree and a Master’s Degree in Mechanical Engineering. He is a Registered P.E. During his career, he has authored, published, and presented numerous papers on a variety of energy related topics to some very prestigious conferences and symposiums.

Larry’s professional background is particularly relevant to the project requirements at The CCM, as his resume includes a long list of projects in similar public sector facilities. His particular talent of analyzing and recommending energy saving modifications to existing facilities is where many of On-Board’s clients have benefitted.

Paul Gerard, P.E. – Senior Mechanical Project Manager & Project Engineer

Paul is a Senior Project and Design Engineer with over thirty years of experience in project management, project engineering and HVAC and plumbing design.

Paul has served as a Project Lead on numerous projects across multiple industries in support of various institutional and industrial clients.

His extensive experience in developing strong client relationships, contract negotiations, project cost analyses, HVAC & Utility Systems, and design alternative evaluations for both new construction and project renovations, positions him as a valued member of this program team. Paul has a BSME from Drexel University & an MBA from the University of Delaware. He is a **Registered Professional Engineer in New Jersey, DE, FL, MD, NC, NY, PA, SC, VA.**

Scott C. Tasso, Jr. P.E. / Lead Electrical Engineer

Although one of the newer members of the On-Board Professional Staff, Scott is a highly experienced electrical Project Engineer / Project Manager with over 20 years of experience in the power generation, power distribution, and infrastructure industries for new construction, renovation, and retrofit projects. His experience includes developing scopes of work, specifying electrical area classification, specifying electrical equipment including:

- Substations
- Switchgear
- Motor Controls Centers
- VFD Systems

-
- | | |
|----------------------------|---------------------------|
| •UPS Systems | •Relay Cabinets |
| •Grounding Systems | •Operator Stations |
| •Fire Detection Systems | •Electrical Heat Tracing |
| •Lighting systems | •Fiber Optic Patch Panels |
| •Power Distribution Panels | |

Scott also provides a strong resume in construction assistance as well as providing computer based electrical calculations including:

- | | |
|---------------|----------------------------|
| •Load Flow | •Arc Flash Analysis |
| •Voltage Drop | •Conduit & Cable Tray Fill |
| •Over Current | |

Scott holds a B.S. in Electrical Engineering from New Jersey Institute of Technology. He is also a **P.E. in New Jersey**, MD, NY, PA & VA.

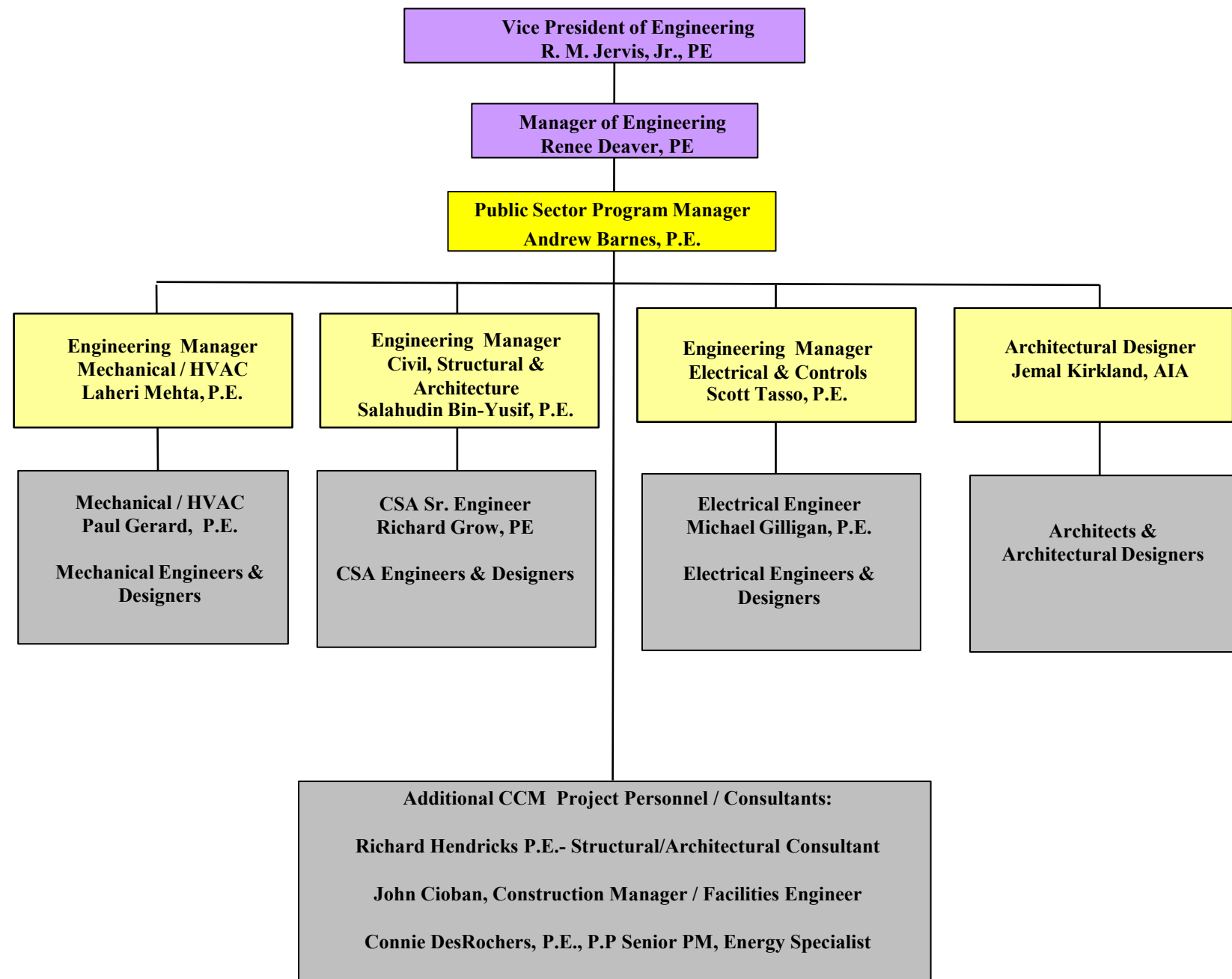
An Org Chart & the Resumes of these Discipline Leads and other members of the CCM Program Team follow.



Program Team Organization Chart
for
MEP-Structural & Civil Engineering Services Program

According to
County College of Morris RFP 2425-56DD
Dated May 12, 2025

On-Board Proposal No. MRCC – 7671



RICHARD M. JERVIS, Jr., P.E.

TITLE

Vice President of Engineering

EDUCATION

BSCE, University of Cincinnati
(Concentration in Structural Design and Construction Management)
MBA, University of Delaware
(Concentration in International Business)

PROFESSIONAL EXPERIENCE

Corporate leader with 30 (+) years of experience in project management, project engineering and civil/structural design. Project leader on domestic and international projects across multiple industries. Extensive experience in developing strong client relationships, contract negotiations, project cost analyses, structural systems, design alternative evaluations, scheduling and managing manpower.

- Responsible for business P&L, business development, staffing, budgeting and scheduling; manpower and material estimates, including a commitment to on-time, within budget deliverables; employee performance evaluations; college recruitment; preparation of project design criteria, scopes of work, specifications and company standards.
- Successfully managed projects of various sizes from less than \$5M to \$65MM. Project leader on projects with aggressive schedule and budget commitments. Utilizes a disciplined project approach and develops business relationships to meet project and program objectives.
- Supports integrated project teams and a well-defined project procedure including discipline scopes, management of change, procurement, cost control and metrics to deliver successful projects.
- Experience in grassroots projects, facility expansions, and plant modifications.
- Design and consulting experience in structural steel; cold-formed steel; masonry; timber, wood, reinforced concrete foundations, including spread footings, piers, pile caps, retaining walls, mats, and drilled shafts.
- Co-author and instructor of “Proper Assessment and Planning for Structural Renovations of Existing Buildings and Structures” for Lorman Education Services.

PROFESSIONAL ASSOCIATIONS

American Society of Civil Engineers, American Council of Engineering Companies - Delaware, Engineers Without Borders, Charter Member of Structural Engineers Council

PROFESSIONAL REGISTRATION

AL, AR, AZ, CO, CT, DC, DE, FL, GA, IA, ID, IL, KS, KY, LA, MA, MD, ME, MI, MN, MS, MO, NC, ND, NH, NJ, NY, OH, OR, PA, PR, RI, SC, TN, TX, UT, VA, WA, WI, WV.

On-Board

RENEE R. DEEVER, P.E.

TITLE

Manager of Engineering

EDUCATION

Masters of Business Administration, University of Delaware (Concentration in Finance)
BS in Chemical Engineering, Cornell University, College of Engineering

Over 25 years of experience in process and project engineering. Responsible for managing office engineers and designers to complete projects within budget and on schedule for multiple clients while balancing priorities. Also responsible for proposal development and overseeing On-Board personnel located at client locations. Leader on projects across multiple industries and clients. Extensive involvement in client contacts, contract negotiations, project cost control and analyses, engineering systems, design alternative evaluations, scheduling and managing manpower. Committed to engineering discipline functional excellence, long-term client retention, program management and industry diversification.

PROFESSIONAL EXPERIENCE:

- Project Manager for various chemical plant expansions. Coordination with all disciplines from 3D piping to civil/structural and maintaining weekly communication with the clients.
- Process Engineering Manager for multiple clients and various capital project improvements
 - Responsible for several P&ID walk down projects (over 850 P&ID's total)
- Project Manager for Refinery Rental Boiler supplying 300,000 lbs/hr steam @ 750 psi/750 F
- Program Manager - Worked on-site at a client's facility managing the capital improvements projects at the chemical facility totaling over \$17 million in total installed cost over multiple years. Daily interaction with project cost control using SAP. Oversaw engineers, designers and CAD on-site and coordinated with home office resources when the work load dictated.
 - Projects ranged from automation, to new product line introduction to various process/piping improvement projects to relocation of a process line when this facility was going to be sold. Oversaw the development of plant wide Interlock Tables working closely with plant engineers and operators. Oversaw the resolution of over 1000 action items from a plant wide hazard review for PSM.
- Worked with client engineers in developing capital budgets for the plant. Maintained summary cost reports for each project and detailed reports per project. Managed the procurement of materials and services for all capital projects at the plant
- Process Engineer on a large capital project necessary for environmental compliance. Developed technical specifications for all of the pumps and updated equipment tracking and cost reports.
- Executed the design, procurement, and installation of large capital equipment projects extending the life of several power plants. Authored proposal specification for both procurement and construction proposals and then evaluated competitive bids. Equipment included Low NOx burners, boiler pressure parts, pumps, motors, valves, and piping.

PROFESSIONAL REGISTRATION

Delaware / New Jersey / Pennsylvania / North Carolina
Member of American Institute of Chemical Engineers since 1993

On-Board

SALAHUDIN M. BIN-YUSIF, P.E.

TITLE

Manager of Civil / Structural / Architectural Engineering

EDUCATION

BSCE, Morgan State University

MECE, Morgan State University

PROFESSIONAL EXPERIENCE

Over 20 years of experience in structural design and project engineering for industrial, commercial, residential and institutional industries. Extensive involvement in managing projects, preparation of contract documents including specifications, design drawings and calculations.

- Responsible for the preparation of project design drawings and calculations for construction of wood, steel, masonry and concrete structures.
- Preparation, review and approval of site plans, framing plans, general notes, sections and details, schedules for civil, structural and architectural contract documents.
- Responsible for Existing Condition Surveys and Structural Assessments for existing structures.
- Project discipline team leader. Guides engineers, designers and draft persons in the preparation of drawings and calculations. Prepares engineering cost estimates.
- Experience in new construction projects, facility expansions, historical renovations and plant modifications.
- Design experience in structural steel, cold-formed steel, steel joists, masonry, timber, wood, reinforced concrete, foundations, including spread footings, piers, pile caps, retaining walls, and mats.
- Experience with Microstation, AutoCAD, MathCAD, Risa 2D/3D, Ados, PCA Mats, STAADPro, SimpleBeam, Microsoft Office Suite, and CAESAR II 2016.

PROFESSIONAL ASSOCIATIONS

Structural Engineering Institute, American Society of Civil Engineers,
Omega Psi Phi Fraternity, Inc.

PROFESSIONAL REGISTRATION

State of Maryland

State of Delaware

On-Board

ROBERT FAULKNER

TITLE

Project Manager/ Utility & Process Engineering Manager

EDUCATION

BS in Chemical Engineering, University of Delaware

Responsible for managing the priorities of On-Board's Process Engineering Department to complete customer focused projects within budget and on schedule for multiple clients. Responsibilities include proposal and cost estimate development, project cost control, cross-functional team supervision, project execution strategies and management, engineering/technical reviews and documentation.

PROFESSIONAL EXPERIENCE

- Responsible for all phases of capital projects in chemical manufacturing environments (covered under OSHA's PSM - Process Safety Management standard) with an emphasis on safety (HS&E), cost savings, growth/expansion and maintenance.
- Prepared capital appropriation requests including scope, justification, cost estimates, schedule & payback. Supervised contractor and maintenance teams during construction and start-up.
- Troubleshot plant process problems and implemented innovative solutions to reduce downtime and costs.
- Designed and implemented process improvements to increase production capacity and uptime, improve equipment reliability, decrease environmental emissions, and reduce operating costs.
- Managed diverse, multi-functional teams of engineers, designers, maintenance mechanics and various contractors during design, construction and start-up of capital projects with a TIC ranging from 10K to several million dollars.
- Established effective working relationships with regulatory officials and agencies, useful during the permitting process.
- Provided technical support for environmental and Customer Linked Commercialization projects.
- Designed and implemented several raw material bulk handling systems for hazardous chemicals that improved safety, decreased unloading time, and increased reliability.
- Qualified as a facilitator for Process Hazard Analysis reviews per OSHA's Process Safety Management standard.
- Experienced in sizing/selection of chemical processing equipment including reactors, pumps, heat exchangers, distillation columns, cooling towers, chillers, boilers, and process control (PLC & DCS).
- Served as plant liaison for a \$17M major plant expansion – assisted divisional engineering with design, construction and start-up of new plant to produce FSA (Fluorosulfonic Acid), a key raw material.
- Proficient with Management of Change procedures and risk assessment techniques.
- Received numerous "Bravo" and "Game Ball" awards for exceptional contributions at the site.
- Responsible for plant capital management process: Prepared/submitted capital AOP (Annual Operating Plan); 5-Year STRAP (Strategic Action Plan); and monthly capital forecasts.
- Prepared/submitted plant's monthly Cap/Engineering Metrics and Site Quarterly Metrics – improved performance across metric parameters including capitalization, schedule, forecast and project closure.

TECHNICAL TOOLS / SKILLS

MS Project, AutoCAD, AspenTech Process Engineering Software, PrimaTech PHA (Process Hazard Analysis), Six Sigma "Green Belt" Certified, SAP "Super User" for Project Systems module, "Apollo Root Cause Analysis" facilitator, DIERS Methodology for two-phase flow (pressure relief valve sizing), excellent troubleshooting ability, innovative problem solving and strong technical writing ability

On-Board

ANDREW P. BARNES, P.E.

TITLE

Project / Civil and Structural Engineer

EDUCATION

B.S., Civil Engineering - University of Delaware

PROFESSIONAL EXPERIENCE

Over 10 years of experience in engineering and design field associated with the Structural, Civil, Surveying, Piping and Mechanical industries, which included field experience and assignments.

- Stormwater and Civil Design of a number of commercial and manufacturing sites including parking lots, parking garages, medical facilities, and warehouses in both Delaware and Maryland.
- Civil Design of multiple residential developments with innovative Stormwater retention/distribution processes.
- Piping and structural design of a Hydrogen container to be distributed globally.
- Design and checking of PIDs, Bill of Materials, Loops sheets, etc.
- Structural design of transformer containment areas
- Structural design of pipe racks, foundations, slabs and supports
- Piping and structural design of fire lines for commercial train tunnels.
- Lead design management and design teams to coordinate land development projects.
- Lead CSA engineer for 30K SF process building in New Jersey. Coordinated with township for permitting and compliance.
- Management of several government sanctioned projects including infrastructure protection and flood mitigation
- Worked on Stormwater Management and Grading Design.
- Proficient in the codes and regulations of various states and designed to their requirements.
- Designed Underground Storage Systems, Ponds, Retaining walls, Parking Lots, Roads, Major and Minor Subdivisions, Parking Garages and other Land Development features.

COMPTUER SKILLS

- CAD - Computer Aided Design- MicroStation, AutoCAD, AutoCAD 3D, SolidWorks, STAAD, RISA 3D, Microsoft Office, Accurender Rendering Program

PROFESSIONAL REGISTRATION

Delaware / New Jersey

On-Board

LAHERI C. MEHTA, P.E.

TITLE

Senior HVAC/Mechanical Engineer
Engineering Manager

EDUCATION

Gujarat University - B.S., Mechanical Engineering
City College of New York - M.S., Mechanical Engineering

PROFESSIONAL EXPERIENCE

Over 40 years of professional experience in project management, master planning, engineering design, energy management, business finance, application of computers to engineering, and building automation systems. Responsible for the development of engineering projects, with an emphasis on HVAC controls and mechanical and process projects, from planning through construction administration and co-ordination of all engineering and architectural disciplines.

Experienced in project cost control and analysis, design alternative evaluations, cost control, scheduling and QA/QC.

REPRESENTATIVE PROJECT EXPERIENCE

MECHANICAL & ELECTRICAL ENGINEERING AND MANAGEMENT

- **AMTRAK, PA, NY, CT, DC, RI:** HVAC system upgrades for Amtrak: Air conditioning and heating system upgrades at the Sunnyside Yard, new HVAC system and controls at New Haven, CT, large ventilation fan design for Ivy City, Washington, DC, air conditioning system upgrade at Providence, RI. All projects managed from Amtrak's Philadelphia Office
- **Philadelphia Gas Works, PA:** Principal On-Board engineering contact for mechanical, electrical, structural and architectural design and construction projects since 2002 covering several million dollars of capital expenditure.
- **Bank of New York:** M&E upgrades for the Bank of New York; complete HVAC including new cooling tower, emergency generator, and UPS system at W. Paterson, NJ, chiller and cooling tower replacement at Maywood facility in NJ, new supplemental air conditioning at the One wall Street facility, New York, computer room air conditioning at 101 Barclay, New York
- **Hershey:** Total steam system and boiler upgrade at Hershey plant in Hawaii.
- **East Windsor Municipal Complex, NJ:** Complete air conditioning system redesign and boiler replacement at the municipal complex and the Police Station and Court House buildings.

REGISTRATION AND PROFESSIONAL SOCIETIES

- Professional Engineer - State of New York
Member of American Society of Heating, Refrigeration and Air Conditioning Engineers

PAPERS PRESENTED

- "Energy Design and Computer Simulations", at the Electric Power Research Institute Energy Symposium, Dallas, Texas, 1991
- "A Computer Program for Simulation of Solar Energy Systems" at the International Symposium on the Use of Computers, Banff, Canada, 1978
- "AXCESS Energy Analysis and Its Applications" at the International Conference on Energy Use Management, Tuscon, Arizona, 1977.

On-Board

PAUL GERARD, P.E.

TITLE

Senior Project/Mechanical Engineer

EDUCATION

BSME, Drexel University
MBA, University of Delaware

PROFESSIONAL EXPERIENCE

Project and design engineer with over thirty years of experience in project management, project engineering and HVAC and plumbing design. Project leader on domestic projects across multiple industries. Extensive experience in developing strong client relationships, contract negotiations, project cost analyses, HVAC systems, and design alternative evaluations.

- Responsible for HVAC and plumbing system evaluations for code compliance as well as potential system improvements for various commercial and industrial applications.
- Managed multidisciplinary projects and coordinated the owner, architect, and engineering efforts to achieve a successful outcome for both new construction and project renovations.
- Developed and renovated central utility plants to support various institutional and industrial clients. These central plants utilized chilled water, central steam and centralized compressed air.
- Well versed in clean room, data center and laboratory design systems for both the operational and industrial hygiene requirements.
- Provided commissioning activities associated with LEED objectives. Work included the development of the various check lists as well as witness testing and troubleshooting system operation and performance in the field.
- Designed HVAC and plumbing systems for various clients ranging from residential, institutional, educational, commercial, pharmaceutical, healthcare and industrial applications. Exposure to these systems has provided a familiarity with various types of HVAC and plumbing systems utilized throughout the industry.
- Instructor for the New Castle County HVAC Apprenticeship Program. As the 3rd year Instructor, I am responsible for explaining the principles behind the design and operation of various HVAC system utilized in residential and commercial applications.
- Co-author for the ISPE Baseline Guide: Volume 2 – Oral Solid Dosage Forms, Chapter 7 HVAC.

PROFESSIONAL REGISTRATION

DE, FL, MD, NC, NJ, NY, PA, SC, VA.

On-Board

Scott C. Tasso, Jr., P.E.

TITLE

Senior Electrical Engineering Lead

EDUCATION

B.S., Electrical Engineering / New Jersey Institute of Technology

PROFESSIONAL EXPERIENCE

Highly experienced electrical project engineer / project manager with over 20 years of experience in the power generation, power distribution, and infrastructure industries for new construction, renovation, and retrofit projects.

Experience includes developing scopes of work, specifying electrical area classification, specifying electrical equipment including substations, switchgear, motor controls centers, VFD systems, UPS Systems, grounding systems, fire detection systems, lighting systems, power distribution panels, relay cabinets, operator stations, electrical heat tracing, and fiber optic patch panels.

Experienced in providing construction assistance as well as providing computer based electrical calculations including load flow, voltage drop, overcurrent device coordination, arc flash analysis, conduit and cable tray fill.

Possesses strong background designing, maintaining & upgrading electrical, grounding, communications, and life safety systems according to a variety of Industry Standards.

Successfully completed projects serving in a variety of technical roles including:

- Lead Electrical Engineer
- Senior Electrical Engineer
- Project Manager
- Project Engineer

LICENSES / CERTIFICATES

Registered Professional Engineer in

MD, NJ, NY, PA, VA

NSPE Member

NJSPE Member & Award Committee Chairman

On-Board

RICHARD H. HENDRICKS, P.E.

TITLE

Senior Civil / Structural / Architectural Consultant

EDUCATION

Bachelor of Architectural Engineering, Penn State

Major: Structural Engineering

Minor: Architecture

PROFESSIONAL EXPERIENCE

Over 40 years of Civil, Structural and Architectural Engineering experience associated with the Facilities in multiple Industries.

- Led Civil, Structural, Architectural portion of projects with individual project cost of over \$300,000,000 (\$30,000,000 CSA cost).
- International and domestic project management.
- Managed the development, implementation, support and maintenance of DuPont's Structural Computer Analysis and Design System (SCADS).
- Served as a Structural Consultant in DuPont's Architectural and Civil Group.
- Construction Engineering.
- Speaker at numerous professional society national conventions and university forums on the subject of Integrated Computer Structural Analysis and Design Systems.
- Served on Industry Advisory committees for the Lehigh University ATLSS Center and the Penn State Architectural Engineering Department.

PROFESSIONAL ASSOCIATIONS

Former Vice President and Secretary of the Delaware Society of Professional Engineers. Served as Chairperson of the State of Delaware Governor's Coastal Zone Advisory Commission.

PROFESSIONAL REGISTRATION

State of Delaware

On-Board

JOHN J. CIOBAN

Title

Construction Manager / Facilities Engineer

Education

**Bachelor of Science - Industrial Technology - Mechanical Contracting
Kean University**

SUMMARY

- An extensive and diversified background in building operations, crisis management, risk management and facility planning, implementing projects in compliance with all city, state and federal codes.
- Developed project scopes & estimates.
- Negotiated contracts with outside vendors for the servicing and maintenance of building equipment.
- Interacted with data processing and critical operations personnel for successful operations of Data Center Facilities including UPS, ATS and generating support systems.
- Directly responsible for the operation of over 6.5 million square feet of Class A owned real estate and four hundred retail branches.

SELECTED ACCOMPLISHMENTS

Directed an exhaustive 11-month, Ground Zero, disaster recovery effort at the Bank of New York's Downtown facilities due to extensive exterior damage, environmental contamination, and subsequent damage to all building operating systems, as a direct result of the 9/11 World Trade Center attacks.

Created a critical equipment control group responsible for overseeing the installation and maintenance of all critical mechanical support systems for data center facilities.

Installed energy-saving devices, eliminating energy used for unnecessary lighting and power, resulting in utility rebates totaling over \$1.25 million and reducing energy costs between 10% to 20 % at participating properties.

Developed reduced power incentives achieving a five-year program of reduced utility charges in excess of six million dollars.

PROFESSIONAL BACKGROUND

- **Bank of New York**
Vice President -Property Management
- **Bankers Trust Company**
Property Manager & Assistant VP / Building Manager
- **Dun & Bradstreet**
Assistant Building Manager / Senior Building Engineer

AFFILIATIONS

NFPA
BOMA
24 X 7 - NYC Chapter

CERTIFICATIONS

Fire Safety Director, NY
Asbestos Restricted Handler, NY
Black Seal Boiler Operators License, NJ
Refrigeration Certification - I & II

On-Board

CONNIE DESROCHERS P.E., P.P., N2

TITLE

Licensed Professional Engineer / Certified Energy Engineer

EDUCATION

Bachelor of Science, Marine Engineering / State University of New York

PROFESSIONAL EXPERIENCE

Expert in energy conservation, energy audits, process improvements and plant cost reduction. Specific expertise in Energy surveys / Audits / Evaluations, Business plan development, Plant engineering, and Site environmental engineering.

Institutional Project Experience

- Design, project coordination & construction of labs, clean rooms, training facilities, university class rooms, including detail design for HVAC, room pressure controls and electronic test equipment.
- History of HVAC air handling, zone control, energy conservation, recirculation and once-thru air flow systems. Design using 3D BIM techniques and conventional.
- Experience with Lab design in Research, QC lab, animal testing & Lab Hood Design.
- Conducted Compliance inspections, Casework, Commissioning, "Scientific work", safety, response to changing uses, "Whole building design" and Active storage areas.
- Multiple skills in mechanical, electrical, piping, utilities and construction.
- Knowledge of industrial & utility operations, process development, construction engineering, project management, utilities cost reduction (electric, gas, water and wastewater) and permit procedures.
- Extensive background with industrial firms having managed and operated engineering projects from initial scope development and cost estimating through design, installation and start-up, financial cost estimating, trouble shooting, front-end design and other technical support.
- Responsible for sales, marketing and other professional activities to improve the business of the company. Responsible for site engineering and permit procedures.
- Responsible for expanding design applications for the pharmaceutical and other industries in the North Jersey area. Offering technical expertise in unique cost control, energy audits, energy conservation, cost minimization and production improvements.
- Responsible for major engineering activities including scope development, budgeting and implementing projects for process, utility and energy conservation. Responsible for designs, installations and start-up of major pharmaceutical projects (i.e. process, boilers, substations) and other plant facilities (i.e. offices, laboratories, warehouses, storage tanks, incinerators, dust collection, water & waste treatment).

PROFFESIONAL AFFILAATIONS

- Professional Engineer, State of New Jersey
- Professional Planner, State of New Jersey
- Industrial Waste Water Treatment Certification, NJ (N2)
- International Society of Pharmaceutical Engineers
- New Jersey Association of Energy Engineers
- Construction Roundtable of New Jersey
- ASHRAE

On-Board

Joseph W. Zearfoss

Title

Fire Protection & Risk Analysis Specialist

Education

Associate Degree-Fire Protection and Safety Engineering Technology

Lebanon Valley College

Bachelor of Science- Economics and Business Administration

Summary

Consultant experienced in risk identification and analysis, loss analysis for large and complicated risks, as well as designing concomitant risk control measures.

Special Areas of Expertise

- Higher education, colleges and universities.
- Hospitality industry, hotels, resorts, board and care facilities.
- Information technology, analysis of supply chain IT systems and ERP systems. Monitoring implementation and testing of backup computer facilities.
- Rail transportation and transit systems.
- Energy industries including electric and natural gas utilities, oil and gas production,
- Petrochemical manufacturing, pipelines and terminals.
- Aerospace manufacturing and operations.

Specific Successes

- Focused exclusively on client risk analysis and risk control services.
- Proactively identified emerging issues for clients' risk management efforts.
- Specialized in IT and data networks
- Developed comprehensive risk analysis techniques for IT assets

Professional Designations/ Affiliations:

- Speaker at NFPA conferences
- Executive Board Member of NFPA Rail Transportation Systems Section
- Insurance Institute of America
- Certificate in General Insurance
- Associate in Risk Management

Relevant Facility Experience

- The George Washington University, Washington, DC
- Shepherd University, West Virginia Northern Community College
- The Greenbrier (Resort Hotel, CSX Corporation)
- National Railroad Passenger Corporation (Amtrak)
- CSX Transportation (railroads, port facilities)
- Port Authority of Allegheny County (Transit Authority, Pittsburgh, PA)
- Winn Dixie Stores, Inc. (IT and supply chain risk analysis)

On-Board

Jemal Kirkland, Jr.

Title

Architect Designer AIA

Education

Drexel University

Bachelor of Architecture / Construction Management

Syracuse University – School of Architecture

Summary

Experienced Architectural Designer with a focus on:

- Quality Management
- As-Built Documentation
- Schematic Layouts
- Interior Installations
- Facility Renovations
- Building Façade Restorations

Experience

- 3D Architectural Modeling
- As-Built Layouts
- Design of Commercial & Industrial Facilities
- BIM Modeling,
- CAD Drafting
- Site Surveys
- Project Coordination with Design Disciplines
- Review of Building / Zoning Codes
- Drafting of Architectural Plans
- Life-Safety Documentation for Permitting

Qualifications & Credentials

- NCARB REGISTRANT
- ASSOCIATE AIA MEMBER
- OSHA 30 CERTIFIED
- ADOBE DESIGN
- AUTOCAD
- PHIUS TRAINING
- SKETCHUP 3D
- REVIT 3D

On-Board

**MEP/Structural/Civil
Engineering Services**

Section 4 – Public Sector Resume**Public Sector Project & Program Credentials**

- On-Board recently completed the design & CM for an oil to gas conversion project for the **NJ Water Supply Authority**.
- On-Board is under contract to design Replacement Heat & Hot Water systems for several sites at the **Phillipsburg Housing Authority**.
- On-Board successfully designed & managed the installation for the **City of Atlantic City** where it provided design/build services to install flood mitigation systems at two of the City's municipal buildings.
- On-Board recently provided the design for Ultraviolet Germicidal Purifications Systems in 15 Buildings in **Morris County, NJ**.
- On-Board was recently awarded another three-year contract with the Philadelphia Gas Works (PGW). It represents On-Board's 6th consecutive contract award from PGW.
- On-Board recently delivered the design for a Bio-Solids Composting Facility located on a site owned by the **Cumberland County Improvement Authority**.
- On-Board is currently in its 6th 3-year MSA with the **Philadelphia Gas Works**.
- On-Board has a 20-year-old Master A/E "Task Order" Services Agreement with **Amtrak**.

In addition to the above, On-Board is part of a pools of A/E firms selected to provide professional project and consulting services to:

- | | |
|---|---|
| • Cumberland County | • Drexel University |
| • Atlantic County | • Brookdale College |
| • Lakewood Industrial Comm | • Morris County Park Commission |
| • Ocean County | • Reading Housing Authority |
| • Brick Township | • Camden County |
| • South Jersey Port Corp. | • Hunterdon County |
| • City of Linden | • Franklin Township |
| • Cumberland Co. Improvement Auth. | • Manasquan Sewerage Auth. |
| • Lakewood Municipal Utilities Auth. | • Middlesex Co. Utilities Auth. |
| • NJ Casino Redevelopment Auth. | • Montgomery County, PA |
| • East Brunswick Township | • Jackson Utilities Auth. |
| • City of Vineland | • Western Monmouth Utilities Auth. |

Section 5 - Profile of the Firm / Scope / Office Locations

Introduction

On-Board Engineering Corporation is a New Jersey based, Family owned & privately held, professionally licensed, full-service provider of Architecture, Engineering, Design, Construction Management & Project/Program Management services to its clients.

“Flexible Service” has been the hallmark of On-Board since its inception in 1976. On-Board provides quality A/E deliverables at a fair price with a focus on client satisfaction. On-Board has the flexibility to work with its clients to provide architectural & engineering services and contracting strategies that fit the client’s project/program expectations and operating model.

On-Board has developed a business plan that combines the customer service of a family-owned business with the A/E services of a premier full-service design contractor. On-Board is known in the industry for timely and effective communication throughout the program and project life cycles.

On-Board responds quickly to today’s dynamic project environments and bring the best available resources to meet program and project objectives.

On-Board has a full staff of highly qualified discipline architects, engineers, project engineers / managers and designers to execute project tasks to meet the CCM requirements.

On-Board conducts business from its New Jersey, Delaware & North Carolina offices as well as multiple satellite and client sites throughout North America.

Our professional staff supports a client base of over 150 Fortune 1000 firms and public sector institutions.

The company has over 300 employees providing professional services for:

- Civil / Structural / Architectural Engineering & Design
- Utility / HVAC & FP Mechanical Engineering & Design
- Electrical Engineering & Design
- Electrical Instrumentation and Controls Engineering & Design
- Process Mechanical Engineering & Design
- Project Management
- Program Management
- Construction Management
- Consulting Engineering / All Disciplines

On-Board Engineering is part of a family of On-Board Companies founded in 1976 by Robert L. Wilson. The Wilson Family continues to own and manage the firm today.

Home Office Locations

Corporate HQ / Full-Service Office
East Windsor, NJ



Additional Regional Full-Service Office
New Castle, DE



Executive in Charge

Richard M. Jervis, Jr., P.E.
Vice President of Engineering
(302) 613-5702 (o)
(302) 547-5581(m)
Richard.Jervis@onboardusa.com

www.onboardusa.com

Industry Reputation

On-Board has been (for years) consistently ranked by “Engineering New Record” (ENR) as:

- One of the Top 500 Engineering & Design Firms in North America.
- One of the Top 40 Program Management organizations in North America.

Typical annual client survey feedback states that clients find On-Board provides a lower cost alternative to the services of other larger A/E and/or EPCM firms in the marketplace. On-Board consistently receives a 97% (+) satisfaction rating from these annual client satisfaction surveys.

Financial Highlights

The On-Board Family of Companies is:

- Privately Held C-Corp
- Headquartered in East Windsor, NJ
- Revenues in excess of \$80 Million
- No Long-Term Debt
- Current Ratio of 2.5 to 1
- Fortune 1000 Clients
- D&B Rating of R21
- \$20 Million+ Line of Credit
- \$20 Million+ Retained Earnings
- No Pending Litigations or Claims

A letter of reference from On-Board’s Banking Partner along with On-Board’s W-9 Form and the NJ State Credentials in support of On-Board’s qualifications follows in the **Conclusion of this Section**.

On-Board’s Mission Statement

“We will apply the talents of our people, work processes and technology to meet our client’s expectations in a safe, responsible and dependable manner consistent with our people and quality principles.”

On-Board has established a nearly 50-year successful foothold in **New Jersey**.

On-Board’s ability and history of delivering projects on time and on budget is clearly demonstrated by its 97% client satisfaction rating derived from annual surveys. Typical client survey feedback states that clients find On-Board provides a lower cost alternative to the services of other larger A/E and/or EPCM firms in the marketplace. The success of these programs is due primarily to On-Board’s “Flexible” and “hands on” management approach as well as On-Board’s cost-effective operations.

It is the history of stability and continuity of the staff, the management, and (in particular) the On-Board Ownership that has maintained the organization’s exemplary standing and reputation in the industry for 49 years.

Regional Familiarity

On-Board’s knowledge and understanding of the New Jersey Region is a result of its 49-year history of service to state-based organizations. On-Board is currently under contract with several NJ based Private Sector firms and other Public Sector Organizations.

On-Board’s Public Sector Program & Project Resume is provided previously in **Section 4**.

Many of these contracts have the same **requirements &** conditions as this program. On-Board is also qualified to perform service work on projects when Federal funds are utilized, as it has done many times in its decades-long history.

On-Board's Technical A/E Capabilities follow to demonstrate to The CCM On-Board's ability to meet the requirements of this RFP. Moreover, On-Board's ability to provide the work, services and responsibilities delineated in the RFP, as well as any work, services and responsibilities not specifically delineated are provided herein.



Capabilities

CSA and Facilities



CSA
Civil Engineering - Site Planning - Site Grading, Drainage, Sewers, Underground Utilities, Roads and Railroads - GeoTech Survey Review
Structural Engineering - Buildings, Structures and Foundations - Steel, Concrete, Masonry, Wood - Modular Construction - Specialty Consulting
Architectural Engineering - Building Design (Conceptual to Final) - Code Evaluation - Plumbing Technology - Roofing Technology



Facilities
Facilities and Operations - Facility Capital Planning and Budget Development - Energy System Evaluations - Lean Manufacturing - Process Safety Management - Sustainable Solutions - Site Planning - Procurement Support - Construction Management

Capabilities

Electrical Engineering & Instrument and Control Systems Engineering



Electrical Engineering

- Power Distribution and Control
- Load Calculations & Studies
- Equipment Sizing and Specifications
- Area Classifications
- Emergency Power Systems
- Short Circuit & Coordination Studies
- Grounding Studies
- Lightning Protection
- Arc Flash Analysis
- NEC and NFPA Compliance
- Lighting Analysis / Energy Savings



Instrument & Control

- Process Safety and Control Strategies
- Distributed Control Systems (DCS)
- Programmable Logic Control (PLC)
- Instrument Sizing & Specifications
- Data Sheets
- Safety Instrumented Systems (SIS)
- Troubleshooting of Process & Control Systems
- Operator Control Panels HMI
- Functional Descriptions
- Automation, Control and Instrumentation Solutions
- Loop Sheet & Wiring Schematics

Capabilities

Mechanical / HVAC Engineering & Process / Piping Engineering



Mechanical / HVAC

- New and Existing Facilities
- Equipment Specifications
- Heating and Cooling Load Calculations
- Code and Standards Compliance
- Energy Analysis and Simulation
- Chiller / Boiler Design
- Cooling Tower Design
- HVAC Design
- Fire Protection Systems
- Plumbing Design



Process / Piping

- Process Scope Development
- PFD Development
- P&ID Development
- Process Modeling and Simulation
- Equipment and Piping Arrangements
- Pipe Stress Analysis
- Process Safety Management
 - Process Hazards / Fire & Safety
 - Pressure Relief Device Sizing & Calculations
- Detailed Design
 - Orthographics
 - CAD 2D/3D
 - Isometrics
 - Material Take Off

NOTE: Specific Discipline Tasks related to the relevant services required herein follow at the end of this Section.

Scope of Services

On-Board's expertise extends to a variety of private sector & public entities that have retained On-Board's services for a range of projects specified by the CCM, including:

- MEP systems replacement
- Fan coil unit replacements
- Structural design and analysis
- Civil engineering
- Equipment testing
- Infrastructure replacement
- Emergency generator installations
- Switchgear analysis
- Switchgear replacement
- Analyzing existing equipment
- Providing condition reports
- Usable lifespan & risks assessments
- Replacement options & cost estimates
- Fire alarm system replacements
- HVAC system Control replacements
- Paving projects
- Window replacements
- Roof replacements

NOTE: multi-use synthetic turf fields and running track, projects, etc. are typically provided by On-Board's alliance subcontractors who specialize in these specific services.

On-Board's Project Execution Strategy

Business Philosophy

It is important to understand On-Board's operating philosophy of "building business relationships" as a framework for how we approach all projects. the **Table** below captures the different elements of work process and deliverables associated with a philosophy of trying to "bid-to-win" individual projects versus building a long-term business relationship.

Company Engineering & Project Philosophies

	Discrete (One-Time) Project Approach	Business Relationship Approach
Proposal Development Approach	- win bid - limit exposure - platform for change orders	- define scope and bound cost - provide basis for control - scope control
Project Performance	- project performance stands alone - you get what you get	- Project performance is part of continuum - basis for continuous improvement

Engineering Work Process	- Use most efficient work process - Use in-house systems - Intermittent information flow - Cost in project	- Owner/Eng. Comp. work process alignment - Compatible, open system architecture - Continuous information flow - Shared cost
Startup Approach	- Owner's Project Team starts up each project	- Integrated Project Team
Relationship	- Initial low cost + contractual tension	- Long term value creation

We routinely use our proposal documents as a front-end-loading (FEL) equivalent scope documents and the basis for the work we are about to do. It provides a degree of project discipline and acts as a platform for converging on scope, instead of a legal platform for change orders.

The work process alignment is very important in the early development of a relationship. The initial work of the management team will be to document the common process, close whatever gaps may exist, and use a disciplined approach to drive the team to use it.

On-Board is committed to doing those things necessary to build the trust that leads to long-term value creation, for your site and for us. It translates to lower project execution and start-up costs and schedule compliance.

Integrated Project Teams

Integrated team development and support is a hallmark of our company. Unlike many of our competitors, On-Board welcomes the best available talent onto the project team. We encourage client participation on all of our project teams, staffing to accomplish the task, not to employ as many people as we can. We measure our success by project success and improve the success rate by bringing the best talent available to the team.

RACI

To manage integrated teams On-Board uses the RACI technique; an acronym for a tool used to identify and document roles and key activities in multifunctional project activities. The letters are defined as follows:

- R = Responsible person for doing the work - the worker
- A = Accountable person for ensuring results occur - has YES/NO authority
- C = Persons consulted before making decisions - in the loop
- I = Persons informed when decisions are made - keep in the picture

The RACI approach enables management to actively participate in describing activities and decisions that have to be accomplished and allows an integrated project team to:

- Clarify roles and responsibilities of team members
- Identify "where the buck stops"
- Minimize misunderstandings
- Encourage cross-functional teamwork
- Reduce duplication of effort

- Improve communication throughout the project life

The RACI process has a few simple guidelines:

- Place **R**esponsibility and **A**ccountability at the lowest feasible job level
- No more than one function/person can be **A**ccountable for a given activity
- Authority **MUST** accompany **A**ccountability
- Minimize the number of **C**onsult/ **I**nterim
- Describe activities concisely
- Make sure every activity has an **A** and an **R**, it can be the same person
- Work together to get consensus and buy-in
- Document, communicate and live up to the assignments

Technical Approach

On-Call Smaller Projects

A clear understanding of the project scope of work is critical for success on small engineering projects. On-Board will work with the CCM Project Engineering Team, or Project Lead, to develop a proposal and engineering estimate that meets the specific requirements of the engineering scope / tasks.

If the scope is clearly defined, On-Board would propose a lump sum purchase order to execute the project. This allows the College to be confident in the design cost of the project.

For scopes that are not yet clearly defined, On-Board will work with the CCM on a T&M, or T&M not to exceed basis, to develop a clear scope. When the scope is firm, On-Board will complete the project on a lump sum, or T&M not to exceed, basis in accordance with the College's Project Leads preference.

Larger Projects

Preliminary project documents generated by the CCM Project Engineering Team for larger projects are anticipated to serve as the facility planning portion of early project conceptual design. On-Board proposes that these deliverables be evaluated by the Project Team (Engineering / Design / Construction / Operations / Maintenance) in an Engineering-to-Design (E/D) Gatekeeping Review. The gatekeeping process is typically a meeting in which a checklist of the expected deliverables is reviewed and signed-off by Project Team Leadership. The Project Team "buys-in" to the current status of the project deliverables, budget estimate and known risks to complete the gatekeeping process.

The detailed design will be developed from the conceptual design and become the responsibility of the On-Board Design Team after the E/D Gatekeeping Process. During the Project Engineering Phase of a project, alternative contracting and project execution strategies shall be evaluated. For example, design/build strategies may be suitable for specific projects.

The On-Board Design Team utilizes the documents generated during the Project Engineering Phase to create a Project Procedure specific to each project. A boilerplate Project Procedure may be created for typical The College projects. This document will then be easily updated for specific projects. A detailed and complete Project Procedure gives the project team the structure necessary to ensure that the planning is complete and comprehensive, and that it includes critical input in a timely fashion to allow design and

construction to proceed with minimal change. It is during the Project Engineering Phase that we get alignment on the project specific code and/or standard requirements.

Design review meetings will be performed at the completion of a project design front end phases. The design reviews will utilize deliverable checklists to ensure that the design is progressing in accordance with the project procedure plan.

At the conclusion of the design phase, a Design-to-Construction (D/C) Gatekeeping Review will be held to check the quality and completeness of the design package. The Project Team Leaders will sign-off on the package and the control estimate. All known risks will be identified at this time and the construction will proceed after the D/C Gatekeeping Review is complete.

Integrated Schedules

The integrated design, procurement and construction schedule is the roadmap for final project execution. On-Board will work with the Project Team to develop integrated project schedules. We believe that Construction should be responsible for generating and maintaining the integrated schedule with input from the Project Team.

In addition to expected design package review and release dates, critical construction progress and turn-over dates, the expanded, final schedule will include the availability of critical information to finalize operational and maintenance instructions, equipment databases and start-up procedures.

Quality Assurance

As described in the Business Relationship Model in Table 1.0, project performance is part of a continuum and the basis for continuous improvement. Essential to any continuous improvement effort is the ability to measure performance against established metrics.

We will use metrics to ensure that the engineering deliverables are progressing as planned. At the management level we review projects weekly, measuring three discrete areas: cost, schedule conformance, and the progress status of the deliverable. These measures ensure that the project is on track and confirms the thoroughness and completeness of the deliverables as they are being created.

The Project Team will follow the Project Procedure, which defines the frequency of design reviews, the required attendance & the documentation. Templates are an evergreen document for the team; customized for any special aspects of a particular project.

Standard design reviews, hazard reviews, gate reviews, etc. are mandatory for all projects and scheduled audits will measure conformance. In the field we will rely on the Site Program or Construction Manager for feedback of the installation and on the quality of the design deliverables.

With an Integrated Project Team engaged at the beginning of the project, we will increase the quality of both the design and installation.

Project Control

Project control is achieved through the use of a Project Procedure, Gatekeeping Reviews, a Management of Change Plan (in the Project Procedure), and timely cost reporting. As the responsible engineer for College projects, we will bring the technical resources to the projects through On-Board when practical. This will reduce the administrative efforts associated with managing contracts and purchase orders.

Value

The On-Board proposal will bring quality technical and leadership resources to The College while reducing costs through replacing a component of fixed cost with variable costs. We intend to keep the fixed engineering costs to a minimum by leveraging technical resources that are utilized intermittently.

Continuous Improvement

To remain competitive and to retain our current client base, On-Board must be flexible to the needs of our clients and continuously improve. We propose to utilize metrics to evaluate our performance and as a tool to continuously improve. We will work with the CCM to establish metrics that are aligned with its project strategies and goals.

Leadership

On-Board will bring the full support of our ownership and corporate leaders to the table to ensure that we are successful in improving project quality, cycle-time, and costs.

Projects

On-Board Engineering has executed over 10,000 projects in our home offices. Total installed costs (TIC) project costs have ranged from \$5K to over \$100MM. Please refer to **Section 7** for a selection of relevant projects On-Board has executed in its recent history.

Conclusion

For additional support of On-Board's qualifications, **Professional References** from its clients can be found in **Section 8**.

On-Board's Related Project Experience can be viewed in **Section 7**.

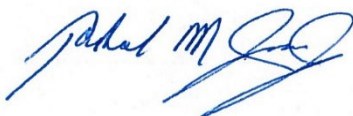
**MEP/Structural/Civil
Engineering Services**

Section 6 – Statement of Assurance

On-Board Engineering Corporation (hereinafter “On-Board”) hereby states:

1. On-Board has full understanding of the scope of the work to be performed.
2. On-Board meets the appropriate state licensing requirements in New Jersey.
3. On-Board confirms that it has not ever had any record of substandard work.
4. On-Board confirms that it has not engaged ever in any unethical practices .
5. The attached Proposal contains accurate, factual, and complete information. If awarded, On-Board agrees to participate in good faith in the procurement process as deemed appropriate by the CCM.
6. On-Board acknowledges that all costs incurred by it in connection with the preparation and submission of the Proposal prepared and submitted in response to the RFP, or any negotiation which results therefrom, shall be borne exclusively by On-Board.
7. On-Board hereby declares that the only persons participating in this Proposal as Principals are named herein, and that no person other than those herein has any participation in this Proposal or in any contract to be entered into thereto.
8. Additional On-Board personnel may subsequently be included as participating Principals, but only if acceptable to the CCM.
9. On-Board declares that this Proposal is made without connection with any other person, firm or parties who has submitted a Proposal, and that it has been prepared and has been submitted in good faith and without collusion or fraud.
10. On-Board acknowledges and agrees that the College may modify, amend, suspend and/or terminate the procurement process (in its sole judgment). In any case, the CCM shall not have any liability to On-Board for any costs incurred by On-Board with respect to the preparation of this Proposal.
11. This Proposal bears the original signature of an Executive representative of On-Board who is authorized to negotiate with the College.
12. On-Board acknowledges that it will be available for contract execution for a project specific proposal and is typically ready to commence work upon written Notice to Proceed by The CCM.
13. This proposal response remains firm for a period of sixty (60) days from the submission date or until contract execution.

By Authorized Representative:



Richard M. Jervis, Jr., P.E. / Vice President of Engineering

Section 7 - Related Project Experience

Regional Familiarity

On-Board's knowledge and understanding of the New Jersey Region is a result of its 49-year history of service to state-based organizations. On-Board is currently under contract with several NJ based Private Sector firms and other Public Sector Organizations. On-Board is also qualified to perform service work on projects when Federal funds are utilized, as it has done many times in its decades-long history.

Current Public Sector Credentials

•On-Board is under contract to design Replacement Heat & Hot Water systems for several sites at the **Phillipsburg Housing Authority**.

•On-Board was recently awarded the design & CM for an oil to gas conversion project for the **NJ Water Supply Authority**.

•On-Board recently completed a contract with the **City of Atlantic City** providing design/build services to install a flood mitigation system at two of the City's municipal buildings.

•On-Board recently provided the design for Ultraviolet Germicidal Purifications Systems for 15 Buildings in **Morris County, NJ**.

•On-Board was recently awarded another three-year contract with the **Philadelphia Gas Works (PGW)**. It represents On-Board's 6th consecutive contract award from PGW.

•On-Board has a 20-year-old Master A/E "Task Order" Services Agreement with **Amtrak**.

•On-Board recently delivered the design for a Bio-Solids Composting Facility located on a site owned by the **Cumberland County Improvement Authority**.

•On-Board currently part of a pool of A/E firms selected to provide professional project and consulting services to:

- | | |
|---|--|
| • Cumberland County | • Drexel University |
| • Atlantic County | • Brookdale College |
| • Lakewood Industrial Commission | • Jackson Utilities Authority |
| • Atlantic City | • City of Vineland |
| • City of Linden | • Middlesex Co. Utilities Authority |
| • Hunterdon County | • Brick Township |
| • Cumberland Co. Improvement Auth. | • East Brunswick |
| • Lakewood Municipal Utilities Auth. | • Camden County |
| • Ocean County | • South Jersey Port Corporation |
| • NJ Casino Redevelopment Auth. | • Morris County Park Commission |

-
- **Franklin Township**
 - **DE Office of Management & Budget**
 - **Manasquan River Sewerage Authority**
 - **Asbury Park Housing Authority**
 - **Montgomery County, PA**
 - **W. Monmouth Utilities Authority**

Relevant Project Experience

Although the bulk of these projects were designed and built for, Commercial, Institutional, and Industrial clients, we have offered here only those that (we believe) would be relevant to the CCM Program. Typically, these projects were for a variety of CSA/MEP/FP/EI&C/HVAC projects that involved the construction of utility and infrastructure upgrades and improvements at the clients' sites.

The nature of these projects may include the following Multi-Discipline services:

- Utilities (Gas, Oil, Electric, Air, Water, Waste, etc.) modifications, additions, capacity improvements to and modernization of systems.
- Meeting & Training facilities, Office layout, Personnel spaces (interior & exterior).
- Misc. Building Construction and Additions at a variety of facilities including:
 - Warehouses
 - Laboratories
 - Offices
 - Operational Control Rooms
 - Security Buildings
 - Gates & Access Control Systems

There are numerous other miscellaneous projects designed to improve, enhance, and upgrade the clients' infrastructure in On-Board's resume. Typically, these projects require a mix of disciplines due to the diverse nature of the project objectives. On-Board's success for the past 49 years is due to its offering of multidiscipline, "Full Service" project execution directly from its in-house staff of professionals.

Listed below, please find a sizeable presentation of the numerous facilities related projects executed by On-Board in its recent history.

Client: East Windsor Township

Location: East Windsor, NJ

Estimated TIC: \$200K

Project: Boiler Replacement

Client: East Windsor Township

Location: East Windsor, NJ

Estimated TIC: \$150K

Project: Police Station Cooling Tower Upgrade

Client: East Windsor Township

Location: East Windsor, NJ

Estimated TIC: \$90K

Project: Municipal Building HVAC

Client: East Windsor Township

Location: East Windsor, NJ

Estimated TIC: \$200M

Project: Municipal Bldg. HVAC Upgrade

Client: **East Windsor Township**
Location: East Windsor, NJ
Estimated TIC: \$150K
Project: Courthouse Cooling Tower Upgrade

Client: **Amtrak**
Location: Hamden CT
Estimated TIC: \$220M
Project: HVAC Replacement/CM Services

Client: **Amtrak**
Location: Groton, CT
Estimated TIC: \$1,500,000
Project: HVAC Replacement/CM Services

Client: **P&G Paper Products Company**
Location: Mehoopany, PA
Estimated TIC: \$250K
Project: Design-Build HVAC Systems Upgrade
Client: **Bank of New York**
Location: West Paterson, NJ
Estimated TIC: \$1.85MM
Project: Facility Relocation & Mechanical HVAC Upgrades

Client: **East Windsor, NJ**
Location: Mercer County, NJ
Estimated TIC: \$ 200 M
Project : HVAC UPGRADES MUNICIPAL BUILDING & POLICE STATION/COURTHOUSE

Client: **Bank of New York**
Location: One Wall Street, New York City
Estimated TIC: \$340M
Project: HVAC system upgrade

Client: **Bank of New York**
Location: One Wall Street, New York City
Estimated TIC: \$360M
Project: HVAC & Electrical Upgrades

Client: **Air Products & Chemicals, Inc.**
Location: Paulsboro, NJ
Project: HVAC & Electrical Upgrades

Client: **Air Products & Chemicals, Inc.**
Location: Paulsboro, NJ
Project: Packaging Area HVAC Upgrade

Client: **Playtex Products, Inc.**
Location: Dover, DE
Project: Building 115 Upgrades
Estimated Project Cost: \$1.8MM
Project: HVAC / Electrical Systems Upgrade

The services were for the evaluation of the HVAC equipment at the East Windsor Police/Court and Municipal Buildings and included recommendations, plans and specifications for necessary system improvements.

Performed a comprehensive review of the HVAC systems at both buildings and prepared a set of recommendations for upgrades to each system. Improved efficiency and energy savings emphasized.

Construction Phase

Responded to bidders' written questions related to the technical sections of the specifications. Reviewed bids submitted for compliance and accuracy and assisted with bid summary and recommendation on award.

Provided Owner's Representative Services including review of shop drawings, review of contractor's payment requests, site visits during construction & review & approve contractor's requests for change orders.

Client: East Windsor, NJ

Location: Mercer County, NJ

Estimated TIC: \$ 200 M

POLICE STATION/COURTHOUSE ROOF REPLACEMENT PROJECT

On-Board's Scope of Work for the replacement of the roof at the Township Police/Court Building through the construction phase.

Client: Asbury Park, NJ - Housing Authority

Location: Asbury Park, NJ

Estimated TIC: \$ 200 M

Project Description: Design for and preparation of contract documents consisting of plans and technical specifications for adding two "code compliant" canopies and convenience lighting to the Lumley Homes handicapped accessible entrance ramps. Scope of work & Deliverables included technical specifications for canopy and exterior lighting, canopy details, structural support details, exterior lighting details and TIC estimate.

Client: Amtrak

Location: Hamden CT

Estimated TIC: \$220M

Project Description: HVAC and roof upgrade at the Hamden, CT, Maintenance of Way (MOW) facility. Scope of work included design for replacement of the existing heating & air conditioning system and partial roof replacement.

Client: Amtrak

Location: Groton, CT

Estimated TIC: \$1,500,000

Project Description: On-Board provided the design for the replacement of the existing roof and HVAC systems at the Midway Maintenance of Way Facility. On-Board performed the evaluation and generated the design documents (drawings, calculations, construction cost estimates, and schedules) for rehab of the roof & upgrades to the HVAC system.

Scope of Work included evaluation of the existing roofing, roof drainage, HVAC systems, and electrical power to the systems, including an investigation of the flashing, drainage, the roof mounted mechanical and electrical equipment and light fixtures.

On-Board provided complete design drawings and specifications including necessary electrical power distribution system modifications and HVAC changes. Structural modifications and Total Installed Cost (TIC) estimate were also included.

Client: Amtrak

Location: Kissimmee, FL

Estimated TIC: \$ 750 M

Project Description: On-Board prepared the Kissimmee, FL Station Roof, Canopy Roof and Canopy Lighting Restoration plan. The project required immediate attention, due to the damage this canopy and roof sustained during recent hurricanes. The lighting system, which is an integral part of the canopy, also sustained extensive damage from the same storms.

On-Board's responsibilities included surveying the existing HVAC system and the roof, selecting new roof top air conditioning, and heating units, preparing bid documents and specifications for the new roof and the new air conditioning system including new air handlers and the valve boxes

- On-Board prepared and submitted construction documents to Amtrak for review and comment. Amtrak comments were incorporated onto the construction documents prior to final submission.
- Prepared D&R documents for the demolition of the damaged station roofing, the platform canopy roof, and the accompanying canopy lighting system.
- Generated construction documents to include drawings, plans and specifications required for the replacement and/or restoration of the canopy roof structure and drainage system and the repair of the station roof system, including the flashing detail and drainage. Generated construction documents for the replacement of the canopy lighting system.
- Provided a list of local construction contractors qualified to construct the project as designed. Issued complete set of construction documents to Amtrak. Generated a +/- 25% Total Installed Cost (TIC) estimate.

Client: Amtrak

Location: Providence, RI

Project Description: On-Board provided design for installation of an existing 5-Ton Packaged Rooftop Unit for the second floor of the Amtrak Providence RI MOW facility. New supply and return ducts (or plenum), roof opening with curb details, automatic temperature controls, balancing dampers, room temperature sensors, return temperature sensors, mixed air temperature sensors, outside air temperature sensors, fan status switches, & damper actuators.

Client: Bank of New York

Location: One Wall Street, New York City

Estimated TIC: \$360M

Project Description: The Telecommunications Closet Air Conditioning project for the Bank of new York's offices at One Wall Street in New York involved survey of the existing air systems,

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calculation of the supplemental air conditioning needed for each of the telecommunication closets on all 28 floors and basements,

Client: Air Products & Chemicals, Inc.

Location: Paulsboro, NJ

Project Description: Performance of HVAC surveys of two large manufacturing facilities. Scope of work included confirmation of building positive pressure compliance with client Standards. Deliverables included site surveys, CAD arrangement drawings, H&V survey report, recommendations for compliance upgrades, and engineering cost estimates for completion of the final design of the upgrades.

Client: Air Products & Chemicals, Inc.

Location: Paulsboro, NJ

Project Description: Performance of a HVAC survey of the existing Packaging Ventilation System resulting in a report detailing recommended upgrades for compliance with the Air Products Process Hazard Assessment.

Scope of work included confirmation of building positive pressure compliance with Air Products Standards. Deliverables included site survey, CAD arrangement drawings, H&V survey report, recommendations for compliance upgrades, and engineering cost estimates for completion of the final design of the upgrades.

Client: Air Products & Chemicals, Inc.

Location: Paulsboro, NJ

Project Description: Performance of a Heating & Ventilation survey of the existing Building Ventilation Systems resulting in a report detailing recommended upgrades for compliance with the Air Products Global Engineering Standard.

Scope of work included confirmation of building positive pressure compliance with Air Products Standards. Deliverables included site survey, CAD arrangement drawings, H&V survey report, recommendations for compliance upgrades, and engineering cost estimates for completion of the final design of the upgrades.

Client: Procter & Gamble Paper Products Company

Location: Mehoopany, PA

Estimated TIC: \$220M

Project Description: Design-build project to design and install HVAC system for consolidation storeroom. Scope included HVAC, structural, electrical, piping, procurement, construction management and construction.

NOTE: To further support On-Board's ability to successfully qualify for this program, additional relevant and more complex projects executed by On-Board that included extensive Interior & exterior facilities components are provided in the following pages.

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NYC Rail Yard Mechanical Facilities

Queens, NY | Estimated TIC: \$70 MM

Description

- New mechanical facilities at Amtrak's SSY.
- 30,000 sf office/shop.
- 40,000 sf specialty warehouse.
- Boiler house.
- Utilities building.
- Site work.
- Temporary facilities.

Scope of Work

- Conceptual design and programming
- Detailed design for mechanical, electrical, architectural, plumbing, fire protection, piping, civil and structural bid packages.

Challenges

- Temporary facilities
- Existing conditions

Keys to Success

- Stakeholder alignment



SUNNYSIDE YARD MECHANICAL FACILITY
New York



WWTP Optimization

Paulsboro, NJ | Estimated TIC: \$9MM



Description

- Upgrade existing wastewater treatment plant to treat increased levels of organics and ammonia in wastewater from a change in crude material processed in the facility

Scope of Work: Design, Cost Estimate, Construction Management

- Place existing oil water separator in service
- Install new dissolved air flotation unit
- Install new moving bed biological reaction system with spill containment
- Upgrade controls and move to DCS control of process

Challenges

- Determining status of existing design as On-Board assumed project control from other engineering firm during design
- Completing all design areas and procurement
- Schedule

Keys to Success

- Knowledge of site-based process and project engineers
- Leveraged services from home offices optimizing design





DuPont Sidewalk Project

Wilmington, DE | Estimated TIC: \$9 MM

Description

- Upgrade to the structural steel framing, elevated reinforced concrete slab and concrete wear slab around the perimeter of the DuPont Building.

Scope of Work: Design, Site Support

- Evaluate structural condition of the vaulted sidewalk support.
- Consult with client to set priorities for upgrades.
- Design proposed repairs and issue design for construction.
- Work with construction manager and contractors to provide altered solutions for actual field conditions.

Challenges

- Initial solutions based on engineering judgment.
- Immediate altered solutions based on field conditions.
- Minimize impact to building operations.

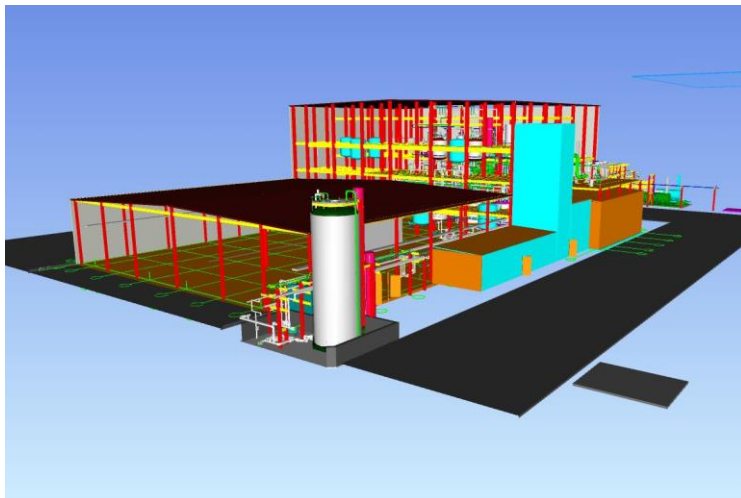
Keys to Success

- Integrated project team approach.
 - FS&RE
 - Contractor
 - On-Board



Pre- Polymer Expansion

West Deptford, NJ | Estimated TIC: \$30MM



Description

- Brownfield Pre-Polymer Facility adjacent to existing operating plant

Scope of Work

- Front-end load based on similar facility at Paulsboro, NJ; +/-10% TIC
- Design and specify over 200 pieces of equipment and 1000 instrument devices
- 3D model with over 600 lines (pipe stress analysis on required lines)
- Approximately 700 tons of steel and 2500 cubic yards of concrete
- Hot oil jacketed piping and tankage
- Lump sum basic engineering and lump sum detailed design

Challenges

- New client with close ties to home office in Europe
- Limited owner support staff
- Large vendor modules incorporated in layout
- New Jersey permit process
- Owner controlled interfaces; coordination critical

Keys to Success

- Lines of communication
- Establish trust and confidence



DCR 29-H-8 Heater Project

Delaware City, DE | Estimated TIC: \$100 MM



Description

- 29-H-8 horizontal cabin style re-boiler furnace at DCR was damaged due to fire in 1980's. The furnace was installed in 1956 as part of the original refinery equipment.
- Heater remained in service until 2010 when refinery leadership decided to look at replacing.

Scope of Work

- Structural evaluation of fire damaged 29-H-8 Heater at DCR.
- Determine if Heater requires replacement.
- Design of structural reinforcing to upgrade structural frame.

Challenges

- Determining residual stresses due to fire damage.
- Convincing client replacement was not required.

Keys to Success

- Detailed analysis with Engineering Judgment.
- Reinforcing vs. replacement cost savings of \$10MM (+/-).



Cherry Island Gas Compression

Wilmington, DE | Estimated TIC: \$2.8 MM

Description

- Increase capacity of gas compression plant by 50%
- Execute Upgrades During Limited Shut Down

Scope of Work

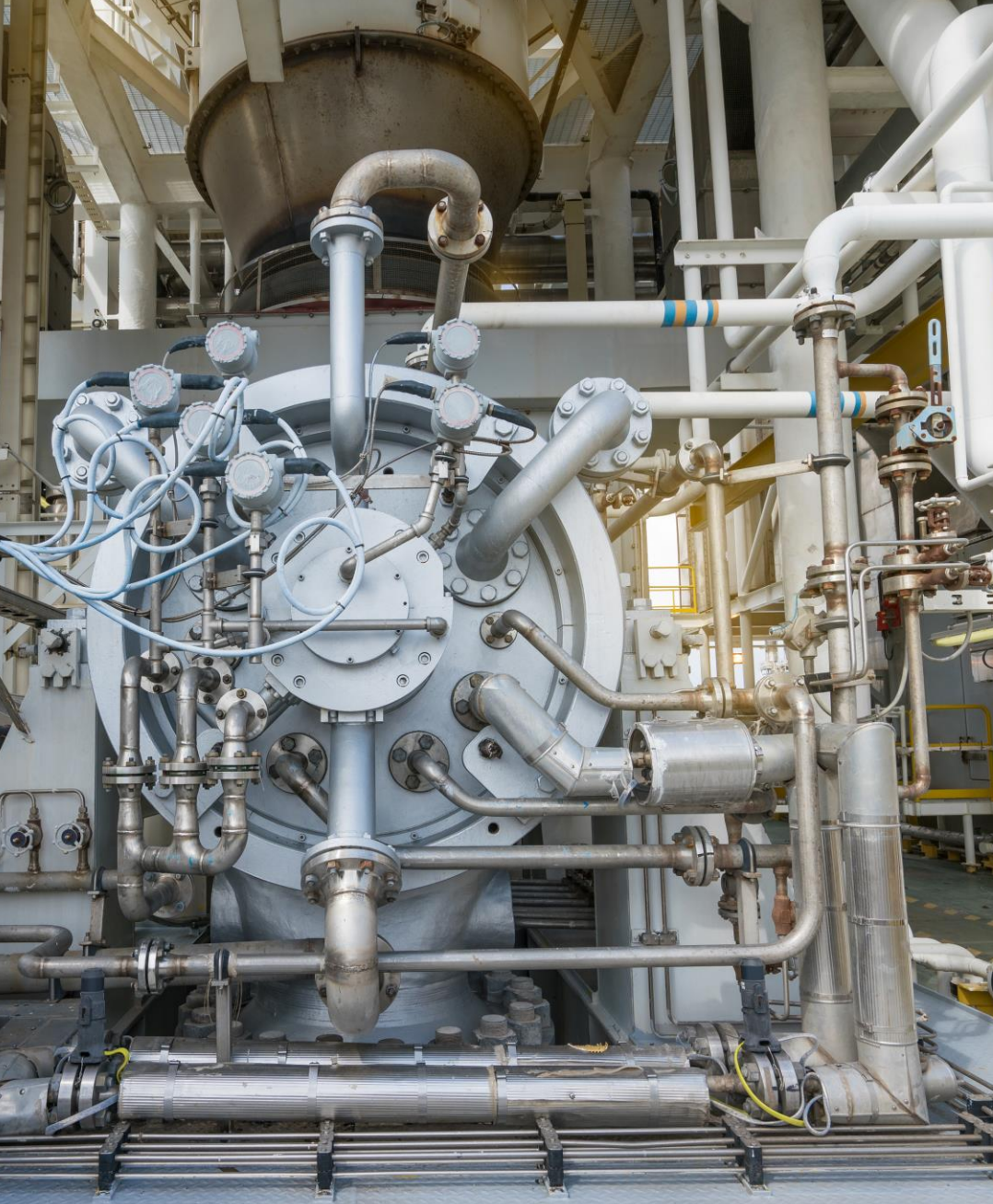
- Replace all existing process equipment, except for four compressors
- Replace PLC on four compressors
- Replace all process piping
- Modify control strategy – pressure feed vs. vacuum feed
- Scope included civil, structural, electrical, control systems, process and mechanical

Challenges

- Limited shutdown window
- Integrating this project with other site projects

Keys to Success

- Turn-key project
- (conceptual – start-up)



Plant Services Upgrades

Hilo, Hawaii | Estimated TIC: \$1.5 MM



Description

- Determine upgrades for recently acquired nut processing facility
- Purchased electricity expensive, site generation (steam) a priority
- Identified upgrades and established priority list (cost, return, timing)
 - Steam, chiller, process controls, electric power distribution, site water discharge
 - Selected steam/condensate system upgrade as initial project

Scope of Work: Develop Design, Procurement, Safety, Site Support

- Retube existing boiler (after options analysis)
- Improve boiler combustion air flow and instrumentation
- Upgrade condensate return system
- Significantly reduce water discharges from ES precipitator

Challenges

- Schedule - nut processing is seasonal
- No site engineering. No qualified local

Keys to Success

- Value engineering
- Integrated project team cooperation
- Project execution plan

Relocate Pilot Plant Project

Bridgewater, NJ | Estimated TIC: \$3.5 MM



Description

- Relocation of pilot plant from Plainfield, NJ to Bridgewater, NJ
- Design and specification for new equipment
- PFD's, P&ID's, equipment layouts
- Value engineering and construction phase services

Scope of Work

- Complete architectural and engineering design documents
- Building permit packages and bid packages
- Project schedules, cost estimates, process hazard reviews
- Construction support

Challenges

- Showcase facility
- Logistics

Keys to Success

- Integrated project team approach
- Project execution plan

PE Wax Pilot Plant Relocation

Orange, TX | Estimated TIC: \$7.5MM



Description

- Scoping and Detailed Design for multi-discipline project to relocate the Wax Pilot Plant from Morristown, NJ to Orange, TX.

Scope of Work

- Design Blast Cells for High Pressure/Low Pressure process equipment.
- Convert existing storage space into Laboratory inside of Post React Pilot Plant.
- Design of new drum storage area and pipe bridge for all utilities to new Pilot Plant.
- Design new 480V electrical feeder from sub-station.
- Design HVAC system for new Lab and Blast Cells.

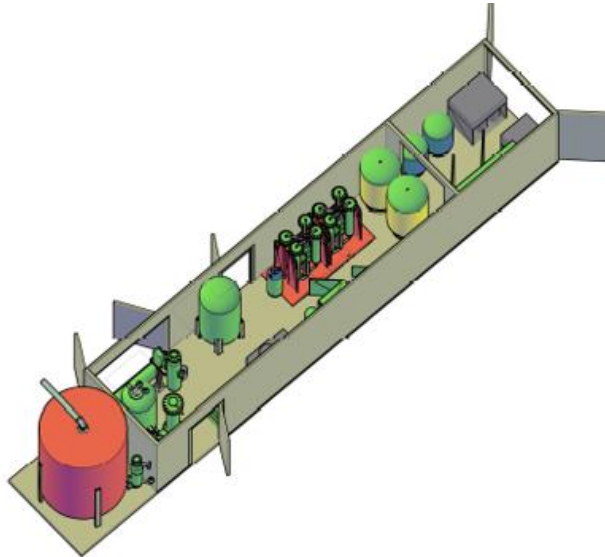
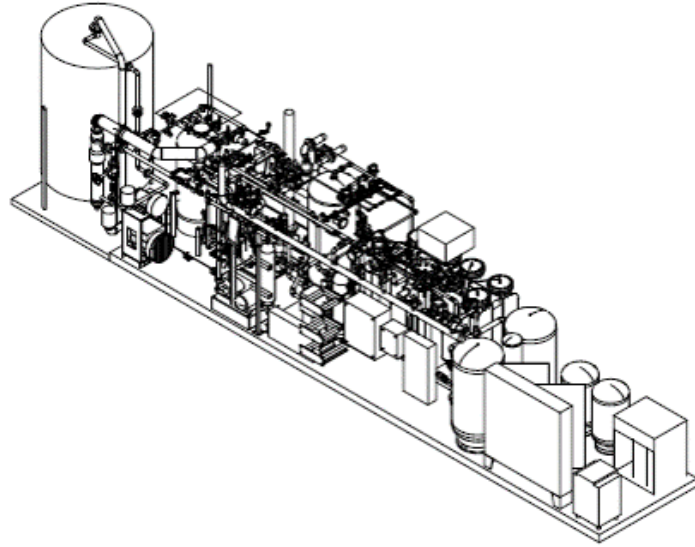
Challenges

- Convert existing electrically non-classified area to classified area within PRPP.
- Integrating project objectives with other plant priorities.
- Fluctuating soil conditions near excavation areas.

Keys to Success

- Fully integrated Project Team.
- Established point-of-contact relationships with Client.
- Detailed analysis with Engineering Judgement.

Honeywell



Hydrogen Generator Skid Project

Allentown, PA | Estimated TIC: \$4.5 MM

Description

- 3D AutoCAD Design of hydrogen generator skid

Scope of Work

- Piping Isometrics with Bills of Materials that allowed for piping spools to be fabricated at a different facility than where the container assembly occurred
- Modeled all in-line valves and instruments
- Structural supports within container and cable tray

Challenges

- Many Client departments involved within APCI
- Logistics – built in US and internationally
- Container sizing was set – all components had to fit

Keys to Success

- Integrated project team approach.
- Model reviews



Supplemental Boilers Project

Delaware City, DE | Estimated TIC: \$4 MM

Description

- Installation of four 75,000 lb./hr., 750 psi / 750°F steam boilers and deaerator

Scope of Work

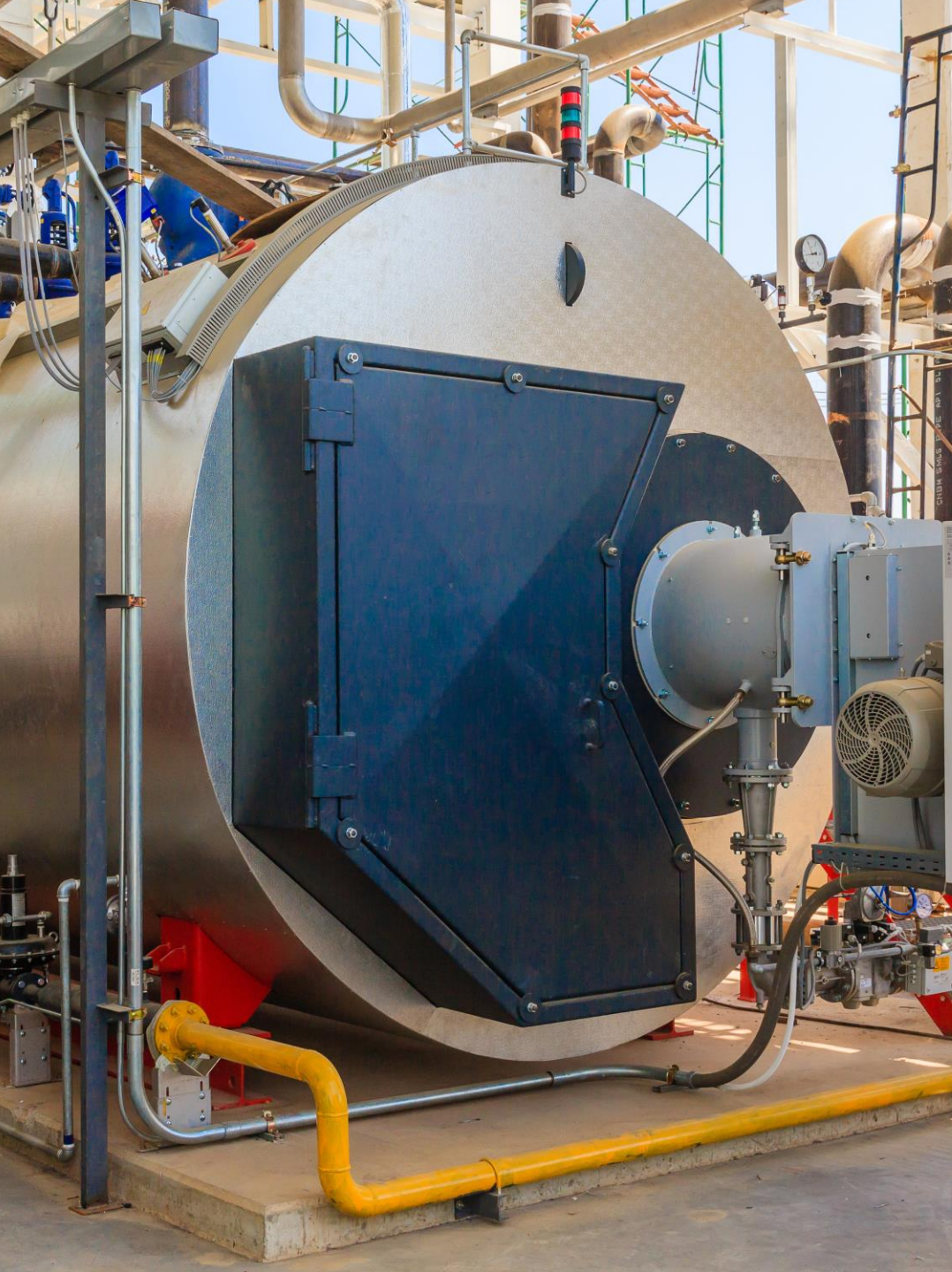
- Engineering and design for all disciplines
 - Pipe sizing, routing, tie-ins, stress analysis and supports
 - Structural supports, platforms, foundations and detailed lifting plans
 - Electrical load study, MCC sizing, tray and conduit routing
 - Instrumentation specifications and control interface
- Construction support

Challenges

- Compressed schedule - design to start-up < 4 months
- Design-build

Keys to Success

- Strong home office support and team coordination
- Interface with construction contractors and equipment vendors



50 Millstone Road
Building 300, Suite 110
East Windsor, NJ 08520
(609) 945-8000
(609) 945-8080 (fax)



Penn's Plaza
2 Penn's Way - Suite 400
New Castle, DE 19720
(302) 613-5030
(302) 613-5739 (fax)

Professional References

In order to sustain the level of success that On-Board has enjoyed for the past 49 years, it established a level of trust and confidence in hundreds of client contacts at over 200 individual organizations.

Below please find ten (10) current client references who can attest to the professionalism, dedication and (in particular) the “**White Glove Service**” On-Board consistently provides to its clients. Every one of these client references have firsthand knowledge and familiarity related to On-Board’s experience and capabilities performing the requested services.

Chris Perks / Director Of Engineering
South Jersey Port Corporation
856-757-4919
Cperks@southjerseyport.com

Michael Roberts / Director of Engineering
Philadelphia Gas Works
(267) 249-7412
Michael.Roberts@pgworks.com

Paul McKeon / Operations Director
New Jersey Water Supply Authority
732-974-8383 Ext. 228
pmckeon@njwsa.org

Joseph J. Grella, P.E. / Director of Facilities
Amtrak
(541) 373-1611
Joseph.Grella@amtrak.com

Tom McGuire / Exec. Director
Phillipsburg Housing Authority
908-859-0122 Ext. 105
tmcguire@phillipsburgha.com

Paul Harris / Engineering Manager
AdvanSix
(804) 212-6340
Paul.Harris@AdvanSix.com

Uzoma Ahiairakwe / City Engineer
City of Atlantic City
609-347-5366
Uahiairakwe@acnj.gov

Blase Grasso / Engineering Manager
Sunoco LP
(609) 504-2959
Blase.Grasso@Sunoco.com

Nick Haas / VP-Technical Services
Drexel University
215-756-7965
Nph22@drexel.edu

James Brandl / Plant Director
DSM Nutritional Products, Inc.
(908) 619-8640
James.Brandl@DSM.com

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50 Millstone Road
Building 300 – Suite 110
East Windsor, NJ 08520
(609) 945-8000
(609) 945-8008 (Fax)



Penn's Plaza
2 Penn's Way – Suite 400
New Castle, DE 19702
302-613-5030
302-613-5739 (Fax)

FULL SERVICE
HOURLY BILLING RATE SCHEDULE

On-Board Engineering Corporation hourly billing rates of personnel for all hours worked on CCM projects.
Rates are valid through December 31, 2026 or until contract termination.

Classification Description	Hourly ST Rate	Hourly OT Rate
Principal	\$ 140.00	\$ 140.00
Engineering Manager	\$ 120.00	\$ 120.00
Program Manager	\$ 120.00	\$ 120.00
Project Manager	\$ 110.00	\$ 110.00
Senior Project Engineer / Architect	\$ 105.00	\$ 105.00
Project Engineer / Architect	\$ 100.00	\$ 100.00
Senior Specialist Engineer	\$ 125.00	\$ 125.00
Senior Engineer / Architect	\$ 100.00	\$ 100.00
Engineer / Architect	\$ 90.00	\$ 90.00
Associate Engineer / Architect	\$ 75.00	\$ 75.00
Senior Construction Manager	\$ 110.00	\$ 110.00
Construction Manager	\$ 100.00	\$ 100.00
Construction Superintendent	\$ 90.00	\$ 90.00
Design Manager / Supervisor	\$ 100.00	\$ 100.00
Project Designer	\$ 95.00	\$ 142.50
Senior Designer	\$ 90.00	\$ 135.00
Designer	\$ 80.00	\$ 120.00
Senior Specialty CAD Designer	\$ 110.00	\$ 165.00
Specialty CAD Designer	\$ 90.00	\$ 135.00
Senior CAD Operator	\$ 70.00	\$ 105.00
CAD Operator	\$ 60.00	\$ 90.00
Project Coordinator	\$ 95.00	\$ 95.00
Procurement / Buyer	\$ 95.00	\$ 142.50
Senior Cost Control	\$ 95.00	\$ 142.50
Cost Control	\$ 85.00	\$ 127.50
Senior Estimator	\$ 105.00	\$ 157.50
Estimator	\$ 95.00	\$ 142.50
Senior Scheduler	\$ 105.00	\$ 157.50
Scheduler	\$ 95.00	\$ 142.50
Administrator	\$ 95.00	\$ 95.00
Senior Administrative Assistant	\$ 55.00	\$ 82.50
Administrative Assistant	\$ 45.00	\$ 67.50
Consultant	\$ TBD	\$ TBD

All subcontracts will be provided at cost multiplied by 1.15 or negotiated as "Pass-Thru". All CAD drafting services listed above are for work performed utilizing On-Board hardware and software systems.

Rates for personnel located at Client's offices or sites are negotiable.

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East Windsor, NJ 08520
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(609) 945-8008 (Fax)



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New Castle, DE 19702
302-613-5030
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SCHEDULE OF REIMBURSABLE EXPENSES

REPRODUCTION

Drawing Plots	\$15.00	Each Reproducible
Prints	\$ 1.50	Each Print (11" x 17")
	\$ 3.50	Each Print (C, D & E Size)
Photo Copies	\$ 0.15	Each Sheet (8.5" x 11")

TELECOMMUNICATIONS

International Telephone Calls	Cost x 1.15
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TRAVEL

Personal Vehicle	IRS Standard Mileage Allowance
Meals	At Cost Per On Board Policy
Airline, Hotel, Car Rental, etc.	At Cost Per On Board Policy

<u>MESSENGER & OVERNIGHT DELIVERY</u>	At Cost
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<u>OUTSIDE CONSULTANT SERVICES</u>	Cost x 1.15
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<u>SUBCONTRACTOR SERVICES</u>	Cost x 1.15
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**MEP/Structural/Civil
Engineering Services**

Section 10 - In-House Professional Services

Following is a list of the “In-House Services” provided by On-Board directly from its Home Office Staff.

- **Civil / Structural / Architectural Engineering & Design**
- **Utility / HVAC & FP Mechanical Engineering & Design**
- **Electrical Engineering & Design**
- **Electrical Instrumentation and Controls Engineering & Design**
- **Process Mechanical Engineering & Design**
- **Project Management**
- **Program Management**
- **Construction Management**
- **Consulting Engineering / All Disciplines**

Specialty professional services that On-Board routinely sub-contracts to alliance subcontractors & consultants include:

- **Landscape Architecture**
- **Survey Services**
- **Geotechnical Engineering**
- **Environmental Engineering**
- **Turf fields & Running Track Design**

NOTE: To further support typical discipline specific services routinely provided by On-Board, the following pages demonstrate the variety of services provided by On-Board’s In-House project staff.



On-Board's Mission Statement

"Flexible Service by applying the talents of our people, work processes and technology to meet our client's expectations in a safe, responsible and dependable manner consistent with our people and quality principles."

MECHANICAL / UTILITY ENGINEERING CAPABILITIES SUMMARY

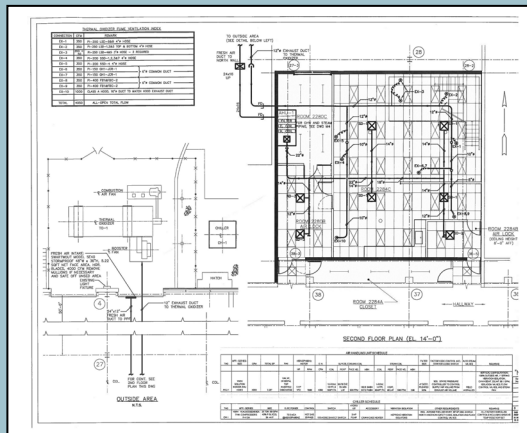
What We Provide:

- Complete HVAC Design for New and Existing Facilities
- Equipment Selection and Specifications
- Cooling and Heating Load Calculations
- Codes and Standards Compliance
- Energy Analysis and Simulations
- Chiller / Boiler Design and Selection
- Cooling Tower Design and Selection
- Fire Protection Systems
- Plumbing Design



Over the past several years, On-Board has provided complete Mechanical Engineering and Design services to various industrial, commercial, institutional and pharmaceutical clients for their new as well as existing facilities.

Our engineers bring a wealth of experience in condition surveys, optimum design solutions, construction practices, life cycle cost analyses, and working with the local code agencies.



Our goal is to find an optimum design solution for our clients And help them meet their business target with minimum cost.

Our Emphasis:

- Practical engineering solution within client's design and cost constraints
- Code compliance
- No-surprise cost estimates
- Looking out for client's best interest

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50 Millstone Road, #300-110
East Windsor, NJ 08520
(609) 945-8000
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2 Penn's Way
Suite 400
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CIVIL/STRUCTURAL/ARCHITECTURAL CAPABILITIES SUMMARY

CIVIL ENGINEERING

- Site Planning
- Underground Utilities
- Roads
- Railroads
- Containment
- Storm Water Management

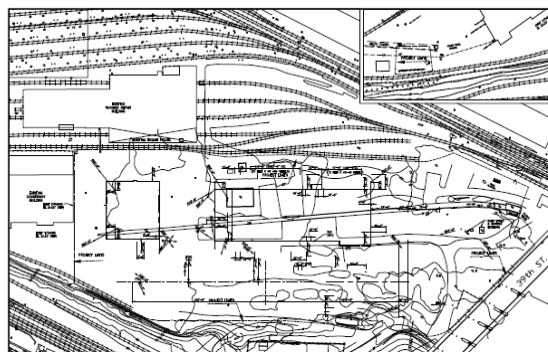
ARCHITECTURE

- Conceptual Through Final Design
- Code Review
- Materials and Details
- Roofing Technology



On-Board Engineering will develop Civil, Structural and Architectural designs for your new or modified facility.

Our Engineers and Designers have extensive experience designing specialty structures, analyzing existing structures and solving unique Civil, Structural and Architectural problems.



*Our Clients
Are busy meeting ever
increasing production
demands in a safe,
reliable manner as
budgets and schedules
get ever tighter*

STRUCTURAL ENGINEERING

- New and Existing Modifications
- Specialty Consulting
 - Forensics
 - Analyze Existing
 - Unique Structures
- Steel
- Concrete
- Timber
- Masonry
- Modular Design

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INFRASTRUCTURE ASSESSMENT SUMMARY

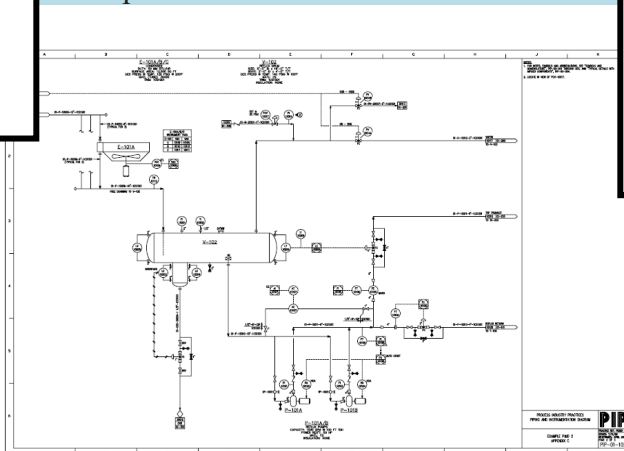
WHY ASSESS INFRASTRUCTURE?

- Deteriorated conditions threaten safety.
- Deteriorated conditions threaten shutdown.
- Determine upgrades required to meet on-going demands.
- Business value of the repairs needed to maintain the operation.
- Business value of the upgrades needed to upgrade the operation.



On-Board Engineering will assess the capabilities of the various components of a system to perform as required. Components can include building structural elements and system mechanical and electrical elements.

Meeting required capabilities can be based on assessment of physical deterioration or upgraded demands on the components.



*Our Clients
are busy meeting ever
increasing production
demands in a safe,
reliable manner as
budgets and schedules
get ever tighter.*

TYPES OF ASSESSMENT

- Building Structure
 - Frame
 - Foundations
- Underground Utilities
- Containment
- Mechanical Systems
 - Piping & Valves
 - Pressure Relief
 - Process Safety
 - HVAC
- Electrical & Instruments
 - Safety
 - Capacity

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COMPLIANCE CAPABILITIES SUMMARY

What is involved in Compliance?

- **Knowledge of relevant Codes , Norms, or legal requirements.**
- **Identifying the most effective, least cost path to Compliance.**
- **Assisting Clients in interactions with Code authorities.**
- **Recommendations, Design, Construction QA & follow-up**



On-Board Engineers include all major disciplines with experience in each major Code, as well as the more specialized fields of food, pharmaceuticals, and personal care products.

- Civil/Structural: IBC, EPA, OSHA, SPCC, Storm Water Management
- Mechanical: ASME, ANSI, API
- Electrical: NEC, IEC
- Fire: NFPA
- Food/Pharma.: FDA, ISO, GMP, Validation
- State and Local Codes

Our Clients
have limited internal resources to address Code and Legal mandates or develop program priorities to achieve Compliance.

On-Board emphasis:

- **Experience in all U.S. process and facility Codes**
- **Program development to prioritize and achieve Compliance at lowest cost.**

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What is involved in Electrical Engineering Design?

- **Heat Tracing**
- **Lighting**
- **Lightning Protection**
- **Power distribution**
- **Grounding**
- **Calculations**
- **Equipment & Cable Sizing**
- **Specifications**
- **Area Classifications**
- **Emergency Power Systems**
- **Load Studies**
- **API, NFPA, NEC Code Compliance**
- **Single Line Diagrams**
- **Motor Schematics**

ELECTRICAL, INSTRUMENT & CONTROL SYS (EI&CS) DESIGN ENGINEERING CAPABILITIES SUMMARY



On-Board Electrical, Instrument & Control System Engineers have served numerous clients to perform various designs using 2D & 3D design.

Our Integrated Electrical Engineering, Instrument & Control System Design Team bring a broad range of experience in the chemical, petrochemical, refining industries, as well as Power, Food, Biotechnical, Pharmaceutical, and consumer products, including Owner, Operator, companies.

What is involved in Instrument, Control Systems Engineering Design?

- **Process Safety and Control Strategies**
- **Distributed Control Systems (DCS)**
- **Programmable Logic Control (PLC)**
- **Instrument Specification**
- **Troubleshooting of Process & Control Systems**
- **Operator Control Panels**
- **Instrumentation Installation Details**
- **Architecture**
- **Loop Diagrams**
- **I/O Diagrams**

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50 Millstone Road
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East Windsor, NJ 08520
(609) 945-8000
www.onboardusa.com



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2 Penn's Way
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On-Board's Mission Statement

"Flexible Service by applying the talents of our people, work processes and technology to meet our client's expectations in a safe, responsible and dependable manner consistent with our people and quality"

ELECTRICAL POWER SYSTEMS ANALYSIS CAPABILITIES SUMMARY

What is involved in Electrical Power Distribution System Studies?

- **Research**
 - Collect field data
 - Obtain Vault Current
 - Obtain cable sizes & lengths
 - Obtain Transformer ratings & impedance
 - Obtain & evaluate protective devices (circuit breakers & fuses)
 - Prepare One-line Diagram
- **Calculate (studies)**
 - Arc Flash Analysis
 - Cable Ampacity
 - Device Coordination
 - Equipment Evaluation
 - Fault Analysis (Short Circuit)
 - Grounding & Bonding
 - Harmonic / Power Quality
 - Load Flow (voltage drop)
 - Lightning & Surge Protection
 - Motor Starting (Dynamic or Static)
 - Power Quality
 - Transient Stability



On-Board Electrical Engineers have served numerous clients performing various electrical system studies using:

SKM Power Tools
New & Existing Electrical Systems can be easily modeled utilizing single line diagram graphical interface

Legacy switchgear & motor control centers up to 40 years old can result in significant reduction in incident energy by retrofitting existing primary fuses with vacuum circuit breaker & integral trip option

Today's complex industrial electrical power systems require sophisticated analysis to ensure electrical power is reliable & safe

On-Board emphasis:

- **Flexibility**
- **Plant experienced personnel**
- **Engineering working independently with minimum demands upon Client's organization**
- **On-Board's Standard Software:**
 - SKM Power tools
- **Other Software Experience:**
 - ETAP - Electrical Transient Analyzer Program, Operation Technology, Inc.
 - Underground Duct Bank Cable Sizing

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ARC FLASH HAZARD ANALYSIS & IMPLEMENTATION CAPABILITIES SUMMARY

What is involved in Arc Flash Hazard Analysis?

- **Research**
 - Collect field data
 - Obtain utility fault current contribution
 - Obtain cable sizes & lengths
 - Obtain transformer ratings
 - Obtain & evaluate protective devices (circuit breakers & fuses)
 - Prepare One-line Diagram
- **Calculate**
 - Short-circuit Analysis
 - Coordination Study
 - Incident Energy
 - Flash Protection Boundaries
 - Analyze device settings to reduced hazard
- **Implement Safe Work Procedures**
 - OSHA Safety
 - Establishing working distances
 - Determine proper PPE
 - Labeling of equipment & power distribution



On-Board Electrical Engineers have served numerous clients performing various electrical system studies using: SKM Power Tools

Device settings may be adjusted to lower the Arc Hazard, resulting in decreased amount of PPE

Legacy switchgear & motor control centers up to 40 years old can result in significant reduction in incident energy by retrofitting existing primary fuses with vacuum circuit breaker & integral trip option

Arc Flash Analysis OBE's Expertise with Industry Standards:

- **OSHA 29CFR 1910**
 - Employers are required to implement Safety Training.
 - Lock-out and tag-out Procedures
- **NFPA-70-2014**

National Electric Code (NEC) requirement

 - Arc-Flash Hazard Warning
 - Hazard Markings
- **NFPA-70E-2012**

(Standard for Electrical Safety in the work place)

 - Host Employer Responsibilities
 - Contract Employer Responsibilities
 - Re-Training required every 3 years
 - Table Method may be used with proper engineering expertise.
- **IEEE-1584-2002**

With Amendments
1584a-2004 & 1584b-2011
(Guide for Performing Arc-Flash Hazard Calculations)

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PLANT & FACILITY RELOCATION CAPABILITIES SUMMARY

What We Provide:

- A Thorough Condition Survey of Equipment to be Moved from the Existing Site
- Cost Benefit Analysis of Relocating Equipment Versus New Equipment
- Selection and Specifications for New Equipment
- Generation of Process Flow Diagram and P&ID's for the New Site
- Efficient New Plant Layout
- Codes and Standards Compliance



Over the years, On-Board has provided complete Plant & Facility Relocation professional services to our clients. We evaluate the existing equipment and help the client determine cost benefit of relocating the equipment versus replacement. We select and specify the new equipment and prepare efficient layout for a long-term solution.

Our engineers bring a wealth of experience in condition surveys, optimum design solutions, construction practices, life cycle cost analyses, and working with the local code agencies.

Our goal is to find an optimum solution for our clients

And help them meet their business target with minimum cost.

Our Emphasis:

- Practical engineering solution within client's design and cost constraints
- Code compliance
- No-surprise cost estimates
- Looking out for client's best interest

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RENOVATIONS AND RETROFITS CAPABILITIES SUMMARY

WHY RENOVATE or RETROFIT?

- Upgrade the facility to meet on-going needs.
- Re-purpose the Facility/Operation to meet new business needs.
- Evaluate cost benefits versus totally new.
- Correct infrastructure deficiencies.



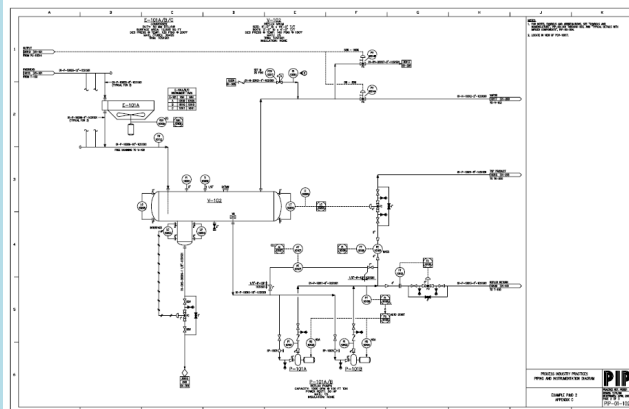
On-Board Engineering will develop designs to renovate or retrofit existing facilities to meet current or future business needs.

Our Engineers and Designers are experienced in determining the requirements to upgrade a facility to meet the owner’s needs and evaluating the financial benefits versus a totally new facility.

*Our Clients
are busy meeting ever
increasing production
demands in a safe,
reliable manner as
budgets and schedules
get ever tighter.*

TYPES OF RENOVATIONS RETROFITS

- Process equipment
- Piping components
- Electrical systems
- Instrumentation
- Mechanical equipment
- Building spaces
- Building materials
- Structural elements



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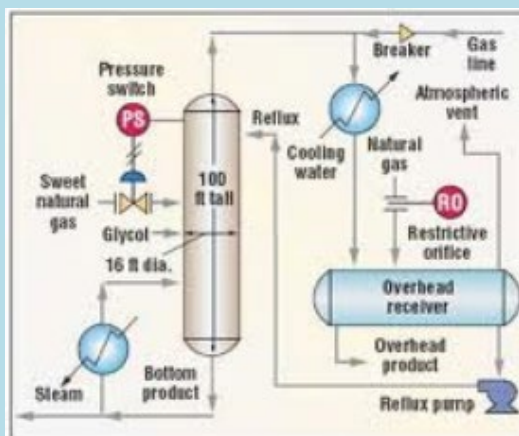
On-Board's Mission Statement

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PROCESS / PIPING ENGINEERING CAPABILITIES SUMMARY

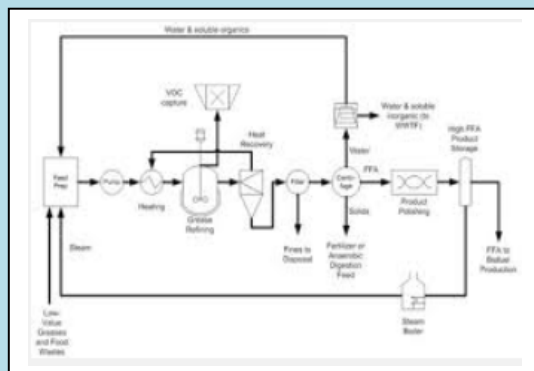
What is Involved in Process Engineering?

- **Heat & Material Balances**
- **Chemical Matrix Interactions**
- **Selection of Unit Operations**
- **Equipment Specification**
- **Materials Engineering**
- **Process Simplification & Value Engineering**
- **Basis of PSM**
- **Start-up and Post Start-up**



On-Board Process Engineers have served numerous clients to assess and optimize current operations as well as assist in Front End Loading thru Detailed Design for new process facilities.

Our Process Engineers bring a broad range of experience in the WWT, chemical industries, hydrocarbon processes, as well as food, pharmaceuticals, and consumer products. Almost all have previously worked for Owner/Operator companies.



*Our Clients
have continuing needs
to increase production
or introduce new
products with limited
funds for greenfield
investment.*

On-Board emphasis:

- **Flexibility**
- **Experienced personnel**
- **Engineers working independently with minimum demands upon Client's organization**

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PROCESS SAFETY MANAGEMENT (PSM) CAPABILITIES SUMMARY

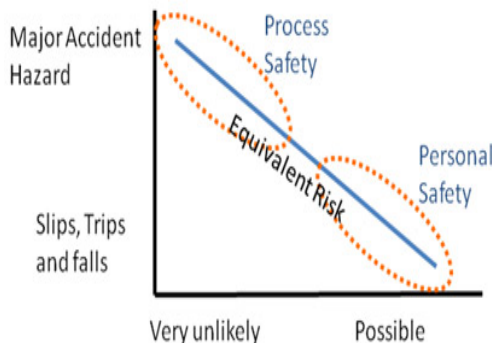
On-Board consistently produces drawings and specifications that meet or exceed the highest professional standards of design and safety established by our clients and the industry in general. On-Board developed a comprehensive offering to address OSHA Regulation 1910.119 and provides a wide range of services in the area of PSM including:

Our Engineers will provide a documented design basis for your process technology. This can include services ranging from writing equipment specifications to participating in Process Hazard Reviews to Quality Assurance to Relief Device Calculations.

The thorough understanding of PSM combined with our flexibility enables On-Board to successfully provide PSM related services to a diverse client base.



- **Process Definition –**
 - **MSDS, Block Flow Diagrams, P&IDs, Standard Operating Procedures**
- **Facility / Mechanical Integrity –**
 - **Equipment Design, HVAC Design, Piping Standards, Electrical Classification, Overpressure Protection Evaluation**
- **Operations Safety –**
 - **Process Hazard Reviews, Operator Training, Process Controls and Interlocks**
- **Quality Assurance**
 - **Documentation of Materials of Construction, Design and Performance**
- **On-Going**
 - **Training, Inspections, Management of Change Procedures**



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PIPING AND INSTRUMENTATION DIAGRAMS (P&IDs) CAPABILITIES SUMMARY

Why Update P&ID's?

- **5 Year Hazard Review - PSM**
- **Capital Projects**
- **Maintenance changes**
- **Vendor Packages**
- **Controls added**
- **Insulation added**
- **Add Line Numbers**
- **Add Piping Specs**
- **Add Valve Numbers**
- **Drawing/Border Format changes**



On-Board Engineering understands the importance of accurate drawings. When your facility drawings need to be updated, let us assist you.

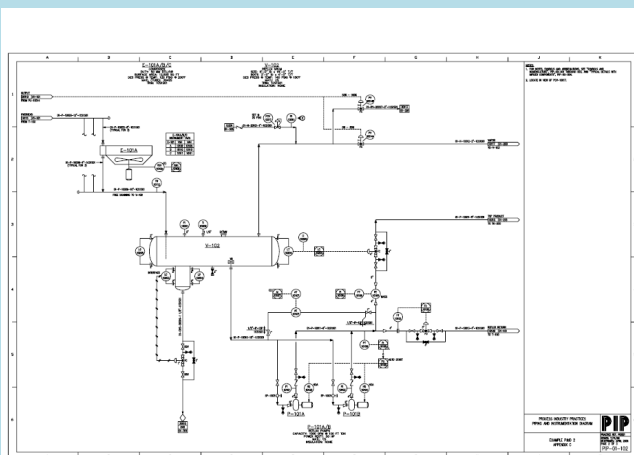
Our Engineers and Designers have walked down P&IDs ranging from single systems to systems encompassing over 700 P&IDs for a single plant. We work through our offices as well as by setting up site teams.

***Our Clients**
are busy meeting ever
increasing production
demands in a safe,
reliable manner as
budgets and schedules
get ever tighter.*

Drawing Updates will include:

- **Piping / Specs**
- **Instruments**
- **Controls**
- **Equipment Information**
- **Line sizes**
- **Line number**
- **Insulation**
- **Tracing**

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STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: ON-BOARD ENGINEERING CORPORATION

Trade Name:

Address: 50 MILLSTONE RD, BLDG 300-SUITE 110
EAST WINDSOR, NJ 08520-1415

Certificate Number: 0457833

Effective Date: June 27, 1988

Date of Issuance: July 20, 2024

For Office Use Only:

20220720153011070

NON-COLLUSION AFFIDAVIT

STATE OF NEW JERSEY

COUNTY OF: Mercer

I, Richard M. Jervis, Jr., P.E. of the City of East Windsor

in the County of Mercer and the State of New Jersey, of full age, being duly sworn according to law on my oath depose and say that:

I am Vice President of Engineering of On-Board Engineering Corporation

the Engineering Firm making the proposal for **Request for Proposal #RFP2425-56DD** and that I executed the said proposal with full authority so to do; that said Engineering Firm 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 proposal; and that all statements contained in said proposal and in this affidavit are true and correct, and made with full knowledge that the Board of Trustees of County College of Morris relies upon the truth of the statements contained in said proposal and in the statements contained in this affidavit in awarding the contract for the said project.

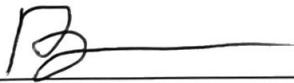
I further warrant that no person or selling agency has been employed or retained to solicit or secure the award of this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee.

Name of Firm: On-Board Engineering Corporation

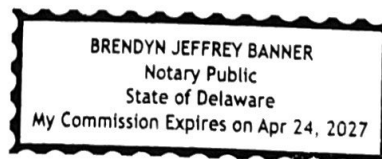
Signature of Authorized Officer

Subscribed and sworn to before me
this 23rd day of May, 2025

Affix Notary Seal:


(Notary Public's Signature)

My commission expires: 4/24/27



This form must be completed, signed, and returned with your proposal.

STATEMENT OF OWNERSHIP DISCLOSURE

PURSUANT TO N.J.S.A. 52:25-24.2, ALL PARTIES ENTERING INTO A CONTRACT WITH COUNTY COLLEGE OF MORRIS ARE REQUIRED TO PROVIDE A STATEMENT OF OWNERSHIP.

On-Board Engineering Corporation

VENDOR NAME

- | | YES | NO |
|---|-------------------------------------|-------------------------------------|
| 1. Vendor is a Non-Profit Entity ; and therefore, no disclosure is necessary. | ☐ | ☒ |
| 2. Vendor is a Sole Proprietor ; and therefore, no other disclosure is necessary. A Sole Proprietor is a person who owns an unincorporated business by an individual. A single member LLC is not Sole Proprietor. | ☐ | ☒ |
| 3. Vendor is a corporation, partnership, or LLC with individuals, partners, members, stockholders, corporations, partnerships, or LLCs owning a 10% or greater interest; and therefore, disclosure is necessary. | ☒ | ☐ |

*If you answered **YES** to Question 3, you must disclose the information requested in the space below:

(a) the names and addresses of all stockholders in the corporation who own 10% or more of its stock, of any class;

(b) all individual partners in the partnership who own a 10% or greater interest therein; or,

(c) all members in the limited liability company who own a 10% or greater interest therein. The disclosure(s) shall be continued until the names and addresses of every non-corporate stockholder, individual partner, and/or member who own a 10% or greater interest has been identified.

Attach additional sheets as necessary.

Entity Name (if applicable)	Individual Name and Title (if applicable)	Home / Business Address
On-Board Engineering Corporation	Robert J. Wilson	50 Millstone Road-East Windsor, NJ 08520

PUBLICLY TRADED ENTITIES

In lieu of completing this form, a Vendor with any direct or indirect parent entity which is publicly traded, may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10% or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10% or greater beneficial interest, also shall submit links to the websites containing the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10% or greater beneficial interest. **Attach additional sheets as necessary.**

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 acknowledge that the Board of Trustees of County College of Morris 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 College to notify the College in writing of any changes to the answers and 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 County College of Morris and that the College at its option may declare any contract(s) resulting from this certification void and unenforceable.

Richard M. Jervis, Jr., P.E.

AUTHORIZED AGENT - PRINT NAME

Vice President of Engineering

TITLE

SIGNATURE

May 29, 2025

DATE

On-Board Engineering Corporation

VENDOR NAME

50 Millstone Road / Bldg. 300 / Suite 110 - E. Windsor, NJ 08520

VENDOR ADDRESS

EMPLOYEE/RELATIVE DISCLOSURE FORM

This form is to be completed by all bidders seeking the award of any Contract. No bidder shall be awarded any Contract, nor shall any agreement be entered into for the performance of any work or the furnishing of any materials or supplies, the cost of which is to be paid with or out of any public funds by the County College of Morris, unless with delivery of the bid, the bidder has completed and submitted the statements below.

The undersigned affiant, being duly sworn, states under oath that the answers completed below are truthful.

1. State if bidder or any officer or employee of bidder is employed by the County College of Morris? Yes _____ No **X**
If so, please indicate name and position held at the County College of Morris:

2. State if any shareholder who owns ten percent or more of your stock (if a corporation) or partner who holds ten percent or more of an interest (if a partnership) is employed by the County College of Morris. Yes ____ No **X**
If so, please indicate name and position held at the County College of Morris:

3. State, if you, or any shareholder, who owns ten percent or more of your stock (if a corporation) or any partner who owns ten percent or more of an interest (if a partnership) has any immediate relative employed by the County College of Morris.
Yes _____ No **X**
If so, please indicate their names and the nature of the relationship (e.g., spouse, sibling, parent, grandparent child, grandchild, in-law)

BY: On-Board Engineering Corporation
Name of Contractor

50 Millstone Road-Bldg.300/Suite 110	East Windsor,	NJ	08520
Address	City	State	Zip

~~BIDDER/AFFIANT:~~

Signature _____

Sworn and subscribed to me on
this 23rd day
of May, 2025

Notary Public of ~~New Jersey~~

De la wave

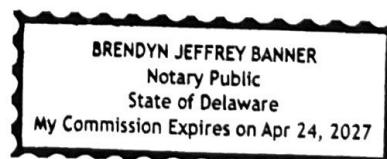
5/23/25

Richard M. Jervis, Jr., P.E. / VP of Engineering
Print name and title below signature

50 Millstone Road-Bldg.300/Suite 110

Address

East Windsor, NJ 08520



EEO RESPONSE SHEET

If awarded a contract, the successful Vendor will be required to comply with the requirements of P.L. 1975, C.127, (N.J.A.C. 17:27). Within seven (7) days after receipt of the notification of intent to award the contract or receipt of the contract, whichever is sooner, Vendor shall present one of the following to the Purchasing Agent:

1. A photocopy of a valid letter from the U.S. Department of Labor that the contractor has an existing federally-approved or sanctioned Affirmative Action Plan (good for one year from the date of the letter).
2. A photocopy of a Certificate of Employee Information Report approval, issued in accordance with N.J.A.C. 17:27-4; or
3. If Vendor has neither of the above, CCM will provide the successful Vendor with an A.A.302 Employee Information Report Form which is to be completed in accordance with N.J.A.C. 17:27.

NO FIRM MAY BE ISSUED A CONTRACT UNLESS IT COMPLIES WITH THE AFFIRMATIVE ACTION REGULATIONS OF P.L. 1975, C.127.

The following questions must be answered by all Vendors:

1. Do you have a federally-approved or sanctioned Affirmative Action Program?
Yes _____ No _____ If yes, please submit a copy of such approval.
2. Do you have a Certificate of Employee Information Report Approval?
Yes **X** _____ No _____ If yes, please submit a copy of such certificate.
Attached

The undersigned contractor certifies that he is aware of the commitment to comply with the requirements of P.L. 1975, C.127 (N.J.S.A. 17:27) and agrees to furnish the required documentation pursuant to the law.

I CERTIFY THAT THE ABOVE INFORMATION IS CORRECT AND AUTHORIZED BY THE FOLLOWING SIGNATURE FOR COMPLIANCE AS SPECIFIED IF AWARDED THIS CONTRACT.

FIRM NAME: **On-Board Engineering Corporation**

SIGNATURE: _____

TITLE: **Vice President of Engineering**

DATE: **May 29, 2025**

Certification 72954

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-Feb-2024 to 15-Feb-2027

ON-BOARD ENGINEERING

50 MILLSTONE RD #300

EAST WINDSOR

NJ 08520



Elizabeth Maher Muoio
ELIZABETH MAHER MUOIO
State Treasurer

COUNTY COLLEGE OF MORRIS
DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM

RFP SOLICITATION # AND TITLE: RFP2425-56DD for MEP, Structural, or Civil Engineer of Record of CCM

VENDOR NAME: On-Board Engineering Corporation

Pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4) any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must certify that neither the person nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the New Jersey Department of the Treasury's Chapter 25 List as a person or entity engaged in investment activities in Iran. The Chapter 25 list is found on the Division's website at <https://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Vendors/Bidders must review this list prior to completing the below certification. If the Department of Treasury finds a person or entity to be in violation of the law, s/he 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 N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4), that neither the Vendor/Bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List of entities determined to be engaged in prohibited activities in Iran.

OR

☐

I am unable to certify as above because the Vendor/Bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List. I will provide a detailed, accurate and precise description of the activities of the Vendor/Bidder, or one of its parents, subsidiaries or affiliates, has engaged in regarding investment activities in Iran by completing the information requested below.

Entity Engaged in Investment Activities
Relationship to Vendor/ Bidder
Description of Activities

N/A

Duration of Engagement
Anticipated Cessation Date

**Attach Additional Sheets If Necessary*

CERTIFICATION

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Vendor, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the State of New Jersey is relying on the information contained herein, and that the Vendor is under a continuing obligation from the date of this certification through the completion of any contract(s) with the State to notify the State 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. If I do so, I may be subject to criminal prosecution under the law, and it will constitute a material breach of my contract(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

Signature



May 29, 2025

Date

Richard M. Jervis Jr., P.E / Vice president of Engineering

Print Name and Title

**CERTIFICATION OF NON-INVOLVEMENT IN
PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS**

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the Department of the Treasury finds that a Vendor has made a certification in violation of the law, it shall take any 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.

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

☒ A. That the Vendor is not identified on the OFAC Specialty Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

☐ B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specialty Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

☐ C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specialty Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

(Attach Additional Sheets If Necessary)



Signature of Vendor's Authorized Representative
Richard M. Jervis, Jr., P.E. / Vice President of Engineering

Print Name and Title of Vendor's Authorized Representative
On-Board Engineering Corporation

Vendor's Name
50 Millstone Rd.-Bldg. 300 / Suite 110

Vendor's Address (Street Address)
East Windsor, NJ 08520

Vendor's Address (City/State/Zip Code)

May 29, 2025

Date
22-2334744

Vendor's FEIN
609 945 8000

Vendor's Phone Number
609 945 8080

Vendor's Fax Number
Richard.Jervis@onboardusa.com

Vendor's Email Address

COUNTY COLLEGE OF MORRIS

SUSPENSION AND DEBARMENT CERTIFICATION

Vendor/Bidder/Contractor certifies that neither it nor its principals are debarred, suspended, proposed for debarment or declared ineligible by any Federal, or state agency.

Company Name: On-Board Engineering Corporation

Address: 50 Millstone Road / Bldg. 300 Suite 110

City: East Windsor

State: NJ 08520

Telephone: (609) 945-8000

Fax: (609) 945-8080

Email Address: Richard.Jervis@onboardusa.com

Authorized Signature _____

Printed Name: Richard M. Jervis Jr., P.E. / VP of Engineering

Date: May 29, 2025

This form must be returned with your bid/proposal