



Proposal for
Improvements to Gouveia Park Entrance

Village of Croton-on-Hudson, New York

May 2, 2016

55 Main Street, 3rd Floor
Yonkers, NY 10701

www.psands.com





May 2, 2016

Eric Morrissey
Office of the Village Manager
Village of Croton-on-Hudson
1 Van Wyck Street
Croton-on-Hudson, New York 10520

VIA EMAIL: emorrissey@crotononhudson-ny.gov

Education

Energy Utility

Hospitality

Public Sector

Real Estate

Science & Technology

RE: Request for Proposal – Improvements to Gouveia Park Entrance
Village of Croton-on-Hudson, New York

Dear: Mr. Morrissey:

Paulus Sokolowski and Sartor Engineering, PC* (PS&S) is pleased to submit a Proposal for Engineering Design services for the Croton-on-Hudson Improvements to Gouveia Park Entrance project. A review of our proposal will demonstrate that PS&S is superbly qualified to provide the professional services called for in this RFP.

PS&S has been involved with numerous roadway and infrastructure improvement projects. In addition to several private development projects throughout Westchester County, PS&S is currently working on the Jackson Avenue Roadway reconstruction project and the Route 9A (Ardsley) widening project for the Town of Greenburgh. PS&S has, and continues to work on phases 1, 2 and 3 of the Saw Mill River Daylighting projects in the City of Yonkers. All of these projects include the preparation of public bid and construction documents.

As the Relevant Experience and Project Team sections of this proposal demonstrate, the PS&S Team is exceptional with regard to our performance and experience on projects of similar scope, and the experience of our project management and technical staff.

PS&S is prepared to respond to any questions that you may have or clarifications that you may need. Please feel free to contact me at (914) 509-8601 for further information, or to schedule an interview.

Very truly yours,
PS&S

Andrew L. Grundy, PE
Senior Associate

**Paulus, Sokolowski and Sartor Engineering, P.C. (PS&S PC) is a professional corporation, owned by professional employees of Paulus, Sokolowski and Sartor, LLC (PS&S LLC). PS&S PC has an exclusive relationship with PS&S LLC that is governed by a Services Agreement entered into by both entities under which PS&S LLC furnishes technical staff to PS&S PC, who work under the direction and responsible charge of appropriately licensed shareholders of PS&S PC. This organization was established in 1993 by licensed professionals of PS&S LLC (established in 1962) in order to comply with professional licensing and business practice requirements of various jurisdictions. The collective projects, personnel and capabilities are reflective of the "PS&S team" and together may be referred to herein as being attributable to "PS&S".*

55 Main Street
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Yonkers, NY 10701

t. 914.509.8600

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Project Understanding/Scope



Project Understanding and Scope

Project Understanding

Based on our review of the request for proposal provided by the Village of Croton-on-Hudson (Croton), PS&S understands the project scope as follows:

- Widen the existing vehicular entrance and approximately 200 linear-feet of the existing entrance driveway into the park from Route 9A. Entrance widening will include the removal of a portion of the existing stone pillars.
- Create a small parking area (40 cars) within the park that will consist of mostly a gravel surface with a small asphalt pavement area for handicap accessible parking.

Scope of Services

PS&S will perform the following scope of services in response to the request for proposal:

DESIGN PHASE

- Utilizing the survey included in the RFP, and provided by Croton in electronic, Autocad format, PS&S will prepare construction drawings required to bid and construct the project scope as outlined in the Understanding of Project above. At this time, the following drawings are anticipated:
 - Existing Conditions and Removals Plan
 - Site Plan & details
 - Erosion and Sediment Control Plan
- PS&S will prepare technical specifications and bid documents for public bid purposes. Specifications will include bid sheets for unit price bidding as well as General and Special Conditions for the project. Technical specifications will meet Croton and NYSDOT requirements, as necessary. Up front, "boiler plate" section will be provided by Croton.
- It is understood that the construction drawings will be submitted by the Town to the NYSDOT for approval. If necessary, PS&S will address two rounds of comments from the NYSDOT.
- During the design phase of the project, a representative from PS&S will attend three (3) meetings with Croton staff as requested/directed. PS&S will prepare meeting minutes/summary for each meeting attended.

BID PHASE:

During the bid phase of the project, PS&S will answer bidder questions regarding plans and specifications, prepare bid addenda (if required) and tabulate/compare bids. Bid phase services will be provided on an hourly basis.

CONSTRUCTION PHASE

During the construction phase, PS&S proposes to provide the following general construction administration services:



Project Understanding and Scope *continued*

- Review and approve or take other appropriate action upon the Contractor's submittals such as shop drawings, product data and samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Construction Documents.
- Responses to Requests for Information (RFIs) and Requests for Clarification (RFCs) submitted by the Contractor(s).
- Coordination with the Client or Client's representative, as required.
- Prepare field observation reports (FORs) for all scheduled site visits. Prepare FORs for additional individual site visits requested by Client or Contractor.
- Evaluation of proposed Change Orders submitted by the Contractor and preparation of associated recommendations.
- Attend on-site construction meetings and field observation visits during the ongoing construction progress.

Construction phase services will be provided on an hourly basis.

Project Schedule

PS&S will provide design phase services in accordance with the following schedule:

Complete 30% plans	30 days after notice of award
Complete 95% plans and specifications	30 days after Croton approval of 30% plans
Complete bid plans and specifications	30 days after Croton and NYSDOT approval of 95% plans

Cost Control/Cost Estimating Policies

PS&S will utilize an integrated approach to design, engineering and cost control practices. PS&S will work closely with Croton during all phases of the project to control the project budget. The project team has experience working with Croton and surrounding municipalities on other roadway/infrastructure projects and understands the cost control and estimating requirements. PS&S will estimate quantities for construction of the project as the project elements and construction cost items take form. Together with Croton staff we will evaluate current cost data available for recent and current construction projects to benchmark expected project costs. This benchmarked data will be utilized to establish reasonable estimates for the construction quantities computed.



Relevant Experience



Relevant Experience

Recent Experience and References

With regard to the RFP's request to provide information regarding example projects of similar scope and nature, PS&S has provided services on numerous representative projects. A listing of selected, representative projects and client contacts follows.

Representative Projects

Name & Location of Project: **Jackson Avenue, Greenburgh, NY**

Contract Title: Jackson Avenue Reconstruction

Agency/Owner: Town of Greenburgh, New York

Contact Name & Telephone No.: Victor Carosi, PE
914-989-1575

Description: Civil and Structural Engineering, Land Surveying and Geotechnical Engineering. Realignment of approximately one-half mile of roadway, project included all roadway design elements and retaining walls.

Period of Performance: October 2015 - Present

Original/Final Contract Amount: \$97,000 / \$121,000

Unique Aspects of Work: Services were provided to realign and reconstruct an accident prone section of roadway. *(Project sheet included)*

Name & Location of Project: **Greenwood Lake Turnpike, West Milford, NJ**

Contract Title: Greenwood Lake Turnpike

Agency/Owner: County of Passaic

Contact Name & Telephone No.: Steven Edmond, PE
973-881-4456

Description: Civil Engineering, Ecological Evaluation, Permitting and Stream Design. Realignment of approximately one mile of roadway, project included all roadway design elements, environmental permitting, relocation of a trout production stream, two new culverts and retaining walls.

Period of Performance: December 1991 - 2008

Original/Final Contract Amount: \$260,000 / \$415,000

Unique Aspects of Work: Services were provided to relocate a C1 Trout Stream that will be displaced by a new County road. PS&S successfully created a new trout stream design. *(Project sheet included)*



Relevant Experience *continued*

Name & Location of Project: **Daylighting of the Saw Mill River at Larkin Plaza, City of Yonkers, NY**

Contract Title: Engineering Design Services for the Daylighting of the Saw Mill River at Larkin Plaza

Agency/Owner: City of Yonkers

Contact Name & Telephone No. Wilson Kimball, Commissioner, Planning and Development
914-377-6648

Description: Site design and bid documents for river daylighting, incorporating hydraulic and hydrologic stream modeling and creation of urban park. PS&S provided multi-disciplinary services including Civil, Environmental Permitting, Structural and Geotechnical Engineering. Civil Engineering services included site layout, utility design, stream hydraulics/design and stormwater management.

Period of Performance: 2009 through 2011

Original/Final Contract Amount: \$1,045,000/\$1,419,000

Unique Aspects of Work: Daylighting of river - creation of urban park and river featuring two dynamic pools and three strategic waterfalls. Preservation of original river flume to be used to by-pass peak flows to avoid potential flooding of the park. CSO separation. *(Project sheet included)*

Name & Location of Project: **Mill Street Courtyard and Saw Mill River Daylighting, City of Yonkers, NY**

Contract Title: Engineering Design Services for the Daylighting of the Saw Mill River at Mill Street Courtyard

Agency/Owner: City of Yonkers

Contact Name & Telephone No.: Wilson Kimball, Commissioner, Planning and Development
914-377-6648

Description: Civil and Structural Engineering and 3D mapping services in support of river daylighting and park creation. Preparation of bid documents, hydraulic and hydrologic stream modeling including construction administration services.

Period of Performance: 2012 to present

Original/Final Contract Amount: \$266,000

Unique Aspects of Work: Daylighting of river – construction of new river channel while maintaining flow. CSO separation. 3-D scanning of underground tunnel. *(Project sheet included)*



Jackson Avenue Roadway Reconstruction

Location

Town of Greenburgh, NY

Client

Town of Greenburgh

Client Type

Public



The Opportunity

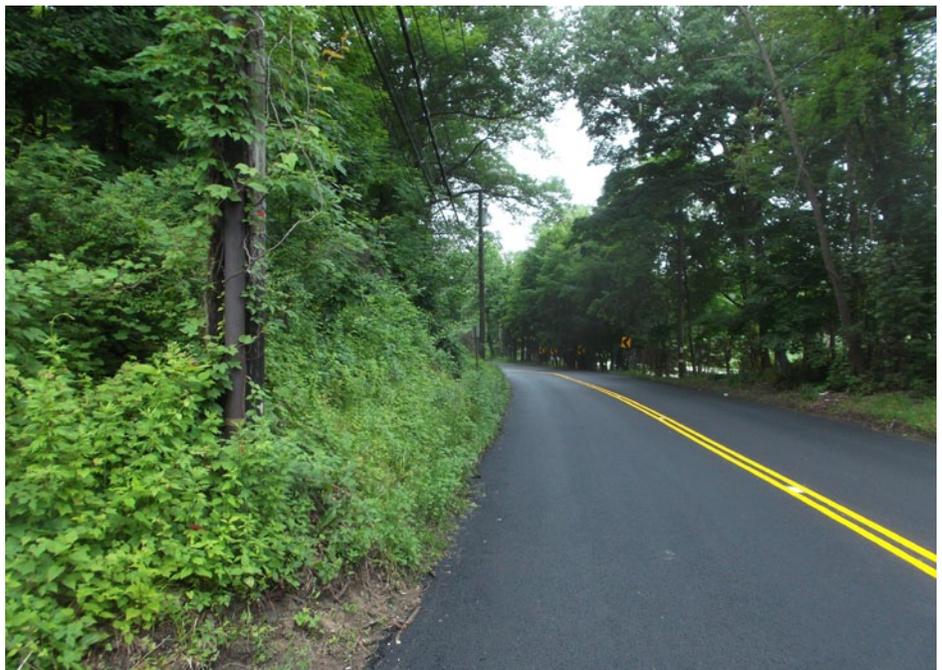
In order to address increasing traffic resulting from a nearby new development, the Town of Greenburgh needed to improve the safety and capacity of a half-mile section of Jackson Avenue. The improvements focused on eliminating multiple sharp curves and widening the roadway to provide standard lane widths and shoulders.

The Challenges

The majority of the project was adjacent to a County park which required minimal disturbance and tree removal as well as the taking of adjacent County-owned parkland to properly realign the roadway. The proposed roadway layout impacted two streams, requiring the reconstruction and enlargement of a stream culvert and the reconstruction/regrading of a 200-foot long section of a stream channel. Maintaining two-way traffic was required during construction.

The PS&S Solution

Working with a team of consultants, PS&S provided Land Survey, Civil Engineering design and Geotechnical Engineering evaluation. PS&S designed the project to provide standard roadway geometry and lane widths. Right-of-way taking maps were developed to assist in Parkland alienation and transfer of land. Retaining walls were designed to minimize impacts to County Park land and preserve existing mature wooded slopes. PS&S worked closely with Westchester County to coordinate stream realignment and integration of the proposed improvements adjacent to a County-owned pump station facility as well as relocation of a driveway serving a County-owned building. PS&S developed extensive construction phasing plans to maintain two-way traffic for the duration of the project.





Greenwood Lake Turnpike

Roadway Reconstruction

Location

West Milford, New Jersey

Client

County of Passaic

Client Type

Public



The Opportunity

Passaic County, New Jersey needed to improve safety and capacity on a one-mile stretch of Greenwood Lake Turnpike and turned to PS&S to design the improvements. The roadway had expanded over the years from low-volume use to a frequented commuter route. The improvements were focused mainly on softening a sharp curve and widening the roadway to improve safety and provide standard lane widths and shoulders.

The Challenges

Portions of the one-mile stretch of roadway were adjacent to Green Acres properties, flood plains and exceptional resource value freshwater wetlands. The construction would require impacts to these environmental features including the relocation of a trout production stream. Complicating the construction, the roadway could not be closed or detoured, requiring a phasing plan to allow two-way traffic at all times.

The PS&S Solution

With an attentive eye on the surrounding environment, PS&S designed the project to provide standard roadway geometry and lane widths. To address the stormwater management requirements, a series of roadside water quality basins were designed to treat roadway runoff prior to discharge to the environmentally sensitive surroundings. PS&S worked closely with the NJDEP and the County to relocate a trout production stream and provide the capacity and habitat consistent with the existing channel. Significant retaining walls were designed to minimize impacts to adjacent wetlands, the stream, and Green Acres properties and preserve existing mature wooded slopes. Wetland impacts were mitigated on site by restoring to wetlands a defunct utility site surrounded by the existing wetlands. PS&S provided an extensive reforestation program to re-vegetate the disturbed areas as well as compensate for the lost Green Acres property. Passaic County and New Jersey Department of Transportation design standards were met, impacts to the environment were minimized and the realigned roadway merged flawlessly into the local highway system.





Daylighting of the Saw Mill River at Larkin Plaza

River Daylighting and Urban Park

Location

Yonkers, New York

Client

City of Yonkers

Client Type

Infrastructure



The Opportunity

The Saw Mill River was buried beneath the City of Yonkers at the beginning of the 20th Century. “Daylighting” the river, that is, returning the river to a more natural, open-air condition, provides many community and ecological benefits, and is itself an objective for the Yonkers plan for social and economic progress. PS&S led a Project Team in creating a new urban river and park through the center of downtown Yonkers, New York.

The Challenges

The River will experience a wide range of flows. Common to urban watersheds, peak flooding conditions can cause very serious concerns about flash floods. Additional issues that were addressed included tidal influence in the lower part of the river, water quality management, proximity to historic and community resources, and pedestrian and traffic circulation in this downtown plaza.

The PS&S Solution

PS&S created a winning solution for the Saw Mill River Daylighting challenge. Our design included daylighting of the river within a beautiful new urban park, featuring two dynamic pools and three strategic low waterfalls. The design will make the water attractively visible and audible throughout the year, including during potentially low-flow summertime conditions. The design also preserved the existing underground flume. Peak flows will be diverted to the flume to avoid potentially hazardous flooding in the new park, and make economical re-use of the existing, viable asset.





Mill Street Courtyard and Saw Mill River Daylighting

River Daylighting and Urban Park

Location

Yonkers, New York

Client

City of Yonkers

Client Type

Public

The Opportunity

Based on the success and commendations of the award-winning initial phase of “daylighting” of the Saw Mill River in the center of its downtown, the City of Yonkers is continuing to return the Saw Mill River to its natural state by “daylighting” another section of the river to further the social and economic benefits experienced from the initial phase.

The Challenges

The project was located on a now vacant series of parcels adjacent to a City-owned right-of-way that had fallen under neglect and remained under utilized for many years. The existing river that bisected the site had been channelized and covered over by buildings long ago.

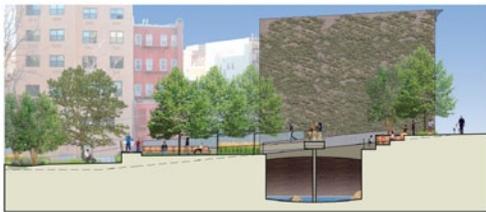
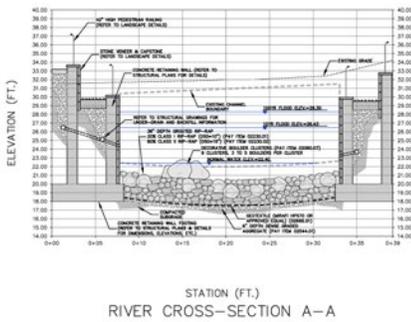
The project objectives required the “daylighting” and reconstruction of the existing river channel and creation of an urban park to maximize the use of public space with no disturbance to the surrounding buildings and infrastructure.

The PS&S Solution

To design the river channel, PS&S provided 3-D scanning technology to develop a three-dimensional model of the sub-surface river channel. This model provided exact cross sections of the channel at key locations needed to evaluate the hydraulic capacity of the existing channel. Utilizing this data, PS&S evaluated the existing sub-surface river channel hydraulics by modeling river flows using HEC-RAS design software. Model output was used to develop channel geometry, channel wall heights and drainage connection elevations.

Reconstruction of the channel allowed the opportunity to provide drainage infrastructure to collect stormwater that previously discharged to the combined sewer system to reduce combined sewer overflow (CSO).

PS&S also provided structural design services for both vehicular and pedestrian bridges over the “daylighted” river to allow for passage between key downtown locations as well as a pedestrian link to the first phase of “daylighting.”





Project Team



Project Team

Key Personnel

In order to provide the best service to Croton, PS&S will select staff that has experience working on projects that have similar design/Engineering requirements. Staff selected to work on a specific project, will remain on that project for the duration of design and construction to provide continuity throughout the project.

Project Management

The project will be led by Andrew Grundy, P.E. Mr. Grundy is also the manager of PS&S' Yonkers office, and will be responsible for the provision of these services. Mr. Grundy has experience in the project management of similar projects including the Jackson Avenue Roadway Reconstruction, Route 9A (at Ashford Avenue), Sawmill River Daylighting Phase 1 and Mill Street Courtyard Daylighting. Mr. Grundy will be the will provide direct day-to-day contact with Croton throughout the term of these services.

Robert Espasa, P.E. will be in charge engineering design for the project. Mr. Espasa will be responsible for the coordination of technical efforts of the design team and will participate in the periodic meetings to keep the project design on track. Mr. Espasa has been the lead Engineer on many roadway design projects including the Jackson Avenue Reconstruction project.

Project Office

Paulus, Sokolowski and Sartor Engineering, PC
55 Main Street, 3rd Floor
Yonkers, New York 10701

The project activities will be managed from the Yonkers office, which is the primary workplace for the Project Manager. Design and Engineering will be completed by staff in both PS&S' Yonkers and Warren, NJ offices.

Paulus, Sokolowski and Sartor Engineering, P.C. (PS&S) is registered with the New York State Education Department to provide Professional Engineering and Land Surveying services. The registration certificates are included herein for reference.

Resumes of key personnel follow.



Andrew Grundy, PE, LEED AP

Senior Associate

Civil Engineering

Mr. Grundy has over 26 years of diversified civil engineering experience. He has been responsible for the management and design of various types of site development projects in both the private and public sectors, including commercial, retail, institutional and residential subdivision design; specializing in concept plans, site engineering design, regulatory approval/permitting and construction oversight. He has also been responsible for the development of realty subdivision and site plan layout including grading, drainage, sanitary sewer, utilities, on-site sanitary disposal systems and wastewater pumping stations. Public project experience includes infrastructure design of watermains, sanitary sewers and storm sewers as well as CSO separation. Mr. Grundy has been involved in the monitoring of project construction including coordination of building, utility and site work as well as field design modifications.

Education

Hofstra University,
NY: B.S., Mechanical
Engineering/1989

Credentials

Professional Engineer:
New York and Connecticut

LEED Accredited
Professional

Affiliations

American Society of Civil
Engineers

Relevant Experience

Jackson Avenue Reconstruction – Greenburgh, NY: Project Engineer for roadway reconstruction/realignment of one-half mile section of roadway. Services included design of roadway geometry, grading, retaining walls and maintenance and protection of traffic. Coordination with County and Town government regarding right-of-way taking and adjacent land issues. Services also included land surveying as well as preparation of bid documents and cost estimates.

Route 9A Reconstruction – Greenburgh, NY: Project Engineer for roadway widening/reconstruction of NYS Route 9A in Greenburgh, NY. Services included preparation of specifications and bid documents to be used for public bid.

City of Yonkers, Saw Mill River Daylighting Project Phase I – Yonkers, NY: Project Manager for design and municipal bid package of river “daylighting” project that included creating a new urban river and park through the center of downtown Yonkers, New York. Services from conceptual design through construction documents and administration. Project included complex hydraulic and hydrologic evaluation and extensive utility relocation and replacement. Project received “2013 Project of the Year” award from NYSSPE. Project received “2013 Project of the Year” award from NYSSPE.

Orange & Rockland Utilities – Orange County, NY: Project Engineer for various public utility gas distribution projects including obtaining construction permits from regulatory agencies including NYSDOT, Orange County DPW and various Towns.

City of Yonkers, Saw Mill River Daylighting Project Phase II – Yonkers, NY: Project Manager for design and municipal bid package for Phase 2 (Mill Street Courtyard) of the “daylighting” of the Saw Mill River in downtown Yonkers which included the daylighting of a section of the Saw Mill River previously covered by buildings that included the creation of a new urban park. Project included complex hydraulic and hydrologic evaluation, construction of retaining walls, vehicular and pedestrian bridges and extensive utility relocation and replacement. Services included conceptual design, construction documents, public bid support and construction administration.



Lisa DiGerolamo, PE

**Vice President
Civil Engineering**

Ms. DiGerolamo is a Vice President and Senior Project Manager with 28 years of experience with various types of infrastructure projects including roadway design for state, county and local agencies. Ms. DiGerolamo's responsibilities include engineering design from concept to construction documents, client contact, project budgets, schedule and supervision of a technical design team.

Ms. DiGerolamo has extensive experience with roadway design projects, including state highways, county roadway and municipal improvements including roadway widening, roadway signage, roadside safety systems, horizontal/vertical alignment, noise walls, grading and drainage systems.

Education

Stevens Institute of
Technology: B.E./1987

Montclair State University:
M.B.A./1993

Credentials

Professional Engineer:
New Jersey and New York

Affiliations

American Society of
Civil Engineers

Relevant Experience

Mill Street Courtyard and Saw Mill River Daylighting Phase 2 – Yonkers, NY: Project Hydraulic Engineer for design of phase 2 of the “daylighting” of the Saw Mill River in downtown Yonkers which included the daylighting of a section of the Saw Mill River previously covered by building that included the creation of a new urban park. Project included complex hydraulic and hydrologic evaluation, incorporating new retaining walls and vehicular and pedestrian bridges into the modeling. Hydraulic solutions considered the various storm events from the 2, 10, 50 and 100 year events.

Morris County, 9 Bridge/Culvert Rehabilitation Program – Morris County, NJ: Responsible for the preparation of hydraulic/ hydrological calculations for the replacement of bridges and culverts and the NJDEP stream encroachment and freshwater wetlands permit applications.

Edgewater iPark, River Road – Edgewater, NJ: Project Manager responsible for all aspects of site development design from feasibility to conceptual plans through to construction administration for Hudson River waterfront property. The project includes incorporation of residential and retail uses with a portion of the property dedicated to a new municipal building. The residential and retail facilities are supported by parking structures as well as on grade parking. The development along the Hudson River also includes a waterfront walkway and pocket park within the development. The project has been done in a phased approach, requiring review and approval of the local planning board for the various phases. The project also required roadway improvements on the County Road.

Essex County Culverts – Essex County, NJ: Project Engineer responsible for all aspects of plan development, hydrologic analysis, HECRAS stream modeling, NJDEP permitting and roadway design for the replacement of several culverts in Essex County.

Greenwood Lake Turnpike Realignment and Stream Reconstruction – West Milford, NJ: Project Manager responsible for all aspects of the project through construction. Project included the realignment of approximately one mile of roadway through environmentally sensitive areas. Stormwater management solutions for the project required incorporation of several water quality basins as the project was adjacent to a trout production stream. The project also included two new culvert crossings and the relocation and design of 400 linear feet of trout production stream.



Lisa DiGerolamo, PE

continued

Interstate 287 HOV Widening – Somerset County, NJ: Responsible for the preparation of design plans, specifications and cost estimates; hydrological/ hydraulic studies and designs for 28 stream crossings and detention basin design. Also responsible for the New Jersey Department of Environmental Protection Stream Encroachment Permits.

Widening of Route 287 – Morris County, NJ*: Project engineer responsible for various aspects of roadway design for a 10 mile stretch of Route 287 in Morris County including horizontal and vertical alignments, roadside safety systems, drainage, grading, stormwater management, permitting, noise walls, soil erosion and utility coordination.

Jeffers Landing Road – Atlantic County, NJ: Project Manager responsible for the preparation of roadway rehabilitation drawings for approximately 6300 linear feet of Jeffers Landing Road for Atlantic County.

Upper Ferry Road – Ewing, NJ: Responsible for the preparation of design plans, ROW plans and construction cost estimates for realignment.

Spring St./ Hilltop Rd Realignment – Ramsey, NJ: Responsible for preparation of design plans and NJDEP permit.

New York State Thruway & New York State Dept. of Transportation Improvements – Woodbury, NY: Project Manager responsible for the preparation of design and construction plans for the widening of the NYSTA for the widening of the Woodbury toll booth and new exit ramp. Route 32 was also improved with intersection improvements and the installation of two overhead signs.

Saw Mill River Daylighting – Yonkers, NY: Project Manager responsible for all project aspects including hydrologic/hydraulic designs and construction plan development. The daylighting of the 26 square mile watershed through a new public park required the interception of base flow and lower storm events to a series of water features including weirs, freshwater pools, tidal pool and riffles and reconnection with the flume. The park would provide views of the water from the daylighting through the various pools and features to the confluence with the main River. PS&S also completed design of the replacement of the utility systems within the surrounding roadway, replacing the aged infrastructure with new facilities.



Robert Espasa
Senior Project Engineer
Civil Engineering

Mr. Espasa has 20 years of design and management experience in a wide variety of civil engineering projects related to site development and urban redevelopment, roadway design and construction management. His primary focus has been in the land development field concentrating on site plans and subdivisions. He has also worked on numerous sustainable design/LEED projects. Design tasks include site permitting, feasibility studies, concept planning, stormwater management, utility design and layout, horizontal and vertical roadway alignments, lot geometry and grading. He has also provided construction oversight for large construction projects. Mr. Espasa primary goal in all his projects is to meet and exceed client expectations.

Education

Rutgers University: B.S., Civil Engineering/1996

Credentials

Professional Engineer: New Jersey and New York

LEED Accredited Professional

Affiliations

American Society of Civil Engineers

Relevant Experience

Jackson Avenue Reconstruction – Greenburgh, NY: Project Manager for roadway reconstruction/realignment of one-half mile section of roadway. Services included design of roadway geometry, grading, retaining walls and maintenance and protection of traffic. Coordination with County and Town government regarding right-of-way taking and adjacent land issues. Services also included land surveying as well as preparation of bid documents and cost estimates.

Brookdale Community College, Parking Improvements – Middletown, NJ*: Parking lot design and construction inspection of approximately 6,000 tons of asphalt paving and infrastructure improvements.

Duke Farms, LEED Improvements, Reuse and Renovation Project – Hillsborough, NJ*: Project Manager for civil engineering for this LEED Platinum project which included regenerating croplands to constructed wetlands, permeable pavement parking areas, constructed wetlands for sanitary waste disposal, stormwater cisterns and grey water system.

Kean University Center for Science, Technology and Mathematics Education (CSTM) – Union, NJ*: Retained by Kean University during the construction phase of the CSTM Building to address certain site-related construction issues. Provided real-time grading, drainage and landscaping solutions to numerous issues, including providing ADA accessible walkways, eliminating runoff ponding, and improving the landscaping and irrigation system.

Science Park High School – Newark, NJ*: Performed a comprehensive feasibility study for the construction of proposed High School facilities and site improvements associated with a two-city block redevelopment project. An inventory of existing utility systems and site constraints was completed. Further analysis was conducted with respect to zoning and land use requirements, traffic circulation, environmental issues, safety, program requirements and permitting. Also provided complete site engineering services for the project. Site improvements included on-site parking facilities, baseball and soccer fields and various retaining walls.



Fritzgerald Laroche, PE

Civil Engineer III

Civil Engineering

Mr. Laroche has 20 years of experience in designs and drafting of roadway, rail, commercial site and land development engineering projects. He has significant experience in permitting (NJDOT, NYSDOT, CALTRANS, Municipal Utility Authority agencies, Township Engineering divisions and New Jersey and New York DEP agencies). He has extensive experience in land development engineering projects and has strong knowledge in establishing roadway and railway alignments, plan and profiles, drainage calculations including, sizing detention basin and pipes, grading, utility designs, soil erosion and sediment, and other site engineering drainage control structures.

Education

California State University,
Long Beach: B.S., Civil
Engineering/1996

Credentials

Professional Engineer:
New Jersey

OSHA 10-Hour Construction
Industry Certified

Affiliations

US Naval Reserves
Association

Relevant Experience

Township of Greenburgh, Jackson Avenue Roadway Widening and Realignment – Township of Greenburgh, Westchester County NY: Responsible for setting horizontal and vertical centerline alignment according to AASTHO standards. Creating plan and profiles using Civil 3D software. Generating cross sections with super-elevation. Assisted structural engineers with retaining wall design. Responsible to ensuring roadway meets NYSDOT and local ordinance standards. Prepared standard details for construction Assisted in determining cost estimates for the project.

U.S. Postal Service Buildings – Bayville and Paterson, NJ; Bronx, NY*: Civil Designer for upgrading of four existing facilities and construction of one new building on an empty lot. For the Bronx site, located all utilities, researched utility plans and prepared art and plans of existing conditions.

Foothill Boulevard Roadway Projects – Foothill, CA*: Major county roadway alignment, plan and profile with cross section. Responsible for setting vertical and horizontal alignment according to California Department of Transportation (CALTRANS) standards. Drainage design included sizing pipes and inlets for roadway stormwater conveyance system.

New Jersey Transit, MTA and Amtrak – Newark, NJ and Manhattan NY*: To alleviate traffic congestion during peak travel times, NJ Transit and Amtrak have proposed construction of a railroad tunnel to be built under the Hudson River that would connect New Jersey to midtown Manhattan. Duties and responsibilities included designing utilities, grading plans, site plans and demolition plans for the Access to Region Core Project in New York and New Jersey area. Prepared preliminary civil engineering documents for various segments of the project stretching approximately 11 miles. Created cross sections, geotechnical interpretation drawings, plan and profile showing rock line, proposed and existing ground. Imported geotechnical data into Microstation and Inroad software V8. Created 3D digital terrain model used to cut sections of proposed river tunnels. Supported Geotechnical Engineers by generating drawings for excavation sequences of tunnel and cavern construction. Imported geotechnical boring logs into profiles for soil layer interpretation. Assisted in sizing Best Management Practice Measures and grading a 90-acre site to drainage a proposed train yard with associated roads, parking and maintenance facilities using Hydrocad, Hydraflow, SWMM5 softwares. Assisted in creating Right-of-Way maps for over 90 lots for the New York area and for over 200 lots in New Jersey.



Fees



Project Fees and Hourly Rates

PS&S proposes to provide the aforementioned Scope of Services as outlined in the “Project Understanding and Scope” section for the not-to-exceed fees tabulated below. These services would be performed in accordance with the relevant terms and conditions of the PS&S General Conditions of Service and the Schedule of Charges and Hourly rates, both dated January 1, 2016 (the “Schedule”).

Design Phase:	\$8,300
Design Phase Meetings: (includes 3 meetings)	\$1,200
TOTAL (Design Phase)	\$9,500
Bid Phase	\$130.00/hour
Construction Phase	\$130.00/hour

PS&S maintains professional liability insurance as outlined on the attached certificates of insurance. Should PS&S be selected for this project and enter into contract with the Village of Croton-on-Hudson, The Village of Croton-on-Hudson would be included as an additional insured.

PS&S General Conditions of Service as well as the Indemnification and Hold Harmless Agreement, Certificates of Insurance, and the W-9 form, follow.



67B Mountain Blvd Ext
PO Box 4039
Warren, NJ 07059

Proposal/Contract No:
Date:

Page 1 of 2

GENERAL CONDITIONS OF SERVICE

These General Conditions of Service and the PS&S Rate Schedule are attachments to this PS&S Proposal. Together they comprise the agreed terms under which PS&S will provide its Services (hereinafter referred to as the "Agreement") for the project described in the Proposal (the "Project"). Any Services requested or required that are not described in the Proposal are considered to be Additional Services. Additional Services will require a written amendment to this Agreement before being performed.

1. CHARGES FOR SERVICES

When PS&S is to be paid on the basis of time expended and expenses incurred on the Project, compensation shall be determined using the hourly rates on the attached Schedule of Charges & Hourly Rates. These rates are effective for six months from January 1, 2016. PS&S reserves the right to increase its rates every six (6) months. However, in no event shall the rates be increased by more than ten percent (10%). If PS&S is to be paid on a fixed-fee or lump-sum basis, compensation shall be paid either on a percentage-of-completion basis, or in accordance with the milestone achievement schedule included in the Proposal.

If the Client requests PS&S to provide other Services in addition to those described in the attached Proposal, PS&S requires a written additional service authorization amending this Agreement, before PS&S will proceed with that work.

2. CHARGES FOR OTHER DIRECT PROJECT EXPENSES

All other expenses incurred for a Project will be separately billed at actual cost plus fifteen percent (15%). Such expenses include, but are not limited to, costs for: subcontractor(s)/consultant(s); laboratory; reproduction [printing, binding, etc.]; special equipment required for Project execution; Project-required travel; special insurance coverage in excess of or different from PS&S's standard insurance coverage; and, any other costs particular to Project engagement. Mileage costs will be billed at the rate authorized by the Internal Revenue Service. If rental vehicles are used (at the option of PS&S), the actual rental charges plus fifteen percent (15%) will be billed instead of using the IRS mileage reimbursement rate.

3. TIME FOR PERFORMANCE

Delays created by scheduling of government meetings, or by Client not responding timely to requests for input, information, or decisions may extend the Project schedule and require an increase in PS&S's compensation. If PS&S's Services have not been completed by the date established in the Proposal for the completion of Services, through no fault of PS&S, all PS&S Services provided thereafter shall be compensated on an hourly-rate basis using the rates attached, notwithstanding any other compensation amount set forth in the Proposal.

Neither party shall be liable to the other for any delay or failure in performance of any of the obligations under this Agreement to the extent such delay or failure is caused by fire, flood, earthquake, civil, governmental or military authority, acts of God, war, terrorist acts, or other similar causes beyond a party's reasonable control and without the fault or negligence of the delayed or non-performing party.

4. PAYMENT

Invoices for all Services: will be issued on a monthly basis; are considered due upon receipt; and, must be paid within 30 days of the invoice date. Interest at one percent (1%) per month (but not exceeding any maximum rate allowed by law) will be charged on any invoice amount not paid within 30 days of the invoice date. All reasonable attorney's fees and costs incurred by PS&S to collect any delinquent amounts shall be added to the amount to be paid by the Client.

PS&S shall not be obligated to deliver any documents for governmental review, deliver any documents or Services for the next Project milestone,

sign and seal documents (or any final Construction Documents), nor shall PS&S be obligated to commence providing any Services during the Construction Phase of a Project while any invoice for properly performed Services (or previously delivered document) is due and remains unpaid more than 30 days after invoice date. If any undisputed invoiced amounts are not paid within 60 days of invoice date, PS&S may suspend its Services or terminate this Agreement whether on this project or another PS&S engagement. Once Services are suspended for nonpayment, they will be resumed at the discretion of PS&S but only when all unpaid amounts, including accrued interest, are paid in full on all other engagements. If PS&S terminates this Agreement for non-payment, the Client shall also be obligated to pay the reasonable costs associated with termination. A suspension of Services shall not preclude PS&S from later electing to terminate this Agreement for continued non-payment of its invoices. Any failure by PS&S to terminate or suspend Services shall not constitute a waiver of, nor be considered a limitation of, these or any other rights and remedies available at law or equity.

If the Client requests PS&S to suspend Project Services for more than 60 days, the Client shall pay PS&S a charge of not more than ten percent (10%) of the amount due for the remaining unperformed Services, as a condition for PS&S to resume the performance of its Services, according to a mutually acceptable revised Project Schedule.

5. TAXES

If applicable, the Client shall pay the cost of any sales, use, excise, value-added or other tax, which is or may become applicable to the Services, in addition to the amount of compensation due to PS&S under this Agreement.

6. PS&S'S RESPONSIBILITIES

PS&S shall perform its Services in a manner consistent with that level of skill and care ordinarily exercised by other professional consultants providing the same or similar Services, under similar circumstances and location that exist at the time of providing the Services. PS&S represents that it is duly qualified to provide the Services that are covered by this Agreement and that it is authorized to enter into and execute this Agreement. No other representation, express or implied, and no warranty or any guarantee is made as part of this Agreement, or in any report, document or other communication provided as part of the Services.

If changes are made by the Client or others to aspects of the project, such as location, that affect the design documentation or Services provided by PS&S, all PS&S liability for such changes and their consequences shall be waived by the Client and Client shall have sole responsibility and liability for such changes and their consequences, unless PS&S was previously advised in writing of such changes, and allowed the proper time in accordance with applicable professional standards, to evaluate such changes. Client shall compensate PS&S for the time required to provide any evaluation required due to such changes.

PS&S's Services are provided to meet the requirements of applicable standards of care, applicable laws, building codes and regulations to obtain needed approvals and permits of governmental authorities with jurisdiction over the project. These requirements may be interpreted differently by government inspectors and building officials, requiring changes to the design documents and the project construction even after permits and approvals have been issued. While this may increase the construction costs of the Project, it does not mean that the design documents were not prepared to meet applicable requirements or professional standards. The additional costs that result, if any, will be deemed to be value-added items, as if required in the original design documentation, and shall not be the basis for any claim for damages against PS&S.

Effective Date: January 1, 2016



7. CLIENT'S RESPONSIBILITIES

The Client will provide to PS&S all available information pertinent to or required for the performance of PS&S's Services as described in this Agreement. PS&S will be permitted to rely on the accuracy and completeness of the Client-supplied information unless doing so would be a breach of the standard of care set forth in Section 6 above. The Client will provide PS&S access to all public and private property as necessary for PS&S to perform its Services, and give prompt written notice to PS&S whenever the Client becomes aware of anything that could affect the Services.

8. PURCHASE/WORK/TASK ORDERS

If the Client issues a purchase/work/task order or other document related to PS&S's Services, it is agreed that such document is issued for Client's internal accounting purposes only and shall not amend, supplement, modify, or delete any terms or conditions of this Agreement regardless of the language on that purchase/work/task order. If there is any conflict between the terms and conditions of such purchase/work/task order and this Agreement, the terms and conditions of this Agreement shall govern.

9. MUTUAL WAIVER OF CONSEQUENTIAL DAMAGES

PS&S and the Client each waive the right to make any claims against the other for consequential damages arising out of or related to this Agreement.

10. LIMITATION OF LIABILITY

To the fullest extent permitted by law, PS&S's total liability to the Client for any and all injuries, claims, losses, costs, damages, or claim expenses arising out of or related to this Agreement, however caused, shall not exceed the total amount of \$50,000 or the amount of PS&S's fee (whichever is greater).

11. PROJECT CONSTRUCTION AND SITE SAFETY

PS&S shall not be responsible for the means, methods, techniques, procedures or sequence of construction, nor shall PS&S be held responsible for the safety precautions and programs of the Client's contractor(s) working at the Project Site, or any failure of those contractor(s) to comply with applicable laws, rules, or regulations. To the fullest extent permitted by law, neither PS&S nor any of its employees, consultants, authorized agents or representatives performing Services at the Project Site or elsewhere shall be liable for any injury occurring as part of the construction of the Project or any site work, due to a failure, breach or disregard of construction safety standards, procedures, Site-specific programs, transportation regulations, or industry practices at the construction Project (or Site) by the Client's contractors or others for whom PS&S is not responsible under this Agreement. PS&S shall only be responsible for the adherence and compliance of all PS&S employees, consultants, authorized agents and representatives with the Project-site safety programs and procedures, and the laws and regulations applicable to those for whom PS&S is responsible under this Agreement.

12. HAZARDOUS OR TOXIC MATERIALS

Unless specifically agreed to in the Proposal, which is part of this Agreement, PS&S shall not be responsible to search for, detect, test, investigate or determine the presence of, monitor, remediate, clean up, remove, contain, treat, detoxify or neutralize hazardous, toxic or radioactive materials, mold, or any other pollutant or toxin within or adjacent to the Project or Site, which is the subject of this Agreement.

13. DOCUMENTATION AND ELECTRONIC MEDIA LIMITATIONS

- A. All drawings, specifications and/or other documents created by PS&S ("Documents") are instruments of service prepared for the Project. PS&S, as the author, retains the intellectual property rights in the Documents, subject to the licenses and rights to use granted in this Agreement.
- B. PS&S grants to the Client an unlimited license to make and retain copies of Documents but solely in connection with its use on the Project. The Documents are not intended or represented to be suitable for use by Client or others to prepare shop drawings, for extensions of the Project

at or on land adjacent to the Project Site or at any location other than the Project Site. Client shall not add to, modify or alter nor allow others to add to, modify, or alter the Documents including any printed copies of the Documents, unless Client shall have removed all references to "Paulus, Sokolowski and Sartor," "PS&S" and any other references, marks, and the like [including metadata or other electronic tags] that relate in any way to, or can be used to identify PS&S as the author of the Documents.

- C. Client shall indemnify, defend, save and hold PS&S, its subconsultants and each of their partners, officers, shareholders, directors and employees harmless from and against any and all claims, judgments, suits, liabilities, damages, costs or expenses (including reasonable attorneys' fees) arising as the result of: i) Client's failure to comply with any of the requirements of this Section 13; or ii) any use, addition to, modification, alteration, change to or misinterpretation of the Documents by Client, or any party that receives the Documents from the Client (the "User(s)").
- D. Files provided in electronic media format [text, data, graphics, or other types of information] are furnished only for the convenience of Client and/or its authorized users. Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of the data's creator, the Users shall perform acceptance tests or procedures within 10 days of receipt of the files, after which the Users shall be deemed to have accepted the data transferred. PS&S shall not be responsible to maintain Documents stored in electronic media format after acceptance by the Client or its Users.
- E. When transferring documents in electronic media format, PS&S makes no representations as to long-term compatibility, usability, or readability of Documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by PS&S. Copies of Documents that may be relied upon by the Client, or its User(s) are limited to the printed versions (also known as hard copies) that are signed and sealed by PS&S.
- F. Client accepts that the conversion of the printed versions of Documents into electronic media format or conversion of Documents from the format supplied by PS&S to another format may introduce errors or other inaccuracies. Client and its Users shall confirm the accuracy of the Documents before using them. Client accepts all responsibility for any errors or inaccuracies arising from the conversion of the Documents to another client-selected format, and releases PS&S and its subconsultants from any liability, costs, losses, or damages or expenses arising as the result of conversion errors or inaccuracies.
- G. Client waives any and all claims and liability against PS&S and its subconsultants resulting in any way from the use of the Documents transmitted pursuant to this Section 13.

14. OTHER TERMS

This Agreement shall be construed in accordance with, and governed by, the laws of the State of New Jersey excluding any choice-of-law principles, including those of the law of the state where the Project is located that would require the application of the laws of a jurisdiction other than New Jersey.

Each party to this Agreement for itself, its successors and in respect of its property, irrevocably consents and agrees that: i) any legal action or proceeding with respect to this Agreement will be brought in a state or federal court in the State of New Jersey, which shall be the exclusive jurisdiction for all legal matters and any appeals; and ii) irrevocably waives any objection that it may have now or later to the laying of venue of any of the aforesaid actions or proceedings in a location in the State of New Jersey.

If any term of this Agreement or its application to any person or circumstance shall be determined to be invalid or unenforceable, the remaining provisions of this Agreement and/or the application of terms or provisions other than those that are found to be invalid or unenforceable, shall not be affected, and this Agreement shall be valid, binding, and enforceable to the fullest extent permitted by law.

**Village of Croton-on-Hudson
1 VanWyck Street
Croton-on-Hudson, NY 10520**

Indemnification and Hold Harmless Agreement

The Contractor shall protect, defend, indemnify, save and hold harmless, and exempt the Village of Croton-on-Hudson, its officers, agents, servants and employees from and against any and all suits, liability suits, actions, legal proceedings, claims, demands, damages, costs, expenses, attorney's fees, professional fees, losses, penalties, settlements, judgments, charges or other expenses or liabilities in connection with or arising directly or indirectly out of this Contract and/or performance hereof and/or work done in performance of this Contract, resulting from or relating to injury to persons, damage to property, death, or actual violation of any statutes, ordinance, administrative order, law rule or regulations, but only to the extent resulting from the negligent acts, errors or omissions of Contractor or it's officers, agents, servants or employees. The Contractor further agrees to investigate, handle, respond to, provide defense for, defend, and indemnify such any claims, etc., at its sole cost and expense and agrees to bear all the other costs and expenses related thereof. The Village reserves the right to retain counsel of its choice at its own expense, or in the alternative, approve counsel obtained by the Contractor at the Contractor's expense.

Company: Paulus, Sokolowski and Sartor Engineering, PC

Name: Renard E. Barnes, Esq. Signature: 

Date: April 29, 2016

Nature/Scope of Work Being Performed: Engineering Design Services

Please sign, date and return to:

**Village of Croton-on-Hudson
Village Clerk's Office
1 VanWyck Street
Croton-on-Hudson, NY 10520**



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/28/2015

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

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

PRODUCER Keystone Risk Partners One Tower Bridge Suite 275 Conshohocken PA, 19428	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
	INSURERS AFFORDING COVERAGE	NAIC#
	INSURER A: New Hampshire Ins. Co. - AIG	
	INSURER B: American Guarantee & Liability	
INSURED Extensis IV, Inc. L/C/F Paulus, Sokolowski & Sartor Engineering, P.C. () 900 US HWY 9 North, Suite 203 Woodbridge, NJ 07095	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	
	26247	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAME 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	ADD'L INSRD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS MADE <input type="checkbox"/> OCCUR _____ GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			Not Applicable			EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS-COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			Not Applicable			COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			UMB 5499247-02	09/30/2015	09/30/2016	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		080687440	09/30/2015	09/30/2016	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000.00 E.L. DISEASE-EA EMPLOYEE \$ 1,000,000.00 E.L. DISEASE-POLICY LIMIT \$ 1,000,000.00

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

CERTIFICATE HOLDER

8013

Evidence of Insurance

 67B Mountain Boulevard Extension
 Warren NJ, 07059

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

Jay Peichel

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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. Paulus Sokolowski & Sartor Engineering PC	
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: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____ <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> 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) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) 67B Mountain Blvd Ext	Requester's name and address (optional)
6 City, state, and ZIP code Warren, NJ 07059	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the 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.

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.

Social security number								
or								
Employer identification number								
2	2	-	3	2	3	0	5	6
4								

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 ▶	Date ▶ 1/6/16
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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.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? 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.