



Township of Toms River  
**PURCHASING**  
CASSIE CAPPARELLI, PURCHASING AGENT  
33 Washington Street, Toms River, NJ 08753

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**[LAW OFFICE OF DONALD F. BURKE] RESPONSE DOCUMENT REPORT**  
PROPOSAL No. PROPOSAL-2024-155  
LEGAL SERVICES IN RELATION TO THE CIBA GEIGY SUPERFUND SITE  
RESPONSE DEADLINE: April 30, 2024 at 10:30 am  
Report Generated: Wednesday, May 1, 2024

**Law Office of Donald F. Burke Response**

**CONTACT INFORMATION**

**Company:**

Law Office of Donald F. Burke

**Email:**

dfburkejr@gmail.com

**Contact:**

Donald Burke

**Address:**

45 Gale Road  
Brick, NJ 08723

**Phone:**

N/A

**Website:**

N/A

**Submission Date:**

Apr 22, 2024 11:40 AM

## ADDENDA CONFIRMATION

*No addenda issued*

## QUESTIONNAIRE

### 1. PRICE CERTIFICATION\*

PLEASE DOWNLOAD THE BELOW DOCUMENT, COMPLETE AND UPLOAD.

**NOTE: THIS IS MANDATORY; FAILURE TO SIGN SHALL BE CAUSE FOR REJECTION**

- [PRICE\\_CERTIFICATION.pdf](#)

TR\_Price\_Certification.pdf

### 2. CORPORATE RESOLUTION

PLEASE DOWNLOAD THE BELOW DOCUMENT, COMPLETE AND UPLOAD.

**NOTE: THIS IS MANDATORY**

- [CORPORATE\\_RESO.pdf](#)

TR\_Resolution.pdf

### 3. MANDATORY AFFIRMATIVE ACTION\*

PLEASE DOWNLOAD THE BELOW DOCUMENT, COMPLETE AND UPLOAD.

**NOTE: THIS IS MANDATORY**

- [MANDATORY\\_EQUAL\\_EMPLOYMENT...](#)

TR\_Mandatory\_Equal\_Employment\_Opportunity.pdf

**4. STATEMENT OF OWNERSHIP\***

PLEASE DOWNLOAD THE BELOW DOCUMENT, COMPLETE AND UPLOAD.

**NOTE: THIS IS MANDATORY**

- [STATEMENT\\_OF\\_OWNERSHIP\\_DISC...](#)

TR\_Statement\_of\_Ownership\_Disclosure.pdf

**5. NON-COLLUSION AFFIDAVIT\***

PLEASE DOWNLOAD THE BELOW DOCUMENTS, COMPLETE AND UPLOAD.

**NOTE: THIS IS MANDATORY**

- [NON\\_COLLUSION\\_AFFIDAVIT.pdf](#)

TR\_Non-Collusion\_Affidavit.pdf

**6. EXCEPTIONS SHEET\***

PLEASE DOWNLOAD THE BELOW DOCUMENT, COMPLETE AND UPLOAD.

**NOTE: THIS IS MANDATORY; PLEASE LIST ANY EQUIVALENT PRODUCTS HERE OR CHECK "NO EXCEPTIONS"**

- [EXCEPTIONS.pdf](#)

TR\_Notice\_of\_Exceptions.pdf

**7. RUSSIA-BELARUS DISCLOSURE**

PLEASE DOWNLOAD THE BELOW DOCUMENT, COMPLETE AND UPLOAD.

**NOTE: THIS IS REQUIRED PRIOR TO AWARD OF CONTRACT, BUT BIDDERS ARE STRONGLY URGED TO INCLUDE WITH THEIR BID SUBMISSION**

- [2024\\_RUSSIA\\_BELARUS.pdf](#)

No response submitted

**8. IRAN DISCLOSURE**

PLEASE DOWNLOAD THE BELOW DOCUMENT, COMPLETE AND UPLOAD.

**NOTE: THIS IS REQUIRED PRIOR TO AWARD OF CONTRACT, BUT BIDDERS ARE STRONGLY URGED TO INCLUDE WITH THEIR BID SUBMISSION**

- [IRAN\\_DISCLOSURE\\_FORM.docx](#)

No response submitted

**9. ADA COMPLIANCE**

PLEASE DOWNLOAD THE BELOW DOCUMENT, COMPLETE AND UPLOAD.

**NOTE: THIS IS REQUIRED PRIOR TO AWARD OF CONTRACT, BUT BIDDERS ARE STRONGLY URGED TO INCLUDE WITH THEIR BID SUBMISSION**

- [ADA\\_COMPLIANCE\\_FORM.pdf](#)

No response submitted

**10. BUSINESS REGISTRATION CERTIFICATE**

PLEASE UPLOAD A COPY OF YOUR BUSINESS REGISTRATION CERTIFICATE. NOTE: APPLICATION MUST BE DONE BY BID OPENING.

**NOTE: THIS IS REQUIRED PRIOR TO AWARD OF CONTRACT, BUT BIDDERS ARE STRONGLY URGED TO INCLUDE WITH THEIR BID SUBMISSION**

No response submitted

**11. W-9**

PLEASE UPLOAD A COPY OF YOUR W-9.

**NOTE: THIS IS REQUIRED PRIOR TO AWARD OF CONTRACT, BUT BIDDERS ARE STRONGLY URGED TO INCLUDE WITH THEIR BID SUBMISSION**

W-9.pdf

## 12. CERTIFICATE OF INSURANCE

PLEASE UPLOAD A COPY OF YOUR CERTIFICATE NAMING THE TOWNSHIP AS THE CERTIFICATE HOLDER AND AS AN ADDITIONAL INSURED ON A PRIMARY AND NON-CONTRIBUTORY BASIS.

**NOTE: THIS IS REQUIRED PRIOR TO AWARD OF CONTRACT, BUT BIDDERS ARE STRONGLY URGED TO INCLUDE WITH THEIR BID SUBMISSION**

No response submitted

## 13. AFFIRMATIVE ACTION/AA302/EMPLOYEE INFORMATION REPORT

PLEASE UPLOAD YOUR AA302 AND COPY OF THE CHECK OR EMPLOYEE INFORMATION REPORT CERTIFICATE.

**NOTE: THIS IS REQUIRED PRIOR TO AWARD OF CONTRACT, BUT BIDDERS ARE STRONGLY URGED TO INCLUDE WITH THEIR BID SUBMISSION; AN AA302 SHALL ONLY BE ACCEPTED IF THE VENDOR HAS NEVER BEEN AWARDED A CONTRACT WITH THE TOWNSHIP.**

No response submitted

## 14. ADDITIONAL DOCUMENTATION

PLEASE UPLOAD ANY ADDITIONAL DOCUMENTATION HERE.

**NOTE: THIS IS NOT REQUIRED**

No response submitted

## 15. CHECKLIST\*

PLEASE DOWNLOAD THE BELOW DOCUMENT, COMPLETE AND UPLOAD.

- [BID\\_CHECKLIST.pdf](#)

TR\_Bid\_Checklist.pdf

**TOWNSHIP OF TOMS RIVER**  
**PRICE CERTIFICATION**

The signature provided on this document certifies that the specifications within were carefully reviewed and all pricing submitted or provided by the Township is approved. The bidder agrees to provide the goods or services specified and inclusive of all terms and conditions.

The optional prompt payment discount shall have no effect on the making of the award.

PROMPT PAYMENT DISCOUNT \_\_\_\_\_% AUTHORIZED INITIALS \_\_\_\_\_

**FAILURE TO SIGN THIS SHEET SHALL BE REASON FOR REJECTION.**

BIDDER NAME: *(MUST MATCH W-9 PROVIDED)*

\_\_\_\_\_  
Donald F. Burke, Esq. Digitally signed by Donald F. Burke, Esq.  
Date: 2024.04.22 10:22:17 -04'00' 7329664922  
SIGNATURE: \_\_\_\_\_ PHONE #: \_\_\_\_\_

Donald F. Burke Proprietor  
PRINTED NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

donaldburkeesq@gmail.com  
EMAIL ADDRESS: \_\_\_\_\_

45 Gale Road  
ADDRESS: Brick, New Jersey 08723 \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
BIDDER'S FEDERAL TAX ID #:  \_\_\_\_\_

**CORPORATE RESOLUTION**

To be completed by all business entities. Individuals listed under Section 1 shall be the only authorized signatories on the Price Certification and any other submitted documentation.

RESOLVED that the following named officers

Donald F. Burke, Esq.

Be and hereby are authorized and empowered to sign and submit to the Township of Toms River the attached proposal and further that said officers are authorized to execute the Contract or any other agreement or bond or statement necessary for the fulfillment of obligations incurred by the acceptance of the Township of Toms River of the bid.

I hereby certify that the above constitutes a true copy of a Resolution passed and approved by the Board of Directors at a meeting held on Date 4/22/24

Affix Corporate Seal:  
if applicable

Signature of Secretary: \_\_\_\_\_

Print name of Secretary: \_\_\_\_\_

## MANDATORY EQUAL EMPLOYMENT OPPORTUNITY

*N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127) and 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 take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

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

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

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

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with



N.J.A.C. 17:27-5.2, or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

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

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

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

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

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302

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



SIGNATURE

4/22/24

DATE

**STATEMENT OF OWNERSHIP DISCLOSURE**

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

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

**Name of Organization:** Law Office of Donald F. Burke

**Organization Address:** 45 Gale Road, Brick, NJ 08723  
 \_\_\_\_\_

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

- Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- For-Profit Corporation (any type)                       Limited Liability Company (LLC)
- Partnership     Limited Partnership
- Limited Liability Partnership (LLP)
- Other (Be Specific) \_\_\_\_\_

**Part II**

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

OR

- No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case shall be.

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

Name of Individual or Business Entity	Business Address

**STATEMENT OF OWNERSHIP DISCLOSURE (CONT'D)**

**Part III Disclosure of 10% or greater ownership in the stockholders, partners or LLC members listed in part II**

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

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

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

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Business Address

**Part IV Certification**

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

Full Name (Print):	<b>Donald F. Burke</b>	Title:	<b>Proprietor</b>
Signature:		Date:	<b>4/22/24</b>

TOWNSHIP OF TOMS RIVER  
NON-COLLUSION AFFIDAVIT

State of New Jersey  
County of Ocean

SS:

I, Donald F. Burke residing in Brick  
(name of affiant) (name of municipality)  
in the County of Ocean and State of New Jersey of full  
age, being duly sworn according to law on my oath depose and say that:

I am Proprietor of the firm of Law Office of Donald F. Burke  
(title or position) (name of firm)

I am \_\_\_\_\_ the bidder making this proposal for the bid  
entitled LEGAL SERVICES IN RELATION TO THE C and that I executed the said proposal with  
(title of bid)

full authority to do so that said bidder 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 above named project; and that all statements contained in said proposal and in this  
affidavit are true and correct, and made with full knowledge that the Township of Toms River relies  
upon the truth of the statements contained in said Proposal and in the statements contained in this  
affidavit in awarding the contract for the said project.

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 \_\_\_\_\_.


Subscribed and sworn to

before me this day

  
Signature

April 22, 2024

Donald F. Burke  
(Type or print name of affiant under signature)

  
Notary public of Donald F. Burke Jr., Esq.  
Attorney at Law of the State of New Jersey  
My Commission expires \_\_\_\_\_

(Seal)

# NOTICE OF EXCEPTIONS

## BIDDERS EXCEPTIONS TO SPECIFICATIONS OR PROVISION OF 'EQUAL' PRODUCTS

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_

Please use additional pages, if necessary.

No exceptions to the specifications.

Acknowledged for: Law Office of Donald F. Burke  
(Name of Bidder)

By:   
(Signature of Authorized Representative)

Name: Donald F. Burke  
(Print or Type)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Request for Taxpayer  
 Identification Number and Certification**  
 Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

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

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1	Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) <b>Donald F. Burke</b>
	2	Business name/disregarded entity name, if different from above.
	3a	Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only <b>one</b> of the following seven boxes. <input checked="" type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . . <b>Note:</b> Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) _____
	3b	If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . <input type="checkbox"/>
	4	Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____  <i>(Applies to accounts maintained outside the United States.)</i>
	5	Address (number, street, and apt. or suite no.). See instructions. <b>45 Gale Road</b>
	6	City, state, and ZIP code <b>Brick, New Jersey 08723</b>
	7	List account number(s) here (optional)
		Requester's name and address (optional)  <b>Redacted Pursuant N.J.S.A.        47:1A-1.1 Personal Identifying        Information</b>

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

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

<b>Social security number</b>															
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<b>or</b>															
<b>Employer identification number</b>															

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

**Part II Certification**

Under penalties of perjury, I certify that:

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

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

<b>Sign Here</b>	Signature of U.S. person	Date <b>4/22/2024</b>
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**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**What's New**

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

TOWNSHIP OF TOMS RIVER  
CHECKLIST

FAILURE TO SUBMIT THE BELOW DOCUMENTATION WITH YOUR BID SHALL RESULT IN THE MANDATORY REJECTION OF YOUR BID.

- COMPLETED AND SIGNED *STATEMENT OF OWNERSHIP DISCLOSURE*
- COMPLETED, SIGNED AND NOTORIZED WITH SEAL AFFIXED TO *NON-COLLUSION AFFIDAVIT*
- COMPLETED AND SIGNED *EXCEPTIONS SHEET*
- COMPLETED *CORPORATE RESOLUTION*
- COMPLETED *ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA*
- COMPLETED AND SIGNED *PRICE CERTIFICATION*
- VALID COPY OF YOUR *PUBLIC WORKS CONTRACTOR REGISTRATION CERTIFICATE*, WHEN APPLICABLE
- COMPLETE *CONSENT OF SURETY*, WHEN APPLICABLE
- COMPLETE *BID SECURITY*, WHEN APPLICABLE
- COMPLETED *FEDERAL NON-DEBARMENT CERTIFICATION*, WHEN APPLICABLE

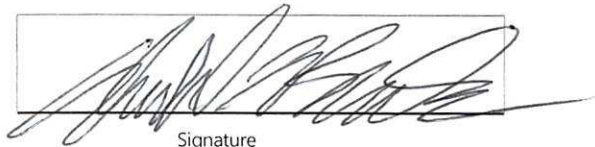
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THE BELOW DOCUMENTATION SHALL BE SUBMITTED PRIOR TO AWARD, BUT BIDDERS ARE STRONGLY URGED TO INCLUDE WITH THEIR SUBMITTAL.

- COMPLETED AND SIGNED *DISCLOSURE OF INVESTMENT ACTIVITIES IN RUSSIA-BELARUS & IRAN*
- COPY OF *BUSINESS REGISTRATION CERTIFICATE* ISSUED BY THE NEW JERSEY DEPARTMENT OF THE TREASURY
- CURRENT *AFFIRMATIVE ACTION* DOCUMENTATION
- CERTIFICATE OF INSURANCE* NAMING THE TOWNSHIP AS AN ADDITIONAL INSURED
- COMPLETED AND SIGNED *W-9*
- COMPLETED AND SIGNED *ADA COMPLIANCE FORM*
- COMPLETED AND SIGNED *FEDERAL TRANSIT ADMINISTRATION (FTA) LOBBYING CERTIFICATION*
- COMPLETED AND SIGNED *DISCLOSURE OF LOBBYING ACTIVITIES (LLL FORM)*
- A COPY OF YOUR *BUSINESS ENTITY ANNUAL STATEMENT* (FORM BE), IF APPLICABLE

Law Office of Donald F. Burke

\_\_\_\_\_  
Company Name

  
Signature

Donald F. Burke

\_\_\_\_\_  
Printed Name