



169-12

105 Grove Street, Suite 1
Montclair, NJ 07042
973.954.2677
www.NishuaneGroup.com

December 21, 2017

City of Plainfield
Attention: CindyLea Weber
Purchasing Agent
515 Watchung Avenue
Plainfield, New Jersey 07060

Dear Ms. Weber:

The undersigned, as Respondent, has submitted the attached Proposal Statement in response to a Request for Proposal (RFP), issued by the City of Plainfield, returnable December 27, 2017 in connection with the City's need for Planning and Redevelopment Consulting Services.

Nishuane Group, LLC hereby states:

1. The Proposal Statement contains accurate, factual and complete information.
2. Nishuane Group, LLC agrees to participate in good faith in the procurement process as described in the RFP and to adhere to the City's procurement schedule.
3. Nishuane Group acknowledge(s) that all costs incurred by it (them) in connection with the preparation and submission of the Proposal Statement and any proposal prepared and submitted in response to the RFP, or any negotiation with results therefrom shall be borne exclusively by the Respondent.
4. Nishuane Group hereby declares (declare) that the only persons participating in this Proposal Statement as Principals are named herein and that no person other than those herein mentioned has any participation in this Proposal Statement or in any contract to be entered into with respect thereto. Additional person may subsequently be included as participating Principals, but only if acceptable to the City.
5. Nishuane Group declares that this Proposal Statement is made without connection with any other person, firm or parties, who has submitted a Proposal Statement, except as expressly set forth below and that it has been prepared and has been submitted in good faith and without collusion or fraud.
6. Nishuane Group acknowledges and agrees that the City may modify, amend, suspend and/or terminate the procurement process (in its sole judgment). In any case, the City shall not have any liability to the Respondent for any costs incurred by the Respondent with respect to the procurement activities described in this RFP.
7. Nishuane Group acknowledges that any contract executed with respect to the RFP for "Planning and Redevelopment Consulting Services" must comply with all applicable affirmative action and similar laws.

Respondent hereby agrees to take such actions as are required in order to comply with such applicable laws.

(Respondent shall sign and complete the space provided below. If a joint venture, appropriate officers of each company shall sign.)

A handwritten signature in black ink, appearing to read "M. Delisfort", written over a horizontal line.

Michele S. Delisfort, PP, AICP
Principal & Managing Partner
Nishuane Group, LLC

Dated: December 21, 2017



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: NISHUANE GROUP, LLC
Trade Name:
Address: 105 GROVE STREET
MONTCLAIR, NJ 07042-2461
Certificate Number: 1340466
Effective Date: July 17, 2007
Date of Issuance: April 06, 2015

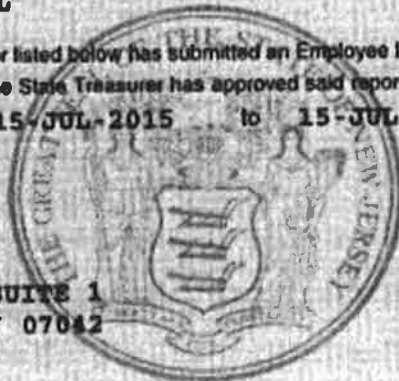
For Office Use Only:
20150406175107109

Certification 54788

CERTIFICATE OF EMPLOYEE INFORMATION REPORT INITIAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of 15-JUL-2015 to 15-JUL-2022

NISHUANE GROUP LLC
105 GROVE STREET - SUITE 1
MONTCLAIR NJ 07042



Robert A. Romano

Robert A. Romano,
Acting State Treasurer

**RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES
CONTRACT TO NISHUANE GROUP, LLC, FOR PROFESSIONAL PLANNING
CONSULTING SERVICES FOR AN AMOUNT NOT TO EXCEED \$60,000**

WHEREAS, the City of Plainfield has a need for professional planning consulting services for the Planning Division; and

WHEREAS, in accordance with Plainfield Municipal Code Section 2:10-18, the City of Plainfield instituted a policy to negotiate agreements for Professional Services on the basis of demonstrated confidence and qualifications for various types of Professional Services; and

WHEREAS, Nishuane Group, LLC, has been deemed appropriate and qualified to perform the professional services required; and

WHEREAS, the City of Plainfield deems the provisions on 2:10-18 impracticable for the procurement and award of this professional services contract; and

WHEREAS, there is sufficient funding for this contract in an amount not to exceed \$60,000.00 from Budget Account # 7-01-26-180-001-219, as evidenced by the City's Finance Officer's Certification of Funding attached hereto; Now, therefore, be it,

RESOLVED, by the City Council of the City of Plainfield, New Jersey as follows:

1. The City Council hereby waives the applicable provisions of Plainfield Municipal Code Section 2:10-18.
2. The Business Entity Disclosure Certification and the Determination of Value shall be placed on file with this resolution.
3. The Mayor and the City Clerk are hereby authorized and directed to execute a professional services agreement with Nishuane Group, LLC to provide professional planning consulting services for redevelopment projects.
4. Funding in amount not to exceed \$60,000.00, is available from account # 7-01-26-180-001-219 being made available in the 2017 adopted Municipal Budget, and the City's Finance Officer's Certification of funding being provided at that time.
5. A copy of this resolution shall be published within 20 days in the newspaper authorized to publish legal notices on behalf of the City and the executed agreement shall be filed in the Office of the City Clerk.

ADOPTED BY THE MUNICIPAL COUNCIL

March 13, 2017



Abubakar Jalloh, R.M.C.
Municipal Clerk

CLERK'S CERTIFICATION

I, Abubakar Jalloh, City Clerk of the City of Plainfield do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Plainfield City Council.

Abubakar Jalloh, R.M.C.
Municipal Clerk

AGREEMENT TO PROVIDE PROFESSIONAL SERVICES FOR ON-CALL PROFESSIONAL PLANNING CONSULTING SERVICES

THIS AGREEMENT, made as of March 13, 2017 by and between the CITY OF PLAINFIELD, a municipal corporation of the State of New Jersey, having its principal offices at 515 Watchung Avenue, Plainfield, New Jersey 07060 (hereinafter referred to as "City") and NISHUANE GROUP, LLC, having its principal place of business located at 105 Grove Street, Suite 1, Montclair New Jersey 07042, (hereinafter referred to as "Contractor").

I.

TERM OF CONTRACT

The term of the contract will be for a one year period commencing on March 13, 2017.

II.

INSURANCE

General Liability Insurance - Prior to the start of any work, Contractor shall provide proof of General Liability Insurance with limits of not less than one million dollars \$1,000,000.00 any one person and \$1,000,000.00 any one accident for bodily insurer and property damage. General Liability Insurance shall be maintained in full force during the life of the contract.

Workers Compensation Insurance - Workers Compensation Insurance shall be maintained in full force during the life of the contract, covering all employees engaged in performance of the contract pursuant to N.J.S.A. 34:15-12(a) and N.J.A.C. 12:235-1.6.

Automotive Liability Insurance - Automotive liability insurance covering Contractor for claims arising from owned, hired and non-owned vehicles with limits. Comprehensive Automobile Liability Insurance with the following minimum limits of liability: Bodily injury \$1,000,000.00 each occurrence. Property Damage \$1,000.00 each occurrence

Certificates of Insurance for those policies required above shall be submitted prior to work commencing. Such coverage shall be with an insurance company authorized to do business in the State of New Jersey and shall name the City as an additional insured.

Indemnification - Contractor shall indemnify and hold harmless the City from all claims, suits or actions, and damages or costs of every name and description to which the Contractor may be subjected or put by reason of injury to the person or property of another, or the property of the City, resulting from negligent acts or omissions on the part of the Contractor, the Contractor's agents, servants or subContractors in the delivery of good and services, or in the performance of the work.

III.

FEES

For services rendered under this contract, Contractor will be paid a fee not to exceed \$60,000.00.

IV.

SCOPE OF SERVICES

The following is a summary of the Scope of Services to be provided by the Contractor: Professional Planning Services. More specifically, all work related to land use planning, community economic development and redevelopment planning.

V.

PAYMENTS

Payment for services rendered by Contractor shall be due upon presentation to the authorized designee of the City of Plainfield, a detailed invoice describing the services rendered and the materials used on the form provided by the City. It is agreed that all invoices are to be submitted to the City's authorized designee. The invoices shall be reviewed and approved as to form and documentation before payment will be made. All statements for services rendered will be presented on a monthly basis.

The total payments hereunder shall in no event exceed the lawful appropriations set forth herein.

VI.

NO WAIVER

The failure of the City at any time to insist upon a strict performance of any terms, conditions and covenants herein shall not be deemed a waiver of any subsequent breach or default in the terms, conditions and covenants herein contained.

VII.

NOTICES

All notices given pursuant to this Agreement shall be in writing and delivered by mailing same, by regular mail, to the respective parties at the addresses set forth below:

As to the City:

David Minchello, Corporation Counsel
City of Plainfield
Plainfield, New Jersey 07060

Abubakar Jalloh, City Clerk
City of Plainfield
515 Watchung Avenue
Plainfield, New Jersey 07060

As to Contractor:

Nishuane Group, LLC.
105 Grove St, Suite 1
Montclair, New Jersey 07042

VIII.
ENTIRE AGREEMENT

This Agreement shall be binding on the heirs, successors, and assigns of each party hereto, and consists of the following documents, which are incorporated by reference and shall constitute the "Agreement":

1. This Agreement;
2. The Publicly Solicited Invitation for Bids, submission date _____ (if applicable);
3. Bid submitted by Contractor on _____ (if applicable).
4. City of Plainfield Resolution R132-17 duly adopted on March 13, 2017 (attached).

This Agreement and its component parts contain all the terms and conditions agreed upon by the parties hereto, and there are no other agreements, oral or otherwise, between the parties regarding the subject matter of this Agreement. This Agreement is made subject to and shall be construed and governed by the laws of the State of New Jersey. This Agreement shall be binding on the heirs, successors, and assigns of each party hereto.

IX.
MODIFICATIONS

No alterations, changes, modification or variations of this Agreement or the terms thereof shall be valid unless in writing and signed by both of the parties hereto or their duly authorized representative.

X.
TERMINATION OF CONTRACT

- A. If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner obligations under the contract or if the Contractor shall violate any of the requirements of the contract, the City shall there upon have the right to terminate the contract by giving written notice to the Contractor of such termination and specifying the effective date of termination. Such termination shall relieve the City of any obligation for balances to the Contractor of any sum or sums set forth in the contract. City will pay only for goods and services accepted prior to termination.
- B. Notwithstanding the above, the Contractor shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of the contract by the Contractor and the City may withhold any payments to the Contractor for the purpose of compensation until such time as the exact amount of the damage due the City from the Contractor is determined.
- C. The Contractor agrees to indemnify and hold the City harmless from any liability to subContractors/suppliers concerning payment for work performed or goods supplied arising out of the lawful termination of the contract by the City under this provision.
- D. In case of default by the Contractor, the City may procure the goods or services from other sources and hold the Contractor responsible for any excess cost.

E. Continuation of the terms of the contract beyond the fiscal year is contingent on availability of funds in the following year's budget. In the event of unavailability of such funds, the City reserves the right to cancel the contract.

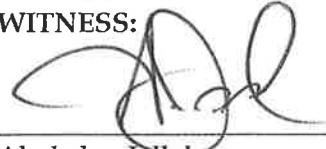
F. ACQUISITION, MERGER, SALE AND/OR TRANSFER OF BUSINESS, ETC.

It is understood by all parties that if, during the life of the contract, the Contractor disposes of his/her business concern by acquisition, merger, sale and/or transfer or by any means convey his/her interest(s) to another party, all obligations are transferred to that new party. In this event, the new Owner(s) will be required to submit all documentation/legal instruments that were required in the original bid/contract. Any change shall be approved by the City.

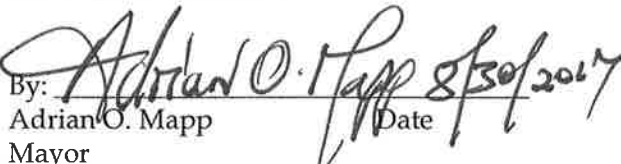
G. The Contractor will not assign any interest in the contract and shall not transfer any interest in the same without the prior written consent of the City.

IN WITNESS WHEREOF, and intending to be legally bound hereby, the parties have hereunto affixed their hands and seals.

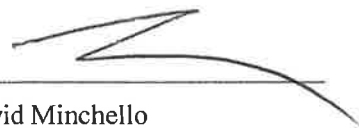
WITNESS:

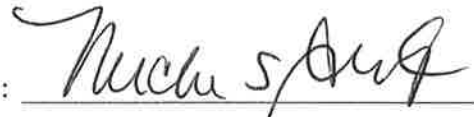

Abubakar Jalloh
City Clerk
8/30/17
Date

CITY OF PLAINFIELD

By: 
Adrian O. Mapp
Mayor
8/30/2017
Date

Approved as to Form


David Minchello
Corporation Counsel

By: 

Name: Michele S. Delisfort, PP/AICP Date

Title: Principal & Managing Partner

STATE OF NEW JERSEY)

ss:

COUNTY OF)

On this 29th day of August 2017

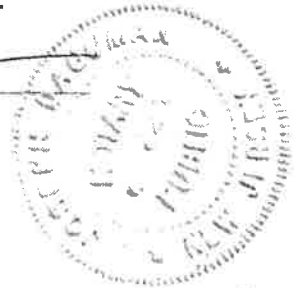
Michele S. Delisfort, personally came before me and stated to my satisfaction that this person;

- a. is the maker of the foregoing instrument;
- b. is authorized to and did execute this instrument as an officer of Nishuane Group, LLC, the Corporation named in this instrument; and,
- c. executed this instrument as the act of the corporation named in this instrument.

JOSEPH DAGUMAN
NOTARY PUBLIC OF NEW JERSEY
ID # 50014303
My Commission Expires 4/17/2020

My Commission Expires:

JMDag
Notary Public



Sworn to and subscribed
before me this
29 day of Aug, 2017

Michele S. Delisfort
President



105 Grove Street, Suite 1
Montclair, NJ 07042
www.NishuaneGroup.com
973.954.2677

2017 FEE SCHEDULE

Staff *	Rate
Founding Principal	\$250.00 Per Hour
Principal & Managing Partner	\$200.00 Per Hour
Senior Associate	\$175.00 Per Hour
Associate	\$ 150.00 Per Hour
Junior Associate	\$ 100.00 Per Hour
Intern	\$ 35.00 Per Hour

* All requested services provided by staff are subject to their availability.



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Staff *	Rate
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* All requested services provided by staff are subject to their availability.

SIGNATURE ROUTING SLIP

TO: Honorable Adrian O. Mapp, Mayor

FROM: Office of Corporation Counsel

DATE: August 28, 2017

**RE: CONDITIONAL REDEVELOPER'S AGREEMENT
JFK Muhlenberg Hospital Redevelopment Plan
Block 13, Lot 38.03**

Title(s)		
Conditional Redeveloper's Agreement between the City of Plainfield and Muhlenberg Urban Renewal, LLC		
Three (3) sets		
Resolution Number (attached)	R 284-17	
Ordinance Number (attached)	N/A	
Signature Order		
Mayor	Ms. Blake: Once signed by the Mayor, please forward the ENTIRE PACKAGE to CITY CLERK FOR WITNESSING.	Date signed  8/30/2017
City Clerk	Once witnessed by City Clerk and the City Seal is affixed, please retain one (1) set for your file, and return the remaining copies to the Office of Corporation Counsel for distribution (Ext. 4901 or 4902).	

Approved for Mayor's Signature



David L. Minchello, Corporation Counsel

8/28/2017

Date

Professional Planning and Redevelopment Consulting Services

City of Plainfield

Attn: Cynthia Blake
Purchasing Agent
Purchasing Division
City Hall, 515 Watchung Avenue
Plainfield, New Jersey 07060

December 13, 2018

Submitted by:



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APPENDICES



105 Grove Street, Suite 1
Montclair, NJ 07042
973.954.2677
www.Nishuanegroup.com

December 13, 2018

City of Plainfield
Attention: Cynthia Blake
Purchasing Agent
515 Watchung Avenue
Plainfield, New Jersey 07060

Dear Ms. Blake:

The undersigned, as Respondent, has submitted the attached Proposal Statement in response to a Request for Proposal (RFP), issued by the City of Plainfield, returnable December 13, 2018 in connection with the City's need for Planning and Redevelopment Consulting Services.

Nishuane Group, LLC hereby states:

1. The Proposal Statement contains accurate, factual and complete information.
2. Nishuane Group, LLC agrees to participate in good faith in the procurement process as described in the RFP and to adhere to the City's procurement schedule.
3. Nishuane Group, LLC acknowledge(s) that all costs incurred by it (them) in connection with the preparation and submission of the Proposal Statement and any proposal prepared and submitted in response to the RFP, or any negotiation with results therefrom shall be borne exclusively by the Respondent.
4. Nishuane Group, LLC hereby declares (declare) that the only persons participating in this Proposal Statement as Principals are named herein and that no person other than those herein mentioned has any participation in this Proposal Statement or in any contract to be entered into with respect thereto. Additional person may subsequently be included as participating Principals, but only if acceptable to the City.
5. Nishuane Group, LLC declares that this Proposal Statement is made without connection with any other person, firm or parties, who has submitted a Proposal Statement, except as expressly set forth below and that it has been prepared and has been submitted in good faith and without collusion or fraud.
6. Nishuane Group, LLC acknowledges and agrees that the City may modify, amend, suspend and/or terminate the procurement process (in its sole judgment). In any case, the City shall not have any liability to the Respondent for any costs incurred by the Respondent with respect to the procurement activities described in this RFP.
7. Nishuane Group, LLC acknowledges that any contract executed with respect to the RFP for "Planning and Redevelopment Consulting Services" must comply with all applicable affirmative action and similar laws.

Respondent hereby agrees to take such actions as are required in order to comply with such applicable laws.

Respondent shall sign and complete the space provided below. (If a joint venture, appropriate officers of each company shall sign)

A handwritten signature in black ink, appearing to read "MS Delisfort", written over a horizontal line.

Michele S. Delisfort, PP, AICP
Principal & Managing Partner
Nishuane Group, LLC

Dated: December 13, 2018



105 Grove Street, Suite 1
Montclair, NJ 07042
973.954.2677
www.Nishuanegroup.com

December 13, 2018

City of Plainfield
Attention: Cynthia Blake
515 Watchung Avenue
Plainfield, New Jersey 07060

Dear Ms. Blake:

The undersigned have reviewed our Proposal Statement submitted in response to the Request for Proposal (RFP) issued by the City of Plainfield, returnable December 13, 2018 in connection with the City's need for Planning and Redevelopment Consulting Services.

We affirm that the contents of our Proposal Statement (which Proposal Statement is incorporated herein by reference) are accurate, factual and complete to the best of our knowledge and belief and that the Proposal Statement is submitted in good faith upon express understanding that any false statement may result in the disqualification of Nishuane Group, LLC.

Respondent shall sign and complete the spaces provided below. (If a joint venture, appropriate officers of each company shall sign)

Name & Title:

Michele S. Delisfort, PP, AICP
Principal & Managing Partner
Nishuane Group, LLC

Name of Firm:

Date:

December 13, 2018

Technical Qualifications

This document is submitted in response to a Request for Proposals (RFP) posted by the City of Plainfield for Professional Planning and Redevelopment Consulting Services during a twelve (12) month contract period which is subject to renewal on a yearly basis by the Mayor and Council. The document is organized to follow the submission requirements of the RFP as indicated under the Technical Qualification in the City's RFP.

RESPONDENT CONTACT INFORMATION

Name of Firm: Nishuane Group, LLC
Address: 105 Grove Street, Suite 1
Montclair, NJ 07042
Phone: 973-954-2677 ext. 2

Nishuane Group's office is located 21 miles from the City of Plainfield's municipal building.

REQUIRED PROFESSIONAL EXPERIENCE

Nishuane Group, LLC complies with the Requirements of the RFP. More specifically, the staff members of the firm have a minimum of twenty (20) years of experience providing planning and redevelopment services to local government agencies and its affiliates in the State of New Jersey.

ASSIGNED STAFF CREDENTIALS

Planners at Nishuane Group have a wealth of experience in municipal planning. The firm has sufficient staffing capacity to meet the requirements of the City and therefore will not subcontract services for this engagement.

The names, titles, evidence of graduate level education in the field of City Planning, and license numbers of Nishuane Group Planners assigned to this engagement are provided herein. Additionally, staff resumes can be found in the Appendices.

Michèle S. Delisfort, PP, AICP

Principal & Managing Partner/ Alternate

Bloustein School of Planning & Public Policy,
Rutgers University- Master of City & Regional
Planning

American Institute Certified Planner (AICP)

License #: 024640

New Jersey Professional Planner (PP) License #: 33LI00615500

New Jersey Real Estate Commission License #: 0124328

Shawna Ebanks, AICP

Associate

Hunter College- Master of Urban Planning

Mrunmayee Atre, LEED GA

Associate

Bloustein School of Planning & Public Policy,
Rutgers University- Master of City & Regional
Planning

RELEVANT EXPERIENCE

Nishuane Group provided professional redevelopment services, similar to the scope listed in the RFP, to the City of Plainfield's Planning Division since April, 2016.

In this context, Planners at the firm assisted the staff members in the department in sustaining a majority of its redevelopment operations. More specifically, Nishuane Group accomplished the following on behalf of the City.

- Prepared nine (9) area investigations studies since our tenure with the City;
- Prepared and/or amended seven (7) redevelopment plans within the past two (2) years;
- Provided professional planning testimony and received approvals from the Planning Board for the above referenced Area Investigations and Redevelopment Plans; and

Technical Qualifications

- Prepared draft signage ordinance on behalf the Planning Board.

In addition to providing redevelopment planning assistance to the City of Plainfield, our team of professionals provide On-Call planning and redevelopment services to the municipalities listed in the following table. Also included in the table are references for similar projects that have been completed by Nishuane Group within the past five (5) years.

MUNICIPAL EXPERIENCE

	Board Planner	Technical Review	Land Use Planning	Redevelopment Planning	Engagement Visioning	Neighborhood Planning	Economic Development	Needs Assessment	Professional Testimony	Historic Preservation
Borough of Roselle	X	X	X							
City of Plainfield *			X	X			X		X	
Borough of Fanwood	X	X								
City of Orange Township *	X	X	X	X	X	X	X	X	X	X
Bloomfield Township *	X		X						X	
City of Newark *	X	X	X	X					X	X
City of East Orange	X	X	X	X	X	X	X	X	X	X
City of Hoboken *	X	X	X	X					X	
Irvington Township *	X	X	X						X	

* Denotes current client

MUNICIPAL REFERENCES

Name	Title	Company	Address	Phone
John Palmieri	Deputy Mayor & Director of Economic & Housing Development	City of Newark	920 Broad Street, Room 218, Newark, NJ 07102	973-733-6333
David Brown	Borough Administrator	Borough of Roselle	210 Chestnut Street Roselle, NJ 07203	973-266-5486
Marty Mayes	Director of Housing and Economic Development	City of Orange	29 N. Day Street, Orange, NJ 07050	973-266-4000
Nicole Consenza	Land Use Administrator	Township of Bloomfield	1 Municipal Plaza, Bloomfield, NJ 07003	973-680-4012
Patricia Carcone	Planning and Zoning Board Secretary	City of Hoboken	94 Washington Street Hoboken, NJ 07030	201-420-2000

Technical Qualifications

STATEMENT OF GOOD STANDING

Nishuane Group, LLC., nor any individuals assigned to this engagement are disbarred, suspended, or otherwise prohibited from professional practice by any federal, state, or local agency. Additionally, there are no judgments, claims, suits pending or outstanding against the company.

Employee Information Report can be found in the Appendices.

AFFIRMATIVE ACTION STATEMENT

Nishuane Group is a MBE, SBE and DBE certified firm. An Affirmative Action Statement as well as copies of the firms MBE and SBE certifications can be found in the Appendices to confirm its compliance with all applicable affirmative action requirements.

NON-COLLUSION AFFIDAVIT

A completed and signed Non-Collusion Affidavit can be found in the Appendices.

COMPLIANCE WITH GENERAL TERMS AND CONDITIONS

Nishuane Group will comply with the General Terms and Conditions required by the City and enter into the City's standard for Professional Services contract.

BUSINESS REGISTRATION

Nishuane Group, LLC. is a registered business with the State of New Jersey since 2007 (i.e. 10 years). A copy of the Business Registration Certificate can be found in the Appendices.

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

The signed Mandatory Equal Employment Opportunity Language Exhibit A and a current Certificate of

Cost Analysis

Our intent is to meet the City of Plainfield's goals in a cost effective and efficient manner. As requested, Nishuane Group has provided a 2019 fee schedule. The hourly rate of the assigned Planner will be charged to the City for Planning Services identified in the RFP.

Scope of Services

- Review all city master plan, planning and zoning documents regarding development and redevelopment in the City.
- Review, prepare and present redevelopment studies and plans to city officials and approving authorities as requested by the City's authorized representatives.
- Assist in structuring redevelopment concepts so as to be acceptable to the approving authorities.
- Arrange and attend meetings with city officials to outline those planning and zoning obstacles which hinder the implementation of development and advance the need of redevelopment planning and concepts.
- Recommend the type of boundaries, uses, regulations and standards, incentives, timetables and other components of redevelopment plans needed to effectuate a comprehensive approach to Plainfield's revitalization. Assist in the management of those plans when instructed by the City's authorized representatives.
- Provide recommendations as to who should be a part of the municipal redevelopment team and assist in the management of the redevelopment team.
- Assist in assembling all supporting documentation needed by the redevelopment team in order to complete these projects.
- Appear on behalf of the City before any independent authority, agency or board of the City of Plainfield or other governmental body as required.
- Represent the city in a professional planning capacity in any legal jurisdiction regarding redevelopment actions taken by the approving authorities.

2019 FEE SCHEDULE

Staff *	Rate
Founding Principal	\$250.00 Per Hour
Principal & Managing Partner	\$200.00 Per Hour
Senior Associate	\$175.00 Per Hour
Associate	\$ 150.00 Per Hour
Junior Associate	\$ 100.00 Per Hour
Intern	\$ 35.00 Per Hour

* All requested services provided by staff are subject to their availability.

APPENDICES



Michèle S. Delisfort, PP, AICP **PRINCIPAL & MANAGING PARTNER**

mdelisfort@NishuaneGroup.com



Education

The Bloustein School of Planning & Public Policy, Rutgers University
Masters, City and Regional Planning

Rutgers University
Bachelor of Arts, Political Science

Credentials and Affiliations

New Jersey Professional Planner
American Institute of Certified Planners
NJ-American Planning Association
Licensed Realtor

Professional Highlights

Redevelopment Planning Chairperson
NJ-American Planning Association

NJ Redevelopment Authority
Training Institute,
Instructor, moderator

Bloustein School of Planning & Public Policy, Rutgers University,
Former adjunct professor

International planning experience
On-site technical assistance in Haiti's
Northeast corridor, producing local and regional redevelopment plans

Michèle S. Delisfort has more than 20 years of professional experience in redevelopment and land use planning (including designing innovative land use procedures and protocols for municipal clients), and community and economic development.

Delisfort often consults on redevelopment planning matters for municipalities and developers. She is knowledgeable about redevelopment planning tools that incentivize and promote development in areas in need of revitalization. Plans developed by Delisfort include recommendations that reflect the community and municipality's vision.

Active in the New Jersey chapter of the American Planning Association, she wrote the chapter's Redevelopment Policy Guide and is often a panelist at local, state and national planning conferences where she discusses redevelopment planning policy, procedures and trends. Delisfort has prepared commercial, industrial and residential blight studies and redevelopment plans, master plans and land use ordinance amendments. Major projects include:

North Avenue Redevelopment Plan

North Avenue, an important corridor in the City of Plainfield, was a streetscape devoid of landscaping and pedestrian activity, punctuated by underutilized, neglected and vacant parcels. Its assets were proximity to the train station and stabilized residential neighborhoods. In order to remedy conditions in the area, regulations were established to promote a complementary mixture of intensive commercial and high density residential land uses. The Redevelopment Plan received unanimous approval by the Planning Board.

Central Orange Redevelopment Plan Amendment

Delisfort approached this project realizing that this area had the potential to attract anchors that could draw much needed economic activity, increase property values, decrease crime and improve the physical and socio-economic conditions of the area. A Plan Amendment was prepared that included the vision of the immediate community, new design standards and enforcement tools to guide future development that could inevitably revitalize the area. The Redevelopment Plan Amendment recommendations were reflective of the input received from the community and the administration. It received unanimous approval from the City's Planning Board.

Perth Amboy Arts and Cultural Opportunities Analysis

The city's historic district and Gateway neighborhood seemed ideal for arts and cultural activities. Nishuane Group was retained to research and assess locations, creating an inventory and analysis of vacant and underutilized land. The final product was a comprehensive and descriptive listing of real estate that could be transformed into galleries, theaters, outdoor performance space and live/work options. The assessment was also used to support zoning amendments and redevelopment initiatives to encourage economic investment. This planning document received the Outstanding Plan Award from NJ-APA.

Nishuane Group, LLC
105 Grove Street, Suite 1
Montclair, NJ 07042
t/f 973.954.2677
info@NishuaneGroup.com



Shawna Ebanks, AICP **ASSOCIATE**

sebanks@NishuaneGroup.com



Education

Hunter College
Master of Urban Planning

Rutgers University
Bachelor of Arts, Political Science

Credentials and Affiliations

American Institute of Certified Planners
NJ-American Planning Association
Career Vision Ambassadors Alumni
Board
Sigma Gamma Rho Sorority, Inc.

Professional Highlights

National American Planning
Association 2017 Conference Mobile
Tour, co-facilitator/organizer

New York City Community Board
Planning Fellowship

Graduate Studio: Sunnyside Yards, Long
Island City, Queens

NewBridge Services, Pequannock, NJ

Shawna Ebanks focuses on historic preservation, community engagement and redevelopment planning. In her role as planner to Newark's Landmarks and Historic Preservation Commission and the City of Orange Township's Historic Commission, Ebanks advises the boards on applications seeking approvals on alterations of parcels listed on historic registers. She recommends to the city councils which buildings, sites and structures should be considered for possible historic designation and reviews applications to ensure compliance with historic conditions cited in the zoning ordinance.

In addition, Ebanks is involved in projects with a strong outreach and engagement component including the Freeway Drive and Station Area Safety and Public Realm Study, Central Orange Redevelopment Area Retail Analysis and Together North Jersey Local Demonstration Projects. Ebanks has assisted in the organization and facilitation of the public outreach and engagement component of these projects, working to ensure maximum participation from stakeholders.

Ebanks also has significant experience in redevelopment through area investigations conducted for Newark, Plainfield and Orange. Blight studies, an element of the investigations, determine if sites are eligible for Area in Need of Redevelopment and/or Rehabilitation designation through New Jersey's Local Redevelopment & Housing Law (LRHL). Ebanks conducts fieldwork and researches the site's history. The final area investigation is presented to the planning board if the site is eligible. Other areas and projects in which she has been involved include:

Master Plan, City of Orange Township, NJ. Nishuane Group was retained by the city to create its master plan. Ebanks authored the historic preservation element, which looked at Orange's rich history as a manufacturing community and included recommendations on protecting and capturing the City's historic resources to transform Orange into a destination city. She also managed four community meetings, the engagement portion of the research.

North Parrow Street Development Project, Orange, NJ. Nishuane Group was engaged by the City of Orange Housing Authority to conduct community outreach and engagement for residents and other stakeholders affected by this initiative that included the development of 16 to 20 low and moderate-income housing units. Through the firm's involvement, the public offered input on the physical, social and circulation elements for the site and future projects.

McCarte Switching Station Mural, City of Newark, NJ. Nishuane Group served as sub-consultant, facilitating community engagement workshops and public meetings on behalf of PSE&G for residents and stakeholders from the Fairmount neighborhood. The utility was considering a mural on the wall of a switching station that would enhance the wall's appearance. Through engagement sessions, stakeholders learned about the project, voicing their opinions about the mural design and the surrounding environs.

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t/f 973.954.2677
info@NishuaneGroup.com



Mrunmayee Atre, LEED GA ASSOCIATE

matre@nishuanegroup.com



Education

Edward J. Bloustein School of Planning
and Public Policy, Rutgers University
Master of City & Regional Planning

University of Pune
Bachelor of Architecture

Credentials and Affiliations

American Institute of Certified Planners
Candidate Pilot Program
LEED, Green Associate
Registered Architect, Council of
Architecture, India
American Planning Association

Professional Highlights

Independent Study-Form Based Code:
Green Spatial Harmony, New Brunswick,
NJ

ULI Hines Urban Design Competition,
Design Lead

Mrunmayee Atre focus is on urban design, zoning and sustainability. Her interest is in integrating architectural and planning knowledge to create sustainable, transit-oriented and people centric communities.

Atre designs and develops redevelopment plans, design standards for buildings, streets and open spaces, form-based zoning and land use regulations for municipalities. Additionally, she prepares site suitability analysis for the proposed developments. Atre is adept with various software like Auto CAD, GIS, Adobe Creative Suite, Google Sketchup, and Rhinoceros in addition to hand sketching and rendering.

Projects in which Atre has been involved in include:

HIGHLAND AVENUE REDEVELOPMENT AND REHABILITATION PLAN, ORANGE, NJ

The City of Orange Township Planning Board was authorized by City Council to develop a redevelopment and rehabilitation plan for the designated area in need of redevelopment and rehabilitation located in one of the oldest sections of the City. The designated area is approximately 26.6 acres. Key components of the plan include medium density residential development and open space to create additional recreation opportunities and encourage increased interaction between neighborhood residents. Atre created new zoning, bulk regulations and design standards for the area to promote Smart Growth, as the site is within five-minute walk from the Highland Avenue Train Station.

PRELIMINARY SITE ASSESSMENT FOR DEPARTMENT OF PUBLIC WORKS, NEWARK, NJ

Nishuane Group was approached by the City of Newark to conduct a site analysis for several City owned parcels. The subject sites are approximately 3.6 acres with physical appearance of debris and remnants of the previous structures that were razed. The purpose of the assessment was to provide the City with options for building siting and massing concepts that can be used by the Department of Public Works. Atre prepared the preliminary site assessment report which included zoning analysis, potential challenges, advantages and recommendation for general design such as circulation, siting, open space and adaptive reuse.

Nishuane Group, LLC
105 Grove Street, Suite 1
Montclair, NJ 07042
t/f 973.954.2677
info@Nishaunegroup.com

THIS DOCUMENT IS PRINTED ON WATERMARKED PAPER, WITH A MULTI-COLORED
BACKGROUND AND MULTIPLE SECURITY FEATURES. PLEASE VERIFY AUTHENTICITY.

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

THIS IS TO CERTIFY THAT THE
Board of Professional Planners

HAS LICENSED

**Michele S. Delisfort
105 Grove St Ste 1
Montclair NJ 07042**

FOR PRACTICE IN NEW JERSEY AS A(N): Professional Planner

05/30/2018 TO 05/31/2020
VALID

33LI00615500
LICENSE/REGISTRATION/CERTIFICATION #

Signature of Licensee/Registrant/Certificate Holder


ACTING DIRECTOR



State of New Jersey

CHRIS CHRISTIE
Governor

DEPARTMENT OF THE TREASURY
DIVISION OF REVENUE & ENTERPRISE SERVICES
P.O. BOX 026

KIM GUADAGNO
Lt. Governor

TRENTON, NJ 08625-034
PHONE: 609-292-2146 FAX: 609-984-6679

FORD M. SCUDDER
Acting State Treasurer

APPROVED

under the

Small Business Set-Aside Act and Minority and Women Certification Program

This certificate acknowledges NISHUANE GROUP LLC as a Category 1 approved Small Business Enterprise that has met the criteria established by N.J.A.C. 17:13 and/or 17:14.

This registration will remain in effect for three years. Annually the business must submit, not more than 60 days prior to the anniversary of the registration notice, an annual verification statement in which it shall attest that there is no change in the ownership, revenue eligibility or control of that business.

If the business fails to submit the annual verification statement by the anniversary date, the SBE registration will lapse and the business SBE status will be revoked in the New Jersey Selective Assistance Vendor information (NJSAVI) database that lists registered small businesses. If the business seeks to be registered again, it will have to reapply and complete the New SBE online registration located at:
www.njportal.com/DOR/SBERegistry/.



Peter Lowicki
Deputy Director

Issued: 4/11/2016
Certification Number: A0042-89

Expiration: 4/11/2019



State of New Jersey

CHRIS CHRISTIE
Governor

DEPARTMENT OF THE TREASURY
DIVISION OF REVENUE AND ENTERPRISE SERVICES
33 WEST STATE STREET, 5TH FLOOR
P.O. BOX 026
TRENTON, NEW JERSEY 08625-026
PHONE: 609-292-2146 FAX: 609-984-6679

KIM GUADAGNO
Lt. Governor

FORD M. SCUDDER
State Treasurer

CERTIFIED

under the

Small Business Set-Aside Act and Minority and Women Certification Program

This certificate acknowledges **NISHUANE GROUP LLC** is a **MBE** owned and controlled company, which has met the criteria established by N.J.A.C. 17:46.

This certification will remain in effect for three years. Annually the business must submit, not more than 20 days prior to the anniversary of the certification approval, an annual verification statement in which it shall attest that there is no change in the ownership, control or any other factor of the business affecting eligibility for certification as a minority or women-owned business.

If the business fails to submit the annual verification statement by the anniversary date, the certification will lapse and the business will be removed from the SAVI that lists certified minority and women-owned business. If the business seeks to be certified again, it will have to reapply and pay the \$100 application fee. In this case, a new application must be submitted prior the expiration date of this certification.



Peter Lowicki
Deputy Director

Issued: June 15 2017
Certificate Number: 69676-11

Expiration: June 14, 2020



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: NISHUANE GROUP, LLC
Trade Name:
Address: 105 GROVE STREET
MONTCLAIR, NJ 07042-2461
Certificate Number: 1340466
Effective Date: July 17, 2007
Date of Issuance: April 06, 2015

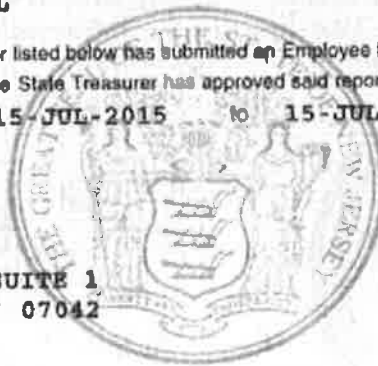
For Office Use Only:
20150406175107109

Certification 54788

CERTIFICATE OF EMPLOYEE INFORMATION REPORT INITIAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of 15-JUL-2015 to 15-JUL-2022

NISHUANE GROUP LLC
105 GROVE STREET - SUITE 1
MONTCLAIR NJ 07042



Robert A. Romano

Robert A. Romano,
Acting State Treasurer

Bid Document Checklist

Required By Owner	Submission Requirement	Initial each required entry and if required, sign and submit the item
[*]	Original and two (2) copies and one (1) CD with signed Proposals	MSD
[*]	Owner/Stockholder Disclosure Certification	MSD
[*]	Non-Collusion Affidavit	MSD
[*]	RFQ Proposal Form Initialed	MSD
[*]	Receipt of Addendum	MSD
[*]	Affirmative Action Language Signed	MSD
[*]	Mandatory Equal Employment Opportunity Language	MSD
[*]	Americans with Disabilities Act of 1990 Language	MSD
[*]	References & Status of present Contracts	MSD
[]	Prevailing Wage	
[*]	Business Registration Certificate (Before Award of Bid)	MSD
[*]	Disclosure of Investment Activities in Iran	MSD
[]	Equipment Certification	
[]	Bid Guarantee (with Power of Attorney for full amount of Bid Price)	
[]	Public Works Contractor Certificate	
[]	Consent of Surety (with Power of Attorney for full amount of Bid Price)	
[*]	Letters of Intent	MSD
[*]	Letters of Proposal	MSD

**STATEMENT OF OWNERSHIP
(OWNERSHIP DISCLOSURE CERTIFICATION)**

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

Name of Business: Nishuane Group, LLC

Address of Business: 105 Grove Street, Suite 1 Montclair, NJ 07042

Name of Person Completing this Form: Michele S. Delisfort

N.J.S.A. 52:25-24.2 Submission of Statement required for Bidding on Public Contracts.

No corporation, partnership, or limited liability company shall be awarded any contract nor shall any agreement be entered into for the performance of any work or the furnishing of any materials or supplies, the cost of which is to be paid with or out of any public funds, by the State, or any county, municipality or school district, or any subsidiary or agency of the State, or of any county, municipality or school district, or by any authority, board, or commission which exercises governmental functions, unless prior to the receipt of the bid or accompanying the bid, of said corporation, said partnership, or said limited liability company there is submitted a statement setting forth the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be.

If one or more such stockholder or partner or member is itself a corporation or partnership or limited liability company, the stockholders holding 10 percent or more of that corporation's stock, or the individual partners owning 10 percent or greater interest in that partnership, or the members owning 10 percent or greater interest in that limited liability company, as the case may be, shall also be listed. The disclosure shall be continued until names and addresses of every non-corporate stockholder, and individual partner, and member, exceeding the 10 percent ownership criteria established in this act, has been listed.

To comply with this section, a bidder with any direct or indirect parent entity which is publicly traded may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10 percent or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10 percent or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10 percent or greater beneficial interest.

The Attorney General has advised that provisions of N.J.S.A. 52:25-24.2, which refer to corporations and partnerships, apply to limited partnerships, limited liability partnerships, and Subchapter S Corporations.

This Ownership Disclosure Certification form shall be completed, signed and notarized.

Failure of the bidder/proposer to submit the required information is cause for automatic rejection of the bid or proposal

Part I

Check the box that represents the type of business organization:

- ☐ Sole Proprietorship (skip Parts II and III, sign and notarize at the end)
- ☐ Non-Profit Corporation (skip Parts II and III, sign and notarize at the end)
- ☐ Partnership ☐ Limited Partnership ☐ Limited Liability Partnership
- ☒ Limited Liability Company
- ☐ For-Profit Corporation (including Subchapters C and S or Professional Corporation)
- ☐ Other (please be specific): _____

Part II

- ☒ I certify that the list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own 10 percent or greater interest therein, as the case may be.

or

- ☐ I certify that no one stockholder in the corporation owns 10 percent or more of its stock, of any class, or any individual partner in the partnership owns a 10 percent or greater interest therein, or that no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be.

Sign and notarize the form below, and, if necessary, complete the list below.
(Please attach additional sheets if more space is needed)

Part III: Any Direct or Indirect Parent Entity which is Publicly Traded

To comply with this section, a bidder with any direct or indirect parent entity which is publicly traded may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10 percent or greater beneficial interest in the publicly traded entity as of the last annual filing with the Federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10 percent or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the Federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10 percent or greater beneficial interest.

- ☒ Pages attached with name and address of each publicly traded entity as well as the name and address of each person that holds a 10 percent or greater beneficial interest.

or

- ☐ Submit here the links to the websites (URLS) containing the last annual filings with the Federal Securities and Exchange Commission or the foreign equivalent.

and

- ☒ Submit here the relevant page numbers of the filings that contain the information on each person that holds a 10 percent or greater beneficial interest.

Michele S. Delisfort

George Wheatle Williams

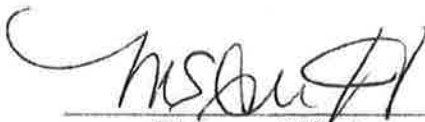
SUBSCRIBED AND SWORN
BEFORE ME THIS 11th DAY
OF December, 20 18



NOTARY PUBLIC

MY COMMISSION EXPIRES:

10 / 10, 2022



(Type or Print Name of Affiant under Signature)

Michele S. Delisfort

SHAWNA B. EBANKS
NOTARY PUBLIC OF NEW JERSEY
Comm. # 800696586
My Commission Expires 10/10/2022

OWNER DISCLOSURE
This Statement MUST BE INCLUDED with RFQ Submission

OWNER DISCLOSURE SECTION

Name of Business: Nishuane Group, LLC

☒ I certify that the list below contains the names and home address 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.

or

☐ I certify that there are no stockholders.

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

☐ other (please describe) _____

Michele S. Delisfort

21 Tuxedo Place, Vauxhall, NJ 07088

George Wheatle Williams

21 Tuxedo Place, Vauxhall, NJ 07088

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

Stockholders:

Name:

Michele S. Delisfort

Home Address:

21 Tuxedo Place Vauxhall, NJ 07088

Name:

Home Address:

Subscribed and sworn before me
this 11th day of December 2018


Notary Public

My Commission Expires:

12 / 10, 2022

SHAWNA S. EBANKS
NOTARY PUBLIC OF NEW JERSEY
Comm. # 50069586
My Commission Expires 10/10/2022

Name:

George Wheatle Williams

Home Address:

21 Tuxedo Place Vauxhall, NJ 07088

Name:

Home Address:


(Affiant)

Michele S. Delisfort, Principal & Managing Partner
(Print Name & Title of Affiant)

(Corporate Seal)

NON-COLLUSION AFFIDAVIT

STATE OF NEW JERSEY
COUNTY OF UNION

SS:

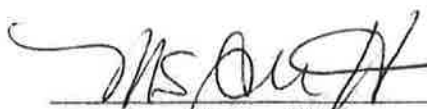
I AM Michele S. Delisfort

OF THE FIRM OF Nishuane Groups, LLC

UPON MY OATH, I DEPOSE AND SAY:

1. THAT I EXECUTED THE SAID SUBMISSION WITH FULL AUTHORITY SO TO DO;
2. THAT THIS RESPONDENT HAS NOT, DIRECTLY OR INDIRECTLY, ENTERED INTO ANY AGREEMENT, PARTICIPATED IN ANY COLLUSION, OR OTHERWISE TAKEN ANY ACTION IN RESTRAINT OF FAIR AND OPEN COMPETITION IN CONNECTION WITH THIS ENGAGEMENT.
3. THAT ALL STATEMENTS CONTAINED IN SAID SUBMISSIONS AND IN THIS AFFIDAVIT ARE TRUE AND CORRECT AND MADE WITH FULL KNOWLEDGE THAT THE CITY OF PLAINFIELD RELIES UPON THE TRUTH OF THE STATEMENTS CONTAINED IN SAID SUBMISSION AND IN THE STATEMENTS CONTAINED IN THIS AFFIDAVIT IN AWARDING THE CONTRACT FOR THE SAID ENGAGEMENT; AND
4. THAT NO PERSON OR SELLING AGENCY HAS BEEN EMPLOYED TO SOLICIT OR SECURE THIS ENGAGEMENT AGREEMENT OR UNDERSTANDING FOR A COMMISSION, PERCENTAGE, BROKERAGE OR CONTINGENT FEE, EXCEPT BONA FIDE EMPLOYEES OR BONA FIDE ESTABLISHED COMMERCIAL SELLING AGENCIES OF THE RESPONDENT.
(N.J.S.A. 52:34-25)

SUBSCRIBED AND SWORN
BEFORE ME THIS 11th DAY
OF December, 20 18



(Type or Print Name of Affiant under Signature)

Michele S. Delisfort, Principal & Managing Partner


NOTARY PUBLIC

MY COMMISSION EXPIRES:

10/10, 20 22

NOTARY PUBLIC OF NEW JERSEY
Comm. # 60069586
My Commission Expires 10/10/2022

CITY OF PLAINFIELD

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM

The undersigned Bidder hereby acknowledges receipt of the following Addenda:

<u>ADDENDUM NUMBER</u>	<u>DATE</u>	<u>ACKNOWLEDGE RECEIPT</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

NO ADDENDA WERE RECEIVED:

Acknowledged for: Nishuane Group, LLC
(Name of Bidder)

By: 
Signature of Authorized Representative

Name: Michele S. Delisfort
Print or Type

Title: Principal & Managing Partner

Date: 12/11/18

**AFFIRMATIVE ACTION COMPLIANCE NOTICE N.J.S.A. 10:5-31 AND N.J.A.C. 17:27
GOODS AND SERVICES CONTRACTS (INCLUDING PROFESSIONAL SERVICES)**

This form is a summary of the successful bidder's requirements to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27-1 et seq.

The successful bidder shall submit to the public agency, after notification of award but prior to execution of contract, one of the following three documents as forms of evidence:

- a. A photocopy of a valid letter that the contractor is operating under an existing Federally approved sanctioned affirmative action program (good for one (1) year from the date of the letter);
or
- b. A photocopy of a Certification of Employee Information Report approval, issued in accordance with N.J.A.C. 17:27-4;
or
- c. A photocopy of an Employee Information Report (Form AA302) provided by the Division and attributed to the public agency to be completed by the contractor in accordance with N.J.A.C. 17:27-4.

The successful vendor may obtain the Affirmative Action Employee Information Report (AA 302) from the contracting unit during normal business hours.

The successful vendor (s) must submit the copies of the AA 302 Report to the Division of Contract Compliance and Equal Employment Opportunity in the Public Contracts (Division). The Public Agency copy is submitted to the public agency and the vendor copy is retained by the vendor.

The undersigned vendor further understands that his/her bid shall be rejected as non-responsive if said contractor fails to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27-1 et seq.

Nishuane Group, LLC
Company


Signature

Michele S. Delisfort
Print Name

Principal & Managing Partner
Title

12/11/18
Date

BID DOCUMENT REFERENCE

NAME OF FORM:	BUSINESS REGISTRATION CERTIFICATE
STATUTORY REFERENCE:	N.J.S.A. 52:32-44 (P.L. 2004, C.57
INSTRUCTIONS REFERENCE:	Statutory and Other Requirements VII-D
DESCRIPTION:	Contractor must provide State Division of Revenue issued Business Registration Certificate with the bid submission

Detailed information on this requirement is found in Division of Local Government Services, Local Finance Notices 2004-17 (8/6/04), 2004-24 (11/1/04), 2005-12 (4/27/05) and on the Division web site at www.nj.gov/dca/lgs/lpcol/ These resources and a Frequently Asked Questions resource should be consulted when questions arise.

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.

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 (3) 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 **Subchapter 10 of the Administrative Code** at N.J.A.C. 17:27.

Company: Nishuane Group, LLC

Signature: 

Print Name: Michele S. Delisfort

Title: Principal & Managing Partner

Date: 12/11/18

APPENDIX A
AMERICANS WITH DISABILITIES ACT OF 1990
Equal Opportunity for Individuals with Disability

The contractor and the City of Plainfield, (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. *SJ 21 OJ* 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 employee, 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.



State of New Jersey

CHRIS CHRISTIE
Governor

DEPARTMENT OF THE TREASURY
DIVISION OF PURCHASE AND PROPERTY

FORD M. SCUDDER
State Treasurer

KIM GUADAGNO
Lt. Governor

OFFICE OF THE DIRECTOR
33 WEST STATE STREET
P. O. BOX 039
TRENTON, NEW JERSEY 08625-0039

MAURICE A. GRIFFIN
Acting Director

<https://www.njstart.gov>
Telephone (609) 292-4886 / Facsimile (609) 984-2575

The following list represents entities determined, based on credible information available to the public, to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25"):

1.	Bank Markazi Iran (Central Bank of Iran)
2.	Bank Mellat
3.	Bank Melli Iran
4.	Bank Tejarat
5.	National Iranian Tanker Company (NITC)
6.	Amona
7.	Bank Saderat PLC
8.	Bank Sepah
9.	Belaz
10.	Belneftekhim (Belarusneft)
11.	China International United Petroleum & Chemicals Co., Ltd. (Unipec)
12.	China National Offshore Oil Corporation (CNOOC)
13.	China National Petroleum Corporation (CNPC)
14.	China National United Oil Corporation (ChinaOil)
15.	China Petroleum & Chemical Corporation (Sinopec)
16.	China Precision Machinery Import-Export Corp. (CPMIEC)
17.	Grimley Smith Associates

18.	Indian Oil Corporation
19.	Kingdream PLC
20.	Maire Tecnimont SpA
21.	Naftiran Intertrade Company (NICO)
22.	Oil and Natural Gas Corporation (ONGC)
23.	Oil India Limited
24.	Persia International Bank
25.	PetroChina Company, Ltd.
26.	Petrleos de Venezuela (PDVSA Petróleo, SA)
27.	Sameh Afzar Tajak Co. (SATCO)
28.	Shandong Fin CNC Machine Company, Ltd.
29.	Sinohydro
30.	SKS Ventures
31.	Som Petrol AS
32.	Zhuhai Zhenrong Company

List Date: August 1, 2017



STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF PURCHASE AND PROPERTY

33 WEST STATE STREET, P.O. BOX 230
TRENTON, NEW JERSEY 08625-0230

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM

BID SOLICITATION #:

VENDOR/BIDDER: Nishuane Group, LLC

PART 1

CERTIFICATION

VENDOR/BIDDER MUST COMPLETE PART 1 BY CHECKING ONE OF THE BOXES
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 nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of the Treasury's Chapter 25 list as a person or entity engaged in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.deptoftreasury/purchase/pdf/Chapter25List.pdf>. Vendors/Bidders must review this list prior to completing the below certification. Failure to complete the certification will render a Vendor's/Bidder's proposal non-responsive. If the Director of the Division of Purchase and Property finds a person or entity to be in violation of the law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

CHECK THE APPROPRIATE BOX

☒ A. I certify, pursuant to Public Law 2012, c. 25, that neither the Vendor/Bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). Disregard Part 2 and complete and sign the Certification below.

☐ B. I am unable to certify as above because the Vendor/Bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the 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 information will result in the proposal being rendered as nonresponsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

PART 2

PLEASE PROVIDE ADDITIONAL INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN

If you checked Box "B" above, provide a detailed, accurate and precise description of the activities of the Vendor/Bidder, or one of its parents, subsidiaries or affiliates, engaged in the investment activities in Iran by completing the boxes below.

ENTITY NAME: _____

RELATIONSHIP TO VENDOR/BIDDER: _____

DESCRIPTION OF ACTIVITIES: _____

DURATION OF ENGAGEMENT: _____

ANTICIPATED CESSATION DATE: _____

VENDOR/BIDDER CONTACT NAME: _____

VENDOR/BIDDER CONTACT PHONE No.: _____

Attach Additional Sheets If Necessary.

CERTIFICATION

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

Signature

Michele S. Delisfort

Print Name and Title

Date

12/11/18

RFQ PROPOSAL FORM

(Contract Title and Bid Number, if applicable – Description of goods/services being bid)

Redevelopment and Professional Planning Consulting Services

The undersigned proposes to furnish and deliver the above goods/services pursuant to the bid specifications and made part hereof:

ONE Hundred THOUSAND DOLLARS

Amount in words

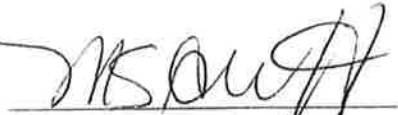
\$ 100,000.00

Amount in numbers

Nishuane Group, LLC 74-3234172
Company Name Federal ID #

or Social Security #

105 Grove Street, Suite 1 Montclair, NJ 07042
Address


Signature of Authorized Agent

Michele S. Delisfort
Type or Print Name

Title: Principal & Managing Partner

12/11/18
Date

973-954-2677
Telephone Number

973-954-2677
Fax Number

mdelisfort@nishuanegroup.com
Email Address

This Agreement is made on March 1, 2016, by and between The City of Plainfield, a Municipal Corporation of the State of New Jersey, with a business address of 515 Watchung Avenue, Plainfield NJ 07060 and Nishuane Group, LLC., located at 105 Grove Street, Suite 1, Montclair NJ 07042 for ON-CALL PROFESSIONAL PLANNING CONSULTING SERVICES.

Section 1. SCOPE OF SERVICE

- a. Nishuane Group shall provide the following services to the City of Plainfield's Zoning Board of Adjustment and Planning Board.
 - i. Attendance at all regularly scheduled and special board public meetings.
 - ii. Review all site plan and site plan applications.
 - iii. Conduct site visits and photo surveys.
 - iv. Participate in site plan/developer review meetings and/or review minutes from the same.
 - v. Research all relevant planning statutes (i.e. Municipal Land Use Law (MLUL)), Local Housing and Redevelopment Law (LHRL), Master Plan, Redevelopment Plans, Land Development Ordinance, Case Law and Planning Literature
 - vi. Prepare a Professional Planner's report for each assigned land use application.
 - vii. Offer expert witness testimony during land use board public hearings.
 - viii. Prepare the statutorily required Zoning Board of Adjustment Annual Report; and
 - ix. Work in concert with other Department Directors, or designated staff members, relating to land use Planning matters.
- b. Nishuane Group shall update sections of the City of Plainfield's Zoning Ordinance & Land Use Regulations, as needed.

Section 2. COMPENSATION AND INVOICING

- a. Nishuane Group shall be compensated at a rate of **Sixty Thousand Dollars (\$60,000.00)** for services found in the Section 1 of this agreement.
- b. The City reserves the right after 90 days to review the Scope of Services and Compensation for amendment or revision as deemed necessary or appropriate. Should additional services be required and/or the agreement

amount allocated to be exhausted the Agreement can only be amended with the approval of the Mayor and the Municipal Council.

- c. The City shall receive written notice from Nishuane Group forty-five days in advance, if an amendment is necessary.
- d. Nishuane Group shall be compensated at the below hourly rates for additional Planning work that fall outside of the scope of work defined in Section 1 of this Agreement. Additional Planning services shall include, but not be limited to, Redevelopment Planning funded by either the Municipality or Redeveloper escrow deposits.

<u>Title</u>	<u>Hourly Rate</u>
Founding Principal	\$285.00 p/hr.
Principal & Managing Partner	\$180.00 p/hr.
Senior Associate	\$150.00 p/hr.
Associate	\$125.00 p/hr.
Junior Planner	\$ 75.00 p/hr.

- e. The hourly rate will include overhead and secretarial costs. Expenses such as outside printing, reproduction, binding, collating, graphic services, travel expense, delivery charges and the like may be billed separately in accordance with the terms set forth herein.
- f. Nishuane Group may also delegate work to other professionals within the firm including an Urban Designer at the hourly rate of One Hundred & Fifty dollars (\$150). Nishuane Group, shall have the authority to delegate, from time to time, work to sub-consultants, to be compensated at the same rate and pursuant to the terms related above.
- g. The City of Plainfield agrees to pay Nishuane Group the standard minimum retainer of five percent (5%) of the total contract amount or Three Thousand Dollars (\$3,000.00), upon execution of the Agreement.
- h. Nishuane Group shall submit monthly invoices to the City of Plainfield providing a description of services completed and the amount due in accordance with the fee schedule outlined in the payment above. Nishuane Group will include original receipts with invoice when reimbursements are required.
- i. All compensation and reasonable disbursements shall be paid monthly following receipt by the City of an itemized invoice and properly executed purchase order.

Section 3. TIME AND PERFORMANCE

- a. Service of Nishuane Group, under this Agreement, shall be performed for a term of one year, commencing March 1, 2016 and ending February 28, 2017.
- b. A licensed and certified Associate level Planner will be assigned to service the Planning Board and Zoning Board of Adjustment unless extenuating circumstances prevent the Associate from attending. In which case, ample notice of the change will be provided to the City of Plainfield and Nishuane Group will assign a Senior Associate or a Principal to service the land use boards.
- c. Upon execution of this agreement and receipt of the retainer, Nishuane Group will reserve the Planning Board and Zoning Board of Adjustment public hearing dates to ensure ample coverage at each meeting.
- d. Nishuane Group and the City of Plainfield agree to maintain regular, timely and consistent communication (verbal or written) with each other regarding contract deliverables.
- e. The City of Plainfield agrees to designate a primary contact person to handle issues and other logistics related to the deliverables and to work with Nishuane Group consulting team.

Section 4. HOLD HARMLESS INDEMNIFICATION

The consultant hereby agrees and represents that it indemnifies and holds harmless the City of Plainfield from any and all claims arising out of, or in connection with, the performance of this agreement.

Section 5.

This Agreement shall be governed by the law of the State of New Jersey. Any disputes shall be determined by the Superior Court of New Jersey, Law Division: Union County.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed, as of the day and year first above written.

ATTEST:

CITY OF PLAINFIELD

Abubakar Jalloh, City Clerk
Date: _____

By: _____
Hon. Adrian O. Mapp, Mayor
Date: _____

NISHUANE GROUP, LLC

By:  _____
Michèle S. Delisfort, PP, AICP, Principal
Date: February 19, 2016

Approved as to form and legality

David L. Minchello, Corporation Counsel
Date: _____

BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
CITY OF PLAINFIELD

Part I – Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that the **NISHUANE GROUP, LLC**, 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 March 14, 2016, to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the *City of Plainfield, County of Union, New Jersey* as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

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
Michele S. Delisfort	21 Tuxedo Place, Vauxhall NJ 07088
George W. Williams	21 Tuxedo Place, Vauxhall, NJ 07088

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: **Nishuane Group, LLC**

Signature of Affiant: Michele S. Delisfort

Title: **Principal & Managing Partner**

Printed Name of Affiant: Michele Delisfort

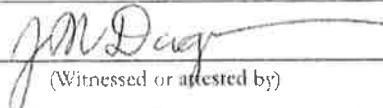
Date: 2/22/2016

Subscribed and sworn before me this 22nd day of

February, 2016.

My Commission expires:

JOSEPH DAGUMAN
NOTARY PUBLIC OF NEW JERSEY
ID # 50014303
My Commission Expires 4/17/2020


(Witnessed or attested by)

(Seal)



**PROFESSIONAL PLANNING CONSULTING SERVICES TO CITY OF PLAINFIELD'S
ZONING BOARD OF ADJUSTMENT AND PLANNING BOARD**

**DETERMINATION OF VALUE FORM AND CERTIFICATION OF FUNDS
PURSUANT TO NON-FAIR AND OPEN CONTRACT AWARDS
MARCH 14, 2016**

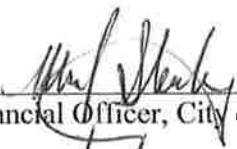
Contract For: Professional Planning Consulting Services to the City of
Plainfield's Zoning Board of Adjustment and Planning Board

Contract to be Awarded to: Nishuane Group, LLC
105 Grove Street, Suite 1
Montclair, New Jersey 07042

Contract Period: One (1) year
March 1, 2016, through February 28, 2017

I hereby certify that the estimated amounts of the contract to be awarded exceed \$17,500.

I hereby further certify that funds to cover the expenditures for the above-reference contracts will be encumbered by purchase orders on an as-needed basis (as required pursuant to N.J.A.C. 5:30-5.4.).

By: 
Chief Financial Officer, City of Plainfield

Certified Date: 2/22/16



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/19/2016

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 Hiscox Inc. 520 Madison Avenue 32nd Floor New York, NY 10022		CONTACT NAME: PHONE (A/C, No, Ext): (888) 202-3007 E-MAIL ADDRESS: contact@hiscox.com FAX (A/C, No):	
INSURED Nishuane Group, LLC. 105 Grove St MONTCLAIR NJ 07042		INSURER(S) AFFORDING COVERAGE INSURER A: Hiscox Insurance Company Inc INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 10200	

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 ☒ CGL is on BOP Form GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y		UDC-1457329-BOP-15	05/23/2015	05/23/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ S/T Each Occ. GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ S/T Gen. Agg. \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ HIRED AUTOS ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N ☐ N/A						PER STATUTE ☐ OTHER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

City of Plainfield is an additional insured. For city planning services.

CERTIFICATE HOLDER

City of Plainfield
515 Watchung Ave.
Plainfield, NJ 07060

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

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