

EXHIBIT H ATTACHMENT 1

OWNERSHIP DISCLOSURE FORM (N.J.S.A. 52:25-24.2)

Pursuant to the requirements of P.L. 1999, c.440, the Supplier shall complete the form attached to these specifications listing the persons owning 10 percent (10%) or more of the firm presenting the proposal.

Company Name: Shutterfly Lifetouch, LLC

Address: 11000 Viking Drive, Eden Prairie, MN 55344

1. The Company is a **Sole Proprietor**, and therefore, no disclosure is necessary. Yes ☐ No ☒
 A sole proprietor is a person who owns an unincorporated business by him/herself.
 A limited liability company with a single member is not a Sole Proprietor.

2. The Company is a **Corporation, Partnership, or Limited Liability Company**. ☒ ☐

If you answered **YES** to Question 2, you must disclose the following: (a) the names and addresses of all stockholders in the corporation who own 10% or more of its stock, of any class; (b) all individual partners in the partnership who own a 10% or greater interest therein; or, (c) all members in the limited liability company who own a 10% or greater interest therein. (Attach additional sheets as necessary.)

If there are no stockholders, partners or members owning 10% or more interest, indicate "none".

Name	Address	Interest
Shutterfly, LLC	10 Almaden Blvd, San Jose, CA 95113	100%

3. For each of the corporations, partnerships, or limited liability companies identified above, are there any individuals, partners, members, stockholders, corporations, partnerships, or limited liability companies owning a 10% or greater interest of those listed business entities? Yes ☒ No ☐

If there are no stockholders, partners or members owning 10% or more interest, indicate "none".

Name	Address	Interest
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Attachment D

**EXHIBIT H
ATTACHMENT 1**

Shutterfly, LLC 10 Almaden Blvd, San Jose CA 95113 100070

I further certify that the statements and information contained herein, are complete and correct to the best of my knowledge and belief.

Name: Derrick Gordon

Title: VP Host

Signature: Derrick

Date: 5-9-23

**EXHIBIT H
ATTACHMENT 2**

**NON-COLLUSION AFFIDAVIT
N.J.S.A. 52:34-15**

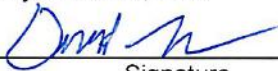
State of MN
County of Hennepin

ss:

I, Derrick Gorden working at Shutterfly Lifetouch, LLC 11000 Viking Drive, Eden Prairie, MN 55344 in the County of Hennepin and State of Minnesota of full age, being duly sworn according to law on my oath depose and say that:

I am Vice President, Field Host of the firm of Shutterfly Lifetouch, LLC, the bidder making this Proposal for the bid entitled Request for Proposals, and that I executed the said proposal with full authority to do so that said bidder has not, directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above-named project; and that all statements contained in said proposal and in this affidavit are true and correct, and made with full knowledge that the Shutterfly Lifetouch, LLC relies upon the truth of the statements contained in said Proposal and in the statements contained in this affidavit in awarding the contract for the said project.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by Shutterfly Lifetouch, LLC.



Signature
Derrick Gorden

(Type or print name of affiant under signature)

Subscribed and sworn to

before me this day

9th day of May, 2023



Notary public of

My Commission expires 1-31-25

(Seal)



**EXHIBIT H
ATTACHMENT 3**

**AFFIRMATIVE ACTION AFFIDAVIT
P.L. 1975, c.127**

Company Name: Shutterfly Lifetouch, LLC

Address: 11000 Viking Drive, Eden Prairie, MN 55344

Proposal Certification: Indicate below your company's compliance with New Jersey Affirmative Action regulations. Company's proposal will be accepted even if not in compliance at this time. No contract and/or purchase order may be issued, however, until all Affirmative Action requirements are met.

Required Affirmative Action Documentation:

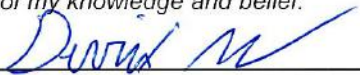
The Supplier shall submit with its proposal, ONE of the following three documents:

- (1) Letter of Federal Affirmative Action Plan Approval
- (2) Certificate of Employee Information Report
- (3) Employee Information Report Form AA302

Public Work – Project Cost over \$50,000:

- (1) If company has no approved Federal or New Jersey Affirmative Action Plan. Company will complete New Jersey Form AA-201 upon award; or
- (2) Company has a Federal or New Jersey Affirmative Action Plan – certificate is enclosed.

I further certify the statements and information contained herein, are complete and correct to the best of my knowledge and belief.



Authorized Signature

Derrick Gorden

Printed Name

Vice President, Host Field

Title

5-9-23

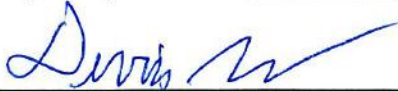
Date

EXHIBIT H ATTACHMENT 3

to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

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

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



Signature of Procurement Agent

EXHIBIT H ATTACHMENT 4

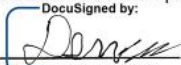
C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM Required Pursuant to N.J.S.A. 19:44A-20.26

**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.**

Part I – Vendor Information

Vendor Name:	Shutterfly Lifetouch, LLC		
Address:	11000 Viking Drive		
City:	Eden Prairie	State: MN	Zip: 55344

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 and as represented by the Instructions accompanying this form.

DocuSigned by: 	Derrick Gorden	VP Host
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
			\$
	NOT APPLICABLE		

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

EXHIBIT H ATTACHMENT 5

STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business: Shutterfly Lifetouch, LLC

- ☐ 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.
Use more space as necessary.

Stockholders:

Name: Shutterfly, LLC	Name: _____
Address: 10 Almaden Blvd, San Jose, CA 95113	Home Address: _____
_____	_____
Name: _____	Name: _____
Home Address: _____	Home Address: _____
_____	_____

Subscribed and sworn before me this 9th day of May, 2023.

(Notary Public)

My Commission expires: 1-31-25

(Affiant)

Derrick Gordon VP Host

(Print name & title of affiant)

(Corporate Seal)

