



COUNTY ADMINISTRATOR
Matthew P. Jordan, Esq.

DEPUTY COUNTY ADMINISTRATOR
Timothy Roetman

ASSISTANT COUNTY ADMINISTRATOR
Kelly C. Ruffel

ASSISTANT COUNTY ADMINISTRATOR
Maeve McGinley

OFFICE OF THE
COUNTY ADMINISTRATOR
ADMINISTRATION BUILDING
401 GRAND STREET, ROOM 205
PATERSON, NJ 07505

COUNTY OF PASSAIC
Board of County Commissioners

P. 973.881.4405
F. 973.881.2853

Memorandum

TO: Sherry Arvanitakis, QPA
Purchasing Agent

FROM: Matthew P. Jordan, Esq.
County Administrator

RE: Authorization of Emergency Contract Awards Related to a Ransomware Event

DATE: April 6, 2026

I. Background.

On or about March 4, 2026, the County identified suspicious activity within our network environment, including encryption activity. The County’s network – including phone systems, computers, and internet activity – were inoperable (hereafter referred to as the “Ransomware Event”). Shortly thereafter, the County filed a claim with AIG Claims, Inc. under its cybersecurity insurance policy (Claim No. 45431901US) (hereafter “Insurance Policy”). The Insurance Policy is subject to a limit of two million dollars (\$2,000,000.00) with the County subject to one-hundred-and fifty-thousand-dollar (\$150,000.00) deductible. The claim is currently pending and open.

II. Emergency Contract Awards.

In my capacity as County Administrator of the County of Passaic (hereafter “County”), and pursuant to the authority set forth in N.J.S.A. 40A:11-6 and Article V, Section 5.4 (b) of the Administrative Code, and based upon advice and direction of AIG Claims, Inc., I am authorizing the following emergency contract awards:

VENDOR	SERVICE	AMOUNT NOT TO EXCEED
BakerHostetler	Outside Counsel	\$75,000.00
MOXFIVE	Forensic IT Services	\$149,375.00
MOXFIVE	Dark Web Download	\$8,250.00
CyberSteward	Threat Actor Communications	\$15,000.00

Outside of the deductible amount, costs associated with the Ransomware Event should be covered by the Insurance Policy. However, until the claim is closed, the County is responsible for rendering payment, and will be reimbursed thereafter by AIG Claims, Inc., pursuant to the Insurance Policy.

III. Conclusion.

Based on the above, I hereby authorize the immediate award of contracts to the vendors and amounts not to exceed set forth herein.

Thank you for your immediate attention to this matter.

cc: Board of County Commissioners
Timothy Roetman, Deputy County Administrator
Maeve McGinley, Asst. County Administrator
Richard Cahill, Chief Financial Officer
Micah Hassinger, IT Division Director
Nadege D. Allwaters, Esq., County Counsel



COUNTY OF PASSAIC
 401 Grand Street
 Paterson, NJ 07505
 Phone: (973)881-4000
 Fax: (973)881-0196

Purchase Order

**THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, CORRESPONDENCE, ETC.**

NO. 26-02112

SHIP TO

COUNTY OF PASSAIC - Finance
 FINANCE DEPARTMENT
 401 GRAND ST. ROOM 439
 PATERSON, NJ 07505

VENDOR Vendor #: 11062

MOXFIVE LLC
 1751 PINNACLE DRIVE
 SUITE 600
 TYSONS, VA 22102

ORDER DATE: 04/07/26
 DELIVERY DATE:
 STATE CONTRACT:
 F.O.B. TERMS:
 VENDOR ACCT NUM:
 VENDOR PHONE #: (941)232-8914
 VENDOR FAX #:
 REQUISITION #: R6-09710

PAYMENT RECORD

CHECK NO.
 DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 22-6002466

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	Forensic IT Services Provided during ransomware attack	T-19-56-850-000-801	149,375.0000	149,375.00
1.00	Dark Web Download	T-19-56-850-000-801	8,250.0000	8,250.00
	Administration Emergency Authorization dated 4/6/25 in regard to Ransomware Attack			
			TOTAL	157,625.00

<p>CLAIMANT'S CERTIFICATION & DECLARATION</p> <p>I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any; person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.</p> <p>_____</p> <p align="center">VENDOR SIGN HERE</p> <p>_____</p> <p align="center">OFFICIAL POSITION DATE</p> <p>_____</p> <p align="center">TAX ID NO. OR SOCIAL SECURITY NO.</p>	<p>OFFICER'S CERTIFICATION</p> <p>I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.</p> <p>_____</p> <p align="center">DEPT. HEAD DATE</p> <p>VENDOR MUST SIGN CERTIFICATION STATEMENT ON THIS VOUCHER. MAIL VOUCHER & ITEMIZED BILLS TO: COUNTY OF PASSAIC Accounts Payable 401 Grand Street Paterson, NJ 07505</p>	<p>APPROVAL TO PURCHASE</p> <p>DO NOT ACCEPT THIS ORDER UNLESS IT IS SIGNED BELOW</p> <p align="center"><i>Sherry Avanitakis</i></p> <p>_____</p> <p align="center">Purchasing Agent, QPA</p>
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