RESOLUTION
of the
BOROUGH OF NEW PROVIDENCE
Resolution No. 2014-091

Council Meeting Date: 02-10-2014 Date Adopted: 02-10-2014

TITLE RESOLUTION AWARDING CONTRACT TO VALUE RESEARCH GROUP, 301 SOUTH LIVINGSTON AVENUE, SUITE 104, LIVINGSTON, N.J. 07039, FOR TAX APPRAISAL SERVICES

Councilperson Galluccio submitted the following resolution, which was duly seconded by Councilperson Madden.

WHEREAS, the Borough of New Providence has a need to acquire Tax Appraisal Services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19-44A-20.5; and

WHEREAS, the Tax Assessor has determined and certified in writing that the value of the service will not exceed $50,000.00; and

WHEREAS, the anticipated term of this contract is one (1) year; and

WHEREAS, Value Research has submitted a proposal, indicating they will provide professional property appraisal services for an amount not to exceed $50,000.00; and

WHEREAS Value Research has completed and submitted a Business Entity Disclosure Certificate which certifies that Value Research has not made any reportable contributions to a political or candidate committee in the Borough of New Providence in the previous one year, and that the contract will prohibit Value Research from making any reportable contributions through the term of the contract, and

WHEREAS, the maximum amount of the contract is not to exceed $50,000.00, and said funds are available and have been certified by the Chief Financial Officer; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-5) requires that the resolution authorizing and awarding of contracts for "professional services" without competitive bids and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of New Providence that they hereby agree as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute the attached agreement with Value Research, for professional Property Appraisal Services.
2. Such contract is awarded without competitive bids as a "professional service" in accordance with N.J.S.A. 40A:11-5(1) (a) of the Local Public Contracts Law, because the services to be rendered are professional in nature and are unspecifiable as to requirements for performance. Such services must be rendered by a person particularly trained and licensed in this area, which requires extensive specific education and long experience in both the Federal and State procedural requirements.
3. A notice of this action shall be published once in the Courier News.

APPROVED, this 10th day of February, 2014.

RECORD OF VOTE

	AYE	NAY	ABSENT	NOT VOTING
GALLUCCIO	X			
GENNARO	X			
KAPNER	X			
MADDEN	X			
MUÑOZ	X			
ROBINSON	X			
HERN			TO BREAK COUNCIL TIE VOTE	

I hereby certify that the above resolution was adopted at a meeting of the Borough Council held on the 10th day of February, 2014.

Wendi B. Barry, Borough Clerk

BOROUGH OF
NEW PROVIDENCE
SETTLED IN 1720

J. Brooke Hern, Mayor
Patricia Spychala, Assessor
Nancy Pasquale, Assistant

TO: Doug Marvin, Administrator

CC: Finance Committee
Wendi Barry, Clerk

FROM: Pat Spychala, Assessor

DATE: January 27, 2014

RE: Experts for Calendar Year 2014

Please place this item on the February 10, 2014 Agenda for Mayor and Council approval for appraisal services for the year 2014.

Attached are proposals received from Mr. Bryan Flynn, Value Research Group, and Hendricks Appraisal Company. I will be utilizing Mr. Flynn for added assessment inspections and some residential appeals, which will be filed with the Union County Board of Taxation. Value Research Group will be handling new commercial appeals, as well as continuing their work on files that have not yet been settled. Hendricks Appraisal Company will be doing appraisal work on both commercial and residential as the need arises.

In order to have continuity in our appraisal services I ask that a contract with Value Research be approved in the amount of $50,000.00; and that a contract with Hendricks Appraisal Company be approved in the amount of $10,000.00; and that a contract with Mr. Flynn be approved in the amount of $7,000.00

Please contact me with any questions. Thank you in advance for your consideration to this request.

360 Elkwood Avenue ♦ New Providence ♦ NJ ♦ 07974
908-665-1400 ♦ 908-665-9272 (Fax)
www.newprov.org

VALUE RESEARCH GROUP, LLC
REAL ESTATE ANALYSTS AND CONSULTANTS

December 12, 2013

Douglas R. Marvin, Administrator
Office of the Borough Clerk
Municipal Building
360 Elkwood Avenue
New Providence, NJ 07974

RE:	Request for Qualifications Professional Real Estate Appraisal & Consulting Services
Submitted By:	Value Research Group, LLC 301 South Livingston Avenue Livingston, NJ 07039 Tax ID#: 22-3430553 Arthur A. Linfante, III, MAI, CRE

Dear Mr. Marvin:

In response to the Request for Qualifications (RFQ) sent out by the Borough of New Providence I would submit the following proposal for real estate appraisal and consulting services for calendar year 2014, including without limitation appraisal of real estate, assistance and expert testimony in preparing assessments and tax appeals for the Borough.

Overview of Value Research Group

Value Research Group, LLC is a full service real estate consulting firm specializing in litigation assignments, redevelopment and property acquisitions. Currently the firm has three principals, Arthur A. Linfante, III, MAI, CRE, Paul T. Beisser III, MAI, CRE and Richard E. Polton, MAI, CRE. Each of the principals has a minimum of 20 years of experience each in the valuation of real estate. Each is a designated member of the Appraisal Institute. Our firm consists of an additional seven appraisal professionals all of which are pursuing the MAI designation. Several are already licensed by the State as State Certified General Real Estate Appraiser.

Over the last 5 years I have been retained by the Borough of New Providence to assist in a variety of real estate valuation matters including tax appeals and consulting. In each case I have personally provided the services requested in the RFQ.

During my tenure with the town I have handled such matters as the Mack Cali Properties and Reed Elsevier. In each case, with your help and the help of the town attorney, we have been able to negotiate settlements that were highly advantageous to the Borough.

www.valueresearch.com
301 SOUTH LIVINGSTON AVENUE • SUITE 104 • LIVINGSTON • NEW JERSEY • 07039 • 973-422-9800 • FAX 973-422-9797

Although we would be paid on an hourly rate our services will be more cost effective than other firms due to our experience with the properties in town.

Our Hourly rate is as follows:

Principals of the Firm:	$165/hour
Associates:	$165/hour
Support Staff:	$165/hour

All out of pocket costs and expenses are included in the hourly rates stated.

I have deeply appreciated the opportunity to be of service to the Borough of New Providence. It is my sincere wish that I be able to continue my long-term relationship with the borough and be of assistance to them in whatever capacity they may require. I hope the borough will look favorably on my proposal and give consideration to the years of quality service I have provided. My firm meets all of the requirements set forth in the Request for Qualifications. I have attached to this proposal, the RFQ, all documentation required by the RFQ, the qualification of the principals of our firm, and a brief overview of our firm and experience.

If you have any question or comment regarding this proposal, please do not hesitate to contact me.

Sincerely Yours,

VALUE RESEARCH GROUP, LLC

By: Arthur A. Linfante, III, MAI, CRE
SCGREA (RG965)

cc: Pat Spychala

Value Research Group, LLC

Value Research Group, LLC, established in 1996, is a highly respected real estate consulting and appraisal firm based in Livingston, New Jersey. We are actively involved in numerous advisory and valuation functions that range from the highly complex issues of environmental contamination and condemnation to the more routine financing problems. A significant portion of our practice relates to matters involving market studies, market analysis, affordable housing and redevelopment.

Our Professional Team

Value Research Group's three principals have extensive real estate experience with a wide-range of property types and bring more than 45 years of combined knowledge and skill to meet our clients' various needs. Our specialized areas of expertise include litigation support, affordable housing, redevelopment and land acquisition for public properties. We are supported by a professional staff, a state-of-the-art office network, and extensive database - allowing us access to the most current demographic, economic and real estate information. We keep up-to-date information on thousands of New Jersey properties and track real estate transactions, trends, market statistics, operating histories and ownership information. We pride ourselves on the quality and accuracy of written reports and presentations derived from original research and outside data sources.

Our Value to You

We are committed foremost to addressing the individual requirements of our clients with professionalism and quality. Our reputation is built on the balanced approach and reasoned solutions we bring to each assignment. Increasingly we are called upon for advisory services in the form of market and feasibility studies, marketability studies, trial consulting and the resolution of real estate issues. We are recognized for our objectivity, credibility and thorough approach in the reports we prepare.

Our Affiliations and Credentials

The professionals at Value Research Group are associated with the Appraisal Institute, the National Association of Realtors, the National Association of Industrial and Office Properties, the American Planning Association, and the Urban Land Institute. We are founding members of the National Council of Affordable Housing Market Analysts, based in Washington, D.C. Principals of our firm are Members of the Appraisal Institute and hold the MAI designation in addition to being certified general real estate appraisers in New Jersey and New York and AICP licensed planners in New Jersey. Our professionals adhere to a comprehensive continuing education program. All services are performed in strict conformity with the ethical and standard requirements established by the Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation.

Major Practice Areas

Litigation Support

- Tax Appeals
- Condemnation
- Trial Consulting
- Property Acquisition
- Environmental/Contamination

Urban Redevelopment

- Smart Growth
- Eminent Domain
- Feasibility Studies
- Brownfields Redevelopment
- Infill Strategies

Valuation Services

- Appraisals
- Market Value Estimates
- Insurable Value Estimates
- Leased Fee/Leasehold Estates
- Estate Planning
- Portfolio Reviews
- Due Diligence

Affordable Housing

- Site Analysis & Valuation
- Marketability and Feasibility Analysis
- Market Studies
- Rent Studies
- Litigation Support
- Tax Credit Analysis
- "As Is" Value Analysis
- Regulatory and Application Support

Public Sector Support Services

- Open Space Planning/Acquisition
- School Facilities Planning/Acquisition
- Green Acres
- Infrastructure
- Strategic Planning

Real Estate Advisory Services

- Land Use & Development Analysis
- Market & Marketability Studies
- Lease & Sale Negotiations
- Competitive Market Analysis
- Feasibility Studies

Clients We Serve

Experience

We have provided appraisals for hundreds of properties throughout New Jersey. We have extensive experience in most of the urban and older suburban communities of the state. We have worked throughout the area valuing properties for mortgages, acquisition, property tax and litigation issues. We know and understand the complexities of the housing and commercial development community. In the housing and redevelopment field, we have worked on projects throughout the nation.

Value Research Group serves a diverse client base that looks to us for our wide experience and commitment to quality. Our institutional client list includes:

Governmental Agencies

- New Jersey Turnpike Authority - review appraiser and consultant.
- New Jersey Department of Transportation on various road improvement projects including the Route 21, Route 4 and 17 projects in Paramus, NJ.
- Federal Agencies, including HUD and the Department of Treasury, IRS Division
- New Jersey Housing and Mortgage Finance Agency as Housing Market Analyst for the past three years. In this capacity we review market studies and rent comparability studies that have been prepared for allocation of tax credits.
- New Jersey Schools Development Agency for projects in Newark, Paterson, Jersey City and other communities. Port of New York and New Jersey Authority, New Jersey Meadowlands Commission.
- Port of New York and New Jersey Authority, New Jersey Meadowlands Commission.
- Educational and Cultural Institutions including NJPAC, New Jersey City University, Montclair State University, New Brunswick Theological Seminary, University of Pennsylvania, Aljira and others.
- Property Tax Courts-Boards as expert witness on property tax assessments, neutral arbitrator on property tax disputes in NJ, NY, PA, Wisconsin, Idaho.
- Essex County Improvement Authority, for public projects and infrastructure.
- Newark Housing Authority
- City of Jersey City
- Jersey City Redevelopment Agency

Other Agencies/Institutions

- **Not for Profit Organizations** including New Community Corporation, Lincoln Park/Coast Cultural, North Star Academy, TEAM Academy, West Side Federation for Senior and Supportive Housing (NYC), YMCAs, YWCAs, the New Newark Foundation, Girl Scouts, and many other community development organizations.

- **Banks and Financial Institutions**, including Sovereign, Chase, Citibank, Arbor Financial, New Jersey Housing Mortgage Finance, TICIC.

Bio: Arthur A. Linfante, III, MAI, CRE

Arthur Linfante has been actively engaged in real estate since 1986 and has been a principal at Value Research Group, LLC since 1998. Prior to joining Value Research Group, Mr. Linfante was a founding principal (1992 - 1998) at Lin-Holz Advisory Group, a real estate consulting and valuation firm, in Denville, New Jersey.

Mr. Linfante has extensive experience in asset valuation and advisory functions on a broad array of properties. Along with typical office, industrial, retail and apartment properties, he has been involved in evaluating complex properties such as site development and redevelopment, institutional/corporate grade facilities, special purpose property, full service hotels and casinos, marine terminals, nursing homes and schools, laboratory and research facilities, and petroleum and chemical storage facilities.

Recognized for his knowledge in litigation, municipal and corporate issues, Mr. Linfante is an experienced consultant to corporate clients as well as to several major municipalities in New Jersey. He has consulted on a variety of issues relating to real estate taxes, lease negotiations, fiscal impacts and redevelopment. As a trial consultant, Mr. Linfante has assisted many of the state's largest law firms with matters relating to partnership disputes, real estate taxes, equitable distribution and eminent domain issues. He is qualified as an expert witness before the Superior Court of New Jersey - Law Division; the Tax Court of the State of New Jersey; and various County Boards of Taxation. Mr. Linfante was appointed by the Supreme Court of New Jersey as a member of the Supreme Court Committee on the Tax Court and has served from 2000 to 2006.

Mr. Linfante's advisory services have focused on the expanding market of urban revitalization and redevelopment. Assignments include fiscal impact studies, market/marketability studies and feasibility studies on a broad range of property types. He has served on the Urban Revitalization Committee and the Public Policy Task Force of the National Association of Industrial and Office Properties (NAIOP).

Mr. Linfante studied at Thomas Edison College in Trenton, New Jersey and has attended various professional development education courses at Rutgers University and the Massachusetts Institute of Technology. He holds the MAI designation from the Appraisal Institute and is a State Certified General Real Estate Appraiser (SCGREA) in the states of New York and New Jersey. Mr. Linfante is designated by the National Association of Realtors as a General Accredited Appraiser (GAA) and is licensed by New Jersey as a Real Estate Salesperson. He has developed seminars on property tax analysis and valuation issues for Lorman Educational Services and has been a guest speaker for the Business MBA program at Rutgers University.

Bio: Paul T. Beisser, III, MAI, CRE

Paul Beisser has provided clients with a wide array of real estate consulting and valuation services since 1990 and is a founding principal at Value Research Group, LLC. His extensive experience in real estate appraisal includes vacant land, proposed/existing apartment complexes, senior housing complexes, industrial properties, single/multi-tenanted office properties, corporate headquarters buildings, strip shopping centers, regional malls, and special purpose property including truck terminals, full service hotels, railroad corridors, lake clubs, nursing homes and schools, laboratories and research facilities, power plants, golf courses and petroleum and chemical storage facilities.

Mr. Beisser provides litigation support and trial consulting in connection with various property matters, including tax appeals, eminent domain (condemnation), bankruptcy, matrimonial, property damages, and environmental contamination. Mr. Beisser is qualified as an expert witness in the Superior Court of New Jersey; the Tax Court of New Jersey; and various County Boards of Taxation.

Mr. Beisser has extensive experience in the areas of property acquisition and development analysis. He consults with public and private entities on issues involving property redevelopment, public school expansion, urban renewal projects, and transportation improvements. Since 2000, Mr. Beisser has served as Review Appraiser and Real Estate Consultant to the New Jersey Turnpike Authority and is currently acting as the NJTA's Real Estate Manager for the Interchange 6 to 9 Widening Program. Responsibilities include managing the acquisition of over 330 parcels of land.

Recognized for his knowledge and broad experience with both office and residential properties in the Hudson River Waterfront area, Mr. Beisser is a consultant to Jersey City and the Jersey City Redevelopment Agency. He has prepared market analyses, feasibility studies and appraisal reports for a wide-range of properties in the Hudson River Waterfront market. Mr. Beisser also has significant experience with environmental issues with particular expertise in the analysis of the development potential of Brownfields sites and has authored appraisal reports that measure the impact of environmental contamination on property values.

Mr. Beisser received his bachelor's degree from Bucknell University in Lewisburg, Pennsylvania. He has guest lectured at New York University's Master of Real Estate program on the topics of highest and best use analysis and real estate appraisal. He has received the MAI designation from the Appraisal Institute, is a member of the Counselors of Real Estate (CRE), and is a General Real Estate Appraiser in the States of New Jersey, New York and Pennsylvania.

Bio: Richard E. Polton, MAI, CRE, AICP/PP

Richard Polton has been actively engaged in real estate since 1979 and is a founding principal at Value Research Group, LLC. He has extensive experience in real estate consulting and specializes in planning issues, urban redevelopment, affordable housing, residential feasibility and marketability analysis. Mr. Polton serves as a consultant to various developers, counties and municipalities in the area of urban redevelopment and advises educational institutions, hospitals and other non-profits on a wide variety of real estate matters.

Mr. Polton has provided expert testimony in court on a wide variety of property types. In the area of urban properties and housing valuation, Polton has provided expert analysis for properties in New Jersey, New York, Texas, Wisconsin, Montana and Idaho. He is qualified as an expert witness before the Superior Court of New Jersey, the Tax Court of the State of New Jersey; US Bankruptcy Court and various County Boards of Taxation and Municipal Authorities.

Widely recognized for his knowledge and expertise in the areas of urban redevelopment and affordable housing, Mr. Polton has written for professional publications, including the Appraisal Journal and Assessment Journal. He has served as a panelist at the National Conference of Tax Court Judges and the New Jersey Governor's Housing Conference. He is a Market Study Analyst for the New Jersey Housing Mortgage Finance Agency and has reviewed market studies prepared for proposed housing developments throughout New Jersey. He is an expert in urban redevelopment.

Mr. Polton has also worked in property development. Mr. Polton is a General Partner in two multi-family, mixed income housing developments in the Township of Montclair, New Jersey. He is on the Board of the New Jersey Community Capital Corporation and is active in the Montclair community where he served on the Board of the Montclair Economic Development Corporation and other community organizations.

He received Bachelor of Arts degree from Columbia University in American History and a Bachelor in Architecture from the Rhode Island School of Design in architecture. He holds Masters Degrees in City Planning and Architecture from the Massachusetts Institute of Technology.

Polton holds the MAI designation from the Appraisal Institute and is a Counselor of Real Estate (CRE) as well as a member of the American Institute of Certified Planners (AICP). Mr. Polton is a licensed Professional Planner in New Jersey and a Real Estate Appraiser in the States of New Jersey and New York. He is a founding member of the National Council of Affordable Housing Market Analysts and served as the National Chair. He is the author of a book entitled Valuation and Market Studies for Affordable Housing published by the Appraisal Institute in 2005 and has taught real estate development for the New Jersey Redevelopment Authority in 2007.

Attachments

QUALIFICATION STATEMENT CHECKLIST

THIS CHECKLIST MUST BE COMPLETED, INITIALED, SIGNED AND SUBMITTED WITH YOUR PROPOSAL. A PROPOSAL SUBMITTED WITHOUT THE FOLLOWING DOCUMENTS IS CAUSE FOR REFUSAL.

		INITIAL BELOW
A.	An original and five signed copies of your complete proposal	_____
B.	Non-Collusion Affidavit properly notarized	_____
C.	Owners Disclosure Statement, properly notarized, listing the names of all persons owning ten(10 %) percent or more of the proposing entity	_____
D.	Authorized signatures on all forms	_____
E.	Business Registration Certificate(s)	_____
F.	Disclosure Statement	_____
G.	Affirmative Action Statement	_____

Note: N.J.S.A 52:32-44 provides that the BOROUGH shall not enter into a contract for goods or services unless the other party to the contract provides a copy of its Business Registration Certificate and the Business Registration Certificate of any other subcontractors at the time that it submits its proposal. The contracting party must also collect the state use tax where applicable

THE UNDERSIGNED HEREBY ACKNOWLEDGES THE ABOVE LISTED REQUIREMENTS

NAME OF RESPONDENT:

Value Research Group, LLC

Person firm or Corporation

Arthur Linfante, III — **Principal Partner**

BY: (NAME) — (TITLE)

NON-COLLUSION AFFIDAVIT

STATE OF NEW JERSEY)
) ss: **22-343-0553**
COUNTY OF **UNION**)

I, **Arthur A. Linfante III** of the Municipality of **Whippany**
In the County of **Morris** and the State of **New Jersey**
Of full age, being duly sworn according to law on my oath depose and say that:

I am **Principal Partner** of the firm of **VALUE RESEARCH GROUP, LLC,** the responder submitting the Qualification Statement, and that I executed the said Qualification Statement with full authority so to do; that said respondent has not, directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the Qualification Statement; and that all statements contained in said Qualification Statement and in this Affidavit are true and correct, and made with full knowledge of the State of New Jersey relies upon the truth of the statements contained in said Qualification Statement and in the statements contained in this Affidavit in awarding any contract for the named services.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon 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

VALUE RESEARCH GROUP, LLC (N.J.S.A. 52:34-15)

(Also type or print name of Affiant under signature)
Arthur A. Linfante III

Subscribed and sworn to before me this
12th day of **December**, 2014

A Notary Public of **New Jersey**

My commission expires 5.31.16

DANIEL J. COX
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires 5/31/2016

OWNER DISCLOSURE INFORMATION

Set forth below are the names and addresses of all owners of 10% or more of the proposing business entity.

Name: Arthur A. Linfante, III

Address: 2902 Appleton Way

Whippany, NJ 07981

Name: Paul T. Beisser, III

Address: 24 Braemar Court

Murray Hill, NJ 07974

Name: Richard E. Polton

Address: 85 Park Avenue, #305

Glen Ridge, NJ 07028

Name: _____

Address: _____

Name: _____

Address: _____

Name: _____

Address: _____

Name: _____

Address: _____

Name: _____

Address: _____

Name: _____

Address: _____

Value Research Group, LLC
NAME OF BUSINESS ENTITY

SIGNATURE

Principal Partner
TITLE

Notary Public of

My Commission Expires: 5·31, 2016.

DANIEL J. COX
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires 5/31/2016

STATE OF NEW JERSEY

BUSINESS REGISTRATION CERTIFICATE

FOR STATE AGENCY AND CASINO SERVICE CONTRACTORS

DEPARTMENT OF TREASURY/
DIVISION OF REVENUE
PO BOX 252
TRENTON, N J 08646-0252

TAXPAYER NAME:

VALUE RESEARCH GROUP LLC

TRADE NAME:

TAXPAYER IDENTIFICATION#

223-430-553/000

CONTRACTOR CERTIFICATION#

0107292

ADDRESS

301 S. LIVINGSTON AVE STE 104
LIVINGSTON NJ 07039

ISSUANCE DATE:

11/27/01

EFFECTIVE DATE:

03/11/96

Patricia A. Chiacchio

Director, Division of Revenue

FORM-BRC(08-01)

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

Certification 21576

CERTIFICATE OF EMPLOYEE INFORMATION REPORT
RENEWAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of 15-AUG-2010 to 15-AUG-2017

VALUE RESEARCH GROUP, LLC
301 SOUTH LIVINGSTON AVE, SUITE 104
LIVINGSTON NJ 07039

Andrew P. Sidamon-Eristoff
Acting State Treasurer

EMPLOYEE INFORMATION REPORT

Enclosed is your Certificate of Employee Information Report (hereinafter referred to as the "State Certificate" and issued in accordance with the Employee Information Report (AA-302) form completed by a representative of your firm. Copies of this certificate should be distributed to all facilities of your company or firm using the same federal identification number and company name and who engage in bidding on public contracts in New Jersey. The original certificate should be retained by you for the duration of its effectiveness.

On future successful bids, you must present a photocopy of this certificate to the public agency awarding the contract after notification of the award but prior to execution of a goods and service or professional service contract. Failure to do so within the time limits prescribed may result in the awarded contract being rescinded in accordance with N.J.A.C. 17:27-4.3b.

Please be advised that this certificate has been approved only for the time periods stated on the certificate. As early as ninety (90) days prior to its expiration, this Division will forward a renewal notification. Upon receipt of a properly completed renewal application, the renewal certificate will be issued. In addition, representatives of this Division may conduct periodic visits and/or request additional information to monitor and evaluate the continued equal employment status of your organization. Moreover, this Division may provide your organization with technical assistance, as required. Please be sure to notify this Division immediately if your company's federal identification number, name or address changes.

If you have any questions, please call (609) 292-5473 and a representative will be available to assist you.

Enclosure(s)
(AA-01 Rev.1/10)

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

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

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

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

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

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

The contractor or subcontractor agrees to make good faith efforts to afford equal employment opportunities to minority and women workers consistent with Good faith efforts to meet county employment goals established in accordance with **N.J.A.C. 17:27-5.2**, or Good faith efforts to meet targeted county employment goals determined by the Division, pursuant to **N.J.A.C. 17:27-5.2.**

EXHIBIT A (*Cont*)

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

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms to 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 to 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 Division of Public Contracts Equal Employment Opportunity Compliance as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Public Contracts Equal Employment Opportunity Compliance for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27**

Value Research Group, LLC understands their oblogations to the State of New Jersey under N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27. /

Signature

Arthur Linfante, III, Principal Partner
Name