



MUNICIPAL COMPLEX • PISCATAWAY, N.J. 08854

TOWNSHIP OF PISCATAWAY

November 21, 2024

Ms. Krystal Triumph
Atlantic-It Net, LLC.
285 Davison Ave, Suite 102
Somerset, New Jersey, 08876

**RE: EXECUTED CONTRACT FOR EMERGENCY INFORMATION TECHNOLOGY (IT)
CONSULTANT SERVICES FOR DAY TO DAY OPERATIONS AND SUPPORT FOR
THE TOWNSHIP OF PISCATAWAY.**

Dear Ms. Triumph:

Please, find enclosed a copy of the fully executed copy of
the above referenced contract

If you have any questions, please feel free to call my office.

Regards,

Maria Valente-Caemmerer

Maria Valente-Caemmerer
Purchasing Agent
455 Hoes Lane
Piscataway, NJ 08854
Mcaemmerer@piscatawaynj.org

Cc: Dana Korbman, Township Chief of Staff

Division of Purchasing

(732) 562-2301

CONTRACT

THIS CONTRACT is entered into this 12th day of November 2024 between the TOWNSHIP OF PISCATAWAY, a municipal corporation of the State of New Jersey, with offices located at 455 Hoes Lane, Piscataway, NJ 08854 (hereinafter the "Township"), and ~~ATLANTIC-IT-NET, LLC~~ a New Jersey corporation, located at 285 Davison Ave, Suite 102, Somerset, NJ 08876 (hereinafter "Contractor").

WITNESSETH:

In consideration of the mutual covenants contained herein, the parties agree as follows:

1. **Authorization.** By Resolution dated November 12, 2024 the Township Council of the Township authorized appropriate municipal officials to enter into a contract with Contractor.
2. **General Scope of Service.** Contractor shall provide **EMERGENCY CONTRACT FOR INFORMATION TECHNOLOGY (IT) CONSULTANT SERVICES FOR DAY TO DAY OPERATIONS AND SUPPORT.**
3. **Compensation.** Contractor shall be compensated for the timely and complete performance of its obligations under this Contract in an amount not to exceed **TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00)**, in the event any work is delayed, then the time of payment shall be similarly delayed.
4. **Indemnification.** Contractor shall defend, save and hold harmless the Township, its officers, agents and employees, against all claims, costs, demands, attorneys fees, losses or damage, to persons or property, that may arise as a result of any claim or action, in connection with Contractor's negligent performance of its obligations under this Contract.
5. **No Assignment.** The Township has awarded this Contract to Contractor due to the expertise of Contractor in **EMERGENCY IT SERVICES**. Accordingly, this Contract may not be assigned by Contractor.
6. **Licenses and Registrations.** In the event any services to be performed under this Contract require any particular license or registration to perform the services described, Contractor shall at all times during the terms of this Contract maintain and keep current and valid all such licenses and registrations. Failure to do so shall give the Township the right to terminate this Contract upon three (3) business days advance written notice. If requested, Contractor shall furnish any requested registration or license within two (2) business days.

7. **Insurance.** Contractor shall secure and maintain at all times during the term of this Contract all of the insurance coverage required. Sample Insurance certificate is attached to this Contract.
8. **Non-Discrimination.** Contractor shall not discriminate in the furnishing of its ~~services or hiring practices due to race, color, national origin, religion, sex,~~ marital status or age.
9. **Affirmative Action.** Contractor shall conform to the State of New Jersey Affirmative Action requirements, which is marked as Exhibit "A" and is attached hereto and made a part hereof.
10. **Notices.** ~~All notices required or permitted to be given under this Contract shall~~ be in writing and sent by certified, return receipt requested, or by recognized overnight delivery service, to the parties at the addresses listed below:

CONTRACTOR: Atlantic-IT NET LLC
285 Davison Ave, Suite 102
Somerset, NJ 08873

TOWNSHIP: Clerk, Township of Piscataway
Municipal Building
455 Hoes Lane
Piscataway, NJ 08854

AND

Michael Baker, Township Attorney
40 Paterson Street
PO Box 480
New Brunswick, NJ 08903

11. **Governing Law.** This Contract shall be construed in accordance with and governed by the laws of the State of New Jersey, without regard to the conflicts of laws or choice of laws provisions thereof.
12. **Severability.** If any provisions of this Contract shall be held invalid, its invalidity shall not affect any other provisions of this Contract that can be given effect without the invalid provisions, and for this purpose the provisions of this Contract are deemed to be severable.
13. **Term:** As per Emergency Purchases Resolution#24-387 and not to exceed as specified in the certification.
14. **No Waiver.** No delay or failure by the Township to exercise any right under this Contract, and no partial or single exercise of that right, shall constitute a waiver of that or any other right, unless otherwise expressly provided herein.
15. **Entire Agreement.** This Contract constitutes the entire agreement between the parties hereto. This Contract shall not be altered, amended, supplemented or terminated, except by an agreement in writing, signed by both parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed and sealed as of the day and year first above written.

ATTEST:

Melissa A. Seader

MELISSA A. SEADER, Township Clerk

11/20/24

Date

THE TOWNSHIP OF PISCATAWAY

By: Brian C. Wahler

BRIAN C. WAHLER, Mayor

11/20/24

Date

WITNESS :

[Signature]

11/15/24

Date

ATLANTIC-IT NET, LLC

By: [Signature] Vice President

11/15/24

Date



CERTIFICATION OF REQUEST FOR EMERGENCY PURCHASES

The undersigned department head (or his/her designee) certifies as follows:

1. An emergency condition(s) exists in the Township of Piscataway for Information Technology (IT) Services.
2. This condition constitutes an emergency affecting the public health, safety, or welfare of the public.
3. Description of condition(s) and how it affects the public health, safety, or welfare: Due to urgent unforeseen technical issues, immediate specialized IT expertise is needed to ensure continuous, uninterrupted operations.
4. It is necessary to invoke the provisions of N.J.S.A. 40:A11-6 (emergency contracts) in order to obtain the immediate deliver of goods or the performance of service(s) described in the above. The purchase order and account numbers used for this emergency are set forth above.
5. This estimated cost of furnishing the goods or service(s) is: \$ 50,000.00
6. Vendor: Atlantic IT Services, 285 Davidson Avenue, Somerset, NJ 08873

Permission is requested for approval to issue a purchase order without the receipt of bids or solicitation of quotations, pursuant to the above cited statute, and corresponding rules, N.J.A.C. 5:34-6.1 et seq.

I certify that the responses to the foregoing statements are correct and complete to the best of my knowledge. I am aware that intentionally making a false statement or misrepresenting the facts subjects me to administrative disciplinary action.

Dana H. Chief of Staff
Department Head Signature

November 13, 2024
Date

FOR TOWNSHIP ADMINISTRATOR USE ONLY:

The maximum amount that may be expended under this emergency change order is \$25,000.00 ^{\$50,000 DBK}

NOTE:

Any emergency condition(s) in which the estimated cost is in excess of the statutory minimum bid threshold established in N.J.S.A. 40A:11-3(a) shall be approved by the Township Council of the Township of Piscataway.

Bob C. Wade
Administrator's Signature
Mayor's

November 13, 2024
Date

RESOLUTION #24-387

Be It Resolved, By the Township Council of Piscataway Township,
(Seal) New Jersey, that:

WHEREAS, due to unforeseen issues, the Township of Piscataway (the "Township") is in need of emergency IT services for day to day operations and support (the "Services"); and

WHEREAS, the Township of Piscataway is in the process of obtaining IT services in compliance with New Jersey Local Public Contracts Law; and

WHEREAS, until the Township can obtain replacement services, the Township is in immediate need of the Services; and

WHEREAS, N.J.S.A 40A:11-6 allows the Township to award emergency contracts when an emergency affecting the public health, safety or welfare requires the immediate delivery of goods or the performance of services; and

WHEREAS, without the Services, the Township residents' health, safety, and welfare would be affected by the Township's ability to ensure continuous, uninterrupted operations and services to its residents; and

WHEREAS, the Chief of Staff and Mayor approved the emergency services in the amount not to exceed \$25,000.00 as specified in the Certification of Request for Emergency Purchases dated November 12, 2024, a copy of which is attached hereto and made a part hereof; and

WHEREAS, Atlantic IT, LLC, Somerset, NJ is able to provide interim Services at the rates set forth in their proposal dated November 7, 2024; and

WHEREAS, there is funding available pursuant to certification # R-2024-0102;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Piscataway, County of Middlesex and State of New Jersey, that the appropriate municipal officials be and do hereby approve an emergency contract with Atlantic IT, LLC for emergency IT services, in the amount not to exceed \$25,000.00, subject to all contract documents.

minutes. Melissa Seader
Clerk of the Township of Piscataway
Melissa A. Seader

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:

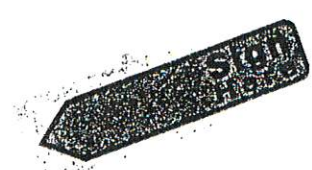
Letter of Federal Affirmative Action Plan Approval;

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.

DATED: 11/15/24 SIGNATURE: [Signature]
PRINTED NAME AND TITLE: Kristal Triumph, Vice President
COMPANY NAME: Atlantic-IT.net, LLC
ADDRESS: 285 Davidson Ave, Ste 102, Somerset, NJ 08873
ADDRESS: _____



CERTIFICATION OF NON-COLLUSION

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

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

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

DATED: 11/15/24


(Signature)

Krystal Triumph, Vice President
(Name and Title)

Atlantic-IT.net, LLC
(Company Name)

285 Danden Ave, Ste 102, E
(Address)

Somerset, NJ 08873
(City, State, Zip Code)

(Corporate Seal)



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

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

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

(Check the Appropriate Box)

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

OR

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

OR

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

(Attach Additional Sheets If Necessary.)

K. Sp
Signature of Vendor's Authorized Representative
Kristal Triumph, Vice President
Print Name and Title of Vendor's Authorized Representative

Atlantic-IT.net, LLC
Vendor's Name
285 Davidson Ave, Ste 102
Vendor's Address (Street Address)

Somerset, NJ 08873
Vendor's Address (City/State/Zip Code)

11/15/24
Date

33-1167644
Vendor's FEIN

732-412-8975
Vendor's Phone Number

732-805-3009
Vendor's Fax Number

Kristal@atlantic-it.net
Vendor's Email Address

¹ Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/13/2024

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 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 RSC INSURANCE BROKERAGE INC/PHS 08081604 The Hartford Business Service Center 3600 Wiseman Blvd San Antonio, TX 78251		CONTACT NAME: PHONE (866) 467-8730 (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS:	
INSURED ATLANTIC-IT. NET, LLC 285 DAVIDSON AVE STE 102 SOMERSET NJ 08873-4153		INSURER(S) AFFORDING COVERAGE INSURER A: Hartford Fire Insurance Company INSURER B: Hartford Accident and Indemnity Company INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC# 19682 22357	

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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY	X		08 SBA VM2441	09/17/2024	09/17/2025	EACH OCCURRENCE \$1,000,000
	CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000
	X General Liability						MED EXP (Any one person) \$10,000
	GEN'L AGGREGATE LIMIT APPLIES PER: POLICY ☒ PRO-JECT ☐ LOC						PERSONAL & ADV INJURY \$1,000,000
	OTHER:						GENERAL AGGREGATE \$2,000,000
							PRODUCTS - COMP/OP AGG \$2,000,000
B	AUTOMOBILE LIABILITY	X		08 UEC DD1299	05/09/2024	05/09/2025	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000
	ANY AUTO						BODILY INJURY (Per person)
	ALL OWNED AUTOS ☒ SCHEDULED AUTOS						BODILY INJURY (Per accident)
	X HIRED AUTOS ☒ NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)
A	UMBRELLA LIAB EXCESS LIAB	X		08 SBA VM2441	09/17/2024	09/17/2025	EACH OCCURRENCE \$4,000,000
	DED ☒ RETENTION \$ 10,000						AGGREGATE \$4,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	N/A					PER STATUTE
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE -EA EMPLOYEE
							E.L. DISEASE - POLICY LIMIT
A	EMPLOYMENT PRACTICES LIABILITY			08 SBA VM2441	09/17/2024	09/17/2025	Each Claim Limit \$5,000 Aggregate Limit \$5,000

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

Those usual to the Insured's Operations.

CERTIFICATE HOLDERTownship Of Piscataway
455 HOES LN
PISCATAWAY NJ 08854-4147**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

Susan L. Castaneda

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AGENCY CUSTOMER ID: _____
LOC#: _____



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY RSC INSURANCE BROKERAGE INC/PHS		NAMED INSURED ATLANTIC-IT. NET, LLC 285 DAVIDSON AVE STE 102 SOMERSET NJ 08873-4153	
POLICY NUMBER SEE ACORD 25		EFFECTIVE DATE: SEE ACORD 25	
CARRIER SEE ACORD 25	NAIC CODE		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM

FORM NUMBER: ACORD 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

Those usual to the Insured's Operations. Certificate holder is an additional insured per the Business Liability Coverage Form SS0008, attached to this policy. Emergency Information Technology (IT) Consultant Services are additional insured per the Commercial Auto Broad Form Endorsement HA9916, attached to this policy. RE; Job Description/Contract Number: Emergency Info Tech Svcs (IT)



PROPOSAL

Emergency IT Consulting Proposal





November 7, 2024

Township of Piscataway
455 Hoes Lane
Piscataway, NJ 08854

Dear Dana,

Thank you for the opportunity to provide a proposal for emergency IT consulting services to support Township of Piscataway during this critical time. We understand the importance of maintaining reliable and secure IT systems, especially as you transition through a period of immediate need for support. Our goal is to deliver comprehensive and timely solutions that align with your organizational objectives, safeguard critical data, and enhance operational resilience.

In this proposal, we have outlined a range of services, from onsite IT consulting and remote support to proactive network monitoring and advanced cybersecurity measures. By partnering with Atlantic-IT.net, Township of Piscataway will benefit from a trusted IT partner committed to mitigating risks, minimizing downtime, and ensuring business continuity.

Our team is dedicated to understanding the unique challenges you currently face and is committed to delivering a secure, responsive, and efficient IT environment. We have tailored our approach to meet your needs effectively, ensuring that Township of Piscataway can provide vital services to the community without interruption.

Please feel free to reach out with any questions or to discuss specific requirements.

We look forward to the opportunity to work with you and deliver a seamless IT experience that supports your strategic goals.

Sincerely

Krystal Triumph
Atlantic-IT.net



Table of Contents

1. Executive Summary	1
2. Our Key Value Proposition – What Makes Us Unique.....	2
3. Our Core Values	3
4. Your Key Drivers.....	3
5. IT Support Objectives.....	4
6. Proposed Scope of Services.....	5
7. Service Deliverables.....	6
8. Project Timeline	7
9. Investment Summary	7
10. Next Steps	8
11. AIT's Overall Service Portfolio.....	9
12. General Assumptions and Exceptions	10
13. Standard Terms and Conditions.....	11



1. Executive Summary

The Township of Piscataway faces a critical need for continuity and risk mitigation following the departure of its primary IT resource. Atlantic-IT is prepared to step in as an emergency IT partner, delivering specialized support to ensure seamless operations, protect vital systems, and reduce potential disruptions.

Our goal is to stabilize IT services and mitigate risks associated with downtime and security vulnerabilities. Atlantic-IT's approach combines an onsite IT consultant for immediate, hands-on support, round-the-clock remote assistance, proactive monitoring of critical systems, and expert project leadership. This solution addresses urgent requirements while establishing a foundation for resilient IT management and data protection.

Key Initiatives to Support Continuity and Mitigate Risk:

- **Business Continuity and Data Protection:** Implement protocols to safeguard essential operations and protect critical data, ensuring swift recovery in the event of an incident.
- **Targeted Cybersecurity Strengthening:** Enhance security through proactive monitoring and tooling on high-priority systems, reducing risks from cyber threats without a full overhaul.
- **Stabilized IT Management:** Optimize infrastructure through effective storage management, incident tracking, and structured support for ongoing IT projects, providing stability in day-to-day operations.
- **Project Leadership and Implementation:** Lead critical IT projects that enhance efficiency and reliability, ensuring that each project aligns with the Township's continuity and operational goals.

Atlantic-IT's emergency response strategy is built to address the Township's immediate challenges and reduce exposure to risk.

We have carefully chosen solutions to address your immediate needs as discussed in our pre-solution meeting, and we will continue collaborating with you to refine and tailor the approach for both short- and long-term benefits for the Township of Piscataway.



2. Our Key Value Proposition – What Makes Us Unique

IT Consulting from AIT provides the following key-value proposition:

- **Commitment to Customer** – we have a rigorous approach, methodology, measurements, and capabilities to commit the highest level of service to Customer. We do this through our quality of deliverables, understanding of what matters to the Customer, and how it maps to our services' delivery.
- **Our robust and deep technical expertise**—our technical expertise spans consulting, cybersecurity, and IT services focused on strengthening your security and operational reliability. We provide comprehensive support across IT infrastructure management, cloud solutions, data security, analytics, service desk support, field services, and modern workspace solutions. all designed to enhance your organization's resilience and meet critical security needs.
- **Our strong local presence** – having peace of mind and access to exceptionally talented and experienced specialists and engineers- keeping your business data safe and your day-to-day operations moving smoothly.
- **Our Service Onboarding Approach & Methodology** - along with our consistent methods, processes, tools, and assets.
- **Continuous Improvements, Innovation & Transformation** – providing value through your personalized technology journey.
- **Our well-defined Operating, Interaction, and Integration Model** - that will establish clear lines of responsibilities and accountabilities while ensuring operational efficiencies.
- **Our Flexible Pricing Model** which is mutually beneficial and provides as-a-service capabilities to simplify your operations.
- **Strategic Guidance and Trusted Partnership**– a mutually vested interest and skin-in-the-game to deliver economies of scale and service quality improvements.
- **Our Governance and Reporting Model** – establish a formal framework to ensure a smooth onboarding, continuous service operations, best-practices, measurable outcomes, and alignment of your IT strategy with your business strategy.



3. Our Core Values

AIT is not like the other IT Providers that “tell” you what you need. Instead, our team members listen to you, and we try to get a firm understanding of the vision you have for your company and your technology needs. We encourage open and clear communication with our customers to promote a true partnership. Our goal is not to steer you in a particular direction; instead, we try to provide impartial advice that empowers you and your employees. By aligning appropriate technology with your company’s goals, we believe we can make a difference.

Yet, we realize that an organization is only as good as its people, and we are proud to say we have the best in the industry. We treat our employees and vendors with honesty and integrity, and we see our employees and their families as an integral part of our success.

Since 2007, we have built our foundation upon innovating, engineering, and supporting the best viable solutions for our customers because we believe IT (Information Technology), at its core, is customer service. Now, 14+ years later, our guiding principles have not changed, while we remain guided by the following Core Values:

- **Commitment to Deliver an Awesome Client First Experience**
- **Learning –Don't repeat the same mistakes**
- **Integrity-Making our words match reality**
- **Excellence Mindset**
- **Never pointing fingers**
- **Transforming the Norm by adding value**
- **Simplifying complex things**

4. Your Key Drivers

As we partner with Township of Piscataway, we understand the importance of providing immediate, reliable support to ensure your operations remain uninterrupted. Our approach is designed to align with your core objectives and support your commitment to serving the community effectively. Here are the key drivers that guide our services:

1. Uninterrupted Operations and Business Continuity

- Our primary goal is to maintain seamless access to critical IT systems, ensuring that essential services for you continue without disruption. By quickly integrating with your team, we'll work to keep operations running smoothly throughout this transition.

2. Data Security and Cyber Resilience

- In today's environment, protecting sensitive municipal data is essential. Our team will strengthen your cybersecurity defenses, implementing proactive monitoring and strengthening identity management to minimize unauthorized access.



3. Operational Efficiency and System Stability

- We understand that reliable and efficient IT systems are essential for day-to-day municipal operations. By addressing storage constraints and enhancing IT management processes, we'll work to optimize performance and reduce any risk of service interruptions.

4. Proactive Risk Management and Rapid Incident Response

- Managing risk is key to supporting uninterrupted service. We'll establish an efficient ticketing system to track and resolve incidents promptly, providing real-time insights to prevent recurring issues and keep your systems secure and resilient.

5. Collaborative IT Strategy and Guidance

- Beyond immediate support, we're here as a partner in your IT journey, offering strategic advisory services to support long-term stability. We'll collaborate with your team on IT projects, cybersecurity enhancements, and future-proofing your infrastructure to meet the evolving needs of your community.

By focusing on these key drivers, we aim to support and collaborate with Township of Piscataway, ensuring a seamless experience now and as your technology needs grow.

5. IT Support Objectives

The objectives of this engagement include, but are not limited to, addressing the IT support needs of Township of Piscataway while increasing the organization's IT network stability. Our goal is to enhance your IT infrastructure and services in a way that aligns with the operational and strategic goals of your business. The key objectives for our foundational IT services are:

1. Stabilize Operations and Uptime:

- **Proactive Monitoring and Maintenance:** Enhance continuous monitoring, , and performance optimization to ensure smooth operation and minimal disruptions of critical systems.

2. Provide IT Support:

- **Rapid Response Times:** Address support requests promptly, ensuring quick resolution of technical issues.
- **Dedicated Support Team:** Offer personalized support with a dedicated team familiar with the organization specific needs, ensuring consistent and high-quality service.

3. Foster Strategic IT Planning:

- **Strategic IT Planning:** Collaborate with leadership to develop and implement a strategic IT plan that supports long-term goals and aligns with the organization's vision for future growth and technological advancement.



4. Enhance Communication:

- **Clear Communication Channels:** Establish clear channels for regular communication and reporting to keep leadership informed of IT performance, issues, and developments.

5. Vendor Management:

- **Third-Party Management:** Manage third-party vendors for security, voice, data network-connected systems. This includes coordinating with vendors to ensure service quality and compliance, handling escalations, and simplifying your team's interactions with external service providers.

6. Proposed Scope of Services

Our emergency IT consulting solution provides robust support through a combination of onsite, remote, monitoring tools and project-focused services, to address business continuity and mitigate potential high priority risks to your organization's IT environment.

1. Onsite and Remote IT Support

- **Dedicated IT Consultant:** A consultant will be stationed onsite to provide immediate assistance, manage routine tasks, and address urgent issues.
- **Regular Office Hours & After-Hours Support:** Onsite support will be available during regular office hours, with emergency after-hours support as needed to handle critical incidents.
- **Real-Time Remote Assistance:** Remote troubleshooting for critical incidents, reducing response times for faster issue resolution
- **Systems Review:** Routine health checks, troubleshooting, and proactive maintenance to ensure all systems function smoothly.

2. Project IT Consultant-Based Work

- **Emergency IT Projects:** Fast execution of critical projects to stabilize and mitigate risk to IT infrastructure, such storage capacity management, temporary backup implementation identity management.
- **Consultation and Implementation:** Expert consulting to define project requirements, timelines, and resource needs, followed by efficient implementation.
- **Project Documentation:** Comprehensive project planning to ensure clarity and serve as a reference for future IT initiatives

3. Firewall and Server Monitoring

Our dedicated firewall and server monitoring ensures continuous protection and optimal performance for your organization's critical infrastructure.

- **Firewall Monitoring and Management**
 - **Real-Time Threat Detection:** Ongoing monitoring to detect and respond to firewall events



- **Firewall Rule Optimization:** Regular review and adjustment of firewall rules
 - **Incident Reporting:** Comprehensive reporting on any detected incidents, with proactive recommendations to strengthen firewall defenses.
- **Server Monitoring and Management**
 - **Performance Monitoring:** Real-time tracking of critical performance metrics such as disk space, CPU, and memory usage.
 - **Automated Alerts and Rapid Response:** Instant alerts for any potential issues, ensuring prompt intervention to prevent downtime.
 - **Monthly Health Reports:** Summarized server performance reports, detailing any incidents and preventative actions taken to enhance stability.

7. Service Deliverables

Service	Description	Timeline
Onsite IT Consultant	Full-time, onsite presence to oversee IT operations, manage issues, and support project implementation.	Immediate
Remote Support	Remote help desk and monitoring support to resolve non-onsite issues.	Immediate
Firewall Monitoring	Real-time monitoring of firewall to detect and address potential issues proactively.	1 Week
Server Monitoring	Real-time monitoring of servers to detect and address potential issues proactively.	1 Week
Data Backup and Recovery	Implementation of data backup protocols and recovery strategies to protect municipal data.	1-2 Weeks
Storage Management	Audit and expansion plan for systems low on space to optimize performance and ensure scalability.	1-2 Weeks
Ticketing System Implementation	Deploy a ticketing system to centralize and track IT incidents for improved efficiency and accountability.	1 Week
Cybersecurity User Audit	Comprehensive audit to address inactive user accounts, compromised passwords, and validate authorized access, enhancing overall security.	1 week
Resource Planning for Staff Capacity	Data collection and analysis of IT staff roles, workload, and capacity to identify gaps and recommend resource allocation adjustments.	4 -5 Weeks



8. Project Timeline

Phase	Duration	Key Milestones
Initial Assessment	1 Week	Network review, data inventory
Immediate Support Launch	Ongoing	Onsite/Remote support, project prioritization
Implementation	1–5 Weeks	Monitoring, cybersecurity, data protection
Project Planning Review	6–8 Weeks	report

9. Investment Summary

Service	Cost Estimation	Frequency
Onsite IT Consultant Placement	\$3,000/12000	Weekly/Monthly
Project IT Consultant 32 Hours	\$5,600/\$175	Monthly/Hourly
Firewall & Server Monitoring Support	\$2,000	Monthly

Total Estimated Cost: \$19,600

Term: 2 month Engagement



10. Next Steps

Atlantic-IT relishes the opportunity to lead the transformation journey of Customer's infrastructure operations. We look forward to discussing our proposal with you at your earliest convenience. Upon Customer reviewing our proposal, we anticipate the following next step:

- Address any needed clarity or adjustments to our proposal.
- Engage in a few collaborative sessions to co-create the best suited first phase solution.
- Coordinate our Proposal Presentation and Q&A.
- Deliver our Service Terms and Agreement for signature.



11. AIT's Overall Service Portfolio

Core Services Offered

AIT service offering includes the following:

Strategy & Advisory Services:

- Strategic Advisory Services
 - Consulting & Professional Services
 - Virtual CIO/CISO Services
 - IT Assessment, Gap Analysis & Road-mapping
-

IT Staff Capacity & Augmentation Services:

- IT Support Services
- Service Desk & Field Services Augmentation (incl. Follow-the-Sun Support)
- VIP & White Gloves Services
- Managed Systems Services

Managed Services:

- Outsourced IT Department
- Multi-Tower Infrastructure Managed Services
- Managed Systems Services
- Managed Network Services
- Managed Cloud Services
- Managed Data Services
- Managed Desktop Services
- Managed Security Services
- NOC & SOC Services

Digital Workspace Services:

- Modern Desktop Services
- Remote Worker Services
- End User Experience Management
- Endpoint Analytics Services

Governance, Risk & Compliance (GRC) Services:

- IT Auditing and Compliance Management
- Business Continuity Management



12. General Assumptions and Exceptions

The following assumptions were used to craft our response:

AIT will not provide Customer with any legal, accounting, tax, regulatory or financial advice or guidance, including but not limited to determining whether AIT's proposed services herein, including any revised business processes, comply with all obligations of Customer under any laws.

AIT assumes that the PROPOSAL and other information provided by or referenced by, including Q&A responses, Customer is accurate and complete. If, after the Agreement is signed, it is determined that the PROPOSAL or other information provided by Customer is inaccurate or incomplete in any material manner, the parties will negotiate an adjustment in the project scope and fees, as applicable, per the Agreement's change order process.

AIT assumes it will have an opportunity to conduct due diligence as needed to obtain additional information and confirm the assumptions underlying our proposed solution. As part of this exercise, any changes to the information provided in the PROPOSAL and Customer's responses to questions, including additional services, items, or equipment Customer deems necessary and essential for operations support after project start date; or changes in federal laws or regulations will go through a mutually-agreed upon change control process to address potential impacts to the proposed services that may affect project schedule and/or cost. The solution will be further developed and refined based on the results of the due diligence, including development of an updated RACI or other mechanism to clearly define each party's responsibilities and template requirements for deliverables.

AIT's performance of the proposed solution is dependent on Customer's prompt and effective performance of its responsibilities, including timely decisions and approvals. Additionally, Customer will commit resources and management involvement as described in the Agreement or as required by the work effort to support AIT's delivery of the proposed services and to perform the agreed upon acceptance procedures in a timely manner, and work with Customer employees in driving organizational change, including tool adoption.

Customer will commit resources and management involvement as described in the proposed solution or as required by the work effort to support AIT's delivery of the services and to perform the agreed upon acceptance procedures in a timely manner.

Customer will obtain all consents necessary from its third parties (i.e., those not under Agreement with AIT) required for AIT to perform its obligations under this proposed solution and subsequent Agreement, including obtaining the required consents for the other party's use of third-party materials and to pay any fees associated with the consents. Customer will be responsible for the contractual relationship with such third parties and for facilitating their cooperation with AIT. AIT will not have any responsibility for the performance of other contractors or vendors engaged by Customer (other than AIT's sub-contractors) or delays caused by them. COTS (Commercial off-the-shelf) software, if any is used or provided, is subject to the warranty, indemnity rights, and the terms and conditions of the respective software provider.

Customer will be responsible for obtaining, at no cost to AIT, consents for AIT's use of any Customer furnished property necessary to perform its obligations hereunder including but not limited to warehouse space suitable for receiving and staging end user assets.

Each party will retain responsibility for its compliance with any laws, regulations, or other authorities, in effect on the date of submission of our proposal, including those areas on which it relies on the other party's performance under the Agreement. AIT will not be licensing any software to Customer.

Any Key Personnel named in our proposed solution and subsequent Agreement may be subject to change and will be finalized as part of contract discussions. The benefit to Customer for this approach is that if AIT had identified that the resource skill requirements are different than expected a more appropriate match can be made, including potentially a resource located in Customer. AIT's solution does not include assuming any third-party contracts or purchasing/holding any dedicated third-party assets.



13. Standard Terms and Conditions

Atlantic-IT.net's standard terms and conditions for our managed services are as follows:

1. SCOPE OF SERVICES: Atlantic-IT.net agrees to provide the support services stated in this Agreement for the listed services at the Client's location. Service under this Agreement includes remote on-line and telephone support services. Atlantic-IT.net does not warrant that the operation of any listed equipment shall be uninterrupted.

2. SERVICE TIMES: Support services will be performed during the hours as stated in the agreement.

3. FEES AND PAYMENT SCHEDULE: Onboarding, first and last month of support is due upon acceptance of agreement. Payment is to be made according to the terms stated in the Agreement. Client agrees that this Agreement shall remain in effect for the full period stated in the Agreement and may not be terminated by Client prior to that time, except in accordance with the terms of Provision 19. Payment terms allowing Client to pay the costs of this Agreement in more than one payment over the course of the term of this Agreement does not alter the terms of this Agreement. Fees are due and will be drafted via ACH according to the invoice. If any amount owed under this Agreement is not paid when due, Atlantic-IT.net may add a service charge of 1-1/2% per month on unpaid amounts. Client agrees to pay all costs of collection, including attorney's fees, made necessary by nonpayment by Client. Atlantic-IT.net reserves the right to discontinue service if account is not current.

4. ACCESS: Client agrees to maintain, where required, a full time, dedicated Internet connection and to allow Atlantic-IT.net access to the Client's network via that Internet connection. Client agrees to allow Atlantic-IT.net employees or subcontractors access to its facilities in order to perform services under this Agreement. Client agrees to allow Atlantic-IT.net access to the covered equipment. Client agrees to allow Atlantic-IT.net to load any necessary management software on their systems. Client agrees to furnish Atlantic-IT.net with user IDs and passwords that have Administrator-level, Root-level or Supervisor-level access for all covered equipment and applications. Atlantic-IT.net agrees not to prevent Client from accessing any equipment owned by the Client. Failure to comply with these requirements could impact Atlantic-IT.net's ability to provide services and may terminate this agreement.

5. EXCUSABLE DELAYS: Atlantic-IT.net shall not be liable for delays in performance due to fire, flood, acts of terrorism, acts of civil or military authority, inability to obtain or delays in obtaining suitable material or facilities required for performance, or temporary unavailability of qualified personnel, or other causes beyond its reasonable control or failure by Client to provide full and appropriate access to the covered equipment.

6. EXCLUSIONS: This Agreement is subject to the following exclusions: (a) This Agreement does not include the repair or replacement of any hardware or software product, electrical work, or repair of damage resulting from operator error, accident, vandalism, electrical or environmental problems, excessive heat or humidity, or maintenance provided by other than authorized Atlantic-IT.net representatives. Charge for the above will be on a Time and Materials basis. (b) Service under this Agreement does not cover support due to configuration changes made by Client or anyone other than authorized Atlantic-IT.net representatives. Any service calls placed for a problem caused by such configuration changes will be charged on a Time and Material basis. (c) Services outside the scope of Appendix A are not covered under this agreement and will be charged on a Time and Materials basis.

7. SOFTWARE LICENSE: Client retains ownership of all licenses of software deployed at Client site that Client has directly purchased. Atlantic-IT.net retains ownership of all licenses of software deployed at Client site that is inherent in providing services under this agreement. For testing and development purposes, Atlantic-IT.net may utilize Client's software licenses for the purposes of providing services to the Client. At termination of contract, all software owned by Client and utilized by Atlantic-IT.net will be surrendered to Client, and any and all use of that software by Atlantic-IT.net discontinued. No license for use of the software by Atlantic-IT.net is granted under this contract.

8. EQUIPMENT OWNERSHIP: Client retains ownership of all equipment deployed at Client site that Client has directly purchased. Atlantic-IT.net retains ownership of all hardware deployed at Client site that is inherent in providing services under this agreement and that which is provided for Client's use within this agreement. For testing and development purposes, Atlantic-IT.net may utilize Client's hardware for the purposes of providing services to the Client. At termination of contract, all hardware owned by Client and utilized by Atlantic-IT.net will be surrendered to Client, and any and all use of that hardware by Atlantic-IT.net discontinued.

9: RISK OF LOSS: Title and risk of loss to the product shall pass to Client on the date of delivery to Client, for Client-installed products, or upon delivery to client's location for products installed by Atlantic-IT.net.



10. FACILITY CONDITION: Client shall provide a clean operating environment which does not exceed the manufacturer's rated temperature and humidity specifications for the equipment. Client shall notify Atlantic-IT.net promptly when the listed equipment requires support service. If Client changes the configuration of any listed equipment, Atlantic-IT.net may adjust the charge under this Agreement or at Atlantic-IT.net's option, exclude that equipment from the scope of this Agreement and prorate the charges accordingly.

11. TIME AND MATERIAL BILLING: Rates for service not covered by this Agreement will be billed at the discounted rate schedule outlined in this agreement. Blocks of hours purchased in advance as an addition to Atlantic-IT.net Support can also be used for any situation that is billed to Client as Time and Materials.

12. SOFTWARE AND OPERATING SYSTEM ERRORS: This Agreement is limited to the services listed in Provision I above. It is the responsibility of the Client to ensure that all of its files are adequately backed up and that all necessary materials are available, including manufacturer recovery media for software and other software to be reloaded. In no way is Atlantic-IT.net liable for defects or "bugs" in software, or for correcting errors introduced into the data, programs, or any other software due to hardware failure, or for any cost of reconstructing software or lost data. Any technical support required to restore data integrity or to make the system function, such as, but not limited to, rebuilding corrupted records, examining files, re-installation of O/S or Software, or re-indexing databases, will be billed separately on a time and materials basis, unless covered under a separate agreement "Business Disruption Avoidance & Disaster Planning & Preparation."

13. LIMITATION OF LIABILITY: If Atlantic-IT.net does not fulfill any obligations under this Agreement after reasonable attempt(s); Client's sole and exclusive remedy is to recover an equitable amount not to exceed charges paid to Atlantic-IT.net for the services in question. Atlantic-IT.net shall in no event have any liability for any special, incidental, or consequential damages including but not limited to, loss of profits or revenue, loss of use of equipment, lost data, cost of substitute equipment, services, down-time, or claims of Client for such damages, whether the claims be in contract, tort, strict liability, negligence, indemnification or otherwise, even if Atlantic-IT.net had been advised of such potential damages. With respect to "Proactive Maintenance" Services, Client acknowledges that there is no such thing as a totally secure, impenetrable network, but that Atlantic-IT.net's "Proactive Maintenance" services (according to specific service(s) contracted for) provides a reasonable level of proactive protection as well as ongoing security monitoring and reporting. Atlantic-IT.net will in no way be held responsible and/or liable for damages, monetary or otherwise, by Client, or any other affected party, in the event of a security breach or network security-related outages, damages, losses, etc. **WARRANTY DISCLAIMER:** THERE ARE NO WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY FOR A PARTICULAR PURPOSE, RESPECTING SERVICES PERFORMED OR EQUIPMENT AND MATERIALS FURNISHED UNDER THIS AGREEMENT. In all events not provided for in this Agreement and where permitted by law, Atlantic-IT.net's liability (regardless of the form of action) will be limited to Client's direct damages in an amount up to the cumulative annual amount of charges paid to Atlantic-IT.net for the services hereunder. Atlantic-IT.net's entire liability and Client's exclusive remedies for Atlantic-IT.net's liability of any kind (including liability for negligence) for performance, nonperformance or delays in performance by Atlantic-IT.net under this Agreement are limited to those contained in this Agreement where permitted by law. Under "Service Level & Warranty" services, certain operability outlined in Appendix A will be remedied by Atlantic-IT.net at no additional cost to Client according to provisions also set forth in Appendix A.

14. INDEMNIFICATION: Client agrees to indemnify, defend and hold harmless Atlantic-IT.net from and against all claims, demands, liabilities, damages, losses, expenses, including attorney's fees and lawsuits which may be asserted against or incurred by Atlantic-IT.net by or due to any person not a party to this Agreement for any expense, loss or damage including, but not limited to, statutory civil damage, personal injury, death and/or property damage, real or personal, arising out of the design, sale, lease, installation, repair, service, dispatch, maintenance, monitoring, recording of communications, operation or no operation of the equipment, whether due to the sole, joint, or several negligence of Atlantic-IT.net or its agents, servants, employees suppliers, or subcontractors, breach of contract, express or implied, breach of warranty express or implied, product or strict liability, and/or any claim for contribution or indemnification, whether in contract, tort or equity. Notwithstanding anything contained herein to the contrary, this paragraph shall not apply to claims for loss of damage caused directly and solely by the negligence of an employee of Atlantic-IT.net while Client's premises, provided, however, that this exception shall be limited to the amount of proceeds received from Atlantic-IT.net's insurance policy(ies) applicable to the claim or action.

15. APPLICABLE LAW: This Agreement shall be governed by and construed according to the laws of the State of New Jersey. Parties agree to submit to venue in the courts of Somerset County, NJ. In the event of dispute arising out of terms and conditions of this agreement or in delivery of services, both parties agree to submit such dispute to independent arbitrator for binding arbitration, and to accept the findings of the arbitrator as final.



16. MODIFICATION OR AMENDMENT: No modification or addition to any provision of this Agreement shall be binding on either party unless in writing and signed by a duly authorized representative of each party.

17. ASSIGNABILITY: This Agreement is not assignable by Client except upon the written consent of Atlantic-IT.net, which shall be at Atlantic-IT.net's sole option. This Agreement or any portion thereof is assignable by Atlantic-IT.net at its sole option.

18. ENTIRE AGREEMENT; SEVERABILITY: If any one or more of the provisions of this Agreement are determined to be unenforceable, in whole or in part, for any reason, the remaining provisions shall remain fully operative. This Agreement, including the Terms and Conditions, constitutes the entire agreement of Atlantic-IT.net and Client. No representations, inducements, promises, negotiations, or agreement, oral or otherwise, which is not contained herein, shall be of any force or effect.

19. CONTRACT TERM; RENEWAL: Unless terminated in writing by either party at least 30 days prior to the expiration date, this Agreement is automatically renewed for a term equal to the original term at the then current rate charged by Atlantic-IT.net, which in no event shall be greater than 15 percent higher than the amount charged.

20. TERMINATION OF AGREEMENT: Client may terminate this Agreement without liability for termination charges, if Atlantic-IT.net fails to perform any material term or condition of this Agreement and such failure shall continue unremedied for thirty (30) days after Atlantic-IT.net's receipt of notice thereof from Client. In the event of such termination by Client, Client agrees to pay in full all monies due for services delivered through the effective date of cancellation, plus any discounts taken by virtue of the Agreement term. Atlantic-IT.net may terminate this Agreement accepted hereunder and Client shall be in default of this Agreement if Client fails to pay any charge when due or fails to perform or observe any other term or condition of this Agreement and such failure continue unremedied for thirty (30) days after Client's receipt of notice thereof from Atlantic-IT.net. In the event of such termination by Atlantic-IT.net, Client agrees to pay in full all monies due for services delivered through the effective date of cancellation, plus any discounts taken by virtue of the Agreement term plus applicable termination charges. Upon termination of this Agreement hereunder, Client will return to Atlantic-IT.net any products provided under this Agreement to Atlantic-IT.net. Atlantic-IT.net shall not be obligated to restore the premises to their original condition, if Client does not return the products or make them available for removal by Atlantic-IT.net, then in addition to all other remedies at law or equity available to Atlantic-IT.net all obligations of Client under this Agreement shall remain in force and effect until the products are returned to Atlantic-IT.net.

21. CONFIDENTIALITY, PUBLICATION AND NON-COMPETE: Atlantic-IT.net and the Client agree that any and all information identified by the other as "Confidential" and/or "Proprietary", or which, under all of the circumstances, ought reasonably to be treated as Confidential and/or Proprietary, will not be disclosed to any third person without the express written consent of the other party. Confidential Information includes, but is not limited to, information about the respective entities' products and services, information relating to purchasing, accounting, pricing, marketing and Clients not generally known in the business in which the entity has been, is or may become engaged and which is developed by, disclosed to, or becomes known as a consequence of or through each party's relationship with the other. Confidential Information does not include any information or development: (i) which is or subsequently becomes available to the general public other than through a breach by the receiving party; (ii) which is already known to the receiving party before disclosure by the disclosing party; (iii) which is developed through the independent efforts of the receiving party; or (iv) which the receiving party rightfully receives from third parties without restriction as to use. Upon the expiration of the term of this Agreement, Atlantic-IT.net shall, and shall instruct its agents to whom Confidential Information was disclosed pursuant hereto, continue to treat as confidential and preserve the confidentiality of all Confidential Information received from the Client. Neither Atlantic-IT.net nor Client shall not, directly or indirectly, solicit, recruit or hire any Client or Atlantic-IT.net personnel, whether or not such personnel performed work for the Client, during the term of this agreement and for a period of three (3) year after the termination of this agreement. The provisions of this Section shall survive the termination or expiration of the Agreement.



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: ATLANTIC-IT.NET, LLC
Trade Name:
Address: 285 DAVIDSON AVENUE
SOMERSET, NJ 08873
Certificate Number: 1361620
Effective Date: November 30, 2007
Date of Issuance: November 13, 2024

For Office Use Only:
20241113130720352



New Jersey Division of Revenue

Revenue

NJBGS

On-Line Business Registration Certificate Service

CERTIFICATE NUMBER 1361620 FOR ATLANTIC-IT.NET, LLC IS VALID.

Return

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

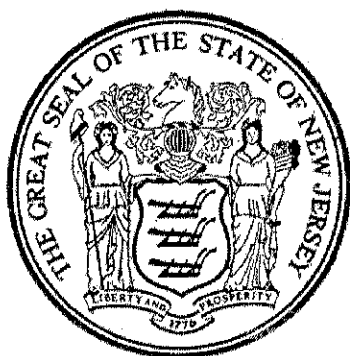
ATLANTIC-IT.NET, LLC
0400182344

I, the Treasurer of the State of New Jersey, do hereby certify that the above-named New Jersey Domestic Limited Liability Company was registered by this office on May 30, 2007.

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

I further certify that the registered agent and office are:

ATLANTIC-IT.NET, LLC
285 DAVIDSON AVENUE
SUITE 102
SOMERSET, NJ 08873



*IN TESTIMONY WHEREOF, I have
hereunto set my hand and affixed
my Official Seal at Trenton, this
10th day of July, 2024*

A handwritten signature in black ink, appearing to read "Elizabeth Maher Muoio".

Elizabeth Maher Muoio
State Treasurer

Certificate Number : 2821360735

Verify this certificate online at

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

**Request for Taxpayer
Identification Number and Certification**

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

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

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) Atlantic-IT.Net LLC	
	2 Business name/disregarded entity name, if different from above.	
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate ☒ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) P Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. ☐ Other (see instructions)	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions. ☐	
	5 Address (number, street, and apt. or suite no.). See instructions. 285 Davidson Ave Ste 102	Requester's name and address (optional) Township of Piscataway 455 Hoes Lane, Piscataway NJ 08854
6 City, state, and ZIP code Somerset, NJ 08873		
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

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

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

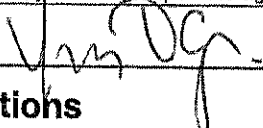
Social security number								
			-				-	
or								
Employer identification number								
3	3	-	1	1	6	7	6	4

Part II Certification

Under penalties of perjury, I certify that:

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

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

Sign Here	Signature of U.S. person 	Date 8/22/24
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General Instructions

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

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

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

Township of Piscataway
Township Council Meeting Dates
2024

JANUARY

2
30

Reorganization

JULY

23

FEBRUARY

13

AUGUST

13

MARCH

5

SEPTEMBER

10

APRIL

16

OCTOBER

1

MAY

2* Thursday

NOVEMBER

7* Thursday

12

26

JUNE

6* Thursday

25

DECEMBER

3

10

17

ALL MEETINGS TO BE HELD AT 7:30 P.M., PREVAILING TIME
UNLESS OTHERWISE INDICATED
AT THE PISCATAWAY MUNICIPAL BUILDING
455 HOES LANE, PISCATAWAY NEW JERSEY.

ZOOM/DIAL IN INFORMATION FOR EACH MEETING
SHALL BE PROVIDED ON THE
TOWNSHIP WEBSITE www.piscatawaynj.org PRIOR TO THE MEETING.

MELISSA A. SEADER, Township Clerk

**TOWNSHIP OF PISCATAWAY
2024 PAYMENT SCHEDULE**

ALL NECESSARY DOCUMENTS ARE TO BE SIGNED & MAILED BACK FOR CLOSOUT NO LATER THAN 12PM ON THE VOUCHER DUE DATE!!!

Voucher Due Date	Payment Due Date	Final Payment Due Date
Thursday, December 28, 2023	Tuesday, January 2, 2024	Friday, January 5, 2024
Thursday, January 25, 2024	Tuesday, January 30, 2024	Friday, February 2, 2024
Thursday, February 8, 2024	Tuesday, February 13, 2024	Friday, February 16, 2024
Thursday, February 22, 2024	Tuesday, February 27, 2024	Friday, March 1, 2024
Thursday, February 29, 2024	Tuesday, March 5, 2024	Friday, March 8, 2024
Thursday, March 14, 2024	Tuesday, March 19, 2024	Friday, March 22, 2024
Thursday, March 28, 2024	Tuesday, April 2, 2024	Friday, April 5, 2024
Thursday, April 11, 2024	Tuesday, April 16, 2024	Friday, April 19, 2024
Thursday, April 25, 2024	Thursday, May 2, 2024	Tuesday, May 7, 2024
Thursday, May 16, 2024	Tuesday, May 21, 2024	Friday, May 24, 2024
Thursday, May 30, 2024	Thursday, June 6, 2024	Tuesday, June 11, 2024
Thursday, June 20, 2024	Tuesday, June 25, 2024	Friday, June 28, 2024
Monday, July 8, 2024	Thursday, July 11, 2024	Tuesday, July 16, 2024
Thursday, July 18, 2024	Tuesday, July 23, 2024	Friday, July 26, 2024
Thursday, August 8, 2024	Tuesday, August 13, 2024	Friday, August 16, 2024
Thursday, August 22, 2024	Tuesday, August 27, 2024	Friday, August 30, 2024
Thursday, September 5, 2024	Tuesday, September 10, 2024	Friday, September 13, 2024
Thursday, September 19, 2024	Tuesday, September 24, 2024	Friday, September 27, 2024
Thursday, September 26, 2024	Tuesday, October 1, 2024	Friday, October 4, 2024
Thursday, October 17, 2024	Tuesday, October 22, 2024	Friday, October 25, 2024
Thursday, October 31, 2024	Thursday, November 7, 2024	Tuesday, November 12, 2024
Thursday, November 21, 2024	Tuesday, November 26, 2024	Monday, December 2, 2024
Thursday, December 5, 2024	Tuesday, December 10, 2024	Friday, December 13, 2024
Thursday, December 12, 2024	Tuesday, December 17, 2024	Friday, December 20, 2024

RE 2024 HOLIDAYS

This is to advise you that the Municipal Offices will be closed on:

MONDAY, JANUARY 1, 2024	NEW YEAR'S DAY
MONDAY, JANUARY 15, 2024 -	MARTIN LUTHER KING'S BIRTHDAY
MONDAY, FEBRUARY 19, 2024 -	PRESIDENTS DAY
FRIDAY, MARCH 29, 2024 -	GOOD FRIDAY
MONDAY, MAY 27, 2024 -	MEMORIAL DAY
WEDNESDAY, JUNE 19, 2024	JUNETEENTH
THURSDAY, JULY 4, 2024 -	INDEPENDENCE DAY
MONDAY, SEPTEMBER 2, 2024 -	LABOR DAY
MONDAY, OCTOBER 14, 2024 -	COLUMBUS DAY
TUESDAY, NOVEMBER 5, 2024 -	ELECTION DAY
MONDAY, NOVEMBER 11, 2024 -	VETERAN'S DAY
THURSDAY, NOVEMBER 28, 2024 -	THANKSGIVING DAY
FRIDAY, NOVEMBER 29, 2024 -	THANKSGIVING (DAY AFTER)
WEDNESDAY, DECEMBER 25, 2024 -	CHRISTMAS DAY

* Tuesday, December 24, will be a half day of work

* Tuesday, December 31, will be a half day of work

**CERTIFICATION OF FUNDS**

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

PRINT DATE 11/12/2024

VENDOR NO. 22603

CERTIFICATION # R-2024-0102

V
E
N
D
O
RATLANTIC -IT NET LLC
285 DAVIDSON AVE
SUITE 102
SOMERSET NJ 08873**TOWNSHIP OF PISCATAWAY**Finance Department, 455 Hoes Lane
Piscataway, NJ 08854
TEL (732)-562-2316. FAX (732)-562-8455.**VOUCHER/PURCHASE ORDER**No. **20243927**THIS NUMBER MUST APPEAR ON ALL PACKAGES,
PAPERS AND CORRESPONDENCE

PURCHASE ORDER DATE 11/12/2024

STATE CONTRACT ☐ No.S
H
I
P
T
OADMINISTRATION OFFICE
TOWNSHIP OF PISCATAWAY
455 HOES LANE
PISCATAWAY NJ 08854
Dana Korbman

ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
1	1		RECOMMENDATION TO AWARD PROFESSIONAL SERVICES CONTRACT: PROVIDE EMERGENCY IT CONSULTING SERVICES FOR PERIOD OF 2 MONTHS CERT#R-2024-0102, RESOLUTION DATED 11/12/2024, NTE:\$19,600.00		\$25,000.00
TOTAL:					\$25,000.00

NOTICE TO VENDOR

NO CHANGES MAY BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP. SUBSTITUTIONS MUST NOT BE MADE. IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION AND PRICE - NOTIFY TOWNSHIP IMMEDIATELY

CONTRACT ORDERS ARE SUBJECT TO ALL TERMS AND CONDITIONS OF THE ACCEPTED BID AND EXECUTED CONTRACT. INFORMAL AWARDS (OPEN MARKET ORDERS RESULTING FROM ADVERTISED PROPOSALS) ARE SUBJECT TO THE TERMS AND CONDITIONS OF THE ACCEPTED BID. NO ORDER VALID UNLESS SIGNED BELOW.

DEPARTMENT HEAD CERTIFICATION

I, having knowledge of the facts certify that the materials and supplies have been received or the services rendered.; said certifications being based on signed delivery slips or other reasonable procedures.

APPROVAL FOR PAYMENT**SIGN AND RETURN VOUCHER FOR PAYMENT**

DATE TWP. MANAGER

DATE FINANCE

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL OR FEDERAL, STATE AND MUNICIPAL EXCISE, SALES, OR OTHER TAXES

EXEMPT FROM N.J. SALES TAX #22- 6002216

SIGNATURE

DATE

APPROPRIATION/ACCOUNTS CHARGED	AMOUNT
1. 01- 2024- 0200- 0125- 2- 00028	25,000.00
Page Total:	\$25,000.00

CLAIMANT'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of 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 with 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

Signature

DATE

TITLE

PURCHASE ORDER AUTHORIZATION**DO NOT ACCEPT THIS ORDER UNLESS IT IS SIGNED BELOW**

Div. / Department Head Signature

DATE

DATE
PAIDCHECK
NO

VOUCHER COPY-SIGN AT X AND RETURN FOR PAYMENT



CERTIFICATION NUMBER :

R-2024-0102

R-2024-0102

Revised
Purchasing

CERTIFICATION OF FUND

VENDOR NUMBER : 22603

VENDOR NAME : ATLANTIC -IT NET LLC

ITEM DESCRIPTION : RECOMMENDATION TO AWARD PROFESSIONAL SERVICES CONTRACT: P'ROVIDE
EMERGENCY IT CONSULTING SERVICES FOR PERIOD OF 2 MONTHS

ACCOUNT DESCRIPTION : PROF & CONSULTING SRVS

ACCOUNT NUMBER : 01- 2024- 0200- 0125- 2- 00028

MONIES AVAILABLE : \$25,000.00

EXPLANATION : CERT#R-2024-0102, RESOLUTION DATED 11/12/2024, NTE:\$19,600.00

I HEREBY CERTIFY THE ABOVE INFORMATION TO BE CORRECT AS OF

11/12/2024

CHIEF FINANCIAL OFFICER