

PINELANDS REGIONAL SCHOOL DISTRICT

520 Nugentown Road
P.O. Box 248
Little Egg Harbor, NJ 08087-0248

Telephone (609) 296-3106
FAX (609) 294-9519



MARYANN BANKS, Ed. D.
Interim Superintendent

STEPHEN J. BRENNAN, M.B.A., C.P.A.
*Business Administrator/
Board Secretary*

December 15, 2017

Via E-Mail (opra+request-1103-70439dab@requests.opramachine.com)

Re: Open Public Records Act Request

As you know, I am the Business Administrator and Custodian of Records for the Pinelands Regional School District Board of Education (the "Board" or the "District"). I am in receipt of your request for records (the "Request") pursuant to the Open Public Records Act ("OPRA" or the "Act") which I received on December 13, 2017. The Request seeks:

"All contractual agreements, aside from the "full" 450 page roofing contract, between the district and all of the following contractors:

- Garrison architects, including but not limited to all subcontractors hired by Garrison.
- TTI
- Epic
- AHERA
- Synatech

Attached you will find the requested documents

Thank you for your courtesies. If I can be of any further assistance, please do not hesitate to contact me.

Sincerely,

Stephen J. Brennan, MBA, CPA
Business Administrator/Board Secretary



July 6, 2017

ROBERT N. GARRISON, RA, PP
BROOKS W. GARRISON, RA
ROBERT N. GARRISON, JR.

JONG L. HO, RA
FRANK J. DeFRANCO, RA
SCOTT C. McLAUGHLIN, RA
GLENN S. CLAYPOOL, A.I.A.

SHERRI CROSS - MURPHY
ERIC J. GEHRING
SHAWN FLAHERTY

Mr. Stephen J. Brennan, MBA, CPA
Business Administrator/Board Secretary
Pinelands Regional Board of Education
520 Nugentown Road
Little Egg Harbor, NJ 08087

Re: 2017-2018 Architect of Record

Dear Mr. Brennan:

Enclosed please find two (2) copies of our Architect of Record Agreement for the period of July 1, 2017 through June 30, 2018. Please send one (1) executed copy back to us for our files.

Also enclosed for your records are our Political Contribution Disclosure Form, NJ Business Registration, Disclosure of Investment Activities in Iran, Exhibit A Mandatory Affirmative Action Language and Certificate of Employee Information Report, as well as a Certificate of Insurance.

If you have any questions or require additional information, please call me. Thank you for the opportunity to be of service. We look forward to continuing to work with you.

Respectfully,

A handwritten signature in black ink, appearing to be 'R. Garrison, Jr.', written over the word 'Respectfully,'.

Robert N. Garrison, Jr.

Enclosures

ARCHITECT OF RECORD

AGREEMENT made this 6th day of July 2017, between the Pinelands Regional Board of Education, 520 Nugentown Road, Little Egg Harbor, NJ 08087 (hereinafter called the Board) and Garrison Architects, 713 Creek Road, Bellmawr, NJ 08031 (hereinafter called the Architect) for the period beginning July 1, 2017 through June 30, 2018.

WHEREAS, the Board is a public corporation duly embodied under the statutes of the State of New Jersey, more specifically Title 18A, and as such is charged with the operation of the Pinelands Regional Board of Education; and

WHEREAS, the Board contemplates undertaking various building projects designed to maintain and improve the physical condition of the existing school buildings within the District.

WHEREAS, the Architect is qualified to act as the Board's representative and agent in all phases of design and construction of these various projects of the Board and as such, agrees to assist and render services upon the terms and conditions provided in this agreement; and

WHEREAS, the Architect represents that they are licensed architects in the State of New Jersey and desire to provide professional services for the Board as hereinafter provided in this agreement; and

WHEREAS, the Architect will or did submit a proposal of charges for specific projects (renovation/new construction) or hourly rates of professionals to be employed in further of representation of the Board, said proposal and supplemental letter being attached hereto and made part of this agreement as "Schedule of Fees" and Appendix "A". In addition, Appendix "A" represents a schedule of reimbursement for additional services and reimbursable costs and expenses.

NOW, THEREFORE, the parties agree as follows.

1. ARCHITECT'S RESPONSIBILITIES

The Architect's services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the work. Upon request of the Board, the Architect shall submit for the Board's approval a schedule for the performance of the Architect's services which may be adjusted in writing by mutual agreement of the parties as any project proceeds, and shall include allowances for periods of time required for the Board's review and for approval of submissions by authorities having jurisdiction over any project. Time limits established by this schedule approved by the Board shall not, except for reasonable cause, be exceeded by the Architect or Board.

The Architect will follow the accepted standards of the profession in performing all services under this agreement.

2. SCOPE OF ARCHITECT'S BASIC SERVICES

A. The Architect's basic services shall be performed by the Architect in accordance with the customary AIA B141 Owner / Architect Agreement which description of basic services shall be incorporated herein and shall include the normal architectural services, structural, mechanical and electrical engineering services necessary to produce a reasonable complete accurate set of construction documents. Identification and/or removal of hazardous materials, geotechnical engineering and site survey work are not included in our basic fee services as they would be excluded from coverage by our Professional Liability Policy. In the event services which are not part of the architects' basic services such as asbestos, civil engineering or any other specialized engineering services are required, they will be contracted on an as-needed basis.

B. The Architect shall review and analyze programs furnished by the Board to ascertain the requirements of any project and shall arrive at a mutual understanding of such requirements with the Board and then commit such understanding to writing and shall furnish a copy of said understanding to the Board for approval before proceeding with preliminary designs.

C. The Architect shall act as the Board's representative/agent in all pertinent phases of design and construction including assisting the Board with all aspects of documents preparation. Any documentation prepared by Architect, shall comply with all applicable laws, statutes, ordinances, codes, orders, rules and regulations in force as of the date of development of the documents. It is understood by Board and Architect that approval by the Board shall be deemed to be approval of the concept but not the means, techniques or methods of construction.

D. The Architect will provide other services to the Board in further completing the various projects of the Board. Such other services shall include preparation of documents, preparation of bid documents for projects, administration of construction for said projects as may be agreed to between the parties. The Architect shall be responsible for providing administration of construction contracts on projects approved by the Board and assist in the coordination of services necessary in connection with the construction performed or equipment needed, including establishing and conducting regular meetings as deemed necessary for assessing the progress of the project and providing all reports necessary in and during the construction phase of the project including payment of contractors' bills.

E. The Architect shall be prepared to serve and shall serve when requested by the Board as a witness in connection with any public hearing, arbitration proceeding, legal proceeding or administrative law proceeding to which the Board or the Architect is a party concerning any project as part of its basic services.

F. The Architect shall also provide estimates of construction costs on proposed projects for approval by the Board or their representatives.

3. BOARD RESPONSIBILITIES

A. The Board shall provide when requested full information regarding requirements for any project, including a program which shall set forth the Board's objectives, schedule, constraints and criteria.

B. The Board will provide general budgetary information and in conjunction with and in agreement with will set the Project Budget.

C. In the event Architect determines any legal, accounting or insurance counseling services are necessary for the Board, said request shall be made to the Board in writing.

D. The Board shall, with the Architect's assistance, identify requirements for any project including a program which shall set forth the Board's objectives, schedule, constraints and criteria including space requirements and relationships, flexibility, expendability, special equipment, systems and site improvements.

E. Prompt written notice shall be given by the Board to the Architect if the Board becomes aware of any faults or defects in any project or nonconformance with contract documents, but the Board's failure or omission to do so shall not relieve the Architect of its responsibilities hereunder and the Board shall have no duty of observation, inspection or investigation.

4. CLAIMS AND DISPUTES

A. Claims, disputes or other matters in question between the parties to this Agreement arising out of or relating to this Agreement or breach thereof, shall be subject to and determined by a Court of competent jurisdiction venued in Ocean County, New Jersey.

B. Request for arbitration shall be filed in writing with the other party to this agreement. A request for arbitration shall be made within (30) thirty days after the claim, dispute or other matter in question that the parties became aware. In no event shall the request for arbitration be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statutes of limitations.

C. No arbitration arising out of or relating to this agreement shall include, by consolidation, joinder or in any other matter, an additional person or entity not a party to this agreement, except by written consent containing a specific reference to this agreement signed by the Board, Architect and any other person or entity sought to be joined. Consent to arbitration involving an additional person or entity shall not constitute to arbitration of any claim, dispute or other matter in question not described therein. The agreement to arbitrate and other agreements to arbitrate with any additional person or entity duly consented to by the parties to this agreement shall be specifically enforceable in accordance with the laws of the State of New Jersey in the superior court of New Jersey in Ocean County.

D. The award rendered by the arbitrator or arbitrators shall be final and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

5. TERMINATION, SUSPENSION OR ABANDONMENT

A. This agreement may be terminated by either party upon not less than seven (7) working days written notice should the other party fail substantially to perform in accordance with the terms of this agreement through no fault of the party initiating the termination.

B. This agreement may be terminated by the Board upon not less than seven (7) working days written notice to the Architect in the event that any project is abandoned. If any project is abandoned by the Board for more than ninety (90) consecutive days, the Architect may terminate this agreement by giving written notice.

C. Failure of the Board to make payments for longer than 90 calendar days to the Architect in accordance with this agreement and the schedule of payments agreed to between the parties shall be considered substantial nonperformance and cause of termination.

D. In the event of termination not the fault of the Architect, the Architect shall be compensated for services performed to date prior to termination.

E. Notwithstanding any of the above contract language, either party may terminate this agreement without cause upon giving the other party sixty (60) days written notice of intention to terminate.

6. GOVERNING LAW, ASSIGNMENTS, REPRESENTATIONS

A. Unless otherwise provided, this agreement shall be governed by the laws of the State of New Jersey.

B. The Board and the Architect respectively bind themselves, their partners, successors, assigns and legal representatives to the other party to this agreement and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants of this agreement. Neither Board nor Architect shall assign this agreement without the written consent of the other.

C. This agreement represents the entire integrated agreement between the Board and the Architect and supersedes all prior negotiations, representation or agreements, either written or oral. This agreement may be amended only by written instrument signed by both the Board and the Architect.

7. PAYMENTS TO THE ARCHITECT

Payments to on account of the Architect's services shall be made monthly upon representation of the Architect's statement of services rendered and completion of affidavit of services provided in accordance with the Board's payment procedures.

8. BASIS OF COMPENSATION

The Board shall compensate the Architect for the scope of services provided in accordance with the attached "Schedule of Fees".

9. NOTICES

All notices and other communications shall be sent by certified mail, return receipt requested, and shall be deemed to have been given when sent to the parties at their respective addresses as set forth above, unless a different address has been selected after the execution of the agreement and has been duly communicated to the party given notice.

10. LEGAL CONSTRUCTION

In case any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, the invalidity, illegality or enforceability shall not effect any other provisions of this agreement and this agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained in it.

11. NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY PROVISIONS

11.1 For Projects subject to the provisions of the New Jersey Educational Facilities Construction and Finance Act, P.L. 2000, c. 72, enacted on July 18, 2000 and amended on August 6, 2007 by P.L. 2007, c. 137 (The ACT), the Architect agrees to comply with all requirements imposed upon the Board and by the New Jersey Schools Development Authority "Development Authority" in connection with the Board's application for a Grant therefrom to partially finance the Work. In the event of any inconsistencies between the Development Authority requirements and any other provisions of the Contract Documents, the Development Authority requirements shall prevail. The applicable Development Authority requirements include the following [references in brackets are applicable provisions of the current Development Authority Section 15 Grant Agreement]:

11.2 Architect understands that it may be debarred, suspended or disqualified from contracting and/or working on the Project if found to have committed any of the acts listed in N.J.A.C. 38A-4.1 et seq., N.J.A.C. 17:19-3.1 et seq. or 6:20-7.1 et seq. or any applicable regulation issued by the Financing Authority (e.g., N.J.A.C. 19:30-2.1 et seq.) or the Development Authority (e.g., N.J.A.C. 19:38A-4.1 et seq.) [3.3.3.1 & 2].

11.3 Architect agrees to comply fully with the anti-discrimination provisions of N.J.S.A. 10:2-1 et seq., the New Jersey Law Against Discrimination, N.J.S.A. 10:5-1 et seq., N.J.A.C. 17:27-1.1 et seq. and N.J.A.C. 6:4-1.6. Architect agrees by contract and guarantee to afford equal opportunity in accordance with an affirmative action program approved by the State Treasurer. During the term of this Contract, Architect shall abide by the following provisions: [3.5]

11.3.1 Architect shall not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Architect shall take affirmative action to ensure that such applicants are recruited and employed, that employees are treated during employment without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Architect agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause. [3.5.1]

11.3.2 Architect, in all solicitations or advertisements for employees placed by or on behalf of the Architect, shall state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. [3.5.2]

11.3.3 Architect shall send to each labor union or representative of workers with which the Architect has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the Board, advising the labor union or workers' representative of the Board's and Architect's commitments regarding nondiscrimination and shall post copies of the notice in conspicuous places available to employees and applicants for employment. [3.5.3]

11.4 Architect represents that, to the best of its knowledge, none of its employees are engaged in conduct which constitutes a conflict of interest under, or a violation of, the School Ethics Law, N.J.S.A. 18A:12-21 et seq. and N.J.A.C. 6A:28-1.1 et seq. [3.6.2]

11.5 This contract is assignable to the Development Authority. [3.7]

11.6 Architect agrees to diligently pursue the construction of the Project and its other responsibilities under this Agreement. [3.11.1]

11.7 Pursuant to Section 5.3 of the NJSDA Grant Agreement and its subsections, The Development Authority, the Financing Authority, the New Jersey State Police, the DOE, the DCA and the DOL, as well as their respective agents, may at their discretion and cost, investigate, audit, examine and inspect the activities, documents, work product arising from audits, records and accounts (pertaining to the Project) of the District.

Garrison Architects will maintain all records and accounts for the project necessary to evidence compliance with the ACT, NJSDA Agreement, the PSAL, the Grant Agreement and all relevant laws and

regulations, and to submit these records and accounts to the Development Authority, the Financing Authority, the DCA, the DOL and the New Jersey State Police or their agents at their request.

Garrison Architects will retain financial records, supporting documents and all other records which relate in any way to the School Facilities Project and/or to the Grant, during the Term of the Agreement and for ten (10) years after Closeout, provided however, if any litigation, claim or audit relating to the School Facilities Project and/or the Grant is commenced prior to the Expiration, such records and documents shall be retained until all litigation, claims or audit findings involving the records have been resolved.

The Financing Authority or the Development Authority may request transfer of certain records to its custody from the District and the Contracted Parties for a maximum period of ten (10) years after the Expiration Date in the event that the Financing Authority or the Development Authority determines, at their discretion, that such records possess long-term retention value. The Financing Authority and the Development Authority will make arrangements with Garrison Architects to reproduce or share retention, at the Financing Authority's and/or the Development Authority's expense, of any records that are continuously needed for joint use.

12. SOLICITATIONS

Garrison Architects in all solicitations or advertisements for employees placed by or on behalf of the District and its Contracted Parties state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

13. OTHER CONDITIONS OF SERVICE

A. It shall be the duty of the Architect throughout the term of this agreement, as part of basic services, to make a prompt written record of all meetings, conferences, discussions and decisions made between and/or among the Board, the Architect and contractor during all phases of any project and concerning any material condition in the requirements, scope, performance and/or sequence of the work and to provide promptly a copy of such record to the Board or the contractor.

B. The Architect shall maintain in force and effect for the life of the Project the following minimum types and levels of coverage. These coverages shall be maintained from one or more insurance companies licensed to do business in the State and rated as A or better as determined by A.M. Best Company or through formal, fully funded self-insurance programs authorized by law and acceptable to the Board and the Development Authority. All policies shall incorporate a provision requiring the giving of written notice to the Board and to the Development Authority by certified mail, return receipt requested, at least thirty (30) days prior to the cancellation or non-renewal of any such policies. The Architect shall submit two certificates of such insurance to the Board, and the Board shall forward one to the Development Authority. The minimum required coverages are:

- a. Professional Liability Insurance (Errors and Omissions). Such coverage shall not be less than \$1,000,000 per claim and shall cover a period from the commencement of the Architect's work on the Project to a date five (5) years after the date of final payment by the Development Authority or, if said coverage is not commercially available for such term, then for such term as is commercially available. [5.7.1]
- b. Commercial General Liability Insurance. Basic coverage shall not be less than \$1 million. Policy shall name the Board, the State of New Jersey, the NJ Department of Education, the New Jersey Schools Development Authority, and

the New Jersey Economic Development Authority are named as additional insured with respect to commercial general liability. [5.7.2.]

c. Workers Compensation Insurance. Such coverage shall be as follows [5.7.3.]:

1. Workers' Compensation Statutory
2. Employers' Liability \$500,000

d. Comprehensive Automobile Liability Insurance. Such policy shall include coverage for all owned, non-owned and hired vehicles, covering bodily injury and property damage in the amount of \$1 million combined single limit. Policy shall name the Board, the State of New Jersey, the NJ Department of Education, the New Jersey Schools Development Authority, and the New Jersey Economic Development Authority are named as additional insured with respect to automotive liability. [5.7.5]

C. All documentation relating to the project feasibility, design and construction are property of the Board.

D. The Architect assumes no liability for plan changes that are required as part of an agency's review process, nor any liability for further ramifications which occur as a result.

E. The Architect offers no warranties or guarantees associated with the services rendered under this contract. It is understood that the services rendered shall be of the same "standard of care" as offered by other professionals in this field.

IN WITNESS WHEREOF, the undersigned have executed this agreement as of the day and year first above written.

ATTEST:


Kevin Nutt
(print name)

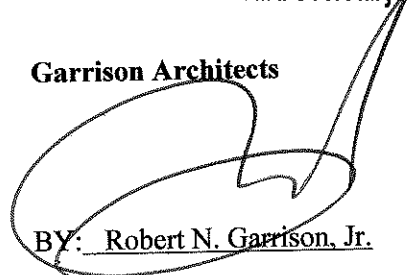
Pinelands Regional Board of Education

BY: 
Stephen J. Brennan, MBA, CPA
(print name)
School Business Administrator/
Board Secretary

ATTEST:


Joanne Chesterman

Garrison Architects


BY: Robert N. Garrison, Jr.

APPENDIX A
GARRISON ARCHITECTS' SCHEDULE OF FEES
2017 - 2018

1. Reports, surveys and studies - hourly fee, if incorporated into a construction project, the report fee will be credited to the design phase. See Standard Fee Schedule

2. Renovations/Alterations only (based on estimated or actual project cost whichever is greater):

a.	Project up to \$100,000	-	<u>12.0%</u>
b.	Projects between \$100,000 - \$250,000	-	<u>11.0%</u>
c.	Projects between \$250,000 - \$400,000	-	<u>10.5%</u>
d.	Projects between \$400,000 - \$550,000	-	<u>10%</u>
e.	Projects between \$550,000 - \$700,000	-	<u>9.5%</u>
f.	Projects between \$700,000 - \$850,000	-	<u>9.0%</u>
g.	Projects between \$850,000 - \$1,000,000	-	<u>8.5%</u>
h.	Projects over \$1,000,000	-	<u>8.0%</u>

3. Additions with renovations (based on the size of the addition):

a.	Projects up to 5,000 sq. ft.	-	<u>10.0%</u>
b.	Projects between 5,000 - 10,000 sq. ft.	-	<u>9.5%</u>
c.	Projects between 10,000 - 20,000 sq. ft.	-	<u>9.0%</u>
d.	Projects between 20,000 - 30,000 sq. ft.	-	<u>8.5%</u>
e.	Projects over 30,000 sq. ft.	-	<u>8.0%</u>
f.	Projects over 40,000 sq. ft.	-	<u>7.5%</u>

4. New Construction (based on size of the building):

a.	Projects up to 50,000 sq. ft.	-	<u>8.0%</u>
b.	Projects 50,000 - 125,000 sq. ft.	-	<u>7.5%</u>
c.	Projects over 125,000 sq. ft.	-	<u>7.25%</u>

5. Technology Information, Security, Telecommunication equipment - preparation of detailed plans and specifications, only as directed by the Board of Education, at a flat fee of 10 %

6. Development and Update of Five Year Maintenance and Capital Improvement Plan shall be billed hourly at the rate of \$85.00 per hour.

Schematic Design	20%
Design Development	20%
Construction Documents	35%
Bidding and Negotiation	5 %
Construction Administration	20%

APPENDIX A
STANDARD FEE SCHEDULE

1. ADDITIONAL SERVICES

1.1 The Pinelands Regional Board of Education shall pay for additional services performed by Garrison Architects at the request or with the authorization of the Pinelands Regional Board of Education, at the following rates, which are subject to adjustment during the months of June and December of each calendar year, or a percentage of the project cost or a negotiated fee agreed upon by all parties.

The hourly rate will be \$150.00 per hour for Principals Robert N. Garrison, RA, PP, Robert N. Garrison, Jr., and Brooks W. Garrison, RA. Senior Architect, Jong L. Ho, RA, will be billed at the rate of \$125.00 per hour. Project Architects Frank J. DeFranco, RA, Glenn S. Claypool, AIA and Scott C. McLaughlin, RA will be billed at the rate of \$110.00 per hour. Project Directors Sherri Cross-Murphy and Shawn Flaherty will be billed at the rate of \$95.00 per hour. Computer Design time will be billed at the rate of \$65.00 per hour. Drafting will be billed at the rate of \$55.00 per hour and clerical at the rate of \$35.00 per hour.

1.2 Such additional services shall include, but not limited to: (a) the preparation of additional studies, Incorporation of criteria changes; (b) changes in governmental policies; (c) coordination and review of work by others on project; (d) if attendance at and/or preparation for meetings, hearings, etc. exceed contract allowance (e) contractor defaults or major workmanship defects; and (f) other services similar to those set forth in the Scope of Services and not otherwise covered by the Agreement.

2. REIMBURSABLE COSTS AND EXPENSES

The Base Fee and fees for additional services do not include the following reimbursable costs and expenses, which shall be reimbursed to Garrison Architects by the Pinelands Regional Board of Education, in accordance with the agreement:

A. All postage, shipping charges, and other similar charges will be billed at 1.1 times the amounts billed to Garrison Architects. Reproduction of prints will be billed at \$1.90 per size 6 sheet, \$2.25 per size 9 sheet and mylar sepia's at \$15.00 per sheet. Laminating of a foam core presentation board will be billed at the rate of \$50.00 per board. Color reproductions will be billed at the rate of .25¢ each for 8-1/2" x 11" and .50¢ each for 11" x 17".

B. Fees paid for securing approval of authorities having jurisdiction over the project.

C. Perspectives and renderings not described in the Scope of Services prepared by the Pinelands Regional Board of Education's request.

D. Fees paid for consultants performing functions for Garrison Architects outside the Scope of Services in the Agreement when such services are requested by the Pinelands Regional Board of Education will be billed at 1.25 times the amount of the Consultant's invoice.

E. Other costs and expenses similar to those set for the above incurred at the Pinelands Regional Board of Education's written request.



GARRARC-01

JMANNERS

DATE (MM/DD/YYYY)

05/30/2017

CERTIFICATE OF LIABILITY INSURANCE

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 Hardenbergh Insurance Group PO Box 8000 Marlton, NJ 08053	CONTACT NAME: Jamie L Manners	
	PHONE (A/C, No, Ext): (856) 890-7122	FAX (A/C, No):
INSURED Garrison Architects PC Robert N. Garrison Assoc. PC 713 Creek Road Bellmawr, NJ 08031	E-MAIL ADDRESS: jmanners@hig.net	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Travelers Indemnity Co.	
	INSURER B: Travelers Indemnity Co of CT	
	INSURER C: Hanover Insurance Company	
	INSURER D:	
INSURER E:		
INSURER F:		

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:	X	X	6809H832553	06/01/2017	06/01/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	X	X	BA1A177437	06/01/2017	06/01/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000	X	X	CUP1A181451	06/01/2017	06/01/2018	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NJ) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N ☒ N		N/A	UB3717T50317	06/01/2017	06/01/2018	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	☒ Professional Liab			LHYD26794407	06/01/2017	06/01/2018	Per Claim \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
THE STATE OF NJ, NJ DEPT OF EDUCATION, NJ SCHOOLS DEVELOPMENT AUTHORITY, NJ ECONOMIC DEVELOPMENT AUTHORITY & CAMDEN BOARD OF EDUCATION ARE NAMED AS ADDL INSDS UNDER THE GENERAL LIABILITY & BUSINESS AUTO POLS AS REQUIRED BY WRITTEN CONTRACT AS RESPECTS CAMDEN SCHOOL DISTRICT

CERTIFICATE HOLDER

Pinelands Regional Board of Education
520 Nugentown Road
Little Egg Harbor Twp, NJ 08087

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

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant To N.J.S.A. 19:44A-20.26

This form or its permitted facsimile must be submitted to the local unit
no later than 10 days prior to the award of the contract.

Part I - Vendor Information

Vendor Name:	Garrison Architects		
Address:	713 Creek Road		
City:	Bellmawr	State:	NJ
		Zip:	08031

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

Signature

Robert N. Garrison, Jr.
Printed Name

President
Title

Part II - Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

☐ Check here if disclosure is provided in electronic form.

Contributor Name	Recipient Name	Date	Dollar Amount
Garrison Architects	Simmons, Barnes & Jefferson for Freeholder	1/5/17	\$4,000.00
Garrison Architects	EFO Carol Musso	1/5/17	\$500.00
Garrison Architects	EFO Cappelli for Freeholder	1/5/17	\$1,500.00
Garrison Architects	EFO Nilsa Cruz-Perez	3/31/17	\$750.00
Garrison Architects	EFO Gabriela Mosquera for Assembly	3/31/17	\$350.00
Garrison Architects	EFO Patricia Egan Jones for Assembly	3/31/17	\$350.00
Garrison Architects	EFO Carol Musso	3/31/17	\$500.00
Garrison Architects	Jim Beach for Senate	3/31/17	\$500.00
Garrison Architects	EFO John Burzichelli	4/27/17	\$1,000.00
Garrison Architects	EFO Jack Surrency	5/16/17	\$500.00
Garrison Architects	Simmons, Barnes & Jefferson for Freeholder	5/16/17	\$2,000.00
Garrison Architects	Hogan for Clerk	5/16/17	\$2,500.00
Garrison Architects	EFO Young for Freeholder	5/31/17	\$2,500.00

☐ Check here if the information is continued on subsequent page(s)

STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business:

☒ I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

☐ I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

☐ Partnership

☐ Corporation

☐ Sole Proprietorship

☐ Limited Partnership

☐ Limited Liability Corporation

☐ Limited Liability Partnership

☒ Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

Name: Robert N. Garrison, RA, PP	Name: Robert N. Garrison, Jr.
Home Address: 156 Seabreeze Avenue Palm Beach, FL 33480	Home Address: 1 Sunset Court Moorestown, NJ 08057
Name: Brooks W. Garrison	Name:
Home Address: 901 Borton Landing Road Moorestown, NJ 08057	Home Address:
Name:	Name:
Home Address:	Home Address:

Subscribed and sworn before me this 6th day of July, 2017

(Notary Public)

My Commission expires:

CHARLOTTE J. WILKINSON

NOTARY PUBLIC OF NEW JERSEY

My Commission Expires 11/19/2018

(Affiant)

Robert N. Garrison, Jr., President

(Print name & title of affiant)

(Corporate Seal)

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE N.J.S.A. 10:5-31 et seq. (P.L.1975, c.127) N.J.A.C. 17:27 et seq.

GOODS, GENERAL SERVICES, AND PROFESSIONAL SERVICES CONTRACTS

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

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

EXHIBIT A (Cont)

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

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

Letter of Federal Affirmative Action Plan Approval;

Certificate of Employee Information Report; or

Employee Information Report Form AA-302 (electronically provided by the Division and distributed to the public agency through the Division's website at: http://www.state.nj.us/treasury/contract_compliance/).

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to N.J.A.C. 17:27-1.1 et seq.

Vendor Name: Garrison Architects

Date: 7/6/17

Signature: _____

Robert N. Garrison, Jr.
President



State of New Jersey

CHRIS CHRISTIE
Governor
KIM GUADAGNO
Lt. Governor

DEPARTMENT OF THE TREASURY
DIVISION OF PURCHASE & PROPERTY
CONTRACT COMPLIANCE AUDIT UNIT
EEO MONITORING PROGRAM
P.O. BOX 206
TRENTON, NJ 08625-0206

ANDREW P. SIDAMON-ERISTOFF
State Treasurer

ISSUANCE OF CERTIFICATE OF EMPLOYEE INFORMATION REPORT

Enclosed is your Certificate of Employee information Report (hereinafter referred to as the "Certificate" and issued based on the Employee Information Report (AA-302) form completed by a representative of your company or firm. Immediately upon receipt, this certificate should be forwarded to the person in your company or firm responsible for ensuring equal employment opportunity and/or overseeing the company or firm's contracts with public agencies. Typically, this person may be your company or firm's Human Resources Manager, Equal Employment Opportunity Officer or Contract Administrator. If you do not know to whom the certificate should be forward, kindly forward it to the head of your company or firm. Copies of the certificate should also be distributed to all facilities of your company or firm who engage in bidding on public contracts in New Jersey and who use the same federal identification number and company name. The certificate should be retained in your records until the date it expires. This is very important since a request for a duplicate/replacement certificate will result in a \$75.00 fee.

On future successful bids on public contracts, your company or firm must present a photocopy of the certificate to the public agency awarding the contract after notification of the award but prior to execution of a goods and services or professional services contract. Failure to present the certificate within the time limits prescribed may result in the awarded contract being rescinded in accordance with N.J.A.C. 17:27-4.3b.

Certification 5898

CERTIFICATE OF EMPLOYEE INFORMATION REPORT RENEWAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of **15-NOV-2012** to **15-NOV-2019**

GARRISON ARCHITECTS
713 CREEK ROAD
BELLMAR

NJ 08031



Andrew P. Sidamon-Eristoff
State Treasurer

10/26/15

Taxpayer Identification# 232-398-064/000

Dear Business Representative:

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

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

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

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

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

I wish you continued success in your business endeavors.

Received

OCT 30 2015

Garrison Architects

Sincerely,



James J. Fruscione
Director
New Jersey Division of Revenue

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE

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

TAXPAYER NAME:

GARRISON ARCHITECTS PC

ADDRESS:

**713 CREEK ROAD
BELLMAWR NJ 08031**

EFFECTIVE DATE:

12/25/14

TRADE NAME:

SEQUENCE NUMBER:

1921747

ISSUANCE DATE:

10/26/15



Director
New Jersey Division of Revenue

FORM-BRC

104-081-0200-000

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

Board of Education
STATE OF NEW JERSEY – DIVISION OF PURCHASE AND PROPERTY
DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN

Quote Number: _____

Bidder/Offeree: **Garrison Architects**

PART 1: CERTIFICATION

BIDDERS MUST COMPLETE PART 1 BY CHECKING EITHER BOX

FAILURE TO CHECK ONE OF THE BOXES WILL RENDER THE PROPOSAL NON-RESPONSIVE

Pursuant to public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25Listpdf>. Bidders must review this list prior to completing the below certification. **Failure to complete the certification will render a bidder's proposal non-responsive.** If the Director finds a person or entity to be in violation of 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.

PLEASE CHECK THE APPROPRIATE BOX:

☒ I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed above nor any of the bidder's parents, prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and authorized to make this certification on its behalf. **I will skip Part 2 and sign and complete the Certification below.**

OR

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

PART 2: PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN –

You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the box below.

PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION.

Name: _____	Relationship to Bidder/Offeree: _____
Description of Activities _____	
Duration of Engagement _____	Anticipated Cessation Date _____
Bidder/Offeree Contact Name _____	Contact Phone Number _____

Certification: I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity. I acknowledge that the State of New Jersey is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the State to notify the State in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the State of New Jersey and the State at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print): **Robert N. Garrison, Jr.** Signature: _____
Title: **President** Date: _____
Name of Company: **Garrison Architects** City/State/Zip: **Bellmawr, NJ 08031**



October 17, 2017

Mr. Stephen J. Brennan, MBA, CPA
Business Administrator/Board Secretary
Pinelands Regional School District
520 Nugentown Road
Little Egg Harbor, New Jersey 08087

**Reference: *Roof Asbestos Abatement Management and Project Monitoring*
 Pinelands Regional High School
 *TTI Proposal No. 17-1224 Revised***

Dear Mr. Brennan:

TTI Environmental, Inc. (TTI) is pleased to provide you this proposal for activities related to the scheduled Asbestos abatement on the roof at the Pinelands Regional High School. TTI will provide all required ASCM project monitoring services, and prepare a comprehensive written final abatement monitoring report at the completion of work. This proposal also includes all of the additional testing that was conducted regarding your roof project. Any additional abatement activities required for this renovation project outside of the above-mentioned scope may require a change order. The following items and associated costs shall apply to this proposal:

<u>ITEM</u>		<u>COST</u>
Principal Est. (30) hours	@\$90.00/hour	\$2,700.00
Project Manager Est. (150) hours	@\$85.00/hour	\$12,750.00
Industrial Hygienists (regular hours) Est. (400) hours	@\$68.00/hour	\$27,200.00
Industrial Hygienist (off hours) Est. (200) hours	@\$80.00/hour	\$16,000.00
Technical Administrator Est. (15) hours	@\$62.00/hour	\$930.00
Lead in Paint Chips by Flame AAS (3 hr. TAT) Est. (10) sample	@\$50.00/sample	\$500.00
PLM Bulk analysis (3 hr. TAT) Est. (30) samples	@\$35.00/sample	\$1,050.00
TEM NOBs (24 hr. TAT) Est. (50) samples	@\$65.00/sample	\$3,250.00
TEM Air (6 hr. TAT) Est. (50) samples	@\$105.00/sample	\$5,250.00
TEM Air (3 hr. TAT) Est. (25) samples	@\$365.00/sample	\$9,125.00



TTI ENVIRONMENTAL, INC.

www.ttienv.com

Corporate Office

1253 North Church Street, Moorestown, NJ 08057

o 856-840-8800 f 856-840-8815

Consulting | Contracting | Engineering

TEM Air (4 hr. TAT) Est. (10) samples	@\$235.00/sample	\$2,350.00
TO+15 VOCs and Hydrocarbon Analysis (1 day TAT) Est. (8) samples	@\$1,655.00/sample	\$13,240.00
TO+15 VOCs and Hydrocarbon Analysis (3 day TAT) Est. (15) samples	@\$1,050.00/sample	\$15,750.00
Laboratory prep fees		\$294.00
ESTIMATED PROJECT TOTAL		\$110,389.00



GENERAL TERMS & CONDITIONS

Warranty

TTI warrants that its services are performed in accordance with the standards for professional services at the time those services are rendered. TTI warrants that it is familiar with the State, Federal and local laws and regulations governing the services to be provided under this contract and further warrants that it will comply fully with all such laws and regulations, including obtaining any required permits or making any required filings, in the performance of the work covered by this contract. TTI agrees to notify the **Pinelands Regional Board of Education** immediately of any occurrence or condition associated with its performance of services that may require notification to regulatory authorities. Except as provided herein, no other warranty or representation, either expressed or implied is included or intended in its proposals, contracts, and reports.

Liability

TTI's Commercial General Liability shall not exceed \$5,000,000 per occurrence.

TTI's Pollution/Professional and Errors/Omissions Liability shall not exceed \$5,000,000 for total allowable losses.

TTI's Automobile Liability for bodily injury/property damage shall not exceed \$5,000,000 per occurrence.

Payment Terms - Invoicing

Invoices will be issued at the completion of work, delivery of materials and/or the end of each month, payable net ten (10) days from the date of the invoice.

Interest of 1-1/2% per month (but not exceeding the maximum rate allowable by law) will be payable on any amount not paid within 30 days, payment thereafter to be applied first to accrued interest and then to the principal unpaid amount. Any attorney's fees or other costs in collecting any delinquent amount shall be paid by the client.

In the event that the client requests termination of the work prior to the completion of a report, TTI reserves the right to complete such analyses and records as are necessary to place its files in order and where considered by it necessary to protect its professional reputation, to complete a report on the work performed to date. A termination charge to cover the cost thereof in an amount not to exceed 30% of all charges incurred up to date of the stoppage of the work may, at the discretion of TTI be made.

The pricing quoted herein will remain in effect for a period of 60 days from the date of this quotation. After this time period, TTI reserves the right to revise the quotation. This proposal is based on regulations currently in effect. Should any regulations change, TTI reserves the right to amend this proposal.



It should be noted that this is an estimate based on the anticipated scope of work and that an ASCM firm, by law, must oversee the entire project during the asbestos abatement procedures. Therefore, it is unknown how long the selected abatement contractor will take to complete the project. TTI has estimated the amount of time an Asbestos Safety Technician will be required to be on site and how many samples will be required to complete the project. TTI will maintain communication with the selected abatement contractor will notify **Pinelands Regional Board of Education** of any project changes.

Your acceptance and authorization to proceed with this project may be accomplished by issuance of a Purchase Order.

We appreciate the opportunity for allowing TTI to provide you with professional services. If you have any questions, please feel free to contact us at any time.

Respectfully submitted,

TTI ENVIRONMENTAL, INC.

James Guilardi
Director, Industrial Hygiene Division/Project Manager

Proposal Estimate: **\$110,389.00**

Accepted and Authorized by: **Pinelands Regional Board of Education**

Signature

Date

Print Name

Title

Email

Office Phone

Cell Phone

Fax Number



TTI ENVIRONMENTAL, INC.

www.ttienv.com

Corporate Office

1253 North Church Street, Moorestown, NJ 08057

o 856-840-8800 f 856-840-8815

Consulting | Contracting | Engineering

September 6, 2017

Mr. Stephen J. Brennan
School Business Administrator
Pinelands Regional Board of Education
520 Nugentown Road
Little Egg Harbor, NJ 08087

Re: Request for Proposals (RFP) Environmental Services RFP#2018-01

Dear Mr. Brennan:

TTI Environmental, Inc. (TTI) is pleased to submit our response for your Request for Proposal for providing Environmental Services for your contract opportunity. TTI has been providing various environmental consulting services to schools throughout New Jersey and Pennsylvania for over thirty-two (32) years.

TTI is a multi-discipline environmental services corporation providing professional environmental consulting and contracting services, and is a Service Disabled Veteran Owned Small Business (SDVOSB) founded in 1985, with 50 full-time employees who maintain over 50 professional licenses and certifications relevant to Environmental Consulting, Industrial Hygiene, Environmental Health & Safety and Storage Tank Management services.

TTI is qualified, organized, and experienced to provide the Pinelands Regional BOE with professional environmental consulting services for this contract. TTI can assure Pinelands Regional BOE that we can provide the required services in a manner that will far exceed its expectations in terms of efficiency, time for completion, and quality.

TTI did not receive or notice any amendments for this RFP.

We appreciate the opportunity to submit our proposal and your consideration of our qualifications and experience, and look forward to working with your school district. Should you have any questions regarding our proposal, please contact me: susant@ttienv.com or 609-410-6335.

Sincerely,

TTI ENVIRONMENTAL, INC.

Susan Thames
Associate Director

Enclosure

TTI ENVIRONMENTAL, INC.

1253 NORTH CHURCH STREET, MOORESTOWN, NJ 08057
A Service Disabled Veteran Owned Small Business (SDVOSB)



September 6, 2017

**PINELANDS REGIONAL BOARD OF EDUCATION
REQUEST FOR PROPOSAL
ENVIRONMENTAL CONSULTANT SERVICES RFP #2018-01**

PREPARED FOR

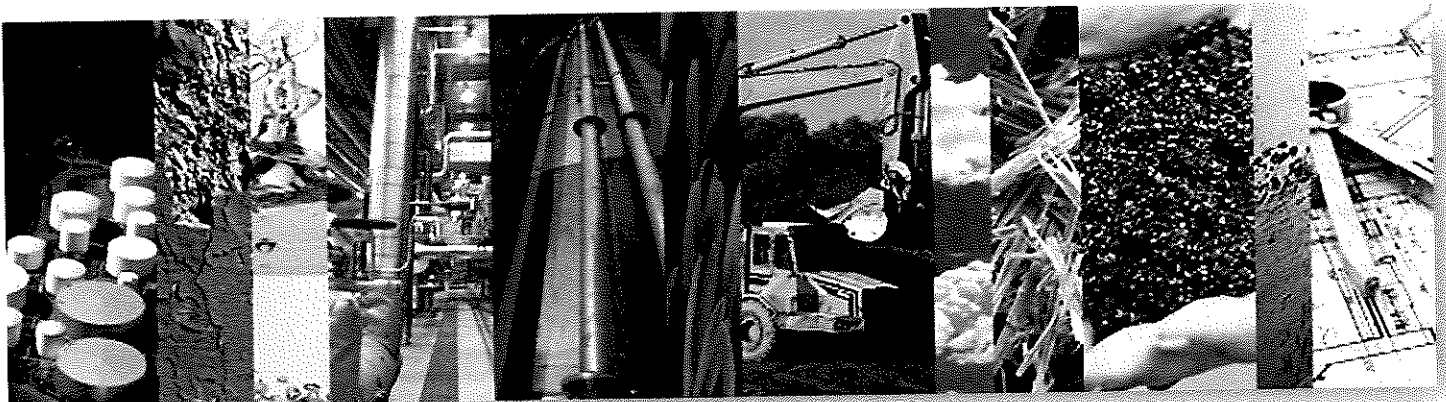
Pinelands Regional Board of Education

520 Nugentown Road
Little Egg Harbor, NJ 08087

SUBMITTED BY

A handwritten signature in cursive script, appearing to read 'Susan Thames'.

Susan Thames
Associate Director





ENVIRONMENTAL CONSULTANT SERVICES

TTI is confident that our firm can provide the **Pinelands Regional Board of Education** with the utmost professional services, expertise and experience. For over thirty-two (32) years, TTI has been providing services to school districts. School districts are our most serviced clientele. All of our school clients look for us to support them with their environmental compliance issues whether it be routine or during construction projects. We maintain a reputation of providing services on projects on time and within budget.

TTI is located in Moorestown, NJ. We will be available at all times to respond to questions related to this project.

TTI, founded in 1985 and incorporated under the laws of the State of New Jersey, is a multi-disciplined environmental services organization providing professional consulting, contracting, and engineering services. TTI is a Service Disabled Veteran Owned Small Business (SDVOSB) that provides sound solutions for environmental challenges to meet the needs of our diverse clients. TTI provides nationwide services to local, state, and federal governments, private, commercial, industrial, and construction clients as well as to other professional firms.

TTI's Environmental Consulting Division includes three departments: Industrial Hygiene, Environmental Consulting and Environmental Health & Safety. These departments provide services which include environmental consulting, Licensed Site Remediation Professionals (LSRP) consulting, environmental health & safety, asbestos, lead based paint and mold inspections, asbestos abatement specification design and management and air monitoring, indoor air quality, lead in water compliance, mercury testing, Title V permitting and training.

TTI's Industrial Hygiene Department includes staff who maintain all relevant licenses including USEPA Asbestos Building Inspector, Management Planner, Abatement Designer, NJ Asbestos Safety Technician, NJ Lead Inspector/Risk Assessor, and Council Certified Microbial Consultant.

TTI's Tank Services Division includes a Construction Division and Inspection Division. This department performs aboveground and underground storage tank removals, installations and upgrades. This division owns and operates TTI's own heavy equipment.

TTI's Environmental Consulting Division is licensed by the New Jersey Department of Environmental Protection (NJDEP), New Jersey Department of Community Affairs (NJDEA), and prequalified by the Division of Property Management and Construction (DPMC).



ENVIRONMENTAL CONSULTANT SERVICES

TTI is capable of performing a wide variety of environmental consulting projects beneficial to the **Pinelands Regional Board of Education**. Typical services include the following:

- Hazardous Material Surveys & Abatement Design
- Air Monitoring
- Licensed Site Remediation Professional Oversight
- Preliminary Site Assessments
- Site Investigations
- Remedial Investigations
- Remedial Alternative Selection and Evaluation
- Soil and Groundwater Remedial Action Permits
- Underground Storage Tank Investigations
- Compliance Audits/Resolutions
- Field Sampling & Laboratory Analysis Programs
- Air Permitting
- Safety Consulting & Training
- Storage Tank Compliance Audits

TTI provides a diversified range of compliance services for both public and private clients. TTI has qualified and experienced personnel to assist facilities in achieving and maintaining compliance with applicable local, state, and federal regulatory programs. TTI's has a \$4.0 million bonding capacity and our comprehensive insurance of \$5.0 million in Professional/Pollution coverage exceeds most industry standards.

TTI has developed and actively maintains a comprehensive OSHA based safety program for its workforce. Components include policy, written procedures, medical surveillance, training and disciplinary policy. TTI trains its employees annually on the topics below and holds routine safety meetings. TTI's program includes written procedures for the following programs:

- | | |
|---------------------------|---------------------------------------|
| • Health and Safety Plan | • Hazardous Substances (HAZCOM) |
| • Accident Reporting | • Medical Surveillance Program |
| • Confined Space | • Personal Protection Equipment (PPE) |
| • Emergency Planning | • Respiratory Protection |
| • Environmental Awareness | • Equipment Operation |
| • Fall Protection | • Excavation and Trenching |
| • Electrical Safety | • Hand and Power Tools |
| • Lockout/Tagout (LOTO) | |



ENVIRONMENTAL CONSULTANT SERVICES

TTI's Industrial Hygiene Division will work with you and your school district on this project. TTI's IH Division Director Jim Guilardi will assign a dedicated Project Manager. Our Project Manager will be available for meetings and calls any time to respond to questions and/or concerns. Our Project Manager is supported by qualified and experienced technicians. TTI's IH staff maintains the following professional certifications/licenses relevant to this contract:

- **American Industrial Hygiene Association** – Asbestos Analyst Registry
- **N.J. Department of Community Affairs/Bureau of Code Services**
Licensed Asbestos Safety Technician
- **N.J. Department of Environmental Protection** – Licensed Site Remediation Professional (LSRP)
- **N.J. Department of Labor** – Certified Contractor Supervisor
- **U.S. Environmental Protection Agency – Asbestos Hazard Emergency Response Act (AHERA)** Certified Asbestos Building Inspector, Certified Asbestos Management Planner, Certified Asbestos Project Designer
- **N.J. Department of Health (NJDOH)**, Licensed Lead Inspector/
Risk Assessor, Licensed Lead Supervisor

TTI is a New Jersey Asbestos Safety Control Monitoring (ASCM) firm (No. 00003) and our staff includes six (6) licensed Asbestos Safety Technicians.



ENVIRONMENTAL CONSULTANT SERVICES

JIM GUILARDI
Director, Industrial Hygiene Department

EXPERIENCE

Senior Project Manager for TTI Environmental, Inc.

- Management of clients, supervision and management of asbestos abatement contractors and air sampling technicians.
- Intermediary between state compliance officials and construction management firms to insure safe and expeditious work practices regarding asbestos abatement.
- Participation in business development organizations
- Performance of sales presentations for large-scale clients.
- Participation in Environmental Health & Safety projects.
- Perform asbestos abatement design. Experienced in building surveys, preparation of abatement specifications, contractor evaluation and on-site monitoring.
- Conduct air asbestos exposure assessments. Tasks include identification of materials and exposure risks as well as mitigation of identified problems via abatement and implementation of employee training programs.

Principal/Senior Project Manager for MDG Environmental, LLC.

- Responsible for planning, implementation, financial control, and administration of Company.
- Reviewed all major proposals, contracts and reports.
- Conducted asbestos hazard assessment inspections, prepared asbestos remediation specifications, cost estimating and coordination of asbestos remediation projects.
- Performed AHERA inspections and develop and update Asbestos Management Plans.
- Performed initial mold investigations and testing, developed mold remediation work plans and performed final clearance inspections and testing

Director, Industrial Hygiene Division for TTI Environmental, Inc.

- Responsible for the daily supervision of 12 project managers and technicians. Report to Vice President of Operations. Responsibilities include implementation of department budget, direct sales, monthly invoicing, personnel performance reviews and quality control.
- Develop and maintain internal operating policies and procedures for technical reporting, data collection and assessment protocol.
- Perform technical projects for key clients. Projects include asbestos surveys and design, IAQ surveys and sampling, AHERA Management Plans site investigations, emergency response supervision, compliance auditing and mold investigations.



ENVIRONMENTAL CONSULTANT SERVICES

JIM GUILARDI

Page 2

EDUCATION

- . Bachelor of Science, Education, Glassboro State College, 1986

EDUCATION/CERTIFICATIONS

- . New Jersey Certification as an Asbestos Safety Technician
- . USEPA Certified Asbestos Building Inspector (ABI)
- . USEPA Certified Asbestos Management Planner (AMP)
- . USEPA Certified Asbestos Project Designer
- . NJ Lead Inspection/Risk Assessor
- . City of Philadelphia, Asbestos Investigator
- . Asbestos Project Inspector
- . Indoor Air Quality Investigation Training Program.
- . Assessment and Remediation of Microbial Contamination in the Indoor Environment

PROFESSIONAL AFFILIATIONS

- . National Asbestos Council
- . American Industrial Hygiene Association
- . IAQ Council



ENVIRONMENTAL CONSULTANT SERVICES

MICHAEL R. STOCKU
PROJECT MANAGER

EXPERIENCE

- **Project Manager for TTI Environmental, Inc. (TTI).** Mr. Stocku's responsibilities include:
 - Lead Inspector/Risk Assessor utilizing TTI's XRF Analyzer. Performs numerous lead inspections throughout New Jersey. Mr. Stocku is the contract manager for New Jersey Transit Lead Based Paint Monitoring contract.
 - Asbestos abatement design. Experienced in building surveys, preparation of abatement specifications, contractor evaluation and on-site monitoring.
 - Air asbestos exposure assessments. Tasks include identification of materials and exposure risks as well as mitigation of identified problems via abatement and implementation of employee training programs.
 - Radon assessments and testing in accordance with New Jersey Department of Environmental Protection (N.J.A.C. 7:28-27) regulations
 - Mold assessments
 - Supervises technicians and project scientists on assessment and abatement projects. Responsible for project timelines, budget, technical scope and closeout reporting.
 - Performs pre-bid site visits and develops cost estimates for projects.
- **Director of Operations for Environmental Testing Consultants.** Mr. Stocku oversaw the daily operations of the asbestos, lead, mold, and radon projects including scheduling, reporting and quality assurance. Mr. Stocku performed risk assessment surveys and field investigation for the presence of possible asbestos containing material in the private and public sector. He also provided technical guidance to facility management in the proper operations and maintenance of the conditions found during baseline surveys, reviewed asbestos abatement contracts and provided full time supervision of asbestos abatement projects to ensure compliance with applicable local, state and federal regulation and specifications. Mr. Stocku also performed numerous mold assessments and radon testing.



ENVIRONMENTAL CONSULTANT SERVICES

MICHAEL R. STOCKU

Page 2

EDUCATION

- . Bachelor of Science Degree, Drexel University, 1993

CERTIFICATIONS

- . Delaware Project Monitor
- . New Jersey Department of Health & Senior Services Lead Inspector/Risk Assessor
- . New Jersey Asbestos Safety Technician, #00962
- . Certified AHERA Building Inspector
- . Certified AHERA Management Planner
- . Certified AHERA Asbestos Project Designer
- . City of Philadelphia, Asbestos Project Inspector
- . City of Philadelphia, Asbestos Investigator
- . Radon Measurement Technician
- . NIOSH 582 Course



ENVIRONMENTAL CONSULTANT SERVICES

MARYELLEN LEOTTA
FIELD TECHNICIAN

EXPERIENCE

- **Field Technician for TTI Environmental, Inc. (TTI).** Ms. Leotta's responsibilities include:
 - Experienced in building surveys, preparation of abatement specifications, contractor evaluation and on-site monitoring.
 - Conduct air asbestos exposure assessments. Tasks include identification of materials and exposure risks as well as mitigation of identified problems via abatement and implementation of employee training programs.
- **Asbestos Technician for Environmental Testing Consultants.** Ms. Leotta supervised asbestos abatement contractors to ensure specification and regulatory compliance. Conducted abatement air monitoring, precommencement and certificate of occupancy inspections in asbestos abatement work areas. Performed PCM analysis on-site. Performed building inspections for the presence of asbestos and lead paint.
- **Asbestos Technician, Building Inspector for AET Environmental, Inc.** Analyzed background inspection data for hazardous assessment and prioritizing; selected control responses and conducted three-year AHERA building inspections. Supervised workers and various remediation projects and six-month surveillance inspections in which he located, identified and quantified asbestos containing materials, and performed physical assessment and classification of material. Conducted AHERA 3 year reinspections and 6 month surveillance for the Philadelphia School District.

CERTIFICATIONS

- New Jersey Department of Community Affairs – Asbestos Safety Technician #01273
- EPA/AHERA – Asbestos Building Inspector
- City of Philadelphia – Asbestos Laboratory #199
- City of Philadelphia – Asbestos Project Inspector #901-3073
- City of Philadelphia – Asbestos Investigator #0391

EDUCATION

- Archbishop Ryan High School



ENVIRONMENTAL CONSULTANT SERVICES

CURT SIMS
FIELD TECHNICIAN

EXPERIENCE

- **Field Technician for TTI Environmental, Inc. (TTI).** Mr. Sims's responsibilities include:
 - On-site asbestos air monitoring and supervising of Asbestos Abatement Projects
 - Indoor Air Quality Surveys
 - Asbestos Building Inspections
 - Lead Based Paint Evaluations
- **Asbestos Technician for Environmental Connection.** Mr. Sims supervised asbestos abatement contractors to ensure specification and regulatory compliance. Conducted abatement air monitoring, pre-commencement and certificate of occupancy inspections in asbestos abatement work areas. Performed PCM analysis on-site. Performed building inspections for the presence of asbestos and lead paint.

CERTIFICATIONS

- EPA/AHERA – Asbestos Building Inspector
- New Jersey Department of Health & Senior Services Lead Inspector/Risk Assessor
- New Jersey Asbestos Safety Technician
- NIOSH 582
- Pennsylvania Lead Inspector
- Philadelphia Asbestos Project Inspector
- Philadelphia Asbestos Investigator



ENVIRONMENTAL CONSULTANT SERVICES

ADAM CULLITON
FIELD TECHNICIAN

EXPERIENCE

- . **Field Technician for TTI Environmental, Inc. (TTI).** Adam Culliton responsibilities include:
 - Experienced in building surveys, contractor evaluation and on-site monitoring.
 - Conduct air asbestos exposure assessments. Tasks include identification of materials and exposure risks as well as mitigation of identified problems via abatement and implementation of employee training programs.
- . **Asbestos Technician, Building Inspector.** Analyzed background inspection data for hazardous assessment and prioritizing; selected control responses and conducted three-year AHERA building inspections. Supervised workers and various remediation projects and six-month surveillance inspections in which he located, identified and quantified asbestos containing materials, and performed physical assessment and classification of material. Conducted AHERA 3 year reinspections and 6 month surveillances.

CERTIFICATIONS

- . EPA/AHERA – Asbestos Building Inspector #ACC-0516-5-009

EDUCATION

- . Bordentown Regional High School



ENVIRONMENTAL CONSULTANT SERVICES

MARK SCHLAGER, CIH
CERTIFIED INDUSTRIAL HYGIENIST

EXPERIENCE

ACCESS TRAINING

Owner

1990 to Present

Mr. Schlager, CIH is a Certified Industrial Hygienist and routinely supports TTI with projects when necessary. He has reviewed TTI's safety issues and approved mold remediation work plans for hospitals and schools.

He is the owner and lead instructor for Access Training. Access Training is an accredited training facility providing instruction for students seeking asbestos inspection, management planner, abatement design, asbestos worker supervisor and technician and lead abatement worker and supervisor. All courses are instructed using USEPA regulations.

Mr. Schlager's expertise includes safety, toxicology, indoor air quality and hazardous materials.

EDUCATION/CERTIFICATIONS

Old Dominion University, MS in Chemistry / Toxicology
Penn State University, BS in Biology
OSHA 40 Hour Hazardous Waste Operations and Emergency Response Instructor
NJDHSS Approved Asbestos and Lead Program Instructor
NYDOL Approved Asbestos Program Instructor
PADLI Approved Asbestos and Lead Program Instructor
DE DAS/SFM Approved Asbestos Program Instructor

CERTIFIED INDUSTRIAL HYGIENIST

American Board of Industrial Hygiene, 5024



ENVIRONMENTAL CONSULTANT SERVICES

PROJECT SUMMARIES

The following projects best demonstrate our experience with the relevant services for your project.

- | | |
|--------------------|--|
| Client: | Cherry Hill Public Schools, Cherry Hill, NJ |
| Project: | Energy Savings Improvement Program (ESIP) Boiler Replacement Project |
| Client Contact: | Mr. Tom Carter, 856-489-5795 |
| Project Completed: | 2015 |
| Project Value: | \$86,000 |

TTI was contracted directly by Cherry Hill Public Schools to manage all hazardous materials issues pertaining to this large project replacing nineteen (19) boilers in seventeen (17) schools. TTI conducted comprehensive asbestos surveys on over 900,000 SF and 200,000 LF of building materials. TTI designed fifteen (15) abatement specifications and was instrumental in the selection of the abatement contractor.

TTI managed all abatement activities and provided air monitoring on this Subchapter 8 project. This project was completed on-time and within budget. There were critical deadlines since school occupancy was a large concern.

- | | |
|--------------------|--|
| Client: | Newark Public Schools, Newark, NJ |
| Project: | Asbestos Inspections, Abatement Specification Design, Abatement Management and Air Monitoring, George Washington Carver High School Newark, NJ |
| Client Contact: | Mr. Ben Olagadeyo, 973-332-4566 |
| Project Completed: | 2017 |
| Project Value: | \$13,000 |

TTI was contracted by Newark Public Schools to provide asbestos abatement consulting services for the boiler replacement project at their George Washington Carver High School. TTI conducted asbestos inspections on the areas affecting the removal of the existing boiler in accordance with USEPA and NJ Subchapter 8 regulations. TTI also designed asbestos abatement specifications and conducted contractor walkthroughs and responded to any questions pertaining to the abatement activities. When the abatement was scheduled, TTI performed the management and air monitoring. TTI conducted the air monitoring during summer 2017.



ENVIRONMENTAL CONSULTANT SERVICES

PROJECT SUMMARIES (CONTINUED)

3. Client: Manchester Township Board of Education, Manchester Twp, NJ
 Project: Indoor Air Quality/Mold Remediation Management
 Client Contact: Mr. Craig Lorentzen, 732-300-1688
 Project Completed: 2012
 Project Value: \$40,000

TTI was contracted by Manchester Township BOE to conduct Indoor Air Quality/Mold Remediation Management at Manchester Middle School. TTI conducted a comprehensive visual inspection with the collection of air and tape lift samples for laboratory analysis. The inspection and sampling program was conducted to determine the current location of the Mold impact within the school. TTI provided consulting to the remediation contractor and school district. TTI's Vice President met with district personnel and addressed concerns during one of the board of education public meetings. TTI's Project Manager was responsible for project meetings, assistance with abatement contractor selection, scheduling of resources, laboratory selection, data review and reporting.

Following the evaluation, the components affected by biological contamination were slated for remediation in a work plan. TTI's Project Manager prepared a remedial specification for the demolition and/or cleaning of various components affected by microbial contamination. The specification detailed the requirements to the remediation contractor, a technical scope of work, work site safety, respiratory protection, emergency procedures, air filtration, decontamination, work area preparation, demolition/cleaning techniques, clean-up procedures, waste disposal, and quality assurance monitoring and inspections.

TTI conducted periodic inspections of the restoration activities throughout the remediation. TTI's Industrial Hygiene Technicians served as on-site supervisors to ensure that contractors adhered to project requirements. The technicians observed contractor work practices and procedures while providing guidance on noted deficiencies.

TTI performed a visual inspection and collect additional fungal samples to verify that the post remedial microbiological particulate counts were acceptable. Results were compared to tests conducted prior to the remediation, and to outdoor concentrations as described in the ACGIH Guidance Document

TTI prepared progress reports during critical stages of the project. TTI issued a final technical report including: background, scope of work, clearance criteria, chain of custody documents, sampling data, analytical interpretation and recommendations.



ENVIRONMENTAL CONSULTANT SERVICES

PROJECT SUMMARIES (CONTINUED)

4. Client: West Long Branch School District/Shorelands Construction, Long Branch, NJ
Project: Asbestos Testing, Abatement Management and Air Monitoring
Client Contact: Ms. Corey Lowell, 732-222-5900
Project Completed: 2017
Project Value: \$30,455

TTI was contracted by Shorelands Construction to conduct asbestos testing, abatement design and oversight at the Frank Antonides Elementary School in West Long Branch, NJ. TTI developed the asbestos abatement specifications, assisted Shorelands Construction with the bidding process, selection of an abatement contractor and procurement of the necessary building permit. During the abatement project, TTI assigned our NJ Asbestos Safety Technician to observe and inspect the asbestos abatement contractor's work practices to ensure compliance with all federal, state and local regulations. A comprehensive daily log outlining the day's activities and events were maintained.

5. Client: Paterson Public Schools, Paterson, NJ
Project: Asbestos Monitoring and Remedial Services
Client Contact: Mr. Benito Guzman, 973-321-0932
Project Completed: 2016
Project Value: \$65,000

Since 2010, TTI has maintained two (2) contracts for Paterson Public Schools: Asbestos Monitoring and Remedial Services. Under these contracts TTI has conducted AHERA triennial inspections, asbestos testing, asbestos abatement specification designs, asbestos abatement management and air monitoring, lead in water testing, indoor air quality and mold evaluations, and Licensed Site Remediation Professional (LSRP) consulting. These contracts were awarded to TTI after a comprehensive bidding process. Paterson Public Schools has thirty-nine (39) buildings.

TTI works closely with their Facilities Director to support the district's efforts to maintain environmental compliance. TTI provides on-call services and responds to emergencies when necessary.



ENVIRONMENTAL CONSULTANT SERVICES

TTI is confident we can provide the utmost professional services for your project and exceed your expectations. We maintain numerous asbestos and environmental consulting contracts for hundreds of school districts throughout NJ. Our personnel are experienced with working in school buildings as their experience extends to also conducting AHERA compliance inspections, Right To Know Compliance Surveys and Lead in Drinking Water sampling plans and testing.

All correspondence for the RFP can be sent to:

TTI Environmental, Inc.
1253 North Church St.
Moorestown, NJ 08057
Attention: Susan Thames
susant@ttienv.com
856-840-8800 x33

Thank you for your consideration!

Environmental Consultant Services RFP #2018-01

Proposal Form (First Page of Proposal)

Name of Company: TTI Environmental, Inc. Date: 9-7-17

Address: 1253 North Church St.

City, State, Zip Code: Moorestown, NJ 08057

Federal Tax ID Number: 22-2622257

Phone Number: 856-840-8800 x33

E-Mail: susant@ttienv.com

Yrs. In Business 32

Number of Employees 51

References – Work previously done for School Systems in New Jersey

	District	City/Town	Contact Person/Title	Phone
1	Manchester Twp. Board of Education	Whiting	Craig Lorentzen	732-300-1688
2	Paterson Public Schools	Paterson	Steve Morlino	973-321-0143
3	West Long Branch School	Long Branch	Corey Lowell/B.A.	732-222-5900

Experience in NJ Public Schools: 32 years.

The respondent, by signing this proposal form, acknowledges that he/she has carefully examined the proposal specifications and documents; and further acknowledges he/she understands and is able to render the scope of activity and services outlined in the proposal.

I hereby certify the information contained in this proposal is correct and accurate to my personal knowledge.

I am making this certification in good faith.

Agent's Signature: _____

Date: 9-7-17

Proposed Fees:

Labor Description	Hourly Rate	Sampling/Equipment	Rate	Unit
Principal	\$ 90	Asbestos Air Sample, via PCM	\$10	Each
Certified Industrial Hygienist	\$ 90	Asbestos Air Sample, via TEM (6 Hr. TAT)	\$105	Each
Program Manager	\$ 70	Asbestos Air Sample, via TEM (24 Hr. TAT)	\$70	Each
Project Manager	\$ 85	Asbestos Bulk Sample, via PLM (24 Hr. TAT)	\$12	Each
USEPA, Asbestos Project Designer	\$ 80	Asbestos Bulk Sample, via PLM Gravimetric (24 Hr. TAT)	\$15	Each
NJ, Asbestos Safety Technician: & Overtime:	\$ 65 \$ 80	Asbestos Bulk Sample, via TEM NOB(72 Hr. TAT)	\$60	Each
NJ, Lead Inspector/Risk Assessor	\$ 75	Lead Dust Wipe Sample, via Flame AA (24 Hr. TAT)	\$15	Each
USEPA, Asbestos Building Inspector	\$ 75	Lead-Based Paint Analyzer, via XRF	\$300	Day
Industrial Hygiene Technician	\$ 68	Mold Air Sample (Non-Culturable), via Spore Trap (24 Hr. TAT)	\$65	Each
Environmental Technician	\$ 65	Mold Sample (Culturable), (2 Week TAT)	\$20	Each
CAD Technician	\$ 62	Mold Surface Sample, via Tape Lift, Bulk Swab, Wipe (24 Hr. TAT)	\$65	Each

Environmental Consultant Services RFP #2018-01

RFP # 2018-01

Certificate of Insurance

The provider is to provide, at own expense, a comprehensive general liability insurance policy including professional liability and worker's compensation, insuring against any and all claims for bodily injury or death resulting from performance and services by the provider, provider's employees, staff and agents. The insurance shall provide not less than \$1,000,000 with respect to injury or aggregate, or may be in such other forms as provided by the New Jersey Tort Claims Act, N.J.S.A. 59:1-1 et. seq. which shall govern the terms and conditions of any such program. The School District shall be Held Harmless of any claims. It is the provider's responsibility to immediately notify the Pinelands Regional School District of any change in coverage status.

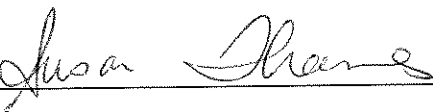
I hereby certify that my office carries insurance adequate to protect the Pinelands Regional Board Of Education ("Board") and indemnify the Board for any error or omission committed by the undersigned that creates liability to the Board. This includes errors and omissions policy and any other type of policy that can be utilized to protect the interests of the Board. I have attached copies of the declaration pages of each policy that does or can protect the Board from any error, omission or activity in which I or anyone from my office might engage in on behalf of the Board.

I further certify that the policies of insurance that are carried by my office shall continue to be carried during the entire term of my contract in the event that my office is selected to serve in that capacity. In the event that the declarations page(s) submitted shows the policy or policies of insurance will lapse during the course of the term of my appointment, I will provide to the Board a copy of the renewal policy declaration page. I further certify that the renewed policy shall have the same or greater limits of liability as the one provided for at the beginning of my appointment.

CERTIFYING OFFICIAL:

NAME: Susan Thames

TITLE: Associate Director

SIGNATURE: 

DATE: September 7, 2017



TTIENV1-01

EMONAGHAN

DATE (MM/DD/YYYY)
05/23/2017

CERTIFICATE OF LIABILITY INSURANCE

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 Stanton Chapel Insurance Associates 60 Berlin Road Cherry Hill, NJ 08034	CONTACT NAME: Elaine Monaghan	
	PHONE (A/C, No, Ext): (856) 795-7500 FAX (A/C, No): (856) 795-9877	
	E-MAIL ADDRESS: EMonaghan@SIA-Insurance.net	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Crum & Forster Specialty Insurance Co	44520
	INSURER B : Harleysville Insurance Co. of New Jersey	42900
	INSURER C : Travelers Property Casualty Company of America	25674
	INSURER D : Granite State Insurance Company	23809
	INSURER E : Harleysville Preferred Insurance Company	35696
	INSURER F :	

INSURED

TTI Environmental, Inc.
1253 North Church Street
Moorestown, NJ 08057

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:			EPK116018	03/03/2017	03/03/2018	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000
B	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			BA00000027064K	03/03/2017	03/03/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$			ZUP31M2562017NF	03/03/2017	03/03/2018	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 Auto/Empl Liab \$
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 N/A			WC014220038	03/03/2017	03/03/2018	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
E	Equipment Floater			CIM00000023238R	03/03/2017	03/03/2018	Leased/Rented 400,000

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

CERTIFICATE HOLDER

CANCELLATION

TTI Environmental, Inc.
1253 North Church Street
Moorestown, NJ 08057

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

Elaine Monaghan

EXHIBIT A
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)
N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

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

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

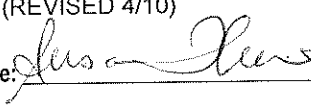
The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

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

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Public Contracts Equal Employment Opportunity Compliance as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Public Contracts Equal Employment Opportunity Compliance for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27. (REVISED 4/10)

Vendor: TTI Environmental, Inc. Representative Signature:  Date: 9-7-17

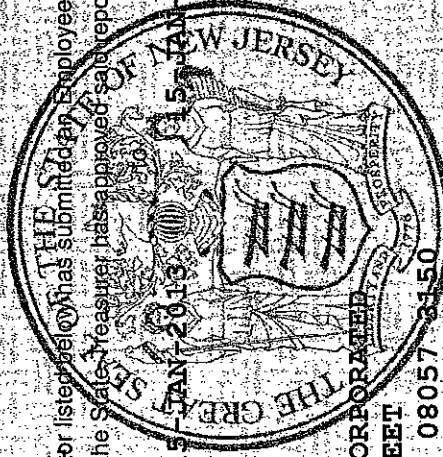
RFP # 2018-01 2017-2018

Certification

CERTIFICATE OF EMPLOYEE INFORMATION REPORT 9357

This is to certify that ~~RENEWAL~~ for 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-JAN-2013 to 15-JAN-2020



TTI ENVIRONMENTAL INCORPORATED
1253 NORTH CHURCH STREET
MOORESTOWN NJ 08057-3150



Andrew P. Sidamon-Eristoff
State Treasurer

05/05/14

Taxpayer Identification# 222-622-257/000

Dear Business Representative:

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

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

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

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

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

I wish you continued success in your business endeavors.

Sincerely,



James J. Fruscione
Director
New Jersey Division of Revenue

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE

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

TAXPAYER NAME:

TTI ENVIRONMENTAL, INC.

ADDRESS:

1253 NORTH CHURCH STREET
MOORESTOWN NJ 08057-1136

EFFECTIVE DATE:

05/14/35

TRADE NAME:

SEQUENCE NUMBER:

0073225

ISSUANCE DATE:

05/05/14



Director
New Jersey Division of Revenue

Environmental Consultant Services RFP #2018-01

BUSINESS ENTITY DISCLOSURE CERTIFICATION

FOR NON-FAIR AND OPEN CONTRACTS

Required Pursuant To N.J.S.A. 19:44A-20.8

PINELANDS REGIONAL PUBLIC SCHOOLS

Part I – Vendor Affirmation The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that the TTI Environmental, Inc. has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding January 1, 2017 to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the Pinelands Regional Board of Education as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

Susan Ernst	Stephen Kubricki
Betti Anne McVey	Ann McDonald
Jeffery Bonicky	Karen Poklikuha
Patricia Chambers	Thomas Williams
Kimberly Hanadel	

Part II – Ownership Disclosure Certification

☒ I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

- ☐ Partnership ☐ Corporation ☐ Sole Proprietorship ☒ Subchapter S Corporation
☐ Limited Partnership ☐ Limited Liability Corporation ☐ Limited Liability Partnership

Name of Stock or Shareholder	Home Address
William Dolan	5547 Whitehall Rd. Cambridge, MD
Craig P. Durand, CHMM, LSRP	106 Iron Master Rd. Cherry Hill, NJ

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: TTI Environmental, Inc.

Signature of Affiant: [Signature] Title: President

Printed Name of Affiant: Craig P. Durand, CHMM, LSRP Date: 9-7-17

Subscribed and sworn before me this 8th day of Sept., 2017

[Signature]
(Witnessed or attested by)

My Commission expires:

Susan L. Thames
Notary Public of New Jersey
Commission No. 2343236
My Commission Expires 4/13/21

(Seal)

Environmental Consultant Services RFP #2018-01
NON-COLLUSION AFFIDAVIT

Re: Proposal for the Pinelands Regional Board of Education.

Proposal No. 2018-01

STATE OF NJ)

Proposal Date: 9-12-17

:ss:

COUNTY OF Burlington)

I, Craig P. Durand, CHMM, LSRP of the City of Moorestown

in the County of Burlington and the State of NJ

of full age, being duly sworn according to law on my oath depose and say that:

I am _____ President _____ of
Position in Company

the firm of TTI Environmental, Inc. and the respondent making the quotation for the above names contract, and that I executed the said Quotation with full authority so to do; that I have not, directly or indirectly, entered into any agreement, participated in any collusion, discussed any or all parts of this proposal with any potential respondents, or otherwise taken any action in restraint of free, competitive quotations in connection with the above named quote, 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 Education of the Township of Pinelands Regional 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 quotation.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except bona fide employees of bona fide established commercial or selling agencies maintained by

TTI Environmental, Inc.

(Print Name of Contractor/Vendor)

Subscribed and sworn to: _____

(SIGNATURE OF CONTRACTOR/VENDOR)

Susan L. Thames
Notary Public of New Jersey
Commission No. 2343236
My Commission Expires 4/13/21

before me this 8th day of September, 2017.
Month Year

Susan L. Thames
NOTARY PUBLIC SIGNATURE

Susan L. Thames
Print Name of Notary Public

My commission expires 4 13 21 - Seal -
Month Day Year

RFP # 2018-01 | 2017-2018

Environmental Consultant Services RFP #2018-01

**AFFIDAVIT REGARDING LIST OF DEBARRED,
SUSPENDED OR DISQUALIFIED CONTRACTORS**

STATE OF NEW JERSEY/_____
Specify, of Other

COUNTY OF Burlington

I, Craig P. Durand, CHMM, LSRP, of the (City, Town, Borough) of
Moorestown State of NJ, of full age,

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

I am President of the firm of TTI Environmental, Inc., the

Proposer making the Proposal for the above named Project, and that I executed the said Proposal with full authority to do so; that said Proposer is not at the time of the making this Proposal included on the New Jersey State Treasurer's, or any State or Federal Government's list of Debarred, Suspended or Disqualified Contractors as a result of action taken by any State or Federal Agency.

TTI Environmental, Inc.

Name of Proposer

By: _____

(Signature of Authorized
Representative)

Subscribed and sworn to before me

This 8th day of Sept., 2017.

Susan L. Thames
(Seal) Notary Public of New Jersey/
Specify Other State

Susan L. Thames
Notary Public of New Jersey
Commission No. 2343236
My Commission Expires 4/13/21

My Commission Expires 2/13 2021

NOTE: FAILURE TO SIGN THIS DOCUMENT MAY RESULT IN THE REJECTION OF YOUR PROPOSAL

APPENDIX A

Environmental Consultant Services RFP #2018-01
AMERICANS WITH DISABILITIES ACT OF 1990

Equal Opportunity for Individuals with Disability

The contractor and the Board of Education of Pinelands Regional, (hereafter "owner") do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act") (42 U.S.C. 5121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

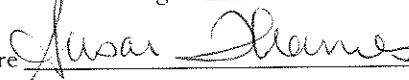
The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim, If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the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

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

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

I certify that the information provided above is in full compliance with the Americans with Disabilities Act of 1990.

Name of Authorized Agent Susan Thames

Signature  Title Associate Director

Business Entity TTI Environmental, Inc.



State of New Jersey
DEPARTMENT OF COMMUNITY AFFAIRS
101 SOUTH BROAD STREET
PO BOX 816
TRENTON, NJ 08625-0816

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

CHARLES A. RICHMAN
Commissioner

CERTIFICATE OF REAUTHORIZATION

June 29, 2017

TTI Environmental, Incorporated
1253 North Church Street
Moorestown, NJ 08057

Dear Tim Popp:

This is to certify that pursuant to N.J.A.C. 5:23-8, the Department of Community Affairs has reauthorized your firm to act as an **ASBESTOS SAFETY CONTROL MONITOR**.

Your **Asbestos Safety Control Monitor** number is:

00003

EFFECTIVE DATE:

JULY 1, 2017

EXPIRATION DATE:

MARCH 31, 2018

Pursuant to N.J.A.C. 5:23-8.11(h)2, and as set forth therein, quarterly fee statements shall be sent to this Department no later than one month after the close of each quarter. Please be further advised that the monies obtained from the preparation of plans and specifications, and payments for laboratory services shall not be included in the calculation of quarterly fees. **If no payments are received during any quarter, you must submit a zero statement (null revenue) to this Department.**

Sincerely,

O. Tex Falajiki
Asbestos Safety Unit



New Jersey Department of Health

Having met the requirements of N.J.A.C. 8:50

Tti Environmental, Inc.

1253 North Church Street, Moorestown, NJ 08057-

License Number: 1158

is licensed as an Indoor Environmental Consultant to conduct Indoor
Environmental Health Assessments of Child Care Centers and
Educational Facilities in New Jersey.

01/27/16

Issue Date

01/12/18

Expiration Date

Christina Tan

Christina Tan, MD, MPH, Assistant Commissioner
Division of Epidemiology, Environmental and Occupational Health
This license is non-transferable and only valid for the licensee as indicated above.



CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

LOCATION
101 SOUTH BROAD STREET
TRENTON, NEW JERSEY 08618

STATE OF NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS
DIVISION OF CODES AND STANDARDS
BUREAU OF CODE SERVICES
LEAD HAZARD ABATEMENT

CHARLES A. RICHMAN
Commissioner

MAILING ADDRESS
PO BOX 816
TRENTON, NJ 08625-0816

Certificate - Lead Evaluation Contractor

This is to certify that the Department of Community Affairs has

() CERTIFIED
(XX) RECERTIFIED

TTI ENVIRONMENTAL, INC.
1253 N. CHURCH ST.
MOORESTOWN, NJ 08057

To act as a Lead Evaluation Contractor on the following projects

Residential
Public Buildings

Cert # 00013 E

Effective Date: MAY 1, 2016

Date of Expiration: APRIL 30, 2018

Certificate Type: 2 YEAR

Sincerely,

for
Olumuyiwa Tex Falajiki
Supervisor of Certification
Lead Hazard Abatement Unit



B
I
L
L
T
O

VENDOR NO. 5596

PURCHASE ORDER

BUDGET YEAR
2017->2018BOARD OF EDUCATION
PINELANDS REGIONAL SCHOOL DISTRICT520 NUGENTOWN ROAD, P.O. BOX 248, LITTLE EGG HARBOR, NJ 08087-0248
TELEPHONE: (609) 296-3106 - FAX: (609) 294-9519PURCHASES EXEMPT FROM ALL STATE AND FEDERAL TAXES
TAX EXEMPT NO. 22-2101864

PURCHASE ORDER NUMBER

18-00319

THIS NUMBER MUST APPEAR ON
ALL PACKAGES, INVOICES AND
CORRESPONDENCE.

DATE: 07/01/2017

RECEIVED JUL 3 1 2017

VENDOR:

SYNATECH INC
829 RADIO RD
LEH, NJ 08087

SHIP TO:

Attn To : STEVE BRENNAN/AS
PINELANDS REG BOARD OFFICE
520 NUGENTOWN RD
LITTLE EGG HARBOR, NJ 08087

RECEIVED

AUG 03 2017

Amanda Strada
Accounts Payable
Pinelands School District

CONTROL NUMBER

ORDER DESCRIPTION

Invoice # 5634 / 5711

QUANTITY ORDERED	CATALOG / UNIT	ITEM DESCRIPTION / ACCOUNT NUMBER	UNIT PRICE	EXTENSION
1	EACH	CORE SAMPLES TO HS AND JHS ROOF FOR TEM NOB TESTING FOR ASBESTOS (LABOR INCLUDED) 3/17/17	2,200.00	2,200.00
1	EACH	ASBESTOS SAMPLES - RECEIVED AND TESTED 6/21/17 * SEE ATTACHED * 8603/30-430-400-800-00-2017 (\$3,100.00)	900.00	900.00 \$3,100.00

PO# 18-00319
Chk# 7121403
Vend SYNATECH INC
Paid \$2,200.00
Acct 30-430-400-800-00-2017
Hnd Chk No
Chk Date 08/09/2017
Liq \$2,200.00

VENDOR CERTIFICATION & DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

X 
VENDOR SIGN HERE DATE
INCORPORATED? ☐ YES ☐ NO PLEASE SUPPLY NUMBER BELOW

TAX I.D. NO. OR SOC. SEC. NO.

SIGN AT X AND RETURN WITH INVOICE
FOR PAYMENT. PAYMENT WILL NOT BE
MADE WITHOUT RECEIVING THIS
SIGNED FORM FROM VENDOR.

NJ BUSINESS REGISTRATION CERTIFICATE

☐ YES ☐ NO

NJ BRC NUMBER

No order valid unless signed

BY 
BUSINESS ADMINISTRATOR
THE ABOVE CLAIM IS APPROVED FOR PAYMENTPO# 18-00319
Chk# 7121403
Vend SYNATECH INC
Paid \$900.00
Acct 30-430-400-800-00-2017
Hnd Chk No
Chk Date 08/09/2017
Liq \$900.00

THIS VOUCHER MUST BE SIGNED AT X AND RETURNED WITH INVOICE FOR PAYMENT

synatech

Your Indoor Air Quality Specialists

829 Radio Road
Little Egg Harbor, NJ 08087
877-796-2832 Fax: 609-294-3300

RECEIVED

JUL 21 2017

Amanda Strada
Accounts Payable
Pinelands School District

Invoice

Date

Invoice #

3/17/2017

5634

Project Location

Pinelands School District
Nugentown Road
Little Egg Harbor, NJ 08087

P.O. No.

Terms

Serviced	Description	Amount
3/17/2017	Take core samples of the roof on the High School and Middle School for TEM NOB testing for asbestos. Provide labor by a licensed asbestos supervisor to clean up area after sampling. Sampling and clean-up performed on March 6, 2107. Written analysis by EMSL Analytical provided.	2,200.00
Total		\$2,200.00
Payments/Credits		\$0.00

Thank You For Using Synatech, Inc.!

Balance Due \$2,200.00



829 Radio Road
Little Egg Harbor, NJ 08087
877-796-2832 Fax: 609-294-3300

RECEIVED

JUL 21 2017

Amanda Strada
Accounts Payable
Pinelands School District

Pinelands Regional High School
565 Nugentown Road
Little Egg Harbor, NJ 08087

Project Location

Invoice

Date

Invoice #

7/14/2017

5711

P.O. No.

Terms

Net 30

Serviced	Description	Amount
6/21/2017	Asbestos Samples - received and tested 6/21/17 Tested via PLM EPA 600/R-93/116 - T.A.T. 3 hours	900.00
Total		\$900.00
Payments/Credits		\$0.00

Thank You For Using Synatech, Inc.!

Balance Due \$900.00

VENDOR NO. 5596

BILL TO

PURCHASE ORDER

BOARD OF EDUCATION
PINELANDS REGIONAL SCHOOL DISTRICT520 NUGENTOWN ROAD, P.O. BOX 248, LITTLE EGG HARBOR, NJ 08087-0248
TELEPHONE: (609) 296-3106 - FAX: (609) 294-9519BUDGET YEAR
2017->2018

PURCHASE ORDER NUMBER

18-00319

THIS NUMBER MUST APPEAR ON
ALL PACKAGES, INVOICES AND
CORRESPONDENCE.

DATE: 07/01/2017

RECEIVED JUL 31 2017

VENDOR:

SYNATECH INC
829 RADIO RD
LEH, NJ 08087

SHIP TO:

Attn To : STEVE BRENNAN/AS
PINELANDS REG BOARD OFFICE
520 NUGENTOWN RD
LITTLE EGG HARBOR, NJ 08087

RECEIVED

AUG 03 2017

Amanda Strada
Accounts Payable
Pinelands School District

CONTROL NUMBER

ORDER DESCRIPTION

Invoice # 5634 / 5711

QUANTITY ORDERED	CATALOG / UNIT	ITEM DESCRIPTION / ACCOUNT NUMBER	UNIT PRICE	EXTENSION
1	EACH	CORE SAMPLES TO HS AND JHS ROOF FOR TEM NOB TESTING FOR ASBESTOS (LABOR INCLUDED) 3/17/17	2,200.00	2,200.00
1	EACH	ASBESTOS SAMPLES - RECEIVED AND TESTED 6/21/17 * SEE ATTACHED * 8603/30-430-400-800-00-2017 (\$3,100.00)	900.00	900.00
				\$3,100.00

ENTERED

PO# 18-00319
Chk# 7121403
Vend SYNATECH INC
Paid \$2,200.00
Acct 30-430-400-800-00-2017
Hnd Chk No
Chk Date 08/09/2017
Liq \$2,200.00

VENDOR CERTIFICATION & DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

X 
VENDOR SIGN HERE DATE
INCORPORATED? ☐ YES ☐ NO PLEASE SUPPLY NUMBER BELOW

TAX I.D. NO. OR SOC. SEC. NO.

SIGN AT X AND RETURN WITH INVOICE
FOR PAYMENT. PAYMENT WILL NOT BE
MADE WITHOUT RECEIVING THIS
SIGNED FORM FROM VENDOR.

NJ BUSINESS REGISTRATION CERTIFICATE

☐ YES ☐ NO

NJ BRC NUMBER

No order valid unless signed

BY 
BUSINESS ADMINISTRATOR
THE ABOVE CLAIM IS APPROVED FOR PAYMENTPO# 18-00319
Chk# 7121403
Vend SYNATECH INC
Paid \$900.00
Acct 30-430-400-800-00-2017
Hnd Chk No
Chk Date 08/09/2017
Liq \$900.00

THIS VOUCHER MUST BE SIGNED AT X AND RETURNED WITH INVOICE FOR PAYMENT

synatech

Your Indoor Air Quality Specialists

829 Radio Road
Little Egg Harbor, NJ 08087
877-796-2832 Fax: 609-294-3300

RECEIVED

JUL 21 2017

Amanda Strada
Accounts Payable
Pinelands School District

Invoice

Date

Invoice #

3/17/2017

5634

Project Location

Pinelands School District
Nugentown Road
Little Egg Harbor, NJ 08087

P.O. No.

Terms

Serviced	Description	Amount
3/17/2017	Take core samples of the roof on the High School and Middle School for TEM NOB testing for asbestos. Provide labor by a licensed asbestos supervisor to clean up area after sampling. Sampling and clean-up performed on March 6, 2107. Written analysis by EMSL Analytical provided.	2,200.00
Total		\$2,200.00
Payments/Credits		\$0.00

Thank You For Using Synatech, Inc.!

Balance Due \$2,200.00



829 Radio Road
Little Egg Harbor, NJ 08087
877-796-2832 Fax: 609-294-3300

RECEIVED

JUL 21 2017

Amanda Strada
Accounts Payable
Pinelands School District

Pinelands Regional High School
565 Nugentown Road
Little Egg Harbor, NJ 08087

Project Location

Invoice

Date

Invoice #

7/14/2017

5711

P.O. No.

Terms

Net 30

Serviced	Description	Amount
6/21/2017	Asbestos Samples - received and tested 6/21/17 Tested via PLM EPA 600/R-93/116 - T.A.T. 3 hours	900.00
Total		\$900.00
Payments/Credits		\$0.00

Thank You For Using Synatech, Inc.!

Balance Due \$900.00

VENDOR NO. 4676

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PURCHASE ORDER
BOARD OF EDUCATION
PINELANDS REGIONAL SCHOOL DISTRICT
520 NUGENTOWN ROAD, P.O. BOX 248, LITTLE EGG HARBOR, NJ 08087-0248
TELEPHONE: (609) 296-3106 - FAX: (609) 294-9519

BUDGET YEAR
2017->2018

PURCHASE ORDER NUMBER

18-00858

THIS NUMBER MUST APPEAR ON
ALL PACKAGES, INVOICES AND
CORRESPONDENCE.

DATE: 08/01/2017

VENDOR:

AHERA CONSULTANTS INC.
P.O BOX 385
OCEANVILLE, NJ 08231-0385

SHIP TO:

Attn To : STEVE BRENNAN/AS
PINELANDS REG BOARD OFFICE
520 NUGENTOWN RD
LITTLE EGG HARBOR, NJ 08087

CONTROL NUMBER

ORDER DESCRIPTION

QUANTITY
ORDERED

CATALOG / UNIT

ITEM DESCRIPTION / ACCOUNT NUMBER

UNIT PRICE

EXTENSION

1 EACH

PINELANDS HS AUDITORIUM TESTING
#17-7234

2,300.00

2,300.00

8603/30-430-400-800-00-2017
(\$2,300.00)

\$2,300.00

VENDOR CERTIFICATION & DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

**SIGN AT X AND RETURN WITH INVOICE
FOR PAYMENT. PAYMENT WILL NOT BE
MADE WITHOUT RECEIVING THIS
SIGNED FORM FROM VENDOR.**

NJ BUSINESS REGISTRATION CERTIFICATE

☐ YES ☐ NO

NJ BRC NUMBER

No order valid unless signed

BY  BUSINESS ADMINISTRATOR

THE ABOVE CLAIM IS APPROVED FOR PAYMENT
CHECK#

DATE AMOUNT

BOARD MEMBER

Page 1

THIS VOUCHER MUST BE SIGNED AT X AND RETURNED WITH INVOICE FOR PAYMENT



AHERA Consultants
INCORPORATED

P.O. BOX 385

OCEANVILLE, NJ 08231-0385

PHONE: (609) 652-1833 FAX: (609) 652-1140

Invoice

DATE

10/10/2017

INVOICE #

17-7234

BILL TO:

Pinelands Regional Board of Education

P.O. Box 248-520 Nugentown Road

Tuckerton, NJ 08087-0248

ATTENTION: Rich Mueller

RECEIVED

OCT 17 2017

Armando S. Sada
Accounts Payable
Pinelands School District

P.O. NUMBER

TERMS

PROJECT

Net 30 Days

QUANTITY

DESCRIPTION

RATE

AMOUNT

8	TO-15 PINELANDS HS AUDITORIUM TESTING		
	Certified Indoor Environmental Specialist Technician 09/08/2017	70.00	560.00
1	TO-15 Volatile Organic Scan by GC/MS (EPA TO-15)	700.00	700.00
8	Microbial Final Report	70.00	560.00
4	Project Manager 09/12/2017	120.00	480.00

TOTAL

\$2,300.00

VENDOR NO. 4676

BILL TO

PURCHASE ORDER
BOARD OF EDUCATION
PINELANDS REGIONAL SCHOOL DISTRICT
520 NUGENTOWN ROAD, P.O. BOX 248, LITTLE EGG HARBOR, NJ 08087-0248
TELEPHONE: (609) 296-3106 - FAX: (609) 294-9519

BUDGET YEAR
2017->2018

PURCHASES EXEMPT FROM ALL STATE AND FEDERAL TAXES
TAX EXEMPT NO. 22-2101864

PURCHASE ORDER NUMBER

18-00724

THIS NUMBER MUST APPEAR ON
ALL PACKAGES, INVOICES AND
CORRESPONDENCE.

DATE: 07/01/2017

VENDOR:

AHERA CONSULTANTS INC.
P.O BOX 385
OCEANVILLE, NJ 08231-0385

SHIP TO:

Attn To : STEVE BRENNAN/AS
PINELANDS REG BOARD OFFICE
520 NUGENTOWN RD
LITTLE EGG HARBOR, NJ 08087

CONTROL NUMBER

ORDER DESCRIPTION

QUANTITY ORDERED	CATALOG / UNIT	ITEM DESCRIPTION / ACCOUNT NUMBER	UNIT PRICE	EXTENSION
1	EACH	PINELANDS HS - CERTIFIED INDOOR ENVIORNMENTAL SPECIALIST 9/1/17, VOLATILE ORGANIC SCAN (1DAY), MICROBIAL FINAL REPORT. #17-7219 8603/30-430-400-800-00-2017 (\$1,980.00) OCT 17 2017 Amanda S. Smith Accounts Payable Pinelands Regional District	1,980.00	1,980.00 \$1,980.00

VENDOR CERTIFICATION & DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

X *Donna DeLuca*
VENDOR SIGN HERE DATE
INCORPORATED? ☒ YES ☐ NO PLEASE SUPPLY NUMBER BELOW

TAX I.D. NO. OR SOC. SEC. NO.

**SIGN AT X AND RETURN WITH INVOICE
FOR PAYMENT. PAYMENT WILL NOT BE
MADE WITHOUT RECEIVING THIS
SIGNED FORM FROM VENDOR.**

NJ BUSINESS REGISTRATION CERTIFICATE

☐ YES ☐ NO

NJ BRC NUMBER

No order valid unless signed

BY *[Signature]*
BUSINESS ADMINISTRATOR
THE ABOVE CLAIM IS APPROVED FOR PAYMENT
CHECK#

PO# 18-00724 Hnd Chk No
Chk# 7121821 Chk Date 11/15/2017
Vend AHERA CONSULTANTS INC.
Paid \$1,980.00 Liq \$1,980.00
Acct 30-430-400-800-00-2017

THIS VOUCHER MUST BE SIGNED AT X AND RETURNED WITH INVOICE FOR PAYMENT



AHERA Consultants
INCORPORATED
P.O. BOX 385
OCEANVILLE, NJ 08231-0385
PHONE: (609) 652-1833 FAX: (609) 652-1140

Invoice

DATE	INVOICE #
9/5/2017	17-7219

BILL TO:

Pinelands Regional Board of Education
P.O. Box 248-520 Nugentown Road
Tuckerton, NJ 08087-0248
ATTENTION: Rich Mueller

P.O. NUMBER	TERMS	PROJECT
	Net 30 Days	

QUANTITY	DESCRIPTION	RATE	AMOUNT
8	TO-15 PINELANDS HS - IAQ	70.00	560.00
1	Certified Indoor Environmental Specialist 09/01/2017	1,000.00	1,000.00
6	TO-15 Volatile Organic Scan by GC/MS (EPA TO-15) 1 Day TAT	70.00	420.00
	Microbial Final Report		

TOTAL	\$1,980.00
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VENDOR NO. 4676

BILL TO

PURCHASE ORDER
BOARD OF EDUCATION
PINELANDS REGIONAL SCHOOL DISTRICT
520 NUGENTOWN ROAD, P.O. BOX 248, LITTLE EGG HARBOR, NJ 08087-0248
TELEPHONE: (609) 296-3106 - FAX: (609) 294-9519

BUDGET YEAR
2017->2018

PURCHASES EXEMPT FROM ALL STATE AND FEDERAL TAXES
TAX EXEMPT NO. 22-2101864

PURCHASE ORDER NUMBER

18-00434

THIS NUMBER MUST APPEAR ON
ALL PACKAGES, INVOICES AND
CORRESPONDENCE.

DATE: 07/01/2017

VENDOR:

AHERA CONSULTANTS INC.
P.O BOX 385
OCEANVILLE, NJ 08231-0385

SHIP TO:

Attn To : STEVE BRENNAN/AS
PINELANDS REG BOARD OFFICE
520 NUGENTOWN RD
LITTLE EGG HARBOR, NJ 08087

PAID

CONTROL NUMBER

ORDER DESCRIPTION

QUANTITY ORDERED	CATALOG / UNIT	ITEM DESCRIPTION / ACCOUNT NUMBER	UNIT PRICE	EXTENSION
1	EACH	INDOOR AIR QUALITY OF THE ROOFING MASTIC ODORS FOR PINELANDS JHS AS PER ATTACHED PROPOSAL 8603/30-430-400-800-00-2017 (\$3,380.00) <i>Inv attached # 17-7190</i>	3,380.00	3,380.00 3,380.00 <i>2,680.00</i>

VENDOR CERTIFICATION & DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

X *Donna DeErico* 8/22/17
VENDOR SIGN HERE DATE

INCORPORATED? ☒ YES ☐ NO PLEASE SUPPLY NUMBER BELOW

22-266586
TAX ID. NO. OR SOC. SEC. NO.

**SIGN AT X AND RETURN WITH INVOICE
FOR PAYMENT. PAYMENT WILL NOT BE
MADE WITHOUT RECEIVING THIS
SIGNED FORM FROM VENDOR.**

NJ BUSINESS REGISTRATION CERTIFICATE

☐ YES ☐ NO

NJ BRC NUMBER

No order valid unless signed

BY *SB* BUSINESS ADMINISTRATOR

THE ABOVE CLAIM IS APPROVED FOR PAYMENT
CHECK#

PO# 18-00434 Hnd Chk No
Chk# 7121606 Chk Date 10/11/2017
Vend AHERA CONSULTANTS INC.
Paid \$2,680.00 Liq \$3,380.00
Acct 30-430-400-800-00-2017

THIS VOUCHER MUST BE SIGNED AT X AND RETURNED WITH



August 11, 2017

Mr. Steve Brennan, Business Administrator/Board Secretary
Pinelands Regional High School
520 Nugentown Road – PO Box 248
Tuckerton, NJ 08087-0248

RE: Indoor Air Quality – Roof Mastic - Junior High School

AHERA Consultants proposes to conduct Indoor Air Quality of the roofing mastic odors at the Pinelands Regional Junior High School. All work will be conducted in accordance with our Certified Indoor Environmental Consultant and all samples collected have been recommended by the laboratory who will perform independent laboratory analysis.

IAQ – Junior High School – **3 day Turnaround**

Task	Description of quantity/time 3 day Turnaround	TOTAL
Certified Indoor Env. Con/Field Tech.	\$ 70.00 x 8	\$ 560.00
Q Track – RH, Temp, CO2, CO	300.00	300.00
Volatile Organic Scan by GC/MS TO-15 with Library Search	700.00 x 3	2,100.00
Bulk Summary Report	\$ 70.00 x 6	420.00
TOTAL		\$ 3,380.00

1,400

If there are any questions, please do not hesitate to contact me.

Very truly yours,

Donna D'Errico, President

VENDOR NO. 4676

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PURCHASE ORDER
BOARD OF EDUCATION
PINELANDS REGIONAL SCHOOL DISTRICT
520 NUGENTOWN ROAD, P.O. BOX 248, LITTLE EGG HARBOR, NJ 08087-0248
TELEPHONE: (609) 296-3106 - FAX: (609) 294-9519

BUDGET YEAR
2017->2018

PURCHASES EXEMPT FROM ALL STATE AND FEDERAL TAXES
TAX EXEMPT NO. 22-2101864

PURCHASE ORDER NUMBER

18-00485

THIS NUMBER MUST APPEAR ON
ALL PACKAGES, INVOICES AND
CORRESPONDENCE.

DATE: 07/01/2017

VENDOR:

AHERA CONSULTANTS INC.
P.O BOX 385
OCEANVILLE, NJ 08231-0385

SHIP TO:

Attn To : STEVE BRENNAN/AS
PINELANDS REG BOARD OFFICE
520 NUGENTOWN RD
LITTLE EGG HARBOR, NJ 08087

CONTROL NUMBER

ORDER DESCRIPTION

QUANTITY
ORDERED

CATALOG / UNIT

ITEM DESCRIPTION / ACCOUNT NUMBER

UNIT PRICE

EXTENSION

1 EACH

INDOOR AIR QUALITY OF THE ROOFING
MASTIC ODORS AT THE PINELANDS
REGIONAL HS

3,380.00

3,380.00

AS PER ATTACHED PROPOSAL

8603/30-430-400-800-00-2017
(\$3,380.00)

~~\$3,380.00~~

2,680.00

E-MAILED AUG 29 2017

VENDOR CERTIFICATION & DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

X *Donna D'Erice* 9/5/17
VENDOR SIGN HERE DATE

INCORPORATED? ☒ YES ☐ NO PLEASE SUPPLY NUMBER BELOW

TAX I.D. NO. OR SOC. SEC. NO.

SIGN AT X AND RETURN WITH INVOICE
FOR PAYMENT. PAYMENT WILL NOT BE
MADE WITHOUT RECEIVING THIS
SIGNED FORM FROM VENDOR.

NJ BUSINESS REGISTRATION CERTIFICATE

☐ YES ☐ NO

NJ BRC NUMBER

No order valid unless signed

BY *SB*
BUSINESS ADMINISTRATOR
THE ABOVE CLAIM IS APPROVED FOR PAYMENT

PO# 18-00485
Chk# 7121606
Vend AHERA CONSULTANTS INC.
Paid \$2,680.00
Acct 30-430-400-800-00-2017
Hnd Chk No
10/11/2017
Liq \$3,380.00

THIS VOUCHER MUST BE SIGNED AT X AND RETURNED WITH INVOICE FOR PAYMENT



August 23, 2017

Mr. Steve Brennan, Business Administrator/Board Secretary
Pinelands Regional High School
520 Nugentown Road – PO Box 248
Tuckerton, NJ 08087-0248

RE: Indoor Air Quality – Roof Mastic - High School

AHERA Consultants proposes to conduct Indoor Air Quality of the roofing mastic odors at the Pinelands Regional Junior High School. All work will be conducted in accordance with our Certified Indoor Environmental Consultant and all samples collected have been recommended by the laboratory who will perform independent laboratory analysis.

IAQ – Junior High School – **3 day Turnaround**

Task	Description of quantity/time 3 day Turnaround	TOTAL
Certified Indoor Env. Con/Field Tech.	\$ 70.00 x 8	\$ 560.00 ✓
Q Track – RH, Temp, CO2, CO	300.00	300.00 ✓
Volatile Organic Scan by GC/MS TO-15 with Library Search	700.00 x 3	2,100.00
Bulk Summary Report	\$ 70.00 x 6	420.00
TOTAL		\$ 3,380.00

If there are any questions, please do not hesitate to contact me.

Very truly yours,

Donna D'Errico, President

VENDOR NO. 4676

BILL TO

PURCHASE ORDER
BOARD OF EDUCATION
PINELANDS REGIONAL SCHOOL DISTRICT
520 NUGENTOWN ROAD, P.O. BOX 248, LITTLE EGG HARBOR, NJ 08087-0248
TELEPHONE: (609) 296-3106 - FAX: (609) 294-9519

BUDGET YEAR
2017->2018

PURCHASE ORDER NUMBER

18-00321

THIS NUMBER MUST APPEAR ON
ALL PACKAGES, INVOICES AND
CORRESPONDENCE.

DATE: 07/01/2017

VENDOR:

AHERA CONSULTANTS INC.
36 N QUAIL HILL BLVD
GALLOWAY, NJ 08205

SHIP TO:

Attn To : STEVE BRENNAN/AS
PINELANDS REG BOARD OFFICE
520 NUGENTOWN RD
LITTLE EGG HARBOR, NJ 08087

CONTROL NUMBER

ORDER DESCRIPTION

QUANTITY
ORDERED

CATALOG / UNIT

ITEM DESCRIPTION / ACCOUNT NUMBER

UNIT PRICE

EXTENSION

1 EACH

PINELANDS HS & JHS INDOOR AIR QUALITY
- ROOF MASTIC (3 DAY TURNAROUND)

5,900.00

5,900.00

* SEE ATTACHED *

\$5,900.00

8603/30-430-400-800-00-2017
(\$5,900.00)

Do Not
Duplicate

E-MAILED JUL 21 2017

VENDOR CERTIFICATION & DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

X *Donna D'Erico* 7/14/17
VENDOR SIGN HERE DATE

INCORPORATED? ☒ YES ☐ NO PLEASE SUPPLY NUMBER BELOW

TAX I.D. NO. OR SOC. SEC. NO.

**SIGN AT X AND RETURN WITH INVOICE
FOR PAYMENT. PAYMENT WILL NOT BE
MADE WITHOUT RECEIVING THIS
SIGNED FORM FROM VENDOR.**

NJ BUSINESS REGISTRATION CERTIFICATE

☐ YES ☐ NO

NJ BRC NUMBER

No order valid unless signed

BY *[Signature]*
BUSINESS ADMINISTRATOR

THE ABOVE CLAIM IS APPROVED FOR PAYMENT
CHECK#

PO# 18-00321 Hnd Chk No
Chk# 7121606 Chk Date 10/11/2017
Vend AHERA CONSULTANTS INC.
Paid \$5,900.00 Liq \$5,900.00
Acct 30-430-400-800-00-2017

THIS VOUCHER MUST BE SIGNED AT X AND RETURNED WITH INVOICE



July 20, 2017

Mr. Steve Brennan, Business Administrator/Board Secretary
Pinelands Regional High School
520 Nugentown Road – PO Box 248
Tuckerton, NJ 08087-0248

RE: Indoor Air Quality – Roof Mastic - Senior High School & Junior High School

AHERA Consultants proposes to conduct Indoor Air Quality of the roofing mastic odors at the Pinelands Regional Senior High School & Pinelands Regional Junior High School. All work will be conducted in accordance with our Certified Indoor Environmental Consultant and all samples collected have been recommended by the laboratory who will perform independent laboratory analysis.

IAQ – Senior & Junior High School – **3 day Turnaround** (If collected Saturday, results available Thurs 7/27 end of day)



Task	Description of quantity/time 3 day Turnaround	TOTAL
Certified Indoor Env. Con/Field Tech.	\$ 70.00 x 12	\$ 840.00
Q Track – RH, Temp, CO2, CO	300.00	300.00
Volatile Organic Scan by GC/MS TO-15 with Library Search	700.00 x 6	4,200.00
Bulk Summary Report	\$ 70.00 x 8	560.00
TOTAL		\$ 5,900.00

OR

IAQ – Senior & Junior High School – **1 Week Turnaround** (If collected Saturday, results available Mon 7/31 end of day)

Task	Description of quantity/time 1 week Turnaround	TOTAL
Certified Indoor Env. Con/Field Tech.	\$ 70.00 x 12	\$ 840.00
Q Track – RH, Temp, CO2, CO	300.00	300.00
Volatile Organic Scan by GC/MS TO-15 with Library Search	500.00 x 6	3,000.00
Bulk Summary Report	\$ 70.00 x 8	560.00
TOTAL		\$ 4,700.00

I have presented two turnaround times depending on how quickly you need results. Please pick one of the tables. Once a Purchase Order has been issued, AHERA will contact you to schedule the testing. If there are any questions, please do not hesitate to contact me.

Very truly yours,

Donna D'Errico, President

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**BOARD OF EDUCATION
PINELANDS REGIONAL SCHOOL DISTRICT**

PURCHASES EXEMPT FROM ALL STATE AND FEDERAL TAXES
TAX EXEMPT NO. 22-2101864

PURCHASE ORDER NUMBER

THIS NUMBER MUST APPEAR ON
ALL PACKAGES, INVOICES AND
CORRESPONDENCE.

VENDOR:

SHIP TO:

Attn To : Rich Mueller/DT
PINELANDS REGIONAL HIGH SCHOOL
565 NUGENTOWN RD
LITTLE EGG HARBOR, NJ 08087

VENDOR CERTIFICATION & DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

**SIGN AT X AND RETURN WITH INVOICE
FOR PAYMENT. PAYMENT WILL NOT BE
MADE WITHOUT RECEIVING THIS
SIGNED FORM FROM VENDOR.**

No order valid unless signed

BY

BUSINESS ADMINISTRATOR

THE ABOVE CLAIM IS APPROVED FOR PAYMENT

NJ BUSINESS REGISTRATION CERTIFIC

PO# 18-00211

Hnd Chk No

Chk#7121417

Chk Date 09/20/2017

Vend **AHERA CONSULTANTS INC.**

Paid \$1,200.00

Liq \$1,200.00

Acct 11-000-261-420-21-0000

VENDOR SIGN HERE _____ DATE _____

INCORPORATED? ☒ YES ☐ NO PLEASE SUPPLY NUMBER BELOW

☐ YES ☐ NO

NJ BRC NUMBER

THIS VOUCHER MUST BE SIGNED AT X AND RETURNED WITH INVOICE FOR PAYMENT



AHERA Consultants
INCORPORATED
P.O. BOX 385
OCEANVILLE, NJ 08231-0385
PHONE: (609) 652-1833 FAX: (609) 652-1140

Invoice

DATE	INVOICE #
6/21/2017	17-7134

BILL TO:

Pinelands Regional Board of Education
P.O. Box 248-520 Nugentown Road
Tuckerton, NJ 08087-0248
ATTENTION: Rich Mueller

P.O. NUMBER	TERMS	PROJECT
18-00211	Net 30 Days	

QUANTITY	DESCRIPTION	RATE	AMOUNT
1	DP Associated Services 08/2017 through 07/2018	1,200.00	1,200.00

Annual Contract must be cancelled prior to the start date of services.

TOTAL	\$1,200.00
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