

CAMPBELL & PRUCHNIK, LLC

Counsellors ~ At ~ Law

Donald F. Campbell, Sr.
Of Counsel
Laura Campbell Shroba

Francis J. Campbell
Robert J. Pruchnik

19 N. County Line Road
P.O. Box AM
Jackson, New Jersey 08527
Telephone: (732) 363-7869
Facsimile: (732) 363-2836

44 Pinckney Road
Suite C
Red Bank, New Jersey 07701
Telephone: (732) 268-7490
Facsimile: (732) 383-6796

PLEASE REPLY TO JACKSON OFFICE

VIA HAND DELIVERY

June 8, 2020

Mr. Patrick S. DeGeorge
School Business Administrator/Board Secretary
Lacey Township Board of Education
200 Western Boulevard
Lanoka Harbor, New Jersey 08734

RE: RFP FOR BOARD ATTORNEY: RFP 21-02

Dear Mr. DeGeorge:

On behalf of Campbell & Pruchnik, LLC ("Campbell & Pruchnik"), it is our honor and privilege to submit for review and consideration by the Lacey Township Board of Education our firm's credentials to provide general counsel and special education legal services to the Lacey Township Board of Education.

Over the course of several decades, my partner Francis J. Campbell and I have provided legal counsel, covering all areas of School Law, to numerous boards of education throughout the State of New Jersey. As evidenced by the enclosed information and documentation which we provide in response to the Board's evaluation criteria, I trust that both the Board and the District's administration will agree that our firm is uniquely qualified to provide timely, competent and consistent legal services on the District's behalf.

If appointed as the Board's attorney, I would serve as the District's primary contact. As many of our clients (both past and present) will attest, we pride ourselves on being available on a daily basis, as well as being able to respond to e-mail correspondence or telephone calls on the day they are received. Likewise, we are available to attend meetings during regular business hours or during evening hours, *e.g.*, Board of Education meetings; emergency meetings, meetings with administrators and Board-designated officials, special education mediation sessions or "resolution sessions" with parents or guardians of special education students, *etc.*

The following are our firm's responses to the information/documentation requested in the Board's RFP:

1. Name of individual to be assigned the tasks of Board attorney.

Robert J. Pruchnik, Esq. will serve as the Board's primary contact for legal counsel to be provided by the Board attorney.

2. Professional experience and education of the individual to be assigned.

Please see attached firm resume. (Attachment "A").

3. Statement of the firm's ability to perform assigned tasks in a timely fashion.

As noted above, our reputation and success as school law attorneys has been predicated upon our ability to provide our clients with competent and trustworthy legal counsel on a timely and consistent basis. Having provided both general and special education counsel to numerous school districts throughout the State, we are keenly aware of the importance that school districts place on having prompt, reliable advice.

4. Professional licenses and certifications held by the individual to be assigned.

As indicated in the firm resume, I have been admitted to the practice of law in the State of New Jersey and the Commonwealth of Pennsylvania since 1994 and Francis J. Campbell has been admitted to the practice of law in the State of New Jersey since 1976. In addition, Donald F. Campbell, Sr., of counsel to the firm, is a retired N.J. Superior Court Judge (Ocean County) and Laura Campbell Shroba concentrates her practice in the representation of disabled individuals in guardianship matters.

5. Description of support staff available to the assigned individual.

As noted above, I will serve as the primary contact for the Board and its administration. In addition, we employ 2 full-time secretaries/legal assistants.

6. Public School Client Recommendation List.

Please see attached list. (Attachment "B").

7. Qualifications to Provide Legal Services as General Counsel & Special Education Counsel.

Over the course of several decades, Campbell & Pruchnik have served as both general counsel and special education counsel to numerous boards of education throughout the State of New Jersey (Attachment "C"). We believe this experience makes us uniquely qualified to serve as Board attorney to the Lacey Township Board of Education.

The following the following list, while not exhaustive, describes the array of services that we are accustomed to providing as general counsel to local public school districts:

- Provide legal research, legal memoranda and advisory opinions.
- Represent the District's interests in all matters in both federal and state courts, as well as administrative tribunals and forums.
- Review and/or draft all contracts.

- Upon request, attend all meetings of the Board of Education.
- Prepare all necessary legal pleadings and documentation required for the proper representation of the District for all legal proceedings.
- Effectively communicate and follow up with administration on any court ordered deadlines in order to ensure that the District is in compliance.
- Upon request, be readily available for meetings with the Board President, representatives of the Board and/or the District's administrators.
- Work cooperatively with legal counsel of insurance companies, consortiums, or other collective entities with whom the Board is affiliated.
- Serve as the District's liaison to the legal representatives/advocates of parents.
- Review and advice for legal notices, resolutions, Board policies/regulations and matters of District governance.
- Provide written, timely notification to the Board and administration of changes in Federal and/or State school law or Federal and/or State Board of Education regulations including, but not limited to court, Commissioner of Education and Office of Administrative Law decisions that might impact upon the operation of the school district.
- Review and advice in matters of procurement and service contracts, bid specifications, bidding matters, contract preparation and execution, and remedies of contract disputes.
- Provide advice and counsel on all matters related to general education students including discipline, attendance, adherence to rules and regulations, etc.
- Represent the Board in matters involving interface with the municipal governing bodies and State agencies.
- Provide assurance statements as required for financial audits and grant compliance.
- Any other matters as deemed appropriate and directed by the Board of Education.

With regard to the area of special education, we have likewise provided special education representation, over the course of several decades, to numerous boards of education throughout the State of New Jersey. We believe this experience makes us uniquely qualified to serve as special education counsel to the Lacey Township Board of Education. This experience is evidenced by the many complex special education cases that we have litigated successfully in the Office of Administrative Law, including the following: **D.L. v. Jersey City Board of Education** – ALJ ruled in Board’s favor denying the parents’ request that the District reimburse parents for their child’s unilateral placement; **B.C. v. River Dell Regional Board of Education** – ALJ ruled in Board’s favor denying parent’s request that the District reimburse parents for the costs associated with their child’s unilateral placement in an out-of-state residential school; **H.G. v. Hazlet Twp. Board of Education** – ALJ ruled in Board’s favor denying parent’s request that District be obligated under “stay put” provision of IDEA to continue student’s placement in a local, private nursery school; **M.L. v. Marlboro Twp. Board of Education** – ALJ denied parent’s emergent petition for residential placement.

In addition, the following list, while not exhaustive, describes the array of services that we are accustomed to providing as special education counsel to local public school districts:

- Upon request, review and analysis of special education issues. As noted above, provide timely guidance, advice and counsel to the Board and/or the administration.
- In matters of an emergent nature, respond verbally as soon as possible and, within a maximum of twenty-four (24) hours, provide a written response when an inquiry is made by the administration or Board designee.
- Upon request, provide written legal opinions and memoranda.
- Represent (initiate or defend) the school district in all stages of conflict resolution including IEP meetings (as necessary), mediation conferences, “resolution sessions” when the parent elects to have legal counsel present; due process hearings and beyond including but not limited to: The Office of Administrative Law, the Office of Special Education Programs (“OSEP”), N.J. Division on Civil Rights, U.S. Department of Education’s Office of Civil Rights (“OCR”), Commissioner of Education intervention, State Board

of Education, as well as any and all other court proceedings at the direction of the Board.

- Prepare all necessary legal pleadings and documentation required for the proper representation of the district for all proceedings listed above.
- Effectively communicate and follow up with administration on any court ordered deadlines in order to ensure that the district is in compliance.
- Advise the Board and administration on cost savings options for legal services (i.e. case referral to district insurance carriers when appropriate)
- Work cooperatively with legal counsel of insurance companies, consortiums, or other collective entities with whom the Board is affiliated.
- Serve as the district's liaison to the legal representatives/advocates of parents.
- Review and/or draft special education contracts as needed.
- Provide written, timely notification to the Board and administration of changes in Federal and/or State school law or Federal and/or State Board of Education regulations including, but not limited to court, Commissioner of Education and Office of Administrative Law decisions that might impact upon the operation of the school district and its obligation to provide special education and related services to students with IEPs and Sec. 504 Accommodation Plans.
- Conduct in-service programs and workshops on specified special education legal issues and IEP Training for appropriate staff members upon request.
- Attend meetings of the Board or its committees or third parties upon request.
- Fulfil other legal duties as are commonly accepted and assigned in the area of Special Education.

8. Proposed fee structure.

Please be advised that our proposed hourly rate is **\$150.00** per hour for each attorney. Detailed billing statements shall be submitted to the Business Administrator on a monthly basis. Out-of-pocket expenses directly attributable to a specific client matter are separately billed as itemized expenses. For example, such costs typically include court filing fees, transcript costs, photocopying, courier services, and mail delivery charges.

9. A copy of the firm's Business Registration Certificate.

Please see attached copy of Campbell & Pruchnik's business registration certificate. (Attachment "D").

10. Fee Proposal Form

Please see Attachment "E"

11. Proposal Form – Firm Contact Information

Please see Attachment "F"

12. Acknowledgment of Addenda Form

Please see Attachment "G"

13. Affirmative Action Questionnaire

Please see Attachment "H"

14. Political Contribution Disclosure Form

Please see Attachment "I"

15. Investment Activities in Iran Disclosure Form

Please see Attachment "J"

16. Non-Collusion Affidavit Form

Please see Attachment "K"

17. Stockholder/Partnership Disclosure Form

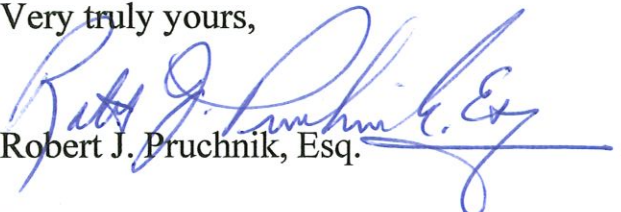
Please see Attachment "L"

18. Vendor Certification Form

Please see Attachment "M"

In closing, we would welcome the opportunity to meet with you and the Board to further describe our capabilities and interest in serving as Board attorney for the Lacey Township Board of Education.

Very truly yours,


Robert J. Pruchnik, Esq.

Enc.

Attachment A

CAMPBELL & PRUCHNIK

Counselors ~ At ~ Law

Donald F. Campbell, Sr.
Of Counsel
Laura Campbell Shroba

Francis J. Campbell
Robert J. Pruchnik

19 N. County Line Road
P.O. Box AM
Jackson, New Jersey 08527
Telephone: (732) 363-7869
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44 Pinckney Road
Suite C
Red Bank, New Jersey 07701
Telephone: (732) 268-7490
Facsimile: (732) 383-6796

Francis J. Campbell

Francis J. Campbell is admitted to practice before the Supreme Court of New Jersey, the New Jersey Federal District Court and the Federal Third Circuit Court of Appeals. He is a graduate of Fordham University and completed law school in a 24-month program attending the University of Oklahoma and Oklahoma City University, from which he earned the degree of *Juris Doctor*.

Campbell is the former Assistant Executive Director and General Counsel of the New Jersey School Boards Association [NJSBA] where he worked in the Governmental Relations Department and in the Legal Department. As General Counsel of the NJSBA Campbell was involved in matters of education law having statewide significance and he regularly conferred with counterparts at the National School Boards Association and throughout the United States on issues of profound importance to boards of education. Campbell has been representing school boards in New Jersey since 1980 before the New Jersey Department of Education, the Public Employment Relations Commission, the Division on Civil Rights and in state and federal courts in New Jersey.

He is an active member of the New Jersey Association of School Attorneys [NJASA]. Campbell has served as Secretary of NJASA and as President of the Association.

Robert J. Pruchnik

Robert J. Pruchnik, admitted to the practice of law both in the State of New Jersey and the Commonwealth of Pennsylvania in 1994 following his graduation from the Widener University School of Law, Wilmington, Delaware, has nearly two decades of experience providing comprehensive legal services to both public and private sector clients, including but not limited to school districts throughout the State of New Jersey. Mr. Pruchnik's expertise includes all aspects of school district representation, including general counsel to local boards of education, personnel matters, special education matters, as well as contractual and financial matters.

Mr. Pruchnik concentrates his practice in the areas of school law, education law, administrative law, special education law, and public sector labor law. Since his admission to the practice of law in both the State of New Jersey and the Commonwealth of Pennsylvania in 1994, he has represented boards of education in all areas affecting their operations, including general legal counsel, collective bargaining, special education matters, and personnel matters.

Most recently, Mr. Pruchnik served as the Assistant General Counsel for the Jersey City Public Schools, the second largest public school district in the State of New Jersey. From 1994 to 2006, Mr. Pruchnik was a member of the school law firm Kenney, Gross, Kovats, Pruchnik and Campbell located in Red Bank, New Jersey, representing numerous boards of education throughout the State of New Jersey.

In 2006, he joined the firm of Parker McCay in Lawrenceville, New Jersey, where he continued to represent numerous New Jersey school districts. Mr. Pruchnik routinely appears in hearings before the New Jersey Office of Administrative Law (OAL), and likewise appears in the following legal forums: New Jersey Division on Civil Rights, the Public Employment Relations Commission (PERC), the U.S. District Court of New Jersey, and the U.S. Department of Education's Office of Civil Rights (OCR).

Donald F. Campbell, Sr.

Donald F. Campbell served 22 years as a Judge of the Superior Court of New Jersey assigned primarily to the Ocean County vicinage. As an attorney, Campbell had extensive experience representing public entities and served as a Municipal Judge in several municipalities before being elevated to the Superior Court. He now serves "Of Counsel" to the law firm of Campbell & Pruchnik where he consults with members of the firm in cases involving the wide range of issues that he presided over in matters relating to civil law, criminal law and family law.

After completing his service as a military intelligence officer during the Vietnam Conflict, Campbell continued to serve for many years in the United States Army Reserve, rising to the rank of Major General. General Campbell was the commander of the United States Army's Civil Affairs and Psychological Operations Command headquartered at Fort Bragg, North Carolina. Before his retirement from the Army, General Campbell served a tour of duty in Baghdad, Iraq, where he commanded a unit assigned with the task of selecting Iraqi lawyers and jurists responsible for the administration of justice in the newly formed democracy in Iraq. Campbell also served the U.S. Army and NATO on assignments in Turkey, Haiti, Bosnia and South Korea, among other places.

Laura Campbell Shroba

Laura Campbell Shroba received her undergraduate degree from St. Mary's College, Notre Dame, Indiana, and her degree as *Juris Doctor* from the Seton Hall University School of Law in 1991. Ms. Shroba served as the law clerk of the Honorable Patrick J. McGann, Jr., in the Chancery Division of the New Jersey Superior Court, in Monmouth County. She was also associated with the law firm of Manna & Bonello in Ocean Township, New Jersey, before going into practice by opening her own law office in Jackson Township.

Ms. Shroba has had extensive experience and involvement in commercial real estate transactions and in legal issues relating to guardianship of children and persons needing legal and personal assistance with the oversight of New Jersey courts. She continues her practice of law as an associate of the law firm of Campbell & Pruchnik.

Attachment B

PUBLIC SCHOOL CLIENT RECOMMENDATION LIST

1. School District: Point Pleasant Beach School District (**Current General Counsel**)
Grades: K-12 Length of Service: 10 years.
Contact Name and Title:
Dr. William T. Smith, Superintendent of Schools Telephone No. (732)899-8840, Ext.1002
Dr. John Ravally, Previous Superintendent Telephone No. (732) 873-2400, Ext.312
Ms. Patricia Cartwright, Director of Spec. Services Telephone No. (732) 899-1239
2. School District: Jackson Township Board of Education (Former Special Education Counsel)
Grades: K-12 Length of Service: 4 years.
Contact Name and Title:
Dr. Stephen Genco, Superintendent of Schools Telephone No. (732) 833-4601
Dr. Robert Cerco, Director of Special Services Telephone No. (201) 618-9289
3. School District: South River Board of Education (Former Special Education Counsel)
Grades: K-12 Length of Service: 12 years
Contact Name and Title:
Mr. Michael Pfister, Superintendent of Schools (Retd.) Telephone No. (908) 910-3042
4. School District: Farmingdale Board of Education (Former General Counsel)
Grades: K-8 Length of Service: 12 years.
Contact Name and Title:
Ms. Edith Conroy, Superintendent of Schools Telephone No. (732) 938-9611
Cheri Crowl, Retired Superintendent of Schools Telephone No. (908) 692-1147
5. School District: Lavallette Board of Education (Former General Counsel)
Grades: k-8 Length of Service: 15+ years.
Contact Name and Title:
Dr. Peter Morris, Superintendent of Schools Telephone No. (732) 793-7722
6. School District: Jersey City Public Schools – Assistant General Counsel
Grades K-12 Length of Service: 2 years
Contact Name and Title:
Mr. Franklin Walker, Superintendent of Schools Telephone No. (201) 521-5975
Mr. William Lanagan, Director of Special Services (Retd.) Telephone No. (908) 759-7649
Ms. Karen Gullace, Special Education Supervisor Telephone No. (201) 915-6079
Ms. Kathleen DeGregorio, Special Education Supervisor Telephone No. (201) 388-2140

NOTE: General Counsel work for the Point Pleasant Beach, Farmingdale and Lavallette Boards of Education includes/included work on special education matters.

Attachment C

PREVIOUS PUBLIC SCHOOL DISTRICT REPRESENTATION

1. Atlantic Highlands Board of Education
2. Clark Township Board of Education
3. Farmingdale Board of Education
4. Freehold Township Board of Education
5. Jackson Township Board of Education
6. Hazlet Township Board of Education
7. Highlands Board of Education
8. Lavallette Board of Education
9. Matawan-Aberdeen Board of Education
10. Middletown Township Board of Education
11. Millstone Township Board of Education
12. Ocean Township Board of Education
13. Oradell Board of Education
14. Randolph Township Board of Education
15. Ridgewood Board of Education
16. River Dell Regional Board of Education
17. South River Board of Education
18. Verona Board of Education
19. Wall Township Board of Education
20. West Windsor-Plainsboro Board of Education

Attachment D



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: CAMPBELL & PRUCHNIK LLC

Trade Name:

Address: 43 W. FRONT ST. SUITE 10
RED BANK, NJ 07701-1600

Certificate Number: 1746661

Effective Date: October 04, 2012

Date of Issuance: January 09, 2020

For Office Use Only:

20200109104605972

Attachment E

THIS FORM IS TO BE COMPLETED, SIGNED AND SUBMITTED WITH THE PROPOSAL.

PROPOSAL FORM

Board Attorney – RFP 21-02

The respondent by signing this proposal form, acknowledges that he/she has carefully examined the proposal specifications and documents; and further acknowledges he/she understands and is able to render the scope of activity and services outlined in the proposal.

It is the intention of the Board of Education to award the contract to the respondent(s) whose response is the most advantageous to the board, price and other factors considered, and who will provide the highest quality service at fair and competitive prices. The Board reserves the right to award contracts to multiple contractors when it is in the best interests of the Board.

Category	Hourly Rate
Partner	\$ <u>160</u> . <u>00</u>
Associate	\$ <u>150</u> . <u>00</u>
Administrative Assistant <i>N/A</i>	\$ _____ . _____

Attachment F

THIS FORM IS TO BE COMPLETED, SIGNED AND SUBMITTED WITH THE PROPOSAL.

PROPOSAL FORM

Board Attorney – RFP 21-02

(Continued)

Name CAMPBELL & TEUCHNIK, LLC
Address 194 County Line Road P.O. Box AM
City, State, Zip Code JACKSON, N.J. 08527
Federal Tax ID Number 90-0872842
Phone Number () 732.363.7869 Extension _____
Fax No. () 732.383.6796 E-Mail _____
Authorized Agent ROBERT J. TEUCHNIK Title PARTNER
Agent's Signature Robert J. Teuchnik Date 6.5.2020

All proposals must be received no later than **Tuesday, June 9, 2020 at 10:00 a.m.** All proposals are to be sent to:

**Mr. Patrick S. DeGeorge, Business Administrator
Board Secretary, Purchasing Agent
Lacey Township School District Board of Education
200 Western Boulevard
Lanoka Harbor, New Jersey 08734**

Phone # (609) 971-2000 x 1001 / Fax # (609) 693-9638

Attachment G

To be completed, signed below & returned with proposal.

ACKNOWLEDGEMENT OF ADDENDA

RFP **21-02**

Proposal Date: **Tuesday, June 9, 2020**

The Respondent acknowledges receipt of the hereinafter enumerated Addenda which have been issued during period of bidding and agrees that said Addenda shall become a part of this contract. The respondent shall list below the numbers and issuing dates of the Addenda.

ADDENDA NO.

ISSUING DATES

☒ **No Addenda Received**

Name of Company

Address Campbell & Truchnick, LLC P.O. Box AM

City, State, Zip Code

19 N. County Line Road
Jackson N.J. 08527

Name of Authorized Representative

Signature

[Signature]

Date

6-8-2020

Attachment H

To be completed and signed below & returned with proposal.

AFFIRMATIVE ACTION QUESTIONNAIRE

RFP 21-02

Date: Tuesday, June 9, 2020

This form is to be completed and returned with the proposal. However, the Board will accept in lieu of this Questionnaire, a current Affirmative Action Evidence—Certificate of Employee Information Report.

1. Our company has a federal Affirmative Action Plan approval. ☐ Yes ☒ No

If yes, please attach a copy of the plan to this questionnaire.

2. Our company has a N.J. State Certificate of Employee Information Report ☐ Yes ☒ No

If yes, please attach a copy of the certificate to this questionnaire.

3. If you answered "NO" to both questions No. 1 and 2, you must apply for an Affirmative Action Employee Information Report – Form AA302.

Please visit the New Jersey Department of Treasury website for the Division of Public Contracts Equal Employment Opportunity Compliance: www.state.nj.us/treasury/contract/compliance/

- Click on "Employee Information Report"
- Complete and submit the form with the appropriate payment to:

Department of Treasury
Division of Public Contracts/EEO Compliance
P.O. Box 209
Trenton, NJ 08625-0002

All fees for this application are to be paid directly to the State of New Jersey. A copy shall be submitted to the Board of Education within seven (7) days of the notice of the intent to award the contract or the signing of the contract.

I certify that the above information is correct to the best of my knowledge.

Name: Rosey J. Truchnik

Signature: Rosey J. Truchnik

Title: Partner Date: 6-8-2020

Name of Company: Campbell's Truchnik LLC

Address: 19 N. County Line Road

City, State, Zip: Trenton N.J. 08627

Attachment I

To be completed, signed below & returned with proposal.

LACEY TOWNSHIP BOARD OF EDUCATION

Chapter 271

Political Contribution Disclosure Form

(Contracts that Exceed \$17,500.00)

Ref. N.J.S.A. 52:34-25

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that CAMPBELL'S TECHNIK, LLC (Business Entity) has made the following reportable political contributions to any elected official, political candidate or any political committee as defined in N.J.S.A. 19:44-20.26 during the twelve (12) months preceding this award of contract:

Reportable Contributions

<u>Date of Contribution</u>	<u>Amount of Contribution</u>	<u>Name of Recipient Elected Official/ Committee/Candidate</u>	<u>Name of Contributor</u>

The Business Entity may attach additional pages if needed.

☒ **No Reportable Contributions** (Please check (✓) if applicable.)

I certify that CAMPBELL'S TECHNIK, LLC (Business Entity) made no reportable contributions to any elected official, political candidate or any political committee as defined in N.J.S.A. 19:44-20.26.

Certification

I certify, that the information provided above is in full compliance with Public Law 2005—Chapter 271.

Name of Authorized Agent Robert J. Technik, LLC

Signature Robert J. Technik Title Partner

Business Entity CAMPBELL'S TECHNIK, LLC

Attachment J

To be completed, signed below & returned with proposal.

STATE OF NEW JERSEY -- DIVISION OF PURCHASE AND PROPERTY DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN									
Quote Number: _____	Bidder/Officer: <u>Chapelle Leuchnik LLC</u>								
PART 1: CERTIFICATION BIDDERS MUST 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 Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf. Bidders must review this list prior to completing the below certification. Failure to complete the certification will render a bidder's proposal non-responsive. If the Director finds a person or entity to be in violation of law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party PLEASE CHECK THE APPROPRIATE BOX: <u>2</u> 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. <u>OR</u> I am unable to certify as above because the bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.									
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 outlined above by completing the boxes below. EACH BOX WILL PROMPT YOU TO PROVIDE INFORMATION RELATIVE TO THE ABOVE QUESTIONS. PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION. IF YOU NEED TO MAKE ADDITIONAL ENTRIES, CLICK THE "ADD AN ADDITIONAL ACTIVITIES ENTRY" BUTTON.									
<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="width: 50%; padding: 5px;">Name _____</td><td style="width: 50%; padding: 5px;">Relationship to Bidder/Officer _____</td></tr><tr><td colspan="2" style="padding: 5px;">Description of Activities _____</td></tr><tr><td style="padding: 5px;">Duration of Engagement _____</td><td style="padding: 5px;">Anticipated Cessation Date _____</td></tr><tr><td style="padding: 5px;">Bidder/Officer Contact Name _____</td><td style="padding: 5px;">Contact Phone Number _____</td></tr></table>		Name _____	Relationship to Bidder/Officer _____	Description of Activities _____		Duration of Engagement _____	Anticipated Cessation Date _____	Bidder/Officer Contact Name _____	Contact Phone Number _____
Name _____	Relationship to Bidder/Officer _____								
Description of Activities _____									
Duration of Engagement _____	Anticipated Cessation Date _____								
Bidder/Officer Contact Name _____	Contact Phone Number _____								
ADD AN ADDITIONAL ACTIVITIES ENTRY									
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; that the State of New Jersey 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 the State to notify the State in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, 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 State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.									
Full Name (Print): <u>Robert J. Leuchnik</u>	Signature: <u>[Signature]</u> Do Not Enter PIN as a Signature								
Title: <u>Partner</u>	Date: <u>6-8-2020</u>								

Attachment K

To be completed, signed below & returned with proposal.

NON-COLLUSION AFFIDAVIT

Board Attorney

Re: Proposal for the Lacey Township Board of Education.

STATE OF New Jersey)

Date: 6.8.2020

COUNTY OF Monmouth)

I, Robert J. Technik of the City of Hazlet

in the County of Monmouth

and the State of New Jersey

of full age, being duly sworn according to law on my oath depose and say that:

I am PARTNER

of

Position in Company

the firm of Campbell's Technik, LLC and the respondent making the Proposal for the above names contract, and that I executed the said Proposal with full authority so to do; that I have not, directly or indirectly, entered into any agreement, participated in any collusion, discussed any or all parts of this proposal with any potential bidders, or otherwise taken any action in restraint of free, competitive bidding in connection with the above named bid, and that all statements contained in said Proposal and in this affidavit are true and correct, and made with full knowledge that the Board of Education relies upon the truth of the statements contained in said Proposal and in the statements contained in this affidavit in awarding the contract for the said proposal.

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

Campbell's Technik, LLC
(Print Name of Contractor/Vendor)

Subscribed and sworn to: [Signature]

(SIGNATURE OF CONTRACTOR/VENDOR)

before me this 8th day of June, 2020.
Month Year

[Signature]
NOTARY PUBLIC SIGNATURE

Esperanza L. Janssen
Print Name of Notary Public

My commission expires July 27, 2022.
Month Day Year

- Seal

ESPERANZA L. JANSSEN
Notary Public - State of New Jersey
My Commission Expires Jul 27, 2022

Attachment L

To be completed, signed below & returned with proposal.

STOCKHOLDER/PARTNERSHIP DISCLOSURE AND STATEMENT OF OWNERSHIP

Board Attorney

No corporation, partnership or limited liability company, shall be awarded any contract nor shall any agreement be entered into for the performance of any work or the furnishing of any material or supplies, the cost of which is to be paid with or out of any public funds, by the State or any county, municipality or school district, or any subsidiary or agency of the State, or by an authority, board or commission which exercises governmental functions, unless prior to the receipt of the bid or accompanying the bid of said corporation, said partnership, said limited liability company, there is submitted a statement setting forth the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. If one or more such stockholder, partner or member is itself a corporation or partnership or limited liability company, the stockholder holding 10 percent or more of that corporation's stock or the individual partners owning 10 percent or greater interest in that partnership, or the members owning 10 percent or greater interest in that limited liability company as the case may be, shall also be listed. The disclosure shall be, continued until names and addresses of every non-corporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established in this act, has been listed.

Please check one type of Ownership, complete the form, and execute where provided.

- | | |
|---|--|
| ☐ <u>Corporation--</u> | ☐ <u>Limited Partnership--</u> |
| ☐ <u>Partnership--</u> | ☒ <u>Limited Liability Company--</u> |
| ☐ <u>Sole Proprietorship--</u> | ☐ <u>Limited Liability Partnership--</u> |
| ☐ <u>Subchapter S Corp.--</u> | ☐ <u>Other-_____</u> |

IT IS MANDATORY THAT THIS FORM BE COMPLETED AND SUBMITTED WITH BID/PROPOSAL. In the event that there are no persons who own ten percent or more of the stock or ownership of the bidder, then such fact should be certified below as part of this disclosure.

Name of Company

List of Owners with Ten Percent (10%) or More Interest

Owner's Name	Home Address
ROBERT V. KUCHANIK	19 Edgemoor Ave. Haverhill, N.Y.
FRANCIS V. CAMPBELL	444 Pinckney Rd. Roseton, N.Y.

NOTE: If you need more space than that provided above, please use an extra sheet for furnishing the above required information for any remaining persons or entities.

Signature Ruth Kuchanik **Date** 6-8-2020

This form shall be completed, signed and submitted with the bid/proposal. The form continues on the next page.

STOCKHOLDER/PARTNERSHIP DISCLOSURE AND STATEMENT OF OWNERSHIP (cont.)

If your firm is not a corporation and/or partnership, please explain below how your firm is organized and include a list of the various principals.

Our firm, Campbell & Leuchnik, LLC, is organized
AS A N.Y. Limited Liability Company.

Names of Principals

<u>Names of Principals</u>	<u>Title</u>
<u>Francis T. Campbell</u>	<u>Partner</u>
<u>Robert T. Leuchnik</u>	<u>Partner</u>

Use additional paper if needed. Check here

☐

if additional sheets are attached.

Name of Company Campbell & Leuchnik, LLC
Address 19 N. County Line Road
City, State, Zip Jackson, N.Y. 08527
Authorized Agent Robert T. Leuchnik Title Partner
10-8-2020

SIGNATURE OF AUTHORIZED AGENT

This form shall be completed, signed and submitted with the bid/proposal.

Attachment M

To be completed, signed below & returned with proposal.

CONTRACTOR/VENDOR QUESTIONNAIRE CERTIFICATION

Board Attorney

RFP 21-02

Name of Company Compass 21 Technik, LLC

Street Address 19 N. County Line Rd. PO Box A.H.

City, State, Zip Jackson N.J. 08527

Business Phone Number (732) 363-7869 Ext. _____

Emergency Phone Number (732) 320-7848

FAX No. (732) 383-6796 Email RTechnik@TechnikService.com

FEIN No. 90-0872842

Years in Business 10 Number of Employees 5

References – Work previously done for School Systems in New Jersey *

Name of District Address Contact Person/Title Phone

1. * Please See Attached Reference Sheet (Attachment "B").
- 2.
- 3.

Vendor Certification

Direct/Indirect Interests

I declare and certify that no member of the Lacey Township Board of Education, nor any officer or employee or person whose salary is payable in whole or in part by said Board of Education or their immediate family members are directly or indirectly interested in this bid or in the supplies, materials, equipment, work or services to which it relates, or in any portion of profits thereof. If a situation so exists where a Board member, employee, officer of the board has an interest in the bid, etc., then please attach a letter of explanation to this document, duly signed by the president of the firm or company.

Gifts; Gratuities; Compensation

I declare and certify that no person from my firm, business, corporation, association or partnership offered or paid any fee, commission or compensation, or offered any gift, gratuity or other thing of value to any school official, board member or employee of the Lacey Township Board of Education.

Vendor Certifications

I declare and certify that I fully understand N.J.A.C. 6A:23A-6.3(a) (1-4) concerning vendor contributions to school board members.

I certify that my company is not debarred from doing business with any public entity in New Jersey or the United States of America.

I further certify that I understand that it is a crime in the second degree in New Jersey to knowingly make a material representation that is false in connection with the negotiation, award or performance of a government contract.

President or Authorized Agent

Signature
SIGNATURE