

"We built our business on the founding principle that service excellence, safety and strong value for our customers is our number one priority".

John Sands,  
Owner

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We are very pleased to provide this overview of our company. We have been serving the greater New York and New Jersey area for over 30 years.

# A. Santini Moving & Storage

## Corporate Overview

<http://www.santinimoving.com>



*A. Santini Moving and Storage Company* is a family-owned relocation specialist headquartered in Roseland, New Jersey with annual sales of approximately 16 million dollars. Our operation is uniquely equipped to provide our clients with superior quality control and the highest degree of cost management. Whether it's moving an office, warehouse or high-tech equipment, we are there to do the job professionally, efficiently and on schedule. Our system employs dedicated professionals backed by the finest equipment and facilities available to deliver a consistently high level of service.

Our customer service staff will manage any relocation assignment entrusted to our care. Education, guidance and close monitoring will guarantee cost effectiveness in all our relocation needs.

As a leading agent for *CRST International*, *A. Santini Moving and Storage Company* is also prepared to handle any domestic or international relocation you may require. We are committed to returning the highest level of satisfaction per transportation dollar spent. Whether it's an office move across town or a major plant relocation across the country, our company's "*attention to detail*" will ensure the smoothest and most efficient move possible.

**Planning** - In the first and possibly most important step in any relocation, *A. Santini Moving and Storage Company* will work with the client to develop a cost efficient relocation services program. Our on-site analysis program will provide a department by department survey and inventory, while insuring that no details are overlooked.

### We Will:

- Fully inventory everything that is scheduled to be packed, moved and/or relocated.
- Survey, review and determine the logistics at destination.

- Establish time tables in accordance with your needs and goals.
- Pre-determine manpower and equipment needed.
- Schedule work areas: Service dates.
- Lay out floor plans: Preparation.

Before moving day, we will pack or show employees how to pack and code for their workspace. We can also plan individual personnel moves through our household goods division to coordinate with scheduled relocation dates.

**Performance** - Our personnel are chosen from among those with the best safety and performance records. Each one of them receives special training in the padding and handling techniques required by today's needs-sensitive consumer. *A. Santini Moving and Storage Company* operates a fleet of vans specially equipped with shock absorbing air ride suspensions. These unique suspensions are designed to provide safe transit for sensitive products from personal household goods to mainframe computers. We also have access to climate control units for temperature sensitive items and crane assembly units for use in "no dock" situations.

**Satisfaction** - Making sure that all relocations are performed with safety in mind is an *A. Santini* commitment. Our service, communication, equipment and professional personnel add up to one thing: the assurance that a client's office or plant arrives secure and on time. From the initial contact with *A. Santini*, to the placement of the final piece, we will work hard to insure our clients' satisfaction.

At *A. Santini Moving and Storage Company*, we believe that:

*Our Customers' satisfaction TODAY is our future for TOMORROW.*

**Roseland, New Jersey**  
Owned By Principals

One Steel Court  
Roseland, NJ 07068

Warehouse  
Computerized Inventory



<http://www.santinimoving.com>

**Monroe, New Jersey**  
Leased Facility

High Value Products  
Distribution Center

6 Fitzgerald Avenue  
Monroe, NJ 08831

## OUR MANAGEMENT TEAM

### John Sands

Co-Owner of A. Santini Moving & Storage Co. 34 years executive managerial experience in transportation and relocation. Personally structured and supervised hundreds of commercial moves.

### Charles Sands

Co-Owner of A. Santini Moving and Storage Company. 29 years of executive and managerial experience in transportation and relocations.

### Nick Spada

Vice President of Operations. Over 25 years experience in relocation services, including household, electronics and commercial office moves.

### Larry D'Astolfo

24 years in various aspects of moving and storage industry as a salesperson and as a project manager. Served on N.J. state board of public movers.

### Richard Nixon

27 years experience in all facets of commercial relocations and project management on projects up to 4,000 people

### Fabio Cardona

16 years of office and commercial moving. Project management, installation and supervisory experience. Managed Quest relocations throughout the metro area for 5 years.

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## PROJECT SUPERVISORS

Fabio Cardona  
David Diaz

Jami Reaves  
Adriano Ballesteros

Manny Udoh  
Amilcar Gilgorri

Dan Byrne  
Stefan Oceljak

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## EMPLOYEE PROFILE

Senior Executives 5  
Truck Mechanic 1  
Helpers 42  
Warehousemen 32

Operations Supervisors 12  
Job Supervisors/Installers 6  
Customer Service 7  
Drivers 34

Warehouse Supervisors 3  
Salesmen 4  
Office Staff 26  
**Total Employees - 172**

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## SECURITY

Security is the primary concern to the steps that we plan to take to ensure the safety of all materials and records:

- All personnel are: Bonded – Drug Tested – Assigned Uniformed Badges
- A lead man will be on call 24 hours a day, if needed.
- All vans will be emptied at night.

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## MAJOR RELOCATION MOVE COMMITTEE

The use of a move committee is extremely important to the success of the project. It is through this group that the total move plan is developed and communicated to the parties involved including personnel, service companies, contractors and movers.

One of the move committee's goals is to develop a plan to educate staff on what, when and how the move will take place and give them a warm and secure feeling for a successful transfer to the new site. We will work closely with you and incorporate your needs into our direction.

**SUPPORT EQUIPMENT - MOBILE**

- 38 Straight Trucks - All with air ride suspension (18 with lift gates) All equipped with radio.
- 16 Tractor Trailers equipped with radio
- 6 Cube Vans - All equipped with radio
- 4 Passenger Vans

**SUPPORT EQUIPMENT**

- 2,500 Dollies
- 2,000 Crates
- 13,000 Running Ft. of Masonite
- 16 - 14' Long Ramps
- 6 Various Size Ramps under 14'
- 18 Masonite Carriers
- 200 Office Machine Bins - Corrugated
- 40 Panel Carts
- 100 Rolling Bins
- 250 Library Carts
- 3,000 Plastic Tote Containers
- 12 Sets of Roller Lifts
- 24 Complete Tool Kits
- 12 Electric Hi-Lows
- 16 Pallet Jacks
- 25 - 2-Wheel Hand Trucks
- 12,000 Furniture Pads
- 4 Hydraulic Tabletop Lifts
- 4 Rolling Tables
- 15 Desk Risers
- 5 Sets of Hydraulic Lifts

**HOW WE GENERATE COST SAVINGS FOR YOU**

- Experienced management and staff
- Large resource base - minimize overtime
- Crew sign in sheets
- Experienced Pack/Unpackers- same crew
- Use of large containers
- Commercial bins
- Rolling bins
- Panel carts
- Flat carts
- Reuse of containers
- Extensive communications
- Database Scheduling

**VALUE - ADDED SERVICES**

*A.Santini Moving and Storage Company* together with *Specialized Transportation* is poised to provide the following services you require:

- Office and industrial relocations
- Employee and private relocations
- Computer and telecommunications
- Transportation
- Displays and exhibits
- Fine art handling
- Medical and diagnostics
- Flatbed services
- International freight forwarding
- Distribution and logistics services

**REFERENCES**

**Pfizer**

100 Rt. 206  
Peapack, NJ 07977

**M&M / MARS SNACKFOOD US I.F.F.**

800 High Street  
Hackettstown, NJ 07840

521 W. 57th Street  
New York, NY 10019

**AIG**

70 Pine Street, 7<sup>th</sup> Floor  
New York, NY 10028

**SIEMENS**

186 Wood Avenue South  
Iselin, NJ 08830

**Novartis - East Hanover, New Jersey**

Relocated laboratories and scientists from a 750,000 sq. ft. exclusive movers and consultants, coordinated purge campaign, requirements, developed all move schedules, headed pre-move equipment with vendors, handled all chemicals and temperature samples to Switzerland including temperature sensitive materials

campus to two campuses; one intrastate, one out of state, created database of assets including engineering re-meetings, planned and scheduled servicing of scientific controlled items, picked, packed and shipped 150,000 and conducted post move reviews with departments.

**Capital One - New York, NY**

Relocated offices and computers including 1,000 people, throughout nated purge campaign and pre move meeting, planned servicing reviews with departments.

New York into one central headquarters, coordi- of equipment with vendors and conducted post move

**Hoffmann-LaRoche - Nutley, New Jersey**

Relocated offices and laboratories, coordinated servicing 350,000 sq ft building.

of equipment and inventory from various buildings to a

**Tiffany & Company** - Parsippany, New Jersey—Relocated employees, warehouse, offices and computer rooms to and from 275,000 sq ft facilities.

**Prudential** - Parsippany, NJ, Suffern, NY, Fishkill, NY, Boston, MA—Relocated and stored over 1,200 employees, files, computers, furniture and contents.

**Siemens** - Iselin, New Jersey / New York— Relocating computer equipment, panel systems and furniture of 800 employees from 250,000 sq ft into various locations (on-going).

**AIG** - Manhattan, New York— Relocated office furniture, computers and contents for 1,000 employees (on-going).

### COMMERCIAL RELOCATION AGREEMENT

*A. Santini Moving and Storage Company* will provide moving services locally and interstate. These services will include the relocation of all furniture, contents, computers and any special services including security relocations. Additional services such as purging, packing and unpacking are available.

*A. Santini Moving and Storage Company* will provide pre-move meetings, special designed tagging and labeling information to each employee, post move clean up and review.

Additional services are available, including storage, 24 hour response to commercial relocations and immediate response to emergency moves. We will also provide building clean out. Building clean out includes disposal of unwanted furniture, recycle disposal with weight ticket and check for recyclable funds. We will also broom sweep the space so the facility can be turned over to the landlord.

All trucks are air ride which enables us to transport sensitive items and computers between sites. A dedicated staff familiar with procedures and policies will be assigned.

We will be a primary vendor that will make you our top customer. In case of a major catastrophe we will provide your staff with key phone numbers so that we can respond immediately to all your needs.

### EMPLOYEE REQUIREMENTS

#### Conduct:

All employees are reminded prior to each phase of the relocation's importance. Our employee guide line requires courteous manners at all times. We also review all additional customer rules prior to the relocation.

#### Dress Code:

All *A. Santini Moving and Storage Company* employees will be in uniform with '**STI**' printed on the front of the shirt and '*A. Santini Commercial Movers*' printed on the back of the shirt, so that all employees can be recognized at all times.

All supervisors will be wearing burgundy shirts with their individual names marked to identify the supervisors from the movers.

#### Drug Testing:

All vehicle drivers are on a mandatory drug testing program regulated by the Department of Transportation. *A. Santini Moving and Storage Company* has gone one step further. Our full time labor is now included in our drug testing program. This program is enforced with random testing for all employees. For a current project, we have guaranteed 110 full time employees with current drug testing. We feel this helps guarantee quality work and a quality reputation.

#### Bonding:

All *A. Santini Moving and Storage Company* personnel can be bonded at the request of the customer. Additional charges apply.

### MOVE MANAGEMENT AND SURVEY

Brief daily meetings will be held with project managers, site managers and representatives of move committee. Origin and destination managers will meet with supervisors.

#### Purpose:

- Review progress and quality, days' work and goals
- Time line update
- Schedule priority changes
- Detail with personnel, pre-move and post move

### INFORMATION TECHNOLOGY

*Santini Moving & Storage* does direct work with computer companies. We specialize in Computer and server relocation. Some current clients for whom we've done computer and server relocations:

IBM

Sun Micro

Hewlett Packard

SunGard

An example of one of our larger relocations was for Ernest & Young, relocating 1400 servers.

### PURGE CAMPAIGN

- Must start immediately - Flyers/notices
- Schedule of area to be purged
- All areas will be scheduled twice prior to relocation
- Purge coordinator to work closely with department heads
- Recycling policies will be followed
- Security procedures
- Shredding, etc.

### DISCUSSION ITEMS

- Move phases
- Schedule
- Building access
- Personnel on site to answer relocation questions
- Detailed blueprint for furniture placement
- Servicing of computer and copy machines
- Insurance
- Trade unions

### AFFILIATES

#### Furniture:

*A. Santini Moving & Storage Co.* currently provides furniture cleaning and refinishing service by using an affiliate of *A. Santini Moving and Storage* – *CJ Office Furniture*. *CJ Office Furniture* has been in business for 20 years.

#### Materials - Dump/Recycling

*Santini Moving & Storage Co.* uses a web-based, bar coding system to keep track of all materials stored at our facilities. We currently have dump permits on all our trucks/trailers and recycle whatever is available or unused. Also, we use the LEED Recycling Program to assist in the recycling of any unwanted materials.

### BUILDING PROTECTION

#### Description of protection:

*A. Santini Moving and Storage Company* will protect whatever is required. We will protect without direction by the following:

In all buildings, all major walkways and corridors, including entrance and exit points, and any doorways or particular areas will also be protected.

The material used will be as follows:

- Floors will be protected by taped masonite.
- Walls will be protected by corrugated cardboard.
- Corners and doorways will be protected by corner protectors.
- Furniture will be padded.

If required, additional protection of special consideration items will be provided, *A. Santini Moving and Storage Company* will follow requests completely.

# A. Santini Moving & Storage

Web Warehousing

<http://www.santinimoving.com>

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Owner

Santini has stepped into the next generation of warehousing leaving the competition behind. With endless paper and painfully slow response times, there is a much better solution for clients who have storage needs.

Santini presents a viable solution for increased response times and quick delivery of goods. This helps achieve customer goals and productivity while mitigating errors that can be made through traditional warehousing.

Using the latest technology, Santini houses all its goods based on an individual barcode assigned and labeled upon entry into the facility. At any time, a customer can have an accurate assessment of their total storage. Whether, there is need for transit of goods or a current inventory, our web-based app can determine exactly to the position where the item is.

Santini is looking to benefit the customer in every way possible. This helps eliminate stress of holding onto goods long term or short.

## Roseland, New Jersey

Owned By Principals

One Steel Court

Roseland, NJ 07068

warehouse

Computerized Inventory

## Monroe, New Jersey

Leased  
Facility

High Value  
Products  
Distribution Center

Monroe, NJ 08851

<http://www.santinimoving.com>