

KEVIN B. RIORDAN, ESQ., LLC

*A New Jersey Limited Liability Company
Counselors at Law*



20 Hadley Avenue
Toms River, NJ 08753
732-240-2250
Fax 732-240-3334
kriordan@kbrlawfirm.com

Kevin B. Riordan * + ±

Gary P. McLean

** Certified by the Supreme Court of
New Jersey as a Civil Trial Attorney*

*+ New Jersey Institute of
Local Government Attorneys
Diplomate in Local Government Law*

October 30, 2019

± R. 1:40 Court Approved Mediator

Veronica Laureigh, Municipal Clerk/Administrator
Township of Lacey
Municipal Clerk's Office
818 Lacey Road
Forked River, NJ

**RE: Response to RFP for Professional Services for the Year 2020 for the Township of
Lacey: Township Attorney, Township Conflict Attorney, and Hearing Officer
Our File No.: 0051-001**

Dear Ms. Laureiegh:

Please be advised that I am applying for the position of Township Attorney, Township Conflict Attorney, and Hearing Officer for the Township of Lacey. In support of the application for the above position, I have enclosed (1) one hard copy, together with one (1) CD of the proposal and the following:

1. Resume of Kevin B. Riordan, Esquire;
2. Resume of Gary P. McLean, Esquire;
3. List of references;
4. Business Registration Certificate;
5. Certificate of Employee Information Report;
6. Fee Schedule; and
7. Professional Liability Declarations page.

I trust you will find the submission package in order. Services for Township Attorney, Township Conflict Attorney, and Hearing Officer will primarily be performed by Kevin Riordan, Esquire.

My legal career began with Cerefice and Cerefice in Surf City. During my four years there, I worked on all aspects of zoning and planning matters, primarily for individuals and business. I appeared before the Zoning and Planning Boards on Long Beach Island and in Stafford Township. John Cerefice was the municipal attorney for Harvey Cedars at the time, and my first exposure to municipal law was during this time. I worked on all aspects of the Borough's legal matters.

In January of 1988, I accepted an offer to work for a 70-lawyer firm in Atlantic City: Horn, Kaplan, Goldberg, Gorny & Daniels. While with the Horn firm, my practice consisted primarily of preparing and trying cases for defendants insured by the many insurance carrier clients of the firm. Among the insureds I represented were the Lacey Township Municipal Utilities Authority, the Stafford Township Municipal Utilities Authority, and various Atlantic County municipalities. During my six years with Horn, I moved from trying simple auto cases to handling complex Title 59, products liability, and construction litigation matters. During my six years at the Horn firm I earned my Supreme Court certification as a Civil Trial Attorney.

In 1994, I returned to practice in Ocean County and began representing the County of Ocean in litigated matters. During this time, I also represented the Southern Regional Board of Education, the Ocean County Board of Health, and the Boards of Education of Stafford, Berkeley, and Point Pleasant Beach. During my twelve years in Toms River, I handled virtually every kind of matter generated by the County of Ocean and the many other Ocean County public entities we represented.

It has been my honor to represent Stafford Township as Conflict Counsel since 2009. I have also had the pleasure of representing the Township of Stafford in Labor matters since 2010 and I have represented the Stafford Township as Planning Board Attorney since 2013. I served as Borough Attorney for the Borough of Point Pleasant Beach in 2010. I was the Borough Attorney in 2014 through 2018. In 2016, I served as Real Estate Attorney for the Borough of Point Pleasant Beach as well. I am Special Litigation Counsel for the Borough of Seaside Park and I am also Conflict Counsel for the following Boroughs: Township of Toms River, Township of Stafford, and Township of Berkeley. I served as the Township Attorney for Eastampton Township in 2016 and 2017.

I am one of the few attorneys in Ocean County to have been awarded the Diplomate in New Jersey Local Government Law by the Institute of Local Government Attorneys of the New Jersey League of Municipalities.

Please note that my office is well equipped to serve the Township.

There are no known potential conflicts of interest that may result in my becoming disqualified from working for the Township of Lacey.

Thank you for your consideration regarding this matter. Should you require further information, please advise accordingly.

Very truly yours,
KEVIN B. RIORDAN, ESQ., LLC

Kevin B. Riordan

KBR/kar
Enclosures

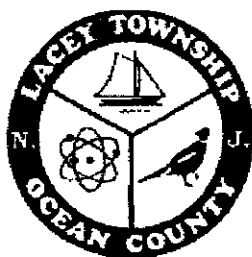
**Request for Proposals for Professional Services for the Calendar Year 2020 for the
Township of Lacey
Public Notice**

The Township of Lacey is requesting **formal proposals** for the following Professional Services:

Township Attorney	Township Conflict Attorney
Township Attorney for Foreclosures	Township Attorney for Tax Appeal Services
Attorney for Code Book Recodification	Hearing Officer
Township Labor Counsel	Township Bond Counsel
Township Engineer	Township Conflict Engineer
Special Projects Engineer	Tax Map Maintenance Engineer
Township Architect	Public Defender
Township Prosecutor/Alternate Prosecutor	Conflict Public Defender
Conflict Township Prosecutor	Township Auditor
Title Company for Foreclosures/Title Searches	
Township Planner for use by Governing Body/Planning Bd/ Zoning Bd of Adjustment	
Township Appraiser for use by Governing Body/Planning Bd/Zoning Bd of Adjustment	

The Township has established a procedure for competitive negotiation for all professional service contracts to be awarded by the governing body. Contracts will be awarded on the basis of qualification based competitive evaluation. Although the cost of services will be a factor in the decision making process, the qualifications of the firm will have substantial weight in the process as well. The contract(s) will be in effect from January 1, 2020 and will expire on December 31, 2020. Notice is hereby given that sealed proposals will be received by the Township of Lacey on or before **Thursday, November 14th, 2019 at 4:00pm** by the Municipal Clerk in the Township Offices located at 818 Lacey Road, Forked River, NJ, for the professional positions for the 2020 year. On set date and time, the proposals will be publicly opened and read aloud. Each proposal shall be signed by the proposer and shall supply **one paper original and one copy in PDF format on a CD** by the proposer and contained in a sealed envelope, which envelope shall be addressed to the Municipal Clerk and shall contain on the face of the envelope a statement that it is a proposal on said item. Standardized submission requirements and selection criteria for all proposals may be obtained from the Municipal Clerk's Office at 818 Lacey Road, Forked River, NJ, 609-693-1100, ext 2200, during normal business hours or at www.laceytownship.org. All proposers are required to comply with the requirements of NJSA 10:5-31 et seq. and NJAC 17:27 and NJSA 52:32-44. Proposals which do not include a copy of the proposer's Business Registration Certificate will be rejected. All proposers must be fully licensed to carry out the duties of their prospective professions as required by the State law. The Township reserves the right to reject any and all proposals and waive any informality or technicality in any proposal. The township reserves the right to reject any proposals not received by that date.

VERONICA LAUREIGH
Municipal Clerk/Administrator



Township of Lacey

818 W. LACEY ROAD
FORKED RIVER, NJ 08731
(609)693-1100

TOWNSHIP OF LACEY REQUEST FOR PROPOSALS PROFESSIONAL SERVICES FOR THE YEAR 2020

Township Attorney	Township Conflict Attorney
Township Attorney for Foreclosures	Township Attorney for Tax Appeal Services
Attorney for Code Book Recodification	Hearing Officer
Township Labor Counsel	Township Bond Counsel
Township Engineer	Township Conflict Engineer
Special Projects Engineer	Tax Map Maintenance Engineer
Township Architect	Public Defender
Township Prosecutor/Alternate Prosecutor	Conflict Public Defender
Conflict Township Prosecutor	Township Auditor
Title Company for Foreclosures/Title Searches	
Township Planner for use by Governing Body/Planning Bd/ Zoning Bd of Adjustment	
Township Appraiser for use by Governing Body/Planning Bd/Zoning Bd of Adjustment	

RESPONSES DUE: NOVEMBER 14, 2019 BY 4:00P.M.

Township of Lacey
Veronica Laureigh
Municipal Clerk/Administrator
818 Lacey Road
Forked River, NJ 08731
609-693-1100, ext 2200
laceyclerk@laceytownship.org

www.laceytownship.org



Township of Lacey

818 LACEY ROAD
FORKED RIVER, N.J. 08731
609-693-1100, Ext. 2200
e-mail: laceyclerk@comcast.net

Veronica Laureigh, CMC, AAE
Municipal Clerk/Administrator

2020 FAIR AND OPEN PROCESS

The Township shall require that any entity responding to the request for qualifications shall include, at a minimum, the following:

- a) Full name and business address;
- b) Any professional licenses held by the applicant in the State of New Jersey, or any other State, including a "Certificate of Good Standing," or other documents evidencing that the license is not presently suspended or revoked;
- c) The number of licensed professionals employed by, or associated with, the applicant;
- d) A listing of all degrees (college and/or graduate degrees) held by the applicant and any associated professionals in the business entity;
- e) Qualification of the individuals who will perform the tasks and the amounts of their respective participation;
- f) Experience in providing the services requested by the Township of Lacey and references related thereto;
- g) Ability to perform the tasks in a timely fashion, including staffing and familiarity with the subject matter and the Township of Lacey;
- h) Recent, current, projects work load of the individual or firm.
- i) Thoroughness and completeness of the applicant's submittal.
- j) A listing of all public entities for whom the business entity has had a contractual relationship, either currently or previously, including the dates and service and the position held;
- k) A listing of any professional affiliations or membership in any professional societies or organizations, including any offices or honors held.



Township of Lacey

818 LACEY ROAD
FORKED RIVER, N.J. 08731
609-693-1100, Ext. 2200
e-mail: laceyclerk@comcast.net

Veronica Laureigh, CMC, AAE
Municipal Clerk/Administrator

- l) Hourly rate or rates.
- m) A copy of your business Registration Certificate.
- n) Executed copy of the Mandatory Affirmative Action Language and a copy of your Certificate of Employee Information Report.

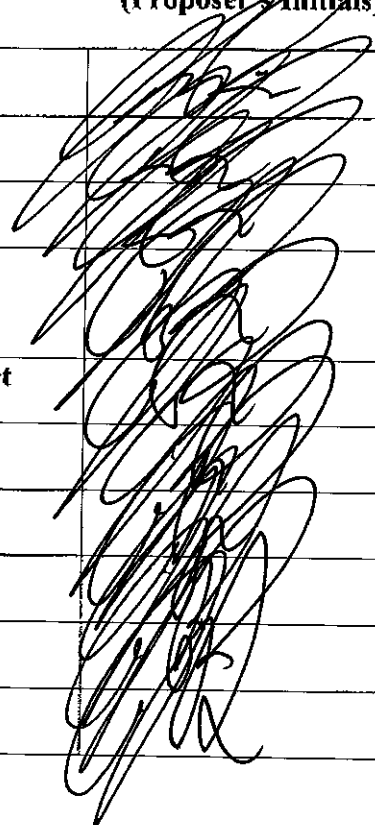
The Township of Lacey shall review the responses to the request for qualifications and appoint or award a contract to a business entity for the goods or services advertised subsequent to such review. The resolution awarding the contract shall state that the contract was awarded after a fair and open process and shall state the number of responses received.

Contracts subject to the fair and open process delineated herein are subject to additional requirements, as provided by ordinances adopted by the Township of Lacey, and any other applicable laws including, but not limited to, the Local Public Contracts Law.

Veronica Laureigh, Municipal Clerk/Administrator
Adopted by the governing body on December 8, 2005

RFP DOCUMENT CHECKLIST

RFP Title: 2020 PROFESSIONAL SERVICES

Required With Proposal	Submission Requirement	Item Submitted (Proposer's Initials)
X	Statement of Ownership	
X	Non-Collusion Affidavit	
X	Affirmative Action Questionnaire	
X	Copy of Proposer's New Jersey Business Registration Certificate	
X	Mandatory Language American Disabilities Act	
X	Signature Page	
X	W-9 Taxpayer Identification & Certification	
X	Description of Qualifications and Experience	
X	Fee Schedule	
X	Certificate of Insurance	

THE UNDERSIGNED PROPOSER HERewith SUBMITS
THE ABOVE REQUIRED DOCUMENTS.

PRINT NAME OF PROPOSER: Kevin B. Riordan, Esq.

SIGNED BY: _____

PRINT NAME AND TITLE: Kevin B. Riordan, Owner/Principal

DATE: October 29, 2019

THIS CHECKLIST SHOULD BE INITIALED AND SIGNED WHERE INDICATED AND
RETURNED WITH ALL DOCUMENTS.

STOCKHOLDER DISCLOSURE CERTIFICATION
This Statement Shall Be Included with Bid Submission

Name of Business Kevin B. Riordan, Esq., LLC

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

OR

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

If a corporation owns all or part of the stock of the corporation or partnership submitting the bid, then the statement shall include a list of the stockholders who own 10% or more of the stock of any class of that owning corporation. If no one owns 10% or more stock, attest to that.

Check the box that represents the type of business organization:

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

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

Stockholders:

Name: _____

Name: _____

Home Address: _____

Home Address: _____

Name: _____

Name: _____

Home Address: _____

Home Address: _____

Name: _____

Name: _____

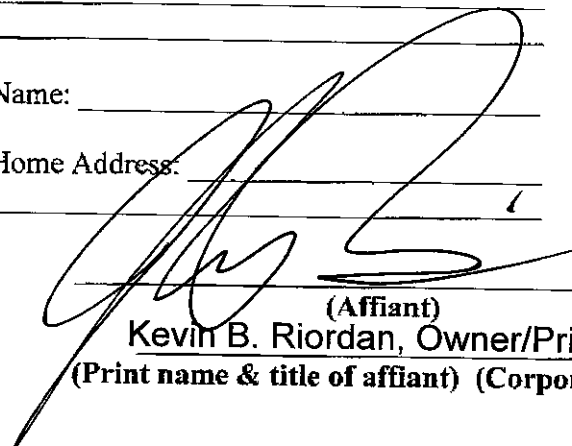
Home Address: _____

Home Address: _____

Subscribed and sworn before me this 29th day of
October, 2019.

(Notary Public)

My Commission expires:


(Affiant)
Kevin B. Riordan, Owner/Principal
(Print name & title of affiant) (Corporate Seal)

BIDDER'S AFFIDAVIT

STATE OF: New Jersey)

COUNTY OF: OCEAN)

Kevin B. Riordan

Being duly sworn, deposes and says that he resides at:

208 Baltimore Avenue, Point Pleasant Beach, NJ 08742

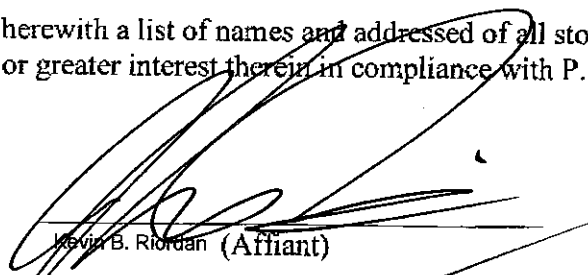
and that he is the Owner/Principal
(Give Title)

of Kevin B. Riordan, Esq., LLC

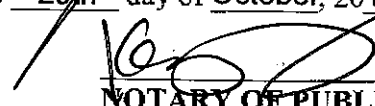
who signed the above proposal or bid, that he was duly authorized to sign and that the bid is the true offer of the bidder, that the seal attached is the seal of the bidder and that all declarations and statements contained in the bid are true to the best of his knowledge and belief.

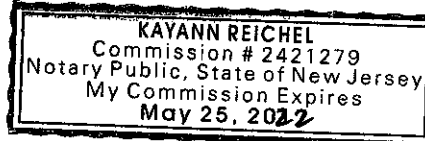
He further deposes that he has submitted herewith a list of names and addresses of all stockholders and/or partners owning a ten (10) percent or greater interests and statements contained in the bid are true to the best of his knowledge and belief.

He further disposes that he has submitted herewith a list of names and addressed of all stockholders and/or partners owning a ten (10) percent or greater interest therein in compliance with P.L. 1977, Chapter 33, effective March 8, 1977.


Kevin B. Riordan (Affiant)

Subscribed and sworn before me this 29th day of October, 2019


NOTARY OF PUBLIC



NON-COLLUSION AFFIDAVIT

State of New Jersey
County of OCEAN

ss:

I, Kevin B. Riordan residing in Point Pleasant Beach
(name of affiant) (name
of municipality)
in the County of Ocean and State of New Jersey of full age,
being duly sworn according to law on my oath depose and say that:

I am Owner/Principal of the firm of Kevin B. Riordan, Esq., LLC
(title or position) (name of firm)

Kevin B. Riordan, Esq., LLC the bidder making this Proposal for the bid
entitled Township Attorney, Township Conflict Attorney, and Hearing Officer, and that I executed the said proposal with
(title of bid proposal)

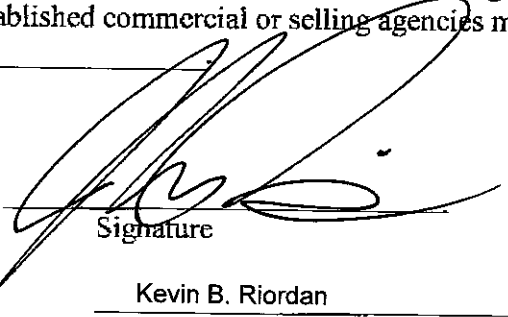
full authority to do so that said bidder has not, directly or indirectly entered into any agreement,
participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in
connection with the above named project; and that all statements contained in said proposal and in this
affidavit are true and correct, and made with full knowledge that the Law Offices of
Kevin B. Riordan, Esq., LLC relies upon the truth of the statements contained in said Proposal
(name of contracting unit)
and in the statements contained in this affidavit in awarding the contract for the said project.

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

Subscribed and sworn to

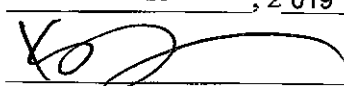
before me this day

October 28, 2019


Signature

Kevin B. Riordan

(Type or print name of affiant under signature)


Notary public of

My Commission expires May 25, 2022

(Seal)

KAYANN REICHEL
Commission # 2421279
Notary Public, State of New Jersey
My Commission Expires
May 25, 2022

AFFIRMATIVE ACTION QUESTIONNAIRE

1. OUR COMPANY HAS A FEDERAL AFFIRMATIVE ACTION PLAN APPROVAL.

YES _____ NO XX

- A. IF YES, A PHOTOSTATIC COPY OF SAID APPROVAL SHALL BE SUBMITTED TO THE TOWNSHIP OF LACEY WITHIN SEVEN (7) WORKING DAYS OF THE NOTICE OF INTENT TO AWARD THE CONTRACT OR BEFORE THE SIGNING OF THE CONTRACT.

2. OUR COMPANY HAS A NEW JERSEY STATE CERTIFICATE OF APPROVAL.

YES XX NO _____

- A. IF YES, A COPY OF THE NEW JERSEY STATE CERTIFICATE SHALL BE SUBMITTED TO THE TOWNSHIP OF LACEY WITHIN SEVEN (7) WORKING DAYS OF THE NOTICE OF INTENT TO AWARD THE CONTRACT OR BEFORE THE SIGNING OF THE CONTRACT.

3. IF YOU ANSWERED NO TO BOTH QUESTIONS ABOVE, AN AFFIRMATIVE ACTION EMPLOYEE INFORMATION REPORT (AA-302) WILL BE MAILED TO YOU. COMPLETE THE FORM AND FORWARD IT TO, THE AFFIRMATIVE ACTION OFFICE, DEPARTMENT OF TREASURY, CN 209, TRENTON, NJ 08625. A COPY SHALL BE SUBMITTED TO THE TOWNSHIP OF LACEY WITHIN SEVEN (7) DAYS OF THE NOTICE OF INTENT TO AWARD THE CONTRACT OR THE SIGNING OF THE CONTRACT.

I CERTIFY THAT THE ABOVE INFORMATION IS CORRECT TO THE BEST OF MY KNOWLEDGE.

NAME: Kevin B. Riordan

SIGNATURE: _____

TITLE: Owner/Principal

DATE: October 29, 2019

EXHIBIT A: MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127) and 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 take affirmative action to ensure that such applicants are recruited and employed, 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 action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. 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, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act 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 employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2, or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

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

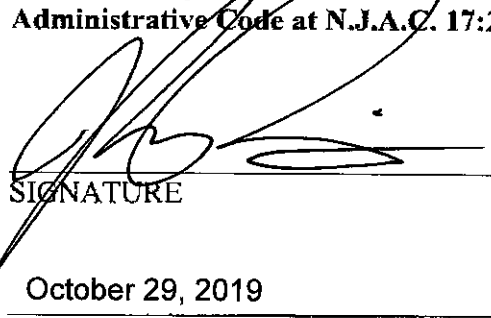
The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal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

In conforming with the applicable 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, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

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

Letter of Federal Affirmative Action Plan Approval
Certificate of Employee Information Report
Employee Information Report Form AA302

The contractor and its subcontractors shall furnish such reports or other documents to the Div. of Contract Compliance & EEO 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 Div. of Contract Compliance & EEO for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**



SIGNATURE

October 29, 2019

DATE

AMERICANS WITH DISABILITIES ACT OF 1990

Equal Opportunity for Individuals with Disability

The contractor and the Township of Lacey, (hereafter "Township") do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act") (42 U.S.C. S121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules

and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the Township 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 Township in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the Township, 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 Township's grievance procedure, the contractor agrees to abide by any decision of the Township which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the Township, or if the Township 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.

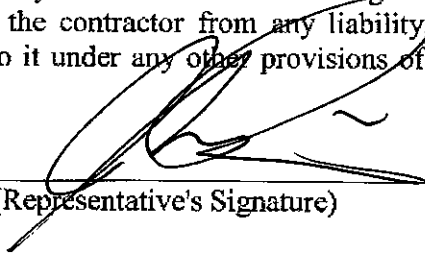
The Township shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the Township or any of its agents, servants, and employees,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

It is expressly agreed and understood that any approval by the Township 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 Township pursuant to this paragraph.

It is further agreed and understood that the Township 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 Township from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

Kevin B. Riordan, Esq., LLC
(Company Name)

Kevin B. Riordan
Printed Name


(Representative's Signature)

October 29, 2019
Date

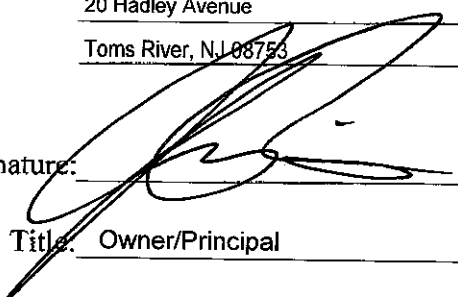
SIGNATURE PAGE

In accordance with the Instructions and Specification, the undersigned hereby certifies that they have read and understood the same and propose to furnish and deliver the items listed at the prices offered and within the time specified for delivery. The undersigned hereby certifies that this proposal is genuine and is made without collusion with any person, firm, or corporation making a proposal for the same material, equipment, or service.

Company Address: Kevin B. Riordan, Esq., LLC

20 Hadley Avenue

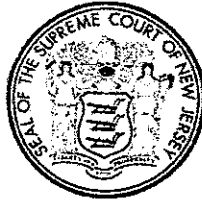
Toms River, N.J. 08753

Signature: 

Title: Owner/Principal

Telephone Number: (732) 240-2250

Supreme Court of New Jersey



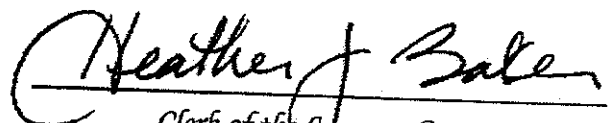
Certificate of Good Standing

This is to certify that **KEVIN B RIORDAN**
(No. **011541984**) was constituted and appointed an Attorney at Law of New Jersey on **December 20, 1984** and, as such, has been admitted to practice before the Supreme Court and all other courts of this State as an Attorney at Law, according to its laws, rules, and customs.

I further certify that as of this date, the above-named is an Attorney at Law in Good Standing. For the purpose of this Certificate, an attorney is in "Good Standing" if the Court's records reflect that the attorney: 1) is current with all assessments imposed as a part of the filing of the annual Attorney Registration Statement, including, but not limited to, all obligations to the New Jersey Lawyers' Fund for Client Protection; 2) is not suspended or disbarred from the practice of law; 3) has not resigned from the Bar of this State; and 4) has not been transferred to Disability Inactive status pursuant to Rule 1:20-12.

Please note that this Certificate does not constitute confirmation of an attorney's satisfaction of the administrative requirements of Rule 1:21-1(a) for eligibility to practice law in this State.

In testimony whereof, I have
hereunto set my hand and
affixed the Seal of the
Supreme Court, at Trenton, this
16TH day of August, 20 19.


Clerk of the Supreme Court

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY/
DIVISION OF REVENUE
PO BOX 262
TRENTON, N.J. 08646-0252

TAXPAYER NAME:

KEVIN B. RIORDAN, ESQ., LLC

ADDRESS:

20 HADLEY AVENUE
TOMS RIVER NJ 08753

EFFECTIVE DATE:

09/11/07

TRADE NAME:

SEQUENCE NUMBER:

1354552

ISSUANCE DATE:

01/08/14

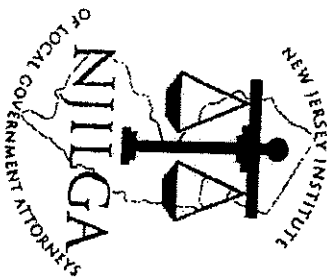
James G. [Signature]
Director
New Jersey Division of Revenue

FORM-BRC

(01-081) D205840V

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

NEW JERSEY INSTITUTE OF LOCAL GOVERNMENT ATTORNEYS



Certifies that

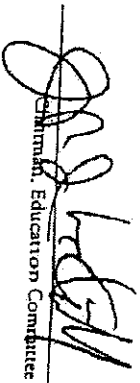
KEVIN B. RIORDAN

Has satisfactorily completed the prescribed courses of study for the designation of
DIPLOMATE IN NEW JERSEY LOCAL GOVERNMENT LAW



AWARDED:

MAY 2011


Chairman, Education Committee


President

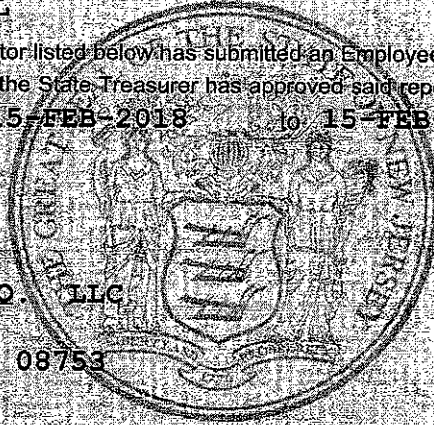
Certification 46168

CERTIFICATE OF EMPLOYEE INFORMATION REPORT

RENEWAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of 15-FEB-2018 to 15-FEB-2025

KEVIN B. RIORDAN, ESO, LLC
20 HADLEY AVENUE
TOMS RIVER NJ 08753



Ford M. Scudder

FORD M. SCUDDER
State Treasurer

KEVIN B. RIORDAN, ESQ.

20 Hadley Avenue
Toms River, New Jersey 08753
(732)240-2250
kriordan@kbrlawfirm.com

New Jersey Institute of Local Government Attorneys Diplomate in Local Government Law
Certified by the Supreme Court of New Jersey as a Civil Trial Attorney
R. 1:40 Court Approved Mediator

Educational Background: New York Law School, New York, NY
Graduated 1984
Juris Doctor *cum laude*
Law Review 1982-1984
Student Clerk, Honorable Morris Lasker, United States District Judge,
Southern District of New York

Professional Background: Admitted to New Jersey Bar and United States District Court,
District of New Jersey, 1984
Supreme Court, United States of America, 1992
United States Court of Appeals, Third Circuit, 1995, Second Circuit, 2010
Certified by the Supreme Court of New Jersey as a Civil Trial Attorney,
1994 to present.

<u>Employment Experience:</u>	2010 – Present	Kevin B. Riordan, Esq., LLC Toms River, New Jersey
	2007 – 2010	Gertner Riordan, LLC Jackson, New Jersey
	1994 – 2007	Berry, Sahradnik, Kotzas, Riordan & Benson Toms River, New Jersey
	1988 – 1994	Horn, Goldberg, Gorny, Daniels, et al. Atlantic City, New Jersey
	1984 – 1988	Cerefice & Cerefice Surf City, New Jersey

Areas of Practice: Over 25 years of experience preparing and trying insurance defense matters in Atlantic, Ocean, Monmouth, Mercer, Middlesex, Burlington, and Camden Counties and in the Federal District Court in Trenton and Camden. Heavy concentration in defending civil rights and Title 59 matters.

Memberships: American Bar Association
New Jersey Bar Association
Ocean County Bar Association

DECISIONS AVAILABLE ONLINE
(Unpublished Decisions)

State v. Walsh, Appellate Division Docket No. A-3033-14T4, 2017 N.J. Super. Lexis 754 (Decision March 28, 2017)

Samoles v. Lacey Twp., U.S.D.C. Civil Action No. 12-3066 (FLW), 2014 U.S. Dist., Lexis 79211 (D.N.J. June 11, 2014)

Allen v. Flynn, 2011 N.J. Super., Lexis 2132

Basile v. Wiggs, U.S.D.C. Civil Action No. 10-3432 (FLW), 2011 U.S. Dist. Lexis 144400 (D.N.J. Dec. 15, 2011)

Pascalli v. O'Grady, U.S.D.C. Civil Action No. 06-4593 (MLC), 2007 WL 3124709 (D.N.J. October 23, 2007)

Wilson v. Ocean County Dept. of Corrections, U.S.D.C. Civil No. 06-3143 (AET), 2007 WL 2509692 (D.N.J., August 30, 2007)

Calhoun v. Peterson, U.S.D.C. Civil No. 05-4167 (GEB), 2007 WL 2122022 (D.N.J., July 12, 2007)

Coletta v. Board of Freeholders, U.S.D.C. Civil Action No. 06-585 (MLC), 2007 WL 685648 (D.N.J., February 28, 2007)

Bendy v. Hutler, U.S.D.C. Civil No. 06-2616 (AET), 2007 WL 87632 (D.N.J. January 09, 2007)

Bruno v. Borough of Seaside Park, U.S.D.C. Civil No. 04-5084 (GEB), 2006 WL 2583460 (D.N.J., September 07, 2006).

Hill v. Santiago, U.S.D.C. Civil No. 05-6037 (GEB), 2006 WL 1228598 (D.N.J. May 05, 2006)

Cuciak v. Board of Chosen Freeholders, U.S.D.C. Civil No. 05-2658 (GEB) (D.N.J. May 05, 2006)

Allah v. Whitman, U.S.D.C. Civil 02-4247 (SRC), 2005 WL 2009904 (D.N.J. August 17, 2005)

REPORTED DECISIONS

Miller v. Brady, 639 F. App'x 827 (3d Cir. 2016)

McNeil v. Legislative Apportionment Com'n of State, 357 N. J. Super. 74, (App. Div. 2003), reversed, 177 N.J. 364 (2003), cert. denied, 540 U.S. 1107, 124 S.Ct. 1068, 157 L.Ed.2d 893 (2004).

Asbury Park Press v. Lakewood Tp. Police Dept., 354 N. J. Super. 146 (Law Div. 2002).

Weiser v. County of Ocean, 326 N. J. Super. 194 (App. Div. 1999).

County of Camden v. Waldman, 292 N. J. Super. 268 (App. Div. 1996), cert. denied, County of Ocean v. Waldman, 149 N.J. 140 (1996).

Barrows v. Trustees of Princeton University, 244 N. J. Super. 144 (Law Div. 1990).

Wagi v. Silver Ridge Park West, 243 N. J. Super. 547 (Law Div. 1989).

GARY P. McLEAN, ESQ.
Davison, Eastman, Muñoz, Lederman & Paone, P.A.
Freehold Office
Monmouth Executive Center
100 Willow Brook Road, Suite 100
Freehold, NJ 07728
Toms River Office
680 Hooper Avenue
Bldg. A, Suite 101
Toms River, NJ 08753
(732) 462-7170
gmclean@demlplaw.com

EMPLOYMENT HISTORY

1996-Present Davison, Eastman, Muñoz, Lederman & Paone, P.A.
Freehold, New Jersey

Primary responsibilities for municipal clients have included:

- Municipal Prosecutor, Freehold Township and Millstone Township
- Conflict Public Defender, Freehold Borough
- Defending foreclosure actions against affordable housing units, Freehold Township
- Borough Attorney, Spring Lake Heights

1993-1996: Monmouth County Prosecutor's Office, Freehold, New Jersey

1990-1992: Monte & Marriott, Sea Girt, New Jersey
Summer Law Clerk

EDUCATION

1975-1979: Manasquan High School

1979-1983 BA History, Moravian College, Bethlehem, Pennsylvania

1989-1992 JD, Villanova University School of Law,
Villanova, Pennsylvania

PROFESSIONAL

Speaker, Boundary Law Issues in New Jersey seminar,
February 25, 2004

Speaker, Mastering Real Estate Titles and Title Insurance in New Jersey seminar, National Business Institute, October 15, 2004

Speaker, Title Examination in New Jersey seminar, Lorman Education Services, October 19, 2004

Speaker, The Step-by-Step Guide to Title Examination in New Jersey seminar, National Business Institute, August 16, 2005

Speaker, Legal Issues for New Jersey Professional Land Surveyors, Half Moon LLC, 2007

Speaker, Hot Residential Real Estate Issues in 2007, Institute for Continuing Legal Education, May 2007

Speaker, Using Surveys and Boundary Evidence to Investigate and Resolve Title Problems, New Jersey Real Estate Title Issue Seminar, October 2007

Speaker, Title Examination, Lorman Education Services, April 2008.

Speaker, Title Law in New Jersey, National Business Institute, August 2008.

Speaker, Examining Complex Title Issues, Institute for Continuing Legal Education, September 2008.

COMMUNITY INVOLVEMENT

Former Councilman and member of Environmental Commission, Spring Lake Heights

Commissioner, South Monmouth Regional Sewerage Authority

The Charitable Fund of Davison, Eastman, Muñoz, Lederman & Paone, P.A.

BAR ASSOCIATION

Ocean County Bar Association, Trustee

Monmouth County Bar Association

REFERENCES

1. Keith Goetting, Director of Risk Management
County of Ocean
Administration Building
101 Hooper Avenue
P.O. Box 2191
Toms River, NJ 08754
Tel: (732) 929-2128
2. Christine Riehl, Administrator
Point Pleasant Beach Borough
Municipal Building
416 New Jersey Avenue
Point Pleasant Beach, NJ 08742
Tel: (732) 892-8770
3. Joanne Bergin, Business Administrator
Township of Brick
Municipal Building
401 Chambers Bridge Road
Brick, NJ 08723
Tel: (732) 740-3253

SCHEDULE OF FEES

All attorney time will be billed at \$140.00 per hour.

Declarations

Professional Liability Insurance Policy Lawyers

THIS IS A CLAIMS-MADE POLICY. PLEASE REVIEW THE POLICY CAREFULLY.

THE POLICY IS LIMITED TO LIABILITY FOR ONLY THOSE CLAIMS THAT ARE FIRST MADE AGAINST THE INSURED AND REPORTED TO THE COMPANY DURING THE POLICY PERIOD UNLESS AND TO THE EXTENT THAT AN EXTENDED REPORTING PERIOD OPTION APPLIES.

CLAIM EXPENSES WITHIN LIMIT OF LIABILITY

IF ITEM 4.A OF THIS DECLARATIONS APPLIES, UP TO FIFTY PERCENT (50%) OF THE CLAIM EXPENSES ARE PART OF, AND NOT IN ADDITION TO, THE LIMIT OF LIABILITY.

Insured by the Stock Company below and hereinafter called the Company.



**Fireman's
Fund®**

Protecting your future since 1853

National Surety Corporation
One of the Fireman's Fund Insurance Companies®
33 W. Monroe Street
Chicago, Illinois 60603

Home Office and Administrative Offices:
777 San Marin Drive
Novato, California 94998-2000
800-227-1700

POLICY NUMBER: LNO - 8000262

Item 1. Named Insured and Address (number, Street, Town or City, County, State, Zip Code)		Producer Name MINICO INSURANCE AGENCY, LLC				
Kevin B Riordan Esq LLC 20 Hadley Avenue Toms River NJ 08753 And Those Individuals Listed in the Insured Supplement.		Item 2. Policy Period <table border="1"><tr><td>From (Mo.-Day-Yr.) 06/17/2019</td><td>TO (Mo.-Day-Yr.) 06/17/2020</td><td>12:01 A.M. Standard Time at the address of the Named Insured as stated herein.</td></tr></table>		From (Mo.-Day-Yr.) 06/17/2019	TO (Mo.-Day-Yr.) 06/17/2020	12:01 A.M. Standard Time at the address of the Named Insured as stated herein.
From (Mo.-Day-Yr.) 06/17/2019	TO (Mo.-Day-Yr.) 06/17/2020	12:01 A.M. Standard Time at the address of the Named Insured as stated herein.				
Item 3. Form of Named Insured's Business Insured is ☐ Individual ☐ Partnership ☐ Corporation ☒ Other: LLC						
Item 4. Limit of Liability \$ 1,000,000 Each Claim \$ 2,000,000 Aggregate CLAIM EXPENSES ☒ a. Up to fifty percent (50%) of the claim expenses are included within the limits of liability. ☐ b. Claim expenses are in addition to the limits of liability.						
Item 5. Deductible \$ 10,000 Each Claim The deductible amount specified above applies only to damages.						

INCREASED LIMITS FOR SPECIFIED CLIENT

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the following:

LAWYER'S PROFESSIONAL LIABILITY

Item 4. Limit of Liability of the Declarations Page is amended to include the following:

Item 4. Limit of Liability – Name of Client: QBE Insurance

\$ 5,000,000	Each Claim
\$ 5,000,000	Aggregate

The above amended Limit of Liability only applies to **Professional Services** by any **Insured** rendered for or on behalf of the client shown above. This Limit of Liability is part of, and is not in addition to, the Limit of Liability set forth in the Declarations page.

(If no entry appears above, information required to complete this Endorsement will be shown in the Declarations as applicable to this Endorsement.)

All other terms and conditions of the Policy remain unchanged.

This Form must be attached to Change Endorsement when issued after the policy is written.
One of the **Fireman's Fund Insurance Companies** as named in the policy

POE-2901 (02/14)
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03

WORKERS COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE POLICY
WORKERS COMPENSATION RENEWAL INFORMATION PAGE
RENEWAL OF WDY-D582396

NCCI COMPANY NO. 10006

Policy Number	From	Policy Period To	Coverage is Provided in the	Agency Code
WDY-D582396-01	06/01/2019	06/01/2020	MASSACHUSETTS BAY INSURANCE COMPANY	4109096

ITEM 1. Named Insured and Address

KEVIN B RIORDAN, ESQ, LLC
20 HADLEY AVENUE
TOMS RIVER, NJ 08753

Agent

Telephone: 732-380-0900
WORLD INSURANCE ASSOCIATES
LLC
656 SHREWSBURY AVE, STE 200
TINTON FALLS, NJ 07701

Federal ID No. 260874051

NJ TIN 260874051 00 0

SEE EXTENSION OF INFORMATION PAGE
ENTITY OF INSURED - LIMITED LIABILITY COMPANY

ITEM 2. POLICY PERIOD- 06/01/19 TO 06/01/20 12:01 AM STANDARD TIME AT
THE ADDRESS OF THE INSURED AS STATED HEREIN.

ITEM 3A. PART ONE OF THIS POLICY APPLIES TO THE WORKERS' COMPENSATION LAW AND
ANY OCCUPATIONAL DISEASE LAW OF EACH OF THE FOLLOWING STATES-
NJ.

B. PART TWO OF THIS POLICY APPLIES TO EMPLOYERS' LIABILITY INSURANCE FOR
WORK IN EACH STATE LISTED IN ITEM 3A:

BODILY INJURY BY ACCIDENT	\$500,000 EACH ACCIDENT
BODILY INJURY BY DISEASE	\$500,000 POLICY LIMIT
BODILY INJURY BY DISEASE	\$500,000 EACH EMPLOYEE

C. PART THREE OF THIS POLICY APPLIES TO OTHER STATES INSURANCE FOR THE FOL-
LOWING STATES- ALL STATES EXCEPT ND, OH, WA, WY,
AND THOSE STATES SPECIFICALLY NAMED IN ITEM 3A.

D. SEE EXTENSION OF INFORMATION PAGE.

ITEM 4. THE PREMIUM FOR THIS POLICY WILL BE DETERMINED BY OUR MANUALS OF RULES,
CLASSIFICATIONS, RATES, AND RATING PLANS. ALL INFORMATION REQUIRED BELOW
IS SUBJECT TO VERIFICATION AND CHANGE BY AUDIT.
ADJUSTMENT OF PREMIUM SHALL BE MADE ANNUALLY.

CLASSIFICATION OF OPERATIONS		EST ANNUAL PREMIUM
SEE EXTENSION OF INFORMATION PAGE		591
MINIMUM PREMIUM	\$227	
TOTAL ESTIMATED COST		\$591
SECOND INJURY FUND SURCHARGE (5.48)%		25
UNINSURED EMPLOYER FUND SURCHARGE (0.00)%		0
TOTAL EST ANNUAL PREMIUM INCLUDING ALL TAXES AND ASSESSMENTS		\$616
DEPOSIT PREMIUM		\$616

COUNTERSIGNED THIS

DAY OF

BRANCH OFFICE: 400 ATRIUM DRIVE FIFTH FLOOR

IF THE BILL FOR YOUR POLICY IS NOT ENCLOSED, IT WILL BE SENT TO YOU SEPARATELY.

AUTHORIZED REPRESENTATIVE

SOMERSET NJ 08873

Form 331-0226 (9-03)
Date Issued: 03/18/2019

ORIGINAL/INSURED

Payment Type: DIRECT BILL

WC000001A

002161

WCDEC1

Request for Taxpayer Identification Number and Certification

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

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

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Kevin B. Riordan		
2 Business name/disregarded entity name, if different from above Kevin B. Riordan, Esq., LLC		
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate ☒ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► P Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ►	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)	
5 Address (number, street, and apt. or suite no.) See instructions. 20 Hadley Avenue		Requester's name and address (optional)
6 City, state, and ZIP code Toms River, NJ 08753		
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

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

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

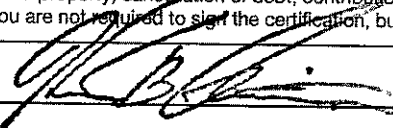
Social security number								
			-				-	
or								
Employer identification number								
2	6		-	0	8	7	4	0 5 1

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 ► 9/4/19
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General Instructions

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

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

Purpose of Form

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

- Form 1099-INT (interest earned or paid)

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

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

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