



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW

555 U.S. Highway One South, Suite 440, Iselin, New Jersey 08830

TO:

**Michele Whille, Deputy Clerk
Office of the Borough Clerk
Borough of Bradley Beach
701 Main Street
Bradley Beach, New Jersey 07720**

**Response to RFP – 2024 Professional Services
2024 RFP – Special Counsel for Conflicts**



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW

Louis N. Rainone
Craig J. Coughlin*
David L. Minchello
Ronald H. Gordon
Carol A. Berlen
John F. Gillick
Brian P. Trelease*
Claudia Marchese
Matthew R. Tavares*
Sapana Shah*Δ
Michael R. Burns +
Christopher D. Zingaro
John P. Harrington

Edward P. Ruane
Thomas Schoendorf
Corissa L. Sherman
Frank J. Dyevoich*
Lonnie J. Hinton, Jr.,
Harlynn A. Lack*
Aaron L. Rainone
Michael M. Wuest
Scott A. Aitken, Jr.

December 15, 2023

* Also admitted in New York
Δ Also admitted in DC
+ Also admitted in Pennsylvania

DMinchello@NJRCMLAW.com

One (1) Original, Two (2) Copies and One Flash Drive
Via Overnight Delivery

Michele Whille, Deputy Clerk
Office of the Borough Clerk
Borough of Bradley Beach
701 Main Street
Bradley Beach, New Jersey 07720

**RE: Response to Request for Proposals – 2024 Professional Services
2024 RFP - Special Counsel for Conflicts**

Dear Sir/Madam:

In accordance with the terms of the Borough of Bradley Beach's Request for Qualifications for the above referenced Counsel Services, Rainone Coughlin Minchello, LLC hereby submits the attached response.

The attorneys at Rainone Coughlin Minchello LLC have decades of experience representing public entities at every level of government. David L. Minchello, Esq. Esq. who is an accomplished municipal attorney representing public entities for over twenty (20) years, will be designated as lead counsel. David Minchello will have the assistance of all of the partners and associates of the firm, whose practices focus on representing various public entities in different capacities. Each attorney employed by Rainone Coughlin Minchello has unique qualifications which can be applied to meeting the needs of the Borough.

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555 U.S. Highway One South
Suite 440
Iselin, New Jersey 08830

Tel: (732)709-4182
Fax: (732) 791-1555
www.njrcmlaw.com

In the Firm's attachments, you will find an Executive Summary, the applicable practice area experience, resumes of our attorneys along with all other required submission documents.

Thank you for the opportunity to submit this firm's Qualifications. If any additional information is needed, or if you would like to meet with us to further discuss our qualifications, please feel free to call me.

Respectfully submitted,

Rainone Coughlin Minchello LLC

By: 

David L. Minchello, Esq.

DLM/arg
Enclosure

QUALIFICATIONS STATEMENT

Rainone Coughlin Minchello is a Limited Liability Corporation which began serving municipalities in January of 2017. The firm has been operating under the same name and management for five (5) years. If selected to provide legal services, David Minchello, Esq. who is an accomplished municipal attorney representing public entities for over twenty (20) years, will be designated as lead counsel. David Minchello will have the assistance of all of the partners and associates of the firm, whose practices focus on representing various public entities in different capacities. Each attorney employed by Rainone Coughlin Minchello has unique qualifications which can be applied to meeting and meet all of the Borough's legal needs. All of these attorneys licensed in New Jersey, have substantial legal experience in local government law and have no record of disciplinary sanctions or legal malpractice judgments.

No attorney of Rainone Coughlin Minchello has been adjudicated liable for professional malpractice in the last three years. Further, Rainone Coughlin Minchello LLC is not now, nor has been, involved in any bankruptcy or reorganization proceedings within the last ten years. The firm is also in compliance with all Affirmative Action requirements with regard to its business activities and as has attached a Certificate of Employee Information Report as evidence of such compliance.

All of our attorneys have extensive experience in Superior Court, Appellate Division and Workers Compensation Court. David L. Minchello, Louis N. Rainone, Ronald Gordon, Carol Berlen and Brian Trelease are all licensed to practice in Federal Court for the District of New Jersey. Neither the firm nor any of the attorneys of Rainone Coughlin Minchello have been disbarred, suspended or otherwise prohibited from professional practice by any federal, state or local agency. None of our attorneys have ever been investigated by any law enforcement agency.

The firm has no existing or potential legal or other policy conflicts of interest in representing the County of Essex. The Firm also has no involvement in any pending litigation that would affect the ability to represent the Borough.

The firm operates in full compliance with all applicable civil rights and non-discrimination statutes, executive orders, rules and regulations.

The firm name and contact information is as follows:

Rainone Coughlin Minchello, LLC
555 U.S. Highway One South
Suite 440
Iselin, New Jersey 08830
(732) 709-4182 (Phone)
(732) 791-1555 (Facsimile)
DMinchello@njrcmlaw.com

David L. Minchello is a partner of Rainone Coughlin Minchello, LLC and has extensive experience representing municipalities, counties and authorities throughout the State of New Jersey. He is currently the Corporation Counsel for the City of Plainfield, Township Attorney for the Township of Scotch Plains and General Counsel to the Union County Improvement Authority and the New Brunswick Parking Authority. In addition to acting as general counsel, he has been litigating matters for public entities for over twenty (20) years.

His representation includes defense of employment actions, §1983 civil rights complaints and Title 59 matters. He has appeared in both State and Federal Court, the Office of Administrative Law and the Appellate Division. Mr. Minchello also acts as labor counsel to municipalities throughout the State. He advises public entities on personnel matters, civil service regulations, collective bargaining negotiations, internal investigations and disciplinary actions. He was previously the City Attorney for the City of Trenton and the City Solicitor (primary litigator) for the City of Plainfield. His experience includes the representation of the City of Plainfield, City of East Orange, City of Trenton, Burlington City, Mount Holly Township, City of Bayonne, Borough of Tinton Falls, City of Rahway, City of Paterson and the Town of Dover as Special Counsel.

Louis N. Rainone is the managing partner of Rainone Coughlin Minchello LLC and focuses his practice on municipal law, public sector labor and employment law, land use and civil litigation. He has served as counsel for many of the state's largest municipalities, which include Newark, Edison, Trenton, Franklin, Marlboro, Long Branch, Perth Amboy, Clifton, Brick, Piscataway, Rahway, Sayreville, Bound Brook and Green Brook. He has also served as special counsel to the County of Essex, The Essex County Improvement Authority, The Bergen County Sheriff, and the North Jersey District Water Supply Commission. Mr. Rainone currently serves as the Director of Law for the City of Rahway, City Attorney for the City of Long Branch, Township Attorney for the Township of Franklin, Somerset County, the Director of Law for the Township of Marlboro and Counsel to the Middlesex County Improvement Authority. He is also Special Labor Counsel to the Township of Brick, Township of Piscataway, Borough of Somerville, and City of Trenton. He along with the firm's other members counsel's its municipal clients on significant redevelopment projects in Newark, East Brunswick, and Burlington City.

Ronald H. Gordon is a senior partner with Rainone Coughlin Minchello, LLC who has an extensive background in municipal law, all aspects of land use, affordable housing and redevelopment law and matters involving the valuation, acquisition, and sales of real property. Mr. Gordon has represented numerous municipalities in the State of New Jersey, including serving as Attorney for the Township of North Brunswick, Borough of Emerson, Township of Aberdeen, City of Rahway, Town of Morristown, Township of Hazlet, and the Township of Marlboro.

Mr. Gordon has served as Special Counsel for Affordable Housing matters across New Jersey. He has been Affordable Housing Special Counsel in Woodbridge, Edgewater, Freehold Borough, Marlboro, Aberdeen, Matawan, Emerson, and North Brunswick.

Mr. Gordon also has an expertise in the Local Redevelopment and Housing Law and represents the East Brunswick Redevelopment Agency and the Red Bank Redevelopment Agency. In addition, he has served as the Planning Board Attorney for the Borough of Spotswood, Borough of Carteret, and Township of East Brunswick. He has also served as the Municipal Prosecutor for the Borough of Keyport.

Mr. Gordon has achieved an AV Preeminent Rating from Martindale-Hubbell for his strong legal abilities and high ethical standards.

Carol A. Berlen is a partner with Rainone Coughlin Minchello, LLC who brings with her a distinctive background in municipal law, providing services to municipalities for more than 25 years. Ms. Berlen returned to the private practice of law after working in-house for the Township of Old Bridge and the New Jersey Office of Administrative Law. Ms. Berlen's practice currently centers on representing public entities and performing all legal services required by the various Improvement Authorities and municipalities that the firm represents.

John F. "Jack" Gillick is a Partner at Rainone, Coughlin, Minchello, LLC and has an extensive history representing both public and private entities and their employees. Mr. Gillick concentrates his practice on the litigation of employment, civil rights, and personal injury claims, and has represented clients in dozens of jury trials on matters ranging from sexual harassment to excessive force to premises and automobile liability. He also has experience in conducting workplace investigations, providing employee and public official training, and handling indemnification and other employment-related contract issues. In addition to his significant trial and institutional work, Mr. Gillick has argued and won appeals before both the New Jersey Supreme Court and Third Circuit Court of Appeals, has been counsel of record on numerous opinions, and is admitted to practice before the United States Supreme Court.

Brian P. Trelease is a partner with Rainone Coughlin Minchello, LLC, who also serves as the leader of the firm's litigation department. Mr. Trelease's practice is devoted to representing municipalities, public entities, and employers, as well as individual officers, directors, and elected officials before state and federal trial/appellate courts throughout New Jersey. He has defended municipalities and public entities in matters involving Constitutional violations, New Jersey Law Against Discrimination, whistleblower claims, prerogative writ actions, hostile work environment claims, contract disputes, and claims under New Jersey's Tort Claims Act. Mr. Trelease handles all aspects of a municipality's litigation defense, ensuring that clients are defended with a vigorous and unwavering strategy. Clients appreciate Mr. Trelease's extensive knowledge of local government and value his responsiveness as he extends sound legal guidance and practical advice. As a seasoned litigator, Mr. Trelease has successfully represented clients in a variety of matters in the Civil, Special Civil, Chancery, Appellate, Offices of Administrative Law, and Federal courts of New Jersey. Additionally, he has significant experience defending employers in claims of wrongful termination, unlawful employment practices, discrimination, and claims of harassment. Mr. Trelease also provides counsel to municipalities by way of training seminars open to all employees, management, and human resource professionals alike. When the occasions arise, he also performs comprehensive investigations of employee misconduct claims. By working closely with upper-level management, Mr. Trelease confirms clients are compliant with employment

practices that conform to federal and state laws to minimize the risk of costly employment litigation.

In addition to his impressive litigation capabilities, Mr. Trelease is also the firm's lead for reviewing and legally advising municipalities with respect to their productions in response to Open Public Records Act requests. Further, Mr. Trelease serves as the Alcoholic Beverage Control attorney for the City of Rahway and Town of Morristown.

Prior to entering private practice with Rainone Coughlin Minchello, Mr. Trelease had a lengthy history of representing public entities in Union County while he served in the County Counsel's Office.

Claudia Marchese is a partner with Rainone Coughlin Minchello, LLC. Ms. Marchese previously served as the Executive Director of the Catastrophic Illness in Children Relief Fund Commission and as Counsel to Governor Chris Christie. Before entering public service, Ms. Marchese spent 18 years in private practice handling a variety of insurance defense litigation.

Matthew Tavares is a Partner with Rainone Coughlin Minchello whose practice focuses on litigation defense. Mr. Tavares' experience includes representing municipal entities in Title 59, 42 U.S.C. §1983, and civil rights litigation in the United States District Court and New Jersey Superior Court and defending workers compensation matters for public entities. Mr. Tavares also has experience regarding employment law matters including retaliation, CEPA, LAD, New Jersey Civil Rights Act in the United States District Court, Superior Court of New Jersey, and the EEOC.

Sapana Shah is a partner at Rainone Coughlin Minchello, LLC. whose practice specializes in resolving the complex issues deriving from the administration of local, county, and state government. Ms. Shah comes to Rainone Coughlin Minchello LLC, after maintaining her own practice for over a decade as well as working as Assistant Corporation Counsel for the City of Jersey City. As Assistant Corporation Counsel, Ms. Shah defended the City on a variety of matters such as excessive force claims, claims against public entities including but not limited to negligence, slip and falls, dangerous conditions, and OPRA matters. She also has experience reviewing Licensing Agreements, drafting RFP's Ordinances, Resolutions, Executive Orders, and Affordable Housing Agreements. Ms. Shah has provided advisory opinions for the Mayor, Council, and Department Directors. Ms. Shah was also a substitute Municipal Prosecutor for Woodbridge and Carteret and was a former trial attorney for American Insurance Group.

Michael R. Burns is a partner with Rainone Coughlin Minchello who brings over a decade of governmental experience to the firm, with concentrations on labor, litigation and redevelopment. Prior to joining the firm Mr. Burns served several municipalities in the role of Municipal Prosecutor, Labor Counsel, Defense Attorney and Special Counsel.

Christopher Zingaro is an associate at Rainone Coughlin Minchello, LLC who focuses on the representation of public entities in municipal and litigation matters. Mr. Zingaro has appeared on behalf of clients before the U.S. District Court for the District of New Jersey, the New Jersey Superior Court in both the Civil and Criminal Parts of the Law Division, and the New Jersey Office of Administrative Law.

John P. Harrington is part of the firm's Municipal Labor and Employment and Litigation Practice who has over 27 years of experience advising and representing employers in all aspects of employment law, including discrimination, retaliation, disability accommodation, leaves of absence and wrongful termination cases. He assists employers in reducing exposure to employment liability through timely advice, training and policy creation and implementation. He has worked with a wide variety of employers, from small local businesses to large corporations, public entities, and educational institutions.

Edward P. Ruane is a Senior Associate at Rainone Coughlin Minchello who has a distinguished career as a trial attorney. Mr. Ruane has made numerous appearances in State and Federal Courts on behalf of both public and private clients. His experience includes business litigation, professional malpractice, medical malpractice, personal injury, employment discrimination and criminal law. He is also a member of the District XII Ethics Committee as well as a member of the District XII Supreme Court of New Jersey Fee Arbitration Committee.

Thomas Schoendorf is an associate in Rainone Coughlin Minchello's litigation department. Prior to joining the firm Mr. Schoendorf gained experience litigating insurance defense matters.

Corissa Sherman is an associate who practices in both Rainone Coughlin Minchello's municipal department and litigation department. Her practice focuses on all public entity matters performed by the firm for its clients.

Frank J. Dyevoich, Jr. is an associate in Rainone Coughlin Minchello's litigation department. Prior to joining the firm Mr. Dyevoich gained experience with matters involving labor and employment issues.

Lonnie Hinton is an associate who focuses on matters concerning governmental entities with regard to labor, litigation, redevelopment and general practices.

Harlynn Lack is an associate with the Firm's municipal section. Ms. Lack brings an abundance of experience acquired from notable appointments including the City of Paterson Law Department, where she shared her legal expertise involving focuses such as public records disclosure information, preparation of Ordinances and Resolutions, drafting and reviewing contracts for HUD Projects throughout the City and providing responses to subpoenas on behalf of the City. Ms. Lack was also the Affirmative Action/Equal Employment Opportunity Officer and made appearances in Municipal Court as the Assistant Municipal Prosecutor. Harlynn Lack was also a Staff Manager with the Government Records Council, where her work included in depth OPRA analysis.

Aaron L. Rainone is an associate who practices in both Rainone Coughlin Minchello's municipal department and litigation department. His practice focuses on all public entity matters performed by the firm for its clients.

Michael Wuest is an associate with Rainone Coughlin Minchello. Prior to joining the firm Mr. Wuest gained experience involving the administration of the Fair Housing Act as a legal intern with the United States Department of Housing and Urban Development (HUD). His practice focuses on the firm's litigation section.

Scott Aitken, Jr., is an associate with Rainone Coughlin Minchello. Prior to joining the firm Mr. Aitken served as a judicial Law Clerk for the Honorable Mitzy Galois-Menendez, P.J.C.R. His practice focuses on the firm's government entity representation involving labor, redevelopment and general practices.

Resumes detailing the educational qualifications, experience, and training are attached under Exhibit A.

INDEPENDENT AUTHORITIES AND AGENCIES

The law firm of Rainone Coughlin Minchello excels in the representation of independent authorities and agencies on both the county and local level. They include improvement authorities, utility authorities and redevelopment agencies. These independent entities require the full range of legal services including contract review, public procurement, labor and employment issues, and land use. Due to our extensive experience and expertise, Rainone Coughlin Minchello is uniquely qualified to represent independent authorities and agencies in all their legal needs.

MUNICIPAL LAW

Rainone Coughlin Minchello is one of the State's preeminent Municipal law firms. RCM's partners have served as general counsel and special counsel to the largest and most diverse Cities, Townships, Boroughs and Towns in New Jersey for more than three decades. They bring a wealth of not only legal experience, but hands on government experience, to all of their municipal clients. The firm advises clients on all aspects of municipal governance including The Local Public Contracts Law, The Open Public Records Act, The Open Public Meetings Act, The Local Lands and Building Law, the Municipal Land Use Law, the Local Budget Law and the Local Fiscal Affairs Law. In addition to their considerable experience in attending and representing municipal governing bodies at their public meeting, the firm has assisted our clients in the preparation of resolutions, ordinances, policies, procedures, rules and procurement documents. Our attorneys have negotiated the acquisition of hundreds of acres of property through Open Space, Green Acres and Farmland preservation programs.

The firm's attorneys have prosecuted and defended the actions of municipal clients in both the federal and state courts including the New Jersey Superior Court, Appellate Division and the New Jersey Supreme Court. The firm's attorneys have served as municipal attorney for the following Faulkner Act Mayor-Council municipalities: Edison, Rahway, Long Branch, Monroe Township, Marlboro Township, Woodbridge Township and Trenton.

GENERAL LITIGATION

Our litigation practice is well versed at developing an early litigation strategy and aggressively defending our clients in all aspects of a claim from pre-suit negotiations through trial and appeals. Our litigators are engaged in varied civil litigation in both Federal and State courts, as well as before Federal and State administrative agencies. We have extensive experience representing governmental entities in cases involving alleged constitutional and civil rights violations brought pursuant to 42 U.S.C. §1981, §1983 and the New Jersey Civil Rights Act, as well as allegations of police or government official misconduct. We defend claims of unlawful search and seizure, excessive force, due process violations, false arrest and imprisonment, assault and battery, failure to provide medical care, wrongful death, malicious prosecution, failure to train and Monell policy claims, to name a few. We also have decades of experience successfully defending municipalities in tort claims brought under Title 59.

Our litigators are also involved in contract disputes, insurance litigation, dispute resolution, including mediation and arbitration, premises liability, indemnification and insurance coverage disputes and personal injury defense including automobile and negligence litigation.

Below are just a few examples of our previous engagements:

- Capizzi v. Berkeley Township,
2013 WL 6389134 (N.J. Super. App Div. December 9, 2013)
- Dunbar Homes, Inc. v. Zoning Board of Adjustment of the Township of Franklin
Supreme Court of New Jersey, 233 NJ 546 (2018)
- County of Essex v. Rubin
2011 WL 2496222 (N.J. Super. App Div. June 24, 2011)
- K. Hovnanian Companies Northeast, Inc. v. County of Essex
2009 WL 2391971 (N.J. Super., App. Div. August 6, 2009)
- Hoffman v. Union County Prosecutor
Superior Court of New Jersey, N.J. Super. 206 (1990)
- In re Township of Edison, Intern. Ass'n of Firefighters, Local 1197,
2014 WL 7261765 (N.J. Super. App. Div., December 23, 2014)
- Urbanski v. Township of Edison,
2014 WL 183966 (N.J. Super. App. Div. Jan. 17, 2014)
- Jersey City Public Employees, Inc., Local 245 v. City of Jersey City
2021 WL 2156440 (N.J. Super., App. Div., May 27, 2021)
- Lamb v. Global Landfill Reclaiming
Superior Court of New Jersey, N.J. Super 446, 530 (1987) A2d 803
- Linden Democratic Committee v. City of Linden
Superior Court, App. Div., 469 N.J. Super. 149, Cert. Granted.
- Lucia v. Carroll
2014 WL 2446113 (D.N.J. May 2, 2014).
- Lopez v. City of Plainfield
2015 WL 7737339 (D.N.J. Dec. 1, 2015)
- In Re Marlboro Township
2015 WL 4681168 (N.J. Super., App. Div., August 7, 2015)
- New Jersey Turnpike Authority v. Milford Realty Associates, LLC
2017 WL 3623148 (N.J. Super. App. Div., August 24, 2011)
- New Jersey Turnpike Authority v. Township of Monroe
2016 WL 741487 (N.J. Tax 55, February 22, 2016)
- Riverdale Development Partners, LLC v. Township of River Vale
2007 WL 413905 (N.J. Super. App. Div., February 8, 2007)
- Borough of Somerville v. Pathmark Stores, Inc.
2008 WL 2492252 (N.J. Super., App. Div., June 24, 2008)
- New York SMSA Ltd Partnership v. Township Council of Tp. Of Edison
Superior Court, App. Div., 382 N.J. Super., 541 (2006)
- Vaticano v. Township of Edison,
2013 WL 617016 (U.S. Court of Appeals, Third Circuit, 514 Fed.App.218,
February 20, 2013)

- Esposito v. Township of Edison,
Superior Court, App. Div., 306 N.J. Super. 280, 703 A.2d 674 (1997)
- Monroe Tp. Council v. Garibaldi,
Superior Court, App. Div., 216 N.J. Super. 19, 522 A.2d 1011 (1987)
- In Re Nugent,
2015 WL 7738723 (N.J. Super., App. Div. December 2, 2015)
- In Re Ordinance 2354-12 of Tp. Of West Orange, Essex County v. Township of West Orange
Superior Court, App. Div. 223 N.J. 589 (December 21, 2015)
- Tempe v. Twp. Of Edison,
2012 WL 385416 (N.J. Super. App. Div. February 8, 2012)
- Brick Twp. PBA Local 230 v. Township of Brick,
Superior Court, App. Div. 446, N.J. Super. 61 (2016)
- In re Township of Edison, Intern. Ass'n of Firefighters, Local 1197,
(2013) WL 396152 (N.J. Super., App. Div. January 31, 2013)
- Polkowitz v. Township of Edison,
2014 WL 4109019 (NJ Super., App. Div. August 22, 2014)
- Township of Franklin v Franklin Tp. PBA Local 154, S
Superior Court, App. Div., 424 N.J. Super. 369 (2012)
- Cancro v. Township of Edison,
2012 WL 3030187 (N.J. Super. App. Div., July 25, 2012)
- Vallejo v. Rahway Police Dept.,
292 N.J. Super. 333
- Spadoro v. Whitman,
150 NJ 2 (1997)
- HC Equities v County of Union,
Supreme Court of New Jersey, 247 NJ 366 (2021)
- Quick v. Board of Educ. Of Twp of Old Bridge,
Superior Court, App. Div., 305-N.J. Super. 338

LABOR AND EMPLOYMENT LAW

Rainone Coughlin Minchello has considerable experience as labor counsel for Local and County governments and agencies. Our experience includes the negotiation and settlement of Civilian, Police and Fire Collective Bargaining agreements in some of the largest and most contested public settings. We routinely handle grievance and disciplinary matters, hostile work environment and harassment claims, as well as arbitrations before PERC and Board of Mediation appointed Arbitrators and contested matters before the New Jersey Civil Service Commission. The Firm has considerable experience in handling scope of negotiation and arbitration petitions, and the defense of representation petitions and unfair practice charges before the Public Employment Relations Commission and in the courts.

On a day-to-day basis we counsel our public-sector clients on all aspects of labor employment practices including the Employer- Employee Relations Act, Civil Service Regulations, the Family Medical Leave Act, NJLAD, CEPA, ADA, and all other state and federal laws and regulations affecting public employment. We have assisted in the drafting of employment and personnel policies.

Public Employees Relation Commission (PERC)

Interest Arbitration: We have extensive experience representing dozens of public entity clients during interest arbitrations before PERC.

Grievance arbitration before PERC: The attorneys who will provide the requested services have extensive experience representing public entity clients during hundreds of grievance arbitrations before PERC.

PERC directed mediation and/or fact finding: The attorneys who will provide the requested services have extensive experience representing public entity clients during PERC directed mediation and fact finding.

Collective Bargaining Agreements

Some examples of our collective negotiations include:

Bergen County Sheriff:

PBA Local # 134

New Jersey Employees Labor Union, No. 1 Covering Blue and White Collar Employees

Bound Brook:

PBA Local # 380

Superior Officers Association

AFSCME Local 2169

Edison:

PBA Local # 75, Inc.

PBA Superior Officers Association

A.F.S.C.M.E. Local # 3269

International Association of Fire Fighters AFL-CIO and its Local 3997

International Association of Fire Fighters Local No IAFF Local 1197

International Association of Fire Fighters Local No 2883

New Jersey Regional Council of Carpenters and its Local Union 821

Office and Professional Employees AFL-CIO Local 32 (Crossing Guards)

Office and Professional Employees AFL-CIO Local 32 (Supervisors and Foremen)

UAW Local 2326 AFL-CIO (Water and Sewer Departments)

Franklin Township:

PBA Local # 154

PBA Supervisory Officers Association

Local 2426 American Federation of State County and Municipal Employees (AFSCME)

Communication Workers of America Local 1034

AFSCME Local 2859, White Collar Clerical Unit

AFSCME Local 2426, Blue Collar Supervisors

AFSCME Local 2426, Managers and Supervisors

Marlboro:

Communications Workers of America (Blue Collar Unit)

Communications Workers of America (White Collar Unit)

Communications Workers of America (Dispatcher/Police Clerical Unit)

Marlboro Public Works Supervisors Association

PBA Local No. 196

Fraternal Order of Police # 15 Senior Officers (Sergeant and Lieutenants)

Morristown:

PBA Local No.: 43 (Superior Officers)

Norwood:

DPW Association

PBA Local # 233

Old Bridge:

PBA Local 127

Piscataway:

Agreement between Piscataway PBA Local No. 93A and Township of Piscataway

Rahway

Local 32 OPEIU (Rahway City Hall Workers and Communications Operators)

PBA Local # 31

Firemen's Mutual Benevolent Association Local #33

Rahway Fire Officers Association, Local # 233
Rahway Local #32 OPEIU - Rahway Public Library
International Brotherhood of Teamsters, Local Union No. 469

South Amboy:

Municipal Employees Union of South Amboy
PBA Local 63
PBA/Superior Officers Association

EMPLOYMENT LITIGATION DEFENSE

Employment litigation is a highly specialized field requiring a unique skillset and experience to deliver positive results. Our lawyers have decades of experience representing and counseling management and we understand the complexities of defending a claim brought by an employee. We represent employers in all aspects of an employment claim, from the counseling phase to the pre-suit negotiations and finally through the course of a lawsuit, if necessary. We work together with our clients to achieve the best possible outcome.

This office has successfully defended employers against allegations brought under New Jersey's Law Against Discrimination ("LAD"), the Conscientious Employee Protection Act ("CEPA"), the Americans with Disabilities Act ("ADA"), Title VII of the Civil Rights Act, as well as allegations of employment discrimination, wrongful termination, sexual harassment, hostile work environment, retaliation, restrictive covenant enforcement, unfair competition proceedings, wage and hour matters, safety and health matters, employee benefits litigation and litigation of workers' compensation claims. Our attorneys also handle Equal Employment Opportunity investigations.

REDEVELOPMENT, LAND USE AND AFFORDABLE HOUSING LITIGATION

Rainone Coughlin Minchello has served as redevelopment counsel to municipalities and county agencies on a wide variety of significant, Industrial, Commercial, Residential and Mixed-Use redevelopments authorized by the New Jersey Local Redevelopment and Housing Law. We have counseled our clients through the process of the investigation and designation of redevelopment areas, the drafting and adoption of redevelopment plans, the designation of redevelopment counsel, COAH rules and compliance matters and the negotiation of redevelopment and financing (PILOT) agreements as well as related litigation.

The Firm currently serves as General Counsel to the East Brunswick, South Amboy, and Rahway Redevelopment Agencies. Additionally, the firm is engaged as special counsel in significant redevelopment projects for its municipal clients in Newark, Burlington City, Long Branch, Bloomfield, Franklin, and Marlboro. The firm and its attorneys have also provided counsel to the Union County, Middlesex County and Essex County Improvement Authorities as the designated redevelopment entities in those counties

Our Land Use experience includes counseling our municipal, county, and private clients regarding the drafting, adoption, and defense of land use regulation, including the presentations of

application before zoning and planning agencies. The firm's attorneys have argued significant Land Use case in both the Appellate Division and Supreme Court, including important precedent setting cases concerning the constitutionality of regulations involving eminent domain, digital billboards, adult entertainment regulations and land use procedures.

The firm's attorneys have extensive and decades long experience in the representation of municipalities in affordable housing, builders remedy and declaratory judgement actions across the state at the trial and appellate level. The Firm's attorneys have argued cases in the Superior Court, Appellate and Supreme Court on land use and redevelopment matters including the following reported decisions:

- Borough of Somerville v. Pathmark Stores, Inc.
2008 WL 2492252 (N.J. Super., App. Div. June 24, 2008)
- Rivervale Development Partners, LLC v. Township of River Vale
2007 WL 413905 (N.J. Super., App. Div. February 08, 2007)
- County of Essex v. Rubin
2011 WL 2496222 (N.J. Super., App. Div. June 24, 2011)
- Township of North Bergen v. City of Jersey City
Superior Court of New Jersey, Appellate Division. April 13, 1989 232 N.J. Super. 219 556 A.2d 1255
- Do-Wop Corp. v. City of Rahway
Supreme Court of New Jersey. June 29, 2001 168 N.J. 191 773 A.2d 706
- New York SMSA Ltd. Partnership v. Township Council of Tp. of Edison
Superior Court of New Jersey, Appellate Division. February 02, 2006 382 N.J. Super. 541 889 A.2d 1129
- K. Hovnanian Companies Northeast, Inc. v. County of Essex
2009 WL 2391971 Superior Court of New Jersey, Appellate Division. August 06, 2009
- E & J Equities, LLC v. Board of Adjustment of the Township of Franklin
Supreme Court of New Jersey. September 15, 2016 226 N.J. 549 146, A.3d 623 (2016)
- Dunbar Homes, Inc. v. Zoning Board of Adjustment of the Township of Franklin
Superior Court of New Jersey, 233 NJ 104 (1997)
- Township of North Bergen v. Borough of Teterboro
Superior Court of New Jersey, Law Division, Hudson County. May 01, 1991 254 N.J. Super. 704 604 A.2d 216
- Lamb v. Global Landfill Reclaiming
Supreme Court of New Jersey. July 19, 1988 111 N.J. 134 543 A.2d 443
- New Jersey Turnpike Authority v. Township of Monroe
Tax Court of New Jersey. February 22, 2016 29 N.J. Tax 55 2016 WL 741487
- In re Ordinance 2354-12 of Tp. of West Orange, Essex County v. Township of West Orange
Supreme Court of New Jersey. December 21, 2015 223 N.J. 589 127 A.3d 1277

MUNICIPAL GOVERNMENT EXPERIENCE

The Firm and its attorneys have extensive experience providing the requested services. The listing of municipalities currently under contract with the firm is as follows:

City of Bayonne
Town of West New York
Jersey City Housing Authority
Middlesex County Improvement Authority
Union County Improvement Authority
Garden State JIF
Central Jersey Joint Insurance Fund
Middlesex County Municipal Joint Insurance Fund
Monmouth Municipal Joint Insurance Fund
Borough of Atlantic Highlands
Township of Brick
City of Burlington
City of Clifton
Township of Dover
Township of East Brunswick
City of East Orange
Township of Englewood Cliffs
Township of Franklin
City of Long Branch
Township of Marlboro
Township of Matawan
Township of Monroe
City of Newark
Township of Mount Holly
Township of Piscataway
City of Plainfield
City of Rahway
Township of Scotch Plains
Scotch Plains Library
Borough of Somerville
City of Trenton
Township of Westampton
Township of Woodbridge
East Brunswick Redevelopment Authority
South Amboy Redevelopment Authority
Rahway Redevelopment Authority
County of Union
County of Middlesex
New Brunswick Housing Authority

None of these public entities will create a conflict of interest.

REFERENCES

Hon. Adrian O. Mapp, Mayor
City of Plainfield
City Hall
515 Watchung Avenue
Plainfield, New Jersey 07061
(908) 753-3310

Hon. Josh Losardo, Mayor
Township of Scotch Plains
430 Park Avenue
Scotch Plains, New Jersey 07060
(908) 322-6700

Hon. Timothy P. Dougherty, Mayor
Town of Morristown
200 South Street
2nd Floor, Room 239
Morristown, New Jersey 07960
(973) 292-6629

Kevin McTernan, Chairman
New Brunswick Parking Authority
106 Somerset Street
6th Floor
New Brunswick, New Jersey 08901
(732) 545-3118

ABILITY TO PROVIDE SERVICES IN A TIMELY MANNER

Rainone Coughlin Minchello LLC's office is based in Iselin, New Jersey providing our attorneys convenient access to the Borough of Bradley Beach. The Firm's close locale gives the attorneys availability to attend the regular public meetings of the Borough.

Rainone Coughlin and Minchello LLC is equipped with the latest equipment and software to facilitate the performance of tasks undertaken on behalf of the Borough.

This office is staffed by several skilled and experienced staff members which include administrative assistants and paralegals with several years of experience with regard to issues specifically pertaining to Borough government.

PAYMENT CONDITIONS AND RATE SCHEDULES

During the calendar year 2024 Rainone Coughlin Minchello proposes to provide legal services at a blended hourly rate of One Hundred Seventy-Five Dollars (\$175.00) per hour for all services required. While this rate represents a significant discount to the Borough from our standard rates, we are cognizant of the financial constraints placed upon public entities, and we are amenable to negotiating our fee, if requested.

If the fees billed are to be paid by Developers Escrow, the Firm proposes to provide services as a rate of Two Hundred Eighty-Five Dollars (\$285.00) per hour for all attorneys. These services include, but are not limited to, any and all activities performed on litigated matters (i.e. cases filed in State, Federal or Administrative Law Courts); any and all activities performed with regard to duties as Redevelopment Counsel and any and all activities performed in at the request of the Mayor and Council.

We further propose the following fees for expenses:

Reimbursable Expenses:

Photocopies	\$.30 per page;	Faxes	\$.25 per page
Printing	\$.10 per page;	Color Copies	\$.65 per page
CD Copy	\$5.00;	DVD Copy	\$10.00

Any additional reimbursable expenses will be subject to the approval of the Borough.

Invoices and Payment: Invoices are sent on a monthly basis and payment is due within 30 days thereafter.

CONCLUSION

Thank you again for the opportunity to submit our Firm's qualifications to the Borough of Bradley Beach. Given our extensive experience representing the Borough and numerous other public entities we are confident that we will be able to meet the Borough's legal requirements.

If any additional information is needed, or if you would like us to meet with you to discuss our qualifications, please feel free to contact our office.

Respectfully submitted,

RAINONE COUGHLIN MINCHELLO, LLC

By: 

David L. Minchello, Esq.

DLM/arg
Enclosure



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



DAVID L. MINCHELLO

PARTNER

☎ 732.709.4182

✉ dminchello@njrcmlaw.com

Representative Cases

Halsey v. Pffiefer, et al.

Santiago v. City of Plainfield, et al.

In Re Lashonn Durant

Rivera v. City of Plainfield

Guerra v. City of Plainfield, et al.

Mercedes v. City of Plainfield, et al.

Bar Admissions

New Jersey (2003)

New Jersey Federal Court (2004)

Education

Bachelor of Arts, Political Science,
Vassar College

Juris Doctor, Seton Hall University
Law School

BIOGRAPHY

David L. Minchello is a partner of Rainone Coughlin Minchello, LLC and has extensive experience representing municipalities, counties and authorities throughout the State of New Jersey. He is currently the Corporation Counsel for the City of Plainfield, Township Solicitor of Westampton, Township Attorney for the Township of Scotch Plains and General Counsel to the Union County Improvement Authority and the New Brunswick Parking Authority. In addition to acting as general counsel, he has been litigating matters for public entities for over fifteen (15) years.

His representation includes defense of employment actions, §1983 civil rights complaints and Title 59 matters. He has appeared in both State and Federal Court, the Office of Administrative Law and the Appellate Division. Mr. Minchello also acts as labor counsel to municipalities throughout the State. He advises public entities on personnel matters, civil service regulations, collective bargaining negotiations, internal investigations and disciplinary actions. His experience also includes the representation of the City of East Orange, City of Trenton, Burlington City, Mount Holly Township, Scotch Plains Township, and the Town of Dover as Special Counsel. Additionally, Mr. Minchello was Municipal Prosecutor for the Borough of North Plainfield for five (5) years but now defends individuals charged with DWI and other related offenses.

Mr. Minchello received his B.A. in Political Science from Vassar College in 2000. He graduated from Seton Hall University School of Law in 2003.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



LOUIS N. RAINONE

MANAGING PARTNER

☎ 732.709.4182

✉ lrainone@njrcmlaw.com

Bar Admissions

New Jersey (1980)

United States District Court for
the District of New Jersey (1980)

United States Court of Appeals,
3rd Circuit (1995)

United States Supreme Court
(1996)

Professional Memberships, Associations & Activities

New Jersey State Bar Association

BIOGRAPHY

Louis N. Rainone is one of the most well known and accomplished municipal attorneys in New Jersey. He has served as counsel for many of the state's largest municipalities, including: Newark, Edison, Trenton, Franklin, Marlboro, Long Branch, Perth Amboy, Clifton, Brick, Piscataway, Rahway, Sayreville, Bound Brook and Green Brook. He has also served as special counsel to the County of Essex, The Essex County Improvement Authority, The Bergen County Sheriff and the North Jersey District Water Supply Commission. Mr. Rainone currently serves as the Director of Law for the City of Rahway, City Attorney for the City of Long Branch, Township Attorney for the Township of Franklin, Somerset County, the Director of Law for the Township of Marlboro and Counsel to the Middlesex County Improvement Authority. He is also Special Labor Counsel to the Township of Brick, Township of Piscataway, Borough of Somerville, and City of Trenton. He along with the firm's other members counsel's its municipal client's on significant redevelopment projects in Newark, East Brunswick and Burlington City.

In addition to his legal career, Mr. Rainone has had an extensive and varied career in public service. He served as Legislative Assistant to the Chairman of the New Jersey General Assembly Committee on Taxation and in the same capacity to the Vice Chairman of the Senate Appropriations Committee.



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LOUIS N. RAINONE

Mr. Rainone was named a Super Lawyer by New Jersey Magazine. He was both a member and Secretary of the Matawan Borough Zoning Board of Adjustment. In January of 1987, as a result of his representation of public entities, he was selected as one of the "*50 People to Watch in New Jersey Business*" by the Business Journal of New Jersey. He has also received an AV Peer Rating from Martindale-Hubble.

Louis N. Rainone serves as the firm's managing partner. Mr. Rainone practiced law for 17 years in Middlesex County as the Partner of former Assembly Speaker Alan J. Karcher. Prior to forming the firm Mr. Rainone was the Co Chairman of the Municipal Law Section at DeCotiis FitzPatrick and Cole.

Mr. Rainone received his B.A. in Political Science from Rutgers University in 1977. He graduated from Seton Hall Law School in 1980, where he was a member of the Legislative Journal. Following law school, he served as a clerk in the Monmouth County Prosecutor's Office, as a legislative aide to State Senator Richard Van Wagner, Middletown, New Jersey and on the staff of Assembly Speaker Alan J. Karcher. He has been a New Jersey resident for over 50 years.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



RONALD H. GORDON

SENIOR PARTNER

📞 732.709.4182

✉️ rgordon@njrcmlaw.com

Reported Cases

Ferraro v. Zoning Board –
New Jersey Supreme Court case
establishing guidelines for property
crossing municipal boundaries with
two different zones.

Bar Admissions

New Jersey (1979)

U.S. District Court for the District of
New Jersey (1979)

Education

Bachelor of Arts,
Montclair State College, (1975)

Juris Doctor,
New York Law School, (1978)

BIOGRAPHY

Ronald H. Gordon is a senior partner with Rainone Coughlin Minchello, LLC who has an extensive background in municipal law, all aspects of land use, affordable housing and redevelopment law and matters involving the valuation, acquisition, and sales of real property. Mr. Gordon has represented numerous municipalities in the State of New Jersey, including serving as Attorney for the Township of North Brunswick, Borough of Emerson, Township of Aberdeen, City of Rahway, Town of Morristown, Township of Hazlet, and the Township of Marlboro.

Mr. Gordon has served as Special Counsel for Affordable Housing matters across New Jersey. He has been Affordable Housing Special Counsel in Woodbridge, Edgewater, Freehold Borough, Marlboro, Aberdeen, Matawan, Emerson, and North Brunswick.

Mr. Gordon also has an expertise in the Local Redevelopment and Housing Law and represents the East Brunswick Redevelopment Agency and the Red Bank Redevelopment Agency. In addition, he has served as the Planning Board Attorney for the Borough of Spotswood, Borough of Carteret, and Township of East Brunswick. He has also served as the Municipal Prosecutor for the Borough of Keyport.

Mr. Gordon has achieved an AV Preeminent Rating from Martindale-Hubbell for his strong legal abilities and high ethical standards.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



JOHN F. GILLICK

Partner

732.709.4182

jgillick@njrcmlaw.com

Representative Matters

H.C. Equities, LP v. County of Union, 247 N.J. 366 (2021)

Alliance for Disabled in Action v. Township of North Brunswick, 185 N.J. 339 (2005)

Spriggs v. City of Plainfield, (App. Div.) 2022 WL 16331

Diaz v. South Plainfield, (D.N.J.) 2017 WL 3315286

Urbanski v. Township of Edison, (App. Div.) 2014 WL 183966

Bar Admissions

New Jersey (2001)

U.S. District Court, District of New Jersey (2001)

U.S. Court of Appeals for the Third Circuit (2003)

U.S. Supreme Court (2015)

BIOGRAPHY

John F. "Jack" Gillick is a Partner at Rainone, Coughlin, Minchello, LLC and has an extensive history representing both public and private entities and their employees. Mr. Gillick concentrates his practice on the litigation of employment, civil rights, and personal injury claims, and has represented clients in dozens of jury trials on matters ranging from unlawful discrimination to excessive force to premises and automobile liability. He also has experience in conducting workplace investigations, providing employee and public official training, and handling indemnification and other employment-related contract issues. In addition to his significant trial and institutional work, Mr. Gillick has argued and won appeals before both the New Jersey Supreme Court and Third Circuit Court of Appeals, has been counsel of record on numerous opinions, and is admitted to practice before the United States Supreme Court.

The incoming President for the Middlesex County Bar Association, Mr. Gillick also serves as Treasurer for the New Jersey State Bar Foundation, a Trustee for the Middlesex County Trial Lawyers Association, and as Vice President of Legal Counsel for the Boy Scouts of America, Monmouth Council. Mr. Gillick is also former President of the Middlesex County Bar Foundation and Trustee for the New Jersey Institute for Continuing Legal Education, and has taught continuing legal education courses for the Middlesex County Bar Association. A member of the New Jersey, Middlesex County, and American Bar Associations, he is also proud to be an Assistant Troop Leader for his daughters' Girl Scout troop.



Education

Juris Doctor, Seton Hall University
School of Law (2001)

Bachelor of Arts, English Literature,
William Paterson University (1996)

Bachelor of Arts, Secondary
Education, William Paterson
University (1996)

Honors & Recognition

"Super Lawyer," New Jersey
Monthly Magazine (2009-present)

Dow Jones Newspaper Fund (1995)

Outstanding Senior, William
Paterson University (1995)

"Rising Star," New Jersey Super
Lawyers Magazine/New Jersey
Monthly, 2009

Professional Associations and Memberships

New Jersey Institute for Continuing
Legal Education (NJICLE) – Trustee

New Jersey State Bar Association,
Young Lawyers Division –
Executive Committee

Middlesex County Bar Foundation
– Trustee

Middlesex County Bar Association
– Member

New Jersey State Bar Association –
Member

American Bar Association –
Member

Areas of Practice

Personal Injury

Employment

Civil Rights

Mr. Gillick received his Juris Doctor from Seton Hall University in 2001, where he was Articles Editor for the Legislative Journal, President of the Irish American Law Students Association, a Senator of the Student Bar Association, and an intern for the New Jersey State Assembly's Democratic Office and the Hon. Rosemary K. Reavey. He thereafter served as Law Clerk to the Hon. Jack L. Lintner, former Presiding Judge of the Superior Court, Appellate Division.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



CAROL A. BERLEN

PARTNER

☎ 732.709.4182

✉ cberlen@njrcmlaw.com

Bar Admissions

New Jersey (1987)

Education

Bachelor of Arts, Clark University,
Worcester, MA

Juris Doctor, New England School
of Law

Certifications

Registered Municipal Clerk,
October 2007

BIOGRAPHY

Carol A. Berlen is a partner with Rainone Coughlin Minchello, LLC who brings with her a distinctive background in municipal law, providing services to municipalities for more than 25 years. Ms. Berlen returned to the private practice of law after working in-house for the Township of Old Bridge and the New Jersey Office of Administrative Law. Ms. Berlen's practice currently centers on representing public entities and performing all legal services required by the various Improvement Authorities and municipalities that the firm represents.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



BRIAN P. TRELEASE

PARTNER

☎ 732.709.4182

✉ btrelease@njrcmlaw.com

Representative Matters

In the Matter of Fernando Sanchez,
City of Plainfield Police Department,
2018 WL 828063
(N.J. Super. App. Div., Feb. 13 2018)

Bar Admissions

New Jersey (2009)

United States District Court for
the District of New Jersey (2009)

New York (2012)

U.S. Court of Appeals for the
Third Circuit (2018)

Education

Bachelor of Arts, Drew University

Juris Doctor, Pennsylvania State
University, Dickinson School of Law

Professional Memberships

The Sidney Reitman Employment
Law American Inn of Court

BIOGRAPHY

Brian P. Trelease is a partner with Rainone Coughlin Minchello whose practice focuses on litigation, labor, and employment involving public entities and businesses. Mr. Trelease entered private practice with Rainone Coughlin Minchello after a lengthy history of representing public entities in Union County.

Mr. Trelease's prior legal experience includes Assistant County Counsel with the Office of County Counsel for the County of Union where he defended the County and its employees against allegations of constitutional violations under Section 1983 and the New Jersey Civil Rights Act. He also represented the County of Union with respect to Title 59 claims. He has extensive knowledge of the Open Public Records Act, defending Union County before the Superior Court and the Government Records Council, as well as, being responsible for the County's day-to-day legal compliance of all OPRA requests. In addition, Mr. Trelease also represented the Union County Adjustor's Office at involuntary commitment proceedings.

Prior to his term at Union County Counsel's Office, Mr. Trelease worked for the Union County Division of Social Services where he was responsible for prosecuting child support obligations on behalf of the agency. In addition, Mr. Trelease represented the agency in the Office of Administrative Law with respect to Medicaid eligibility fair hearings. He was also responsible for the collection of all public assistance overpayments on behalf of the agency.

Mr. Trelease is a member of the Zoning Board of Adjustment. Mr. Trelease is also a member of the Sidney Reitman Employment Law American Inn of Court.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



CLAUDIA L. MARCHESE

PARTNER

☎ 732.709.4182

✉ cmarchese@njrcmlaw.com

Bar Admissions

New Jersey (1991)

Education

Bachelor of Arts,
Rutgers University

Juris Doctor,
The Catholic University of
America Columbus School
of Law in Washington D.C.

BIOGRAPHY

Claudia L. Marchese will be re-entering private practice as a Partner with Rainone Coughlin Minchello, LLC after a notable engagement with the State of New Jersey serving as the Executive Director of the Catastrophic Illness in Children Relief Fund Commission. Ms. Marchese will be practicing in the firm's litigation department.

Prior to her appointment as Executive Director of the Catastrophic Illness in Children Relief Fund in January 2011, Ms. Marchese served as Counsel to Governor Chris Christie for the first year of his administration. She acted as liaison to State legislators, cabinet officers, departments, partisan staff and stakeholders. Ms. Marchese also advised the Governor and Chief Counsel in legislative, regulatory and policy matters concerning all issues related to public health, hospitals, aging, children and families, human services and agriculture.

Before entering public service, Ms. Marchese had an extensive career in the private practice of law for 18 years. She handled all aspects of a variety of insurance defense litigation including civil rights defense of municipalities and law enforcement; insurance fraud, environmental and mass tort insurance coverage, workers compensation and personal injury cases. Early in her career Ms. Marchese, also served as an assistant prosecutor in Somerset County.

Ms. Marchese is active in community service. She served on the board of Trustees for the Mid -Jersey Chapter of the National Multiple Sclerosis Society from 1995 to 2006. She continues to serve as a volunteer site coordinator for the annual MS Walk. She is a founding member of the Hampton Borough Community Education Foundation. She has led the Education Foundation as its President since 2005.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



MATTHEW R. TAVARES

PARTNER

📞 732.709.4182

✉️ mtavares@njrcmlaw.com

Representative Cases

Woodmont Properties, LLC v. Township of Westampton, et al., 2022 WL 350820 (N.J. Super. App. Div. February 7, 2022).

Bar Admissions

New Jersey (2013)

New York (2016)

U.S. District Court, New Jersey (2017)

Education

Bachelor of Arts,
University of Delaware (2010)

Juris Doctor,
Western New England
University School of Law (2013)

BIOGRAPHY

Matthew R. Tavares is a partner with Rainone Coughlin Minchello whose practice focuses on litigation, labor, and employment law matters involving public entities.

Primarily, Mr. Tavares represents municipal entities in matters involving the New Jersey Law Against Discrimination, CEPA, constitutional rights violations under Section 1983 and the New Jersey Civil Rights Act, and Title 59 matters. He also represents and counsel's clients on prerogative writ litigation matters which involve challenges to municipal actions

Mr. Tavares has previously served as the attorney for a local Zoning Board and has experience with zoning applications and the drafting of municipal board resolutions. Mr. Tavares has also represented various public entities with respect to compliance with Municipal Land Use Law, the Open Public Meetings Act, and the Open Public Records Act.

In addition to his work at Rainone Coughlin Minchello, Mr. Tavares previously worked with the Small Business Development Center in Bridgewater, New Jersey where he provided counsel to entrepreneurs looking to start their own businesses.

Mr. Tavares is a graduate of the University of Delaware where he received his B.A. in United States History and Criminal Justice. Mr. Tavares attended Western New England University, School of Law in Springfield, Massachusetts, where he graduated in 2013.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



SAPANA SHAH

PARTNER

📞 732.709.4182

✉️ sshah@njrcmlaw.com

Bar Admissions

New Jersey

U.S. District Court

New York

District of Columbia

Education

Bachelor of Arts, Economics, Rutgers College, Rutgers University, 1998

Juris Doctor, Albany Law School of Union University, 2003

Associate Editor, Albany Law Journal of Science and Technology

Professional Appointments

Former Rent Leveling Board Attorney for the City of Jersey City

Former Attorney for the Historical Preservation Commission for the City of Jersey City

Supreme Court of New Jersey: District VI Ethics Committee 2012-2021

Supreme Court of New Jersey: Women in the Courts Committee 2008-2012

BIOGRAPHY

Sapana Shah is a partner at Rainone Coughlin Minchello, LLC. Ms. Shah specializes in resolving the complex issues deriving from the administration of local, county, and state government.

Ms. Shah comes to Rainone Coughlin Minchello LLC, after maintaining her own practice for over a decade as well as working as Assistant Corporation Counsel for the City of Jersey City. As Assistant Corporation Counsel, Ms. Shah defended the City on a variety of matters such as excessive force claims, claims against public entities including but not limited to negligence, slip and falls, dangerous conditions, and OPRA matters. She also has experience reviewing Licensing Agreements, drafting RFP's Ordinances, Resolutions, Executive Orders, and Affordable Housing Agreements. Ms. Shah has provided advisory opinions for the Mayor, Council, and Department Directors.

In her own practice, she handled Civil, Criminal (Adult and Juvenile), Municipal, Family, Real Estate matters, and Contract negotiations for corporate clients. She was a substitute Municipal Prosecutor for Woodbridge and Carteret.

As a former trial attorney for AIG (American Insurance Group) and representing clients in private practice for personal injury firms, she gained extensive experience in Automobile Negligence Claims, Underinsured and Uninsured Motorist Claims (UM/UIM), Personal Injury Protection (PIP) Claims, Property Damage Claims, Coverage Disputes, Manipulation Under Anesthesia, Inter-Company Subro-



Supreme Court of New Jersey:
Arbitration Advisory Committee
2011-2012

Edison Planning Board 2015

Bar Association Activities

President of the Asian Pacific
American Lawyers Association of
New Jersey 2011-2012

Member of the Asian Pacific
American Lawyers Association of
New Jersey

Member of the South Asian Bar
Association of New Jersey

Member of the Middlesex Bar
Association of New Jersey

American Inns of Court – Joseph
Halpern David Furman Inn of Court,
Somerset, New Jersey 2006-2011

Elected Offices

Edison Township Council (At-Large
Position) 2014-2017

Vice President of Edison Township
Council 2015-2016

Edison Board of Education 2011-2013

County Committeewoman for Edison
(District 64) 2009-2017

Community Activities

Rutgers Eagleton Institute of Politics
– Center for American Women
and Politics: Frequent lecturer and
member of the Rising Stars Steering
Committee on Educating Asian
American Women for Politics

Clerkships

Honorable Jessica Mayer, J.S.C.,
New Jersey Superior Court, New
Brunswick, New Jersey, Law Clerk,
2003-2004

Honorable Randolph F. Treece,
United States District Court, Albany,
New York, Judicial Extern, 2002

gation Claims, wrongful death, Workers Compensation, and other general personal injury matters. She was appointed frequently to arbitrate UM/UIM matters.

Prior to entering the field of law, Ms. Shah was a Financial Analyst for Dun & Bradstreet Corporation and an Associate at Johnson & Johnson Sales & Logistics Company where she managed and analyzed budgets totaling more than \$10 million. She was part of a multi-tasked team responsible for \$200 million in sales.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



MICHAEL R. BURNS

PARTNER

📞 732.709.4182

✉ mburns@njrcmlaw.com

Bar Admissions

New Jersey (2009)

Pennsylvania (2009)

Education

Bachelor of Arts, University of Pennsylvania, School of Arts and Sciences (2005)

Juris Doctor, University of California, Hastings College of the Law (2009)

Professional Associations and Memberships

New Jersey State Bar Association

Ocean County Bar Association

Published Decisions

Garden State Investment v. Township of Brick, 465 N.J. Super 469 (App. Div. 2020)

BIOGRAPHY

Michael R. Burns is a partner with Rainone Coughlin Minchello who brings a over a decade of governmental entity experience to the firm. Mr. Burns' practice has an emphasis in matters concerning governmental entities with regard to labor, litigation, redevelopment and general practices.

Prior to joining Rainone Coughlin Minchello, Mr. Burns' practice focused on providing services to various public entities in the role of Municipal Prosecutor, Labor Counsel, Defense Attorney and Special Counsel. Specifically, Mr. Burns has received appointments as Municipal Prosecutor in Brick Township and as Alternate Prosecutor in Lakewood Township, Township of Red Bank and Asbury Park. He has also provided services as Labor Counsel for Neptune, Long Branch, Township of Neptune Sewerage Authority, Neptune Fire District #1 and Matawan Borough. Additionally, Mr. Burns has been appointed tax appeal counsel for Keyport Borough, Freehold Borough, and Lake Como. Mr. Burns has represented entities with regard to In Rem Foreclosure matters, Condemnation issues, COAH, and as Redevelopment Counsel.

Mr. Burns is a graduate of the University of Pennsylvania where he received his B.A. in European History. Mr. Burns received his Juris Doctor from the University of California, Hastings College of the Law in 2009.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



CHRISTOPHER D. ZINGARO

PARTNER

📞 732.709.4182

✉ czingaro@njrcmlaw.com

Professional Admissions/ Associations

New Jersey State Bar

U.S. District Court, District of
New Jersey

Hellenic American Bar
Association of New Jersey

Education

DePauw University, B.A. (2010)

Rutgers School of Law, J.D. (2016)

Professional Activities

Hellenic American Leadership
Council, Chicago, IL / Fellow:
2019 – Present

Hudson County CASA, Jersey
City, NJ / Court Appointed Special
Advocate: 2019 – Present

BIOGRAPHY

Christopher D. Zingaro is a partner at Rainone Coughlin Minchello, LLC. Prior to joining the firm, Mr. Zingaro was an associate at Murphy Orlando LLC, where he participated in all aspects of the firm's litigation practice, including in the representation of public entities, prominent corporate actors, and criminal defendants in state and federal matters. Mr. Zingaro has appeared on behalf of clients before the U.S. District Court for the District of New Jersey, the New Jersey Superior Court in both the Civil and Criminal Parts of the Law Division, and the New Jersey Office of Administrative Law.

Mr. Zingaro received his J.D. from Rutgers School of Law, where he was a member of the Civil Justice Clinic. During law school, his interest in redevelopment law, regional planning matters, and questions concerning metropolitan equity led him to work alongside real estate developers, local government actors, and nonprofit community development groups.

Following law school, Mr. Zingaro served as a Judicial Clerk to the Honorable Benjamin S. Bucca, Jr., J.S.C in the New Jersey Superior Court, Middlesex Vicinage, Law Division, Criminal Part.

Mr. Zingaro is a member of the Hellenic American Bar Association of New Jersey. In February 2019, Mr. Zingaro was selected to join the Hellenic American Leadership Council's Leadership 2030 Fellowship program, where he assists in the advocacy of Hellenic American interests both in the New York Metropolitan Region and in Washington, D.C. Additionally, Mr. Zingaro volunteers as a Court Appointed Special Advocate for children placed in foster care and other out-of-home placements.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



JOHN P. HARRINGTON

Partner

732.709.4182

✉ jharrington@njrcmlaw.com

Professional Activities

Member, New Jersey State Bar Association, Labor and Employment Section

Instructor, Legal Research and Writing, Rutgers Law School

Sidney M. Reitman Employment Inn of Court, Pupil

Contributing Author for Employment Law Reference Manual published by the New Jersey State Chamber of Commerce

Regional Final Judge, Apruzzese Mock Trial Competition

Author of Numerous Client Alerts on Developments in Employment Law

Representative Publications

Author: Perception Is Reality; New Jersey Prohibits Hostile Work Environment Based Upon Perceived Membership in a Protected Class (Legal Alert)

BIOGRAPHY

John P. Harrington is a Partner at Rainone, Coughlin, Minchello, LLC. As part of the firm's Municipal Labor and Employment and Litigation Practice, John Harrington has over 27 years of experience advising and representing employers in all aspects of employment law, including discrimination, retaliation, disability accommodation, leaves of absence and wrongful termination cases. He assists employers in reducing exposure to employment liability through timely advice, training and policy creation and implementation. Where litigation cannot be avoided, he uses his extensive experience to advocate for the client's best interests at every stage of litigation. He has worked with a wide variety of employers, from small local businesses to large corporations, public entities and educational institutions. He helps clients navigate the complex and ever-changing landscape of employment law through a common sense approach and thorough preparation.



Representative Publications continued

Author: THE SUPREME COURT'S NEW JURY SELECTION STANDARDS, Labor and Employment Law Quarterly

Author: NEW JERSEY SUPREME COURT CLARIFIES THE ROLE AND CONSEQUENCES OF LIGHT DUTY AS A REASONABLE ACCOMMODATION.
(Raspa Jr. v. Gloucester County Sheriff's Office)

Author: TALES FROM THE FRONT LINES: THE JOYS AND INJUSTICES OF LITIGATING AGAINST PRO SE PLAINTIFFS.

Practice Areas

Municipal Law

Labor and Employment Law and Litigation

Commercial Litigation

Education

Rutgers School of Law – Newark, JD, cum laude

Trinity College, B.A., Economics

Bar Admissions

New Jersey

U.S. District Court for the District of New Jersey

U.S. Court of Appeals for the Third Circuit



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



EDWARD P. RUANE

Senior Associate

📞 732.709.4182

✉️ eruane@njrcmlaw.com

Bar Admissions

New Jersey

Education

Bachelor of Arts,
Rutgers University

Juris Doctor,
Western New England College

Professional Associations

New Jersey State Bar Association
Union County Bar Association
Bergen County Bar Association

Civic Activities

Township of Cranford Zoning Board
of Adjustment

Township of Cranford Senior Citizen
and Disabled Tenancy Act Appeals
Board

Presenter at Roselle Catholic High
School Alumni Career Day

Legislative Aide to New Jersey State
Senator Alexander J. Menza

BIOGRAPHY

Edward P. Ruane is a Senior Associate at Rainone Coughlin Minchello who has a distinguished career as a trial attorney and will be a valued addition to the firm's litigation department.

Mr. Ruane has made numerous appearances in State and Federal Courts on behalf of both public and private clients. He brings experience in several areas of litigation including, but not limited to, business litigation, professional malpractice, medical malpractice, consumer protection, family law, personal injury, employment discrimination and criminal law.

Mr. Ruane has been certified by the Supreme Court of New Jersey as a Civil Trial Attorney. He is also very active in the legal community as a Grader for the New Jersey Bar Examination, a member of the District XII Ethics Committee as well as a member of the District XII Supreme Court of New Jersey Fee Arbitration Committee.

In addition to Mr. Ruane's experience as a litigator, he has also served as an arbitrator for the Superior Court of New Jersey and the American Arbitration Association.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



THOMAS SCHOENDORF

ASSOCIATE

📞 732.709.4182

✉️ tschoendorf@njrcmlaw.com

Education

Rowan University, B.A. in Law
and Justice (2013)

Seton Hall University School
of Law, J.D. (2016)

BIOGRAPHY

Thomas Schoendorf is an associate with Rainone Coughlin Minchello whose practice focuses on litigation involving the firm's public entity clients.

Prior to joining the firm Mr. Schoendorf worked on automobile insurance litigation matters. It was there he gained experience by conducting depositions, working with clients, empaneling a jury and participating in jury trials.

Mr. Schoendorf served as a law clerk for the Honorable Michael C. Gaus, J.S.C., in the Superior Court of New Jersey, Chancery Division Family Part. During that time, he performed legal research and helped create judicial opinions on a litany of Family Law related matters. He also served as a judicial extern for the Honorable John A. Conte, of the Superior Court, Chancery Division, Family Part in regards to termination of parental right cases.

Mr. Schoendorf received his J.D. from Seton Hall University School of Law.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



CORISSA SHERMAN

ASSOCIATE

📞 732.709.4182

✉️ csherman@njrcmlaw.com

Bar Admissions

State of New Jersey (2021)

Education

Florida International
University, B.A. (2015)

Seton Hall University School
of Law, J.D. (2020)

BIOGRAPHY

Corissa Sherman is an associate with Rainone Coughlin Minchello whose practice focuses on litigation involving public entities.

Prior to joining the firm Ms. Sherman served as a law clerk to the Honorable Wayne J. Forrest, J.S.C., Family Division. In the Children in Court Unit Ms. Sherman assisted with various hearings and trials working with families and obtaining permanency for abused and/or neglected children. In the Domestic Violence Unit she assisted in held trails determining whether Final Restraining Orders should be granted.

In the Criminal Clinic at Seton Hall where Ms. Sherman worked in 2020 she was assigned criminal cases and prepared for litigation by not only going through the criminal procedure but also working closely with clients.

Ms. Sherman also gained motion and investigatory experience working with the Judge Advocate General's (JAG) office with the United States Navy and worked with the Deputy District Attorney's office in Multnomah County in Portland Oregon.

Ms. Sherman is a graduate of Florida International University where she received a B.A. in Political Science. Ms. Sherman attended Seton Hall University School of Law where she graduated in 2020.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



FRANK J. DYEVOICH

ASSOCIATE

📞 732.709.4182

✉ fdyevoich@njrcmlaw.com

Bar Admissions

New York

New Jersey

U.S. District Court, New Jersey

Education

Bachelor of Arts, Seton Hall
University (2010)

Juris Doctor, Roger Williams
University School of Law,
(2015)

BIOGRAPHY

Frank J. Dyevoich, Jr., is an associate at Rainone Coughlin Minchello, LLC whose practice focuses on litigation involving the firm's governmental entity clients.

Prior to joining the firm, Mr. Dyevoich gained experience involving representing municipal clients with regard to all aspects of litigation matters. He also handled matters concerning labor and employment issues such as the Fair Labor Standards Act, Americans with Disabilities Act, Family Medical Leave Act, Age Discrimination in Employment Act, Section 1983, New Jersey Civil Rights Act, New Jersey Law Against Discrimination, New Jersey Family Leave Act, New Jersey Conscientious Employee Protection Act and OSHA. Mr. Dyevoich has litigated disputes involving Open Public Records Act as well.

Mr. Dyevoich is a graduate of Seton Hall University where he graduated magna cum laude with a Bachelor of Arts in Political Science. He received his J.D. from Roger Williams University School of Law in Bristol Rhode Island where he graduated in 2015.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



LONNIE HINTON, JR.

ASSOCIATE

📞 732.709.4182

✉️ lhinton@njrcmlaw.com

Bar Admissions

New Jersey (2021)

Education

Bachelor of Arts, Elon
University

Juris Doctor, Howard
University School of Law

BIOGRAPHY

Lonnie Hinton, Jr., Esq. is an associate with Rainone Coughlin Minchello whose practice focuses on matters concerning governmental entities with regard to labor, litigation, redevelopment and general practices.

Prior to joining firm, Mr. Hinton gained valuable experience with numerous internships in Washington D.C. at prestigious locations such as the House Committee on Oversight and Government Reform, the Office of the People's Counsel and the Intellectual Property-Patent Clinic.

Following law school Mr. Hinton served as a Judicial Clerk to the Honorable Morris G. Smith, J.A.D., in the New Jersey Appellate Division in Haddon, New Jersey.

Mr. Hinton is a graduate Elon University where he obtained a B.S. in Business Administration with a focus on Finance. He received his J.D. from Howard University School of Law where he was the recipient of the CALI award for the highest grade in Torts and Alternative Dispute Resolution.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



HARLYNNE A. LACK

ASSOCIATE

📞 732.709.4182

✉️ hlack@njrcmlaw.com

Bar Admissions

New Jersey (2008)

New York (2012)

United States District Court,
District of New Jersey (2008)

Education

Bachelor of Arts,
College of Saint Elizabeth

Juris Doctor,
Thomas Cooley Law School

BIOGRAPHY

Harlynn A. Lack is an associate with Rainone Coughlin Minchello whose practice focuses on matters concerning all facets of governmental entity representation.

Ms. Lack brings an abundance of experience acquired from notable appointments including the City of Paterson Law Department, where she shared her legal knowledge and expertise involving focuses such as public records disclosure information and any additional legal questions that would arise with all City Departments. Amongst numerous other responsibilities, she prepared Ordinances and Resolutions, drafted and reviewed contracts for HUD Projects throughout the City and reviewed and provided responses to subpoenas on behalf of the City. Ms. Lack was the Affirmative Action/Equal Employment Opportunity Officer and made appearances in Municipal Court as the Assistant Municipal Prosecutor.

Harlynn Lack was also a Staff Manager with the Government Records Council. Her work included in depth OPRA analyses for the Executive Director, Council Members, and government records custodians. She also collaborated with In-House Counsel, the Executive Director, and Deputy Attorney Generals on various additional matters.

Following law school Ms. Lack began her legal career with the Essex County Prosecutor's Office. She went on to work as the Special Advisor to the Commissioner at the Department of Community Affairs as the Ethics Liaison Officer for over 1,000 employees and advised multiple divisions in the DCA concerning ethical issues.

Ms. Lack is a graduate of the College of Saint Elizabeth where she obtained a B.A. in American Studies and Justice Studies. She then received her J.D. from Thomas Cooley Law School where she was involved with the Intra School Mock Trial Competition and served as the Secretary of the Delta Theta Phi Law Fraternity.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



AARON L. RAINONE

ASSOCIATE

📞 732.709.4182

✉️ arainone@njrcmlaw.com

Bar Admission

New Jersey (2022)

Education

Bachelor of Science, Johnson
and Wales

Juris Doctor, Rutgers Law
School (2022)

BIOGRAPHY

Aaron L. Rainone is an associate with Rainone Coughlin Minchello. Mr. Rainone's practice is focused on all areas of public entity engagement, including but not limited to labor, litigation, redevelopment, and general practice.

Prior to pursuing a profession in legal practice, Mr. Rainone had a career in hospitality management. While attending law school Mr. Rainone served as a law clerk at Rainone Coughlin Minchello, gaining knowledge of all aspects of the firm's public entity representation.

Mr. Rainone is a graduate of Johnson and Wales University where he obtained his bachelor's degree in Sports, Entertainment and Event Management. He received his Juris Doctor from Rutgers school of law where he graduated in 2022.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



MICHAEL M. WUEST

Associate

📞 732.709.4182

✉️ mwuest@njrcmlaw.com

Education

Bachelor of Arts, *cum laude*,
Binghamton University

Juris Doctor,
Seton Hall University School of Law

Bar Admissions

New Jersey (2022)

U.S. District Court,
District of New Jersey (2023)

Professional Associations and Memberships

Middlesex County Bar Association
– Member

Binghamton University Harper
Law Council – Steering Committee
Member

BIOGRAPHY

Michael Wuest is an Associate with Rainone Coughlin Minchello, whose practice focuses on the firm's litigation section.

Before joining RCM, Michael served as a Judicial Law Clerk for the Honorable Mitchell I. Steinhart, J.S.C., and as a Judicial Extern with the Honorable James B. Clark, III, U.S.M.J.

Mr. Wuest is a *cum laude* graduate of Binghamton University. He received his J.D. from Seton Hall University School of Law where he was President and Trustee of the Student Bar Association and awarded Best Oralist on the Mock Trial Interscholastic Board. Mr. Wuest was also a Public Interest Law Fellow.

Mr. Wuest also worked as a Student Attorney with the Seton Hall Center for Social Justice Civil Litigation Clinic advocating for pro bono clients in matters relating to fair housing, eviction, consumer advocacy and class action settlement administration.

Mr. Wuest previously gained experience involving the administration of the Fair Housing Act as a legal intern with the United States Department of Housing and Urban Development (HUD).



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW



SCOTT A. AITKEN, JR.

Associate

732.709.4182

saitken@njrcmlaw.com

Education

Bachelor of Arts,
SUNY Genesco

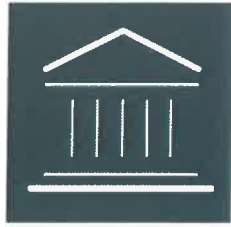
Juris Doctor,
Syracuse University College of Law

BIOGRAPHY

Scott Aitken is an associate with Rainone Coughlin Minchello, whose practice focuses on the firm's government entity representation involving labor, redevelopment and general practices.

Before joining RCM, Scott served as a Judicial Law Clerk for the Honorable Mitzy Galois-Menendez, P.J.C.R.. Mr. Aitken also interned with the Honorable Rosann Orlando.

Mr. Aitken is a graduate of the State University of New York, Geneseo campus where he obtained a B.A. in English. He received his J.D. from Syracuse University where he was the Administrative Editor of the Journal for International Law and Commerce. While attending Syracuse University College of Law Mr. Aitken was a Student Attorney who gained litigation experience assisting in the representation of defendants in the Syracuse City Courts.



RAINONE
COUGHLIN
MINCHELLO
ATTORNEYS AT LAW

Louis N. Rainone
Craig J. Coughlin*
David L. Minchello
Ronald H. Gordon
Carol A. Berlen
John F. Gillick
Brian P. Trelease*
Claudia Marchese
Matthew R. Tavares*
Sapana Shah*Δ
Michael R. Burns †
Christopher D. Zingaro
John P. Harrington

Borough of Bradley Beach
701 Main Street
Bradely Beach, New Jersey 07720
Municipal Clerk

Dear Municipal Clerk:

The undersigned, as Proposer, has (have) submitted the attached Proposal in response to a Request for Proposal/Proposals (RFP) for **Special Counsel for Conflicts** service, issued by the Borough of Bradely Beach, dated November 30, 2023 in connection with the "Scope of Services". The undersigned hereby states:

- 1) The Proposal contains accurate, factual, and complete information to the best of our knowledge and belief. The Proposal is submitted in good faith. I/we understand that any false statement may result in my/our Proposal.
- 2) Proposer agrees to participate in good faith in the procurement process as described in the RFP and to adhere to the Borough's procurement schedule.
- 3) Proposer acknowledges that all costs incurred by it (them) in connection with the preparation and submission of the Proposal, amendments thereto, and any other documents prepared and submitted in response to the RFP, or any negotiation that results therefrom shall be borne exclusively by the Proposer.
- 4) Proposer hereby declares that the only persons anticipated by Proposer to perform the professional services for which this Proposal is submitted are named herein and that no person other than those herein named participated in this Proposal or will participate in any

555 U.S. Highway One South
Suite 440
Iselin, New Jersey 08830

Tel: (732)709-4182
Fax: (732) 791-1555
www.njrcmlaw.com

Edward P. Ruane
Thomas Schoendorf
Corissa L. Sherman
Frank J. Dyevoich*
Lonnie J. Hinton, Jr.,
Harlynn A. Lack*
Aaron L. Rainone
Michael M. Wuest
Scott A. Aitken, Jr.

* Also admitted in New York
Δ Also admitted in DC
† Also admitted in Pennsylvania

DMinchello@NJRCMLAW.com

contract to be entered into between Proposer and the Borough. Proposer declared that this Proposal is made without connection with any other person, firm or parties who has submitted a Proposal, except as expressly set forth below, and that it has been prepared and submitted in good faith and without collusion or fraud.

- 5) Proposer acknowledges and agrees that the Borough may modify, amend, suspend and/or terminate the procurement process (in its sole judgement).
- 6) Proposer acknowledges that if it becomes the Successful Proposer and is awarded a contract to provide the Services, it shall comply with all applicable affirmative action and equal employment opportunity laws.

*If a joint venture, partnership or organization other than a natural person is submitting a Proposal, this Letter of Proposal must be signed by an individual with the authority to bind the organization.


Signed

David L. Minchello, Esq., Partner
Printed & Title

Rainone Coughlin Minchello LLC
Typed Name of Firm

December 15, 2023
Dated

**THE BOROUGH OF BRADLEY BEACH
REQUEST FOR PROPOSALS
FOR 2024 PROFESSIONAL SERVICES**

NOTICE IS HEREBY GIVEN, that THE BOROUGH OF BRADLEY BEACH is soliciting Proposals from interested persons and/or firms for various professional services as indicated below for the year 2024. Through the Request for Proposal (“RFP”) process, any person and/or firm interested in assisting the Borough with the services indicated below must prepare and submit a Proposal in accordance with the procedure and schedule in the RFPs. The Borough intends to qualify a person and/or firm that (a) possesses the professional, financial, and administrative capabilities to provide the proposed service, and (b) agrees and meets the terms and conditions determined by the Borough that provide the greatest benefit to the taxpayers of Bradley Beach.

The selection is subject to the “New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4, et seq. The Borough has structured a procurement process that seeks to obtain the desired results, while establishing a competitive process, to assure that each person and/or firm is provided an equal opportunity to submit a Proposal Statement in response to the RFP. The factors to be considered by the Borough include, but not limited to; (i) experience and reputation in the profession; (ii) knowledge of the subject matter to be addressed under contract; (iii) availability to accommodate any required meetings of the Borough or Borough agency; (iv) any other factors demonstrated to be in the best interest of the Borough of Bradley Beach.

Instructions and Proposal documents are available on the Borough’s website and can be requested through the Borough Clerk’s Office:

Borough of Bradley Beach Borough Clerk’s Office
701 Main Street
Bradley Beach, NJ
07720

Email: mwhille@bradleybeachnj.gov www.bradleybeachnj.gov

**SUBMISSION DUE DATE:
Tuesday, December 19, 2023, by 11:00 a.m.**

The Borough seeks Proposals for the following professional services:

- | | | | |
|---|---|--|--------------------------------------|
| ☒ Legal Services | ☐ Engineer Services | ☐ Borough Auditor | ☐ IT Services |
| ☐ Alt./Conflict Prosecutor | ☐ Alt./Conflict. Public Defender | ☐ Public Defender | ☐ Prosecutor |
| ☐ Insurance Risk Management Consultant | ☐ Financial Advisor | | |

(See Appendix A- Scope of Services)

☐ Borough Planner

(See Appendix A- Scope of Services)

Exhibit B

EXHIBIT A - MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE PER N.J.S.A. 10:5-31 *et seq.* and N.J.A.C. 17:27-1.1 *et seq.* 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 origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will

Exhibit B. Continued

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. 17:27-1.1 et seq.**

Exhibit C

CHECKLIST FOR ITEMS TO BE SUBMITTED WITH PROPOSALS STATEMENT

Read,
Acknowledged,
Signed & Submitted
Respondent's Initial

**FAILURE TO SUBMIT ANY OF THESE ITEMS IS MANDATORY CAUSE
FOR REJECTION OF RFP/RFP**

1	Letter of Intent (Ex. A)	DLM
2	Affirmative Action Letter, Certificate or Employee Information Report AA-302 (Ex. B) (Submit Copy of State Certificate of Employee Information Report Prior to Contract Award)	DLM
3	Disclosure Statement (Ex. D)	DLM
4	Non-Collusion Affidavit (Ex. E)	DLM
5	Certification of Political Contributions (Ex. G)	DLM
6	Proposal Form (Ex. H)	DLM
7	Acknowledgement of Receipt of Addenda (Ex. I)	DLM
8	Disclosure of Investment Activities in Iran (Ex. J)	DLM

DOCUMENTS REQUIRED PRIOR TO CONTRACT EXECUTION

1	Business Registration Certificate (BRC) from the State of New Jersey Department of Treasury, Division of Revenue (N.J.S.A. 52:32-44) <i>(SUBMISSION OF CERTIFICATE WITH RESPONSE PREFERRED)</i>	DLM
2	Certificate of Insurance Evidencing Comprehensive Liability, Property/Casualty (\$2 million aggregate/\$1million per occurrence) (or less if Umbrella coverage is present); Workers Compensation (statutory limits); and Professional Malpractice (if applicable) (\$2 million aggregate/\$1 million per occurrence) naming Borough as additional insured.	DLM

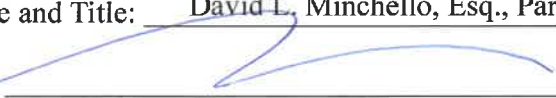
READ ONLY

1	Americans With Disability Act of 1990 Language (Ex. F)	DLM
---	--	-----

Signature: The undersigned hereby acknowledges that he/she has submitted the required documents with the PROPOSALS Statement and will submit the remaining required documents prior to execution of a contract with the Borough.

Name of Respondent/ Firm: Rainone Coughlin Minchello LLC

Print Name and Title: David L. Minchello, Esq., Partner

Signature: 

Date: 12/15/2023

EXHIBIT D

STATEMENT OF OWNERSHIP DISCLOSURE

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

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of Organization: Rainone Coughlin Minchello LLC

Organization Address: 555 U.S. Highway One South, Suite 440, Iselin, NJ 08830

Part I - Check the box that represents the type of business organization:

- ☐ Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- ☐ Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- ☐ For-Profit Corporation (any type) ☒ Limited Liability Company (LLC)
- ☐ Partnership ☐ Limited Partnership ☐ Limited Liability Partnership (LLP)
- ☐ Other (be specific): _____

Part II

☒ The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. **(COMPLETE THE LIST BELOW IN THIS SECTION)**

OR

☒ No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. **(SKIP TO PART IV)**

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Home Address (for Individuals) or Business Address
Louis N. Rainone, Esq.	2 Garryford Drive, Middletown, NJ
Craig J. Coughlin, Esq.	1 Stern Place, Fords, NJ
David L. Minchello, Esq.	109 South Street, Apt. 208, Morristown, NJ

Part III - DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s
N/A	

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II **other than for any publicly traded parent entities referenced above**. The disclosure shall be continued until names and addresses of every non-corporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Home Address (for Individuals) or Business Address
N/A	

Part IV - Certification

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that The Borough of Bradley Beach is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with ***Borough of Bradley Beach*** to notify The Borough of Bradley Beach in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting The Borough of Bradley Beach to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):	David L. Minchello, Esq.	Title:	Partner
Signature:		Date:	12/15/2023

Exhibit E

NON-COLLUSION AFFIDAVIT

I, of the City/Town of Iselin,

In the County of Middlesex, and the State of NJ, of full age, being duly sworn according to law on my oath depose and say that:

I am Partner of the firm of Rainone Coughlin Minchello LLC, the Proposer herein, and I executed the Proposer with full authority to do so; that the Proposer has not directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive proposing in connection with the above-named Vendor, and that all statements contained in the Proposal and in this affidavit are true and correct, and made with full knowledge that THE BOROUGH OF BRADLEY BEACH relies upon the truth of the statements contained in the Proposal and the statement in this affidavit in awarding the contract.

I further warrant that no person or selling agency has been employed or retained to solicit or secure a 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 Rainone Coughlin Minchello LLC. (Name of Vendor)


Signature

David L. Minchello, Esq., Partner
Print or Type Name and Title

Exhibit F

AMERICANS WITH DISABILITIES ACT OF 1990 EQUAL OPPORTUNITY FOR INDIVIDUALS WITH DISABILITY

The RESPONDENT and THE BOROUGH OF BRADLEY BEACH (herein referred to as the BOROUGH) do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act") (42 U.S.C. §12101 *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 regulation promulgated pursuant thereto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the BOROUGH pursuant to this contract, the RESPONDENT agrees that the performance shall be in strict compliance with the Act. In the event the RESPONDENT, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the RESPONDENT shall defend the BOROUGH in any action or administrative proceeding commenced pursuant to this Act. The RESPONDENT shall indemnify, protect, and save harmless the BOROUGH, 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 the alleged violation. The RESPONDENT 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 BOROUGH'S grievance procedure, the RESPONDENT agrees to abide by any decision of the BOROUGH, which is rendered pursuant to, said grievance procedure. If any action or administrative proceeding result in an award of damages against the BOROUGH or if the BOROUGH incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure the RESPONDENT shall satisfy and discharge the same at its own expense.

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

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

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

Exhibit G

CERTIFICATION OF POLITICAL CONTRIBUTIONS

Name of Business Entity: Rainone Coughlin Minchello LLC
(Proposer)

555 U.S. Highway One South, Suite 440

Iselin, NJ 08830

Contact Person: David L. Minchello, Esq., Partner
(Name and Title)

Proposal Submitted for: Special Counsel for Conflicts
(i.e., Borough Engineer; Labor Counsel, etc.)

Date of Proposal: December 15, 2023

STATE OF NEW JERSEY)
COUNTY OF Middlesex ss:

David L. Minchello, Esq., being duly sworn, upon his/her oath deposes and says:

I am Partner of the Proposer referenced above.
(title)


(Signature)

Exhibit H

PROPOSAL FORM

COMPLETE IF REQUIRED BY SCOPE OF SERVICES

To the Municipal Clerk of THE BOROUGH OF BRADLEY BEACH for:

Special Counsel for Conflicts

Write or type the service of interest

The Proposer whose signature is below declares that he/she has reviewed the RFP. In the event this Proposal is accepted, and the Borough awards a contract to this Proposer for the Services, Proposer agrees to perform the Services as set forth under Section 2 of the RFP following total amount:

\$ 175.00 an hour

(Proposal amount in numbers)

One Hundred Seventy-Five Dollars an hour

(Proposal amount in words)

Rainone Coughlin Minchello LLC

Name of Proposer (Print)

David L. Minchello, Esq., Partner

Title



Signature

December 15, 2023

Date

Exhibit I

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned hereby acknowledges receipt of the following Addenda:

Addendum Number

Dated

N/A

Acknowledged for Rainone Coughlin Minchello LLC

Name of Proposer

By



Signature of Authorized Representative

Name David L. Minchello, Esq.
(Print)

Title Partner

Exhibit J

**BOROUGH OF BRADLEY BEACH
DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

BID/RFP/RFP Solicitation: Special Counsel for Conflicts **Bidder/Officer:** Rainone Coughlin Minchello LLC

Part 1: Certification

**BIDDERS ARE TO COMPLETE PART 1 BY CHECKING EITHER BOX
Failure to check one of the Boxes will render the Proposal Non-Responsive.**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of the 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 may render a bidder's proposal non-responsive. If the Director finds a person or entity to be in violation of the law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

PLEASE CHECK THE APPROPRIATE BOX:



I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed above nor any of the bidder's parents, 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, 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 Bradley Beach Borough 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 Borough to notify the Borough 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 Bradley Beach Borough, New Jersey and that the Borough at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print) David L. Minchello, Esq. Signature: 

Title Partner Date: 12/15/2023

*This form need not be submitted. It is provided for use in assuring compliance with all required documentation.



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: RAINONE COUGHLIN MINCHELLO LLC

Trade Name:

Address: 555 US HWY 1 S. STE.440
ISELIN, NJ 08830

Certificate Number: 2093302

Effective Date: December 13, 2016

Date of Issuance: February 06, 2018

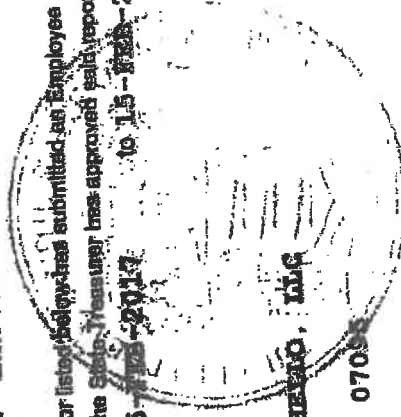
For Office Use Only:

20180206111237642

Certification 57133

CERTIFICATE OF EMPLOYEE INFORMATION REPORT INITIAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of 15 - FEB - 2017 to 15 - FEB - 2024



RAINONE COUGHLIN MINCHENO, LLC
1 WOODBRIDGE CENTER
WOODBRIDGE NJ 07093



Ford M. Scudder
FORD M. SCUDDER
State Treasurer



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/18/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Beckerman & Company 430 Lake Ave. Colonia NJ 07087		CONTACT NAME: Elisa Brown PHONE (A/C, No, Ext): (732) 499-9200 FAX (A/C, No): (732) 499-9050 E-MAIL ADDRESS: Ebrown@beckermanco.com	
INSURED Rainone Coughlin Minchello LLC 555 U.S. Route One South, Suite 440 Iselin NJ 08830		INSURER(S) AFFORDING COVERAGE INSURER A: Twin City Fire Ins. Co. NAIC # 29459 INSURER B: Hartford Casualty Insurance Co 29424 INSURER C: Continental Ins. Co. of NJ 42625 INSURER D: INSURER E: INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** Master 2023-2024**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:		13SBAI00406	01/03/2023	01/03/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY		13SBAI00406	01/03/2023	01/03/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000		13SBAI00406	01/03/2023	01/03/2024	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$
B	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	13WBCAA0HNS	01/03/2023	01/03/2024	PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability		652066293	01/01/2023	01/01/2024	Per Claim 2,000,000 Aggregate 2,000,000

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

CERTIFICATE HOLDER**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Request for Taxpayer Identification Number and Certification

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

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

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. Rainone COughlin Minchello, LLC	
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) ► 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. 555 U.S. Highway One South, Suite 440	Requester's name and address (optional)
6 City, state, and ZIP code Iselin, NJ 08830	
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								
8	1	-	4	6	5	7	9	2 1

Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. 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 ► 1/18/2023

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.