

16 April 2021

*\*original\**

Glen Rock Board of Education  
 Gym Floor Replacement at  
 Richard E. Byrd Elementary School  
 PSA 8654

SUMMARY – BIDDER’S CHECKLIST OF REQUIREMENTS

In compliance with New Jersey Public Law 1999 Chapter 39, the following is the list of supplemental required information referenced in the bid submitted by:

(Bidder) Mathusek Incorporated

To (Owner) Mr. Michael Rinderknecht, Business Administrator / Board Secretary  
 Glen Rock Board of Education

Dated 5/5/21 and which is an integral part of the Bid Form.

**Please Initial**

DESCRIPTION	REQUIRED		PROVIDED	
	Contr.	Sub(s)	Contr.	Sub(s)
Appendix A – List of Subcontractors	X	N/A	PM	N/A
Appendix B – List of Unit Prices	N/A	N/A	N/A	N/A
Appendix C – List of Contract Allowances	X	N/A	PM	N/A
Appendix D – List of Alternates	N/A	N/A	N/A	N/A
Appendix E – Certificate of Bidder Showing Ability to Perform Contract	X	N/A	PM	N/A
Appendix F – Bid Security / Bid Bond	X	N/A	PM	N/A
Appendix G – Certificate of Surety, Performance Bond and Surety Disclosure Statement and Certification	X	N/A	PM	N/A
Appendix H – Prequalification/Notice of Classification Certificates (DPMC) for <b>Bidder and Major Subcontractors.</b>	X	X	PM	N/A
Appendix I – Amount of Uncompleted Contracts Certification (Dpt. of Treasury Form, DPMC) for <b>Bidder and Major Subcontractors.</b>	X	X	PM	N/A
Appendix J – No Material Adverse Change in Qualification Certification for <b>Bidder and ALL Subcontractors.</b>	X	X	PM	N/A
Appendix K – N/A	N/A	N/A	N/A	N/A
Appendix L – Non Collusion Affidavit	X	N/A	PM	N/A
Appendix M – Statement of Ownership Form	X	N/A	PM	N/A
Appendix N 1– Contractor Registration Certificate <b>may be submitted</b> for <b>Bidder and ALL Subcontractors</b> (DOL, Div. of Wage and Hour Compliance)	X	X	PM	N/A
Appendix N 2– Business Registration Certificate <b>may be submitted</b> for <b>Bidder and ALL Subcontractors</b>	X	X	PM	N/A
Appendix O – Prevailing Wage Affidavit	X	N/A	PM	N/A
Appendix P – Equal Opportunity Mandatory Bid Statement	X	N/A	PM	N/A
Appendix Q – Affirmative Action Mandatory Bid Statement	X	N/A	PM	N/A
Appendix R – Disclosure Form	X	N/A	PM	N/A
Appendix S – Statement on Non-Disbarment/Disqualification/Suspension	X	N/A	PM	N/A
Appendix T – Asbestos Acknowledgement Form	X	N/A	PM	N/A
Appendix U – Political Contribution Disclosure Affidavit	X	N/A	PM	N/A
Appendix V – N/A	N/A	N/A	N/A	N/A
Appendix W – Disclosure of Investment Activities in Iran	X	N/A	PM	N/A
Appendix X – Sworn Contractor Certification Requirements for <b>Bidder and ALL Subcontractors</b>	X	X	PM	N/A
Appendix Y - N/A	N/A	N/A	N/A	N/A
Appendix Z - N/A	N/A	N/A	N/A	N/A

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DOCUMENT 00 43 00  
PROCUREMENT FORM SUPPLEMENTS

To: Mr. Michael Rinderknecht, Business Administrator / Board Secretary  
Glen Rock Board of Education  
620 Harristown Road  
Glen Rock, New Jersey 07452

Project: Gymnasium Floor Replacement at Richard E. Byrd Elementary School  
Glen Rock Board of Education  
PSA No. 8654

Date: 5/5/21

Submitted by: Mathusek Incorporated/Phillip Mathusek  
(full name)

(full address) 25B Iron Horse Rd Oakland, NJ 07436

(phone number) 201-405-0004

In accordance with Document 00 21 13 "Instructions to Bidders" and Document 00 41 13 "Bid Form - Stipulated Sum (Single-Prime Contract)," we include the Appendices to Procurement Form Supplements listed below. The information provided shall be considered an integral part of the Bid Form.

The following Appendices are attached to this document:

- Summary – Bidder’s checklist of bid form requirements and supplemental forms.
- Appendix A – List of Subcontractors: In accordance with N.J.S.A. 18A:18A-18, include names and branch of work of each subcontractor to whom the bidder will subcontract the general construction, plumbing/gas, HVAC, electric and structural steel work, each of whom must be prequalified by the DPMC.
- Appendix B – Unit Prices [Not required].
- Appendix C – Allowances: Include all allowances in the stipulated lump sum price submitted on Document 00 41 13 "Bid Form - Stipulated Sum (Single Prime Contract)."
- Appendix D – List of Alternates. [Not required].
- Appendix E – Certificate of Bidder Showing Ability to Perform Contract (N.J.S.A. 18A:18A-23)
- Appendix F – Bid Security (N.J.S.A. 18A:18A-24) Sample Bid Bond enclosed. Provide original document as part of bid submission.

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- Appendix G – Certificate of Surety (N.J.S.A. 18A:18A-25) Sample certificate enclosed. Provide original document as part of bid submission.
- Appendix H – Prequalification/Notice of Classification Certificates (Department of Treasury Form, DPMC - N.J.S.A. 18A:18A-26) Sample Certificates enclosed. Provide copies of original documents as part of bid submission for **both Bidder and Major Subcontractors**.
- Appendix I – Amount of Uncompleted Contracts Certification (Department of Treasury Form, DPMC) Sample certification enclosed. Provide original documents as part of bid submission for **both Bidder and Major Subcontractors**.
- Appendix J – No Material Adverse Change in Qualification Certification (N.J.S.A. 18A:18A-32). Provide original documents as part of bid submission for **both Bidder and ALL Subcontractors for which classification is required**.
- Appendix K – New Jersey Schools Development Authority, Certificate of Prequalification. [Not required]
- Appendix L – Non-Collusion Affidavit.
- Appendix M – Statement of Ownership Form.
- Appendix N1 – Contractor Registration Certificate (Department of Labor, Division of Wage and Hour Compliance) Sample certificate enclosed. Contractor may provide copy of originals with bid submission (**for both Bidder and ALL Subcontractors**), but must be submitted prior to the award of contract.
- Appendix N2 – Business Registration Certificate. Sample certificate enclosed. Contractor may provide copies of original documents as part of bid submission **for both Bidder and ALL Subcontractors**, but must be submitted prior to the award of contract.
- Appendix O – Prevailing Wage Affidavit.
- Appendix P – Equal Opportunity Mandatory Bid Statement.
- Appendix Q – Affirmative Action Mandatory Bid Statement.
- Appendix R – Disclosure Form.
- Appendix S – Certified Sworn Statement on Non-Disbarment/Disqualification/Suspension.
- Appendix T – Asbestos Acknowledgment Form.
- Appendix U – Political Contribution Disclosure Affidavit.
- Appendix V – N/A.
- Appendix W – Disclosure of Investment Activities in Iran.

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Appendix X – Sworn Contractor Certification Requirements for both Bidder and Major Subcontractors.

Appendix Y – Exhibit E-2: Form of Contractor Certification and Consent [Not required].

Appendix Z – Supplemental Conditions: Educational Facilities Construction [Not required].

Note:

Bidders are advised to review the Bidder's Checklist above carefully to ensure that the Bid Submission package includes all mandatory attachments, and that those forms, documents and affidavits requiring signature have been signed, and further, that those documents requiring a Notarized Signature have been duly executed with the Notary's signature and seal.

Many attachments are mandated by law to be included with the bid submission, and failure to include certain ones of them cannot be repaired after bids have been opened. This is why the Bidder's Checklist should be checked with care.

However, please note that some appendices may be requested to accompany the bid, but are not mandated by law to be attached to the bid at time of submission. In such cases listed below, the requested documents still must be provided to the Owner prior to award of contract. Since the Bidder may not be fully aware of the Owner's intended date for resolving to award the contract, The Board of Education is requesting the provision of such documents with the Bid, so that Bidders can assure themselves that they have complied with the legal deadline for sure. Bids may not be rejected solely for lack of those exhibits listed below:

Appendix N1 – Contractor Registration Certificate (Department of Labor, Division of Wage and Hour Compliance) Sample certificate enclosed. Contractor may provide copy of originals with bid submission (**for both Bidder and ALL Subcontractors**), but must submit the Certificate prior to the date of contract award, confirming that the Registration was in effect on the date of the bid submission.

Appendix N2 – Business Registration Certificate. Sample certificate enclosed. Contractor may provide copies of original documents as part of bid submission **for both Bidder and ALL Subcontractors**, but must submit the Certificate prior to the date of contract award, confirming that the Registration was in effect on the date of the bid submission.

Post bid submittals:

In addition to Appendices N1 and N2 listed above, which may be submitted post bid, but still prior to award of contract, the successful bidder must submit, prior to award of contract, a Certification of Non-Debarment for Federal Government Contracts per N.J.S.A. 52:32-44.1 (P/L/ 2019, c.406). The required Certification form may be obtained from the District's Business Administrator. It must be completed, signed, and submitted prior to award of contract.

This Certification of Non-Debarment for Federal Government Contracts is not the same as Appendix S in this Section, which is to be submitted with the bid by all bidders. This post-bid Certification of Non-Debarment by the successful bidder discloses information on those persons or entities having a controlling interest (more than 50% ownership) in the bidder. It also contains controlling ownership information on any affiliated companies owned or controlled by the bidder or its owning or controlling entities. Submittal by the successful bidder, and review of the completed Certification by the District are both required prior to award of contract to the successful bidder.



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APPENDIX A - LIST OF SUBCONTRACTORS

Herewith is the list of subcontractors referenced in the bid submitted by:

(Bidder) **Mathusek Incorporated**  
.....

To (Owner) Mr. Michael Rinderknecht, Business Administrator / Board Secretary  
Glen Rock Board of Education

Dated **5/5/21**  
..... and which is an integral part of the Bid Form.

Identify each major subcontractor **for each of the major trades and the specialty trade(s) indicated below**, if shown. By indicating the subcontractors below, the Contractor certifies that if awarded the bid, the Subcontractors listed below will be awarded subcontracts provided they are approved by the Architect. **All prequalification documentation required for the Bidder shall also be submitted for each Subcontractor as indicated on the Bidder's Checklist above, for each of the major trades and the specialty trade(s), with other selected documents as listed in the Instructions to Bidders.**

The Bidder shall be classified by the New Jersey Department of the Treasury, Division of Property Management and Construction in at least **one (1)** of the following trades:

- (C008) General Construction
- (C009) General Construction / Alterations & Additions
- (C015) Flooring/Tile

In addition, for each trade listed below in which the Bidder is not so classified, the Bidder shall engage a properly classified subcontractor. All subcontractors shall be named in the spaces provided below, under the section entitled, "Major Subcontractors" or "Specialty Trade" as applicable. The Bidder shall provide with the bid the requisite documentation listed in the Bidder Checklist for each named subcontractor as required in these specifications.

All Subcontractors (**irrespective of trade**) must be registered by the State of New Jersey pursuant to the Public Works Contractor Registration Act, N.J.S.A. 34:11-56.48 et seq. to work on school construction projects at the time of the bid. Bidders are requested to include the Public Works Contractor Registration Act Certificate and a Business Registration Certificate pursuant to P.L. 2004 c. 57 for each subcontractor listed.

WORK SUBJECT	NAME
(C092) Asbestos Removal/Treatment	<b>N/A</b> .....

**CERTIFICATION OF NON-DEBARMENT  
 FOR FEDERAL GOVERNMENT CONTRACTS**

N.J.S.A. 52:32-44.1 (P.L. 2019, c.406)

**This certification shall be completed, certified to, and submitted to the contracting unit prior to contract award, except for emergency contracts where submission is required prior to payment.**

PART I: VENDOR INFORMATION	
Individual or Organization Name	Mathusek Incorporated
Address of Individual or Organization	25B Iron Horse Rd Oakland, NJ 07436
DUNS Code (if applicable)	15549541
CAGE Code (if applicable)	3CTX7
Check the box that represents the type of business organization:	

- Sole Proprietorship (skip Parts III and IV)  
  Non-Profit Corporation (skip Parts III and IV)  
 For-Profit Corporation (any type)  
  Limited Liability Company (LLC)  
  Partnership  
 Limited Partnership  
  Limited Liability Partnership (LLP)  
 Other (be specific): \_\_\_\_\_

PART II – CERTIFICATION OF NON-DEBARMENT: Individual or Organization			
I hereby certify that the <b>individual or organization listed above in Part I</b> is not debarred by the federal government from contracting with a federal agency. I further acknowledge: that I am authorized to execute this certification on behalf of the above-named organization; that the <b>Glen Rock Board of Education</b> is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the date of contract award by the above named public agency to notify the Board of Education in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the Board of Education, permitting said Board of Education to declare any contract(s) resulting from this certification void and unenforceable.			
Full Name (Print):	Phillip Mathusek	Title:	Vice President
Signature:	<i>Phillip Mathusek</i>	Date:	5/5/21

<b>PART III – CERTIFICATION OF NON-DEBARMENT: Individual or Entity Owning Greater than 50 Percent of Organization</b>	
<b>Section A (Check the Box that applies)</b>	
<input type="checkbox"/>	Below is the name and address of the stockholder in the corporation who owns more than 50 percent of its voting stock, or of the partner in the partnership who owns more than 50 percent interest therein, or of the member of the limited liability company owning more than 50 percent interest therein, as the case may be.
<b>Name of Individual or Organization</b>	
<b>Home Address (for Individual) or Business Address</b>	
<b>OR</b>	
<input type="checkbox"/>	No one stockholder in the corporation owns more than 50 percent of its voting stock, or no partner in the partnership owns more than 50 percent interest therein, or no member in the limited liability company owns more than 50 percent interest therein, as the case may be.
<b>Section B (Skip if no Business entity is listed in Section A above)</b>	
<input type="checkbox"/>	Below is the name and address of the stockholder in the corporation who owns more than 50 percent of the voting stock of the organization's parent entity, or of the partner in the partnership who owns more than 50 percent interest in the organization's parent entity, or of the member of the limited liability company owning more than 50 percent interest in organization's parent entity, as the case may be.
<b>Stockholder/Partner/Member Owning Greater Than 50 Percent of Parent Entity</b>	
<b>Home Address (for Individual) or Business Address</b>	
<b>OR</b>	
<input checked="" type="checkbox"/>	No one stockholder in the parent entity corporation owns more than 50 percent of its voting stock, no partner in the parent entity partnership owns more than 50 percent interest therein, or no member in the parent entity limited liability company owns more than 50 percent interest therein, as case may be.



**Section C – Part III Certification**

I hereby certify that no individual or organization that is debarred by the federal government from contracting with a federal agency owns greater than 50 percent of the **Organization listed above in Part I** or, if applicable, owns greater than 50 percent of a parent entity of **<name of organization>**. I further acknowledge: that I am authorized to execute this certification on behalf of the above-named organization; that the **Glen Rock Board of Education** is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the date of contract award by the above named public agency to notify the Board of Education in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the Board of Education, permitting said Board of Education to declare any contract(s) resulting from this certification void and unenforceable.

Mathusek Incorporated

Full Name (Print):	Phillip Mathusek	Title:	Vice President
Signature:	<i>Phillip Mathusek</i>	Date:	5/5/21

**Part IV – CERTIFICATION OF NON-DEBARMENT: Contractor – Controlled Entities**

**Section A**

Below is the name and address of the corporation(s) in which the **Organization listed in Part I** owns more than 50 percent of voting stock, or of the partnership(s) in which the **Organization listed in Part I** owns more than 50 percent interest therein, or of the limited liability company or companies in which the **Organization listed above in Part I** owns more than 50 percent interest therein, as the case may be.

Name of Business Entity	Business Address

\*\*Add additional sheets if necessary\*\*

**OR**

The **Organization listed above in Part I** does not own greater than 50 percent of the voting stock in any corporation and does not own greater than 50 percent interest in any partnership or any limited liability company.

**Section B (skip if no business entities are listed in Section A of Part IV)**



<input type="checkbox"/>	Below are the names and addresses of any entities in which an entity listed in Part III A owns greater than 50 percent of the voting stock (corporation) or owns greater than 50 percent interest (partnership or limited liability company).		
<b>Name of Business Entity Controlled by Entity Listed in Section A of Part IV</b>		<b>Business Address</b>	
**Add additional Sheets if necessary**			
<b>OR</b>			
<input checked="" type="checkbox"/>	No entity listed in Part III A owns greater than 50 percent of the voting stock in any corporation or owns greater than 50 percent interest in any partnership or limited liability company.		
<b>Section C – Part IV Certification</b>			
<p>I hereby certify that the <b>Organization listed above in Part I</b> does not own greater than 50 percent of any entity that that is debarred by the federal government from contracting with a federal agency and, if applicable, does not own greater than 50 percent of any entity that in turns owns greater than 50 percent of any entity debarred by the federal government from contracting with a federal agency. I further acknowledge: that I am authorized to execute this certification on behalf of the above-named organization; that the <b>Glen Rock Board of Education</b> is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the date of contract award by the Board of Education to notify the Board of Education in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the Board of Education, permitting said Board of Education to declare any contract(s) resulting from this certification void and unenforceable.</p>			
Full Name (Print):	Phillip Mathusek	Title:	Vice President
Signature:	<i>Phillip Mathusek</i>	Date:	5/5/21

End of Certification Form.

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DOCUMENT 00 41 13  
BID FORM – STIPULATED SUM (SINGLE-PRIME CONTRACT)

To: Mr. Michael Rinderknecht, Business Administrator / Board Secretary  
Glen Rock Board of Education  
620 Harristown Road  
Glen Rock, New Jersey 07452

Project: **Gymnasium Floor Replacement at Richard E. Byrd Elementary School**  
Glen Rock Board of Education  
PSA No. **8654**

Date: May 5, 2021

Submitted by: Phillip Mathusek  
(full name)

(full address) 25B Iron Horse Rd  
Oakland, NJ 07436

(phone number) 201-405-0004

Submit one (1) original and two (2) copies of the executed offer and all required documentation on Bid Forms provided, signed and sealed with required security deposit and required attachments in a closed opaque envelope, clearly identified with Bidder's Name, Project Name and number, and Owner's Name on the outside.

1. OFFER

Having examined the Place of The Work and all matters referred to in the Instructions to Bidders and the Contract Documents prepared by Parette Somjen Architects L.L.C. for the above referenced project, we, the undersigned, hereby offer to enter into a Contract to perform the Work on the Base Bid for the Sum of:

TOTAL BASE BID PRICE

\$ 59,916.00 .....dollars, lawful money of the USA  
(In Numerical Figures)

\$ Fifty Nine Thousand Nine Hundred Sixteen .....dollars, lawful money of the USA  
(Written in Words)

*Price is only for Gym floor replacement  
NO Asbestos.*

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The Base Bid is for all work (labor and material) for all work outlined in the drawings, project manual, and specifications.

**Notes:**

If written amounts above differ from the Numerical Figures for each entry, only the written amount will be accepted as the Bid or Alternate Bid Sum.

For Alternate Bid items, ensure that the applicable action is circled. If the selection of **Add**, **Deduct**, or **No Change** has not been indicated on the Bid Form, the Owner will make their best final determination of the intended meaning based on comparison with other bids, or they may declare the bid as non-responsive.

All applicable federal taxes, State of New Jersey taxes and Local taxes are included in the Bid Sum except those that must not be included in the bid in accordance with the Instructions to Bidders.

The **GENERAL PROJECT ALLOWANCE** amount of 

\$ 30,000.00
--------------

 MUST be included in the Base Bid total Price entered above.

2. ACCEPTANCE

This offer shall be open to acceptance for sixty (60) days from the bid opening date.

If this bid is accepted within the time stated, or such additional time to which we have agreed, and we fail to commence the Work by the date required in the Contract Documents or to execute the Contract and provide the required bonds and certificates of insurance within the time required by the Contract Documents, the security deposit shall be forfeited to the Owner by reason of our failure. If the difference between this bid and the bid upon which a Contract is signed, plus any additional expenses related to the default exceeds the amount of the forfeited security deposit, we shall be liable to the Owner for the difference.

In the event our bid is not accepted within the time stated above, the required security deposit will be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

3. CONTRACT TIME

The bidder hereby affirms that all work embodied within this Contract for the base bid and any accepted alternates will be completed by the schedule outlined in Document 00 21 13 Instructions to Bidders. Bidder agrees to commence work no later than two (2) days after the Notice to Proceed. Furthermore, each Bidder agrees to provide sufficient staff and as many work crews as necessary to meet the specified completion date including the use of multiple crews working simultaneously.

TIME IS OF THE ESSENCE for this project and each contractor shall be liable to pay to the Owner liquidated damages if the project is not substantially complete by the date referenced in Document 00 21 13 Instructions to Bidders, section entitled "Contract Time".

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4. ADDENDA

The following Addenda have been received. The modifications to the Bid Documents noted below have been considered, and all costs are included in the Bid Sum.

Addendum # 1 Dated April 26, 2021

Addendum # ..... Dated .....

Addendum # ..... Dated .....

QUALIFICATION OF BIDDERS:

Each Bidder shall submit with his / her bid the following documents:

Bid Security: Each Bidder's proposal must be accompanied by a Certified Check, Cashier's Check or Bid Bond in the amount of 10% of the bid, but not in excess of \$20,000.00. The bid must also be accompanied by a certificate from a Surety Company authorized to do business in the State of New Jersey, certifying that said Company will provide the Bidder with a Performance Bond in the full amount of the Contract Price and in the form prescribed by the Specifications, in the event that the Bidder is awarded the Contract.

Those forms and affidavits referenced in Section 00 43 00 Procurement Form Supplements are attached and included herewith in the bid submittal.

5. BID FORM SIGNATURES

Respectfully submitted for: Mathusek Incorporated  
*(Name of Bidding Company)*

By: Phillip Mathusek  
*(Authorized Signature)*

Phillip Mathusek  
*(Printed Name)*

Vice President  
*(Title)*

The Bidder is a(n) –

.....Individual

.....Partnership

......Corporation organized under the laws of the State of New Jersey  
*(insert name of State)*

.....Joint Venture



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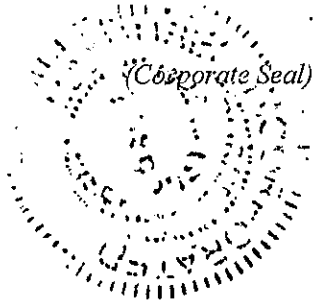
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If a joint venture, submit copy of joint venture agreement and state the name of and type  
(Individual, Partnership, Corporation) of each entity comprising the venture:

.....

.....Other business entity, such as Limited Liability Company – please specify here:

.....



END OF DOCUMENT 00 41 13

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#### APPENDIX C – ALLOWANCES

Allowances shall be included in the bidders base bid (Document 00 41 13 “Bid Form-Stipulated Sum (Single-Prime Contract)”) and shall be enumerated on the schedule of values in the amounts identified below. Since the allowances are in the base bid, contractor’s base bid shall include the bonding, overhead & profit costs for all allowances. Unused allowances will be credited to the owner.

#### **PRIME CONTRACTOR ALLOWANCES:**

##### **A. GENERAL ALLOWANCE FOR THE CONTRACT:**

**Refer to Section 00 41 13 Bid Form, for Allowance Dollar Amount to be included in the Base Bid dollar amount entered on the Bid Form.**

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APPENDIX E – CERTIFICATE OF BIDDER SHOWING ABILITY TO PERFORM  
CONTRACT

State of New Jersey, County of  
I, Phillip Mathusek of Mathusek Incorporated in the county of Bergen  
State of New Jersey of full age, being duly sworn according to law on my oath deposed and say  
that: I am Vice President of the firm of Mathusek Incorporated, the  
bidder making the Proposal for the above named projects, and that I executed the said Proposal with full  
authority to do so; and that said contractor, pursuant to N.J.S.A. 18A:18A-23, certifies that he/she owns,  
leases or controls all the necessary equipment required by the plans, specifications and advertisements  
under which bids are asked for. If the bidder is not the actual owner or lessee of any such equipment, this  
certificate shall state the source from which the equipment will be obtained, and shall be accompanied by  
a certificate from the owner or person in control of the equipment required during such time as may be  
necessary for the completion of that portion of the contract for which it is necessary.

Phillip Mathusek  
(also type or print name of affiant under signature)  
Phillip Mathusek/ Vice President

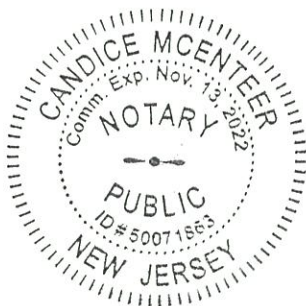
Subscribed and sworn to before me

this 5 day May, 2021

Candice J. McEnteer  
(Seal) Notary Public of New Jersey

Candice J. McEnteer

My Commission Expires Nov. 13, 2022



CANDICE J. MCENTEER  
NOTARY PUBLIC OF NEW JERSEY  
MY COMMISSION EXPIRES NOV. 13, 2022





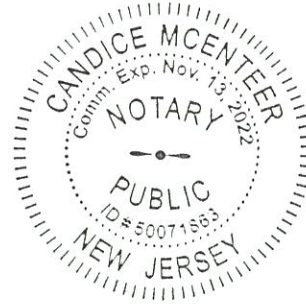
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corporate seal; that it was so affixed by the order of the Board of Directors of said corporation, and that he signed his name thereto by like order.

(SEAL)

Notary Public of New Jersey  
My Commission Expires NOV. 13, 2022



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APPENDIX G – CERTIFICATE OF SURETY

KNOW ALL MEN BY THESE PRESENT, that for and in consideration of the sum of One Dollar, lawful money of the United States, the receipt whereof is hereby acknowledged, paid the undersigned Surety, and for other valuable consideration, the **Great Midwest Insurance Company** a corporation organized and existing under the laws of the State of Texas and licensed to do business in the State of New Jersey, consents and agrees, that if the contract for the **General Construction** \_\_\_\_\_ for the **Gymnasium Floor Replacement** be awarded to **Mathusek, Inc.** the undersigned corporation agrees with the said Contractor to execute the final bond as required by the specifications, and to become Surety in the full amount in accordance with specifications for the faithful performance of the contract. The undersigned Surety does further agree that having examined the INSTRUCTIONS TO BIDDERS, GENERAL CONDITIONS, SUPPLEMENTARY GENERAL CONDITIONS, SPECIFICATIONS, and all other CONTRACT DOCUMENTS, and the bid of **Mathusek, Inc.** hereto attached, we hereby declare that, if said bid or any part thereof be accepted, we are willing to be bound with the said bidder upon the terms and conditions mentioned in the proposal and specifications in two-hundred (200%) percent of the contract sum through the issuance of a Performance Bond and a Labor and Materials Payment Bond, conditioned upon the faithful and satisfactory performance or all obligations and requirements of the contract.

The undersigned Surety does further agree that they will supply a Maintenance Bond in the amount of (100%) percent of the contract sum, (including all change orders) conditioned upon the faithful and satisfactory performance of all obligations and requirements for correction of work for (2) year(s) from date of Substantial Completion.

IN WITNESS WHEREOF, the undersigned **Great Midwest Insurance Company** has caused this agreement to be signed by its duly authorized representative and its corporate seal to be hereto affixed this 6<sup>th</sup> day of May, 20 21.

Countersigned by:

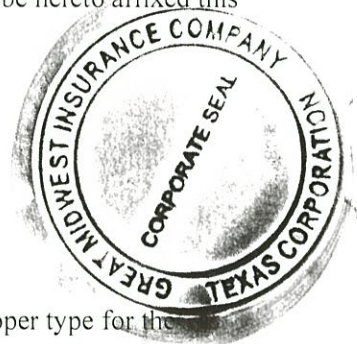
**Great Midwest Insurance Company**

By: \_\_\_\_\_ (Attorney-in-fact)

**Eric J. Follman, Sr., Attorney-in-Fact**

*Kathleen M. Rowe*

Resident Agent **Kathleen M. Rowe, NJ Resident Agent**



NOTE: If the organization of the Surety is other than a corporation, substitute the proper type for the word “corporation”, such as “Partnership, Proprietorship”, etc.

Each executed bond should be accompanied by (a) appropriate acknowledgments of the respective parties; (b) appropriate duly certified copy of Power of Attorney or other certificate of authority where bond is executed by agent, officer or other representative of Principal or Surety; (c) a duly certified extract from By-Laws or resolutions of Surety under which Power of Attorney or other certificate of authority of its agent officer or representative was issued; and (d) duly certified copy of latest published financial statement of assets and liabilities of Surety.

Affix acknowledgments and justifications of Sureties.

Surety companies executing bonds must appear on the Treasury Department’s most current list (Circular 570 as amended) and be authorized to transact business in the State of New Jersey.

## ***Surety Acknowledgement***

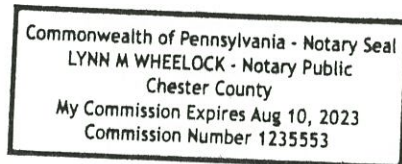
STATE OF  Pennsylvania

SS:

COUNTY OF  Chester

On this  6<sup>th</sup>  day of  May , in the year  2021 , before me personally comes  Eric J. Follman, Sr. , to me known; who, being by me duly sworn, deposes and says that he/she resides in the City of  Wayne, PA , that he/she is the  Attorney-in-Fact  of the  Great Midwest Insurance Company  the corporation described in and which executed the foregoing instrument; that he/she knows the seal of the said Corporation; that the seal affixed to the said instrument is such Corporate seal, that it was so affixed by the order of the Board of Directors of said Corporation, and that he/she signed his/her name thereto by like order.

  
\_\_\_\_\_  
*Lynn M. Wheelock, Notary Public*



SURETY DISCLOSURE STATEMENT AND CERTIFICATION

**Great Midwest Insurance Company** , surety(ies) on the attached bond, hereby certifies(y) the following:

(1) The surety meets the applicable capital and surplus requirements of R.S. 17:17-6 or R.S. 17:17-7 as of the surety's most current annual filing with the New Jersey Department of Insurance.

(2) The capital (where applicable) and surplus, as determined in accordance with the applicable laws of this State, of the surety(ies) participating in the issuance of the attached bond is (are) in the following amount(s) as of the calendar year ended December 31, **2019** (most recent calendar year for which capital and surplus amounts are available), which amounts have been certified as indicated by certified public accountants (indicating separately for each surety that surety's capital and surplus amounts, together with the name and address of the firm of certified public accounts that shall have certified those amounts):

<u>Surety Company</u>	<u>Capital</u>	<u>Surplus</u>
<b>Great Midwest Insurance Company</b>	<b>\$4,550,000</b>	<b>\$129,376,831</b>

**Certified Public Accountant: Ham Langston & Brezina, LLP, 11550 Fuqua Street, Suite 475, Houston, Texas 77034**

(3) (a) With respect to each surety participating in the issuance of the attached bond that has received from the United States Secretary of the Treasury a certificate of authority pursuant to 31 U.S.C. ' 9305, the underwriting limitation established therein and the date as of which that limitation was effective is as follows (indicating for each such surety that surety's underwriting limitation and the effective date thereof):

**Great Midwest Insurance Company**

**Underwriting Limitation: \$10,286,000**

**Effective: July 1, 2020**

(b) With respect to each surety participating in the issuance of the attached bond that has not received such a certificate of authority from the United States Secretary of the Treasury, the underwriting limitation of that surety as established pursuant to R.S. 17:18-9 as of (date on which such limitation was so established) is as follows (indicating for each such surety that surety's underwriting limitation and the date on which that limitation was established):

**N/A**



16 April 2021

Glen Rock Board of Education  
Gym Floor Replacement at  
Richard E. Byrd Elementary School  
PSA 8654

(4) The amount of the bond to which this statement and certification is attached is \$ 10% NTE \$20,000.00

(5) If, by virtue of one or more contracts of reinsurance, the amount of the bond indicated under item (4) above exceeds the total underwriting limitation of all sureties on the bond as set forth in items (3)(a) or (3)(b) above, or both, then for each such contract of reinsurance:

(a) The name and address of each such reinsurer under that contract and the amount of that reinsurer's participation in the contract is as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_; and

(b) Each surety that is party to any such contract of reinsurance certifies that each reinsurer listed under item (5)(a) satisfies the credit for reinsurance requirement.

CERTIFICATE  
(to be completed by an authorized certifying agency  
for each surety on the bond)

I, Eric J. Follman, Sr., as Attorney-in-Fact for Mathusek, Inc., a corporation mutual insurance company/other (indicating type of business organization) (circle one) domiciled in Texas, DO HEREBY CERTIFY that to the best of my knowledge, the foregoing statements made by me are true and ACKNOWLEDGE that, if any of those statements are false, this bond is VOIDABLE.



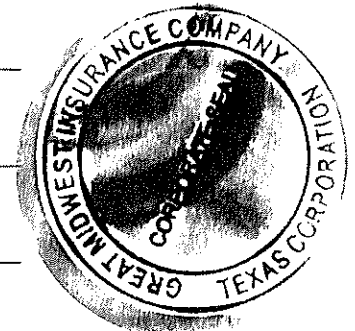
(Signature of certifying agent)

Eric J. Follman, Sr.

(Printed name of certifying agent)

Attorney-in-Fact

(Title of certifying agent)



NEW JERSEY SURETY DISCLOSURE STATEMENT AND CERTIFICATION  
(Pursuant to N.J.S.A. 2A: 44-143)

Great Midwest Insurance Company, surety on the attached bond, hereby certifies the following:

1. The surety meets the applicable capital and surplus requirements of R.S. 17:17-6 or R.S. 17:17-7 as of the surety's most current annual filing with the New Jersey Department of Banking and Insurance.
2. The capital and surplus, as determined in accordance with the applicable laws of this State, of the surety participating in the issuance of the attached bond is in the following amounts as of the calendar year ended December 31, 2019, which amounts have been certified as indicated by certified public accountants, Ham Langston & Brezina, LLP, 11550 Fuqua St., Suite 475, Houston, Texas 77034 and are included in the Annual Statements on file with the National Association of Insurance Commissioners and the New Jersey Department of Insurance (20 West State Street, CN-325, Trenton, NJ 08625-0325):

Surety Company	Capital	Surplus
Great Midwest Insurance Company	\$4,550,000	\$ 129,376,831

Great Midwest Insurance Company has a current rating from A.M. Best Company of A- (Excellent); Financial Size Category IX (\$250 Million to \$500 Million).

3. (a) Great Midwest Insurance Company has received from the United States Secretary of the Treasury a Certificate of Authority pursuant to 31 U.S.C. §9305, and the underwriting limitation per bond established therein on July 1, 2020 is \$10,286,000.

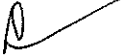
(b) With respect to which each surety participating in the issuance of the attached bond that has not received such certificate of authority from the United States Secretary of the Treasury, the underwriting limitation of the surety as established pursuant to R.S. 17:18-9 is as follows:

\_\_\_\_\_  
\_\_\_\_\_

4. The amount of the bond to which this statement and certification is attached is \$ 10% NTE \$20,000.00.

CERTIFICATE

I Eric J. Follman, Sr., as Attorney-in-Fact for Great Midwest Insurance Company a corporation domiciled in Texas, DO HEREBY CERTIFY that, to the best of my knowledge the foregoing statements made by me are true, and ACKNOWLEDGE that, if any of those statements are false, this bond is VOID.



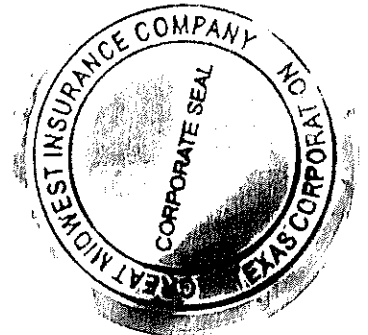
\_\_\_\_\_  
(Signature of certifying agent)

Attorney-in-fact

(Title of certifying agent)

Eric J. Follman, Sr., Attorney-in-Fact

(Printed name of certifying agent)



**POWER OF ATTORNEY**  
**Great Midwest Insurance Company**

KNOW ALL MEN BY THESE PRESENTS, that **GREAT MIDWEST INSURANCE COMPANY**, a Texas Corporation, with its principal office in Houston, TX, does hereby constitute and appoint:

LYNN M. WHEELOCK, ERIC J. FOLLMAN, SR., FERNANDA L. DEPAOLANTONIO, CAITLIN CHRISTINE BAKER

its true and lawful Attorney(s)-In-Fact to make, execute, seal and deliver for, and on its behalf as surety, any and all bonds, undertakings or other writings obligatory in nature of a bond.

This authority is made under and by the authority of a resolution which was passed by the Board of Directors of **GREAT MIDWEST INSURANCE COMPANY**, on the 1<sup>st</sup> day of October, 2018 as follows:

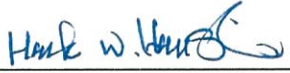
Resolved, that the President, or any officer, be and hereby is, authorized to appoint and empower any representative of the Company or other person or persons as Attorney-In-Fact to execute on behalf of the Company any bonds, undertakings, policies, contracts of indemnity or other writings obligatory in nature of a bond not to exceed Ten Million dollars (\$10,000,000.00), which the Company might execute through its duly elected officers, and affix the seal of the Company thereto. Any said execution of such documents by an Attorney-In-Fact shall be as binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company. Any Attorney-In-Fact, so appointed, may be removed in the Company's sole discretion and the authority so granted may be revoked as specified in the Power of Attorney.

Resolved, that the signature of the President and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the Secretary, and the seal of the Company may be affixed by facsimile to any certificate of any such power and any such power or certificate bearing such facsimile signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certificate so executed and sealed shall, with respect to any bond of undertaking to which it is attached, continue to be valid and binding on the Company.

IN WITNESS THEREOF, **GREAT MIDWEST INSURANCE COMPANY**, has caused this instrument to be signed by its President, and its Corporate Seal to be affixed this 11th day of February, 2021.

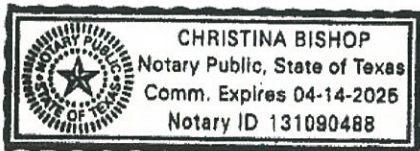



**GREAT MIDWEST INSURANCE COMPANY**

BY   
Mark W. Haushill  
President

**ACKNOWLEDGEMENT**

On this 11th day of February, 2021, before me, personally came Mark W. Haushill to me known, who being duly sworn, did depose and say that he is the President of **GREAT MIDWEST INSURANCE COMPANY**, the corporation described in and which executed the above instrument; that he executed said instrument on behalf of the corporation by authority of his office under the By-laws of said corporation.



BY   
Christina Bishop  
Notary Public

**CERTIFICATE**

I, the undersigned, Secretary of **GREAT MIDWEST INSURANCE COMPANY**, A Texas Insurance Company, DO HEREBY CERTIFY that the original Power of Attorney of which the foregoing is a true and correct copy, is in full force and effect and has not been revoked and the resolutions as set forth are now in force.

Signed and Sealed at Houston, TX this 6th Day of May, 2021.



BY   
Leslie K. Shaunty  
Secretary

**"WARNING: Any person who knowingly and with intent to defraud any insurance company or other person, files and application for insurance of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.**

**Great Midwest Insurance Company**  
**Statutory Balance Sheet**  
**as of December 31, 2019**  
(in thousands)

<b>Assets</b>		<b>Liabilities, Capital and Surplus</b>
<b>Cash and Invested Assets:</b>		
Cash and Short-term Investments	\$ 48,772	<b>Liabilities:</b>
Bonds	75,068	Loss and Loss Expense Reserves
Common Stocks	26,524	\$ 64,093
Mortgage Loans	8,181	Unearned Premium
Other Invested Assets	10,672	8,959
		Ceded Reinsurance Premium
		1,549
		Other Liabilities
		4,584
<b>Total Cash and Invested Assets</b>	<b>169,217</b>	<b>Total Liabilities</b>
		<b>79,185</b>
<b>Other Assets:</b>		
Premium Receivables	6,068	<b>Capital and Surplus:</b>
Reinsurance Recoverable	9,154	Common Stock
Tax Assets	6,005	4,550
Other Assets	18,118	Gross Paid In & Contributed Capital
		123,893
<b>Total Other Assets</b>	<b>39,345</b>	Unassigned Funds (Surplus)
		934
<b>Total Assets</b>	<b>\$ 208,562</b>	<b>Total Capital and Surplus</b>
		<b>129,377</b>
		<b>Total Liabilities, Capital and Surplus</b>
		<b>\$ 208,562</b>

CERTIFICATION

I, Peter B. Smith, President of Great Midwest Insurance Company, hereby certify that the foregoing is a full, true and correct copy of the Balance Sheet of said Company, as of December 31, 2019.

Signature 

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Company in Houston, Texas this 18 day of March, 2020.

STATE OF TEXAS  
COUNTY OF HARRIS

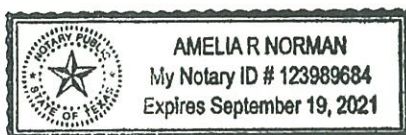
On this 18 day of March 2020, before me, Amelia Norman, a Notary Public, personally appeared, Peter B. Smith, who provided to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument and the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY of PERJURY under the laws of the State of Texas that the foregoing paragraph is true and

Witness my hand and official seal.

Signature 

Signature of Notary Public





16 April 2021

Glen Rock Board of Education  
Gym Floor Replacement at  
Richard E. Byrd Elementary School  
PSA 8654

APPENDIX H – PREQUALIFICATION/NOTICE OF CLASSIFICATION CERTIFICATE

Samples shown. Include copies of original documents with bid submission.

1. Department of Treasury, Division of Property Management and Construction Notice of

State of New Jersey  
 DEPARTMENT OF THE TREASURY  
 DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION  
 50 BARRACK STREET  
 PO BOX 235  
 TRENTON, NEW JERSEY 08625-0235

NOTICE OF CLASSIFICATION

TO:

TEL: (609) 633-3800  
 TEL: (609) 984-4708  
 FAX: 609-982-7651

NOTICE TYPE

AGGREGATE AMOUNT	TRADE(S)	EFFECTIVE DATE	EXPIRATION DATE

ELECTRICAL LICENSE NO.

PLUMBING LICENSE NO.

OTHER LICENSE NO.

VALID ELECTRICAL LICENSE ON FILE DBC  
 VALID PLUMBING LICENSE ON FILE DBC  
 FIRM QUALIFIED FOR WIRING WITH A POTENTIAL OF 30 VOLTS OR LESS, NO LICENSE ON FILE  
 ELECTRICAL LICENSE NUMBER MUST BE VERIFIED AS VALID BEFORE AWARD OF CONTRACT  
 PLUMBING LICENSE NUMBER MUST BE VERIFIED AS VALID BEFORE AWARD OF CONTRACT.  
 IN accordance with N.J.S.A. 18A:18A-27 *et seq* (Department of Education) and N.J.S.A. 52:35-1  
 (Department of the Treasury) and any rules and regulations issued pursuant hereto, you are  
 hereby notified of your classification to do State work in the Department(s) as noted above.

Classification:



Candice McEnteer &lt;candice@mathusek.com&gt;

## Notice of Classification

1 message

**CClass@treas.state.nj.us** <CClass@treas.state.nj.us>  
To: candice@mathusek.com

Thu, Jan 28, 2021 at 9:02 AM

MATHUSEK INCORPORATED  
25B IRON HORSE RD  
OAKLAND, NJ 07436

### State of New Jersey



**DEPARTMENT OF THE TREASURY**  
**DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION**  
**33 WEST STATE STREET - P.O. BOX 034**  
**TRENTON, NEW JERSEY 08625-0034**

#### NOTICE OF CLASSIFICATION



In accordance with N.J.S.A. 18A:18A-27 et seq (Department of Education) and N.J.S.A. 52:35-1 (Department of the Treasury) and any rules and regulations issued pursuant hereto, you are hereby notified of your classification to do State work for the Department (s) as previously noted.

Aggregate Amount	Trade(s) & License(s)	Effective Date	Expiration Date
\$3,000,000	C060 -ATHLETIC FIELDS/TRACKS/COURTS C015 -FLOORING/TILE C105 -SCHOOL FURNISHINGS	01/04/2020 01/04/2020 01/04/2020	01/03/2023

- Licenses associated with certain trades are on file with the Division of Property Management & Construction (DPMC).
- Current license information must be verified prior to bid award.
- A copy of the DPMC 701 Form (Total Amount of Uncompleted Projects) may be accessed from the DPMC website at [http://www.state.nj.us/treasury/dpmc/Assets/Files/dpmc-27\\_03\\_07.pdf](http://www.state.nj.us/treasury/dpmc/Assets/Files/dpmc-27_03_07.pdf).

ANY ATTEMPT BY A CONTRACTOR TO ALTER OR MISREPRESENT ANY INFORMATION CONTAINED IN THIS FORM MAY RESULT IN PROSECUTION AND/OR DEBARMENT, SUSPENSION OR DISQUALIFICATION. INFORMATION ON AGGREGATE AMOUNTS CAN BE VERIFIED ON THE [DPMC WEB SITE](#).

16 April 2021

Glen Rock Board of Education  
Gym Floor Replacement at  
Richard E. Byrd Elementary School  
PSA 8654

APPENDIX I – AMOUNT OF UNCOMPLETED CONTRACTS CERTIFICATION

Sample shown. Include original documents with bid submission.



OFFICE OF THE  
DIRECTOR



State of New Jersey  
DEPARTMENT OF THE TREASURY  
DIVISION OF BUILDING AND CONSTRUCTION  
50 BARRACK STREET  
P.O. BOX 235  
TRENTON, NEW JERSEY 08625-0235

REPLY TO:

TEL: (609) 633-3990  
TEL: (609) 984-4708  
FAX: 609-292-7651

TOTAL AMOUNT OF  
UNCOMPLETED CONTRACTS

*(This form is to be used with the NOTICE OF CLASSIFICATION when submitting bids to the Department of Education.)*

I certify that the amount of uncompleted work on contracts is \$ \_\_\_\_\_.

*The amount claimed includes uncompleted portions of all currently held contracts from all sources (public and private) in accordance with N.J.A.C. 17:19-2.12.*

*I further certify that the amount of this bid proposal, including all outstanding incomplete contracts does not exceed my prequalification dollar limit.*

Respectfully submitted,



By \_\_\_\_\_  
*Name of Firm*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Business Address*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
*Phone*

Sworn to and  
subscribed before me  
this \_\_\_\_\_ day of

Notary Public



State of New Jersey

DEPARTMENT OF THE TREASURY
DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION
33 W. STATE STREET
PO BOX 034
TRENTON, NEW JERSEY 08625-0034

REPLY TO:
TEL: (609) 943-3400
FAX: (609) 292-7651

TOTAL AMOUNT OF UNCOMPLETED CONTRACTS

(This form is to be used with the NOTICE OF CLASSIFICATION when submitting bids to the Department of Education.)

I Certify that the amount of uncompleted work on contracts is \$ 900,000.00

The amount claimed includes uncompleted portions of all currently held contracts from all sources (public and private) in accordance with N.J.A.C. 17:19-2.13.

I further certify that the amount of this bid proposal, including all outstanding incomplete contracts does not exceed my prequalification dollar limit.

Respectfully submitted,

By Mathusek Incorporated

Name of Firm

Phillip Mathusek

Phillip A. Mathusek

Signature

Vice-President

Title

25B Iron Horse Road

Business Address

Oakland, New Jersey 07436

www.mathusek.com

201-405-0004

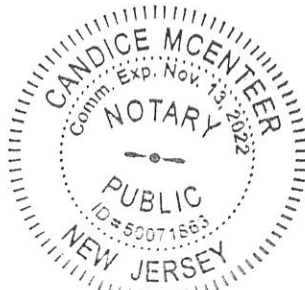
Phone



Sworn to and subscribed before me This 5 day of may 2021

Notary Public

Candice McCenter



CANDICE J. MCENTEER
NOTARY PUBLIC OF NEW JERSEY
MY COMMISSION EXPIRES NOV. 13, 2022



16 April 2021

Glen Rock Board of Education  
Gym Floor Replacement at  
Richard E. Byrd Elementary School  
PSA 8654

APPENDIX J – NO MATERIAL ADVERSE CHANGE IN  
QUALIFICATION CERTIFICATION

Bidder's Name: Mathusek Incorporated

Address: 25B Iron Horse Rd Oakland, NJ 07436

1. A statement as to the financial ability, adequacy of plant equipment, organization and prior experience of the bidder has been submitted to the Department of Treasury within the last six (6) months preceding the date of opening of bids for this contract.

2. I certify that there has been no material adverse change in the qualification except:  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

Mathusek Incorporated

(Name of Organization) [BIDDER]

*Phillip Mathusek*

(Signature)

5/5/21

(Date)

Vice President

(Title)

16 April 2021

Glen Rock Board of Education  
Gym Floor Replacement at  
Richard E. Byrd Elementary School  
PSA 8654

APPENDIX L – NON COLLUSION AFFIDAVIT

STATE OF NEW JERSEY

COUNTY OF Bergen

PROJECT: Gym Floor Replacement at Robert E Byrd ES PSA 8654

I Phillip Mathusek, of the City of Budd Lake in the County of Morris and the State of New Jersey of full age, being duly sworn according to law on my oath depose and say that:

I am Vice President of the firm of Mathusek Incorporated, the bidder making the Proposal for the above named project, and that I executed the said Proposal with full authority so to do; that said bidder has not, directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint for 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 Board of Education relies upon the truth of statements contained in said Proposal and in the statements contained in the affidavit 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 bonafide employees or bonafide established commercial or selling agencies maintained by (name of contractor) Mathusek Incorporated (N.J.S.A.52:34-15).

Phillip Mathusek Phillip Mathusek/ Vice President  
*Also type or print name of affiant under signature*

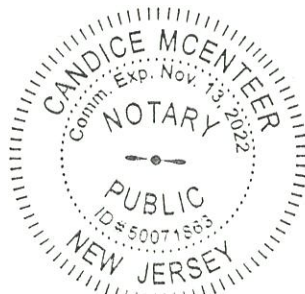
Subscribed and sworn to before me

this 5 day May, 2021

Candice J. McEnteer Candice J. McEnteer  
(Seal) Notary Public of New Jersey

My Commission Expires Nov. 13, 2022

CANDICE J. MCENTEER  
NOTARY PUBLIC OF NEW JERSEY  
MY COMMISSION EXPIRES NOV. 13, 2022



APPENDIX M – STATEMENT OF OWNERSHIP FORM  
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 bid or proposal.

**Name of Organization:** Mathusek Incorporated

**Organization Address:** 25B Iron Horse Rd Oakland, NJ 07436

**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 may 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 may be. **(SKIP TO PART IV)**

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

Name of Individual or Business Entity	Home Address (for Individuals) or Business Address
H. Warren Mathusek	11026 East Travertine Ave Mesa, AZ 85212
Phillip Mathusek	29 Firetower Rd Budd Lake, NJ 07828
Jeffrey B. Mathusek	261 Parker Ave Clifton, NJ 07011
Robert Mathusek	558 Glen Rd Sparta, NJ 07871



**Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II**

If a bidder 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	Home Address (for Individuals) or 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 bidder/proposer; that the Board of Education 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 Board of Education to notify the Board of Education in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the Board of Education, permitting the Board of Education to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):	Phillip Mathusek	Title:	Vice President
Signature:	<i>Phillip Mathusek</i>	Date:	5/5/21



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APPENDIX N 1 and N 2- REGISTRATION CERTIFICATES

Samples shown below of the Contractor Registration Certificate from the Department of Labor (Appendix N 1), and the Business Registration Certificate from the Department of Treasury (Appendix N 2). Bidders may include copy of both original certificate documents with bid submission, **for the Bidder and All listed subcontractors**, but must submit prior to the time of contract award, both certificates showing that the registrations were in effect for each entity on the date of the bid.

Certificate Number

Expiration Date

# State of New Jersey



Department of Labor

Division of Wage and Hour Compliance

## Public Works Contractor Registration Act

Pursuant to Public Law 1999 Chapter 238, the Public Works Contractor Registration Act, this certificate of registration, for purposes of bidding on and engaging in public work is issued to

This certificate may not be transferred or assigned and may be revoked for cause by the Commissioner of Labor.

ALBERT G. KROLL, Commissioner  
Department of Labor

MARTIN GARTZMAN, Director  
Division of Wage and Hour Compliance

NON TRANSFERABLE

Registration Date: 06/20/2020  
Expiration Date: 06/19/2022

Certificate Number  
30330



# State of New Jersey

## Department of Labor and Workforce Development Division of Wage and Hour Compliance

### Public Works Contractor Registration Act

Pursuant to N.J.S.A. 34:11-56.48, et seq. of the Public Works Contractor Registration Act, this certificate of registration is issued for purposes of bidding on any contract for public work or for engaging in the performance of any public work to:

**Responsible Representative(s):**  
H. Warren Mathusek, President  
Robert Mathusek, Vice-President

**Responsible Representative(s):**  
Jeffrey Mathusek, Vice-President  
Phillip Mathusek, Vice-President

**Mathusek, Inc.**  
**2020**

Handwritten signature of Robert Asaro-Angelo.

Robert Asaro-Angelo, Commissioner  
Department of Labor and Workforce Development

NON TRANSFERABLE

This certificate may not be transferred or assigned and may be revoked for cause by the Commissioner of Labor and Workforce Development.

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STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE FOR STATE AGENCY AND CASINO SERVICE CONTRACTORS		DEPARTMENT OF TREASURY/ DIVISION OF REVENUE PO BOX 252 TRENTON, N.J. 08646-0252
TAXPAYER NAME:	TRADE NAME:	
TAXPAYER IDENTIFICATION#:	SEQUENCE NUMBER:	
ADDRESS:	ISSUANCE DATE:	
EFFECTIVE DATE:	<i>John S. Tully</i> Acting Director	
FORM-BRC(08-01)	This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address	

# MATHUSEK™

INCORPORATED

STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE		DEPARTMENT OF TREASURY/ DIVISION OF REVENUE PO BOX 252 TRENTON, N J 08646-0252
TAXPAYER NAME: <b>MATHUSEK, INCORPORATED</b>	TRADE NAME:	
ADDRESS: <b>25 IRON HORSE RD OAKLAN NJ 07436</b>	SEQUENCE NUMBER: <b>0064034</b>	
EFFECTIVE DATE: <b>04/21/65</b>	ISSUANCE DATE: <b>04/20/05</b>	<i>John S. Tully</i> Director
FORM-BRC(08-01)	This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.	



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APPENDIX O – PREVAILING WAGE AFFIDAVIT

State of New Jersey, County of

I, Phillip Mathusek of the Mathusek Incorporated of  
in the county of Budd Lake State of New Jersey of full age, being duly sworn according to  
law on my oath deposed and say that: I am Vice President of the firm of  
Mathusek Incorporated, the bidder making the Proposal for the above named projects,  
and that I executed the said Proposal with full authority to do so; and that said contractor agrees to  
comply with the requirements of P.L. 1963, c. 150, as amended through July 3, 1974 and P.L. 1979 c. 303  
effective January 17, 1980 including the payment of no less than the prevailing wages as determined by  
Commissioner of Labor and Workforce Development, and in effect on the date of award of this contract  
for each trade required for this project., and that the prevailing wage for each trade required for this  
project is as listed.

I further warrant that, in the event that the prevailing wage as listed above shall change as of the date of  
the award of this contract, I shall, if awarded the contract, issue a revised affidavit and forward the same  
to the Board of Education. N.J.S.A. 34:11-56.25 et seq. and N.J.S.A. 34:1B-5.1

Phillip Mathusek

(also type or print name of affiant under signature)

Phillip Mathusek / Vice President

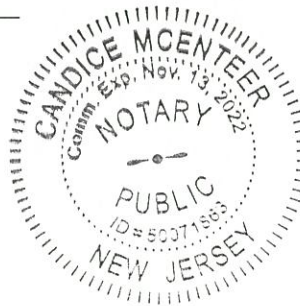
Subscribed and sworn to before me

this 5 day May, 2021

Candice J. McEnteer

Candice J. McEnteer  
(Seal) Notary Public of New Jersey

My Commission Expires Nov. 13, 2022



CANDICE J. MCENTEER  
NOTARY PUBLIC OF NEW JERSEY  
MY COMMISSION EXPIRES NOV. 13, 2022

APPENDIX P – EQUAL OPPORTUNITY MANDATORY BID STATEMENT

- A. Procurement of Service Contract (see Exhibit A following): The parties of this contract agree to incorporate into the contract the mandatory language of subsection 3.4 (a) of the Regulations supplemented from time to time and the contractor or subcontractor agrees to comply fully with the terms provisions, and obligations of said subsection 3.4 (a) provided that said subsection shall be applied subject to the terms of subsection 3.4 (d) of said Regulations.

The parties to this contract agree to incorporate into this contract the mandatory language of section 5.3 of the 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 contractor or subcontractor agrees to comply fully with the terms, provisions, and obligations of said section 5.3.

- B. Construction Contract (see Exhibit B following): The parties to this contract agree to incorporate into this contract the mandatory language of subsection 3.4 (a) of the 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 contractor or subcontractor agrees to comply fully with the terms, provisions, and obligations of said subsection 3.4 (a) provided that said subsection shall be applied subject to the terms of subsection 3.4 (d) of said regulations.

The parties to this contract agree to incorporate into this contract the mandatory language of subsections 7.4 (a) and (b) of the 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 contractor or subcontractor agrees to comply fully with the terms, provisions and obligations of subsections, 7.4 (a) and (b).

SIGNATURE Phillip Mathusek

TITLE Vice President

COMPANY Mathusek Incorporated

ADDRESS 25B Iron Horse Rd

CITY Oakland

STATE New Jersey

ZIP CODE 07436



AMERICANS WITH DISABILITIES ACT OF 1990  
Equal Opportunity for Individuals with Disability

The Contractor and the Board of Education (hereafter "Owner") do hereby agree that the provisions of Title II of the Americans With Disabilities Act of 1990 (the "Act"), (42 U.S.C. S121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The Owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim, If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the Owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

Name of Company Mathusek Incorporated

Authorized Agent Phillip Mathusek

Title or Position Vice President

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Signature Phillip Markusen

Date 5/5/21

ANTI-DISCRIMINATION PROVISIONS—N.J.S.A. 10:2-1

N.J.S.A. 10:2-1. Antidiscrimination provisions. Every contract for or on behalf of the State or any county or municipality or other political subdivision of the State, or any agency of or authority created by any of the foregoing, for the construction, alteration or repair of any public building or public work or for the acquisition of materials, equipment, supplies or services shall contain provisions by which the contractor agrees that:

a. In the hiring of persons for the performance of work under this contract or any subcontract hereunder, or for the procurement, manufacture, assembling or furnishing of any such materials, equipment, supplies or services to be acquired under this contract, no contractor, nor any person acting on behalf of such contractor or subcontractor, shall, by reason of race, creed, color, national origin, ancestry, marital status, gender identity or expression, affectional or sexual orientation or sex, discriminate against any person who is qualified and available to perform the work to which the employment relates;

b. No contractor, subcontractor, nor any person on his behalf shall, in any manner, discriminate against or intimidate any employee engaged in the performance of work under this contract or any subcontract hereunder, or engaged in the procurement, manufacture, assembling or furnishing of any such materials, equipment, supplies or services to be acquired under such contract, on account of race, creed, color, national origin, ancestry, marital status, gender identity or expression, affectional or sexual orientation or sex;

c. There may be deducted from the amount payable to the contractor by the contracting public agency, under this contract, a penalty of \$50.00 for each person for each calendar day during which such person is discriminated against or intimidated in violation of the provisions of the contract; and

d. This contract may be canceled or terminated by the contracting public agency, and all money due or to become due hereunder may be forfeited, for any violation of this section of the contract occurring after notice to the contractor from the contracting public agency of any prior violation of this section of the contract.

No provision in this section shall be construed to prevent a board of education from designating that a contract, subcontract or other means of procurement of goods, services, equipment or construction shall be awarded to a small business enterprise, minority business enterprise or a women's business enterprise pursuant to P.L. [1985, c.490](#) (C.18A:18A-51 et seq.).



APPENDIX Q – AFFIRMATIVE ACTION MANDATORY BID STATEMENT

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

1. 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, or sex. The contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during their employment, without regard to their age, race, creed, color, national origin, ancestry, marital status 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.
2. The contractor or subcontractor, where applicable, will in all solicitations and advertisements for employees placed by or in 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 or sex.
3. 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 that 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.
4. The contractor or subcontractor, where applicable, agrees to comply with the regulations promulgated by the treasurer pursuant to N.J.S.A. 10:5-31 et. seq., as amended and supplemented from time to time.
5. The contractor or subcontractor agrees to attempt in good faith to employ minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:27-5.2 promulgated by the treasurer pursuant to N.J.S.A. 10:5-31 et. seq., as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the affirmative action office pursuant to N.J.A.C. 17:27-5.2 promulgated by the treasurer pursuant to N.J.S.A. 10:5-31 et. seq., as amended and supplemented from time to time.
6. The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.
7. 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.

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8. 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, race, creed, color, national origin, ancestry, marital status or sex, and conform with the applicable employment goals, consistent with the statutes and court decisions of the state of New Jersey, and applicable federal law and applicable federal court decisions.

The contractor and its subcontractors shall furnish such reports or other documents to the affirmative action office as may be requested by the office from time to time in order to carry out the purposes of these regulation, and public agencies shall furnish such information as may be requested by the affirmative action office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (N.J.A.C. 17:27).

No firm may be issued a purchase order or contract unless they comply with the affirmative action regulations.

Please check the appropriate box (only one):

- I have a valid Federal Affirmative Action Plan Approval Letter.
- I have a current New Jersey Affirmative Action Certificate. (see sample copy Exhibit Q-1)
- I have completed an Affirmative Action Employee Information Report (AA302).  
(see sample copy Exhibit Q-2, submit most current version)

SIGNATURE Phillip Mathusek

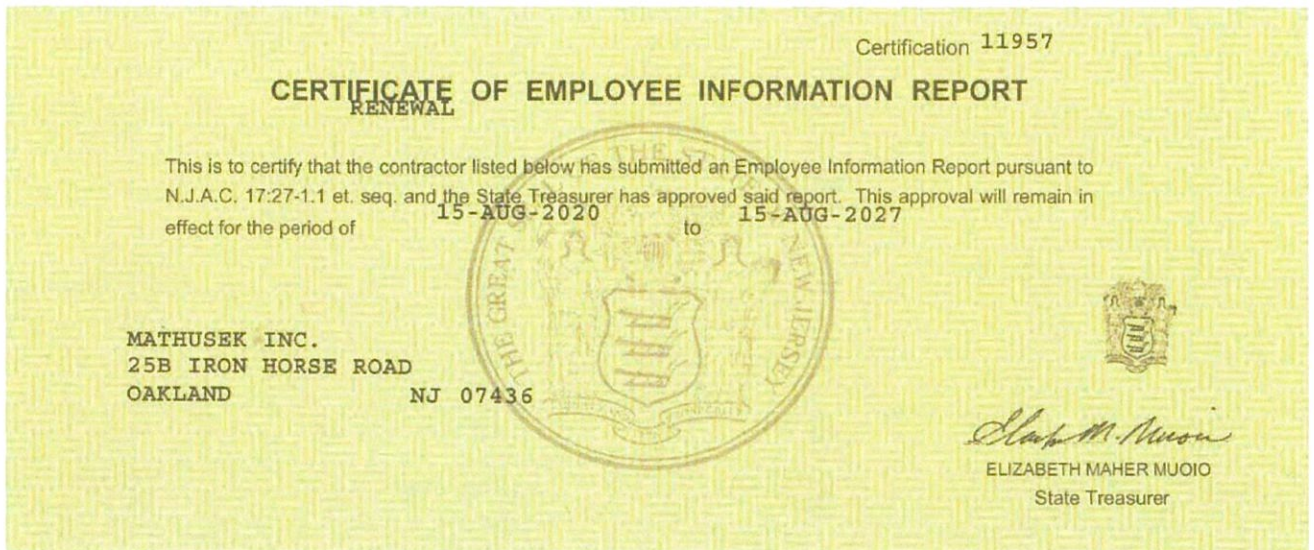
TITLE Vice President

COMPANY Mathusek Incorporated



# Certificate of Employee Information Report

Expires: 15 - August -2027







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APPENDIX S – CERTIFIED SWORN STATEMENT ON  
NON-DISBARMENT/DISQUALIFICATION/SUSPENSION

I, Phillip Mathusek of the Mathusek Incorporated of  
in the county of Bergen State of New Jersey of full age, being duly sworn according to  
law on my oath deposed and say that: I am Vice President of the firm of  
Mathusek Incorporated, the bidder making the Proposal for the above named projects,  
and that I executed the said Proposal with full authority to do so; and that said contractor so swears at this  
time is not included on the State Treasurer’s, the Authority’s, the Corporation’s, or the Federal  
Government’s list of Debarred, Suspended or Disqualified Bidders as a result of action taken by any State  
of Federal agency. I furthermore understand that the District shall immediately notify the State, the  
Authority, the Corporation and the Unit of Fiscal Integrity in writing whenever it appears that a bidder is  
on the Treasurer’s, the Authority’s, the Corporation’s or the Federal Government’s List. The State and/or  
the Authority, and/or the Corporation reserve the right in such circumstances to immediately suspend  
such bidder from contracting and to take such other action as is deemed appropriate pursuant to N.J.A.C.  
17:19-4 et seq. or any applicable regulation issued by the Authority.

Phillip Mathusek  
(also type or print name of affiant under signature)  
**Phillip Mathusek/ Vice President**

Subscribed and sworn to before me

this 5 day May, 2021

Candice McEnteer  
(Seal) Notary Public of New Jersey  
**Candice J. McEnteer**  
My Commission Expires Nov. 13, 2022

CANDICE J. MCENTEER  
NOTARY PUBLIC OF NEW JERSEY  
MY COMMISSION EXPIRES NOV. 13, 2022



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APPENDIX T - ASBESTOS ACKNOWLEDGEMENT FORM

TO ALL CONTRACTORS/WORKERS

Pursuant to AHERA (Asbestos Hazard Emergency Response Act) Regulations, you are hereby informed that the Owner has conducted an inspection of its buildings for asbestos containing building materials. A Management Plan has been developed and approved. The plan identifies asbestos containing building materials, assesses their friability (the potential to be crumbled or reduced to powder by hand pressure), and recommends action based upon the potential release of asbestos fibers.

You are hereby informed that you have the right to inspect the Management Plan prior to the commencement of your work. You are also directed to inform the Owner if you are going to be working in an area that may cause you to disturb any existing asbestos containing building materials.

Your signature below acknowledges that you have been informed prior to the commencement of work that you have been made aware of your rights under the AHERA Regulations. Each Prime Contractor shall notify his subcontractors of the above notification.

Phillip Mathusek  
Name (printed)

Phillip Mathusek  
Signature

Mathusek Incorporated  
Company Name (printed)

5/5/21  
Date

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APPENDIX U - POLITICAL CONTRIBUTION DISCLOSURE AFFIDAVIT

STATE OF New Jersey

ss:

COUNTY OF Bergen)

I, Phillip Mathusek, residing in the Town of Budd Lake in the County of Morris and State of \_\_\_\_\_, of full age, being duly sworn according to law on my oath depose and say:

I am Vice President of the firm of Mathusek Incorporated, the bidder making the proposal for the above named project. I am aware that:

A. Pursuant to N.J.A.C. 6A:23A-6.3, no business entity which has made a reportable contribution (as defined in N.J.S.A. 19:44A-1 et seq.) to a member of the Board of Education during the preceding one (1) year shall be awarded a contract in excess of \$17,500.

B. Any business entity doing business with the School District is precluded from making any reportable contributions to any member of the Board of Education during the term of the Contract.

C. When a business entity is a natural person, a contribution by that person's spouse or child that resides therewith shall be deemed to be a contribution by the business entity. Where a business entity is other than a natural person, a contribution by the person or other business entity having an interest therein shall be deemed to be a contribution by the business entity.

D. A political contribution disclosure (hereinafter referred to as "PCD") form is required to be submitted for all contracts greater than \$17,500. No contract award shall be made unless the completed PCD is submitted to the Board office prior to the award. Failure to submit the PCD shall result in the rejection of the bid. A Sample Form is included as part of the bidding documents and must be completed by the bidder.

I aver that no reportable contributions have been made by the Bidder in violation of the provisions set forth in N.J.A.C. 6A:23A-6.3. If the Bidder is the lowest responsible bidder, a completed PCD form shall be submitted to the Board office ten (10) days prior to the contract award.





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Sworn to and subscribed  
to this 5 day of  
May, 2021

By: Phillip Mathusek  
Signature of Principal  
Phillip Mathusek

Candice McEnteer  
Notary Public of New Jersey  
Candice McEnteer  
My Commission expires 11/13/22

\_\_\_\_\_  
(Name)  
Vice President  
\_\_\_\_\_  
(Title)

**Certification on Behalf of a Company, Partnership or Organization and All Individuals Whose Contributions are Attributable to the Entity Pursuant to Executive Order No. 117 (2008)**

I hereby certify as follows:

On or after November 15, 2008, neither the below-named entity nor any individual whose contributions are attributable to the entity pursuant to Executive Order No. 117 (2008) has solicited or made any reportable contribution of money or pledge of contribution, including in-kind contributions or company or organization contributions, to the following:

- a) **Any candidate committee and/or election fund of the Governor;**
- b) **A State political party committee;**
- c) **A legislative leadership committee;**
- d) **A county political party committee; or**
- e) **A municipal political party committee.**

I certify as an officer or authorized representative of the Company or Organization identified below that, to the best of my knowledge and belief, the foregoing statements by me are true. I am aware that if any of the statements are willfully false, I am subject to punishment.

**Name of Company, Partnership or Organization:**

Mathusek Incorporated

Signed: Phillip Mathusek Title: Vice President

Print Name: Phillip Mathusek Date: 5/5/21

**Circle One of the Following Which Applies:**

- (A) **The Company, Partnership or Organization is the vendor;**



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or

- (B) the Company, Partnership or Organization is a Principal (more than 10% ownership or control) of the vendor, a Subsidiary controlled by the vendor, or a Political Organization (e.g., PAC) controlled by the vendor.**

*\*Please note that if the person signing this Certification is not signing on behalf of all individuals whose contributions are attributable to the entity pursuant to Executive Order No. 117 (2008), each of those individuals will be required to submit a separate individual Certification.*

**Individual Certification of Compliance with Executive Order No. 117 (2008)**

I hereby certify as follows:

On or after November 15, 2008, I have not solicited or made any reportable contribution of money or pledge of contribution, including in-kind contributions or company or organization contributions, to the following:

- a) **Any candidate committee and/or election fund of the Governor;**
- b) **A State political party committee;**
- c) **A legislative leadership committee;**
- d) **A county political party committee; or**
- e) **A municipal political party committee.**

I certify that, to the best of my knowledge and belief, the foregoing statements by me are true. I am aware that if any of the statements are willfully false, I am subject to punishment.

Signed: Phillip Mathusek

Print Name: Phillip Mathusek Date: 5/5/21

### C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Contractor Instructions, amended for Boards of Education pursuant to N.J.A.C. 6A:23A-6.3

Pursuant to N.J.A.C. 6A:23A-6.3, business entities (contractors) receiving contracts from boards of education are subject to the provisions of P.L. 2005, c. 271, s.2 (N.J.S.A. 19:44A-20.26). This law provides that the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
  - of the public entity awarding the contract
  - of that county in which that public entity is located
  - of another public entity within that county, or
  - of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed \$300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

The enclosed list of agencies is intended to assist the Contractor in identifying the public agencies whose elected officials or candidate committees are affected by the disclosure requirement. It is the Contractor's responsibility to identify the specific committees to which contributions have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees (PACs).

When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

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The attached disclosure form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the Contractor’s submission and is disclosable to the public under the Open Public Records Act.

**C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM**

Required Pursuant to N.J.S.A. 19:44A-20.26 and N.J.A.C. 6A:23A-6.3(a)(4)

**Part I – Contractor Information**

Contractor Name: Mathusek Incorporated  
Address: 25B Iron Horse Rd  
City: State: Zip: Oakland, NJ 07436

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26.

Phillip Mathusek Phillip Mathusek Vice President  
Signature Printed Name Title

**Part II – Contribution Disclosure**

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

Check here if disclosure is provided in electronic form.

Contributor Name	Recipient Name	Date	Dollar Amount
N/A			
			\$

Contractor may attach continuation page as needed.

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**This form or its permitted facsimile must be submitted to the local unit  
no later than 10 days prior to the award of the contract.**

**Continuation Page, as needed**

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM  
Required Pursuant To N.J.S.A. 19:44A-20.26

Page \_\_\_ of \_\_\_\_\_

Vendor Name:

Contributor Name	Recipient Name	Date	Dollar Amount
			\$

Check here if the information is continued on subsequent page(s)



APPENDIX W – DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN

**Name of Bidder:**

**Mathusek Incorporated**

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**PART 1: CERTIFICATION**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury’s Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division’s website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review this list prior to completing the below certification. If the Director finds a person or entity to be in violation of law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment, or suspension of the party.

**PLEASE CHECK THE APPROPRIATE BOX:**

I certify, pursuant to Public Law 2012, c. 25, that neither the person/entity listed above nor any of the entity’s parents, subsidiaries, or affiliates is listed on the N.J. Department of the Treasury’s list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 (“Chapter 25 List”). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

OR

I am unable to certify as above because I or the bidding entity and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department’s Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below.

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**PART 2: ADDITIONAL INFORMATION (if applicable)**

PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN

You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the form below.

PROVIDE INFORMATION RELATIVE TO THE ABOVE QUESTIONS. PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION. IF YOU NEED TO MAKE ADDITIONAL ENTRIES, USE ADDITIONAL PAGES.

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N/A

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

Relationship to Bidder/Vendor: \_\_\_\_\_

Description of Activities: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Duration of Engagement: \_\_\_\_\_

Anticipated Cessation Date: \_\_\_\_\_

Bidder/Vendor Contact Name: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

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**CERTIFICATION:**

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity. I acknowledge that the Board of Education is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of contracts with the Board of Education to notify the Board of Education in writing of any changes to the answers of information contained herein. I acknowledge 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 recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreements(s) with the Board of Education and that the Board of Education at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print): Mathusek Incorporated

Signature: Phillip Mathusek

Title: Vice President

Date: 5/5/21



16 April 2021

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APPENDIX X - SWORN CONTRACTOR CERTIFICATION REQUIREMENTS

In accordance with N.J.S.A. 18A:7G-37, a pre-qualified contractor seeking to bid school facilities projects, and any subcontractors, that are required to be named under N.J.S.A. 18A:7G-1 et.seq. shall, as a condition of bidding, submit this Sworn Contractor Certification regarding qualifications and credentials.

**NOTE: This list of submittals in the Public Schools Contract Law applies to the Bidder and to all major subcontractors being included. REFER TO BIDDER'S CHECKLIST TO AID IN ASSURING A COMPLETE BID SUBMISSION.**

By Signing and submitting this Sworn Contractor Certification the principal Owner or Officer of the Company or Corporation certifies that the firm has the following qualifications and credentials:

1. A current, valid **certificate of contractor registration** issued pursuant to "The Public Works Contractor Registration Act," N.J.S.A. 34:11-56:48 et.seq. A copy of which is submitted with its bid (Appendix N1);
2. A current, valid Certificate of Authority (e.g. now called the **Business Registration**) to perform work in New Jersey issued by the Department of Treasury, a copy of which is submitted with its bid (Appendix N2);
3. A current valid **contractor trade license** required under applicable New Jersey Law for any specialty trade or specialty area in which the firm seeks to perform work, a copy of which is submitted with its bid (Section 00 21 13, Para. 1.14.E.7.d);
4. During the term of the school facilities project, I as Principal Owner or Officer of the Company or corporation, as Contractor, will have in place a suitable quality control and quality assurance program and an appropriate safety and health plan.
5. Verifies that, at the time of bidding, the amount of the bid proposal and value of all of its outstanding **incomplete contracts** does not exceed the firm's existing aggregate rating limit (Appendix I).

As the principal Owner or Officer of the Company or Corporation, I certify that, at the time of bidding this project, the amount of the bid proposal and the value of all this firm's outstanding incomplete contracts does not exceed the firm's existing aggregate rating limit.

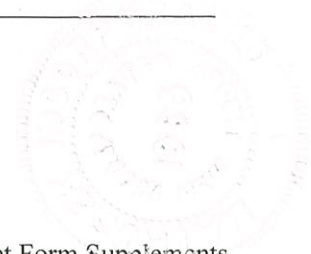
Name of Company submitting this Certification: Mathusek Incorporated

Printed Name of Authorized Representative: Phillip Mathusek

Signature: *Phillip Mathusek*

Date: 5/5/21

Corporate Seal



END OF DOCUMENT 00 43 00