

# **INVITATION TO BID**

**No. 17-32**

**ROCKDALE COUNTY, GEORGIA**

**June 28, 2017**

## **MATERIALS & FIELD TESTING AND ANALYSIS SERVICES**



**ROCKDALE COUNTY FINANCE DEPARTMENT  
PROCUREMENT OFFICE  
958 Milstead Avenue  
CONYERS, GA 30012  
770-278-7552**

**INTRODUCTION:**

Rockdale County is requesting Competitive Sealed Bids for **MATERIALS & FIELD TESTING AND ANALYSIS SERVICES**

Instructions for preparation and submission of a Bid are contained in this packet. Bid must be typed or printed in ink.

Rockdale County provides equal opportunity for all businesses and does not discriminate against any person or business because of race, color, religion, sex, national origin, handicap or veterans status. This policy ensures all segments of the business community have access to supplying the goods and services needed by Rockdale County.

**PURCHASING CONTACT FOR THIS REQUEST:**

All questions concerning this ITB and all questions arising subsequent to award are to be addressed to the Purchasing Division via email to Meagan Porch, Buyer, at [meagan.porch@rockdalecountyga.gov](mailto:meagan.porch@rockdalecountyga.gov) or the following address:

Rockdale County Finance Department  
Procurement Division  
Attn: Meagan Porch, Buyer  
958 Milstead Avenue  
Conyers, GA 30012  
Phone: (770) 278-7557, Fax: (770) 278-8910  
E-mail: [meagan.porch@rockdalecountyga.gov](mailto:meagan.porch@rockdalecountyga.gov)

To maintain a "level playing field", and to assure that all Bidders receive the same information, Bidders are requested **NOT** to contact anyone other than the contact above until after the award of the contract. Doing so could result in disqualification of the proposer.

**BID COPIES FOR EVALUATION:**

Three (3) hard copies and one (1) original hard copy and one (1) CD or Flash Drive in Adobe PDF format will be required for review purposes. (*Original must be clearly marked "Original" and the Copies clearly marked "Copies."*) . CD's that are blank or have incorrect information on them will not be acceptable and may be justification for disqualification. Check your disk(s) to ensure that they have the appropriate material on it before submitting.

**DUE DATE:**

Sealed Bids will be received at the Rockdale County Finance Department, Procurement Division, 958 Milstead Avenue, Conyers, GA 30012 no later than **2:00 P.M., local time, Thursday, July 27, 2017**. Bid received after this time will not be accepted.

**PRE-BID CONFERENCE:**

There will be a **Non-Mandatory** Pre-Bid Conference held at **2570 Old Covington Highway, Conyers, GA 30012, at 10:00 a.m., local time, Monday, July 10, 2017**. Any questions and/or misunderstandings that may arise from this ITB may be asked and answered at the pre-bid conference; however, oral responses are not authoritative. Questions received after the pre-bid conference must be submitted in writing to [meagan.porch@rockdalecountyga.gov](mailto:meagan.porch@rockdalecountyga.gov) or at the above address.

**QUESTIONS AND CLARIFICATIONS:**

All questions and/or requests for clarifications concerning this ITB must be submitted to the Purchasing Division via email to [meagan.porch@rockdalecountyga.gov](mailto:meagan.porch@rockdalecountyga.gov) or at the above address no later than **2:00 p.m., local time, on Thursday, July 20, 2017**. It shall be the Bidders responsibility to seek clarification as early

as possible prior to the due date and time. Written responses from the County to the questions it receives will be in an addendum and posted to the County's website at [www.rockdalecountyga.gov](http://www.rockdalecountyga.gov), under Bid Opportunities. Questions or requests for clarifications received after this deadline will not receive a response.

#### **ADDENDA:**

Answers to questions submitted that materially change the conditions and specifications of this ITB will be issued in an addendum and posted to the County's website at [www.rockdalecountyga.gov](http://www.rockdalecountyga.gov) under Bid Opportunities. Any discussions or documents will be considered non-binding unless incorporated and issued in an addendum.

**It is the bidder's responsibility to check the Rockdale County website at [www.rockdalecountyga.gov](http://www.rockdalecountyga.gov), under Bid Opportunities for any addenda that may be issued, prior to submitting a bid for this ITB.**

#### **QUANTITIES**

This is an indefinite quantities bid. This is an on-demand services contract with no specified quantities. As such, the County may request services from the contractor based on the Unit Price Schedule in the bid when needed. The County will not be obligated to services beyond actual needs and services will be requested based on funding availability.

#### **CONTRACT TERM:**

This contract will be valid for a period of one year from initial award, with option to renew up to four additional one-year terms, renewable each year.

#### **ENERGY EFFICIENT, RECYCLING, AND WASTE REDUCTION PURCHASING POLICY**

Policy #R-2015-08 includes the following language:

The Rockdale County Board of Commissioners only purchases energy star rated equipment and appliances that are economically responsible and reduce resource consumption and waste within federal, state, and local laws. The County will only purchase recycled copy, computer, and fax paper with at least 30 percent recycled content.

A copy of the policy may be viewed and downloaded by visiting the website at [www.rockdalecountyga.gov](http://www.rockdalecountyga.gov) under Finance Department, Purchasing/Procurement, and scrolling down to the bottom of the page.

#### **QUALIFICATIONS OF OFFERORS:**

In order to bid on this contract, vendor must be listed on the current Georgia Department of Transportation (GDOT) Prequalified Contractor's List or the GDOT Prequalified Consultant's List in the area classes 6.04a and 6.04b. The vendor shall have employees that are certified roadway testing technicians and certified concrete technicians.

Bids will be considered only from full service firms. To be considered full service, a firm must bid on at least 80% of the first four sections of the bid schedule. Rockdale County requires the following information be submitted with your bid.

- List of relevant past projects / client references.

- Resumes of key personnel.
- A description of your internal quality assurance program including equipment
- Calibration procedures.
- Provide verification of State and Federal certifications.
- Rockdale County requires all contractors be pre-qualified for sub-surface investigation with the Georgia Department of Transportation. Submit with your bid a copy of your certificate or a copy of your application for certification.

Personnel and Equipment. The Contractor represents that it has secured or will secure, at its own expense, all personnel necessary to complete this Agreement, none of whom shall be employees of, or have any contractual relationship with, Rockdale County, Georgia. Primary liaison with the County will be through the Director of Transportation or his designee. All of the services required will be performed by the Contractor under its supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under law to perform such services.

- A. The Contractor shall employ only persons duly registered in the appropriate category in responsible charge of supervision and design of the work; and further shall employ only qualified professional engineers in responsible charge of any applicable work.
- B. The Contractor shall endorse all reports. Such endorsements shall be made by a person duly registered in the appropriate category by the Georgia State Board of Registration, being in the full employ of the Contractor and responsible for the work prescribed by this Agreement.

Bidders must have a current business license from their home based jurisdiction and provide a copy of that license with the submittal of their Bid response.

Bid from any offeror that is in default on the payment of any taxes, license fees, or other monies due to Rockdale County will not be accepted.

Any contractor submitting a Bid may be required to complete the Contractor's Qualification Statement and Questionnaire if requested by the County to be considered for award of the contract.

In evaluating Bid, the County may seek additional information from any contractor concerning such contractor's Bid or its qualifications to construct the Project.

Bidders are to submit at least (3) three references from projects with similar experience using the materials and process in this ITB.

### **PROPRIETARY INFORMATION**

Careful consideration should be given before submitting confidential information to Rockdale County. The Georgia Open Records Act permits public scrutiny of most materials collected as part of this process. Please clearly mark any information that is considered a trade secret, as defined by the Georgia Trade Secrets Act of 1990, O.C.G.A. §10-1-760 et seq., as trade secrets are exempt from disclosure under the Open Records Act. Rockdale County does not guarantee the confidentiality of any information not clearly marked as a trade secret.

**SELECTION PROCESS:**

The Rockdale County Procurement Office and Evaluation Committee make a recommendation for award. The Board of Commissioners will make the actual award of the contract and has the authority to award the contract to a company different than the company recommended by the Procurement Office and/or Evaluation Committee.

This is a past performance/quality/price trade-off source selection in which competing offeror's past and present performance history and product quality will be evaluated on a basis approximately equal to price. Award will be made to the responsible offeror whose Bid represents the best value after evaluation in accordance with the factors listed below. Rockdale County Board of Commissioners may reject any or all Bid and to waive any technicalities or informalities if such action is in the county's interest.

Rockdale County may evaluate Bid and award a contract without discussions with offerors. Therefore, the offeror's initial Bid should contain the offeror's best terms from a price and technical standpoint. The County reserves the right to conduct discussions if the County later determines them to be necessary.

**INSURANCE:**

The Company shall maintain in full force and effect the following insurance during the term of the Agreement.

Coverage	Limits of Liability
Workers' Compensation	Statutory
Employers' Liability	\$1,000,000.00
Bodily Injury Liability	\$1,000,000.00 each occurrence
except Automobile	\$1,000,000.00 aggregate
Property Damage Liability	\$1,000,000.00 each occurrence
except Automobile	\$1,000,000.00 aggregate
Personal & Advertising Injury Limit	\$1,000,000.00
Products / Completed Ops.	\$2,000,000.00 aggregate
Automobile Bodily Injury	\$1,000,000.00 each person
Liability	\$1,000,000.00 each occurrence
Automobile Property Damage	\$1,000,000.00 each occurrence
Liability	
General Liability	\$1,000,000.00

All insurance shall be provided by an insurer(s) acceptable to the County, and shall provide for thirty (30) days prior notice of cancellation to the County. Upon contract award, Contractor shall deliver to the County a certificate or policy of insurance evidencing Contractor's compliance with this paragraph. Contractor shall abide by all terms and conditions of the insurance and shall do nothing to impair or invalidate the coverage.

Rockdale, GA shall be named as Additional Insured under any General Liability, Business Auto and Umbrella Policies using ISO Additional Insured Endorsement forms CG 2010 or its equivalent. Coverage shall apply as Primary and non-contributory with Waiver of Subrogation in favor of Rockdale County, Georgia.

The insurance carrier must have a minimum rating of A or higher as determined by the rating firm A.M. Best.

Certificates to contain policy number, policy limits and policy expiration date of all policies issued in

accordance with this contract.

**PERMITS:**

The awarded contractor will be responsible for acquiring any permits that are required for this project/purchase. Rockdale County will waive fees on all permits issued by Rockdale County.

**AWARD OF CONTRACT**

The Rockdale County Procurement Office and Evaluation Committee make a recommendation for award. The Board of Commissioners will make the actual award of the contract and has the authority to award the contract to a company different than the company recommended by the Procurement Office and/or Evaluation Committee.

Award of the contract, if made, will be limited to the base bid, unless the county decides to include any of the add alternates. Add alternates may be included based on budget limitations or other considerations at the discretion of the county.

**ILLEGAL IMMIGRATION REFORM AND ENFORCEMENT ACT OF 2011**

Vendors submitting a Qualification package in response to this ITB must complete the Contractor Affidavit under O.C.G.A. §13-10-91(b)(1) which is provided with the ITB package to verify compliance with the Illegal Immigration Reform and Enforcement Act of 2011.

- A. The form must be signed by an authorized officer of the contractor or their authorized agent.
- B. The form must be notarized.
- C. **The contractor will be required to have all subcontractors and sub-subcontractors who are engaged to complete physical performance of services under the final contract executed between the County and the contractor complete the appropriate subcontractor and sub-subcontractor affidavits and return them to the County a minimum of five (5) days prior to any work being accomplished by said subcontractor or sub-subcontractor. Format for this affidavit can be provided to the contractor if necessary.**

**GENERAL INFORMATION**

No Bid received after said time or at any place other than the time and place as stated in the notice shall be considered. No responsibility shall attach to Rockdale County for the premature opening of a Bid not properly addressed and identified.

**WITHDRAWAL OF BID:**

A proposer may withdraw his Bid before the Bid due date, without prejudice to the proposer, by submitting a written request of withdrawal to the Rockdale County Procurement Office.

**REJECTION OF BID:**

Rockdale County may reject any and all Bids and must reject a Bid of any party who has been delinquent or unfaithful in any formal contract with Rockdale County. Also, the right is reserved to waive any irregularities or informalities in any Bid in the proposing procedure. Rockdale County shall be the sole judge as to which Bid is best, and in ascertaining this, will take into consideration the business integrity, financial resources, facilities for performing the work, and experience in similar operations of the various Bidders.

**STATEMENT OF EXPERIENCE AND QUALIFICATIONS:**

The proposer may be required, upon request, to prove to the satisfaction of Rockdale County that he/she has the skill, experience, necessary facilities and ample financial resources to perform the contract(s) in a satisfactory manner and within the required time. If the available evidence of competency of any proposer is not satisfactory, the Bid of such proposer may be rejected. The successful proposer is required to comply with and abide by all applicable federal and state laws in effect at the time the contract is awarded.

**NON-COLLUSION AFFIDAVIT:**

By submitting a Bid, the proposer represents and warrants that such Bid is genuine and not sham or collusive or made in the interest or in behalf of any person not therein named, that the proposer has not directly or indirectly induced or solicited any other proposer to put in a sham Bid, or any other person, firm or corporation to refrain from proposing and that the proposer has not in any manner sought by collusion to secure to that proposer any advantage over any other proposer.

**INTEREST OF:**

By submitting a Bid, the proposer represents and warrants that a Commissioner, Administrator, employee, nor any other person employed by Rockdale County has, in any manner, an interest, directly or indirectly, in the Bid or in the contract which may be made under it, or in any expected profits to arise there from.

**DOCUMENTS DEEMED PART OF THE CONTRACT:**

The notice, invitation to Bidders, general conditions, and instructions for Bidders, special conditions, specifications, Bid, and addenda, if any, will be deemed part of the contract.

**GOVERNING LAWS:**

This contract is made under and shall be governed and construed in accordance with the laws of the State of Georgia.

**ERRORS AND OMISSIONS:**

The vendor shall not take advantage of any errors or omissions in this Bid Request, and shall promptly notify Rockdale County of any omissions or errors found in this document.

## STANDARD INSTRUCTIONS

1. The instructions contained herein shall be construed as a part of any Bid invitation and/or specifications issued by Rockdale County and must be followed by each proposer.
2. The written specifications contained in this Bid shall not be changed or superseded except by written addendum from Rockdale County. Failure to comply with the written specifications for this Bid may result in disqualification by Rockdale County.
3. All goods and materials shall be F.O.B. Destination Conyers, Georgia and no freight or postage charges will be paid by Rockdale County unless such charges are included in the Bid price.
4. The following number, **ITB No. 17-32** must be written clearly on the outside of each Bid envelope in order to avoid prior opening in error.
5. All Bid must be received and in-hand at Bid due date and time. Each proposer assumes the responsibility for having his/her Bid received at the designated time and place of Bid due date. Bids received after the stated time and date may be subject to rejection without consideration, regardless of postmark. Rockdale County accepts no responsibility for mail delivery.
6. Unless otherwise stated, all Bids submitted shall be valid and may not be withdrawn for a period of 120 days from the due date.
7. Each Bid form submitted must include the name of the business, mailing address, the name, title and signature of the person submitting the Bid. When submitting a Bid to Rockdale County the first page of your Bid package should be the Bid form listing the price, delivery date, etc., unless the Bid form is requested to be in a separate envelope.
8. Rockdale County reserves the right to accept a Bid that is not the lowest price if, in the County's judgment, such Bid is in the best interest of the County and the public. The County reserves the right to reject any and all Bids.
9. Telephone, Telegraphic or Facsimile Bids will not be accepted.
10. No sales tax will be charged on any orders except for contracts that include construction materials being purchased through a third party.
  - i. Federal I.D. #58-6000882
  - ii. Sales Tax Exempt #58-800068K
11. If applicable, completed questionnaires must be signed manually. Rockdale County reserves the right to accept or reject any Bid on the basis of incomplete or inaccurate answers to the questionnaire.
12. If applicable, warranty information shall be provided.
13. Bidders shall state delivery time after receiving order.
14. Bidders shall identify any subcontractors, and include an explanation of the service or product that they may provide.

## Scope of Services

### BID SPECIFICATIONS:

The specifications are as follows and on the attached pages:

#### General:

Unit Prices for the various items requested in the Item Price Schedule shall include all supplies, materials, labor, tools, equipment, specialized equipment, personnel, transportation and disposal fees any other cost associated with providing the services for each item requested . Field Services may be required at various locations within Rockdale County. **Rockdale County may award a contract to multiple vendors for an on-call as needed basis. Work will be assigned as task orders whenever needed.**

#### Unit Pricing:

- A. As full compensation for the performance of this Contract, the County will pay the Contractor for the actual quantity of work performed when so requested by the County. The fees for the work performed under this agreement when authorized, shall be billed to the County in accordance with the rates bid in the Item Price Schedules. When work is authorized by the County, the Contractor shall submit a detailed invoice reflecting the actual work performed by the Contractor(s) in accordance with the terms of the bid.
- B. The unit rates indicated on the Item Price Schedules will include routing, travel time, supervision of field and laboratory technicians, checking on field and laboratory test data and written reporting. Written report on field and lab test data shall summarize all testing and denote all failures.
- C. Engineering charges will not be billed except those specifically requested by the County. The Contractor shall not bill for orientations or briefings.
- D. Prices submitted herein shall remain firm for the contract agreement period, except as otherwise stipulated in the bid.

#### Testing:

All tests are to be conducted in accordance with ASTM, ACI, and Georgia Department of Transportation (GDOT) methods, or based on accepted engineering practice where no standards have been formally adopted.

#### Work Assignment.

- A. Contractor shall be GDOT pre-qualified for the area of work under consideration (e.g., only those contractors pre-qualified for bridge work will be considered for any County project requiring this discipline).
- B. Contractor(s) shall be required to furnish a total job price, based on the unit prices quoted, prior to any work on that job. When multiple Contracts are awarded, the County may request total job prices from more than one Contractor.

- C. The Contractor shall specify completion time for each job or project prior to any work on that job; failure to meet the specified completion schedules may result in cancellation of the Task Order or the Contract.
- D. Availability of equipment and personnel, time to complete the work and total job cost may all be deciding factors concerning the award of any given project task order.
- E. A request for information or job price quote will not guarantee that any work will be awarded.
- F. A work order/purchase order shall be issued for all work to be completed. The work order/purchase order shall indicate the scope of the job, completion time and the total job price. The work order/purchase order number must be referenced on the Contractor's invoice or other correspondence.
- G. The purchase order does not supersede any provision of the resulting contract. Performance time and dates are determined solely by the contract and any modifications thereto.

**Option to Audit.** The successful bidder will be required to maintain complete records during the life of the contract and for a period of one (1) year after completion of the contract. Such records are to be made available to the County if officially requested, to be audited by a designated County auditing staff. If such audits reveal overcharges and/or undercharges, such will be adjusted and compensation made by either party to correct charges.

**Findings shall be confidential.** The Contractor agrees that its conclusions and any reports are for the confidential information of Rockdale County and that it will not disclose its conclusions in whole or in part to any persons whatsoever, other than to submit its written documentation to Rockdale County, and will only discuss the same with it or its authorized representatives. Upon completion of this Agreement term, all documents, reports, maps, data and studies prepared by the Contractor pursuant thereto shall become the property of the County and be delivered to the Rockdale Department of Transportation.

- A. Articles, papers, bulletins, reports, or other materials reporting the plans, progress, analyses, or results and findings of the work conducted under this Agreement shall not be presented publicly or published without prior approval in writing of Rockdale County.
- B. It is further agreed that if any information concerning the Project, its conduct, results, or data gathered or processed should be released by the Contractor without prior approval from Rockdale County, the release of same shall constitute grounds for termination of this Agreement without indemnity to the Contractor, but should any such information be released by the County or by the Contractor with such prior written approval. The same shall be regarded as public information and no longer subject to the restrictions of this Agreement.

Field worksheets of extraction tests shall be faxed no later than the first workday following the day on which tests are performed by your technician. This is to be followed by the official test report being sent to this office no later than three (3) working days after that time.

- A. When test results are outside the Mixture Control Tolerances listed in Section 828 of the GDOT Specifications, our roadway inspector and/or project manager shall be notified immediately after the results are known. Contractor's quality control personnel shall be informed immediately of **ALL** extraction test results.

**Accuracy of work.** The Contractor shall be responsible for the accuracy of the work and shall promptly correct errors and omissions in its investigation, testing and/or reports without additional compensation. Acceptance of the work by Rockdale County will not relieve the Contractor of the responsibility for subsequent correction of any errors and the clarification of any ambiguities.

**Changes and Extra Work.** Rockdale County may, at any time, request changes in the work to be performed hereunder. All such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon by and between the Rockdale County and the Contractor, shall be incorporated in written Supplemental Agreements to the Agreement.

**Contractor to cooperate with other contractors.** If Rockdale County undertakes or awards other contracts for additional related work, the Contractor shall fully cooperate with such other contractors and/or Rockdale County employees or appointed committee(s), and carefully fit its own work to such additional work as may be directed by Rockdale County. The Contractor shall not commit or permit any act which will interfere with the performance of work by any other contractor(s) or by Rockdale County employees.

# BID FORM

Instructions: Complete all THREE parts of this bid form.

## PART I: Unit Price Schedule

Sampling and Testing is to be conducted in accordance with GDOT, ACI, ASTM and other industry standards as applicable to the type of testing performed. Complete the information below.

### ITEM PRICE SCHEDULE SECTION 1 - FIELD TESTING SERVICES

- A. Concrete Sampling/Testing - Provide experienced field technicians and all equipment to sample concrete, conduct temperature, slump, air content, yield test and cast cylinders or beams in accordance with applicable ASTM/DOT specifications; price is **per hour on site**.  
\$ \_\_\_\_\_ Per Hour
- B. Asphalt Sampling - Provide experienced field technicians (certified QCT. Level 1 by GA. D.O.T.) and all equipment for travel to and from, and obtain an asphalt sample from either a designated plant or project site in accordance with applicable *ASTM/GDOT* specifications; price is **per hour on site**.  
\$ \_\_\_\_\_ Per Hour
- C. Turbidity Sampling - Provide experienced field technicians and all equipment for travel to and from a designated location(s) on or near the project site in accordance with applicable ASTM/DOT specifications.  
\$ \_\_\_\_\_ Each
- D. Soil Compaction Testing - Provide experienced field technician and all equipment to perform field determination of in-place density and percent compaction in accordance with the following ASTM methods:
- |    |  |               |
|----|--|---------------|
| 1. | ASTM D2937 - Drive Cylinder Method (3 min) | \$ _____ Each |
| 2. | ASTM D2922 - Nuclear Method (3 min)        | \$ _____ Each |
| 3. | ASTM D1556 - Sand Cone Method (3 min)      | \$ _____ Each |
- E. Securing Hardened Specimens - Provide an experienced operator and all equipment for securing three or four inch diameter cores from asphalt paving or hardened concrete:
- |    |  |                   |
|----|--|-------------------|
| 1. | Core charges up to 8 locations, 4" diameter cores, at 4" depth (asphalt and/or concrete) | \$ _____ Lump Sum |
| 2. | Additional Cores   | \$ _____ Each     |
| 3. | Additional depth greater than 4"   | \$ _____ Each     |

## ITEM PRICE SCHEDULE

## SECTION 2 - MATERIALS TESTING

## A. Concrete Testing

- |  |          |      |
|--|----------|------|
| 1. Curing and compression testing of cylinders   | \$ _____ | Each |
| 2. Preparation of, curing and compression testing of three or four inch diameter cores | \$ _____ | Each |
| 3. Concrete mix design verification including compression testing of four cylinders    | \$ _____ | Each |
| 4. Sieve analysis for fine and coarse aggregates ASTM C136                             | \$ _____ | Each |
| 5. Unit weight and voids in aggregate ASTM C 29  | \$ _____ | Each |
| 6. Material finer than 75 urn (No. 200) Sieve ASTM C 117                               | \$ _____ | Each |

## B. Soil Testing

- |  |          |          |
|--|----------|----------|
| 1. Natural moisture content  | \$ _____ | Each     |
| 2. Atterberg limits  | \$ _____ | Each     |
| 3. Grain Size  | \$ _____ | Each     |
| a. Washed 200  | \$ _____ | Each     |
| b. Washed 200 + Hydrometer   | \$ _____ | Each     |
| 4. Consolidation Test  |          |          |
| a. Undisturbed sample  | \$ _____ | Each     |
| b. Remolded sample   | \$ _____ | Each     |
| 5. Triaxial Shear Test   | \$ _____ | Each     |
| 6. Pile load testing ASTM (DI153)  | \$ _____ | Each     |
| 7. Pile driving monitoring; <b>price is per hour on site</b>                     | \$ _____ | Per Hour |
| 8. Unconfined compressive strength test<br>(to calculate shear strength of soil) | \$ _____ | Each     |
| 9. California Bearing Ratio (CBR)  | \$ _____ | Each     |

## ITEM PRICE SCHEDULE

### SECTION 2 - MATERIALS TESTING

10. Standard Proctor -ASTM D 698 Method	\$ _____ Each
11. Modified Proctor - ASTM D 1557 Method	\$ _____ Each
12. Sand Equivalent Test GDOT63	\$ _____ Each
13. Permeability of granular soils ASTM D 2434	\$ _____ Each
14. Specific gravity of soils ASTM D 854	\$ _____ Each
15. Level three soil test for septic system drain field according to DHR and Rockdale County Environmental Health Department standards. Personnel performing test must be approved and on the list of the Rockdale County Environmental Health Department (includes 4 each, 6-foot deep borings per acre)	\$ _____ Each
16. Level four soil test for septic system drain field according to DHR and Rockdale County Environmental Health Department standards. Personnel performing test must be approved and on the list of the Rockdale County Environmental Health Department	\$ _____ Each
17. Full Depth Reclamation mix design with Portland Cement (FDR design)	\$ _____ Each
18. Full Depth Reclamation field materials sampling for use in FDR design	\$ _____ Each
 <b>C. Asphalt Testing</b>	
1. Density of compacted specimen, GDOT 83	\$ _____ Each
2. GDOT 3 gradation of fine and coarse aggregate	\$ _____ Each
3. GDOT 13 gradation of soil-aggregate	\$ _____ Each
4. GDOT 4 gradation of soils to determine % of clay including GDOT 2, GDOT 3 and additional testing	\$ _____ Each
5. GDOT 6 volume change of soils - for classification	\$ _____ Each

**ITEM PRICE SCHEDULE****SECTION 2 - MATERIALS TESTING**

6. GDOT 56 test method for heat stable anti-strip additive for attached specifications \$ \_\_\_\_\_ Each
7. Extraction, gradation and asphalt content, GDT 83 and or GDT 125 and GDT 38 \$ \_\_\_\_\_ Each
8. Moisture susceptibility test, GDT 66 (field mix set of 6 specimens) \$ \_\_\_\_\_ Each

**D. Asbestos Testing**

Testing of asbestos in accordance with 1985 edition (purple book) EPA Guidance for controlling Asbestos Materials in Buildings. EPA Method 560/5-85-024 (including report)

- \$ \_\_\_\_\_ Each
- Asbestos Report \$ \_\_\_\_\_ Each
- Asbestos Sample \$ \_\_\_\_\_ Sample

**ITEM PRICE SCHEDULE  
SECTION 3 - DRILLING SERVICES**

- A. Mobilization and demobilization of rig
1. All terrain mountain \$ \_\_\_\_\_ Each
  2. Truck mounted \$ \_\_\_\_\_ Each
- B. Auger boring
1. 0 - 50 ft. \$ \_\_\_\_\_ Per L.F.
  2. Greater than 50 ft. \$ \_\_\_\_\_ Per L.F.
- C. Soil test boring with standard penetration resistance
1. 0 - 50 ft. \$ \_\_\_\_\_ Per L.F.
  2. Greater than 50 ft. \$ \_\_\_\_\_ Per L.F.
- D. Undisturbed sample (3") (within the top 25 feet) \$ \_\_\_\_\_ Each
- E. Piston Samples (3 ") (within the top 25 feet) \$ \_\_\_\_\_ Each
- F. Setting and removing casing for rock coring (within the top 50 feet) \$ \_\_\_\_\_ Per L.F.
- G. NX or N Q rock coring with report of rock quality designation and percent recovery
1. 0 - 50 ft. \$ \_\_\_\_\_ Per L.F.
  2. Greater than 50 ft. \$ \_\_\_\_\_ Per L.F.
- H. Difficult moving, water hauling; **price is per hour on site** \$ \_\_\_\_\_ Per Hour
- I. Diamond Core Drilling: Provide (3") diameter asphalt core, measured to nearest ¼ inch. Check subgrade for soil, GAB, or soil cement and measure layer to a depth of up to 10 inches to nearest ¼ inch. Patch core with 'cold patch' asphalt patch. Provide all data in the form of an electronic spreadsheet.
1. 0-4 in. Deep Asphalt Core (Includes checking subgrade up to 10 in.) \$ \_\_\_\_\_ Each
  2. Greater than 4 in. Deep Asphalt Core \$ \_\_\_\_\_ Additional Inch

**ITEM PRICE SCHEDULE**  
**SECTION 4 - POLLUTION CONTROL & ENVIRONMENTAL ASSESSMENT**

- |    |   |          |           |
|----|---|----------|-----------|
| A. | Testing turbidity of water - GDT 109  | \$ _____ | Each      |
| B. | NPDES Stream Monitoring (automatic sampler) includes installation and maintenance   | \$ _____ | Monthly   |
| C. | Phase I Environmental Assessment (ASTM 1527-13) Full Report   | \$ _____ | Each      |
| D. | Phase II Environmental Assessment (ASTM 1527-13) (including soil borings and water sampling at up to 8 locations) Full Report | \$ _____ | Each Site |
| a. | Additional Files Reviews (Not included in Phase I)  | \$ _____ | Each      |
| b. | Soil Sampling & Testing – Additional locations  | \$ _____ | Each      |
| c. | Ground Water Sampling – Additional locations  | \$ _____ | Each      |

**ITEM PRICE SCHEDULE  
SECTION 5 - MISCELLANEOUS SERVICES**

A. Traffic Control and Equipment Rental

1. Cones, barriers & signage \$ \_\_\_\_\_ Per Day

**REGULAR TIME**

**OVERTIME**

2. Flagman \$ \_\_\_\_\_ Per Hour \$ \_\_\_\_\_ Per Hour

B. Engineering Consulting Services

1. Staff Engineer \$ \_\_\_\_\_ Per Hour \$ \_\_\_\_\_ Per Hour

2. Project Engineer \$ \_\_\_\_\_ Per Hour \$ \_\_\_\_\_ Per Hour  
(GA. PE Registration required)

NOTE: Prices for items A-2, B-1 and B-2 are **per hour on site**.

**PART II: Addenda Acknowledgements (if applicable)**

Each vendor is responsible for determining that all addenda issued by the Rockdale County Finance Department – Purchasing Division have been received before submitting a bid.

Addenda	Date Vendor Received	Initials
"1"		
"2"		
"3"		
"4"		
"5"		
"6"		

**PART III: Vendor Information:**

Company Name	
Address	
Telephone	
E-Mail	
Representative (print name)	
Signature of Representative	
Date Submitted	

**ROCKDALE COUNTY BOARD OF COMMISSIONERS**  
**NON-COLLUSION AFFIDAVIT OF VENDOR**

State of \_\_\_\_\_)

County of \_\_\_\_\_)

\_\_\_\_\_, being first duly sworn, deposes and says that:

(1) He is \_\_\_\_\_ (owner, partner officer, representative, or agent) of \_\_\_\_\_, the Vendor that has submitted the attached ITB;

(2) He is fully informed respecting the preparation and contents of the attached ITB and of all pertinent circumstances respecting such ITB;

(3) Such ITB is genuine and is not a collusive or sham ITB;

(4) Neither the said Vendor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affidavit, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Vendor, firm or person to submit a collusive or sham ITB in connection with the Contract for which the attached ITB has been submitted or refrain from proposing in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Vendor, firm or person to fix the price or prices in the attached ITB or of any other Vendor, or to fix any overhead, profit or cost element of the proposing price or the proposing price of any other Vendor, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against Rockdale County or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached ITB are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Vendor or any of its agents, representatives, owners, employees, or parties in interest, including this affidavit.

\_\_\_\_\_  
 (Signed)

\_\_\_\_\_  
 (Title)

Subscribed and Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20

Name \_\_\_\_\_

Title \_\_\_\_\_

My commission expires (Date)

**ROCKDALE COUNTY BOARD OF COMMISSIONERS**  
**NON-COLLUSION AFFIDAVIT OF SUB-CONTRACTOR**

State of \_\_\_\_\_)

County of \_\_\_\_\_)

\_\_\_\_\_, being first duly sworn, deposes and says that:

(1) He/She is \_\_\_\_\_ (owner, partner officer, representative, or agent) of \_\_\_\_\_, the sub-contractor that has submitted the attached ITB;

(2) He is fully informed respecting the preparation and contents of the attached ITB and of all pertinent circumstances respecting such ITB;

(3) Such ITB is genuine and is not a collusive or sham ITB;

(4) Neither the said sub-contractor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affidavit, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Vendor, firm or person to submit a collusive or sham ITB in connection with the Contract for which the attached ITB has been submitted or refrain from proposing in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Vendor, firm or person to fix the price or prices in the attached ITB or of any other Vendor, or to fix any overhead, profit or cost element of the proposing price or the proposing price of any other Vendor, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against Rockdale County or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached ITB are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the sub-contractor or any of its agents, representatives, owners, employees, or parties in interest, including this affidavit.

\_\_\_\_\_  
 (Signed)

\_\_\_\_\_  
 (Title)

Subscribed and Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

Name \_\_\_\_\_

Title \_\_\_\_\_

My commission expires (Date)

## Contractor Affidavit under O.C.G.A. §13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. §13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of (name of public employer) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. §13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. §13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Contractor

\_\_\_\_\_  
Name of Project

\_\_\_\_\_  
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, \_\_\_\_\_, 201\_\_ in \_\_\_\_\_(city), \_\_\_\_\_(state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
NOTARY PUBLIC  
My Commission Expires: \_\_\_\_\_

### Subcontractor Affidavit under O.C.G.A. § 13-10-91(b)(3)

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with (name of contractor) on behalf of (name of public employer) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91(b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five business days of receipt. If the undersigned subcontractor receives notice that a sub-subcontractor has received an affidavit from any other contracted sub-subcontractor, the undersigned subcontractor must forward, within five business days of receipt, a copy of the notice to the contractor. Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Subcontractor

\_\_\_\_\_  
Name of Project

\_\_\_\_\_  
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, \_\_\_\_, 201\_\_ in \_\_\_\_\_(city), \_\_\_\_\_(state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
NOTARY PUBLIC  
My Commission Expires:  
\_\_\_\_\_

## Sub-subcontractor Affidavit under O.C.G.A. §13-10-91(b)(4)

By executing this affidavit, the undersigned sub-subcontractor verifies its compliance with O.C.G.A. §13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract for (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract) and (name of contractor) on behalf of (name of public employer) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. §13-10-91. Furthermore, the undersigned sub-subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned sub-subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the sub-subcontractor with the information required by O.C.G.A. §13-10-91(b). The undersigned sub-subcontractor shall submit, at the time of such contract, this affidavit to (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract). Additionally, the undersigned sub-subcontractor will forward notice of the receipt of any affidavit from a sub-subcontractor to (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract). Sub-subcontractors hereby attest that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Sub-Subcontractor

\_\_\_\_\_  
Name of Project

\_\_\_\_\_  
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, \_\_\_\_\_, 201\_\_ in \_\_\_\_\_(city), \_\_\_\_\_(state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

**Affidavit Verifying Status  
for County Public Benefit Application**

By executing this affidavit under oath, as an applicant for the award of a contract with Rockdale, County Georgia, I \_\_\_\_\_. [Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity] am stating the following as required by O.C.G.A. Section 50-36-1:

1) \_\_\_\_\_ I am a United States citizen

**OR**

2) \_\_\_\_\_ I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States.\*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

\_\_\_\_\_  
Signature of Applicant:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name:

\* \_\_\_\_\_

Alien Registration number for non-citizens

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE  
\_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

My commission Expires:

**\*Note:** O.C.G.A. § 50-36-1(e)(2) requires that aliens under the federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below.

\_\_\_\_\_

## CONTRACTOR'S QUALIFICATION STATEMENT AND QUESTIONNAIRE

NAME OF PROPOSED CONTRACTOR: \_\_\_\_\_

### I. INSTRUCTIONS

- A. All questions are to be answered in full. If copies of other documents will answer the question completely, they may be attached and clearly labeled. If additional space is needed, additional pages may be attached and clearly labeled.
- B. The owner, Rockdale County, Georgia, its agents and representatives, shall be entitled to contact each and every reference listed in response to this questionnaire, and each entity referenced in any response to any question in this questionnaire. By completing this questionnaire, the contractor expressly agrees that any information concerning the contractor in possession of said entities and references may be made available to the owner.
- C. Only complete and accurate information shall be provided by the contractor. The contractor hereby warrants that, to the best of its knowledge and belief, the responses contained herein are true, accurate, and complete. The contractor also acknowledges that the owner is relying on the truth and accuracy of the responses contained herein. If it is later discovered that any material information given in response to a question was provided by the contractor, knowing it was false, it shall constitute grounds for immediate termination or rescission by the owner of any subsequent agreement between the owner and the contractor. The owner shall also have and retain any other remedies provided by law.
- D. The completed form shall be submitted with contractor's Bids.
- E. This form, its completion by the contractor, and its use by the contractor, and its use by the owner, shall not give rise to any liability on the part of the owner to the contractor or any third party or person.

### II. GENERAL BACKGROUND

- A. Current address of contractor: \_\_\_\_\_  
\_\_\_\_\_
- B. Previous Name or address of contractor: \_\_\_\_\_  
\_\_\_\_\_
- C. Current president or CEO and years in position: \_\_\_\_\_
- D. Number of permanent employees: \_\_\_\_\_
- E. Name and address of affiliated companies: \_\_\_\_\_  
\_\_\_\_\_

### III. FINANCIAL STATUS

- A. Please attach financial statements for the past three years for which they are complete. If such statements are not available, please furnish the following information:

1. LAST COMPLETE FISCAL YEAR:

- A. Revenues (Gross) \_\_\_\_\_
- B. Expenditures (Gross) \_\_\_\_\_
- C. Overhead & Admin (Gross) \_\_\_\_\_
- D. Profit (Gross) \_\_\_\_\_

2. YEAR PRIOR TO "1" ABOVE:

- A. Revenues (Gross) \_\_\_\_\_
- B. Expenditures (Gross) \_\_\_\_\_
- C. Overhead & Admin (Gross) \_\_\_\_\_
- D. Profit (Gross) \_\_\_\_\_

3. YEAR PRIOR TO "2" ABOVE:

- A. Revenues (Gross) \_\_\_\_\_
- B. Expenditures (Gross) \_\_\_\_\_
- C. Overhead & Admin (Gross) \_\_\_\_\_
- D. Profit (Gross) \_\_\_\_\_

B. BANKRUPTCIES

1. Has the Contractor, or any of its parents or subsidiaries, ever had a Bankruptcy Petition filed in its name, voluntarily or involuntarily? (If yes, specify date, circumstances, and resolution).

\_\_\_\_\_  
 \_\_\_\_\_

2. Has any Majority Shareholder ever had a Bankruptcy Petition filed in his/her name, voluntarily or involuntarily? (If yes, specify date, circumstances, and resolution).

\_\_\_\_\_  
 \_\_\_\_\_

C. BONDING

- 1. What is the Contractor's current bonding capacity? \_\_\_\_\_
- 2. What is the value of the Contractor's work currently under contract? \_\_\_\_\_

IV COMPANY EXPERIENCE – SIMILAR PROJECTS

- A. List three projects of reasonably similar nature, scope, and duration performed by your company in the last five years, specifying, where possible, the name and last known address of each owner of those projects:

**Project #1:**

Name and Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Date of Construction: \_\_\_\_\_

Type of Construction: \_\_\_\_\_

Contract Price: \_\_\_\_\_

Owner contact info: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Architect/Engineer contact info: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Project #2:**

Name and Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of Construction: \_\_\_\_\_

Type of Construction: \_\_\_\_\_

Contract Price: \_\_\_\_\_

Owner contact info: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Architect/Engineer contact info: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Project #3:**

Name and Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of Construction: \_\_\_\_\_

Type of Construction: \_\_\_\_\_

Contract Price: \_\_\_\_\_

Owner contact info: \_\_\_\_\_  
\_\_\_\_\_

Architect/Engineer contact info:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**V ARBITRATIONS, LITIGATIONS, AND OTHER PROCEEDINGS**

Has your company been involved in any construction arbitration demands filed by, or against, you in the last five years?

\_\_\_\_\_

Has your company been involved in any construction-related lawsuits (other than labor or personal injury litigation) filed by, or against, you in the last five years?

\_\_\_\_\_

Has your company been involved in any lawsuits, proceedings, or hearings initiated by the National Labor Relations Board or similar state agency in the past seven years?

\_\_\_\_\_

Has your company been involved in any lawsuits, proceedings, or hearings initiated by the Occupational Safety and Health Administration concerning the project safety practices of the Contractor in the last seven years?

\_\_\_\_\_

Has your company be involved in any lawsuits, proceedings, or hearings initiated by the Internal Revenue Service, or any state revenue department, concerning the tax liability of the Contractor (other than audits) in the last seven years?

\_\_\_\_\_

Have any criminal proceedings or investigations been brought against the Contractor in the last ten years?

\_\_\_\_\_

If you answered yes to any of the questions above, please identify the nature of the claim, the amount in dispute, the parties, and the ultimate resolution of the proceeding (attach documentation if needed):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**VI COMMENTS**

Please list any additional information that you believe would assist the Owner in evaluating the possibility of using the Contractor on this Project. You may attach such additional information as an Exhibit to this Statement and Questionnaire.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I certify to the Owner that the information and responses provided on this Questionnaire are true, accurate and complete. The Owner, or its designated representative, may contact any entity or reference listed in this Questionnaire. Each entity or reference may make any information concerning the Contractor available to the Owner, or its designated representative.

Contractor:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

Sworn to and subscribed before me  
This \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Signature

Notary Public

My Commission Expires: