CITY OF ROSEVILLE

NOTICE TO BIDDERS

RFQ 2093

NOTICE IS HEREBY GIVEN that sealed bids for Douglas Substation 15kV Switchgear will be received by the City of Roseville. Bids will be accepted ONLY at the office of the City Clerk, Roseville Civic Center, **311 Vernon Street, Roseville, California**, until 3:00 p.m., January 7, 2014. Said bids will be publicly opened and read aloud at the City Clerk Research Room, 311 Vernon Street, Roseville, CA, at 3:05 p.m., January 7, 2014. Specifications and bid forms for the submitting of a proposal shall be obtained at the office of the Central Services Director or online at www.roseville.ca.us, and each bid shall be submitted only upon that form. Right is reserved to reject any or all bids and to waive any informalities or irregularities in any bid or in the bidding.

November 27, 2013

Date

Paul Diefenbach
Director Central Services

IMPORTANT!!!

The City is not responsible for misdelivered bids, and the Bidder is strictly liable for its chosen method of delivery. It is the Bidder's sole responsibility to make sure that bids arrive at the proper location. Any bid which does not actually arrive in the City Clerk's Office by the date and time of the bid opening will be rejected as non-responsive, even if properly addressed or delivered to another City Department.

Your bid **MUST** be addressed and delivered as follows:

City of Roseville
Attn: Sonia Orozco, City Clerk
311 Vernon Street
Roseville, CA 95678

The Bidder is also directed to place the enclosed bid label, without alteration, on the outside of the package or envelope so that it is visible when delivered to the City.

SEALED BID

CITY OF ROSEVILLE CALIFORNIA

IMPORTANT
NOTICE TO BIDDER

*The envelope containing your bid **MUST** have:*

1. Your name and address in the **UPPER** left corner.
2. This label on the **LOWER** left corner.

INVITATION NO.
RFQ 2093

DATE OF OPENING
January 7, 2014

TIME OF OPENING
3:05 A.M. X P.M.

BID FOR
Douglas Substation
15kV Switchgear

SEALED BID

CITY OF ROSEVILLE
INVITATION FOR BID AND AWARD [FORMAL]

RFQ NO. 2093

Issued By:	Central Services Director Purchasing Dept City of Roseville, CA	Telephone: (916) 774-5720 Fax: (916) 774-5736	Date Issued: November 27, 2013	Page No.	No of Pages

Sealed bids, subject to the Terms and Conditions of this Invitation for Bids and the accompanying Schedule, such other contract provisions, specifications, drawings, or other data as are attached or incorporated by reference in the Schedule, will be received at the office of the **City Clerk, 311 Vernon Street, Roseville, CA 95678**, until **3:00 p.m.,** Pacific Time on **January 7, 2014** and at that time publicly opened, for furnishing the equipment, supplies, or services described in the accompanying Schedule. Bid bond in the amount of **10%** is required. Payment and Performance bond in the amount of **100%** of the total amount of the bid shall be furnished by the successful bidder in accordance with Paragraph 11 of Terms and Conditions.

General information and instructions to bidders are contained in the terms and conditions on the attached page.

SCHEDULE

Please quote your best price, in accordance with all specifications, terms, conditions, and attachments of RFQ 2093, for the following: Douglas Substation 15kV Switchgear

Total Lump Sum Bid Price $_____

Notes:

- Direct all questions regarding this RFQ to Peter Brevik in writing ONLY, via EMAIL at pBrevik@roseville.ca.us or by fax at 916-774-5736. **Questions *MUST*** be submitted no later than Tuesday, **January 2, 2014 at 1:00 p.m.**
- Submit (1) ***ONE*** original and (2) ***TWO*** copies of your bid package. Please mark packages, “original” and “copy”.
- Bidder agrees to offer the City of Roseville and other public entities, public utilities, or non-profit public benefit corporations the item(s) and price(s) quoted herein, under the same terms and conditions of this RFQ, for a period of up to __year(s). Price(s) may be adjusted in an amount not to exceed increases reflected in the U.S. Dept. OF Labor/Consumer Price Index_____ (Bidder to specify which index applies).

IMPORTANT: THE ATTACHED STICKER MUST APPEAR ON THE OUTSIDE OF THE SEALED BID ENVELOPE WHEN SUBMITTING A SEALED BID.

In compliance with the above, the undersigned offers and agrees to furnish any or all of the items or services enumerated on which prices are quoted at the unit price set opposite each item and deliver them at the designated point(s) within the time specified.
BIDDERS MUST COMPLETE THE FOLLOWING:
Discount terms: ____% ____ days.
Bidder agrees to accept payment by City Visa Credit Card. Yes No **Bidding and award on "all or none" basis.**

Name and Address of Bidder:	Signature of Person Authorized to Sign Bid:	Date of Bid:
BIDDER TO INDICATE STATUS, AS TO: "PARTNERSHIP", "CORPORATION", "SOLE PROPRIETORSHIP", ETC.	Type or Print Signer's Name, Title, Phone No. and Email	

CITY OF ROSEVILLE
RFQ 2093
Douglas Substation 15kV Switchgear

GENERAL INFORMATION

The purpose of this Request for Quotation (RFQ) is to solicit bids to provide all labor and materials for Douglas Substation 15kV Switchgear. The successful bidder will be awarded a service agreement (see sample) and must comply with all terms and conditions located on page 2 of the document. Alterations to the terms and conditions will not be allowed. The successful bidder must provide the City of Roseville, and keep in force and effect during the term of the contract, insurance certificates issued by an insurance company authorized to do business in California.

Please submit an original bid response with two (2) copies – a total of three (3) bid packages. Do not submit any information that is not absolutely necessary in the evaluation of your bid.

Bonds
The successful bidder will be required to provide a 10% bid bond with your bid and a 100% performance and payment (labor and materials) bond prior to award by City Council.

Licenses
The successful bidder must have all necessary licenses and permits required by Federal, State, County and municipal laws, ordinances, rules and regulations. The bidder shall maintain these licenses and permits. Failure to maintain a required license or permit may result in immediate termination of the agreement.

Award
Any resulting service agreement will be done in accordance with all specifications, terms and conditions of this RFQ. The City reserves the right to cancel this contract upon thirty (30) days written notice if the City determines that service, product quality, or response times are not in accordance with the specification of this RFQ. The award will be made to the lowest responsive, responsible bidder. Failure to provide information/answers and/or incomplete information/answers may result in a "non-responsive bidder."

Required Documents
The following documents included in this RFQ must be returned in your bid response along with any other requested information to be used in the evaluation of your bid:

a. Invitation for Bid and Award (Formal) (contains name, address, and signature of bidder)
b. Proposal Pages 1-5
c. Bid Bond

PURCHASING
CITY OF ROSEVILLE

2005 HILLTOP CIRCLE, ROSEVILLE, CA 95747
(916) 774-5720 • TDD (916) 774-5220 • FAX (916) 774-5736

SERVICE AGREEMENT

SERVICE AGREEMENT
No:

SERVICE LOCATION:

REQ. NO.: _____DATE: _____

SUBMIT ALL INVOICES TO:
CITY OF ROSEVILLE
Finance Department
311 Vernon Street
Roseville, CA 95678

Contractor No.:
Telephone No.: Fax:

Department:

Contractor:

Acct. Code:

Buyer:
Phone:

Start Date	Terms	Completion Date	Insurance Limits	Contact
			Approved by Risk Mgt.	

The contractor shall furnish all labor, equipment and materials necessary to accomplish the following:

SAMPLE

NOTE: Prevailing wage laws and fair employment practices apply to this agreement. Certified payroll documents must be submitted with your invoice(s) to the City's Accounts Payable office (see item 9 of the attached provisions).

Contractor License No.: _____
Business License No.: _____

Total Cost of Service:
$ _____

ATTENTION: Total cost of service not to exceed the above amount without prior approval of the Purchasing Office.

The Contractor named hereon by the acceptance of this order agrees to the provisions on page 2 of this document titled "Service Agreement".

CONTRACTOR:

By: _____

Title: _____

By: _____

Title: _____

CITY OF ROSEVILLE,
A MUNICIPAL CORPORATION:

By: _____
Ray Kerridge
City Manager

Distribution: 1- Purchasing, 1 - Contractor, 1 - Originating Dept

1. Contractor shall hold harmless, defend and indemnify the City of Roseville and its officers, officials, employees and volunteers from and against all claims, damages, losses and expenses including attorney fees arising out of the work described herein, caused in whole or in part by any negligent act or omission of the contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts of any of them may be liable, except where caused by the active negligence, sole negligence, or willful misconduct of the City of Roseville.
2. Contractor is an independent contractor, and shall not be considered an officer, agent, or employee of City.
3. Without the written consent of the City, this Agreement is not assignable by Contractor either in whole or in part.
4. Time is of the essence of this Agreement.
5. At any time during the term of this Agreement, the City has the right to terminate this Agreement provided vendor is given a 30 day notice.
6. This Agreement may only be amended or modified in writing. It is integrated and contains the complete understanding of the parties.
7. All equipment, supplies and services sold to the City of Roseville shall conform to the general safety orders of the State of California.
8. Unless notified to the contrary, in writing, the City assumes that the Contractor has accepted the work in accordance with the plans and specifications (if any) and agrees to do the work in compliance with this Agreement.
9. All prevailing wages and fair employment practices will be adhered to. For prevailing wage contracts over $25,000, copies of certified payroll must be submitted with invoices. Prevailing wage rates may be obtained from the State Department of Industrial Relations and/or the following website address: http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm.

10a. Unless otherwise specified, the Contractor shall maintain the following policies of insurance in full force and effect during the term of this Agreement in the amount shown below. The City of Roseville retains sole discretion in determining the types and proper levels of insurance coverage.

Commercial General Liability Insurance (policy to be as broad as the standard ISO form)	$1,000,000 per occur/$2,000,000 aggregate
Automobile Liability Insurance including owned, hired, and non-owned vehicles.	$500,000 per person/$1,000,000 per accident
Workers' Compensation	Statutory

10b. All insurance coverages of Contractor are primary insurance as to City. City shall not be required to contribute to any loss through its insurance policies and/or self-insured programs.

10c. The limits of insurance coverages specified above in no way limit the liability of Contractor for full payment and resolution of any claim resulting from Contractor's performance of services under this Agreement.

10d. A certificate of insurance, in a form approved by the Risk Management Division, shall be provided by Contractor prior to the execution of this agreement. The City requires at least 30 days prior written notice to the City of any material change or cancellation (10 day for non-payment). The certificate shall include an endorsement naming the City of Roseville, its officers, agents, employees and volunteers as an Additional Insured for on-going and completed operations. In addition, the insurance policy may not contain language which prohibits additional insureds or other insurers from satisfying the self-insured retention or deductible. Any deductibles or self-insured retentions must be declared on the certificate of insurance and approved by the City in writing.

10e. The Workers' Compensation policy shall contain the insurer's waiver of subrogation in favor of the City, its officers, agents and employees.

11. Contractor shall comply with all federal, state and local laws and ordinances, including but not limited to the City's storm water regulations, as may be applicable to the performance of services under this agreement. Failure to comply with local ordinances may result in monetary fines and cancellation of this agreement. Refer to www.roseville.ca.us/stormwater for links to more information on the City's storm water regulations.
12. In the event that the terms of any attachment or exhibit conflict with any terms of this Service Agreement, the terms of this Service Agreement shall control.
13. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by e-mail delivery of a ".pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or ".pdf" signature page were an original thereof.

City reserves the right to withhold any payments to Contractor in the event of noncompliance with insurance requirements.

TERMS AND CONDITIONS OF INVITATION FOR BID

Read carefully

1. GENERAL CONDITIONS

   Bidders are required to submit their proposals upon the following conditions:

   (a) Bidders shall thoroughly examine the drawings, specifications, schedule, instructions, and all other documents.

   (b) Bidders shall make all investigations necessary to thoroughly inform themselves regarding plant and facilities for delivery of material and equipment as required by the bid conditions. No plea of ignorance by the bidder of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the bidder to make the necessary examinations and investigations, or failure to fulfill in every detail the requirements of the contract documents, will be accepted as a basis for varying the requirements of the City or the compensation to the vendor.

   (c) Bidders are advised that all City contracts are subject to all legal requirements provided for in the City Charter and/or applicable City ordinances, Uniform Commercial Code of California, and other applicable state and federal statutes.

   (d) No officer or employee of the City shall have a financial interest, direct or indirect, in any contract with the City, or shall be financially interested, directly or indirectly, in the sale to the City of any materials, supplies, or service, except on behalf of the City as an officer or employee. This prohibition extends to the City boards and commissions other than those which are purely advisory.

2. PREPARATION OF BIDS

   Bids will be prepared in accordance with the following:

   (a) All information required by the bid form shall be furnished. The bidder shall print or type his name and manually sign the schedule and each continuation sheet on which an entry is made.

   (b) Unit prices shall be shown; and where there is an error in extension of price, the unit price shall govern.

   (c) Alternate bids will not be considered unless authorized by the Invitation For Bids.

   (d) Proposed delivery time must be shown and shall include Sundays and holidays.

   (e) Bidders will not include federal taxes in bid prices since the City of Roseville is exempt from payment of such taxes. An exemption certificate will be signed where applicable upon request.

3. DESCRIPTION OF SUPPLIES

   Any catalog or manufacturer's reference used in describing an item is merely descriptive and not restrictive unless otherwise noted and is used only to indicate type and quality of material. Bidders are required to state exactly what they intend to furnish, otherwise they shall be required to furnish the items as specified.

4. SUBMISSION OF BIDS

   (a) Bids and changes thereto shall be enclosed in sealed envelopes addressed to the City Clerk, City of Roseville. The name and address of bidder, the date and hour of the bid opening, and the material or services bid on shall be placed on the outside of the envelope.

   (b) Bids must be submitted on the forms furnished. Telegraphic bids, including bids transmitted by facsimile means, will not be considered. Bids, however, may be withdrawn by telegraphic or facsimile notice provided such notice is received prior to the time and date set for the bid opening.

   (c) Samples, when required, must be submitted within the time specified at no expense to the City of Roseville. If not destroyed or used up during testing, samples will be returned upon request at the bidder's expense.

5. REJECTION OF BIDS

   (a) The City may reject a bid if:

      1. The bidder misstates or conceals any material fact in the bid or if,
      2. The bid does not strictly conform to law or the requirements of the bid or if,
      3. The bid is conditional, except that the bidder may qualify his bid for acceptance by the City on an "All or None" basis or a "Low Item" basis. An "All or None" basis bid must include all items upon which bids are invited.

   (b) In the event that a bidder is or subsequently becomes delinquent in the payment of his or its City taxes, including state and local sales tax, such fact shall constitute grounds for rejection of the bid, or if awarded the bid, for cancellation of the contract. However, the City reserves the right to deduct any delinquent taxes from payments that the City may owe to the delinquent bidder as a result of such contract.

   (c) The City may reject all bids whenever it is deemed in the best interest of the City to do so and may reject any part of a bid unless the bid has been qualified as provided in 5 (a) 3 above. The City may waive any minor informalities or irregularities in any bid.

6. WITHDRAWAL OF BIDS

   Bids may not be withdrawn after the time set for the bid opening, unless approved by the City Council.

7. LATE BIDS OR MODIFICATIONS

   Bids and modifications received after the time set for the bid opening will not be considered.

8. CLARIFICATION OR OBJECTION TO BID SPECIFICATIONS
If any person contemplating submitting a bid for this contract is in doubt as to the true meaning of the specifications, other bid documents, or any part thereof, he may submit to the Central Services Manager on or before five days prior to scheduled opening a request for clarification. All such requests for information shall be made in writing, and the person submitting the request will be responsible for its prompt delivery. Any interpretation of the bid, if made, will be made only by Addendum duly issued. A copy of such Addendum will be mailed or delivered to each person receiving a set of bids. The City will not be responsible for any other explanation or interpretation of the proposed bid made or given prior to the award of the contract. Any objections to the specifications and requirements as set forth in this bid must be filed in writing with the Central Services Manager on or before five days prior to scheduled opening.

9. DISCOUNTS
(a) Prompt payment discounts will be considered in making the award provided the discount offered is sufficient to permit payment within such period in the regular course of business.
(b) In connection with any discount offered, time will be computed from the date of receipt of supplies or serves, or from the date a correct invoice is received, whichever is the later date. Payment is deemed to have been made on the date of mailing of the check.

10. AWARD OF CONTRACT
(a) The contract will be awarded to the lowest responsible bidder whose bid, conforming to the Invitation For Bids, is most advantageous to the City, price and other factors considered. The City may determine price based upon the cost to the City over the expected useful life of the materials or supplies.
(b) The City reserves the right to accept any item or group of items of this bid, unless the bidder qualifies his bid by specific limitations. Re Par. 5 (a) 3 above.
(c) A written award of acceptance mailed or otherwise furnished to the successful bidder results in binding contract without further action by either party.
(d) Prices must be quoted f.o.b. Roseville with all transportation charges prepaid, unless otherwise specified in the Invitation For Bids.
(e) Delivery time and prompt payment discounts, including time allowed for payment, will be considered in breaking of tie bids.

11. PERFORMANCE BOND
(a) The successful bidder(s) shall furnish the City of Roseville with a performance bond in the amount set forth in the Invitation For bids. This bond is not to be submitted with bid but must be presented to the Purchasing Department upon notification.
(b) The City of Roseville will not enter into a contract or issue a purchase order until the successful bidder has complied with the performance bond provisions.
(c) The performance bond shall be in a form acceptable to the City Attorney of City.
(d) The performance bond of the successful bidder(s) shall be returned by the City upon completion of the contract and final acceptance of all items in accordance with conditions thereof.
(e) Failure of vendor to perform any of the service required by this contract within ten days of receipt of written demand for performance from City, or failure of vendor to correct or replace defective goods or products within ten days from receipt of written demand therefor, shall constitute a total breach of this contract and shall cause this contract to terminate. In the event of such termination, the performance deposit shall be retained by the City of Roseville as liquidated damages, based upon mutual agreement and understanding between vendor and City at the times this bid is solicited, submitted, and accepted, that the City of Roseville is a government agency engaged in public projects and that the measurement of damages might result from a breach of the terms and specifications herein is difficult or impossible to determine. Provided, however, that if in the opinion of the Central Services Manager and the City Manager the failure to perform the conditions of this contract is occasioned by or is the result of acts or events over which the vendor has no control, said performance bond may in whole or in part, as may be determined by the Central Services Manager and the City Manager, be returned to the vendor without action by the City Council of the City of Roseville. It is understood that such determination shall be entirely at the discretion of the Central Services Manager and the City Manager.

12. ASSURANCE OF COMPLIANCE – EQUAL EMPLOYMENT OPPORTUNITY AND SMALL AND/OR MINORITY BUSINESS ENTERPRISE REQUIREMENTS
Bidder agrees that if this bid is accepted, he/she will not engage in employment practices which have the effect of discriminating against employees or prospective employees because of race, religion, national origin, sex, age, handicap, or political belief or affiliation. In addition, bidder agrees that he/she will abide by all applicable terms and provisions of the City of Roseville's Affirmative Action Plan, including without limitation the Nondiscrimination Clause and the Small and/or Minority Business Enterprise Clause as contained in the City of Roseville's current Affirmative Action Plan, on file in the City's Personnel Department.

PROPOSAL

TO: **CITY OF ROSEVILLE**
CITY CLERK'S OFFICE
311 VERNON STREET
ROSEVILLE, CA 95678

PROPOSAL FOR: 15-kV SWITCHGEAR FOR DOUGLAS SUBSTATION

The undersigned hereby declares that the following list states any and all variations from and exceptions to the requirements of the contract documents and that, otherwise, it is the intent of this Proposal that the work will be performed in strict accordance with the contract documents.

VARIATIONS AND EXCEPTIONS

_____

_____

_____

(Add additional pages as required)

The undersigned bidder, having read and examined the Specifications and associated contract documents for the above designated equipment, does hereby propose to furnish the equipment and provide the services set forth in this Proposal. All prices stated herein are firm and shall not be subject to escalation provided this Proposal is accepted within 60 calendar days after the official opening of proposals.

P.1 LUMP SUM BID PRICE:

The lump sum bid price is the total of switchgear cost, factory testing, delivery, installation, field testing costs, and technical services cost.

P.1.1 SWITCHGEAR AND FACTORY TESTING COSTS $_____

P.1.2 DELIVERY, INSTALLATION AND FIELD TESTING COSTS: Deliver the switchgear to the designated site, **Douglas Substation**, unload and install the switchgear on City provided foundation, perform commissioning tests, and provide certified test reports. $_____

P.1.3 TECHNICAL SERVICES COST: Provide technical services as described in Section 18.3.1 through 18.3.4 of the Specification. $_____

P.1.4 TOTAL LUMP SUM BID PRICE: $_____(In figure)

_____(In words)

P.2 OPTIONAL ITEMS:

P.2.1 TECHNICAL SERVICES: Technical services as described in Section 18.3.5 of the Specification.

Technical representative rate: $_____ per day.

Round trip to and from the designated site: $_____per round trip.

P.3 EVALUATION METHOD:

Award of this Proposal shall be made on the basis of the lowest total cost of the switchgear, provided the offered equipment meets the requirements in the Specifications. In the event some offered equipment are not acceptable, the City (City of Roseville) reserves the right to negotiate this matter or reject the bid completely. The total cost shall be calculated as the sum of (1) + (2) + (3) as shown below:

(1) Switchgear and factory testing costs (P.1.1): $_____

(2) Delivery, installation & field testing costs (P.1.2): $ _____

(3) Technical services cost (P.1.3): $_____

TOTAL COST: 1)+2)+3) **$_____**

The City will reject the bid if the information as described in Section 14.1 of the specifications is not provided with this proposal.

P.4 DELIVERY

P.4.1 LEAD TIME: The lead time for the above switchgear is **250** calendar days, counting from the day the Contractor (the successful bidder) received the purchase order to the day the switchgear is set on site, completely assembled, tested and ready for service. Lead time longer than **250** calendar days will not be accepted.

P.4.2 DELIVERY DATE: The Contractor shall deliver, install and test the switchgear and all accessories on the date specified in Clause P.4.1. If the Contractor fails to deliver any item of the switchgear and accessories by the date specified in Clause P.4.1, or any extension thereof, then the contractor shall pay, or the City will withhold the sum of One Thousand Dollars ($1,000.00) per calendar day for each day of delay as liquidated damages. In addition, The Contractor shall submit the completed design drawings and material list per Clause 14.2.1 of the specifications within forty five (**45**) calendar days after the award of the contract. If the Contractor fails to submit the drawings and material list within 45 calendar days, then the Contractor shall pay, or the City shall withhold the sum of Five Hundred Dollars ($500.00) per calendar day for each day of delay as liquidated

damages. Within One hundred (**100**) calendar days after the approval of the drawings, the contractor shall begin manufacturing of the switchgear. If the Contractor fails to:

a) submit the drawings for approval within 45 calendar days after receiving the purchase order, and/or

b) begin manufacturing within **100** calendar days after the approval of the drawings, the City may terminate the contract and award the contract to the next lowest responsible bidder.

P.4.3 Extension: The Contractor will be granted reasonable extension of time for delays beyond the Contractor's control because of: acts of God or of the public enemy, fire, flood, riot, tidal wave, earthquake, epidemic, quarantine restrictions, strike, labor disputes, shortage of materials and freight embargo.

P.5 WORK COVERED BY CONTRACT DOCUMENTS:

The work of this contract includes, but is not limited to the following: Furnish a 12-kV switchgear as specified in the Specifications, deliver the switchgear to the designated site, Douglas Substation, unload and install the switchgear on the City provided foundation, perform commissioning tests, make switchgear ready for service and provide technical services as outlined in the Specifications. Other items considered as work under this contract include, but are not limited to the following: Insurance, performance bonds, license fees, permit fees, and all other costs associated with meeting the requirements of this contract. All bidders and contractors, including subcontractors, shall have a current City business license before undertaking any work. See attachment titled "Insurance

Requirements" for the required insurance and forms.

P.6 WARRANTY

The Contractor shall be responsible for making good any defect in materials and workmanship, which occur under proper use during the period commencing the date of completion of installation of the switchgear and terminating five (5) years thereafter.

NAME OF BIDDER: _____

ADDRESS OF BIDDER: _____

_____

SIGNATURE OF PERSON

AUTHORIZED TO SIGN BID: _____

NAME OF SIGNER: _____

TITLE OF SIGNER: _____

PHONE NUMBER: _____

--- End ---