



**CITY OF DUBLIN
REQUEST FOR PROPOSAL
Compact Track Loader with Mulching Head & Grapple Attachment
RFP #19-0129-001**

The City of Dublin is accepting sealed proposals for the purchase of a **compact track loader with mulching head and grapple attachment** for use in the Public Works Department. All equipment furnished must be the current production model, new and unused.

Proposals are to be returned, sealed and marked “**RFP #19-0129-01**”, by 2:00 p.m. on Tuesday, February 19, 2019, to:

**Courier: City of Dublin
Purchasing Dept.
215 Truxton St.
Dublin, GA 31021**

**Mail: City of Dublin
Purchasing Dept.
PO Box 690
Dublin, GA 31040**

Proposals received after the specified date and time will not be considered. All proposals submitted must be FOB Dublin, Georgia.

The City reserves the right to accept or reject any or all proposals, to waive formalities and technicalities, and to make an award in the best interest of the City.

Factors to be considered in making this award, if awarded, will be equipment, price, service locations, warranty and references. The City will be the sole judge of the weights given these factors.

Proposals must be received in the conference room in the Purchasing Department, 215 Truxton St., Dublin, Georgia, on the hour and date specified above, local time prevailing. No proposals will be accepted after that time. No faxed or e-mailed proposals will be accepted.

Prices quoted shall be firm prices and remain firm until delivery is made. If awarded, the City will place an order with the successful bidder within forty-five (45) days after opening.

Please call Kris Harden, CPPB, Purchasing Director, at 478-277-5047 should you have any questions.

INSTRUCTIONS FOR BIDDERS

- I. Proposals must be received by the designated date and time. Late proposals will not be accepted.
- II. Proposals must be delivered to:

City of Dublin - Purchasing Department
P. O. Box 690
215 Truxton St.
Dublin, GA 31040
ATTN: Kris Harden
- III. Proposals must be sealed with the RFP number clearly printed on the outside of the envelope.
- IV. Proposals must be complete and include:
 - A. Completed Proposal Form
 - B. Executed Affidavit of Non-Collusion
 - C. Executed Bidder's Declaration
 - All proposals submitted shall be subject to acceptance or rejection and the City of Dublin specifically reserves the right to accept or reject any or all bids, to waive any technicalities and formalities in the bidding.
 - Failure of the bidder to sign the bid or have the signature of any authorized representative or agent on the bid/proposal **IN THE SPACE PROVIDED** may be cause for rejection of the bid. Signature must be written in ink. Typewritten or printed signatures are not acceptable.
 - All submittals should be tabulated, totaled and checked for accuracy. The unit price will prevail in case of errors.
 - If only one proposal is received, the RFP will be forwarded to the Mayor and Council for a determination to accept and award or to reject and re-bid.
 - Bids requiring bid bonds will not be read or considered if bond is not enclosed. Bond may be in the form of cash, certified check, cashier's check or Surety Bond issued by a Surety Company licensed to conduct business in Georgia.
 - RFPs must meet or exceed the specifications in order to be considered by the City of Dublin. Any reference to brand name is to be considered generic. The City of Dublin reserves the right to award a bid to more than one bidder when two or more items appear on the bid schedule. Payment terms are N30 unless

otherwise stated in the bid.

- Bidders shall submit all required forms and information simultaneously with sealed bids, which forms and information become a part of the property of the City of Dublin and will not be returned to bidders unless a written request to withdraw is received prior to the designated date and time of the bid opening.
- It shall be the responsibility of **all** bidders to indicate the brand name and model or series number of the product offered and to furnish with their bid such specifications, catalog pages, brochures, or other data that will provide an adequate basis for determining the quality and functional capabilities of the product offered. **Failure to provide the requested data or product demonstrations and/or sample may be considered valid justification for rejection of proposal.**
- All bidders must be recognized and authorized dealers in the materials or equipment specified and be qualified to advise in their application or use. A bidder at any time requested must satisfy the Purchasing Office and City Council that he has the requisite organization, capital, plant, stock, ability and experience to satisfactorily execute the contract in accordance with the provisions of the contract in which he is interested.
- When requested, SAMPLES will be furnished free of expense, properly marked for identification and accompanied by a list where there is more than one sample. The City reserves the right to mutilate or destroy any samples submitted whenever it may be in the best interest of the City to do so for the purpose of testing.
- The unauthorized use of patented articles is done entirely at risk of successful bidder.
- Only the latest model equipment as evidenced by the manufacturer's current published literature will be considered. Obsolete models of equipment not in production will not be acceptable. Equipment shall be composed of new parts and materials. Any unit containing used parts or having seen any service other than the necessary tests will be rejected.
- A contract will not be awarded to any corporation, firm or individual who is, from any cause, in arrears to the City or who has failed in any former contract with the City to perform work satisfactorily, either as to the character of the work, the fulfillment of the guarantee, or the time consumed in completing the work.
- The City of Dublin is a Drug-Free Workplace. If the contractor has more than 1 employee, including contractor, contractor shall provide for such employees a drug-free workplace, as defined under Official Code of Georgia Annotated ("O.C.G.A.") sections 50-24-2(5) and 50-24-3(b), throughout the duration of this

agreement.

- Contractors and Sub-Contractors must execute the affidavit included in the RFP package verifying that they have registered and participate in the federal work authorization program to verify information of all new employees, per O.C.G.A. 13-10-90, et.seq., and Georgia Department of Labor Regulations rule 300-10-02.

NON-COLLUSION AFFIDAVIT

The following affidavit is to accompany the bid:

STATE OF _____

COUNTY OF _____

Owner, Partner or Officer of Firm

Company Name, Address, City and State

being of lawful age, being first duly sworn, on oath says that he/she is the agent authorized by the bidder to submit the attached bid. Affiant further states as bidder, that they have not been a party to any collusion among bidders in restraint of competition by agreement to bid at a fixed price or to refrain from bidding. Affiant also states as bidder, that they have not been a party to any collusion with any officer of the City of Dublin or any of their employees as to quantity, quality or price in the prospective contract; and that discussions have not taken place between bidders and any office of the City of Dublin or any of their employees concerning exchange of money or other things of value for special consideration in submitting a sealed bid for:

Firm Name

Signature

Title

Subscribed and sworn to before me this _____ day of _____,
20____.

Notary Public

BIDDER'S DECLARATION

The bidder understands, agrees and warrants:

- That the bidder has carefully read and fully understands the full scope of the specifications.
- That the bidder has the capability to successfully undertake and complete the responsibilities and obligations in said specifications.
- That this bid may be withdrawn by requesting such withdrawal in writing at any time prior to the scheduled bid opening, but may not be withdrawn after such date and time.
- That the City of Dublin reserves the right to reject any or all bids and to accept that bid which will, in its opinion, best serve the public interest. The City of Dublin reserves the right to award the bid to separate bidders when more than one item appears on the schedule. The City of Dublin reserves the right to waive any technicalities and formalities in the bidding.
- That the bidder understands that these specifications are the minimum requirements and must be met or exceeded in order to be considered by the City of Dublin. The bidder acknowledges that the item bid is suitable for the intended application.
- That by submission of this bid the bidder acknowledges that the City of Dublin has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information supplied by the bidder.

If a partnership, a general partner must sign.

If a corporation, the authorized corporate officer(s) must sign and the corporate seal must be affixed to this bid.

BIDDER:

Name	Title	

Name	Title	

AFFIX CORPORATE SEAL (if applicable)

TERMS AND CONDITIONS – REQUEST FOR PROPOSALS

1. CHANGES: No change will be made to this invitation except by written modification by the City Purchasing Office. Requests for changes must be in writing and received at least ten (10) calendar days prior to the time set for opening of the bids.

2. FOB POINT: Price to include shipping, packing, crating, and unloading at the address in the RFP. Title to remain with vendor until fully accepted by the City. Goods damaged or not meeting specifications will be rejected and removed at vendor's expense. Concealed damaged goods to remain the property of vendor until replaced or removed at City's direction. All responses received will be F.O.B. Dublin.

3. RISK OF LOSS: Vendor agrees to bear all risk of loss, injury, and destruction of goods and materials ordered herein which occur prior to delivery to include concealed damage; and such loss, injury, or destruction shall not release vendor from any obligation.

4. RFP IDENTIFICATION: All proposals submitted as a result of this invitation must be returned in a sealed envelope with the RFP number on the envelope.

5. WITHDRAWAL OF PROPOSAL: RFP may be withdrawn by written request only, if the request is received prior to the time and date set for the opening of bids. Negligence on the part of the bidder in preparing his bid confers no right of withdrawal or modification of his bid after bid has been opened.

6. BID BONDS: A. Bid Bond: not required
B. Payment and Performance Bonds: not required

7. SITE INSPECTIONS: When applicable, bidders should inspect the site to ascertain the nature and location of work and the general conditions which could affect the cost of the work. The City will assume no responsibility for representations or understandings made by its officers or employees unless included in this Invitation for Bid. While site inspections are not a mandatory requirement to submit a proposal, vendors are urged to schedule inspections to ascertain all the requirements of this invitation.

8. AWARD OF CONTRACT: Awards will be made to that responsible bidder whose bid, conforming to the Invitation for Bid, will be most advantageous to the City. Prices will not necessarily be controlling, but quality, equality, efficiency, delivery, suitability of item(s) offered, maintainability, and reputation of item(s) in general use will also be considered with any other relevant factors. The City reserves the right to reject any and/or all bids submitted and to waive any technicalities or minor irregularities in bids received. A written award, mailed (or otherwise furnished) shall be deemed to result in a binding contract without further action by either party. Contract(s), if awarded, will be on a lump sum basis or individual item basis, whichever is found to be in the best interest of the City of Dublin.

8.1: In accepting this contract, the vendor attests that he is in compliance with

the Nondiscrimination Clause contained in Section 202 of Executive Order 11246, as amended, relative to equal employment opportunity for all person without regard to race, color, religion, sex, or national origin, and the implementing rules and prescribed by the Secretary of Labor, which is incorporated herein by reference.

9. EXCEPTIONS TO SPECIFICATIONS: Any award resulting from this invitation shall bind the bidder to all Terms, Conditions, and Specifications set forth in this invitation. Bidders whose bids do not conform should so note on a separate page if necessary and/or on the **Bid Schedule**. While the City reserves the right to make an award to a nonconforming bidder when in the best interest of the City, such awards will not be readily made, and bidders are urged to conform to the greatest extent possible. No exceptions will be considered to have been taken by bidder unless it is properly set out as provided above. No exception will be deemed to have been taken by the City unless incorporated in an award resulting from this invitation and so stated.

10. BID RESULTS: Interested parties may request, in writing, a **Bid Tabulation** by sending a self-addressed, stamped envelope with their request to City of Dublin Purchasing Department, P. O. Box 690, Dublin, GA 31040. Tabulations may also be requested by e-mail to hardenk@dlcga.com.

11. PAYMENT: Payments will be made upon all items completed each month or completion of all work and acceptance by City on invoices submitted and approved by the proper city representative within thirty (30) days of receipt of invoice unless discounts apply (see item #13). Invoices are to be submitted to: City of Dublin, P. O. Box 690, Dublin, GA 31040.

11.1 Itemize all invoices in full. Mail the original invoice to the address above. A shipping or receiving ticket will be signed and a copy left with each delivery. Purchase order numbers must appear on all delivery tickets and invoices.

11.2 Vendor must furnish delivery receipt identifying that this order has been delivered in accordance with the specifications, quantities, and price as set forth on the purchase order. A City of Dublin employee's signature must appear on the delivery receipt or invoice.

11.3 Items on this order are exempt from Federal Excise Tax and Georgia Sales and Use Tax. A certificate will be furnished if requested. The CITY OF DUBLIN is exempt from taxes but the successful bidder shall pay all taxes required of him by law and the CITY OF DUBLIN cannot exempt others from tax.

11.4 Payment terms and provisions herein or otherwise found within the contract documents supersede all provisions of the Georgia Prompt Pay Act (House Bill 837; 13 O.C.G.A. chapter 11 **ET. SEQ.**).

12. INQUIRIES REGARDING PAYMENT: All inquires regarding payment of invoices are to be directed to Account Payable at (478) 277-5018 or to City of Dublin, ATTN: Accounts Payable, P. O. Box 690, Dublin, GA 31040.

13. DISCOUNTS: Prompt payment discounts offered for a period of less than fifteen (15) days will not be considered in determining the low bidder on this invitation. However, such discounts, when offered, will be taken provided payment is made within

the time specified. Time, in connection with discounts for prompt payments, will be computed from the date of acceptance of work for which payment is claimed, or the date the correct invoice is received by the City, whichever is later.

14. EXECUTION OF CONTRACT: Subsequent to the award, the successful bidder will be presented with a contract which may be in the form of a purchase order. Contract is to be executed with ten (10) calendar days of from award notice. If the contract document is mailed, the date of presentation shall be the postmark date.

15. INSURANCE: Successful bidder must be insured and will be required to furnish a Certificate of Liability insurance to protect the City throughout the life of the contract against “**ALL RISKS**”. Coverage to include but not limited to General Liability: Comprehensive Form, Premises/Operations, Products/Completed Operations, Broad Form Property Damage, Personal Injury, and Automobile/Vehicle Liability. Worker’s Compensation and Employer’s Liability are to be statutory amounts.

16. INCLUSION: All items and/or services which are standard, expected, necessary, and/or routine to such a project as this and not actually stated in this invitation will be the responsibility of the successful bidder to provide at no other cost to the City unless so stated on the successful bidder’s proposal as additional cost items and accepted by the City at the time of the award and/or contract.

17. REGULATORY AGENCIES: Successful bidder will be responsible for all required permits or licenses required by regulatory agency of the City, County, State, or Federal Governments. Further, successful bidder will be responsible for meeting all requirements of any regulation(s) or guideline(s) of any of the said governments or any independent agency recognized by said Government as publisher of any such regulation(s) or guideline(s).

18. INDEPENDENT CONTRACTORS: The bidder represents to the CITY OF DUBLIN that he is fully experienced and properly qualified to perform the functions provided herein and that he is properly equipped, organized, and financed to perform such functions. The bidder shall finance his own operations hereunder, shall operate as an independent contractor and not as an agent of the CITY OF DUBLIN and nothing contained in this invitation or a contract resulting from same shall be construed to constitute the bidder or any of his employees, agents, or subcontractors as a partner, employee, or agent of the City nor shall either party have any authority to bind the other in any respect; it being intended that each shall remain an independent contractor.

19. ASSIGNMENT OF CONTRACTUAL RIGHTS: It is agreed that the successful bidder will not assign, transfer, convey, or otherwise dispose of a contract that results from this invitation or his right, title, or interest in or to the same, or any part thereof, without written consent of the City.

20. STARTING TIME: Work will commence within the stated calendar days and commence in a routine, orderly manner until completion and acceptance by the City.

21. INDEMNITY: Successful bidder agrees, if entering into a contract as a result of this invitation, to defend, indemnify, and hold harmless the CITY OF DUBLIN from any and all courses of action or claims of damages arising out of or related to bidder's performance or actions or those of his employees or agents, under said contract.

22. TERMINATION: Pursuant to O.C.G.A. 36-60-13, if applicable, any contract resulting from this invitation, if not sooner terminated pursuant to the provisions of terminations contained herein, is terminable by the CITY OF DUBLIN Council on December 31 of each calendar year during the term of said contract, except that said contract shall be renewed automatically on such date, and without any lapse, unless positive action is taken to terminate said contract by the Council in a public meeting and such action entered in the Official Minutes of the CITY OF DUBLIN Council.

23. APPROPRIATION OF FUNDS: Initial contract and any continuation contract(s) will terminate immediately and absolutely at any such time as there are no appropriated unobligated funds available to satisfy the City's obligations under said contract(s).

24. CANCELLATION FOR CAUSE: Should either party fail to comply with the Terms and Conditions of this contract, the aggrieved party must give, in writing, to the other party any complaint for non-compliance to the Terms and Conditions of this contract. The other party shall have fifteen (15) calendar days to correct the matter. If corrected to the satisfaction of both parties within the fifteen (15) calendar days and stated in writing, then the contract will continue uninterrupted. Failure to correct the matter will result in termination of this contract at the end of the thirty (30) calendar days following the date of the initial letter of complaint.

25. LIQUIDATED DAMAGES: Any liquidated damages will be listed in the Special Terms and Conditions.

26. COMMODITY STATUS: It is understood and agreed that materials delivered shall be new, of latest design, and in first quality condition, that all bags, container, etc. shall be new and suitable for storage; unless otherwise stated.

27. USE OF TRADE NAMES: Reference to brand or trade names are for comparative purposes only. Proposers may submit proposals on items from other manufacturers. In these instances, proposals shall be accompanied with all descriptive information necessary for a thorough evaluation. Failure to provide supporting data shall be cause for rejection.

28. DESCRIPTIVE INFORMATION: Unless otherwise specifically provided in the specifications, reference to any equipment, material, article or patented process, by trade name, make or catalogue number, shall be regarded as establishing a standard of quality and shall not be construed as limiting competition.

29. TAXES: The City of Dublin is exempt from Federal Excise and State Sales Taxes.



**City of Dublin, Georgia
CONTRACTOR AFFIDAVIT AND AGREEMENT**

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 contracting with the City of Dublin has registered with and is participating in a Federal Work Authorization Program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA) P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract the City of Dublin, contractor will secure from such contractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the City of Dublin at the time the subcontractor(s) is retained to provide the service.

EEV/ Basic Pilot Program* User Identification Number

BY: Authorized Officer or Agent

Date

Title of Authorized Office or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS _____ DAY OF _____ 20 _____

Notary Public

My Commission Expires: _____

*As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/Basic Rule Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in Conjunction with the Social Security Administration (SSA)



**City of Dublin, Georgia
SUBCONTRACTOR AFFIDAVIT AND AGREEMENT**

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 contracting with the City of Dublin has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA) P.L. 99-603), in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91

EEV/ Basic Pilot Program* User Identification Number

Date _____

BY: Authorized Officer or Agent
(Subcontractor Name)

Title of Authorized Office or Agent of Subcontractor

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ DAY OF _____ 20_____

Notary Public
My Commission Expires: _____

*As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/Basic Rule Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in Conjunction with the Social Security Administration (SSA)

CITY OF DUBLIN
P. O. BOX 690
DUBLIN, GA 31040

NO BID RESPONSE

IF FOR SOME REASON YOU ARE NOT BIDDING ON THIS PROPOSAL, PLEASE COMPLETE THE FOLLOWING AND RETURN TO THE ADDRESS BELOW BEFORE THE BID DEADLINE STATED ON THE ORIGINAL SCHEDULE.

REASON(S) FOR NO BID:

- CANNOT SUPPLY AT THIS TIME
- ENGAGED IN OTHER WORK
- QUANTITY TOO SMALL
- JOB TOO LARGE
- CANNOT MEET REQUIRED DELIVERY
- NOT SUFFICIENT TIME TO PREPARE BID
- EQUIVALENT NOT PRESENTLY AVAILABLE

OTHER REASON OR REMARKS:

COMPANY OR FIRM NAME

SIGNATURE

TITLE

DATE

RETURN TO: CITY OF DUBLIN
PURCHASING DEPT.
PO BOX 690
DUBLIN, GA 31040

CITY OF DUBLIN
SPECIFICATIONS FOR NEW MODEL COMPACT TRACK LOADER
WITH MULCHING HEAD AND GRAPPLE ATTACHMENT
RFP #19-0129-01
January 2019

The City of Dublin will be accepting proposals from heavy equipment vendors until **2:00 p.m. on Tuesday, February 19, 2019**, for the purchase of a new model compact track loader with mulching head and grapple attachment for use in the Public Works Department. Proposals may be delivered to the Purchasing Department, 215 Truxton St., Dublin, GA 31021 or mailed to the Purchasing Department, PO Box 690, Dublin, GA 31040.

The City of Dublin is accepting proposals to obtain the best value for the City and may or may not award by low bid. Proposals will be opened at the above stated date and time and no prices will be divulged until the City Council makes an award. The City of Dublin reserves the right to negotiate with any vendor to obtain the best value for the City.

EVALUATION:

Evaluation criteria to be used in the selection will be:

Equipment for City Needs	40%
Price	30%
Service Location	10%
Warranty	10%
References	10%

REQUIREMENTS:

Multiple units may be proposed.

MINIMUM SPECIFICATIONS/REQUIREMENTS FOR NEW COMPACT TRACK LOADER WITH MULCHING HEAD AND GRAPPLE ATTACHMENT. ALL PARTS NOT SPECIFICALLY MENTIONED WHICH ARE NECESSARY TO PROVIDE A COMPLETE UNIT OR WHICH ARE NORMALLY FURNISHED AS STANDARD EQUIPMENT, SHALL BE FURNISHED BY THE SUCCESSFUL PROPOSER.

- Diesel, liquid-cooled engine 90 horsepower minimum
- Must meet all EPA Final Tier 4 emission standards
- Engine block heater
- Hydraulically driven, auto reversing fan
- Joystick controls for steering, travel and implement functions
- Hydraulic system with selectable high flow
- Hydraulic quick couplers for connection to machine attachments
- Hydrostatically driven
- High and low travel speeds

- ROPS/FOPS/OPS
- All-weather cab with shatterproof glass in entry door
- Cab with air conditioning, heat, and defrost
- Suspension seat with seatbelt
- Heavy duty undercarriage
- Rubber tracks
- Track width not to exceed 20 inches
- Backup alarm and camera
- Minimum of two (2) forward-facing halogen work lights and one (1) rear-facing
- Minimum 25 gallon fuel tank
- Minimum 20 gallon hydraulic tank
- Work tool: 60” cutting width mulching head (drum style)
- Work tool: 60” grapple attachment
- Forestry guarding package to protect unit from debris
- Warranty to be 2 year, 2000 hour full warranty
- Operators manual
- Parts manual on CD
- All factory standards
- Specify service location – miles from Dublin
- Proposer shall respond by telephone within three (3) hours of service call
- Specify length of time to respond to a service call
- Specify interim replacement equipment availability for extended downtime during warranty period
- While under standard warranty, it will be the vendor’s responsibility to transport equipment to and from service center
- List five (5) business references with comparable machine within a 150 mile radius of Dublin, Georgia
- Complete color brochure with all specifications on the proposed machine must be included in proposal
- List any other warranties that may be available on proposed unit
- Proposed unit or similar must be available for demo if requested

BID PRICE SHEET

1 each – New Model Compact Track Loader with Mulching Head

Base Price: \$ _____

Mulching Head: \$ _____

Grapple Attachment: \$ _____

TOTAL UNIT COST: \$ _____

MAKE/MODEL PROPOSED: _____

DELIVERY TIME: _____

BIDDER: _____

ADDRESS: _____

NAME: _____ **TITLE:** _____

SIGNATURE: _____

PHONE NUMBER: _____ **FAX NUMBER:** _____

E-MAIL: _____

****Prices quoted to be F.O.B. Dublin, GA**

*****Payment terms are N30**

******Equipment to be delivered fully serviced and ready for use to the City Maintenance facility at 215 Truxton St., Dublin, GA 31021**

REFERENCE FORM

Proposer: _____

THIS FORM MUST BE SUBMITTED WITH PROPOSAL TO BE DEEMED RESPONSIVE. The Proposer guarantees the truth and accuracy of all statements and answers contained herein.

Give names, addresses and telephone numbers of four individuals, corporations, agencies, or institutions for which you have performed work similar to what is proposed in this RFP.

1. Name of Business & Contact: _____

Title of Contact: _____

Telephone Number: _____ Fax Number: _____

E-Mail Address: _____

2. Name of Business & Contact: _____

Title of Contact: _____

Telephone Number: _____ Fax Number: _____

E-Mail Address: _____

3. Name of Business & Contact: _____

Title of Contact: _____

Telephone Number: _____ Fax Number: _____

E-Mail Address: _____

4. Name of Business & Contact: _____

Title of Contact: _____

Telephone Number: _____ Fax Number: _____

E-Mail Address: _____

5. Name of Business & Contact: _____

Title of Contact: _____

Telephone Number: _____ Fax Number: _____

E-Mail Address: _____