

# KAVANAGH & KAVANAGH, LLC

~~~COUNSELORS AT LAW~~~



219 N. High Street, Suite A  
Millville, New Jersey 08332  
Telephone: (856) 765-9900  
Facsimile: (856) 765-9918



[www.KavanaghLawFirm.com](http://www.KavanaghLawFirm.com)

Brendan J. Kavanagh  
Also Member of PA Bar  
email: [bkavanagh@millvillelaw.net](mailto:bkavanagh@millvillelaw.net)

Victoria S. Kavanagh  
Also Member of DE & PA Bars  
email: [vkavanagh@millvillelaw.net](mailto:vkavanagh@millvillelaw.net)

November 12, 2015

Purchasing Board of the City of Millville  
12 South High Street  
Millville, New Jersey 08332

RE: Request for Proposal for Professional Services ~ City Public Defender

Dear Sir/Madam:

It is with great pleasure that I submit this proposal (six copies) for providing professional legal services to the City of Millville. Pursuant to the City's request for proposal ("RFP") said submission is for legal services as City Public Defender for a one year period.

The Law Offices of Kavanagh & Kavanagh has aggressive attorneys who take a proactive approach to practicing law. That is, our goal is to adequately prepare and inform our clients so that they can avoid costly and protracted litigation. However, when litigation is unavoidable we represent our clients zealously through the entire judicial process. We also pride ourselves on being accessible to our clients by implementing the "24 Hour Rule". This rule provides that every telephone call to our office will be returned within 24 hours by a practicing attorney in the firm.

Attached hereto is a Qualification Statement/Proposed Fee Schedule, Resume of Brendan J. Kavanagh, Esquire, proof of professional malpractice insurance, and a listing of all former and present municipal court clients. Said documents are submitted to demonstrate that our law firm is clearly qualified and meets the requirements to serve as City Public Defender for the City of Millville.

On behalf of the firm, I welcome the opportunity to meet with the Board members for an interview or to respond to any additional questions.

Thank you for your time and consideration to this matter.

Very truly yours,

Brendan J. Kavanagh

BJK/em  
Enclosures

**KAVANAGH & KAVANAGH, LLC**

By: Brendan J. Kavanagh, Esquire

**Qualification Statement**

I primarily concentrate my practice in the areas of municipal law, personal injury litigation, municipal and criminal defense litigation, real estate and business law, and representation of various corporations, public entities and non-profit corporations. I am the current Public Defender for the Township of Deptford and the City of Millville and former Public Defender for Fairfield Township and Maurice River Township. I am former County Counsel for the County of Cumberland wherein I handled various litigation matters for the County and provided legal advice to the County Administrator, the Board of Chosen Freeholders and all departments as requested. I also handled civil commitment hearings for the Cumberland County Adjuster's Office as well as Bail Forfeitures. I am also the former Solicitor for the Cumberland County Office of Employment & Training and the Salem Housing Authority. In addition, I serve as the Hearing Officer for the Vineland Housing Authority. I also currently serve as Tax Attorney for the Township of Delran and former Tax Attorney for Deptford Township.

My staff consists of 2 attorneys and 4 staff members, all experienced Paralegals. I have been practicing law for 22 years. My firm was founded in 2001 and is presently located at 219 N. High Street ~ Suite A, in the City of Millville, New Jersey. It is proposed that any and all routine court appearances will be charged at the rate of \$375 per session in my capacity as City Public Defender for the City of Millville. The Firm shall submit monthly invoices to the City of Millville itemizing monthly appearances related to legal services rendered.

In addition, all out of pocket expenses, if any, will be invoiced and itemized on a monthly basis.

Three clients for whom I have performed similar services are listed below:

1. Fairfield Township (now known as Bridgeton Joint Municipal Court)  
Telephone Number: (856)451-7565  
Scope of Service: Public Defender and Conflict Solicitor  
Status: Former

2. Deptford Township  
Telephone Number: (856)686-2230  
Scope of Service: Public Defender  
Status: Current
  
3. Maurice River Township  
Telephone Number: (856)785-1120  
Scope of Services: Public Defender  
Status: Former

My resume is attached hereto together with proof of legal malpractice insurance in the amount of \$1,000,000 and a New Jersey Business Registration Certificate. Any work performed on behalf of the City of Millville will be performed under my direction or by a lawyer in my firm. Please note that my license to practice law has never been revoked or suspended. Also attached hereto is a listing of former and present municipal court clients. My law firm is in compliance with N.J.S.A. 10:5-1 *et seq.* Lastly, if required by law, my firm will file a Financial Disclosure Statement pursuant to N.J.S.A. 40A:9-22(1) *et seq.*

## **REFERENCES**

Honorable Gary D. Wodlinger, J.S.C. ~ Former Cumberland County Counsel  
Telephone Number: (856)451-8000

Dr. Edward H. Salmon, Ed.D., Founder/Chairman ~ Salmon Ventures, Ltd.  
Telephone Number: (856)825-0500

Former Assemblyman Matthew Milam, Chairman/CEO ~ Foundry Service Corporation  
Telephone Number: (856)692-3100

# **BRENDAN J. KAVANAGH**

**~Attorney-At-Law~**

Home Address:

1203 Robin Road  
Millville, New Jersey 08332  
Office Phone: (856)765-9900  
Facsimile: (856)765-9918

Office Address:

Kavanagh Law Building  
219 N. High Street, Suite A  
Millville, New Jersey 08332  
[www.KavanaghLawFirm.net](http://www.KavanaghLawFirm.net)  
[bkavanagh@millvillelaw.net](mailto:bkavanagh@millvillelaw.net)

## **EDUCATION**

- Monmouth University (B.S. Business Administration; Concentration: Marketing and Finance-1989)
- Widener University School of Law, Wilmington, Delaware (Juris Doctorate-1993)

## **EMPLOYMENT**

- New Jersey Superior Court, Burlington County, Law Clerk to The Honorable Lawrence A. Eleuteri (1993-1994)
- Arnold Robinson Law Offices, Millville, New Jersey (1994-1997)
- Robinson & Kavanagh Law Offices, Millville, New Jersey (1998-2001)
- Law Offices of Kavanagh & Kavanagh, LLC, Millville, New Jersey, Managing Partner (2001-Present)

## **EXPERIENCE**

- County Counsel and Cumberland County Solicitor (2009-2012)
- Special Outside Counsel, County of Cumberland (2007-2014)
- Township of Deptford Public Defender (Present)
- Township of Delran Tax Appeal Attorney (Present)
- Solicitor, Cumberland County Office of Employment & Training (2009-2012)
- Hearing Officer, Housing Authority of the City of Millville (Present)
- Hearing Officer, Housing Authority of the City of Vineland (Present)
- Township Tax Attorney, Township of Deptford (2011-2013)
- Solicitor, Knights of Columbus, Millville (2000-2008)
- Solicitor, Housing Authority of the City of Salem (2003-2006)
- Township of Maurice River Municipal Public Defender (1998-2004)
- City of Millville Municipal Public Defender (1997-2003) and (Present)
- Fairfield/Downe Joint Municipal Court Public Defender (2013-April 2015)
- Counsel to Greater Millville Chamber of Commerce (1995-2002)
- Solicitor, Millville Development Corporation (1995-1997)
- Federal Externship for Honorable Stanley S. Brotman, United States District Court (1991-1992)
- Outside Litigation Counsel (Past and Present)

Brendan J. Kavanagh, Esquire  
Resume  
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- ~ USA Wheatons, Inc.
- ~ Venice Maid Foods, Inc.
- ~ South Jersey Health Systems, Inc.
- ~ T-Fal Corporation
- ~ Bay Atlantic Federal Credit Union
- ~ Joffe Lumber
- ~ St. Mary Magdalen Church, Millville (Pro Bono)
- ~ Sherwood Forest Homes
- ~ Foundry Service Corporation

### **MEMBERSHIPS**

- Cumberland County Democratic Executive Committee, Municipal Chair (Millville) (2004-2010)
- US Supreme Court Admittee
- Greater Millville of Chamber of Commerce Executive Committee (1996-2003)
- American Bar Association (1994-Present)
- New Jersey State Bar Association (1994-Present)
- Cumberland County Bar Association (1994-Present)
  - ~ President (June 2009-2010)
  - ~ President, Young Lawyers Division (1998-2000)
  - ~ Junior Trustee (1995-1996)
  - ~ Municipal Court Committee (2003-2010)
  - ~ Bar Foundation (2004-2010)

### **CONCENTRATION**

- Public Entity Law
- Plaintiff's and Defense Litigation including Personal Injury, Employment Law and Contract Law
- Municipal Court and Criminal Defense Litigation
- Corporate Defense Litigation
- Real Estate Law (Commercial and Residential)

# **VICTORIA S. KAVANAGH**

**~Attorney-At-Law~**

## Home Address:

1203 Robin Road  
Millville, New Jersey 08332  
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[vkavanagh@millvillelaw.net](mailto:vkavanagh@millvillelaw.net)

## **EDUCATION**

- Rutgers University, New Brunswick, New Jersey  
Bachelors of Arts in Psychology and Political Science, 1990. Graduated with Honors.
- Widener University School of Law, Wilmington, Delaware  
Juris Doctorate of Law, 1993. Graduated Cum Laude.  
Additional Honors: American Jurisprudence Award in Income Taxation Law;  
Moot Court Honors Society, two years; Phi Beta Phi (Graduated top 10%).

## **EMPLOYMENT**

- Law Offices of Kavanagh & Kavanagh, LLC, Partner, Millville, New Jersey (2001-Present)
- Special Outside Counsel, County of Cumberland, Workers' Compensation Defense (2009-2014)
- Law Offices of Radano & Lide, Associate, Vineland, New Jersey (1997-1998)
- J.R. Julian's Law Office, Associate, Wilmington, Delaware (1994-1996 & 1997-1998)
- Per Diem Experience (1998-2001)

## **MEMBERSHIPS**

- New Jersey Council on Safety and Health (NJCOSH) (Present)
- Inn of the Court, Workers' Compensation Section (Present)
- Attorney Ethics Committee (Present)
- Millville Democratic Executive Committee, Vice-Chairperson (2002-2009)
- Greater Millville Chamber of Commerce, Volunteer (2002-2004)
- Cumberland County Bar Association (2004-Present)
- American Trial Lawyers Association of New Jersey (2006-2010)
- Delaware Bar Association (circa 1994-1998)
- Young Lawyers Committee of Delaware Bar Association (circa 1994-1998)
- United States District Court, Third District
- Supreme Court of the State of Delaware
- Supreme Court of the Commonwealth of Pennsylvania
- Supreme Court of the State of New Jersey

Victoria S. Kavanagh, Esquire  
Resume  
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**CONCENTRATION**

- Workers' Compensation Law
- Plaintiff's and Defense Litigation including Personal Injury, Employment Law and Consumer Fraud
- Corporate Defense Litigation
- Social Security Law
- Municipal Court
- Public Defender Pool Attorney for Parental Rights Unit
- Real Estate Law

## **REFERENCES**

Honorable Gary D. Wodlinger, J.S.C. ~ Former Cumberland County Counsel  
Telephone Number: (856)451-8000

Dr. Edward H. Salmon, Ed.D., Founder/Chairman ~ Salmon Ventures, Ltd.  
Telephone Number: (856)825-0500

Former Assemblyman Matthew Milam, Chairman/CEO ~ Foundry Service Corporation  
Telephone Number: (856)692-3100



## STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

**Taxpayer Name:** KAVANAGH & KAVANAGH, LLC

**Trade Name:**

**Address:** 219 N HIGH STREET SUITE A  
MILLVILLE, NJ 08332-3833

**Certificate Number:** 0780332

**Effective Date:** June 05, 2001

**Date of Issuance:** October 22, 2015

**For Office Use Only:**

20151022150925896



**IRONSHORE INDEMNITY, INC.**

(A Stock Company)

Mailing Address:

PO Box 3407

New York, NY 10008

(877) IRON-411

Policy #: JLI0148404

Expiring Policy #: JLI0148403

THIS IS ISSUED BY THE INSURANCE COMPANY SELECTED ABOVE

**LAWYERS PROFESSIONAL LIABILITY POLICY**

WITH CLAIM EXPENSES INCLUDED IN THE LIMIT OF LIABILITY

**DECLARATIONS**

This is a Claims Made and Reported Policy, please read it carefully. Amounts incurred as Claim Expenses shall reduce the limit of liability available to pay judgments or settlements and shall also be applied against the deductible.

|                                                                                                                                                                                                         |                                                                                                                                                        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>ITEM 1. NAMED INSURED AND PRINCIPAL ADDRESS:</b><br><br>Kavanagh & Kavanagh, LLC<br>Counselors At Law<br>219 North High Street, Suite A<br>Millville, NJ 08332                                       | <b>Item 2. POLICY PERIOD</b><br><br>(a) Inception Date: 05/13/15<br><br>(b) Expiration Date: 05/13/16<br><br>at 12:01 a.m. both dates at the Principal |
| <b>ITEM 3. LIMIT OF LIABILITY (inclusive of Claim Expenses)</b><br><br>\$ 1,000,000 Each Claim<br><br>\$ 1,000,000 aggregate limit of liability for all Claims made or deemed made during Policy Period |                                                                                                                                                        |
| <b>ITEM 4. DEDUCTIBLE:</b><br><br>\$ 5,000 Each Claim<br><br>\$ N/A Aggregate                                                                                                                           |                                                                                                                                                        |
| <b>ITEM 5. PREMIUM</b><br><br>\$ 7,242.00 + \$65.18 NJ Surcharge                                                                                                                                        |                                                                                                                                                        |
| <b>ITEM 6. RETROACTIVE DATE:</b><br>05/13/2001                                                                                                                                                          |                                                                                                                                                        |
| <b>ITEM 7. FORMS AND ENDORSEMENTS ATTACHED AT ISSUANCE:</b> LPL.COV.002 (05/09) LPL.DEC.002 (05/09)<br>LPL.END.430 (0909) LPL.END.430PN (0909) IRON.PN.001 (0513)                                       |                                                                                                                                                        |

**ITEM 8. INSURER**

**ADDRESS:** c/o Ironshore Insurance Services, LLC  
One State Street Plaza  
8<sup>th</sup> Floor  
New York, NY 10004

**ITEM 9. BROKER**

**ADDRESS:** JLT Facilities, Inc.  
22 Century Hill Dr. Ste. 103  
Latham NY 12110-1423

**LICENSE NUMBER:** BR-1080326

**ITEM 10. SURPLUS LINES BROKER:**

**ADDRESS:**

**LICENSE NUMBER:**

**THESE DECLARATIONS, TOGETHER WITH THE COMPLETED AND SIGNED APPLICATION, FOR THIS POLICY AND THE FOLLOWED POLICY, INCLUDING INFORMATION FURNISHED IN CONNECTION THEREWITH WHETHER DIRECTLY OR THROUGH PUBLIC FILING, AND THE POLICY FORM ATTACHED HERETO, CONSTITUTE THE INSURANCE POLICY.**

Date: May 14, 2015  
MO/DAY/YR.

  
Authorized Representative