

**CITY COUNCIL**

**The City of Orange Township, New Jersey**

**DATE** September 1, 2020

**NUMBER** 356-2020

**TITLE:** (AMENDED)  
**A RESOLUTION AUTHORIZING A CONTRACT FOR EXTRA DUTY MANAGEMENT SERVICES FOR THE ORANGE POLICE DEPARTMENT TO EXTRA DUTY SOLUTIONS, 1 WATERVIEW DRIVE, SUITE 101, SHELTON CT 06484 FOR TWO YEARS COMMENCING SEPTEMBER 1, 2020.**

**WHEREAS**, the City of Orange Township did duly advertise on February 20, 2020 for public proposals for extra duty management services; and

**WHEREAS**, on March 5, 2020 the City of Orange Township received two (2) proposals from the following bidders:

**Vendor:**

**Administration fee:**

Extra Duty Solutions  
1 Waterview Drive,  
Suite 101,  
Shelton, Ct 06484

8%

Athos Management Services  
600 Las Colinas Blvd. East,  
Suite 550,  
Irving, TX 75039

11%

**WHEREAS**, due to the COVID-19 pandemic the award of the bid was postponed with the consent of both bidders until a later date; and

**WHEREAS**, the Business Administrator did duly examine and study the proposal submitted and recommends that a contract be awarded to Extra Duty Solutions as the most qualified company; and

**WHEREAS**, the City reserves the right to terminate the contract by giving thirty (30) days' notice in writing to Extra Duty Solutions.

**NOW, THEREFORE, BE IT RESOLVED** by the Municipal Council of the City of Orange Township that the proper officers of the City of Orange Township are hereby authorized to enter into a contract for extra duty management services with Extra Duty Solutions, 1 Waterview Drive, Suite 101, Shelton, CT 06484 for two years commencing September 1, 2020.

Adopted: September 1, 2020

\_\_\_\_\_  
Joyce L. Lanier  
City Clerk

\_\_\_\_\_  
Kerry J. Coley  
Council President

*Vaughn Parchment on behalf of the City Attorney*  
\_\_\_\_\_  
CITY ATTORNEY

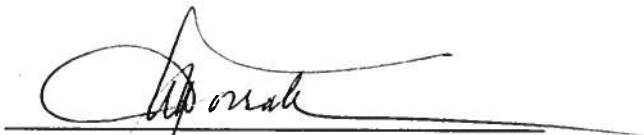
# Affidavit of Publication

STATE OF NEW JERSEY  
COUNTY OF ESSEX                      SS:

**Karen Hoffman** of the *Record-Transcript*, being duly sworn according to law, states on oath, that a notice of which the annexed is a true copy, was published in the *Record-Transcript*, serving East Orange and Orange, a public newspaper published at Orange, New Jersey, in its issue of **February 20, 2020** making **1** insertion in all.



Sworn and subscribed before me this **20<sup>th</sup>** day of **February, 2020**.



Notary Public of New Jersey

**NANCY J. WORRALL**  
A NOTARY PUBLIC OF NEW JERSEY  
My Commission Expires May 19, 2024

**ORANGE**  
**NOTICE OF COMPETITIVE CONTRACT RFP**

The City of Orange Township is soliciting proposals through the competitive contracting process in accordance with N.J.S.A. 40A:11-4.1, et seq. for the followings services:  
**Extra Duty Management Services**

Proposal forms may be obtained in person at the City of Orange Township, Finance Department Room 206, 29 North Day Street, Orange, NJ 07050, Monday to Friday during regular business hours 9:00 a.m. to 4:30 p.m., or by emailing [amapp@orangenj.gov](mailto:amapp@orangenj.gov).

All proposal addenda will be issued on the City's Website [www.orangenj.gov](http://www.orangenj.gov). All interested respondents should check the website from now through bid opening. It is the sole responsibility of the respondent to be knowledgeable of all addenda related to this procurement.

Sealed proposals clearly marked with the title of project and name and address of party making submission, addressed to the City of Orange Township Purchasing Department, will be received by mail or hand delivery, at the Municipal Building, 29 North Day Street, Orange, NJ 07050 on or before **March 5, 2020 at 11:00 AM** and will be publicly opened and read at that time in the Council Chambers on the same day. No bids received after that time will be considered.

Bidders are required to comply with the Affirmative Action requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 and have a New Jersey Business Registration Certificate P.L. 2004, c.57 and comply with Local Unit Pay to Play Law P.L. 2004, c.19.

Adrian O. Mapp  
Qualified Purchasing Agent  
E89107 OTR February 20, 2020 (\$16.20)

<b>Evaluation Criterion - Contract for Extra Duty Management Services</b>		<b>AMS</b>	<b>Extra Duty Solutions</b>	<b>AMS</b>	<b>Extra Duty Solutions</b>
1	Evidence software is compliant with all applicable State of New Jersey and Federal regulations and laws (10 points)	5	10		
2	Evidence of capacity to provide the services within time frame proposed by the CITY (10 points)	5	10		
3	Management Criteria – Vendor’s prior experience reflect the type of services required under this RFP (10 points)	0	10		
4	Qualifications of vendor’s staff to effectively perform the services required under this RFP (10 points)	10	10		
5	Vendor’s references. Do the vendor’s references provide positive testimony regarding the success of the vendor in collecting outstanding debts and obligations? (10 points)	0	10		
6	Information vendor provides detailing information concerning workflow and turnaround time from initial receipt of data to receipt of payment? (10 points)	10	10		
7	History of vendor’s percentage of collection in terms of dollars and claims (10 points)	5	10		
8	Does vendor meet experience requirements stipulated in this RFP? (10 points)	5	10		
9	Cost Criteria – Does the vendor’s cost proposal provide the best economic advantage to the CITY? (20 points)	10	20	Hourly rate + Admin fee X 11%	Hourly rate + Admin fee X 8%
<b>Total Points</b>		<b>50</b>	<b>100</b>		
<b>If the City decides to go forward with this service, I recommend awarding a contract to Extra Duty Solutions.</b>					



1 Waterview Drive  
Suite 101  
Shelton CT 06484

February 25, 2020

Adrian O. Mapp  
Qualified Purchasing Agent  
City of Orange Township  
29 North Day Street  
Orange, NJ 07050

Dear Mr. Mapp:

Thank you for the opportunity to submit the enclosed proposal for Police Extra Duty Management Services RFP.

Per our Qualifications (section 1) and Program Description (section 2), we are confident of our ability to provide a seamless and hassle-free solution for the administration of the law enforcement off duty program. Our solution will encompass client interaction, communicating and scheduling extra duty details among the officers, client invoicing and collections, and officer payment through the City. All aspects of our solution will be consistent with the rules and approach the City, and the Orange Police Department (OPD) require we take. Our approach will also alleviate all financial risk from the City.

Please see the Contents page for other pertinent information contained within our proposal.

I will be your single point of contact during the solicitation process. Please do not hesitate to reach out to me directly at 203-216-9742 or [RMilliman@ExtraDutySolutions.com](mailto:RMilliman@ExtraDutySolutions.com).

Thank you in advance for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Rich Milliman", with a long horizontal flourish extending to the right.

Rich Milliman  
CEO  
Extra Duty Solutions

**Section 3: Pricing**

Our pricing for this engagement is:

8% with a minimum of \$4 per officer hour administration fee added to all extra duty invoices. This fee is charged to whichever entity is paying for the detail.

For example, an 8 hour detail in which the officer earns \$60 per hour and a \$5 city admin fee is charged will be invoiced with a \$41.60 EDS administration fee ( $8 \times \$65 \times .08 = \$41.60$ ).

A 6 hour detail in which the officer earns \$30 an hour and a \$5 city admin fee is charged will be invoiced with a \$24 EDS administration fee ( $6 \times \$4 = \$24$ ).

If the OPD would like to utilize Jivasoft's active duty scheduling software, we can include full set-up, use and hosting of that software for one additional percentage point (9% total). That software can be included immediately or anytime in the future.

**APPENDIX A: RESUMES**

## RICH MILLIMAN

### PROFESSIONAL EXPERIENCE

**HART HALSEY / EXTRA DUTY SOLUTIONS** Trumbull, CT **9/2014-present**  
**CEO**

HH/EDS works with law enforcement agencies themselves to administer extra duty programs. HH/EDS helps law enforcement agencies focus on community safety by relieving the administrative burden associated with extra duty programs.

**BRIDGEWATER ASSOCIATES** Westport, CT **6/2008-1/2013**  
Bridgewater is the world's largest institutional hedge fund with approximately \$130B under management and a staff of over 1300.

**COO, Back Office** **2010-2013**

- Member of leadership team outsourcing core operations, technology and accounting areas to BNYMellon (aimed at saving \$140M+ over initial 2 years). Considered the most complex, groundbreaking outsourcing in the hedge fund industry.
- Responsible for all non-BAU activities and projects across the back office including management of all client-/ compliance-initiated change requirements.
- Co-manage operations, technology, fund accounting, counterparty relations, budgeting/planning, security and risk management back-office departments with executive from BNYMellon (outsourcer).

**Head of Risk Management** **2009-2010**

- Initiated and led firm-wide risk management practice including an extensive fraud audit to assess the security of client funds and remediate areas of concern. Resulted in significant reduction in firm-wide risk and increased security (as assessed by Ernst & Young) from the highest organizational levels through the minute details of monetary movements and client sensitive information.

**Senior Management Advisor** **2008-2009**

- Reporting directly to Founder/CEO Ray Dalio, worked with Bridgewater's senior management team to address the most pressing problems facing the company. Some results include:
  - significant labor efficiencies across the back office operations (collateral, consistency of procedures across asset classes, counterparty interactions, etc.)
  - Greatly enhance physical security of senior staff and VIP visitors.
  - Elimination of recurring errors in client accounting (NAV calculations and reconciliations with custodians/ administrators), and client service (client communication preparation).
  - More throughput and fulfillment in HR recruiting; more thorough compliance (SAS 70 quality and process).
- Initiated, designed and implementation of firm-wide expenditure and vendor management process which directly reduced firm-wide vendor expenditures by 25% by attaining superior rates/terms and eliminating waste.



**IIR HOLDINGS N.V.** New York City, NY

**9/2002-11/2007**

**Group President/ Chief Operating Officer**

IIR is a \$700M privately held family office holding company which operates seminar, management consulting, training and conference businesses worldwide.

- Managed 5 companies and 2 back office locations totaling 450 staff and \$210M in revenue.
- Moved an acquisition from an annual loss of \$5M to a profit of \$4.4M by greatly reducing costs and streamlining processes.
- Implemented a cross-company benchmarking process which led to utilizing significantly lower labor costs on major client engagements and more optimally deploying and sharing I.T. resources.
- Eliminated several negative-margin offerings while increasing revenue at a 14% annualized growth rate.
- Assisted in the sale of IIR to UK-based Informa in late 2005.

**JOBDIRECT** Stamford, CT

**5/2001-9/2002**

**Chief Executive Officer and President**

JobDirect was the college recruiting subsidiary of **Korn/ Ferry International**, a publicly traded global executive search firm.

- Recommended and oversaw complete shutdown of the company after results of two months of analysis were presented to and approved by Korn/Ferry's board and CEO.
- Merged front-end sales and account management into another Korn/Ferry subsidiary; back-end staff functions into Korn/Ferry corporate departments. Sold off unneeded assets and managed the closure of the legal entity including lease terminations, severance allocations, and client contracts.

**BANK ONE (JP Morgan Chase) – FirstUSA Credit Card Division** Wilmington, DE **2/1998-5/2001**

**Senior Vice President, Portfolio Management**

**2000-2001**

Line management responsibility for \$250 million in earnings; \$30 billion in new balances. Responsible for all balance build, sales and usage, rewards and alliances, and retention marketing initiatives and programs.

- Beat 2000 YTD earnings goal by 18%. 2001 plan showed an 18% increase in top-line growth with a 26% decrease in expenses.
- Managed staff of 615 including marketing, finance and call center operations personnel.

**Senior Vice President, Retention Marketing and Operations**

**1999-2000**

Line responsibility for \$75 million in earnings; \$10 billion in new balances. Responsible for 20 marketing and finance personnel and 3 call centers housing 500 phone reps and 50 management staff. 4% professional staff attrition (compared to 20% company-wide).

- Exceeded 1999 earnings forecast by 26%, beating 1998 earnings by 110%.
- Initiated alliance marketing programs with AOL, eBay, and Home Depot.
- Awarded "key performer" award - 2/00; rated "outstanding" on '98 and '99 performance reviews.

**Senior Vice President, Competitive and Market Intelligence**

**1998-1999**

Grew department of 3 people to 30 in 9 months. 3% staff attrition.

- Introduced sophisticated market research techniques to FirstUSA and Firstcard.
- Developed competitive tracking databases and intranet

**MCKINSEY AND COMPANY** Atlanta, GA; Los Angeles, C

**9/1992-12/1997**

**Engagement Manager**

1995-1997

**Associate**

1993-1994

**Marketing Science Specialist**

1992

Created and implemented marketing and operation strategies for a wide range of clients. International experience in Brazil, Canada and several European countries. Non-client activities included designing and conducting training / recruiting programs and teaching in McKinsey's mini-MBA program. Spent 1997 onsite at LRW managing the market research firm's alliance with McKinsey. Selected engagements:

- Developed a penetration strategy targeting high net worth prospects for a Brazilian private bank.
- Created a European market expansion strategy for a personal computer manufacturer.
- Determined a telecommunication firm's expected market share decrease resulting from deregulation.
- Defined and segmented the commercial market for advanced telecommunications equipment.
- Redesigned the product development process for a telecommunications firm, which led to a 50 percent decrease in time to market and a 60 percent decrease in person-days required.
- Developed a market strategy for a highly specialized private school increasing enrollment 15 percent.
- Reconfigured a building products distribution network yielding 30% lower costs with no revenue loss.
- Completed a five-month new product development process for an electric utility. This involved segmenting the business and consumer markets and leading ideation sessions.
- Defined the informational and skill set needs for the deregulated affiliate of an electric utility.
- Created a repositioning strategy for a toy store retail chain.

**INFORMATION RESOURCES, INC.** Chicago, IL

**5/1991-9/1992**

**Associate Director, Product Development**

Created mathematical models using panel and scanner data to analyze and devise market strategies. Worked with several leading packaged goods companies (i.e., Kraft, Procter and Gamble, Ocean Spray, Quaker, James River, Conagra, Tropicana, Lever Brothers, S.C. Johnson, etc.). Managed a department of three statisticians.

- Developed a generalizable system of models to forecast seasonal effects on sales of packaged goods.
- Developed price and promotion analysis models that generated over \$1 million of sales in year one.
- Determined the effectiveness of manufacturers offering price rollbacks to retailers. Results convinced a major consumer packaged goods manufacturer to eliminate all price rollbacks.

**DDB NEEDHAM WORLDWIDE, INC.** Chicago, IL

**5/1988-5/1991**

**Associate (part-time 88-90 during graduate studies, full-time 91), Strategic Planning Department**

Responsible for comprehensive strategic analysis of market and internal client data. Reviewed and devised strategic direction based on data analysis.

- Analyzed demographic trends that drove positioning for Sea World Parks.
- Defined possible image options for the positioning of Bud Dry Beer.
- Determined the viability of brand extensions for General Mills.
- Analyzed household buying habits for Disney movie videos.

**NCR CORPORATION** Dayton, OH

**7/1985-9/1987**

**Systems Analyst**

1986-1987

**Programmer/ Analyst**

1986

**Programmer**

1985

Analyzed, designed, and implemented business and computer information systems. Considerable interaction with finance, accounting, marketing and production. NCR top performer award Q4, 1986 (awarded to top 2 percent of professional staff). Promoted as rapidly as NCR regulations would allow.

### **CORPORATE BOARDS**

Verde Inc.

1999-2002

Falck Medical, Inc

2005-2007

### **EDUCATION**

**THE UNIVERSITY OF CHICAGO**

Chicago, IL

**Graduate School of Business**

Ph.D. - all but dissertation

1991

M.B.A.

1990

Majors: marketing and behavioral decision-making

Awarded full stipend and fellowship for Ph.D. studies

New business plan reviewer for Arthur D. Little Co.

Research Assistant in Center for Decision Research

*Perceived Risk Attitudes: Relating Risk Perception to Risky Choice* written with Elke U. Weber; *Management Science*, Vol. 43, No. 2, February 1997; winner of The Decision Analysis Society 1999 publication award

**SYRACUSE UNIVERSITY**

Syracuse, NY

**Crouse-Hinds School of Management**

B.S. business administration

1985

Majors: statistics and management information systems

General Electric summer intern, crew team

*Mensa member*

**Adam M. Bryan**  
101 Merritt Blvd Suite 209  
Trumbull, CT 06611  
ABryan@ExtraDutySolutions.com  
(203) 892-0766

## Objective

Administer world-class extra duty law enforcement programs to effectively mitigate key risks to the company's people, property, products, and information

## Experience

1/2015 - Present                      **Hart Halsey / Extra Duty Solutions**                      Westport, CT

### Head of Operations

- Responsible for ensuring excellent service delivery to all Extra Duty Solution clients
- Design and implement extra duty law enforcement programs to mitigate risks faced in corporate environments
- Work closely with Police Departments and Sheriff Offices throughout the country to staff a wide variety of engagements ranging from multiple Officer recurring details to last minute, one-off type details
- Hire, train, and manage key personnel who administer extra duty law enforcement programs for our valued clients
- Ensure the Extra Duty Solutions Call Center is effectively resolving our client's needs in a timely and professional manner

4/2014 - 12/2014                      **Alliance Building Services**                      New York, NY

### Vice President, Security

- Develop business through various sales and marketing channels to seek clients looking to secure their people, property, and products
- Responsible for designing, implementing, and managing customized security officer programs that meet the goals of our clients
- Hire, Train, and Manage Account Managers at client accounts under my responsibility
- Manage the Quality Assurance program at client accounts to ensure the security personnel are performing up to contract standards
- Provide Security SME experience to clients during build outs, emergencies and other situations where an elevated knowledge of physical security is needed

9/2012 - 3/2014                      **Endo International**                      Huntsville, AL

### Director, Security Operations

- Senior most security executive for a \$15+ billion pharmaceutical firm
- Hire, train and manage the company's security management team
- Responsible for all aspects of security operations including security personnel and security systems for the firm's two pharmaceutical manufacturing plants in Huntsville, AL and Charlotte, NC
- Manage the investigations team whose work ranges from investigating thefts of DEA scheduled controlled products to employee relations issues
- Manage the \$8 million annual security budget
- Responsible for developing and managing failover events and the BCP during an emergency
- Liaison with local and state law enforcement and federal agencies i.e. DEA, FDA, and FBI
- Manage the firm's supply chain security team
- Act as point of contact for all Security emergencies

7/2010 - 9/2012                      **Bridgewater Associates LP**                      Westport, CT

### **Security Operations Manager**

- Responsible for over 100 contract security officers working over 5,000 hours per week at 7 locations for the largest hedge fund in the world
- Responsible for the Security Operations Center personnel and security systems
- Responsible for the firm's life safety program, including fire safety and the employer-sponsored CPR/First Aid/AED training program.
- Manage security at over 50 large events per year
- Develop, implement and audit post orders, training programs, and various logs to secure the people and property of the firm
- Ensured data centers and BCP facilities were secure at all times through initial design phase to ongoing security management
- Perform complex investigations related to personnel issues and theft
- Liaison with local, state and federal officials

10/2008 – 7/2010

**Securitas Security Services USA**

Westport, CT

### **Account Manager - Bridgewater Associates**

- Developed security guard program from the ground up
- Ensure the goals of the client security program are met
- Manage 1200-1400 hours per week of guarding operations at multiple sites
- Manage a staff of over 35 Security Officers
- Liaison between client management and contract security company
- Responsible for the Access Control System, CCTV, and employee badging process
- Monitor Security Officer performance through consistent feedback, ongoing training and auditing.

12/2007-10/2008

**Securitas Security Services USA**

Stamford, CT

### **Field Service Manager**

- Manage 8500+ hours per week of guarding operations at multiple sites.
- Supervise a staff of over 300 Security Officers.
- Ensure that service expectations are being met through regular contact with clients.
- Evaluate service quality and initiate corrective action promptly.
- Coach employees and carry out disciplinary actions, as necessary.
- Write and review Post Orders. Communicates requirements and changes to affected personnel. Ensure Post Orders are being followed.
- Carry out administrative procedures in support of Branch operations.

3/2007 – 12/2007

**Securitas Security Services USA**

Stamford, CT

### **Scheduling Manager**

- Managed, established, maintained and reviewed schedules.
- Minimized avoidable overtime through effective scheduling strategies.
- Ensured accurate timekeeping, payroll, and billing data is posted in SAFES.
- Coordinated the daily schedules, on-site training, schedule changes and on-call Security Officers.
- Maintained records of Security Officer qualifications, certifications, and training.
- Assisted in screening, interviews, discipline, and training Security Officers.

### **Education**

Pennsylvania State University  
Bachelor of Science, Organizational Leadership

### **Volunteer**

ASIS Pharmaceutical Security Council Vice Chairman – 2014-Present  
ASIS Pharmaceutical Security Council Member – 2012-Present

# Keith McTigue

Phone: 808-256-9157 • email: [kmctigue@aol.com](mailto:kmctigue@aol.com)

[www.linkedin.com/in/keith-mctigue](http://www.linkedin.com/in/keith-mctigue)

## Experienced Professional

Results-driven leader with over 25 years of success applying a unique mix of strategic analysis and keen decision making, operational and risk management, personnel development and teamwork. Experienced working across the whole-of-government, Department of Defense, other-Federal, State and Local interagency organizations to balance equities, solve problems, provide new perspective and respond successfully in crisis and day-to-day operations. Highest trust, confidence and integrity - Top Secret Security Clearance.

**Military, Aviation, and Law Enforcement Training and Education - Leadership - International Training - Project and Facility Management - Process Improvement - Accounting, Budget, and Financial Management - Strategic Planning and Operations - Policy Analysis - Program Manager - Crisis and Consequence Management - Law, Policy and Doctrine - Data Mining and Analysis - Written and Oral Communications**

## Education and Training

**University of Houston, School of Education, Master of Science - Instructional Technology**  
**United States Coast Guard Academy, Bachelor of Science - Mathematics and Computer Science**  
Chief of Naval Air Training, Primary and Advanced Flight Training, Unrestricted Naval Aviator, (Military Pilot)  
IMSAR Coast Guard Search and Rescue Coordinator Designation  
National Incident Management System, Advanced Incident Commander  
Defense Institute of Security Assistance Management (DISAM), Security Cooperation Management  
Defense Institute of Security Assistance Management (DISAM), International Programs Security Requirements  
Department of Defense, U.S. Africa Command, Planning, and Action Officer Course

## Professional Highlights

### Extra Duty Solutions - Trumbull, CT

2018-Present

**Director Of Operations** - Oversees daily operations of Headquarters functions and 3 Regional Operations Centers throughout the United States. Responsible for current business policy and procedures and identifying and implementing future improvements. Supervises Account Managers and Account Coordinators who are administering Law Enforcement Extra Duty programs across 65 different municipalities. Responsible for back-end management of critical IT systems.

### UNITED STATES COAST GUARD

1991-2018

### Fourteenth District - Chief of Operational and Contingency Planning, Honolulu, Hawaii

2016-2018

Principal Advisor and Senior Program Director for the U.S. Coast Guard Fourteenth District Commander responsible for Emergency Management, Disaster Response, Operations and Resource Planning, Contingency Planning and Exercise Management, and Reserve Force Training and Readiness across 12.2M square mile Oceania area of responsibility, encompassing 8 U.S. territories and 35 small Pacific island nations. Staff 215 Civilian and Military Active Duty and Reserve.

Federal, State, and Local Interagency Liaison. Primary Coast Guard and Department of Homeland Security (DHS) coordinator with Department of Defense - Defense Support of Civil Authorities (DSCA) and State, U.S. Territories and International Partner Emergency Management Agencies for crisis and consequence management, all-hazards emergency preparedness and all-hazards exercise planning and execution.

Leveraged extensive DOD experience and facilitated two flag-officer level Defense Support for Civil Authorities workgroups, brought PACOM, FEMA and the State of Hawaii together. Built effective plans jointly despite initial apprehension of integrating state and federal all-hazards plans.

Delivered astonishing regional readiness improvements; promulgated four major All-Hazards contingency plans, including a detailed mass rescue plan with international and geographic specific annexes, an Incident Command System instruction with new solutions to lower enterprise risk. All plans deployed through aggressive interagency multi-year training and exercise plan.

Vastly expanded operational planning metrics, allocated, tracked and adapted deliberate apportionment of resource operating hours across the area of operations. Resulted in meeting all planned operational objectives and allowed synchronization and approval of budget-driven priority requests.

**U.S. Africa Command - Chief Counter Narcotics, Maritime Security Division, Stuttgart, Germany** **2014-2016**

Senior U.S. Coast Guard Officer detailed to U.S. Africa Command, J5 Strategy Plans, and Programs Directorate as Chief of Counter Narcotics (CN) & Counter Threat Finance (CTF) Division, Maritime Security Programs and Counter Illicit Trafficking Programs. Directed Department of Defense Joint Task Force (JTF) and Joint-Service, Interagency Law Enforcement staff. Seasoned International Affairs and Security Cooperation Specialist. Prioritized and flawlessly executed \$31.0M annual budget of U.S. interagency training against \$90.0M annual requests for assistance from International Law Enforcement Partners. Strict Congressional fiscal oversight.

Shifted directorate focus to better align Counter Narcotics, Counter Threat Finance, and Maritime Programs and their associated resources in support of newly approved Theater Campaign Plan.

Streamlined many internal program development and approval processes to make better use of available staff, effort lead to an improved capaCity to counter illicit trafficking throughout Africa.

Provided valuable programmatic oversight and policy review to the newly established Regional Narcotics Interagency Fusion Center in the Kingdom of Bahrain, greatly expanding operational effectiveness of forces and intelligence community countering illicit activity. Used this experience to assist Office of Secretary of Defense in standing-up similar capability in the European theater.

**Commanding Officer Air Station and Sector Field Office, Port Angeles, WA** **2012-2014**

Fostered an environment of disciplined proficiency, strived to equip crews with proper tools and training to improve mission effectiveness and reduce hazard exposure. Earned Aviation Excellence Award in 2013

Maximized efficiency and effectiveness of operational and logistics support missions, led unit to provide outstanding support of 12 tenants and supported units, provided excellent facility, engineering and administrative support. Prudently managed 14 disconnected fiscal accounts and \$3.5M annually.

Oversaw safe and efficient daily operations, facilities management and new construction projects on 70-acre airfield and military base with facilities, equipment, and capital assets and infrastructure with a total value over \$1.0B

Without interruption to the 24-hour/day, all-weather, all-mission "ready" response capability, smoothly guided a flawless transition to a new helicopter type and successfully conducted the unit's first shipboard aviation deployment in 7 years.

**Additional Coast Guard Assignments** **1991-2012**

Numerous assignments as a fixed wing and rotary wing aviator (pilot). Deputy Group Commander, Air Station Executive Officer, and Operations Officer, Chief Pilot, Flight and Ground Safety Officer in the unforgiving Alaskan and Pacific Northwest environment. Shipboard deployable rotary wing Senior Aviator for the Bering Sea and Arctic deployments. Department of Defense-Department and Homeland Security Aviation acquisition project manager. Coast Guard Headquarters C-130 aviation platform manager. Operational requirements, generation, validation, test, and evaluation. Integrated logistics support plan generation. Accomplished Coast Guard Shipboard Deck Watch Officer.

## **ADAM ROSS BOGDAN**

Cell: [203-434-0875] E-Mail: adambogdan87@gmail.com

### **Overview**

Experienced manager of six years with previous roles involving oversight of all day-to-day operations throughout multiple locations in different countries, including business continuity, travel security, account management, and crisis management.

### **Experience**

#### **Extra Duty Solutions**

**[Director, Account Management] [3/2019-current]**

- Accountable for management and support of eleven Account Managers and Coordinators.
- Point of contact for all escalations involving billing, officer problems, and scheduling issues.
- Oversee hiring, counseling, and training of Account Management and Coordinator staff.
- Manage department rules and all updates surrounding them, including creating a central location for important documents and rules storage.
- Handle back-end administrative tasks involved in onboarding new departments.

#### **Bridgewater Associates**

**[Global Account Manager] [12/2014-3/2019]**

- Security Manager at the world's largest hedge fund; contracted by Securitas Security Services.
- Responsible for oversight and management of a \$4 million security account, including operations in North America and Europe.
- Manage security team of 100 employees, including an operations center, security analysts, and security guards.
- Plan and strategize security operations for company wide events with over 3,000 people in attendance.
- Oversee all physical security investigations on Bridgewater Associates staff.
- Manage company-wide business continuity program including daily business operations.
- Manage staff schedule of more than 3000 hours per week.
- Oversee Quality Assurance program that involves auditing security technology and recommending improvements.
- Perform and audit risk assessments during construction phase of new buildings.
- Manage security officer and security operations center training program, involving hosting company-wide training seminars.
- Created and implemented a company-wide workplace violence response program for Physical Security.
- Project Manager for the security department including training on new systems, company-wide access badge transition, and crisis management exercises.



**Bridgewater Associates**

**[Manager, Security Operations Center] [12/2013 – 12/2014]**

**Bridgewater Associates**

**[Security Analyst] [7/2010– 11/2013]**

**Education**

**Southern New Hampshire University [11/2011 - 12/2013]**

**Master of Science in Justice Studies**

- Graduated with a GPA of 3.97
- Courses with emphasis in security management, police administration, and correctional management

**University of Connecticut [7/2010 – 11/2011]**

**Bachelor of Arts in General Studies**

- Focus in Society and Justice

**Certifications:**

- Graduate Certificate in Public Administration, Southern New Hampshire University, 2013
- CPR, AED

**General Skills**

- Working knowledge of security technology and systems such as: CCTV/Access Control, C-Cure 9000, Victor Management Software, Genetec, Integral Software, and SendWordNow.
- Investigative procedures
- Staffing and scheduling
- Budget management

Proficient in Microsoft Office (Excel, Outlook, PowerPoint, Word), Microsoft Visio, and Microsoft SharePoint

## **APPENDIX C: CLIENT LIST**

**Scope of Services:** For the references listed on the following pages we are providing the exact service which is being requested in the Orange RFP.

On page 56 we list the CFOs or other finance department contacts for departments in which we pay the municipality directly. We encourage you to call those references to too ensure our officer payrolls are always paid on time.

Client List 1 of 3

Department	State	no. sworn (est)	Start Date with EDS	Primary Contact	Contact Phone	Contact Email	Contact Address
Delray Beach	FL	150	1/25/2016	Capt. Russ Mager	561-243-7861	rmager@cityofdelraybeach.com	Delray Beach Police Department 300 West Atlantic Ave Delray Beach, FL 33444
Ashland	MA	25	5/1/2016	Sgt. Ed Burman	508-532-7988	edburman@ashlandpd.org	Ashland Police Department 137 Main St Ashland MA 01721 Massachusetts Police Department 207 West Front St, P.O. Box 1250 Hartington, NC 27226
Burlington	NC	180	5/1/2016	Capt. Dalton Majors	336-29-3551	dcmajors@cityofburlington.nc.us	Yakima Police Department 201 South Third Street Yakima WA, 98901
Yakima	WA	140	6/1/2016	Shawn Boyle	509-728-4541	shawn.boyle@yakimawa.gov	Sayreville Police Department 1000 Main Street Sayreville NJ 08882
Sayreville	NJ	110	9/1/2016	Capt. Daniel Pfunkecker	732-525-5402	dcpfun@sayreville.com	Greenville Police Department 200 S Greene St Greenville, NC 27834
Greenville	NC	200	12/1/2016	Capt. Chris Ivey	252-329-4709	ivey@greenvillenc.gov	Pinelux Police Department 420 Magnolia Road Pinelux NC 28224
Pinelux	NC	20	12/1/2016	Capt. Kenneth Hall	910-680-8973	khall@pinelux.org	West Orange Police Department 600 Main Street West Orange NJ 07093
West Orange	NJ	110	12/1/2016	Deputy Chief Tim Brennan	973-325-8007	tbrennan@westpd.org	Montclair Police Department 647 Riverside Ave Montclair NJ 07042
Montclair	NJ	120	1/20/2017	Chief Todd Conforti	973-744-1234	tcconforti@montclairnj.com	South Brunswick Police Department 340 Ridge Road South Brunswick NJ 08982
South Brunswick	NJ	90	3/10/2017	Lt. Mike LaPoint	732-329-8000 x 7449	mike.lapoint@sbpd.net	Little Falls Police Department 225 Main St Little Falls NJ 07424
Little Falls	NJ	40	3/15/2017	Chief Steven Post	973-256-0200	spost@littlefallsnj.org	South River Police Department 81 Main Street South River, NJ 08857 New Jersey State Police 1000 N. Washington Blvd Greensboro, NC 27401
South River	NJ	50	3/31/2017	Sgt. Ed Yorek	732-254-1150 x111	eyorek@southrivernj.org	Eatonville Police Department 47 Broad St Eatonville NJ 07124
Greensboro	NC	710	4/3/2017	Capt. John Thompson	336-373-7543	john.thompson@greensboro-nc.gov	East Brunswick Police Department 1000 N. Washington Blvd East Brunswick, NJ 08818
Eatonville	NJ	40	6/5/2017	Chief William Lucia	732-389-7631	wlucia@eastbrunswicknj.com	Clark Police Department 215 West 4th Ave Clark NJ 07066
East Brunswick	NJ	100	8/1/2017	Capt. Drew Walsh	732-390-6920	dwalsh@ebpd.net	Oro Valley Police Department 11000 N. La Capelle Drive Oro Valley AZ 85737
Clark	NJ	50	8/28/2017	Chief Pedro Matos	732-388-3495	pmatos@clarknj.org	Saratford Police Department 500 Longwood Ave Saratford, CT 06234
Oro Valley	AZ	130	9/21/2017	Sgt Dean Nesbitt	520-229-4912	dnesbitt@orovalleyaz.gov	Murfreesboro City Police Dept. 302 South Church St Murfreesboro TN 37130
Saratford	CT	110	9/21/2017	Chief Joseph McNeil	203-385-4100	jmcneil@saratfordct.com	New Providence Police Department 310 Broadway Ave New Providence NJ 07074
Murfreesboro	TN	225	11/1/2017	Sgt. Craig Strider	615-849-2670	cstrider@murfreesboro.tn.gov	Denville Township Police Dept. 1 N. Marys Place Denville NJ 07834
New Providence	NJ	25	11/20/2017	Lt. Dan Henn	908-447-1889	dhenn@nppolice.org	Shaker Heights Police Department 1155 Lee Road Shaker Heights OH 44120
Denville	NJ	35	11/20/2017	Chief Frank Perna	973-627-4900 x330	cperna@denvillpolice.org	Nashua Police Department 6 Packer Circle Nashua, NH 03063
Shaker Heights	OH	65	12/4/2017	LT Rick Mastmardo	216-491-1252	rick.mastmardo@shakerheights.com	Maricopa Police Department 45147 W Mayfield Ave Maricopa, AZ 85138
Nashua	NH	170	1/2/2018	Lt. Carlos Camacho	603-594-3527	ccamach@nshapd.com	Spotswood Police Department 77 Sycamore Hill Road Spotswood NJ 08864
Maricopa	AZ	65	1/22/2018	Commander Jim Hughes	520-316-6866	jhughes@maricopa-az.gov	
Spotswood	NJ	25	2/26/2018	Chief Michael Zarro	732-251-2121	mzarro@spotswoodnj.com	

Client List 2 of 3

Department	State	no. sworn (est)	Start Date with EDS	Primary Contact	Contact Phone	Contact Email	Contact Address
Pleasantville	NJ	45	2/26/2018	Lt. Angelo Maldonado	608-484-3644	amaldonado@pleasantville.nj.gov	Pleasantville Police Department 17 North First Street Pleasantville NJ 08223
Winslow	AZ	30	3/5/2018	Chief Dan Brown	928-289-2431	dbrown@winslowaz.gov	Winslow Police Department 708 W. Third Street Winslow AZ 85375
Berkeley Heights	NJ	30	3/5/2018	Capt. Robert Deitch	908-464-1111	rdeitch@berkeley.nj.gov	Berkeley Heights Police Department 29 Park Ave Berkeley Heights, NJ 07022
Mountainside	NJ	20	4/9/2018	Chief Joseph Giannuzzi	908-232-8100 x233	jgiannuzzi@mountainside.nj.gov	Mountainside Police Department 1381 Route 73 East Mountainside, NJ 07092
Kenilworth	NJ	20	5/1/2018	Capt. Fred Sooz	908-276-1760	fsooz.kpd@kenilworth.nj.gov	Kenilworth Police Department 767 Dickwood Kenilworth, NJ 07033
Cookeville	TN	70	5/15/2018	Major Ken Sircy	931-520-5329	ksircy@cookeville-tn.gov	Cookeville Police Department 10 Dix Road N. PO Box 88 Cookeville, TN 38506
Caldwell	NJ	20	6/18/2016	Chief James Bangjomo	973-403-6645	jbangjomo@caldwell.nj.gov	Caldwell Police Department One Francis Square Caldwell, NJ 07006
Evesham	NJ	20	6/25/2018	Capt. Thomas Reinhold	856-985-4348	reinhold@evesham.nj.gov	Evesham Police Department 984 System Road Evesham, NJ 08053
Hightstown	NJ	15	6/25/2018	Chief Frank Gendron	609-448-1234	fgendron@hightstownborough.com	Hightstown Police Department ALSA Motor Street Hightstown, NJ 08520
Glen Ridge	NJ	20	7/1/2018	Chief Sheila Byron-Lagattuta	973-748-8400 x110	slagattuta@glenridge.nj.gov	Glen Ridge Police Department 2 Harmon St., Glen Ridge, NJ
Jupiter	FL	110	9/1/2018	Deputy Chief David England	(561) 741-2262	dengland@jupiterfl.us	Jupiter Police Department 210 Military Trail Jupiter, FL 33424
Metuchen	NJ	30	9/1/2018	Chief Dave Irsarry	732-632-8544	dirsarry@metuchen.nj.gov	Metuchen Police Department 300 Main Street Metuchen, NJ 08840
Westerly	RI	65	9/1/2018	Capt. Steven Johnson	40-348-5105	sjohnson@westerlypolice.org	Westerly Police Department 80 Airport Road Westerly, RI 02891
Aiken County Sheriff	SC	185	9/1/2018	Tammy Blackshire	803-642-1768	tblackshire@aicountysheriff.gov	Aiken County Sheriff's Department 400 Neagles Ave, Aiken, SC 29801
Clinton	TN	35	9/1/2018	Chief Vaughn Becker	865-259-1201	vbecker@clinton.tn.gov	Clinton Police Department 125 West Broad Street Clinton TN 37716
Norsey	NJ	75	10/1/2018	Chief Thomas Strumolo	973-284-4947	tstrumolo@norsey.nj.gov	Norsey Police Department 228 Chestnut St Norsey, NJ
Parippany	NJ	110	10/1/2018	Capt. Tom Carney	973-263-4322	tcarney@parippany.com	Parippany-Trip Tite Police Dept 1328 Route 68, Parippany, NJ 07654
Edison	NJ	140	10/11/2018	Capt. Salvatore Filanone	732-248-7457	sfilanone@edison.nj.gov	Edison Police Department 100 Municipal Blvd Edison, NJ 08817
Fairfield	NJ	40	11/29/2018	Lt. Peter Pollack	973-227-1400	ppollack@fairfield.nj.gov	Fairfield Police Department 230 Fairfield Road Fairfield, NJ 07034
Middle Twp	NJ	50	12/21/2018	Lt. Robert Shepherd	609-465-6654	rshpherd@middletown.nj.gov	Middle Township Police Dept 11 W. Main Street Cape May Court House, NJ 08210
Charleston County Sheriff's Office	SC	270	2/1/2019	Lt. Rita Avila	843-529-6220	raquila@charlestoncounty.org	Charleston County Sheriff's Office 300 E. Main Ave North Charleston, SC 29405
Vineland	NJ	135	2/4/2019	Sgt. Danny Labarre	856-681-4111 4434	dlabarre@vinelandcity.org	Vineland Police Department 111 North 9th Street Vineland, NJ 08260
Washington Twp	NJ	80	2/4/2019	Chief Patrick Gurcsik	856-256-1212 c. 856-127-1277 / m. 856-655-3612 913-742-9877	pkgurcsik@pd.twp.washington.nj.us	Washington Twp Police Department 1 Ad-Care Drive Somers, NJ 08859
Camden County Police Department	NJ	320	2/15/2019	Captain Anthony Meffa		ameffa17@camdencountypd.org	Camden County Police Department 200 Federal Street, Camden NJ 08102
Shawnee	KS	100	3/1/2019	Deputy Chief Sam Larson		slarson@cityofshawnee.org	Shawnee, KS Police Department 3000 Weaver Blvd Shawnee, KS 66213

Client List 3 of 3

Department	State	no. sworn (est)	Start Date with EDS	Primary Contact	Contact Phone	Contact Email	Contact Address
Greenbelt	MD	45	3/1/2019	Sgt. Chris Bladzinski	301-474-7200	Chad.bladzinski@greenbeltmd.gov	Greenbelt MD Police Department 523 Crescent Rd, Greenbelt, MD 20770
Haddonfield	NJ	20	3/1/2019	Chief Jason Cutler	856-429-4700 x 241	JCutler@haddonfield-nj.gov	Haddonfield Police Department 242 Kings Highway East Haddonfield, NJ 08033 starting tomorrow noon 21 Main Mill Road P.O. Box 240 New Vernon, NJ 07956
Harding	NJ	20	3/1/2019	Erik J. Heller Chief of Police	(973) 455-1371	EJHeller@HARDINGNJ.GOV	Washington Park Department 640 Somerset Sq, Watchung, NJ 07082
Watchung	NJ	30	3/11/2019	Sgt. Ken Boyle	908-756-3663 ext 121	KBoyle@watchungnj.com	Watchung Police Department 640 Somerset Sq, Watchung, NJ 07082
West Palm Beach	FL	325	4/1/2019	Sgt. Gary "Rich" Smith JR.	o. 561-832-1652 m. 561-215-0146	gsmith@wpb.org	West Palm Beach Police Department 600 Broward Blvd, West Palm Beach, FL 33401 Hammock Community Center 11855 West Lake Center Drive Building D Merritt, FL 33453-7001
Marana	AZ	90	5/6/2019	Sgt. Jose Alvarez Asst. Deputy Superintendent	520-382-2041	jalvarez@maranaz.gov	Marana Sheriff's Office 200 Pylea Center Road Marana, AZ 85653
Middlesex County	MA	270	6/1/2019	Superintendent Rudy Chaput	978-932-3446	rudy.chaput@middlesex.ma.us	Middlesex Sheriff's Office 200 Pylea Center Road Marana, MA 01853
Bridgewater	NJ	75	6/1/2019	Capt. Payne	908-722-4111 x4148	cpayne@bridgewater-nj.com	Bridgewater Police Department 100 Crossman Way Bridgewater, NJ 08807
Lexington	SC	55	6/1/2019	Lt. Matt Timmerman	803-358-1516	mtimmerman@lexsc.com	Lexington Police Department 111 Midland Lane Lexington, SC 29073
South Amboy	NJ	25	7/1/2019	Lt. Brian McCabe	732-857-0923	rbccab@southamboy-nj.gov	South Amboy Police Department 140 N Broadway South Amboy, NJ 08879
Galloway	NJ	60	7/1/2019	Capt. Rich Barber	609-652-3705 x332	rbarber@gpd.nj	Galloway Police Department 301 E. Lewis Lane Galloway, NJ 08025
Dover	NJ	35	7/8/2019	Capt. William Newton	973-270-4445	newton@doverpolice.org	Dover Police Department 37 North Summit Street Dover, NJ 07801 Marion County Sheriff's Office Administrative Support Division 610 West Washington St. Greensboro NC 27401
Gulfport County	NC	270	7/15/2019	Capt. Daryl Loftis	336-641-4207	DLOFTIS@gulfportcountync.gov	Gulfport Police Department P.O. Box 257, Greensboro, NC
Graham	NC	40	8/5/2019	Asst. Chief Kristi Cole	336-570-6711 x205	kcole@cityofgraham.com	Graham Police Department P.O. Box 257, Greensboro, NC
Mason	NH	10	11/28/2019	Chief Kevin Maxwell	603-878-1111	kmawell@cityofmason.org	Mason Police Department
Glassboro	NJ	50	1/1/2020	Deputy Chief Ryan Knight	856-881-1501 x88160	rknight@glassboronj.org	Glassboro Police Department 1 South Main St., Glassboro NJ 08024
Robbinsville	NJ	30	1/1/2020	Lt. Michael Polaski	609-259-3900	mipolaski@robbsville.net	Robbinsville Police Department 1117 South US 421 North Robbinsville, NJ 08661
Passaic County	NJ	560	1/1/2020	Director John Lazzara	973-389-5900	jlazzara@passaicnj.org	Passaic County Sheriff's Dept 635 Halsey Terrace Whippany, NJ 07979
Little Ferry	NJ	30	1/1/2020	Lt. Ronald Klein	201-641-2724	RKlein@littleferry-nj.org	Little Ferry Police Department 215-217 Liberty St., Little Ferry, NJ 07643
Chapel Hill	NC	105	2/1/2020	Capt. Danny Lloyd	919-969-2861	DLOYD@cityofchapelhill.org	Chapel Hill Police Department 608 South Lenoir Street Chapel Hill, NC 27514-3701
Jamesburg	NJ	20	2/1/2020	Chief James Crapaotta	732-521-0011 x205	jamesburgpolice@NETSCAPE.NET	Jamesburg Police Department 131 Parkside Road Jamesburg, NJ 08521
Lumberton	NJ	20	03/01/20	Ed Dellorco	609-267-1111	edellorco@lumbertonnj.com	Lumberton Police Department 85 Municipal Drive Lumberton, NJ 08048
Allenhurst	NJ	10		Chief Michael Schneider	732-531-2255	michschneider@allenhurstnj.org	Allenhurst Police Department 178 Center Avenue Allenhurst, NJ 07711

## Finance Contacts

<u>Department</u>	<u>State</u>	<u>Finance Contact</u>	<u>Finance Contact Phone</u>	<u>Finance Contact Email</u>
Ashland	MA	Paul Keating	508-532-7929	pkeating@ashlandmass.com
Yakima	WA	Diane Schmitt	509-575-6070	Diane.Schmitt@yakimawa.gov
Sayreville	NJ	Joanne Gottstine	732-525-5421	kgott@sayreville.com
West Orange	NJ	John Gross	973-325-4070	JGross@westorange.org
Montclair	NJ	Maja Rao	973-509-4964	PRao@montclairnjsa.org
South Brunswick	NJ	Luisa Matticoli	732-329-4000 x7477	lmattico@sbtmi.net
Little Falls	NJ	Chuck Cuccia	973-890-4500	CCuccia@lfnj.com
South River	NJ	Joe Zanga	732-257-1999 x112	jzanga@southrivernj.org
East Brunswick	NJ	Lou Neely	732-390-6860	lneely@eastbrunswick.org
Clark	NJ	Terry O'Neill	732-428-8401	cfo@ourclark.com
Denville	NJ	Michael Guarino	973-625-8300 x284	finance@denvilleni.org
Nashua	NH	Karen Smith	603-594-3603	SmithK@nashuapd.com
Spotswood	NJ	Joe Zanga	732-257-1999 x112	jzanga@southrivernj.org
Pleasantville	NJ	Barry Lundy	609-484-3622	blundy@pleasantvilleni.us
Berkeley Heights	NJ	Michel Marceau	908-464-2700 x2221	mimarceau@bhtwp.com
Mountainside	NJ	Jill Goode	908-232-2400 x241	jgoode@mountainside-nj.com
Kenilworth	NJ	Joe Delorio	908-276-5801	financeofficer@kenilworthnj.org
Caldwell	NJ	Chris Battaglia		cbattaglia@caldwell-nj.com
Evesham	NJ	Tom Shanahan	856-985-4338	shanaant@evesham-nj.gov
Hightstown	NJ	Monica Patel	609-490-5100 x613	payroll@hightstownborough.com
Glen Ridge	NJ	Matt Laracy	973-748-8400 x228	cfo@glenridgenj.org
Metuchen	NJ	Becky Buthert	732-632-8512	mailto:cuthbert@metuchen.com
Westerly	RI	Dyann Baker		dbaker@westerlyri.gov
Nutley	NJ	Rosemary Costa	973-284-4961	rcosta@nutleynj.org
Parsippany	NJ	Ann Cucci	973-263-4265	ACucci@Parsippany.net
Edison	NJ	Ashley Gotz	732-248-7218	AGotz@edisonnj.org
Middle Twp	NJ	Susan Quinones	609-465-8732	quinones@middletownship.com
Vineland	NJ	Susan Baldosaro	856-794-4000 x4271	sbaldosaro@vinelandcity.org
Washington Twp	NJ	Colette Bachich	856-589-0520 x227	cbachich@twp.washington.nj.us
Police Department	NJ	Steve Williams	(856) 225 5397	Steve.Williams@camdencounty.co
Haddonfield	NJ	Stephanie Heim	(856) 429 4700 x 225	sheim@haddonfield-nj.gov
Harding	NJ	Andrew Fiore		aifiore@HARDINGNJ.ORG
Watchung	NJ	William Hance		bhance@watchungnj.gov
Glassboro	NJ	Karyn Paccione	856-881-9230 x88255	kpaccione@glassboro.org
Robbinsville	NJ	Debra Bauer	609-259-3658	DeborahB@robbinsville.net
Passaic County	NJ	Richard Cahill	973-881-4440	rcahill@passaiccountynj.org
Little Ferry	NJ	Lori-Ann Beck	201-641-9234 x657	lbeck@littleferrynj.org
Jamesburg	NJ	Scott Frueh	732-521-2222 x110	sfrueh@jamesburgborough.org
Lumberton	NJ	Gina Simon	609-267-3217 x110	gsimon@lumbertontwp.com
Allenhurst	NJ	Donna Campagna	732-531-2757	dcampagna@allenhurstnj.org

**BIDDER'S CHECK LIST Mandatory Items**

- Business Registration Certification
- Stockholders Disclosure Statement
- Affirmative Action Compliance Notice
- Iranian Disclosure Form
- Non Collusion Affidavit
- Proposal Form
- Receipt of Addenda
- Political Contribution disclosure
- New Jersey Anti-Discrimination Provision

**Please provide one original and five additional copies of your proposal.**

PROPOSAL

TO QUALIFIED PURCHASING AGENT, CITY OF ORANGE TOWNSHIP, NEW JERSEY

Dear Qualified Purchasing Agent,

In accordance with and subject to all stipulations, conditions, requirements, and instructions to bidders, specifications so far as they relate to this proposal are made part of it, submit a bid from:

COMPANY  
NAME HANU INSURANCE LLC PBA EXTRA DUTY SOLUTION

ADDRESS 1 WATERVIEW DR  
SUITE 101  
FITCHARD CT 06484

DATE 2/22/20

PHONE 203 216 9742

BY [Signature] CEO  
(Signature and Title of Officer of Company authorized to execute a contract)



**STOCKHOLDER DISCLOSURE CERTIFICATION**

**This Statement Shall Be Included with Bid Submission:**

Name of Business HART WALSHY LLC DBA EXTRA NET SOLUTIONS

I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

- Partnership       Corporation       Sole Proprietorship
- Limited Partnership     Limited Liability Corporation     Limited Liability Partnership
- Subchapter S Corporation

Sign and notarize the form below and if necessary, complete the stockholder list below.  
Stockholders:

Name: ROSA MILCINMAN      Name: \_\_\_\_\_  
 Home Address: 2 LYONS PARK RD      Home Address: \_\_\_\_\_  
WESTON CT 06897      \_\_\_\_\_

Name: ADAM BRYAN      Name: \_\_\_\_\_  
 Home Address: 253 BLAKESLEE RD      Home Address: \_\_\_\_\_  
BRISTOL CT 06011      \_\_\_\_\_

[Signature]  
 (Affiant)

Rosa Milcinman CGO  
 (Print name & title of affiant) (Corporate Seal)

NOTARY PUBLIC

Sworn before me this 19 day of February 2020

[Signature]  
 Signature of Notary Public My  
 Commission Expires: 3/31/20

## REQUIRED EVIDENCE

### AFFIRMATIVE ACTION REGULATIONS N.J. S.A. 10:5-31, et seq. (N.J.A.C. 17:27)

If awarded a contract, the Bidder will be required to comply with the requirements of N.J.S.A. 10:531, et seq., and N.J.A.C. 17:27. Within five (5) days after receipt of the notification of intent to award the contract, the Bidder shall present one of the following:

1. Appropriate evidence that the Contractor is operating under an existing federally approved or sanctioned affirmative action program; or
2. A Certificate of Employee Information Report Approval issued in accordance with N.J.A.C. 17:27-4; or
3. An initial Employee Information Report consisting of forms provided by the Affirmative Action Office and completed by Contractor in accordance with N.J.A.C. 17:27-4.

The Bidder must submit no later than three (3) days after the signing of the Contract an Initial Project Manning Table consisting of forms provided by the Affirmative Action Office and completed by Contractor in accordance with N.J.A.C. 17:27-7.

Bidders are referred to the Bidder's Information Section of the Bid Packet for a further description of the above requirements.

**NO BIDDER MAY BE ISSUED A CONTRACT UNLESS THEY COMPLY WITH THE AFFIRMATIVE ACTION REGULATIONS OF N.J.S.A. 10:5-31, et seq.**

The following questions must be answered by all Bidders:

1. Do you have a federally-approved or sanctioned Affirmative Action Program?  
Yes \_\_\_\_\_ (If yes, submit a copy of such approval.)       No
2. Do you have a State Certificate of Employee Information Report approval?  
Yes  {If yes, submit a copy of such approval.)      No

The undersigned Bidder certifies that he is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31, et seq., and agrees to furnish the required documentation pursuant to the law.

COMPANY: EXTRA DRY SOLUTIONS      NAME: RICH MILLMAN

SIGNATURE: [Signature]      TITLE: CEO

**NOTE: A bid must be rejected as non-responsive if a Bidder fails to comply with requirements of N.J.S.A. 10:5-31, et seq., within the time frame stipulated.**

# AFFIDAVIT OF NON-COLLUSION

The undersigned bidder of full age, being duly sworn according to law depose and hereby specifically certifies that:

A. To the best of the bidder's knowledge and belief, the annexed bid proposal for this project has not been prepared in collusion with any other bidder of like item or services and the prices, discounts, terms and conditions thereof have not been directly or indirectly communicated by or on behalf of the bidder to any person other than the recipient of the bid and will not be communicated to any person prior to the official opening of the bid.

B. The bidder fully understands that no premiums, rebates, or gratuities are permitted either with, prior to, or after signing of contract. Any violation will result in cancellation and removal from the bid list.

C. The bidder further certifies that the undersigned has the necessary authority, to sign this stipulation stating that the bidder has not entered into any agreement, or otherwise taken any action in restraint of free competitive bidding in connection with this bid.

All references to the bidder are understood to include the undersigned and all principals, partners and officers of the bidder.

Dated:

  
\_\_\_\_\_  
(Signature)

RICK MILLMAN CEO  
\_\_\_\_\_  
(Name and Title)

HUNT WALSH IIC DSA BYMA DVEY SOLUTIONS  
\_\_\_\_\_  
(Company Name)

1 WATERVIEW DR, STE 101 SHELTON CT 06484  
\_\_\_\_\_  
(Address)

(City, State, Zip Code)

(Corporate Seal)

Subscribed and sworn to before me  
this 19 day of February, 2020

Notary Public of the State of New Jersey



My Commission expires 3/31/20

**CITY OF ORANGE TOWNSHIP**

**DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

**Proposer:** HANT HANSON LLC DBA EXMA ENERGY SOLUTIONS

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 the person or entity, or one of the person or entity's parents, subsidiaries, or affiliates, is not identified on a list created and maintained by the New Jersey Department of the Treasury as a person or entity engaging in investment activities in Iran. If the Director finds a person or entity to be in violation of the principles which are the subject of this 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, declaring the party in default and seeking debarment or suspension of the person or entity.

**I certify, pursuant to Public Law 2012, c. 25, that the person or entity listed above for which I am authorized to submit a proposal: Must check appropriate boxes**

- Is not providing goods or services of \$20,000,000 or more in the energy sector of Iran, including a person or entity that provides oil or liquefied natural gas tankers, or products used to construct or maintain pipelines used to transport oil or liquefied natural gas, for the energy sector of Iran, and
- Is not a financial institution that extends \$20,000,000 or more in credit to another person or entity, for 45 days, or more, if that person or entity will use the credit to provide goods or services in the energy sector in Iran.

In the event that a person or entity is unable to make the above certification because it or one of its parents, subsidiaries, or affiliates has engaged in the above referenced activities, a detailed, accurate and precise description of the activities must be provided in part 2 below to the New Jersey Turnpike Authority under penalty of perjury. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

**Part 2: PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN**  
You must provide a detailed, accurate and precise description of the activities of the proposer, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the boxes below.

Name: _____	Relationship to Proposer: _____
Description of Activities: _____	
Duration of Engagement: _____	Anticipated Cessation Date: _____
Proposer Contact Name: _____	Contact Phone Number: _____

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 City of Orange Township, State of New Jersey 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 any contracts with the CITY to notify the CITY 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 agreement(s) with the City of Orange Township, State of New Jersey and that the CITY at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print): ALAN MILLMAN Signature: [Handwritten Signature]

Title: CEO Date: 2/22/20

**VENDOR INFORMATION**

In order to assure that all future correspondence is directed to the correct address, assure proper ordering, expedite future payments, and in accord with I.R.S. regulations, the following information must be provided with this bid.

Name of Business: HART WALSON LLC DBA EXTRA PLY SOLUTIONS  
Print

Name of Contact Person: RIKA MILLMAN  
Print

Correspondence Address (including zip code):

1 WATERVIEW RD  
SUITE 101  
SHELTON CT 06484

Purchase Order Address (including zip code):

SAME  
\_\_\_\_\_  
\_\_\_\_\_

Payment Address (including zip code):

SAME  
\_\_\_\_\_  
\_\_\_\_\_

Telephone Number: 203 216 9742

Fax Number: 203 306 3140

E-mail Address R.MILLMAN@EXTRAPLYSOLUTIONS.COM

Employer I.D. or S.S. # 47-3058816

**CITY OF ORANGE TOWNSHIP**

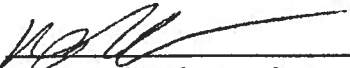
**ACKNOWLEDGMENT OF RECEIPT OF ADDENDA**

The undersigned Bidder hereby acknowledges receipt of the following addenda:  
Please assign the number, date and initial.

<u>Addendum Number</u> <u>Receipt</u>	<u>Dated</u>	<u>Acknowledge</u>  (Initial)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

No addenda was received.

Acknowledged for: HAAT WALSON LLC DBA ERMA DUTY S/W/T/INT  
(Company Name)

By:   
(Signature of Authorized Representative)

Name: RIK MILLMAN  
(Print)

Title: CEO

Date: 2/22/20

**OWNER DISCLOSURE and POLITICAL CONTRIBUTION CERTIFICATION**  
This Statement **MUST BE INCLUDED** with RFP Submissions

**OWNER DISCLOSURE SECTION**

Name of Business HART HANSEN LLC AND EXTRA DUTY SOLUTIONS

I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

OR

I certify that there are no stockholders

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

Partnership

Corporation

Sole  
Proprietorship

Limited Partnership

Limited Liability Corporation

Limited  
Liability Partnership

Subchapter S Corporation

Other (describe) \_\_\_\_\_





Sign and notarize the form below, and, if necessary, complete the stockholder list below.

**Stockholders:**

Name: RICH MILLMAN

2 LINDSEY PLANNIS  
WESTON CT 06894

Home Address:

\_\_\_\_\_

Name:

\_\_\_\_\_

Home Address:

\_\_\_\_\_

Name: ADAM BRIDAN

253 BRUCE ST  
BRISTOL CT 06011

Home Address:

Name:

Home Address:

Subscribed and sworn before me

Quinn-Champion

this 19 day of February, 2020

(Notary Public)  
affiant)

Rich Millman Affiant

RICH MILLMAN CEO  
(Print name & title of

My Commission expires:

3/31/20

(Corporate Seal

EXHIBIT A

Certification 57071

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

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of **15-FEB-2017** to **15-FEB-2024**

**HART HALSEY LLC, DBA EXTRA DUTY SOLUTIONS**  
**101 MERRITT BLVD., SUITE 21**  
**TRUMBULL CT 06611**



*Ford M. Scudder*

FORD M. SCUDDER  
State Treasurer

STATE OF NEW JERSEY  
BUSINESS REGISTRATION CERTIFICATE

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

TAXPAYER NAME:

HART HALSEY LLC

ADDRESS:

1670 ROUTE 34, SUITE 3A  
WALL NJ 07727

EFFECTIVE DATE:

03/29/16

TRADE NAME:

SEQUENCE NUMBER:

2030229

ISSUANCE DATE:

07/06/19

*James J. Quinonez*  
Director  
New Jersey Division of Revenue

FORM RBC

(04-007) D203040V

This Certificate is NOT valid for use in any other state.

Athos  
Management  
Services



Contract for Extra Duty  
Management Services

City of Orange  
Township, New  
Jersey

**PROPOSAL**



Athos Management Services  
600 Las Colinas Blvd. East, Suite 550, Irving, TX 75039  
Phone: (972) 427-1308



March 3, 2020

Adrian O. Mapp  
City of Orange Township  
Finance Room 206  
29 North Day Street  
Orange , NJ 07050

RE: Contract for Extra Duty Management Services

Dear Mr. Mapp,

Thank you for allowing Athos Management Services the opportunity to respond to the Contract for Extra Duty Management Services. Herein, you will find our response including supporting documents.

As a company dedicated to the law enforcement community, we take the trust that our officers and departments place in us seriously. We welcome the opportunity to help support the City of Orange Township, the Orange Township Police Department and its officers.

Sincerely,

*John C. Wells*

John C. Wells  
Vice President  
Athos Management Services



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Athos Management Services  
600 Las Colinas Blvd. East, Suite 550, Irving, TX 75039  
Phone: (972) 427-1308



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**Pricing**

Unlike most secondary employment management providers, AMS does not charge licensing or user fees for the use of the RollKall platform, nor do we charge the department for our management services. Instead, AMS charges a 11% for the RollKall technology fee and AMS Call Center administrative fee to the business on all payments that utilize RKPAY. AMS has the ability to “float” payment; however, this business practice could become a concern in that 1099 designated officers may potentially lose their 1099 status due to a guaranteed payment structure.

**Business Invoice Calculation Example (Sample Invoice attached)**

	<b>Qty</b>	<b>Rate</b>	<b>Total Amount</b>
Officer Rate (hourly)	1	\$83.00	\$83.00
AMS Fee (hourly)	1	11%	\$9.13
<b>Total:</b>			<b>\$92.13</b>

**FAQ's**

Businesses recognize the advantage of using RKPAY for a variety of reasons.

- Employers don't have to onboard officers into their payroll system.
- Employers are not concerned with 1099's or treat the officer as a W-2 Employee (no employment taxes)
- Employers are covered with a General Liability policy
- Employers get auditing capability and can pull advanced reports.

**My Officers Aren't Going To Like RKPAY**

History has shown that once an officer uses RKPAY, they are sold on it's features. RKPAY gives officer's tremendous benefits and helps them track their payments. Based on our research, officers prefer RKPAY for the following reasons:

- Invoices, payments, and deposit history are at their fingertips and updated in real-time.
- They no longer are required to track down multiple 1099's.
- From a tax perspective, most officers will get the same benefit as if they were paid in cash.
- The officer is offered Occupational Accident Insurance they can opt-into, insuring them up to \$100,000 in medical expenses with a \$0 deductible.
- The officer is automatically covered with a General Liability Policy should the need arise.