

**RESOLUTION**  
of the  
**BOROUGH OF NEW PROVIDENCE**  
Resolution No. 2016-364

Council Meeting Date: 12-19-2016

Date Adopted: 12-19-2016

TITLE: RESOLUTION AWARDING CONTRACT TO U S SPORTS INSTITUTE  
FOR MULTI-SPORTS PROGRAMS

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

WHEREAS, on December 5, 2016, Request for Proposals (RFP) were received for the Community Activities Department Multi-Sports programs for children; and

WHEREAS, one (1) proposal was received from US Sports Institute; and

WHEREAS, the Director of the Community Activities Department has recommended the proposal from US Sports Institute, be accepted and the contract awarded to same, subject to a review of proposal documents by the Borough Attorney.

NOW THEREFORE BE IT RESOLVED by the Mayor and Borough Council of the Borough of New Providence, County of Union and State of New Jersey, that they award a contract to US Sports Institute, 4 Somerset Street, Whitehouse Station, NJ 08889, for the Community Activities Department Multi-Sports programs for children, at the rates outlined in the proposal submitted December 5, 2016.

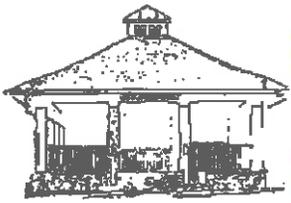
APPROVED, this 19<sup>th</sup> day of December, 2016.

RECORD OF VOTE

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

I hereby certify that the above resolution was adopted at a meeting of the Borough Council held on the 19<sup>th</sup> day of December, 2016.

Wendi B. Barry, Borough Clerk



**BOROUGH OF**  
**NEW PROVIDENCE**  
SETTLED IN 1720

**Allen Morgan, Mayor**

**Wendi B. Barry, Borough Clerk**

**Douglas R. Marvin, Administrator**

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**TO:** Douglas Marvin, Borough Administrator  
**FROM:** Bernadette Cuccaro, Director of Community Activities  
**DATE:** December 6, 2016  
**RE:** Sports Provider

I would like to recommend accepting the Sports Instruction class proposal from:

- US Sports Institute

US Sports Institute has been providing exceptional sports instruction for the Borough of New Providence for more than 5 years. They provide programming for various sport classes, tennis lessons and summer camps for the Recreation Department at a reasonable rate for our residents. This contract would provide sports instruction for the time period March 1, 2017 to February 28, 2020.

Thank you in advance for your consideration.

Respectfully submitted by,

**Bernadette Cuccaro**  
Director of Community Activities

## REQUEST FOR PROPOSAL

**Response to RFP:** Borough of New Providence: Request for proposal for the provision of sports instruction.

**Date Due:** December 5, 2016

**Recipient:** Office of the Borough Clerk  
Municipal Building  
360 Elkwood Ave  
New Providence, NJ 07974

**Author:** John Williams

**Organization:** US Sports Institute  
4 Somerset St  
Whitehouse Station NJ 08889  
Phone: 732 563 2527  
Fax: 732 563 2537  
Email: john@usasportgroup.com

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US Sports Institute (USSI) proposes to offer sports instruction for youth and adults for the Borough of New Providence beginning March 1 2017 for the all services as highlighted in item 2 in the requirements of the proposal section.

- Multi sports camps
- Children's age group tennis
- Adult instructional and fitness related tennis

### Statement of compliance and understanding of the Boroughs needs and goals

USSI will comply with the general terms and conditions required by the Borough of New Providence and will enter into the Borough's standard multi sports, children's tennis and Adult Tennis instructional contract.

USSI understands the need of the Borough of New Providence to offer quality and affordable programs to the community. Additionally USSI understand that the goal of the Borough is to offer these opportunities to as many people in the town as possible. USSI believe that they can help the Borough achieve this goal.

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Contact us today

(732) 563-2520

[www.USsportsInstitute.com](http://www.USsportsInstitute.com)

## PROPOSAL INFORMATION

- About US Sports Institute (USSI)
- The benefits of working with USSI
- Our staff
- Development pathway
- Our complete service package
- References
- Additional information
- New Providence Program Guide

## FINANCIAL INFORMATION

- Financial proposal
- Tennis programs history and projections
- Sports programs history and projections
- Critical Considerations

## REQUIRED DOCUMENTS

- Insurance certificate - current
- New Jersey business certificate
- W-9
- Affirmative action statement
- Certificate of employee information report
- Non collusion affidavit
- Owner disclosure Information Form
- Owner disclosure statement
- Proposal check list

## CURRICULUMS AND SAFETY PLAN

- Sample Curriculums and Lesson plans
- Sample Health and Safety summer camp plan

**US Sports Institute**

Experience Excellence in Sports Education

**US SPORTS**  
*institute*

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# About US Sports Institute

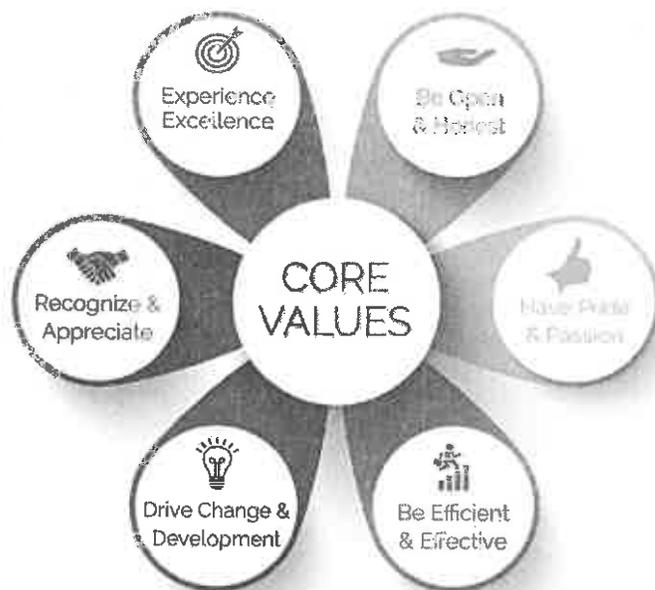
A rich and successful history in sports provision

**US SPORTS**  
*institute*

Founded in 2002, US Sports Institute (USSI) has gained the reputation of being the premier youth sports coaching organization in the United States. Through innovative coaching practices, and selection of the highest quality professional instructors - USSI is able to deliver healthy, educational sports activities to all members of your community.

Throughout the years we've been privileged to service over 600 municipalities & local organizations across 13 states. These long standing relationships have allowed our us to inspire and educate over 1 million players and counting.

The common thread, integral to USSI's success, is our commitment to delivering excellence on the sports field. We achieve this by ensuring our company core values remain at the forefront when planning and delivering every aspect of our programs to your community.



Our promise to you is that all programming will be delivered with integrity, consistency and structure, with player enjoyment held in the highest precedent.

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# Why Choose USSI

Find out why we're NJ # 1 sports provider

**US SPORTS**  
*institute*

US Sports Insitute is focused on providing industry leading service for your sports programming needs. We firmly believe that there is no other sports coaching company that can match the experience or provision that we're able to offer you as a partnering organization:

## The Benefits of Working with USSI

### Comprehensive range of quality sports programming.

Our range of products encompass 12 different sport options, offering tuition to a variety of age ranges.

### Financial incentives for your department.

We're able to offer fiscal support to your organization simply for hosting our programs.

### Advocates of recreation associations, at all levels.

From small municipal departments to state & nationwide associations, we support and believe in the necessity of recreation for all.

### Certified to state health regulation standards.

Safety and well being of our players is paramount. Without exception, we train all coaches in child protection, class safety, first aid and CPR.

### Dominant web presence with online registration capability.

Able to provide mass communication, optimize promotional efforts and accept registrations. Our automated website is capable of accepting registrations 24 / 7 - alleviating paperwork and office hours from your dept.

### Full parental communication & Community Outreach

Our support team work hard to consistently liaise with parents regarding weather, cancellations and future opportunities for their family. We'll work closely with local organizations, parenting groups, sports clubs and community centers to spread the word and drive registration.

### Comprehensive, no cost, marketing and promotion.

Our team of designers and marketing strategists will create and distribute promotional material to your community through a variety of mediums, print flyers, e-blasts, posters, social media posts, electronic flyers etc - all at no cost to you.

### We're not a franchise!

Our programming is administered by our core managerial group (known in house as the USSI family) - No third party business ventures here!



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## The USSI Team

Our most valuable asset

US SPORTS  
*institute*

Central to the success of our programming is our committed, enthusiastic team of staff. From our highest ranking officers, to our on field coaching staff - each team member has a true, irreplaceable value, playing their own important role in servicing your community.

## Your Administrative Support Team

Over 50 office based employees, ready to assist.

Experienced, dedicated client management team.

Specialist marketing personnel to promote your programs.

In house finance team to handle invoicing and payments efficiently & accurately.

Comprehensive customer care department utilizing highly acclaimed service methods.

Full parental/customer support available 7 days a week.

Interactive live chat features & user friendly phone system.



## Our Coaching Staff

Guaranteed, professional sports coaches with at least 3 years experience.

National coaching qualifications and ability to motivate, inspire and communicate with groups.

Specially trained in their chosen sport and/or physical education.

First Aid and CPR qualified.

State background check clearance for all.

Trained and evaluated on a weekly basis to ensure quality.

95% of coaches are age 21 years+.

No high school counselors or under qualified staff are employed.

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# Player Development

Quality curriculums for children & adults

**US SPORTS**  
*institute*

Regardless of the instruction level, all US Sports Institute curricula follow a development path which is progressive, challenging and enjoyable. Our Development Pathway is unmatched in the sports provision field.

Development Pathway levels are rarely related to age. Both an 8-year-old and an adult may participate in separate Foundation Level classes if that's their current level of play. The exception to this rule is the Introduction Level which is typically reserved for players aged 2-5 due to the increased emphasis on developmental learning specifically designed for that age group.

By utilizing the development pathway, we are able to offer programming that will challenge and inspire players from novice to elite performance level.



## USA SPORT GROUP Development Pathway Levels

### 01 INTRODUCTION

The first level in sports instruction. Sessions are developed through a series of fun activities that teach basic skills in a fun and safe environment. Focus is on coordination, balance and movement in all classes.

### 02 FOUNDATION

Our broadest level featuring a multitude of programs. Open to first time players and those with limited experience who are looking to gain a strong foundation in their sport. The building blocks of the sport.

### 03 DEVELOPMENT

Open to participants with Foundation level experience and a good understanding of the sport. Sessions will focus on further refinement of technique, skill development and game related tactics.

### 04 ADVANCED

For serious, committed players who want to raise their game above the rest. Focus is on advanced tactical development & advanced technical skills in competitive game play environments.

### 05 PERFORMANCE

For athletes looking to excel in high level competition. Players will be given elite level participants within their field looking to increase their competitive advantage.

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# Turn-key Services & Solutions

Relax and let us take care of everything

**US SPORTS**  
*institute*

To ensure the success of any program, there are many peripheral aspects that often go unnoticed by the players and parents. These provisions set the blueprint for any rewarding season - below are all of the ways we can support your department; before, during and after programming.

## The Complete Service Package

### Comprehensive, no cost, marketing and promotion.

Our team of designers and marketing strategists will create and distribute promotions to your community through a variety of mediums, print flyers, e-blasts, posters, social media posts, electronic flyers etc - all at no cost to you.

### Industry standard liability coverage for all programs.

We'll provide you with a current insurance certificate, meeting the coverage requirements necessary for your organization.

### Financial incentives for your department.

We're able to offer fiscal support to your organization simply for hosting our programs.

### Site Director / Head Coach.

We'll assign you one of our onsite coaches the responsibility of being site director. This individual will be available for you during class time should you have any questions or concerns.

### Health and Safety plans.

We create a specific safety plan for every site on which we deliver, should you need a copy, just ask.

### Online registration capability.

Our automated website is capable of accepting registrations 24/7 - alleviating paperwork and office hours from your dept.

### Affiliation with National Governing bodies in various sports.

We have partnerships and long standing relationships with the USTA, NCAA, ACA, TIA & PTR to name a few, all to ensure integrity of the programs we deliver in your community.

### Full parental communication throughout.

Our support team work hard to consistently liaise with parents regarding weather, cancellations and future opportunities for their family.

### Thorough community outreach.

We'll work closely with local organizations to spread the word and drive registration - parenting groups, sports clubs, community centers, even the local library.

### Competitions and discounts.

We regularly release special offers, competitions and discounts that your community can take full advantage of.



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(732) 563-2520

John@USsportsInstitute.com

## Professional References

Hear from others that rely on us for their sports provision

**US SPORTS**  
*institute*

Below is a small sample of Recreation Departments for which we have provided sports programming over the past 14 years. Please contact any of the organizations below for their perspective - we're confident you'll be more than pleased with the results!

South Orange Recreation  
5 Mead Street,  
South Orange, NJ 07079  
(973) 378 7754 ex2229

Montville Recreation  
194 Changebridge Rd,  
Montville, NJ 07045  
(973) 331 3305

Morris Twp Recreation  
50 Woodland Ave,  
Convent Station, NJ 07963  
(973) 326 7371

Leonia Recreation  
370 Broad Ave  
Leonia, NJ 07605  
(201) 592 8654

Westfield Recreation  
425 East Broad Street,  
Westfield, NJ 07090  
(908) 789 4080

Clark Recreation  
430 Westfield Avenue,  
Clark, NJ 07066  
(732) 428 8400

Westwood Recreation  
55 Jefferson Ave,  
Westwood, NJ 07675  
(201) 664 7882

River Edge Recreation  
705 Kinderkamack Rd,  
River Edge, NJ 07661  
(201) 599 6295



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## Additional Information

The following managers will be available as your main point of contact. They will assist you throughout the year to help you set up your programming, lead the promotions and marketing and ensure the smooth running of the program:

### **Nicola Sichi, Senior Manager (Primary contact)**

- BSc Honors in Sports Coaching and Development
- 15 years of coaching experience coaching children ages 2 to Adult
- Educated and trained over 500 coaches
- National Qualifications in Soccer, Basketball, Field Hockey, Badminton, Cricket, Gymnastics
- Manager of New Providence business 2011-16 developing programming
- Currently responsible for managing and developing programs with 30 recreation departments across NJ.
- Joined US Sports Institute in 2009.

### **John Williams, Director**

- BSc Honors in Sports Studies
- 20 years of coaching experience with children aged 2 to Adult.
- Educated and trained over 1000 coaches
- National Qualifications in Soccer and Tennis
- Developed over 50 curriculums in 20 sports over 10 years.
- Worked with US Sports Institute since 2003
- Developed relationships with 150 recreation departments across the state of NJ.

Furthermore assistance will be provided by our sports management team, education department, and tennis division to ensure that both New Providence recreation and their customers receive the highest level of service.

### USSI Coaching staff.

Due to the nature of our business we cannot provide resumes of staff due to the distance from the program start. USSI will utilize many staff members with a variety of qualifications to ensure that the programs offered are to the highest quality. Please refer to the "Our Coaching Staff" section of the proposal for the minimum qualifications we ask of our coaches. USSI will inform New Providence of coaching assignments prior to the programs starting. Additionally full resumes and background checks for all staff members can be provided.

## New Providence Program Guide

### General Information:

USG's programming is segregated into 2 types - Classes and Camps. A Class denotes a series of sessions, typically once per week over a season's duration. A Camp is a program that consists of a series of sessions running in the same timeframe for consecutive days. Classes take place in 5 blocks annually Winter (Jan - March), Spring (April-June), Summer (June-Aug), Fall (Sept - Nov) and Early Winter (Nov-Dec). Camps take place mainly during the summer months, but do occur during other school vacation times i.e. Spring Break, Columbus Day, and many other National Holidays.

### Geography:

During the Winter, Spring and Fall seasons, USG's business runs primarily in New Jersey, Long Island and Downstate New York. During the summer the geographical expansion takes camps as far North and Maine and as far South as Virginia. USG does have a satellite base in Florida also

### Level Key

Intro - Introduction

Found - Foundation

Dev - Development

Adv - Advanced

Per - Performance

## Products (By Sport)

### Basketball.

**Product:** Basketball Squirts

**Age:** 3 to 5 years. **Level:** Intro **Type:** Class or Camp

**Duration: Class:** 1 Hr, 1 session per week 6-8 week season. **Camp:** 1 Hr, Mon to Fri

Basketball Squirts is an introduction to the sport for children aged 3-5 years. Classes will focus on introduction and development of key skills, dribbling, passing, shooting and team play in a fun, motivated environment.

**Internal Notes:** Ratio - 1:10. Minimum class size - 6. Classes are played on adapted basket heights and with basketball sizes appropriate to the age. Parents are not required to participate but are recommended to stay for the duration of the class.

---

**Product:** Basketball Squirts - Senior.

**Age:** 5 to 8 years. **Level:** Intro/Found **Type:** Class or Camp

**Duration: Class:** 1 Hr, 1 session per week 6-8 week season. **Camp:** 1.5-3.5 Hr, Mon to Fri.

Players will develop a good understanding of teamwork within the game, all while improving their skills in dribbling, passing and shooting.

**Internal Notes:** Ratio - 1:12. Minimum class size - 6. Classes are broken down by age range. Each age range plays on adapted basket heights and with basketball sizes appropriate to their age.

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**Product:** Foundation Basketball

**Age:** 5-14 years. **Level:** Found **Type:** Class or Camp

**Duration: Class:** 1 Hr, 1 session per week 6-8 week season. **Camp:** 1.5-3.5 Hr, Mon to Fri

Players will develop their dribbling, passing and shooting skills. Each session will end with small-sided games where coaches will encourage good sportsmanship and teamwork.

**Internal Notes:** Ratio - 1:12. Minimum class size - 6. Classes are broken down by age range. Each age range plays on adapted basket heights and with basketball sizes appropriate to their age.

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**Product:** Development Basketball.

**Age:** 5 to 14 years. **Level:** Dev **Type:** Class or Camp

**Duration: Class:** 1 Hr, 1 session per week 6-8 week season. **Camp:** 1.5-3.5 Hr, Mon to Fri

Focusing on the technical and tactical aspects of basketball, players will refine their skills in ball handling, shooting and passing under pressure.

All development classes are designed for the intermediate to advanced player looking to enhance their skills and decision making abilities in a game situation.

**Internal Notes:** Ratio - 1:12. Minimum class size - 6. Can be a weekly class or camp. Classes are broken down by age range. Each age range plays on adapted basket heights and with basketball sizes appropriate to their age.

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**Product:** Basketball Camp.

**Age:** 5 to 14 years.      **Level:** Found/Dev/Adv      **Type:** Camp

**Duration:** 1.5-3.5 Hr , 4/5 consecutive days.

Throughout the week players will develop their dribbling, passing and shooting skills. Each day will end with small-sided games where coaches will encourage good sportsmanship and teamwork.

Participants will develop an understanding of offensive and defensive plays, and will be encouraged to implement these into a scrimmage

**Internal Notes:** Ratio - 1:12. Minimum class size - 6. Classes are broken down by age range. Each age range plays on adapted basket heights and with basketball sizes appropriate to their age.

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## Cricket.

**Product:** Cricket Camp.

**Age:** 5 to 14 years.      **Level:** Found/Dev      **Type:** Camp

**Duration:** 1.5-3.5 Hr , Mon to Fri

Players will receive a structured insight into the game of cricket, and will develop their techniques in bowling, fielding and batting.

Each day participants will receive personalized attention from our coaches, to develop their understanding for the rules and sportsmanship associated with cricket.

**Internal Notes:** Ratio - 1:12. Minimum class size - 8. Classes are broken down by age range. Players may use adapted/softer ball than actual cricket ball for safety. All equipment provided by USSI.

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## Field Hockey.

**Product:** Field Hockey Camp.

**Age:** 5 to 14 years.      **Level:** Found/Dev/Adv      **Type:** Camp

**Duration - Class:** 1 Hr, 1 session per week 6-8 week season.      **Camp:** 1.5-3.5 Hr , Mon to Fri

Players will develop their technique in dribbling, passing and shooting. Participants will develop an understanding of offensive and defensive plays, and will be encouraged to implement these into a scrimmage.

**Internal Notes:** Ratio - 1:12. Minimum class size - 8. Classes are broken down by age range & ability on site. Players can bring own stick but USSI has enough for everyone. All additional equipment provided by USSI.

---

## Golf.

**Product:** Golf Squirts

**Age:** 3 to 5 years.      **Level:** Introduction      **Type:** Class or Camp

**Duration:** **Class:** 1 Hr, 1 session per week 6-8 week season.      **Camp:** 1.5-3.5 Hr, 4/5 consecutive days.

**Using the SNAG (Starting New At Golf) system, participants use oversized, lightweight clubs to encourage the correct grip and swing technique. In a safe and controlled environment this program makes learning simple, progressive and fun.**

**Internal Notes:** Ratio - 1:6. Minimum class size - 4. Classes are broken down by age; Golf Squirts (QGS), 4-5; Senior Golf Squirts (RGS). Players are not advised to provide own clubs. Classes do not take place on an actual golf course. All equipment is provided by USSI.

---

**Product:** Golf Camp.

**Age:** 5 to 10 years.      **Level:** Found/Dev      **Type:** Camp

**Duration:** 1.5-3.5 Hr, 4/5 consecutive days.

Using the SNAG (Starting New at Golf System) the modified golf clubs will encourage players to develop the correct chipping, putting and driving techniques.

Each day participants will receive personalized attention from our coaches, to develop their technique and their understanding for the rules and sportsmanship associated with golf.

**Internal Notes:** Ratio - 1:8. Minimum class size - 6. Classes are broken down by age on site. Players are not advised to provide own clubs. Classes do not designed to increase success and make golf fun!

---

**Product:** Foundation Golf

**Age:** 5 to 10 years.      **Level:** Foundation      **Type:** Class

**Duration:** **Class:** 1 Hr, 1 session per week 6-8 week season.

Foundation Golf is an introduction to the sport for beginner players that have little or no previous experience. Using the appraised S.N.A.G. Golf system, players will have the chance to learn various swings using exaggerated club heads, brightly colored balls and inflatable targets that are designed to make learning easy and allow children to have maximum success.

**Internal Notes:** Ratio - 1:8. Minimum class size - 6 Classes are broken down by age on site. Players are not advised to provide own clubs. Classes do not take place on an actual golf course. All equipment is provided by USSI.

---

## Lacrosse.

**Product:** Lacrosse Squirts.

**Age:** 3 to 5 years.      **Level:** Introduction.      **Type:** Class or Camp      **SKU:** QLS

**Duration:** **Class:** 1 Hr, 1 session per week 6-8 week season.      **Camp:** 1 Hr, 4/5 consecutive days.

Players will learn how to cradle, shoot, catch, and scoop. Throughout the program participants will have fun developing their knowledge and understanding of scrimmaging in Lacrosse.

**Internal Notes:** Ratio - 1:10. Minimum class size 6. Classes are broken down by age. USG provides all equipment. No protective uniform is required. This is a non contact class.

---

**Product:** Lacrosse Squirts - Senior.

**Age:** 3 to 8 years.      **Level:** Intro/Found.      **Type:** Class or Camp

**Duration:** **Class:** 1 Hr, 1 session per week 6-8 week season.      **Camp:** 1 Hr, 4/5 consecutive days.

Focusing on the fundamental skills of passing, catching and more, players will learn how to participate successfully in a Lacrosse scrimmage.

All Senior Squirts curriculums create an environment which allows players to develop and progress within sport.

**Internal Notes:** Ratio - 1:10. Minimum class size 6. Parental participation is not required. Parents may leave the location and return before the end of class, but would preferably stay on site. USG provides all equipment. No protective uniform is required. This is a non contact class.

---

**Product:** Foundation Lacrosse

**Age:** 5 to 14 years.      **Level:** Foundation      **Type:** Class

**Duration:** **Class:** 1 Hr, 1 session per week 6-8 week season.

With an emphasis on passing, catching and scooping, participants will learn how to play lacrosse through a series of activities and then take part in small scrimmages to put into practice what they have learned.

Focusing on developing a basic understanding of the sport, all Foundation curriculums have been designed for the beginner to intermediate player.

**Internal Notes:** Ratio - 1:12. Minimum class size - 8. Classes are broken down by age on site. Players can bring own stick but USSI provides enough for each player. All additional equipment is provided by USSI. This is a co-ed class unless stated otherwise. No protective clothing is required.

---

**Product:** Development Lacrosse

**Age:** 5 to 14 years.      **Level:** Development      **Type:** Class

**Duration:** 1 Hr, 1 session per week 6-8 week season.

Players will focus on refining their skills in dodging, cradling under pressure and field positioning, and develop their tactical understanding of the game. All players must provide their own protective gear for this program.

All development classes are designed for the intermediate to advanced player looking to enhance their skills and decision making abilities in a game situation.

**Internal Notes:** Ratio - 1:12. Minimum class size - 8. Classes are broken down by age on site. Players can bring own stick but USSI provides enough for each player. All additional equipment is provided by USSI. This is a co-ed class unless stated otherwise.

---

**Product:** Lacrosse Camp.

**Age:** 5 to 14 years.      **Level:** Found/Dev/Adv      **Type:** Camp

**Duration:** 1.5-3.5 Hr, Mon to Fri

Players will learn and develop their technique in passing, catching and scooping. Each day will end with small-sided games where coaches will encourage good sportsmanship and teamwork.

Participants will develop an understanding of offensive and defensive plays, and will be encouraged to implement these into a scrimmage.

**Internal Notes:** Ratio - 1:12. Minimum class size - 12. Classes are broken down by age range & ability on site. Players can bring own stick but USSI has enough for everyone. All additional equipment provided by USSI. No protective clothing is required.

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## **Multi Sports**

**Product:** Multi Sports Camp.

**Age:** 5 to 12 years.      **Level:** Found/Dev.      **Type:** Camp      **SKU:** MCA

**Duration:** 9-12:30pm or 1-4pm or 9-4pm. 4/5 consecutive days.

Players will have the opportunity to experience up to 4 different sports each day, up to 16 sports a week. Sports included: Baseball, Basketball, Cricket, Flag Football, Hockey, Handball, Lacrosse, Soccer, Rugby and more!

During the morning players will focus on developing their technique and skills within each sport, and gain a basic understanding of playing a scrimmage. The afternoon will focus on small sided scrimmages in a tournament environment that encourages good sportsmanship and teamwork.

**Internal Notes:** Ratio - 1:12. Minimum class size 16. Groups will be split by age onsite. All players must bring a snack, those staying full day need a lunch also. Parents must provide a gallon of water each day per child. Sunscreen and hat that provides shade is advisable also. USG provides all equipment. Note this camp can take place during summer or any other school vacation time.

---

**Product:** Multi Sports Foundation

**Age:** 5 to 12 years.      **Level:** Found/Dev.      **Type:** Camp

**Duration:** 1 Hr, 1 session per week 6-8 week season.

Players will learn key skills through small-sided scrimmages in a variety of sports, including Lacrosse, Soccer and Flag Football.

Focusing on teamwork and sportsmanship players will learn the basics in offense and defense within each sport, all while having fun.

**Internal Notes:** Ratio - 1:12. Minimum class size 8. Groups will be split by age onsite.. USG provides all equipment. Note this program teaches one sport a week.

---

## Rugby

**Product:** Rugby Camp.

**Age:** 5 to 14 years.      **Level:** Found/Dev      **Type:** Camp

**Duration:** 1.5-3.5 Hr, 4/5 consecutive days.

USSI's Rugby Camp is for any player looking to learn the basics of a sport that is growing in popularity. Classes will introduce key skills; passing, try scoring, scrumming, and tackling. Safety is paramount and contact will be monitored closely. Players will compete in USSI's Rugby World Cup challenge throughout the week.

**Internal Notes:** Ratio - 1:12. Minimum class size - 8. Classes are broken down by age range & ability on site. This is a co-ed class unless stated otherwise. All equipment is provided by USSI.

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## Soccer

**Product:** Soccer Squirts - Parent and Me.

**Age:** 2 to 3 years.      **Level:** Introduction.      **Type:** Class or Camp

**Duration:** **Class:** 1 Hr, 1 session per week 6-8 week season.      **Camp:** 1 Hr, Mon to Fri

**With a parent participating by their side, this program will stimulate a child's imagination, develop motor skills and encourage social interaction** in this class children will learn basic soccer skills, including dribbling, shooting, and passing.

**Internal Notes:** Ratio - 1:10. Minimum class size - 6. Parental participation is required. USG provides all equipment.

---

**Product:** Soccer Squirts.

**Age:** 3 to 5 years.      **Level:** Introduction.      **Type:** Class or Camp

**Duration:** **Class:** 1 Hr, 1 session per week 6-8 week season.      **Camp:** 1 Hr, Mon to Fri

Participants will learn the fundamental skills of soccer, including dribbling, passing, shooting and defending. Players will be taught through structured activities, fun games, and scrimmages

**Internal Notes:** Ratio - 1:10. Minimum class size 6. Parents are not required to participate but are recommended to stay for the duration of the class. USG provides all equipment.

---

**Product:** Soccer Squirts - Senior.

**Age:** 5 to 8 years.      **Level:** Intro/Found.      **Type:** Class or Camp      **SKU:** RSS.

**Duration:** **Class:** 1 Hr, 1 session per week 6-8 week season.      **Camp:** 1 Hr, Mon to Fri

Players learn the principles of attacking, defending and passing, and will be encouraged to apply these skills to game scenarios. All Senior Squirts curriculums create an environment which allows players to develop and progress within sport.

**Internal Notes:** Ratio - 1:12. Minimum class size 6. Parental participation is not required. Parents may leave the location and return before the end of class, but would preferably stay on site. USG provides all equipment.

---

**Product:** Foundation Soccer

**Age:** 5 to 14 years.      **Level:** Foundation      **Type:** Class

**Duration:** 1-1.5 Hr, 1 session per week 6-8 week season.

Foundation Soccer is an introduction to the sport for beginner players that have little or no previous experience. Players will have the chance to learn basic skills including; dribbling, passing, shooting and team play. All classes will involve conditioned scrimmage time where players can experience match play situations.

**Internal Notes:** Ratio - 1:12. Minimum class size - 6. Classes are broken down by age and ability on site. All equipment is provided by USSI. This is a co-ed class unless stated otherwise. Cleats and shin guards are advised for all players.

---

**Product:** Development Soccer

**Age:** 5 to 14 years.      **Level:** Development      **Type:** Class      **SKU:** SDE

**Duration:** 1-1.5 Hr, 1 session per week 6-8 week season.

Development Soccer is designed for intermediate level players with previous on-field experience. Sessions will focus on enhancement of technical skill and tactical aspects of team play. All classes will involve conditioned scrimmage time where players will compete in match play situations.

**Internal Notes:** Ratio - 1:12. Minimum class size - 6. Classes are broken down by age and ability on site. All equipment is provided by USSI. This is a co-ed class unless stated otherwise. Cleats and shin guards are advised for all players.

---

**Product:** Skill School

**Age:** 7 to 19 years.      **Level:** Found/Dev/Adv/Per      **Type:** Class

**Duration:** 1, 1 session per week 6-8 week season.

Skills School is a developmental foot skills class for the serious soccer player. All sessions are conducted in a high tempo environment and are designed to increase a players maneuverability on the ball. Players will increase effectiveness in ball control and manipulation through a series of small sided competitive scenarios.

**Internal Notes:** Ratio - 1:8. Minimum class size - 4. Classes are broken down by age. All equipment is provided by USSI. Cleats and shin guards are advised for all players (unless indoor). Only taught by senior trainers. This is not a team based program, traditional scrimmages will not be played.

---

**Product:** Soccer Camp

**Age:** 5 to 14 years.      **Level:** Found/Dev/Adv      **Type:** Camp

**Duration:** 9-12:30pm or 1-4pm or 9-4pm. Mon to Fri

USA's Soccer Camp is ideal for players of any ability. Sessions will focus on the refinement of key skills including shooting, passing, dribbling and team play. Players will compete in USA's World Cup competition throughout the camp, extra credit will be given for displays of sportsmanship and teamwork.

**Internal Notes:** Ratio - 1:12. Minimum class size - 16. Classes are broken down by age and ability on site. All players must bring a snack, those staying full day need a lunch also. Parents must provide a gallon of water each day per child. Sunscreen and hat that provides shade is advisable also. USG provides all equipment. Note this camp can take place during summer or any other school vacation time.

---

## T-Ball

**Product:** T-Ball Squirts - Parent and Me.

**Age:** 2 to 3 years.      **Level:** Introduction.      **Type:** Class or Camp

**Duration: Class:** 1 Hr, 1 session per week 6-8 week season.      **Camp:** 1 Hr, Mon to Fri

**With a parent participating by their side, this program will stimulate a child's imagination, develop motor skills and encourage social interaction. With the help of Mom or Dad children will develop their T-Ball skills in hitting, throwing and fielding.**

**Internal Notes:** Ratio - 1:8. Minimum class size 6. Parental participation is required. USG provides all equipment. All equipment used is safety conscious, soft/foam balls and bats only.

---

**Product:** T-Ball Squirts.

**Age:** 3 to 5 years.      **Level:** Introduction      **Type:** Class or Camp

**Duration: Class:** 1 Hr, 1 session per week 6-8 week season.      **Camp:** 1 Hr, Mon to Fri

Utilizing fun games and activities, players will develop their skills in hitting, throwing and fielding. At the end of each session participants will apply these skills into a scrimmage.

**Internal Notes:** Ratio - 1:8. Minimum class size 6. Parents are not required to participate but are recommended to stay for the duration of the class. USG provides all equipment. All equipment used is safety conscious, soft/foam balls and bats only.

---

**Product:** T-Ball Squirts - Senior.

**Age:** 5 to 8 years.      **Level:** Intro/Found      **Type:** Class or Camp

**Duration: Class:** 1 Hr, 1 session per week 6-8 week season.      **Camp:** 1 Hr, Mon to Fri

Players will focus on learning the rules and techniques for hitting and fielding. Each week players will apply what they have learnt into a T-ball game. All Senior Squirts curriculums create an environment which allows players to develop and progress within sport.

**Internal Notes:** Ratio - 1:8. Minimum class size 6. Parental participation is not required. Parents may leave the location and return before the end of class, but would preferably stay on site. USG provides all equipment including helmets.

---

## Tennis

**Product:** Tennis Squirts.

**Age:** 3 to 5 years.      **Level:** Introduction.      **Type:** Class or Camp

**Duration: Class:** 1 hour, 1 session per week 6-8 week season.      **Camp:** 1 hour, Mon to Fri.

**US Sports Institute's Tennis Squirts program is a learning adventure that introduces children aged 3 to 5 to the world of Tennis.** In a low pressure, fun-filled environment, children will have a great time learning the basic skills and strokes. This program follows the guidelines of the highly accredited USTA '10 and Under Tennis' model.

**Internal Notes:** Ratio - 1:8. Minimum class size - 4. Racquets provided by USG. Can be a weekly class or camp. Played on 36 ft court, lowered net, red ball, racquet size 19".-

---

**Product:** Foundation Tennis.

**Age:** 5 to 14 years.      **Level:** Foundation.      **Type:** Class or Camp

**Duration: Class:** 1 Hr, 1 session per week 6-8 week season.      **Camp:** 1.5-3.5 Hr, Mon to Fri

Foundation Tennis classes follow developmental curriculums and guidelines laid out by the USTA. Players will learn the basic skills of stroke production, court movement and footwork skills in a low pressured, yet energetic environment. Most importantly, it's all about having fun, combining progressive drills and games ensuring growth within the sport!

**Internal Notes:** Ratio - 1:8. Minimum class size - 5. Children must provide own racquet. Can be a weekly class or camp. Ages are broken down to 5-8, 8-10 and 11-14, each age range plays on adapted court sizes and with specialist equipment designed to increase success at their age.

---

**Product:** Development Tennis.

**Age:** 6 to 14 years.      **Level:** Development.      **Type:** Class or Camp

**Duration: Class:** 1 Hr, 1 session per week 6-8 week season.      **Camp:** 1.5-3.5 Hr, Mon to Fri

The Development Tennis program caters to intermediate players looking to take their game to the next level. Using curriculums and guidelines laid out by the USTA, Development Tennis allows players to work towards refining the fundamental skills of stroke production, rally consistency and court awareness; all essential aspects to successful match play.

**Internal Notes:** Ratio - 1:8. Minimum class size - 5. Children must provide own racquet. Ages are broken down to 6-8, 8-10 and 11-14, each age range plays on adapted court sizes and with specialist equipment designed to increase success at their age. Advise 2 seasons of Foundation at least, before moving to Development.

---

**Product:** Advanced Tennis.

**Age:** 8 to 14 years.      **Level:** Advanced.      **Type:** Class or Camp

**Duration: Class:** 1 Hr, 1 session per week 6-8 week season.      **Camp:** 1.5-3.5 Hr, Mon to Fri

The Advanced Tennis curriculum caters to high intermediate/advanced level players that are already experienced within the sport. Players will have the chance to develop advanced stroke techniques including various spins, drop shots and lobbing, through conditioned match play, structured drills and games

**Internal Notes:** Ratio - 1:8. Minimum class size - 5. Children must provide own racquet. Ages are broken down to 8-10 and 11-14, each age range plays on adapted court sizes and with specialist equipment designed to increase success at their age.

---

**Product:** High School Tennis.

**Age:** 14 to 18 years.      **Level:** Found/Dev.      **Type:** Class

**Duration: Class:** 1 Hr, 1 session per week 6-8 week season.      **Camp:** 1.5-3.5 Hr, Mon to Fri

Designed to further improve the skills of High School or aspiring High School players of all abilities to join and represent their school. In a sport where singles is usually the name of the game, teamwork skills and benefits are also highly emphasized.

Sessions will include live ball drills that will stimulate match play scenarios that will communally found when playing competitively. This opportunity helps create well-rounded athletes, developing leadership and teaches responsibility.

**Internal Notes:** Ratio - 1:8. Minimum class size - 2. Players do not need to be affiliated with High School Tennis Team. Players must provide own racquet. No experience necessary.

---

**Product:** Adult Tennis.

**Age:** 18 to 80 years.      **Level:** Found/Dev.      **Type:** Class or Camp

**Duration: Class:** 1 Hr, 1 session per week 6-8 week season.      **Camp:** 1.5-3.5 Hr, Mon to Fri

Adult Tennis is designed for beginner to intermediate players looking sharpen skills or learn the fundamentals of the sport.

Classes will focus on improvement of key skills, experiencing singles/doubles match play, and learning of rules & scoring system.

**Internal Notes:** Ratio - 1:8. Minimum class size - 5. Players must provide own racquet. No experience necessary.

---

## Total Sports Squirts

**Product:** Total Sports Squirts - Parent and Me.

**Age:** 2 to 3 years.      **Level:** Introduction.      **Type:** Class or Camp

**Duration: Class:** 1 Hr, 1 session per week 6-8 week season.      **Camp:** 1 Hr, Mon to Fri.

**With a parent participating by their side, this program will stimulate a child's imagination, develop motor skills and encourage social interaction. Children will experience a different sport within each class, including soccer, lacrosse, T-ball, basketball, floor hockey and flag football.**

**Internal Notes:** Ratio - 1:10. Minimum class size 6. Parental participation is required. USG provides all equipment.

---

**Product:** Total Sports Squirts.

**Age:** 3 to 5 years.      **Level:** Introduction      **Type:** Class or Camp

**Duration: Class:** 1 Hr, 1 session per week 6-8 week season.      **Camp:** 1 Hr, Mon to Fri

Participants have the opportunity to experience Lacrosse, Soccer, Basketball, T-Ball, Floor Hockey & Flag Football. All sports are taught in a safe, structured and fun learning environment.

**Internal Notes:** Ratio - 1:10. Minimum class size 6. Parents are not required to participate but are recommended to stay for the duration of the class. USG provides all equipment.

---

**Product:** Total Sports Squirts - Senior.

**Age:** 5 to 8 years.      **Level:** Intro/Found      **Type:** Class or Camp

**Duration: Class:** 1 Hr, 1 session per week 6-8 week season.      **Camp:** 1 Hr, Mon to Fri

Players will learn key skills through small-sided scrimmages in a variety of sports, including Lacrosse, Soccer and Flag Football.

All senior curriculums create an environment which allows players to develop and progress within sport.

**Internal Notes:** Ratio - 1:12. Minimum class size 6. Parental participation is not required. Parents may leave the location and return before the end of class, but would preferably stay on site. USG provides all equipment.

---

## Flag Football

**Product:** Flag Football Squirts.

**Age:** 4 to 5 years.      **Level:** Introduction.      **Type:** Class or Camp

**Duration: Class:** 1 hour, 1 session per week 6-8 week season.      **Camp:** 1 hour, Mon to Fri.

US Sports Institute's Flag Football squirts introduce the game to children for the first time. Using simple and fun concepts to help the children's understanding they will be able to practice the key skills and understand the aim of the game.

**Internal Notes:** Ratio - 1:10. Minimum class size - 6 . All equipment is provided by USSI. Smaller balls used.

---

**Product:** Flag Football Senior Squirts.

**Age:** 5 to 7 years.      **Level:** Intro/Dev.      **Type:** Class or Camp

**Duration: Class:** 1 hour, 1 session per week 6-8 week season.      **Camp:** 1.5-3.5 hours, Mon to Fri.

Flag Football senior squirts will work on the basic skills of the game. Children will improve their throwing & catching and running with the ball. They will also be taught the safety concepts and how to effectively deflag the opposition. The children will learn how to scrimmage gradually over the duration of the program so that by the end of the sessions they can play a full game.

**Internal Notes:** Ratio - 1:12. Minimum class size - 6 . All equipment is provided by USSI. Smaller balls used

---

## Track and Field

**Product:** Track & Field squirts

**Age:** 3 to 5 years.      **Level:** Introduction.      **Type:** Class or Camp

**Duration: Class:** 1 hour, 1 session per week 6-8 week season.      **Camp:** 1 hour, Mon to Fri.

Players will have fun learning the fundamental skills of running, jumping and throwing through a series of activities and fun challenges. Correct techniques will be taught throughout with an emphasis on making it fun.

**Internal Notes:** Ratio - 1:10. Minimum class size - 6 . All equipment is provided by USSI. Smaller balls used.

---

**Product:** Track & Field Senior Squirts.

**Age:** 5 to 7 years.      **Level:** Intro/Dev.      **Type:** Class or Camp

**Duration: Class:** 1 hour, 1 session per week 6-8 week season.      **Camp:** 1.5-3.5 hours, Mon to Fri.

Throughout the program players will focus on improving their technique and developing fundamental skills in running, jumping and throwing. Participants will be able to work on their speed and endurance while learning multiple exercises to help them improve as an all round athlete that they can easily replicate at home.

**Internal Notes:** Ratio - 1:12. Minimum class size - 6 . All equipment is provided by USSI. Smaller balls used

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## FINANCIAL INFORMATION

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**Financial Proposal:**

The table directly below shows the percentage that US Sports Institute would give back to New Providence Borough per registration for all Sports and Tennis programs across all seasons:

Sports/Tennis Instruction	Payment to Borough (% per paid registration)		
	2017	2018	2019
Pre-K to K	21%	21%	21%
Grades 1-8	21%	21%	21%
Adults	21%	21%	21%

**Tennis Program Pricing**

**Weekly Classes**

Please see below the rates that will be charged to participants per hour for all weekly tennis classes. These are programs that meet once a week for typically 6-8 weeks and are available in all seasons:

Weekly Classes: Price charged to participants per hour of instruction.			
Tennis Instruction for:	2017	2018	2019
Pre-K to K	\$20.60	\$20.60	\$20.60
Grades 1-8	\$20.60	\$20.60	\$20.60
Adults	\$20.60	\$20.60	\$20.60

**Summer Camps**

USSI will run two types of summer camp. One will be a day time program and the other will be an evening program. The table below shows the pricing that will be charged to participants per hour. These camps will typically run Monday to Friday for a period of one week (five days):

Sports Instruction	Age	Program hours	Hr rate 2017	Hr rate 2018	Hr rate 2019
Tennis Camp - Day	5 to 14	20	\$10.00	\$10.00	\$10.00
Tennis Camp - Evening	5 to 14	7.5	\$15.30	\$15.30	\$15.30

## Multi Sports Program Pricing (all non tennis programs)

### Weekly Classes

Please see below the rates that will be charged to participants per hour for all weekly Multi Sports classes. These are programs that meet once a week for typically 6-8 weeks and are available in all seasons:

Weekly Classes: Price charged to participants per hour of instruction.			
Multi Sports Instruction for:	2017	2018	2019
Pre-K to K	\$20.60	\$20.60	\$20.60
Grades 1-8	\$20.60	\$20.60	\$20.60
Adults	\$20.60	\$20.60	\$20.60

### Summer Camps

USI offer a number of summer camp options. All camps will fall under one of the categories listed below:

Sports Instruction	Age	Program hours	Hr rate 2017	Hr rate 2018	Hr rate 2019
Any Full Day Summer Camp*	5 to 11	35	\$6.30	\$6.30	\$6.30
Any Half Day (am) Summer Camp*	5 to 11	17.5	\$10.80	\$10.80	\$10.80
Any Half Day (pm) Summer Camp*	5 to 11	15	\$10.60	\$10.60	\$10.60

\*Excluding Golf

Sports Instruction	Age	Program hours	Hr rate 2017	Hr rate 2018	Hr rate 2019
Any Sports Evening Camp*	5 to 14	7.5	\$15.30	\$15.30	\$15.30

\* Excluding Golf

Sports Instruction	Age	Program hours	Hr rate 2017	Hr rate 2018	Hr rate 2019
Any 2yr to 5 yr old Sports Camp*	2 to 5	5	\$19.80	\$19.80	\$19.80

\* Excluding Golf

<b>Golf Instruction</b>	<b>Age</b>	<b>Program hours</b>	<b>Hr rate 2017</b>	<b>Hr rate 2018</b>	<b>Hr rate 2019</b>
Golf Squirts	4 to 5	3.75	\$26.00	\$26.00	\$26.00
First Play Golf Camp	5 to 10	7.5	\$18.00	\$18.00	\$18.00

### Other programs

USSI also offer the option of running mini-camp programs during school breaks outside of the summer. Examples of this include Teacher Convention, winter and spring breaks. These programs can run for either one to two days or can be offered for the entire week. Pricing for these programs can be found below:

<b>Mini Camps</b>	<b>Age</b>	<b>Hrs per day</b>	<b>Hr Rate 2017</b>	<b>Hr Rate 2018</b>	<b>Hr Rate 2019</b>
One or Two Day Camp	5 to 11	3.5	\$12.90	\$12.90	\$12.90

<b>Mini Camps</b>	<b>Age</b>	<b>Hrs per day</b>	<b>Hr Rate 2017</b>	<b>Hr Rate 2018</b>	<b>Hr Rate 2019</b>
Four or Five Day camp	5 to 11	7	\$5.60	\$5.60	\$5.60
Four or Five Day camp	5 to 11	3.5	\$9.00	\$9.00	\$9.00
Four or Five Day camp	5 to 11	3	\$9.40	\$9.40	\$9.40

## Tennis Programs History and Projections.

Since 2012 USSI have been running Tennis programs with New Providence recreation. During that time USSI have consistently increased the number of children on the program due the quality of programming and instruction.

The table below shows the number of children enrolled on USSI Tennis programs across all seasons in New Providence since 2012. Additionally, it shows the percentage of the gross revenue that was payable to New Providence recreation and how that revenue has increased year on year. Also included in the table are our projections based on reasonable increases for 2017 through 2019.

Type	Year	Kids	% to New Prov	New Prov \$	NP % Rev increase
Tennis	2012	68	21.0%	\$1,646	
Tennis	2013	237	21.0%	\$6,139	273.0%
Tennis	2014	276	21.0%	\$8,982	46.3%
Tennis	2015	374	21.0%	\$11,138	24.0%
Tennis	2016	319	21.0%	\$10,383	-6.8%
Tennis	2017	351	21.0%	\$11,422	10.0%
Tennis	2018	386	21.0%	\$12,767	11.8%
Tennis	2019	425	21.0%	\$14,266	11.7%

## Overview

USSI had **1274** registrants on Tennis programs since 2012 in New Providence

From 2012 to 2016 New Providence recreation has received **\$38,287**.

USSI reasonably projects that they will see **351** children in 2017 which is a 10% increase on 2016 numbers. Furthermore, we are confident we can continue to grow participation by 10% year on year for 2018 and 2019.

This will mean that USSI projects to provide Tennis programs for **1161** participants from 2017-2019. In this case New Providence would receive **\$38,455** based on the average spend of approximately \$157 per customer.

## Multi Sports Programs History and Projections.

All figures and projections on this page refer to all programs USSI has run with New Providence recreation other than Tennis since 2011. During that time USSI have consistently increased the number of registrants due the quality of programming and instruction.

The table below shows the number of children enrolled on USSI Sports programs across all seasons in New Providence since 2011. Additionally it shows the percentage of the gross that was payable to New Providence recreation and how that revenue has increased year on year. Also included in the table are our projections based on reasonable increases for 2017 through 2019.

Type	Year	Kids	% to New Prov	New Prov \$	NP % Rev Increase
Sports	2011	20	12.5%	\$441	
Sports	2012	257	12.5%	\$3,809	763.2%
Sports	2013	322	12.5%	\$4,635	21.7%
Sports	2014	522	12.5%	\$8,144	75.7%
Sports	2015	643	12.5%	\$10,581	29.9%
Sports	2016	902	12.5%	\$15,243	44.1%
Sports	2017	992	21.0%	\$28,650	88.0%
Sports	2018	1091	21.0%	\$32,088	12.0%
Sports	2019	1201	21.0%	\$35,927	12.0%

### Overview

USSI has **2666** registrants on the Sports programs since 2011.

From 2011 to 2016 USSI has paid New Providence recreation 12.5% of the gross which amounts to **\$42,852**.

Since 2011 USSI have increased programming and registration every year.

USSI will bring the revenue share in line with the Tennis programs and give **New Providence 21% of the gross for 2017 to 2019**. This explains the 88% increase in revenue projection for 2017.

Based on previous history, USSI reasonably projects that they will see **992** participants on all sports programs in 2017 which is a 10% increase on 2016 numbers. Furthermore USSI is confident we can continue to grow participation by 10% year on year for 2018 and 2019. (continued....PTO)

USSI projects **3284** participants on sports programs from 2017-2019.

Based on an average spend of approximately \$140 per participant USSI projects to pay New Providence recreation **\$96,664** over the period of 2017 to 2019 for all sports programs not including tennis.

Combined with the tennis projections USSI therefore project to see **4551 participants** from 2017-19 paying New Providence recreation **\$138,614**.

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## Critical Considerations

USSI takes great pride in offering the highest quality programming available. Our full-time professional staff base and customer service teams are unmatched in the industry. Working in conjunction with the Recreation Department we make it our top priority to provide the residents of your town with the level of service they deserve.

The quality of service we provide to you and your residents means we're often not the cheapest option, but we're confident we do offer the best value for your community. If you were hiring a math tutor for your child would you hire the cheapest one you could find, or the best tutor you could afford? We offer quality programming at affordable pricing.

We respectfully ask that you take the following into consideration when selecting your provider:

- Our pricing and revenue share is set based on the **unmatched quality of programming** we offer.
- Our staff, customer service & programming create the **best overall value** to both the town and consumer.
- USSI has developed a strong understanding of the needs of the New Providence community.
- USSI has **consistently increased participation** year on year in New Providence.
- USSI has built a **loyal following in the community of New Providence** and expanded services annually.
- USSI successfully ran **118 program options during 2016** in New Providence.
- Bids which focus predominantly on lower registration fees and high percentage revenue back to the town will inevitably impact the quality of the programming provided to your community.
- Offering a greater revenue share back to the town often does not mean the town actually receives more revenue. Participation in inferior programming is typically lower which often leads to a reduction in the town's revenue.  
**Refer to the Case Study for a real world example of this.**
- USSI's full time customer service and marketing capabilities ensures your programs have the most participants possible. This increases the overall revenue the town receives from the programs.
- USSI works hard to ensure we give Recreation Departments the support they need to provide a wide array of programming for their communities. We're here year-round as a support service to your department.

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## Actual Case Study for a Union County Town in 2016

The case study below shows the actual figures for a town after USSI was replaced by "Company X" offering a larger revenue share to the town. Ironically, it was only due to the success of the USSI programming that the town was required to issue a RFP. The table below shows the outcome of the RFP and the effect it had on the town's programming.

Year	Company	Programs ran during year	Total Participants
2013	US Sports Institute	19	212
2014	US Sports Institute	48	462
2015	US Sports Institute	57	480
<b>2016</b>	<b>"Company X"</b>	<b>9</b>	<b>38</b>

\*The information in this table was sourced directly from this town's Recreation Department.

In 2016 the Town Commission decided to award the contract to a competitor company based on pricing and increased revenue share to the town. USSI could not offer any programs in the town.

The total participants enrolled in the competitors programs for the entire year was 38 compared to 480 enrolled in USSI programs the previous year.

- Company X only managed to successfully run 9 programs in the entire year compared to USSI's 57 the prior year.  
This represents an **84% drop in successfully run programs.**
- Company X only managed to enroll 38 participants in the entire year compared to USSI's 480 the prior year.  
This represents a **92% drop in enrollment.**
- Even though Company X offered a larger revenue share, the **actual revenue received by the town would be significantly lower** than in previous years due to the precipitous decline in enrollment.
- The residents of the community have had their **recreation options dramatically reduced.**

### Conclusion

USSI can comfortably accommodate the programming needs required by New Providence Recreation. We have the capacity to deliver all required programming and offer a financial package to the town in excess of any other company due our loyal following and high number of attendees.

We also have the ability to expand programming upon request and develop new programming options to suit the needs of the town. We do not believe that any other company can match our total service package which allows us to consistently offer the highest level of programming in the field.

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## REQUIRED DOCUMENTS

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DATE (MM/DD/YYYY)

04/11/2016

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	PHONE (A/C, No, Ext):	845-623-3434	FAX (A/C, No): 845-623-4332
	E-MAIL ADDRESS:	certificates@clginsurance.com	
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED US Sports Institute, Inc 4 Somerset Street Whitehouse Station, NJ 08889	INSURER A:	Greenwich Insurance Company	22322
	INSURER B:	Liberty Mutual	23043
	INSURER C:	IWIF	
	INSURER D:		
	INSURER E:		
	INSURER F:		

## COVERAGES

CERTIFICATE NUMBER:

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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			ASG0908073	04/09/2016	04/09/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000 Sexual Ab \$ 1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			ASA0908076	04/09/2016	04/09/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			ASX0908074	04/09/2016	04/09/2017	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	N/A	WC5-33S-358409-025	12/07/2015	12/07/2016	<input type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> 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				4652568	03/23/2016	03/23/2017	

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

RE: New Providence Community Pool.

## CERTIFICATE HOLDER

## CANCELLATION

New Providence Recreation  
1378 Springfield Avenue  
New Providence, NJ 07974

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

**NOTEPAD**

INSURED'S NAME **US Sports Institute, Inc**

**UNITED1  
OP ID: 7PAT**

**PAGE 2  
Date 04/11/2016**

NY Workers Compensation Policy: NY State Insurance Fund I22547434  
01/10/2016-01/10/2017  
MA Workers Compensation Policy: A.I.M Mutual AWC-400-7028856-2014A  
04/26/2015-04/26/2017  
PA Workers Compensation Policy: Pennsylvania SWIF 05936588 04/01/2016-  
04/01/2017



## STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

**Taxpayer Name:** US SPORTS INSTITUTE, INC.  
**Trade Name:**  
**Address:** 4 SOMERSET STREET  
WHITEHOUSE STATION, NJ 08889  
**Certificate Number:** 1124160  
**Effective Date:** February 02, 2005  
**Date of Issuance:** September 15, 2016

**For Office Use Only:**  
20160915101429267

**Request for Taxpayer  
 Identification Number and Certification**

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

Print or type  
 See Specific Instructions on page 2.

**1** Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**US Sports Institute, Inc.**

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

**3** Check appropriate box for federal tax classification; check only one of the following seven boxes:  
 Individual/sole proprietor or single-member LLC  
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ \_\_\_\_\_  
 Other (see instructions) ▶ \_\_\_\_\_  
 C Corporation  S Corporation  Partnership  Trust/estate

**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.)  
**4 Somerset Street**

**6** City, state, and ZIP code  
**Whitehouse Station, New Jersey 08889**

**7** List account number(s) here (optional)

Requester's name and address (optional)

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Social security number**

			-						
--	--	--	---	--	--	--	--	--	--

OR

**Employer identification number**

5	6	-	2	3	2	3	8	5	9
---	---	---	---	---	---	---	---	---	---

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

**Sign Here** Signature of U.S. person ▶ *A. J. [Signature]* Date ▶ *1/31/16*

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.  
 Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/fw9](http://www.irs.gov/fw9).

**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 1096 (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?* on page 2.
- By signing the filled-out form, you:
- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
  - Certify that you are not subject to backup withholding, or
  - Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
  - Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

**MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)  
N.J.A.C. 17:27**

## **GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS**

During the performance of this contract, US Sports Institute (known as USSI) agrees as follows: USSI, 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 ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates or pay or other forms of compensation; and selection for training, including apprenticeship. USSI 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.

USSI, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of USSI, 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.

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

USSI, 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.

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

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

USSI 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.

## Turn-key Sports Provision

Our job is to make your job easier

Contact us today

(732) 563-2520

[www.UsSportsInstitute.com](http://www.UsSportsInstitute.com)

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

USSI shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, the following document.

Approval Certificate of Employee Information Report

USSI shall furnish such reports or other documents to the Division of Public Contracts Equal Employment Opportunity 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.**

**US Sports institute agree to follow the above during the performance of this contract.**

Signed:   
Name: JOHN WILLIAM  
Title: DIRECTOR  
Date: 12/4/16

**CERTIFICATE OF EMPLOYEE INFORMATION REPORT**  
**INITIAL**

Certification 50647

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-MAY-2013 to 15-MAY-2020

US SPORTS INSTITUTE  
4 SOMERSET STREET  
WHITEHOUSE STA NJ 08889



*Ford M. Scudder*

FORD M. SCUDDER  
Acting State Treasurer

NON-COLLUSION AFFIDAVIT

STATE OF NEW JERSEY )  
 ) ss:  
COUNTY OF MORRIS )

I, JOHN WILLIAMS of the City of MORRISTOWN in the County of MORRIS and the State of NJ of full age, being duly sworn according to the law on my oath depose and say that:

I am DIRECTOR of the firm of US SPORTS INSTITUTE, the respondent submitting the Proposal, and that I executed the said Proposal with full authority so to do; and 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 Proposal; and that all statements contained in said Proposal and in this Affidavit are true and correct, and made with full knowledge that the State of New Jersey relies upon the truth of the statements contained in said Proposal 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 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

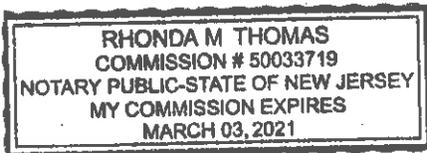
US SPORTS INSTITUTE (N.J.S.A. 52:34-15)

JOHN WILLIAMS  
(Also type or print name of Affiant under signature)

Subscribed and sworn to before me this 2nd day of December, 2016.

[Signature]  
A Notary Public of \_\_\_\_\_

My Commission Expires: \_\_\_\_\_



OWNER DISCLOSURE INFORMATION

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

Name: ANDREW EGGINTON

Name: \_\_\_\_\_

Address: 29 MILL RD

Address: \_\_\_\_\_

LAMBERTVILLE NJ 08530

Name: TODD HEBDEN

Name: \_\_\_\_\_

Address: 21 SPY LANE

Address: \_\_\_\_\_

FLEMINGTON, NJ 08822

Name: JUSTIN MARIOTT.

Name: \_\_\_\_\_

Address: 43 SOUTH PROSPECT ST.

Address: \_\_\_\_\_

VERONA NJ 07044

Name: \_\_\_\_\_

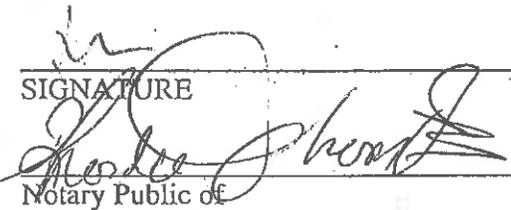
Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

US SPORTS INSTITUTE  
NAME OF BUSINESS ENTITY

SIGNATURE



Notary Public of

DIRECTOR.  
TITLE

My Commission Expires: \_\_\_\_\_, 20\_\_

**RHONDA M THOMAS  
COMMISSION # 50033719  
NOTARY PUBLIC-STATE OF NEW JERSEY  
MY COMMISSION EXPIRES  
MARCH 03, 2021**

**DISCLOSURE STATEMENT**  
(To be submitted with Proposal)

- (a) Is or was anyone in your firm or company a member of the BOROUGH governing body within the last calendar year or a member of his/her immediate family? If yes, then provide the name of the individual below and his/her relationship.

Yes \_\_\_\_\_

No  \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Position

\_\_\_\_\_  
Relationship

- (b) Has any principal/partner of your firm been convicted of an indictable offense? If yes, then please provide further explanation and copies of any relative documents.

Yes \_\_\_\_\_

No  \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Position

\_\_\_\_\_  
Relationship

- (c) Has any individual who would provide service under this contract ever been sanctioned by the appropriate licensing board?

Yes \_\_\_\_\_

No  \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Position

\_\_\_\_\_  
Term

Reason for censure:

- (d) Has any member of your firm ever been barred from doing business with any state, BOROUGH or municipal government? If yes, then please provide further written explanation including date and copies of relevant documentation.

Yes \_\_\_\_\_

No  \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
State, County or  
Municipality

\_\_\_\_\_  
Date

- (e) Has your firm sued the BOROUGH OF NEW PROVIDENCE in the past five (5) years? If yes, then please identify the matter/case and provide further written explanation including date and copies of relevant documents.

Yes \_\_\_\_\_

No  \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

By

JOHN WILLIAMS

Title

DIRECTOR

PROPOSAL 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   | <u>JW</u>     |
| B. Affirmative Action Statement   | <u>JW</u>     |
| C. Non-Collusion Affidavit, properly notarized  | <u>JW</u>     |
| D. Owners Disclosure Information, properly notarized, listing the names of all persons owning ten (10%) percent or more of the proposing entity | <u>JW</u>     |
| E. Disclosure Statement   | <u>JW</u>     |
| F. Authorized signatures on all forms   | <u>JW</u>     |
| G. Business Registration Certificate(s)   | <u>JW</u>     |

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 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:

US SPORTS INSTITUTE  
Person, Firm or Corporation

JOHN WILLIAMS                      DIRECTOR  
BY: (NAME)    (TITLE)