



1050 Wall Street W

Lyndhurst, NJ 07071

201.438.1177

www.teamresourcesinc.com

REQUEST FOR QUALIFICATIONS

RFQ-19-100: REAL ESTATE CONSULTANT

ISSUE DATE: August 22, 2019

DUE DATE: October 4, 2019

Prepared for:

Hector Olmo, Borough Administrator

Borough of Wallington

Office of the Borough Administrator

24 Union Boulevard

Wallington, NJ 07057

SECTION 3 SUBMISSION REQUIREMENTS

3.1. General Requirements.

The Qualification Statement submitted by the Respondent must meet or exceed the professional, administrative, and financial qualifications set forth in Section 2 and shall also incorporate the information requested below.

In addition to the information required as described below, a Respondent may submit supplemental information that it feels may be useful in evaluating its Qualification Statement. Respondents are encouraged to be clear, factual, and concise in their presentation of information.

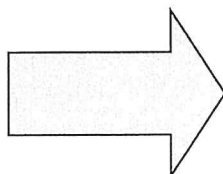
3.2 Administrative Information Requirements.

The Respondent shall, as part of its Qualification Statement, provide the following information:

1. An executive summary (not to exceed two (2) pages) of the information contained in all the other parts of the Qualification Statement.
See Exhibit A, Executive Summary
2. An executed Letter of Intent
See Exhibit B, Letter of Intent
3. An executed Certifications document
See Exhibit C, Certifications Document
4. Name, address and telephone number of the firm submitting the Qualification Statement pursuant to this RFQ and the name of the key contact person.
Team Resources, Inc.
1050 Wall Street W
Lyndhurst, NJ 07071
Phone: 201.438.1177 Fax: 201.438.1002
Dannielle Leigh dleigh@teamresourcesinc.com
5. A description of the business organization (i.e., corporation, partnership, joint venture, etc.) of each firm, its ownership and its organizational structure.
Team Resources, Inc. is a NJ Corporation owned by Gregory S. Sholom, David Cantor, Joseph Manganaro and Eric Lewin. There are currently 26 independent contractors and employees of Team Resources, Inc.

- a) Provide the names and business addresses of all Principals of the firm or firms submitting the Qualification Statement. For purposes of this RFQ, "Principals" means persons possessing an ownership interest in the Respondent. If the Respondent is a corporation, "Principals" shall include each investor who would have any amount of operational control over the Respondent and every stockholder having an ownership interest of 10% or more in the firm.

Gregory S. Sholom
David Cantor
Joseph Manganaro
Eric Lewin



Team Resources, Inc.
1050 Wall Street W
Lyndhurst, NJ 07071

- b) If a firm is a partially owned or a full-owned subsidiary of another firm, identify the parent company and describe the nature and extent of the parents' approval rights over the activities of the firm submitting a Qualification Statement. Describe the approval process.
Team Resources, Inc. is not a subsidiary of another firm.
- c) If the Respondent is a partnership or a joint venture or similar organization, provide comparable information as required in b) above for each member of the partnership, joint venture or similar organization. **Team Resources, Inc. is not a partnership or joint venture or similar organization, it is a NJ corporation fully owned by the principals in Section "a" above.**
- d) A statement that the Respondent has complied with all applicable affirmative action (or similar) requirements with respect to its business activities, together with evidence of such compliance. Respondents are required (pursuant to Section 4 of this RFQ) to provide an Employee **Team Resources, Inc. is in compliance with Affirmative Action Requirements (See Exhibit D, Affirmative Action)**
- e) Information Report demonstrating compliance with the affirmative action requirements set forth at P.L. 1975, c. 127. **(See #11 below)**
6. The number of years your organization has been operating and in business under the present name. **30 years**
7. The number of years the business organization has been under the current management personnel. **30 years**
8. Any judgments within the last three years in which Respondent has been adjudicated liable for professional malpractice. If yes, please explain.
There have been no judgments adjudicated against Team Resources, Inc. for professional liability.
9. Whether the business organization is now or has been involved in any bankruptcy or reorganization proceedings in the last ten (10) years. If yes, please explain.
Team Resources, Inc. is not now and has not been involved in bankruptcy or reorganization proceeding in the last ten (10) years.
10. Confirm appropriate federal and state licenses to perform activities.
See Exhibit E, New Jersey License
11. Respondents must also submit a New Jersey Business Registration Certificate (pursuant to N.J.S.A. 54A:7-1.2), **(See Exhibit F, NJ Business Registration Certificate)** a Stockholder Disclosure Certificate, **(See Exhibit G, Stockholder Disclosure Certification)** Employee Information Report (demonstrating compliance with the affirmative action requirements set forth at P.L. 1975, c. 127) and any other requirements set forth herein. **(See Appendix H, Employee Information Report with Affirmative Action Supplement)**

12. **REQUIRED AFFIRMATIVE ACTION EVIDENCE:** The Provisions of Chapter 127, Public Laws of 1975, (N.J.A.C. 17-27) are applicable to this contract. All successful vendors must submit within seven (7) days of the notice of intent to award or the signing of the contract, one of the following:
1. A photocopy of their Federal Letter of Affirmative Action Plan Approval
 2. A photocopy of their Certificate of Employee Information Report or
 3. A completed Affirmative Action Employee Information Report (AA302).

Section 3.3 Professional Information Requirements.

1. Respondent shall submit a description of its overall experience in providing the type of services sought in the RFQ. At a minimum, the following information on past experience should be included as appropriate to the RFQ:

a) Description and scope of work by Respondent

Our services include:

- **Searches for Commercial Space on behalf of buyers and tenants**
- **Search for buyers and/or tenants on behalf of commercial property owners**
- **Negotiations**
- **Informal property valuations**
- **Expert witness testimony**
- **Property analysis and management**
- **Strategic planning**

b) Name, address and contact information of at least three references

David Baker
440 Route 17 LLC
72 Twin Brooks Rd
Saddle River, NJ 07458
201-519-3505

Scott T. Loventhal
Garden Homes Dvlpmnt
820 Morris Turnpike
Short Hills, NJ 07078
973.467.5000 x212

Ted Metzger
Somerset Growth Partners
PO Box 427
New Hope, PA 18938
1-908-219-9206

c) Explanation of perceived relevance of the experience to the RFQ.

Team Resources, Inc. and its principals have over a century of experience in commercial and industrial real estate and a thorough knowledge of the Northern and Central New Jersey market - backed by a top-notch brokerage and marketing staff, many with long-term experience in other businesses. Our belief in cooperation and creative ideas, our contacts to locate prospective buyers/tenants, or landlords/sellers, and our ability to conduct negotiations in the shortest time possible meets the needs of the Borough of Wallington.

2. Describe the services that Respondent would perform directly.

Team Resources, Inc. would act as a real estate consultant for the Borough of Wallington and provide general real estate management services. We would assess and evaluate properties either owned by the Borough or currently being occupied by the Borough and advise the Borough of the best approach with respect to the use, lease or sale of said properties. Team Resources, Inc. would also assist the Borough in negotiating the leases, sales or purchases of any of those properties and assist with property management as needed.

3. Describe those portions of the Respondent's services, if any, that are sub-contracted out. Identify all subcontractors the Respondent anticipates using in connection with this project.
Team Resources, Inc. does not anticipate using any sub-contractor services, except that to the extent desired by the Borough of Wallington, we would solicit the cooperation of third-party real estate brokerage companies.
4. Does the Respondent normally employ union or non-union employees?
Team Resources, Inc. does not normally employ union employees.
5. Resumes of key employees (see specific requirements in Section 2 above).

Gregory S. Sholom – President

Greg passed the CPA exam in 1980 and worked several years as a public accountant for a major accounting firm before becoming a real estate salesperson in 1982. Since then, Greg has overseen and completed an estimated 600 transactions aggregating some 40,000,000 square feet of space. Greg brings his accounting background to his view of real estate deals, and often helps his clientele to analyze the pros and cons of their various options. Greg's notable clients include NJ Transit, Haddad Brands Apparel, Royal Wine/Kedem, GMA Capelli, Rose Art Industries, Curtiss Wright and Coca Cola. Some of his notable transactions are a sale of 800,000 square feet in Harrison to GRM, a sale of 790,000 square feet in South Plainfield to Cabot Properties a lease of 625,000 square feet in Wood Ridge to RoseArt Industries, a sale of 410,000 square feet in Edison to GMA Accessories, a sale of 183,000 square feet in Bayonne to Royal Wine/Kedem and a sale and subsequent lease up of 265,000 square feet in Bayonne to an investor.

David Cantor – Chief Executive Officer

David became a real estate professional in 1982 after choosing brokerage over fashion as a career. He was the leading salesperson at his former company before joining forces to form Team Resources, Inc. David has been recognized by leading industry publications and Costar for his accomplishments. David's customers include Southpole, Home Dynamix, PNC Bank, ProLogis, GIII Apparel, Joe Boxer, Macy's East and Delonghi America. Some of David's notable transactions include a lease of 583,000 square feet to GIII in South Brunswick a lease of 418,000 square feet to South Pole in South Brunswick a lease of 70,000 square feet to A&P in Saddle Brook and a lease of 206,500 square feet to Virginia Dare in Carlstadt, NJ.

Joe Manganaro – Chief Operating Officer

Joe joined Team Resources, Inc. as an officer/shareholder in 1997 when the Company acquired the sales staff of Andover Realty. Joe had managed Andover's New Jersey office for 25 years prior to that, giving him an opportunity to participate in the major growth of New Jersey's commercial real estate market. Joe's notable customer's include the US Postal Service, Mott's Apple Juice, Russo Development, Yoo Hoo, Paco Sportswear, Trish McEvoy, Hair Zone, and The Resource Club. Some of his notable transactions include the lease of 440,000 square feet in Totowa to Retail Logistics the sale of 200,000 square feet in Monroe to Cosmetic Perfume & Filling Corp., Multiple Sales & leases in the Meadowlands to Hair Zone, the Lease of 109,000 square feet in Secaucus to Yoo Hoo, and the Sale of 115,000 square feet to Paco Sports in South Brunswick.

Eric Lewin – Senior Executive Vice President

With over 10 years of experience in real estate industry, Eric Lewin has leased over 1.7 million square feet of space and sold an additional 900,000 square feet throughout New Jersey. Eric has acquired a firm grasp of the real estate landscape In New Jersey which has strengthened his relationships with individuals, investment management firms, buyers/tenants and other industry personnel.

Eric's notable clients include Owens Corning, Soundview d.b.a. Marcal Paper, Carrier Corporation, ABC Supply and the Winter Organization. Some notable transactions include the sale of 226,000 square feet in Bayonne to IBAR Ventures; the sale of 200,000 square feet in Hillside to Bay Crane Services; the sale of 121,500 square feet in Ridgfield to Diversified Automotive and the 123,500 square feet in Elmwood Park to Marcal (Soundview Paper).

Dannielle Leigh – Vice President/Licensed Real Estate Salesperson

A resident of East Rutherford, N.J., Dannielle possesses broad expertise in commercial real estate with a focus on land development as well as office and industrial markets. Some of her more notable clients include PSE&G, NJ Reentry Corporation, E&G Roman Corporation and Garden Homes Development.

Dannielle graduated with her bachelor's degree in political science from Rutgers College, with an undergraduate certificate from Rutgers' Eagleton Institute of Politics. She is a member of the National Society of Fundraising Executives and Women in Financial Development. Formerly a commissioner of the Woodland Park Board of Adjustments is also an active member in The 200 Club of Bergen County.

6. A narrative statement of the Respondent's understanding of the Borough's needs and goals. **Team Resources Inc. is one of the leading commercial real estate firms in northern and central New Jersey specializing in locating and marketing commercial real estate, as recognized consistently by Costar, the nation's premier commercial real estate equivalent to the MLS. We've averaged well over 4 million square feet of transactions annually for many years. Team Resources, Inc. has the experience, knowledge and reputation to accommodate the needs of the Borough of Wallington.**
7. List all immediate relatives of Principal(s) of Respondent who are Borough employees or elected officials of the Borough. For purposes of the above, "immediate relative" means a spouse, parent, stepparent, brother, sister, child, stepchild, direct-line aunt or uncle, grandparent, grandchild, and in-laws by reason of relation. **Team Resources, Inc. has no immediate relatives who are employed by the Borough or who are elected officials of the Borough.**

Section 3.4 Insurance

A. INSURANCE REQUIREMENTS

- I. Workers Compensation and Employer's Liability Insurance
 1. Worker's Compensations Insurance in the statutory limits including Employer's Liability in an amount no less than \$500,000.00
- II. General Liability Insurance
 1. General liability insurance in an amount not less than \$1,000,000.00 combined single limit including broad form comprehensive general liability endorsement, and shall include provisions for thirty (30) days written notice of cancellation and/or modification of coverage. The Borough of Wallington shall be included as an additional insured.
- III. Automobile Liability Insurance
 1. Comprehensive General Automobile Liability insurance in an amount no less than \$1,000,000.00 in an amount no less than \$1,000,000.00 combined single limit covering owned, hired, and non-owned autos, and shall include provisions for thirty (30) days written notice to the Borough of cancellation and/or modifications of such policies, except for non-payment which would be ten (10) days, and the contractor/vendor shall provide the Office of Borough Administrator with certificates of insurance evidencing such policies and provisions.

Section 3.5 Other Terms and Conditions

- A. **Non-Discrimination:** There shall be no discrimination against any employee engaged in the work required to produce the commodities covered by any contract resulting from this bid, or against any applicant to such employment because of race, religion, sex, national origin, creed, color, ancestry, age, marital status, affectional or sexual orientation, familial status, liability for service in the Armed Forces of the United States, or nationality. This provision shall include, but not be limited to the following: employment upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The contractor shall insert a similar provision in all subcontracts for services to be covered by any contract resulting from this bid.

B. STATEMENT OF CORPORATE OWNERSHIP

In accordance with N.J.S.A. 52:25-24.2, no corporation, partnership, limited partnership, limited liability corporation, limited liability partnership, Subchapter S corporation or sole proprietorship, shall be awarded a contract, unless prior to the receipt of the bid or accompanying the bid of the corporation, partnership, limited partnership, limited liability corporation, limited liability partnership, subchapter S corporation or sole proprietorship, there is submitted to the Borough a statement setting forth the names and addresses of all stockholders who own 10% or more of the stock, of any class or of all individual partners who own a 10% or greater interest in the corporation, partnership, limited partnership, limited liability corporation, limited liability partnership, Subchapter S corporation or sole proprietorship. If one or more such stockholder or partner is itself a corporation or partnership, the stockholders holding 10% or more of that corporation's stock, or the individual partners owning 10% or greater interest in that partnership, 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, exceeding the 10% ownership criteria established in this act has been listed. This form shall be signed and submitted with the bid/proposal whether or not a stockholder or partner owns less than 10% of the business submitting the bid. Failure to comply requires mandatory rejection of the bid/proposal.

C. OWNERSHIP OF MATERIAL

- a. The owner shall retain all of its rights and interest in any and all documents and property both hard copy and digital furnished by the owner to the contractor for the purpose of assisting the contractor in the performance of this contract. All such items shall be returned immediately to the owner at the expiration or termination of the contract or completion of any related services, pursuant thereto, whichever comes first. None of the documents and/or property shall, without the written consent of the owner, be disclosed to others or used by the contractor or permitted by the contractor to be used by their parties at any time except in the performance of the resulting contract.
- b. Ownership of all data, materials and documentation originated and prepared for the owner pursuant to this contract shall belong exclusively to the owner. All data, reports, computerized information, programs and materials related to this project shall be delivered to and become the property of the owner upon completion of the project. The contractor shall not have the right to use, sell, or disclose the total of the interim or final work products, or make available to third parties, without the prior written consent of the owner. All information supplied to the owner may be required to be supplied on CD-ROM or other media compatible with the owner's computer operating system, windows based, Microsoft Office Suite 2000.

D. HIPPA (If Applicable)

- a. Both parties agree to comply with all requirements of the Federal Health Insurance Portability and Accountability Act of 1996 ("HIPPA") as maybe amended from time to time, and the corresponding HIPPA regulations for the confidentiality and security of medical information.

- b. The Contractor shall:
 - i. Not use or disclose protected health information other than as permitted or required by law.
 - ii. Use appropriate safeguards to protect the confidentiality of the information.
 - iii. Report any use or disclosure not permitted.
- c. The contractor, by execution of the contract, shall thereby indemnify and hold the County harmless from any and all liabilities, claims, actions, costs and penalties which may be incurred as the result of the failure of the contractor to comply with the requirements of the Health Insurance Portability and Accountability Act (HIPPA) or any other statute or case law protecting the privacy of persons using its services.

**Borough of Wallington —Division of Purchasing
Disclosure of Investment Activities in IRAN**

BID/RFP/Solicitation Number RFQ 19-100

Bidder/Officer: Team Resources, Inc.

Part 1: Certification

BIDDERS ARE TO COMPLETE PART 1 BY CHECKING **EITHER BOX.**

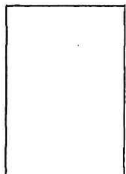
Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review this list prior to completing the below certification. Failure to complete the certification will render a bidder's proposal non-responsive. If the Director finds a person or entity to be in violation of law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party

PLEASE CHECK THE APPROPRIATE BOX:



I certify, pursuant to Public Law 012, c. 25, that neither the bidder listed above nor any of the bidder's 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"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

OR



I am unable to certify as above because the bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below.

Part 2: PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran on additional sheets provided by you.

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

Full Name: (Print): Gregory S. Sholom

Signature: [Signature]

Title: President

Date: 8/20/19

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)
N.J.A.C. 17:27
GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

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

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

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

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

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

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

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

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

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

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

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

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

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

Borough of Wallington
"Sunshine Form" for Disclosure of Political Contributions
Please fill out and attach to each resolution

DIRECT FINANCIAL DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

- (A) VENDOR NAME or SPECIAL COUNSEL NAME Team Resources Inc.
VENDOR ADDRESS or SPECIAL COUNSEL ADDRESS 1050 Wall Street W -
Lyndhurst, N.J 07071
VENDOR TELEPHONE NUMBER (201) 438 1177 FAX # (201) 438 1002
VENDOR REPRESENTATIVE NAME (Please Print) Dannielle Leigh
VENDOR EMAIL ADDRESS dleigh@teamresourcesinc.com
VENDOR REPRESENTATIVE SIGNATURE Dannielle Leigh DATE 9-26-19
- (B) THE NAME OF THE PARTNERS OR SHAREHOLDERS OR, IF A PUBLIC CORPORATION, THE NAME OF THE CORPORATE OFFICERS AND DIRECTORS AS FOUND ON THE 10K OR 10Q FORMS REQUIRED TO BE FILED WITH THE FEDERAL SECURITIES AND EXCHANGE COMMISSION.
Gregory S. Sholom David Cantor
Joseph Manganaro Eric Lewin
- (C) CAMPAIGN CONTRIBUTIONS MADE, BY ANY INDIVIDUAL(S) AND/OR BUSINESS ENTITY LISTED IN (A) OR (B) (ABOVE) DURING THE PRIOR AND CURRENT CALENDAR YEAR TO THE FOLLOWING NAMED ELECTED OFFICIALS AND CONSTITUTIONAL OFFICERS:
- (D) ☒ **No contributions (sign below and return, nothing else required except signature/date on this page only)**

I made no contributions and certify the foregoing to be true to the best of my knowledge and if I have made a deliberate misstatement, I may be subject to punishment.

Signature: Dannielle Leigh Date: 9-26-19
Print your name: Dannielle Leigh

OFFICIAL POSITION/ NAME (* Denotes Incumbent)

MAYOR	Mark Tomko (D)*	_____
	Elizabeth Calabrese (D)	_____
COUNCIL:	Khaldoun Androwis (R)*	_____
	Eugeniusz Rachelski (R)*	_____
	Melissa Dabal (R)*	_____
	Wendy-Su Ivancki (R)*	_____
	Bryan Olkowski (R)*	_____
	Joseph V. Brunacki, IV (D)*	_____

Tomasz Orzechowski (R)

Susanne Preinfalk (R)

Stephen Syby (D)

☐ I made the contribution/s (listed above) and certify the foregoing to be true to the best of my knowledge and if I have made a deliberate misstatement, I may be subject to punishment. (*sign this section if a contribution is listed*)

Signature: X _____

Date: _____

Print your name: _____

¹ This form shall be updated periodically to reflect new elected officials and candidates for office. However, it shall maintain the format and required disclosures contained herein.

Executive Summary

EXHIBIT A

Team Resources, Inc. is a full service real estate firm with decades of experience in commercial and industrial real estate and a thorough knowledge of the Northern and Central New Jersey market. Backed by a top notch brokerage and clerical staff, many with long-term experience in various other businesses, Team Resources, Inc. is a hands-on firm, with our top people working directly with the Borough of Wallington and your managers to find the right property for your needs, or to sell or lease your facility. Team Resources, Inc. pools our up-to-the-minute information, creative ideas, and contacts to locate prospective buyers/tenants, or landlords/sellers; and conduct negotiations in the shortest time possible. Think of us as your professional marketing or acquisition arm.

When the Borough of Wallington has commercial or industrial property to sell, buy or lease, it has several choices. The Borough could sign up with the branch of a firm that has offices in all parts of the world. However, most deals in New Jersey are concluded with businesses already located in the metropolitan area, and this fact plays to our strength – we're local. Plus, at a conglomerate, the senior people you first meet are rarely the ones who do the heavy lifting. Or you could deal with a company whose salespeople will serve their own needs, but not necessarily yours. At Team Resources, Inc. our principals and staff work directly with you through every phase of the transaction. They're committed to getting you the most advantageous deal possible in the shortest amount of time.

At Team Resources, Inc. we make sure prospective buyers and tenants learn of your property's availability. Our philosophy is simply to make sure every possible prospect is made aware of your available real estate, and that when they come to see it, it's presented in its best light. We craft a multi-pronged marketing program specifically tailored to your facility and designed to meet your personal or corporate goals.

The process includes:

- Creating and distributing descriptive flyers and brochures
- Door-to-door and telephone canvassing
- Active cooperation with other real estate brokers
- Mass email and automated fax blasts
- Available signs strategically placed
- Open houses

EXHIBIT A
Executive Summary (Continued)

Team Resources, Inc. is an expert at closing deals. Effective real estate brokerage is a professional endeavor. If one merely wants to see property, one can hire a taxi. Far more skill, experience and finesse is required to create and hold together the multi-faceted undertaking which is a real estate deal. No transaction is complete until both parties sign on the dotted line and the sale or lease closes. That isn't always easy. An integral part of our task is to keep everyone content, even when the agendas and personalities of the two sides differ significantly. That takes a thorough knowledge of real estate matters and excellent people skills. Over the years, we've gotten pretty good at this. We know that computer matches aren't enough. It often takes real creativity to put a deal together and then keep it from falling apart. At Team Resources, Inc., we look to anticipate and solve problems early, so they're less likely to resurface at closing time. And we make the entire process as painless and rewarding as possible, which makes us more than ready to assume Real Estate Services in the Borough of Wallington.



EXHIBIT B

LETTER OF INTENT

Respondent's Federal EIN: 22-2963405

October 2, 2019

Borough of Wallington
24 Union Boulevard
Wallington, NJ 07057

Attn: Hector Olmo

Re: **NJ Licensed Real Estate Consultant**

Dear Mr. Olmo:

The undersigned, as Respondent, has submitted the attached Qualification Statement in response to a Request for Qualifications (RFQ), issued by the Borough of Wallington ("Wallington"), dated October 2, 2019, in connection with the services set forth above.

Team Resources, Inc. HEREBY STATES:

1. The Qualification Statement contains accurate, factual and complete information. We affirm that the contents of our Qualification Statement (which Qualification Statement is incorporated herein by reference) are accurate, factual and complete to the best of our knowledge and belief and that the Qualification Statement is submitted in good faith upon express understanding that any false statement may result in the disqualification of the undersigned Respondent.
2. The undersigned Respondent is interested in being invited to respond to the Borough of Wallington request for Qualifications (RFQ). It is the intent of Respondent, to complete and submit a Qualification Statement for the provision of the services set forth above and to enter into a contract for said services if selected and awarded a contract by the Borough of Wallington.
3. The undersigned Respondent agrees to participate in good faith in the procurement process as described in the RFQ and to adhere to the Borough of Wallington Procurement schedule.
4. The undersigned Respondent agrees that all costs incurred by it (them) in connection with the preparation and submission of the Qualification Statement submitted in response to the RFQ, or any negotiation which results there from shall be borne exclusively by the Respondent.
5. The undersigned Respondent hereby declares that the only persons participating in this Qualification Statements as Principals are named herein and that no person other than those herein mentioned has any participation in this Qualification Statement or in any contract to be entered into with respect thereto. Additional person may subsequently be include as participating principals, but only if acceptable to the County of Bergen. The undersigned Respondent further declares that this Qualification Statement is made without connection with any other person, firm or parties who has submitted a Qualification 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.

1050 WALL STREET WEST | SUITE 100 | LYNDBURST, NJ 07071 | (201) 438-1177 | TEAMRESOURCESINC.COM

All information furnished is from sources deemed reliable; however we have not verified it and it is submitted subject to errors, omissions, change of price, prior sale or lease, or withdrawal without any notice. No representation is made as to zoning, physical condition, fire sprinkler adequacy or environmental status of any property and prospective purchasers/tenants are urged to conduct whatever independent investigation they, their attorneys and advisors deem necessary to confirm that a property is suitable for the intended use. Any commissions due cooperating brokers are subject to all terms and conditions upon which we and our clients have agreed.



6. The undersigned Respondent acknowledge and agrees that the Borough of Wallington may modify, amend, suspend and/or terminate the procurement process (in its sole judgment). In any case, the Borough of Wallington shall not have any liability to the Respondent for any costs incurred by the Respondent with respect to the procurement activities described in this RFQ.

7. The undersigned Respondent acknowledges that any contract executed with respect to the provision of the above referenced 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.

8. The undersigned Respondent acknowledges and agrees that it will be obligated to satisfy the requirements set forth in Section Two of this RFQ at the time of submission of its Qualification Statement. The Respondent hereby states that (as of the date hereof) it has a reasonable expectation that it will be able to satisfy such criteria and requirements as of the date of its submittal.

[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 "GSC", written over a horizontal line.

Gregory S. Sholom, President

Team Resources, Inc.

September 26, 2019

(If a joint venture, partnership or other formal organization is submitting a Qualification Statement, each participant shall execute this Letter of Intent.)

APPENDIX B

CERTIFICATIONS

In addition to responding to the foregoing items, the undersigned Respondent certifies that:

A. The firm's participation in the matters contemplated by this RFQ will not create any conflict of interest for the firm or any of its officers or employees.

B. The firm is an equal opportunity employer and does not discriminate against applicants or employees on the basis of race, color, religion, sex, age, disability, national origin, or ancestry.

C. The firm is not currently in violation of or under any investigation or review for a violation of any state or federal law or regulation that might have a material adverse impact on the firm's ability to serve if selected.

D. The firm understands and agrees that during the time it is a member of the group of qualified firms it will not be eligible to serve as financial advisor to the County of Bergen, and that it does not, and will not during that time, have a financial interest in any firm providing financial advisory services to the County of Bergen.

Firm: Team Resources Inc.

By: Gregory S. Sholom

Name: [Signature]

Title: President

Date: 9/24, 2019

EXHIBIT D

Affirmative Action

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 or sex. Except with respect to affectional or sexual orientation, 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 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 agent agency compliance officer setting forth provisions of this 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 or sex;

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which he 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' representatives 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 NJSA 10:5-31 et seq., as amended and supplemented from time to time.

EXHIBIT D

Affirmative Action (Continued)

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 NJAC 17:27-5.2, or in accordance with a binding determination of the applicable county employment goals determined by the division, pursuant to NJAC 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 origin, ancestry, marital status, affectional or sexual orientation 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 personal testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and established by applicable Federal law and applicable Federal court decisions.

The contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and lay off to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation 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 or its subcontractors shall furnish such reports or other documents to the Affirmative Action Office as may be requested by such office, in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting compliance investigation pursuant to Subchapter 10 of the Administrative Code.
NJAC 17:27-3.4, 17:27-3.6.

EXHIBIT E

TEAM RESOURCES INC
REFERENCE NUMBER: 8800466

-Current License Information-

License Type: REAL ESTATE COMPANY
License Status: ACTIVELY LICENSED 08/20/1995
License Expiration: 06/30/2021
Date First Licensed in NJ: 03/31/1989

-Business Information-

Address: TEAM RESOURCES INC
1050 WALL STREET WEST
LYNDHURST, NJ 07071
Phone Number(s): 201-438-1177

-Broker of Record-

BLAU, LAURENCE

EXHIBIT F

NJ BUSINESS REGISTRATION CERTIFICATE

STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE		DEPARTMENT OF TREASURY/ DIVISION OF REVENUE PO BOX 252 TRENTON, N J 08646-0252
TAXPAYER NAME: TEAM RESOURCES, INC.	TRADE NAME:	
ADDRESS: 1050 WALL STREET WEST LYNDHURST NJ 07071	SEQUENCE NUMBER: 0548508	
EFFECTIVE DATE: 06/22/89	ISSUANCE DATE: 09/20/16	
FORM-BR-2		Director New Jersey Division of Revenue

(this Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.)

STOCKHOLDER DISCLOSURE CERTIFICATION

This Statement Shall Be Included with Bid Submission (Use Additional Sheets as Necessary)

Name of Business Team Resources, Inc.

☐ 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. However if a parent entity holding 10% or more is a publicly traded entity, then the respondent in complying with N.J.S.A. 52:25-24.2 may submit the name and address of each publicly traded entity, and the name and address of each person holding 10% or more beneficial interest in the publicly traded entity as of the last the last annual filing with the Security Exchange Commission (SEC), or foreign equivalent.

OR

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

Check the box that represents the type of business organization:

☐ Partnership

☐ Corporation

☐ Sole Proprietorship

☐ Limited Partnership

☐ Limited Liability Corporation

☐ Limited Liability Partnership

☒ Subchapter S Corporation

☐ Other, Please List _____

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

Stockholders:

Name: David Cantor

Name: Gregory S. Sholem

Home Address: 49 Shield Drive

Home Address: 6 Cellar Road

Woodcliff Lake, N.J 07677

Edison, N.J 08817

Name: Joseph Manganaro

Name: Eric Lewin

Home Address: 3 Green Way

Home Address: 32 Evans Rd

Old Tappan, NJ 07675

Cresskill, NJ 07626

Publicly Traded Parent Company Disclosure:

Submit the Website (URL) providing the last annual SEC, or foreign equivalent filing:

Please list the applicable page number(s) of the SEC or foreign equivalent filing:

Subscribed and sworn before me this 26th day of

September, 2019

(Notary Public)

Janet K. Cannizzaro
My Commission expires:

Gregory S. Sholem
(Affiant)
(Print name & title of affiant)

(Corporate Seal)

JEANETTE K. CANNIZZARO
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires 11/1/2020

DISCLOSURE STATEMENT

The attention of prospective bidders is drawn to the provisions of the Local Government Ethics Law (N.J.S.A. 40A:9-22-1, et seq.) which prohibits an officer or employee or member of his/her immediate family from having an interest in a business organization or engaging in any business transaction, or professional activity which is in substantial conflict with the proper discharge of his duties in the public interest.

In furtherance thereof, every bidder must disclose below, being a Wallington Borough officer or employee or whether an immediate family member is a Wallington Borough officer or employee. If the bidder is a business organization, then disclosure shall be made with respect to anyone having an interest in the business and their immediate family members.

Please answer the following:

Is the bidder, or a member of the bidder's immediate family, or anyone having an interest in the bidder's business organization including their immediate family members, an officer or employee of Bergen County?

NO

YES

SI

* President, Vice President or Signature of
Authorized Representative

Gregory S. Sholom
Print Name

President
Title

If yes, provide the name of the individual and identify the position held, below, and notify in writing the Borough Administrator, 24 Union Boulevard, Wallington, NJ 07057. (Attach a copy of the correspondence to this form).

NOTE: All terms used herein are to be construed in accordance with their meaning under the Local Government Ethics Law, cited above.

*** FAILURE TO SIGN THIS AFFIDAVIT BY A DULY AUTHORIZED COMPANY OFFICIAL
MAY RESULT IN REJECTION OF THIS PROPOSAL.**

Affirmative Action Supplement

AFFIRMATIVE ACTION	Term Contract - Advertised Bid Proposal						
Department of the Treasury Division of Purchase & Property State of New Jersey 33 W. State St., 9th Floor PO Box 230 Trenton, New Jersey 08625-0230	<table border="1"> <tr> <td>Bid Number:</td> <td>RFQ-19-100</td> </tr> <tr> <td>Bidder:</td> <td>Team Resources, inc.</td> </tr> <tr> <td></td> <td>Lyndhurst, NJ 07071</td> </tr> </table>	Bid Number:	RFQ-19-100	Bidder:	Team Resources, inc.		Lyndhurst, NJ 07071
Bid Number:	RFQ-19-100						
Bidder:	Team Resources, inc.						
	Lyndhurst, NJ 07071						

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, 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 afford equal employment opportunities to minority and women workers consistent with Good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2, or Good faith efforts to meet targeted 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 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, 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 Division of Public Contracts Equal Employment Opportunity Compliance as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Public Contracts Equal Employment Opportunity Compliance for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

*** NO FIRM MAY BE ISSUED A PURCHASE ORDER OR CONTRACT WITH THE STATE UNLESS THEY COMPLY WITH THE AFFIRMATIVE ACTION REGULATIONS**

PLEASE CHECK APPROPRIATE BOX (ONE ONLY)

- ☐ I HAVE A CURRENT NEW JERSEY AFFIRMATIVE ACTION CERTIFICATE, (PLEASE ATTACH A COPY TO YOUR PROPOSAL).
- ☐ I HAVE A VALID FEDERAL AFFIRMATIVE ACTION PLAN APPROVAL LETTER, (PLEASE ATTACH A COPY TO YOUR PROPOSAL).
- ☒ I HAVE COMPLETED THE ENCLOSED FORM AA302 AFFIRMATIVE ACTION EMPLOYEE INFORMATION REPORT.

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.

Team Resources, Inc.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

1050 Wall Street West

6 City, state, and ZIP code

Lyndhurst, NJ 07071

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

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

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

Social security number

____ - ____ - ____

or

Employer identification number

2 2 - 2 9 6 3 4 0 5

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

James J. Cannillo

Date

9/26/19

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.