

SUBMIT BIDS TO:	CITY OF TUSCALOOSA P.O. BOX 2089 TUSCALOOSA, AL 35403	PURCHASING OFFICE 2201 UNIV. BLVD. TUSCALOOSA, AL 35401	INVITATION TO BID CITY OF TUSCALOOSA												
BID TITLE DUMPSTER SERVICE		BID NO. 9020-081716-1													
PAGE 1 OF <u>10</u> PAGES	BIDS WILL BE OPENED AT 2:00 PM ON AUGUST 17, 2016 IN THE OFFICE OF THE PURCHASING AGENT, 2201 UNIVERSITY BLVD. TUSCALOOSA, AL 35401 AND MAY NOT BE WITHDRAWN FOR THIRTY (30) DAYS AFTER SUCH DATE & TIME.		ISSUE DATE 07/27/2016												
 <p style="text-align: center;">MAYOR WALTER MADDOX</p> <p style="text-align: center;">COUNCIL MEMBERS</p> <table border="0" style="width: 100%;"> <tr> <td>PHYLLIS W. ODOM</td> <td>MATTHEW CALDERONE</td> </tr> <tr> <td>HARRISON TAYLOR</td> <td>KIP TYNER</td> </tr> <tr> <td>CYNTHIA LEE ALMOND</td> <td>EDDIE PUGH</td> </tr> <tr> <td>SONYA McKINSTRY</td> <td></td> </tr> </table> <table border="0" style="width: 100%;"> <tr> <td>CITY CLERK TONY MEGGS</td> <td>PURCHASING AGENT DAVID COGGINS</td> </tr> </table>		PHYLLIS W. ODOM	MATTHEW CALDERONE	HARRISON TAYLOR	KIP TYNER	CYNTHIA LEE ALMOND	EDDIE PUGH	SONYA McKINSTRY		CITY CLERK TONY MEGGS	PURCHASING AGENT DAVID COGGINS	<p style="text-align: center;">Vendor Information (SECTION TO BE COMPLETED BY VENDOR)</p> <hr/> <p>Company Name (Please Print)</p> <hr/> <table border="0" style="width: 100%;"> <tr> <td>Phone Number</td> <td>Fax Number</td> </tr> </table> <hr/> <p>Email Address</p>		Phone Number	Fax Number
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GENERAL CONDITIONS OF INVITATIONS TO BID

1. **PREPARATION OF BIDS**
Bids will be prepared in accordance with the following:
 - (a) Our enclosed Bid Proposal Form is to be used in submitting your bid.
 - (b) 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 any entry is made.
 - (c) Unit prices shall be shown and where there is an error in extension of price, the unit price shall govern.
 - (d) Proposed delivery time must be shown and shall include Sundays and holidays.
 - (e) Bidder will not include federal taxes nor State of Alabama sales, excise, and use taxes in bid prices as the City is exempt from payment of such taxes. An exemption certificate will be signed where applicable upon request.
 - (f) Bidders shall thoroughly examine the drawings, specifications, schedule, instructions and all other contract documents.
 - (g) 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.
 - (h) Bidders are advised that all City Contracts are subject to all legal requirements provided for in the Purchasing ordinance and/or State and Federal Statutes.

2. **DESCRIPTION OF SUPPLIES**
 - (a) Any manufacturer's names, trade names, brand name, or catalog numbers used in specifications are for the purpose of describing and establishing general quality levels. SUCH REFERENCES ARE NOT INTENDED TO BE RESTRICTIVE. Bids will be considered for any brand which meets the quality of the specifications listed for any items.
 - (b) Bidders are required to state exactly what they intend to furnish, otherwise they shall be required to furnish the items as specified.
 - (c) Bidders will submit, with their proposal, data necessary to evaluate and determine the quality of the item(s) they are bidding.

3. **SUBMISSION OF BIDS**
 - (a) Bids and changes thereto shall be enclosed in sealed envelopes addressed to David Coggins, Purchasing Agent, 2201 University Blvd., Tuscaloosa, Alabama. The name and address of the bidder, the date and hour of the bid opening and the material or service bid on shall be placed on the outside of the envelope.
 - (b) Bids must be submitted on the forms furnished. Telegraphic bids will not be considered.

4. **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 the law or requirement of 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) The City may, however, reject all bids whenever it is deemed in the best interest of the City. The City may also waive any minor informalities or irregularities in any bid.

5. **WITHDRAWAL OF BIDS**
 - (a) Bids may not be withdrawn after the time set for the bid opening for a period of time as specified.
 - (b) Bids may be withdrawn prior to the time set for the bid opening.

6. LATE BIDS OR MODIFICATIONS

- (a) Bids and modifications received after the time set for the bid opening will not be considered.
- (b) Modifications in writing received prior to the time set for the bid opening will be accepted.

7. CLARIFICATIONS 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 or other bid documents of any part thereof, he may submit to the Purchasing Agent on or before five (5) 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 objection to the specifications and requirements as set forth in this bid must be filed in writing with the Purchasing Agent on or before five (5) days prior to scheduled opening.

8. DISCOUNTS

- (a) Bidders may offer a cash discount for prompt payment; however, such discounts shall NOT be considered in determining the lowest net cost for bid evaluation purposes. Bidders are encouraged to reflect cash discounts in the unit prices quoted.
- (b) In connection with any discount offered, time will be computed from the date of receipt of supplies or services or from the date a correct invoice is received, whichever is the later date. Payment is deemed to be made on the date of mailing of the check.

9. SAMPLES

Samples, when required, must be submitted within the time specified at no expense to the City of Tuscaloosa. If not destroyed or used up during testing, samples will be returned upon request at the bidder's expense, unless stated otherwise in Special Conditions or Specifications. Each individual sample must be labeled with bidder's name and manufacturer's brand name and number.

10. AWARD OF CONTRACT

- (a) The contract will be awarded to the lowest responsible bidder based upon the following factors: quality; conformity with specifications; purpose for which required; terms of delivery; transportation charges; dates of delivery.
- (b) The city reserves the right to accept and award item by item, and/or by group, or in the aggregate, unless the bidder qualifies his bid by specified limitations. Re Par.4(a)3.
- (c) If two or more bids received are for the same total amount or unit price, quality and service being equal, the contract shall be awarded to a local bidder.
- (d) Prices quoted must be FOB Tuscaloosa with all transportation charges prepaid unless otherwise specified in the Invitation to Bid.
- (e) A written award of acceptance (Purchase Order), mailed or otherwise furnished to the successful bidder shall result in a binding contract.

11. DELIVERY

- (a) Deliveries are to be FOB Destination unless otherwise specified in the Invitation to Bids.
- (b) Deliveries are to be made during regular business hours.

12. CONDITION OF MATERIALS AND PACKAGING

All items furnished must be new and free from defects. No others will be accepted under the terms and intent of this bid. All containers shall be new and suitable for storage or shipment, and price bid shall include standard commercial packaging.

13. CLAIMS

Successful bidder(s) will be responsible for making any and all claims against carriers for missing or damaged items.

14. LOCAL, STATE, AND FEDERAL COMPLIANCE REQUIREMENTS

Bidders shall comply with all local, state, and federal directives, orders and laws as applicable to this bid and subsequent contract(s).

15. PROVISION FOR OTHER AGENCIES

Unless otherwise stipulated by the bidder, the bidder agrees when submitting his bid to make available to all City agencies, departments, and in-city municipalities the bid prices he submits, in accordance with the bid terms and conditions, should any said department, agency, or municipality wish to buy under this proposal.

16. COLLUSION

The bidder, by affixing his signature to this proposal, agrees to the following: "Bidder certifies that his bid is made without previous understanding, agreement, or connection with any person, firm, or corporation making a bid for the same items and is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action".

17. VARIANCE IN CONDITIONS

Any and all special conditions and specifications attached hereto which vary from General Conditions shall have precedence.

18. MINORITY / DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

The City of Tuscaloosa has voluntarily adopted a Minority / Disadvantaged Business Enterprise ("MBE/DBE/WBE") Program called Tuscaloosa Builds, which is designed to encourage the participation and development of minority and disadvantaged business enterprises and to promote equal business opportunities to the fullest extent allowed by state and federal law. To learn more about this program, visit <http://www.tuscaloosarecovery.com/blog/category/tuscaloosa-builds/>.

** PRELIMINARY BID TAB WILL BE POSTED ON THE CITY'S WEBSITE ONCE AVAILABLE.

SPECIAL CONDITIONS

The General Conditions of Invitations to Bid and any Special Conditions stated shall be considered as part of the specifications of the bid.

Awards shall be made or contracts entered into with the lowest responsible bidder(s) meeting all specifications and terms and conditions established by the Division of Purchasing. The Division of Purchasing reserves the right to determine the lowest responsible bidder on the basis of an individual item or group of items.

The City reserves the right to award this contract in whole or in part.

The issuance of a City of Tuscaloosa Purchase Order or Purchasing Card is required to constitute a contract between the vendor and the City of Tuscaloosa, which shall bind the vendor to furnish and deliver the commodities and/or services ordered at the prices, terms, and conditions quoted.

Questions concerning the bid process should be directed to David Coggins at (205) 248-5186 or dcoggins@tuscaloosa.com (e-mail is preferred). Questions concerning Specifications should be directed to Stacy Vaughn at (205) 248-4904.

Any addendums issued for this bid will be posted on the City Of Tuscaloosa website at <http://www.tuscaloosa.com/e-services/bids>. It is the responsibility of the bidder to check this page for any addendums before submitting their bid.

The term of this contract shall be for a period of three (3) years, commencing on October 1, 2016 and ending September 30, 2019.

Vendor to submit the following:

- Signed Special Conditions page
- Signed Contract Information page
- Signed Service Descriptions and Price Submissions pages
- Completed and signed Bidder's Response Form

NOTE: Sheet(s) submitted without Company Name & Signature WILL NOT be considered for bid award.

Bid submissions shall be submitted in a sealed envelope and addressed to: David Coggins, Purchasing Agent, 2201 University Blvd., Tuscaloosa, Alabama. The name and address of the bidder, the date and hour of the bid opening and the Bid Title shall be placed on the outside of the envelope.

VENDOR MUST SUBMIT AN ORIGINAL BID AND ONE COMPLETE COPY OR THE BID MAY BE REJECTED.

CONTRACT INFORMATION

This Invitation to Bid is for furnishing the City of Tuscaloosa with all labor and equipment for providing dumpster service for City of Tuscaloosa at various locations. The City reserves the right to add or delete containers and frequency of dumps as needed.

The city may allow adjustments in price based on increased landfill costs, if any. Documentation and percentage of increase must be provided and approved by city before increase goes into effect. The contractor will give the City sixty (60) days written notice of any increase.

TERM OF CONTRACT

This agreement shall be effective on full execution by all parties. The term of this agreement shall be three (3) years, commencing on October 1, 2016 and ending September 30, 2019.

INDEMNIFICATION

The Contractor agrees to protect, indemnify, defend, and save harmless the City, its present and future officials, officers, employees, agents, subcontractors, representatives, and assigns for any loss, claim, liability penalty, fine, forfeiture, demand, cause of action, suit and cost and expenses incidental thereto (including cost of defense, settlement and reasonable attorney's fees), arising out of or relating to the Contractor's negligence of willful acts or omissions relating to this operation except for occurrences caused by or arising out of the negligence or willful conduct of the City, its officers, employees and agents.

INSURANCE REQUIREMENTS

1. **Workmen's Compensation:** The Contractor shall provide and maintain during the term of any extensions of this contract Workmen's Compensation as required by Alabama Law for all its employees.
2. **Comprehensive Automobile and Vehicle Liability Insurance:** The Contractor shall maintain during the term of any extension of this Contract, Comprehensive Automobile and vehicle liability insurance. This insurance shall be written in Comprehensive form and public (including City employee) or damages to property of others (including City property) arising out of any act of the Contractor or any of its agents, employees, or subcontractors and shall cover both onsite and off-site operations under the contract and the insurance coverage shall extend to any motor vehicles or other related equipment irrespective of whether the same is owned, unowned or hired. The limits of liability shall not be less than \$1 million dollars combine, single limit or equivalent.
3. **Proof of Carriage of Insurance:** The Contractor shall furnish the City with satisfactory proof of carriage of insurance required herein, in the form of an insurance certificate or if the City elects in the form of a policy. Insurance shall be in the form satisfactory to the City.
 - a. **Cancellation:** The certificate and policy, as the case may be, shall state that the City shall be given thirty (30) days written notice of cancellation of any change in the insurance coverage. Certificates shall not exclude liability for failure to notify nor shall it state "And never to notify" in lieu of what is required.
 - b. There shall be a statement that the Contract and any subcontractor waive subrogation as to the City, its officers, agents, and employees.
 - c. There shall be a statement that full aggregate limits apply for this contract.
 - d. Authorized representative of the Insurance Company shall certify that he/she is authorized to execute certificate and that coverage stated are correct and in compliance with the contract documents.

SERVICE DESCRIPTIONS AND PRICE SUBMISSIONS

I. FRONT END LOAD DUMPSTERS

a. Current Location, with Frequency and Size

As of the date of this bid announcement, the city utilizes the following FEL dumpsters as described. Quantity, size and frequency are subject to change.

LOCATION	ADDRESS	QTY	SIZE	COLLECTIONS/ WEEK
City Hall	Annex 3-6 th Street	1	8yd	3X
Dept of Transportation (TDOT)	1100 28 th Avenue	2	6yd	2X
Tuscaloosa Airport	7601 Robert Cardinal Road	1	8yd	1X
Police Firing Range	4401 New Watermelon Road	1	8yd	1X
Tuscaloosa Police	3801 Trevor S Philips Avenue	1	6yd	3X
West Police Precinct	1501 Culver Rd	1	2yd	1X
Fire Station #1	1501 Greensboro Ave	1	8yd	1X
Fire Station #2	322 E Bryant Dr	1	4yd	1X
Fire Station #11	11 County Rd 59, Vance	1	4yd	1X
FM Warehouse	7150 Commerce Dr	1	8yd	1X
Battle Friedman House	1010 Greensboro Ave	1	2yd	1X
Tuscaloosa River Market	1900 Jack Warner Pkwy	1	8yd	2X
Jerry Plott Plant	New Watermelon Road	1	2yd	1X
Lake Nichol	Lake Nichol Road	1	6yd	1X
Wastewater Plant	3900 Kauloosa Ave	2	8yd	1X
Ed Love Plant	1125 River Rd	1	6yd	1X
Water Works Shop	2621 Kaulton Rd	1	8yd	1X
Intermodal Facility	601 23 rd Ave	1	6yd	3X

b. Front Load Containers Bid Prices (prices are to be listed as the price per month and include all fees, except for the extra pick up fee which should be listed as per incident, no additional environmental fees, disposal fees, service charges, administrative fees, will apply)

DUMPSTER SIZE	1X PER WEEK	2X PER WEEK	3X PER WEEK	4X PER WEEK	5X PER WEEK	6X PER WEEK	EXTRA P/U FEE
2 CUBIC YARD							
4 CUBIC YARD							
6 CUBIC YARD							
8 CUBIC YARD							

II. ROLL OFF CONTAINERS

a. Move in / Move out Dumpsters

Funds permitting, the city of Tuscaloosa utilizes 8-10 20 cubic yard roll off containers placed at specified locations around the City that are heavily populated with student rentals during the heavy move in / move out period before the fall semester. Roll-off containers are on site for 2-3 weeks and are emptied as needed, with an average of 4 times each. Containers should be hauled to Black Warrior Solid Waste Landfill due to the mixed nature of the waste.

For reference, the container locations in August 2016 were as follows, but may be adjusted as needs change:

- 2nd Ave at 16th St
- 7th Ave at 13th St
- Cloverdale Rd
- 8th Ave at 11th St
- 9th Ave (between 12th St & 13th St)
- 11th Ave at 12th St
- 12th St behind Tutwiler
- 12th St at 14th Ave
- Thomas St

b. Roll Off Container Pricing – MOVE IN / MOVE OUT (prices are to include all fees - no additional environmental fees, disposal fees, service charges, administrative fees, will apply)

Delivery Fee	
Haul Fee – not to include disposal	
Daily Rental Fee	
Disposal Fee per ton (MSW) – to include ADEM disposal fee	

c. Occasional Roll-Offs

Occasionally the city, will utilize roll off containers for construction projects or events. These containers are likely to be at City facilities.

d. Occasional Roll-off Pricing (prices are to include all fees - no additional environmental fees, disposal fees, service charges, administrative fees, will apply)

Delivery Fee	
Haul Fee (not including disposal)	
Daily Rental Fee	
Disposal Fee per ton (MSW), including ADEM disposal fee	
Disposal Fee per cubic yard (C&D), including ADEM disposal fee	

III. COMPACTOR AT AMPHITHEATER

a. Overview

The Tuscaloosa Amphitheater seat around 8,000 guests and holds shows / events about 20-25 times per year. The amphitheater requires a 35 cubic yard self-contained compactor. The compactor is emptied on average of 1 time per month, depending on the season and what events are scheduled.

b. Amphitheater Compactor Pricing (prices are to include all fees - no additional environmental fees, disposal fees, service charges, administrative fees, will apply)

Installation	
Haul Fee (not including disposal)	
Monthly Rental Fee (35 cubic yard self-contained compactor)	
Disposal Fee per ton (MSW), including the ADEM disposal fee	

IV. TABULATIONS – These tabulations below are used to compare total bid valuations and based on the estimated usage of FEL dumpsters, roll off containers and the compactor. They do not represent a guaranteed number of containers, frequency of collection or waste volume.

a. FEL Dumpsters

LOCATION	QTY	SIZE	COLLECTIONS/ WEEK	PRICE FROM ABOVE (PER MONTH)
City Hall	1	8yd	3X	
Dept of Transportation (TDOT)	2	6yd	2X	
Tuscaloosa Airport	1	8yd	1X	
Police Firing Range	1	8yd	1X	
Tuscaloosa Police	1	6yd	3X	
West Police Precinct	1	2yd	1X	
Fire Station #1	1	8yd	1X	
Fire Station #2	1	4yd	1X	
Fire Station #11	1	4yd	1X	
FM Warehouse	1	8yd	1X	
Battle Friedman House	1	2yd	1X	
Tuscaloosa River Market	1	8yd	2X	
Jerry Plott Plant	1	2yd	1X	
Lake Nichol	1	6yd	1X	
Wastewater Plant	2	8yd	1X	
Ed Love Plant	1	6yd	1X	
Water Works Shop	1	8yd	1X	
Intermodal Facility (IMF)	1	6yd	3X	
TOTAL MONTHLY FEES FOR FEL DUMPSTERS AS SHOWN				\$
Multiply monthly total by 12 months				
ANNUAL FEL DUMPSTER FEES				\$

b. Roll Off Containers Dumpsters – Move in / Move Out Roll Off Containers

Delivery Fee Each (from above)	\$	X 9	= \$
Haul Fee per load (from above)	\$	X 36 <small>(9 containers, hauled 4 times each)</small>	= \$
Daily Rental Fee (from above)	\$	X 162 <small>(9 containers, on site for 18 days)</small>	= \$
Disposal Fee per ton (from above)	\$	X 27 tons <small>(36 hauls x .75tons per haul)</small>	= \$
TOTAL MONTHLY FEES FOR MOVE IN / MOVE OUT ROLL OFF CONTAINERS DUMPSTERS AS SHOWN			\$

c. Roll Off Containers Dumpsters – Occasional

Delivery Fee Each (from above)	\$	X 3	= \$
Haul Fee per load (from above)	\$	X 3 <small>(3 containers, hauled 1 time each)</small>	= \$
Daily Rental Fee (from above)	\$	X 90 <small>(3 containers, on site for 30 days each)</small>	= \$
Disposal Fee per cubic yard (from above)	\$	X 60 cubic yards <small>(3 hauls, 20 yard containers)</small>	= \$
TOTAL MONTHLY FEES FOR OCCASIONAL ROLL OFFS AS SHOWN			\$

d. Amphitheater Compactor

Installation Fee (from above)	\$	X 1	= \$
Haul Fee per load (from above)	\$	X 12 <small>(estimated at 1x per month)</small>	= \$
Monthly Rental Fee (from above)	\$	X 12	= \$
Disposal Fee per ton (from above)	\$	X 60 tons <small>(12 hauls, est. at 5 tons per haul)</small>	= \$
TOTAL ANNUAL FEES FOR OCCASIONAL ROLL OFFS AS SHOWN			\$

e. TOTALS

a. FEL (annual)	\$
b. Move in / Move Out Roll Offs	\$
c. Occasional Roll Offs	\$
d. Amphitheater	\$
TOTAL PER YEAR	\$

DUMPSTER SERVICE

Company _____

BID NO. 9020-081716-1

Signature _____

BIDDER'S RESPONSE FORM

MESSAGE TO BIDDERS: Please review your bid documents for accuracy, completeness, required documentation, and necessary signatures before submitting. Please label the outer mailing/shipping package with the bid information as directed.

COMPANY NAME: _____

CONTACT PERSON: _____

COMPLETE MAILING ADDRESS: _____

AUTHORIZED SIGNATURE: _____

PRINTED NAME: _____

TELEPHONE NUMBER: _____

E-MAIL ADDRESS: _____

COPIES SUBMITTED:

_____ **VENDOR MUST SUBMIT AN ORIGINAL BID AND ONE COMPLETE COPY OR THE BID MAY BE REJECTED.**

NOTE: BY SIGNING THIS CONTRACT, THE CONTRACTING PARTIES AFFIRM, FOR THE DURATION OF THE AGREEMENT, THAT THEY WILL NOT VIOLATE FEDERAL IMMIGRATION LAW OR KNOWINGLY EMPLOY, HIRE FOR EMPLOYMENT, OR CONTINUE TO EMPLOY AN UNAUTHORIZED ALIEN WITHIN THE STATE OF ALABAMA. FURTHERMORE, A CONTRACTING PARTY FOUND TO BE IN VIOLATION OF THIS PROVISION SHALL BE DEEMED IN BREACH OF THE AGREEMENT AND SHALL BE RESPONSIBLE FOR ALL DAMAGES RESULTING THEREFROM.

FAILURE TO COMPLETE ALL OF THE ABOVE WITH AN AUTHORIZED SIGNATURE MAY SUBJECT BID TO REJECTION.

NON-BIDDER RESPONSE FORM

For purposes of maintaining accurate bidder's list and facilitating your firm's response to our invitation for bid, the City of Tuscaloosa is interested in ascertaining reasons for prospective bidders' failure to respond to invitations for bids. If your firm is not responding to this bid, please indicate the reason(s) by checking any appropriate item(s) below and returning this form to Mr. David Coggins, Purchasing Agent, 2201 University Blvd., Tuscaloosa, Alabama 35401. Failure to either submit a bid proposal or return this form may result in removal of your firm's name from our bidder's lists. Thank you for your cooperation.

We are not responding to this invitation for bid for the following reason(s):

___ Items or materials request not manufactured by us or not available to our company.

___ Our items or materials do not meet specifications.

___ Specifications not clearly understood or applicable (too vague, too rigid, etc.)

___ Quantities requested are too small.

___ Insufficient time allowed for preparation of bid.

___ Incorrect address used. Correct mailing address is:

___ Our branch/division handles this type of bid. Correct name and mailing address is:

___ Other reason(s): _____

Company Name: _____

Address: _____

City/State/Zip: _____

Signature: _____