DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

Rev 1

X New contract OTR CO SS BW Emergency

Requisition/Project No: ROAV1200007
Requisition/Project Title: Electric articulating boom lifts
Description: Electric articulating boom lifts
User Department(s): Aviation
Issuing Department: DPM
Estimated Cost: 162,000.00
Contact Person: Ellan Z. Roman
Phone: 305-375-4425
Funding Source: Property Funds

LIVING WAGE APPLIES: ___ YES  X NO
TERM OF CONTRACT: _0_ years with _0_ one year options-to-renew

Commodity/Service No: 545-39
SIC:

Trade/Commodity/Service Opportunities

Contract/Project History of Previous Purchases For Previous Three (3) Years
Check Here: X if this is a New Contract/Purchase with no Previous History

EXISTING  2ND YEAR  3RD YEAR
Contractor:
Small Business Enterprise:
Contract Value:
Comments:
Continued on another page(s): ___ Yes ___ No

RECOMMENDATIONS

<table>
<thead>
<tr>
<th>SBE</th>
<th>Set-Aside</th>
<th>Sub-Contractor Goal</th>
<th>Bid Preference</th>
<th>Selection Factor</th>
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Basis of Recommendation:

Signed: __________________________ Date to DBD: 1/11/2012
Date Returned to DPM: ______________

Page 1 of 1 1/11/2012
INVITATION TO QUOTE
MIAMI-DADE COUNTY
INTERNAL SERVICES DEPARTMENT
PROCUREMENT MANAGEMENT
111 NW 1st Street, Suite 1300
Miami, Florida 33128

QUOTATION NO.: 10

CONTACT PERSON: Elian Roman

DUE DATE AND TIME: January 27, 2012 @ 2:00 PM
PHONE: 305-375-4425

SEALED QUOTE REQUIRED: ☑ YES ☐ NO

NOTES: 1. All prices shall be F.O.B. Destination delivery point including all costs and freight as specified in 20.11.
2. Failure to complete and sign this form renders your bid/quotatation non-responsive and ineligible for award.

Bidders need to complete and submit pages 1, 2 and 9

<table>
<thead>
<tr>
<th>ITEM</th>
<th>QUANTITY (A)</th>
<th>UNIT</th>
<th>COMM. CODE</th>
<th>DESCRIPTION</th>
<th>UNIT PRICE (B)</th>
<th>TOTAL PRICE: (A) x (B)</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>Each.</td>
<td>545-39</td>
<td>Electrical Articulating Boom Lift as per technical specifications and requirements.</td>
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</table>

Manufacturer: | Model No.:  

Payment Terms: In accordance with Florida Statutes, Section 218.74 and Section 2-8.1.4 of the Miami-Dade County Code payment shall be 45 days from receipt of a proper invoice (30 days to certified SBE firms)

Delivery is required in 60 calendar days after receipt of an order as specified in Section 21.2.

Method of Award: Low bidder by item; See Section 5.

Pursuant to Miami-Dade County Ordinance 94-34, any individual, corporation, partnership, joint venture or other legal entity having an officer, director, or executive who has been convicted of a felony during the past ten (10) years shall disclose this information prior to entering into a contract with or receiving funding from the County.

☐ Place a check mark here only if bidder has such conviction to disclose to comply with this requirement.

LOCAL PREFERENCE CERTIFICATION: For the purpose of this certification, a "local business" is a business located within the limits of Miami-Dade County (or Broward County in accordance with the Interlocal Agreement between the two counties) that conforms with the provisions of Section 1.10 of the General Terms and Conditions of this solicitation and contributes to the economic development of the community in a verifiable and measurable way. This may include, but not be limited to, the retention and expansion of employment opportunities and the support and increase to the County's tax base.

☐ Place a check mark here only if affirming bidder meets requirements for Local Preference. Failure to complete this certification at this time (by checking the box above) shall render the vendor ineligible for Local Preference.

LOCAL CERTIFIED SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE CERTIFICATION: A Local Certified Service-Disabled Veteran Business Enterprise is a firm that is (a) a local business pursuant to Section 2-8.5 of the Code of Miami-Dade County and (b) prior to bid submission is certified by the State of Florida Department of Management Services as a service-disabled veteran business enterprise pursuant to Section 295.187 of the Florida Statutes.

☐ Place a check mark here only if affirming bidder is a Local Certified Service-Disabled Veteran Business Enterprise. A copy of the certification must be submitted with this proposal.

By executing this proposal through a duly authorized representative, the proposer certifies that the proposer is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that the proposer is unable to provide such certification but still seeks to be considered for award of this solicitation, the proposer shall execute the proposal through a duly authorized representative and shall also initial this space: [INITIAL]. In such event, the proposer shall furnish together with its proposal a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. The proposer agrees to cooperate fully with the County in any investigation undertaken by the County to determine whether the claimed exception would be applicable. The County shall have the right to terminate any contract resulting from this solicitation for default if the proposer is found to have submitted a false certification or to have been placed on the Scrutinized Companies for Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

Addenda Received: ☑ Yes ☐ No If yes, please indicate the number of addenda received: 

It is hereby certified and affirmed that the bidder shall accept any awards made as a result of this quotation. Bidder further agrees that prices quoted will remain fixed for a period of ninety (90) days from date quotation is due. If awarded a
INVITATION TO QUOTE
MIAMI-DADE COUNTY
QUOTATION NO. IQ

This is not an order

Purchases order or contract as a result of this solicitation, bidder further agrees that prices quoted shall remain fixed and firm for the term of the contract.

Authorized Signature: ___________________________ Title: ___________________________
Print/Type Name: ___________________________ Phone: ___________________________
E-mail: ___________________________ Fax: ___________________________
Firm Name: ___________________________ F.E.I. ID No.: __/__/__/__/__/__/__/__/__/__/__
Address: ___________________________ City: ___________________________ State/Zip: ___________________________

The execution of this form constitutes the unequivocal offer of proposer to be bound by the terms of its proposal. Failure to sign this solicitation where indicated above by an authorized representative shall render the proposal non-responsive. The County may, however, in its sole discretion, accept any proposal that includes an executed document which unequivocally binds the proposer to the terms of its offer.

SMALL/MICRO BUSINESS CONTRACT MEASURES FOR SOLICITATIONS (Bid Preference)

A Small Business Enterprise (SBE) bid preference applies to this solicitation.

A 10% percent bid preference shall apply to awards valued up to $1 million and a 5% percent bid preference shall apply to awards greater than $1 million. A SBE/Micro Business Enterprise must be certified by the Sustainability, Planning & Economic Enhancement Department (SPEED), Small Business Development Division (SBD) for the type of goods and/or services the Enterprise provides in accordance with the applicable Commodity Code(s) for this solicitation. For certification information, contact the Small Business Development Division at 305-375-CERT (2378) or access Miami-Dade County - Small Business Development - Certification Process.

The Micro/SBE or SBE Business Enterprise must be certified by bid submission deadline, at contract award and for the duration of the contract to remain eligible for the preference.

Is your firm a Miami-Dade County Certified Small Business Enterprise? Yes_______ No_______
If yes, please provide your Certification Number: ___________________________

Is your firm a Miami-Dade County Certified Micro Business Enterprise? Yes_______ No_______
If yes, please provide your Certification Number: ___________________________

Do you accept purchasing/credit cards for these purchases? ___________________________

INSTRUCTIONS TO BIDDERS

1. Bidders must submit the sealed quote by the specified time and date indicated on the front of this ITQ to the Internal Services Department, Procurement Management, at the address indicated below in paragraph 2. The envelope must state that it is a sealed quote and include the quotation number. NO TELEPHONE OR FAX QUOTES WILL BE ACCEPTED.

2. SUBMITTING A SEALED QUOTE
Sealed quotes must have the following information clearly marked on the face of the envelope:
1. Bidder's name and return address
2. Quotation number
3. Opening date

All quotes shall be submitted in a sealed envelope, on or before the due date, to:

Miami Dade County
Internal Services Department
Procurement Management
111 NW First Street, Suite 1300
Miami, FL 33128-1989
ATTENTION: Elian Roman

2
3. Quotes received after the time and date specified, and after any other quotes have been opened may not be accepted.

4. Requests for additional information or clarification must be made in writing to the person (with copy to the Clerk of the Board at clerkbcc@miamidade.gov) identified on the front of this Invitation to Quote (ITQ). The County will issue additional information by written addenda prior to the scheduled opening date. It is the bidder's responsibility to assure receipt of all addenda.

5. **METHOD OF AWARD**
The County will award the contract to the responsive and responsible bidder offering the lowest price per item (Small/Micro measures, Veterans Preference, and Local Preference will apply) and who meets the requirements below:

5.1 **BIDDER STATUS**
Bids will not be accepted for evaluation, which are submitted from sources other than the vehicle's manufacturer or fabricator, or, an approved dealer thereof. The vendor shall submit documentation of such status with the bid submittal. At such time the bidder shall be given fifteen (15) calendar days to submit the information. Failure to meet this requirement may result in that bid being rejected.

5.2 When the bidder is the equipment's manufacturer or fabricator, an approved service facility capable of performing warranty repairs and supplying needed parts must be located in Miami-Dade or Broward County. The Service facility should be subject to the County's review and approval. When the bidder is an approved dealer of the manufacturer or fabricator the bidder must be the operator of a service facility capable of supporting the proposed sale and/or have a service facility capable of performing warranty repairs and supplying needed parts located in Miami-Dade or Broward County. Service facility should be subject to the County's review and approval.

**TERMS AND CONDITIONS**

6. Miami-Dade County is tax exempt and no taxes shall be included unless otherwise specified, by the County, on the quote form.

7. The County may reject any or all offers, or any portion of the offer, as it deems, in the best interest of the County.

8. In case of default by the awarded bidder, Miami-Dade County may procure the goods or services from other sources and charge the bidder, any excess cost or damages occasioned thereby, and debar the bidder from further County contracts in accordance with the Miami-Dade County Code.

9. It is agreed that items or services quoted shall comply with all Federal, State, and local laws relative thereto, and that the bidder shall defend actions or claims brought, and save harmless the County from loss, cost or damage by reason of actual or alleged infringements of patents, copyrights, etc.

10. Bidder shall insert unit price and extension, as required, opposite each item. Where the unit price and the extension price are at variance, the unit price shall prevail.

11. Where equal (substitute) is quoted, items must be equal to or exceed the specifications of the goods specified. The County shall be the sole judge of equality and the decision rendered shall be final. Where the bidder quotes an equal product, the bidder must include the manufacturer, model, description, and any other information necessary for the County to make an evaluation. The County, at its sole discretion, may request additional information during the evaluation period.

12. This Invitation to Quote, any addenda, and/or properly executed modifications, the purchase order (if issued), and a change order (if applicable), constitute the entire contract.

13. All material specified herein shall be fully guaranteed by the bidder against factory defects. The bidder at no cost to the County should correct any defects, which may occur as the result of faulty material or
workmanship, within the period of the manufacturer's standard warranty. The County does not waive the implied warranties granted under the Uniform Commercial Code.

14. All goods and materials shall be new and unused, unless otherwise specified by the County as part of this Invitation to Quote.

15. The County may, at its sole discretion, extend the delivery date where the County determines that it is in the best interest of the County.

16. Rejected goods remain the property of the bidder and all risk of loss remains with the bidder. Bidder must remove all rejected goods from County property within the time frame established by the County.

17. The County Mayor, or designated, shall issue an award under this solicitation. The awarded bidder shall honor no request for performance until the Mayor or designee, has made an award.

18. Any bidder may protest any recommendation for contract award in accordance with the applicable provisions of the Miami-Dade County Code.

19. EQUIPMENT FURNISHED

19.1 The equipment furnished by the bidder shall be new and the most recent model available. Demonstrator models are not acceptable. Any optional components that are required in accordance with these Bid Specifications shall be considered standard equipment for the purposes of this solicitation. Any optional components that are recommended by the equipment manufacturer for the application intended must be included and will be considered standard equipment for the purposes of this solicitation. The application and usage of all components, sub-components or parts must be in accordance with their manufacturers' recommendations as well as the recommendations of all associated component manufacturers. Omission of any essential detail from these specifications does not relieve the vendor from furnishing a complete and ready to work unit. The silence of specifications on any point shall mean that only the finest commercial practices of the industry shall apply and all interpretations of Bid Specifications shall be so governed. The unit shall conform to all applicable O.S.H.A., State and Federal and ANSI requirements and standards, and D.O.T. regulations. The engineering, materials and workmanship shall exhibit a high level of quality and appearance consistent with or exceeding the industry standards.

19.2 The equipment and features required are listed in the bid specifications. The County may, after delivery and acceptance of the initial equipment order, make changes to the required equipment or equipment options supplied provided; such changes are mutually agreed between the bidder and the County, and, all changes in per unit pricing are no more than the change in per unit documentable cost to the bidder, and, that the net amount of any such changes is no more than five percent of the per unit price originally bid. Bids requiring a pre-construction conference, or, the construction and approval of a prototype unit, will be considered in satisfaction of the initial equipment order provision of this paragraph.

20. WARRANTY REQUIREMENTS

20.1 The awarded bidder shall supply and be responsible for the equipment's warranty. This warranty must cover the entire unit and have a minimum term from equipment acceptance of twelve (12) months or 2,100 operating hours or 12,000 miles, whichever comes first. When equipment or component manufacturers provide a warranty with coverage in excess of that stipulated herein, that additional coverage shall not be diminished by the requirements of this paragraph. The administration of delayed in-service warranty starts is specifically included.

20.2 The awarded bidder shall be responsible for promptly correcting any warranted deficiency, at no cost to the County; at a warranty service center that meets the criteria stated in paragraph 5.2 within five calendar days after the County notified the bidder of such deficiency verbally or in writing. If the bidder fails to honor the warranty and/or fails to correct or replace the defect within the period specified, the County may, at its discretion, notify the bidder in writing that the bidder may be debarred as a County
bidder and/or be subject to contractual default if the corrections, replacement or repairs are not completed to the satisfaction of the County within five (5) calendar days of receipt of notice. If the bidder fails to satisfy the warranty within the period stipulated in the notice, the County may (a) place the bidder in default of its contract, and/or (b) procure the products or services from another vendor and charge the bidder for any additional costs that are incurred by the County for the work or items; either through a credit memorandum or through invoicing.

20.3 The awarded bidder and/or their local service representative may be required to enter into an Original Equipment Manufacturer parts and service supply agreement at any time during the useful life of the equipment furnished. This maintenance support agreement would be to supply parts, repairs and training or service at the County's discretion. By the submission of this bid the bidder agrees to enter into such agreement at the County's discretion, with parts and labor pricing at rates no higher than industry standard.

21. DELIVERY AND PAYMENT

21.1 All prices are to be quoted F.O.B. destination. Deliveries are authorized at Miami International Airport (MIA), located at 4331 N.W. 22nd Street, Bldg 3040 Warehouse, Miami, Florida 33122. Contact Idefonso Arencibia – 305-869-3857 or Yolanda Rosado at (305) 876-7851, forty eight (48) hours prior to delivery.

21.2 Delivery is required within the number of days stated by the bidder within the Bid Proposal. In no case may this date be later than 60 days from the date that the County department orders the equipment by sending a Purchase Order to the awarded bidder. All deliveries are to be made in accordance with good commercial practice. All equipment delivered must be in full compliance with bid specifications and requirements, and must be in excellent condition ready to work. Upon verification of compliance with these requirements the County will accept the delivered equipment.

21.3 Upon failure to deliver the equipment in accordance with best commercial practices, excellent ready to work condition, and full compliance with the specifications and requirements to the County within the number of days stipulated in Paragraph 21.2, the awarded vendor shall be subject to charges for liquidated damages in the amount of one tenth (1/10) of one percent (1%) of the per unit purchase price for each and every calendar day that each unit of the equipment order is not delivered in acceptable condition. This charge for liquidated damages is in addition to other remedies and timetable requirements listed in Paragraph 20.2.

21.4 METHOD OF PAYMENT

21.5 The vendor(s) shall submit an invoice(s) to the County user department(s) after purchase has been completed, whether the specific item(s) were picked up by authorized County personnel or delivered to the site by the vendor. In addition to the general invoice requirements set forth below, the invoices shall reference the corresponding delivery ticket number or packing slip number that was signed by an authorized representative of the County user department at the time the items were delivered and accepted. Submittal of these periodic invoices shall not exceed thirty (30) calendar days from the delivery of the items. Under no circumstances shall the invoices be submitted to the County in advance of the delivery and acceptance of the items.

All invoices shall contain the following basic information:

I. Vendor Information:
   • The name of the business organization as specified on the contract between Miami-Dade County and vendor
   • Date of invoice
   • Invoice number
   • Vendor's Federal Identification Number on file with Miami-Dade County

II. County Information:
   • Miami-Dade County Release Purchase Order or Small Purchaser Order Number
III. Pricing Information:
   • Unit price of the goods, services or property provided
   • Extended total price of the goods, services or property
   • Applicable discounts

IV. Goods or Services Provided per Contract:
   • Description
   • Quantity

V. Delivery Information:
   • Delivery terms set forth within the Miami-Dade County Release Purchase Order
   • Location and date of delivery of goods, services or property

VI. Failure to Comply:
    Failure to submit invoices in the prescribed manner will delay payment.

PARTS, REPAIRS AND TRAINING MANUALS

21.5 The awarded bidder shall supply the County with a minimum of one (1) for each lift; a comprehensive
training manual, operators manual, maintenance manual and electrical schematics which describes the
appropriate use of the equipment purchased, and a comprehensive repairs and parts manual which
identify the component parts and which describe the appropriate process for repairing the equipment
purchased. If available in electronic format, two original Compact Discs shall be required and shall be
delivered with the equipment.

22. TO RECEIVE A COPY OF BID TABULATION

The County will provide via e-mail a copy of the bid tabulation to all bidders which respond to this
Invitation to Quote.

23. LEGAL REQUIREMENTS

Bidders are advised that this contract is subject to all legal requirements contained in the County’s
Administrative Order 3-38 and all other applicable County Ordinances and/or State and Federal Statutes.
Where conflicts exist between this bid solicitation and these legal requirements, the higher authority shall
prevail.

The award of this bid solicitation is subject to County Ordinance No. 01-21 which, except where Federal
or State law mandates to the contrary, allow preference to be given to a local business. For the purposes
of the applicability of this Ordinance, "local business" means the bidder, as of the date of the bid opening,
has a valid occupational license issued by Miami-Dade County to do business in Miami-Dade County,
that authorizes the bidder to provide the goods, services or construction to be purchased, and has a
physical business address located within the limits of Miami-Dade County from which the vendor
operates or performs business. A Post Office Box cannot be used to establish a physical address

When a responsive, responsible non-local business submits the lowest price bid, and the bid submittal by
one or more responsive, responsible local businesses is within 10% of the price submitted by the non-
local business, then the non-local business and each of the aforementioned local businesses shall have
the opportunity to submit a best and final bid equal to or lower than the amount of the low bid previously
submitted by the non-local business. The best and final bid will be requested by the County within five
working days of the bid opening. In the case of a tie in the best and final bid between a local business
and a non-local business, contract award shall be made to the local business.
SECTION 3
TECHNICAL SPECIFICATIONS

3.1 SCOPE:

The Miami-Dade Aviation Department is purchasing two (2) DC powered self propelled two (2) wheel drive articulating boom lifts with jib. Employees from the Facility Management Section of the Aviation Department will be using these lifts inside the Terminal Buildings at Miami International Airport.

The units proposed must be able to work for no less than eight (8) hours of continuous use without the need for recharging the batteries.

3.2 EQUIPMENT REQUIREMENTS:

3.2.1 Each unit should be able to drive through existing standard size door openings at the airport which are six (6) ft (72 inches) wide by seven (7) ft (84 inches) in height when the unit is in the stowed travel position.

3.2.2 Each unit should have no less than a 3.0 mph minimum drive speed and no more than 10 mph in the stowed travel position. In the raised positions the unit is to have a minimum drive speed of no more than 1 mph in order to safely perform the various jobs inside the terminal building.

3.2.3 Each unit must be supplied with the longest available vertical and lateral articulating jib for the model bid. The platform on each unit must be the self leveling type and must be able to accommodate two (2) persons plus various tooling and supplies on the working platform, and a have weight capacity of no less than 500 lbs.

3.2.4 Able to reach complex roof and ceiling angles presently found at the airport, the platform on each unit is to have a minimum platform rotation of no less than 180 degrees, a minimum vertical jib rotation of no less than 135 degrees, and a minimum turntable rotation of no less than 355 degrees non-continuous.

3.2.5 The platform on each unit must be equipped with a swing gate and be provided with half mesh inserts to prevent items from falling off of the platform. In addition the platform is to be equipped with the manufacture’s recommended safety attachment point for two (2) safety harnesses with lanyards, tool tray, battery charge indicator, pipe, reel, and fluorescent tube carrying attachments if available, and no less than two (2) adjustable LED work lights.

3.2.6 Each unit should be equipped with the largest available on-board air compressor and air tank storage system available from the OEM. This air system is to have an air line and one connecting port on the platform and the second connector at floor level. This air system will be used to operate air tools such impact guns, grinders, saws, etc.

3.2.7 Each unit should be equipped with a power inverter of at least 800 watts with the capacity to power a variety of hand tools simultaneously such as hand drills, reciprocating saws, etc. An 110V GFCI outlet with a flat protective cover should be installed on the platform.

3.2.8 Each unit should have an LED Amber safety warning light installed and mounted at the manufacturer’s recommendation location. This light is to operate anytime the key or switch to the unit is in the "on/run" position.

3.2.9 Each unit must be equipped with variable pitch raise/descent, tilt, and travel alarms to alert workers, visitors, travelers, etc inside the terminal building.

3.2.10 Each unit must be equipped with an onboard battery charger with the longest available electric cord as recommended by the manufacturer. The unit must be able to fully recharge the batteries in 8 hours.
3.2.11 Each unit should be equipped with dual control stations with lockable covers over them if not secured behind locking doors to prevent unauthorized use of the equipment. One set of controls is to be on the platform and second set of controls is to be at floor level.

3.2.12 Each unit is to be equipped with solid non marking tires to operate on terrazzo floors, carpet, concrete, tiles, etc. without damaging them.

3.3 The awarded bidder shall provide three sets of keys per equipment, at the time of delivery.

3.4 The awarded bidder shall provide manuals in accordance with the paragraph 21.5
INVITATION TO QUOTE
MIAMI-DADE COUNTY
QUOTATION NO. IQ
Affirmation of Business Entity Affidavits

In accordance with Ordinance 07-143 amending Section 2-8.1 of the Code of Miami-Dade County, effective June 1, 2008, vendors are required to complete a new Vendor Registration Package, including a Uniform Affidavit Packet (Affidavits Form), before they can be awarded a contract. The undersigned affirms that the Affidavit form submitted with the Vendor Registration Package is current, complete and accurate for each affidavit listed below.

<table>
<thead>
<tr>
<th>Contract No. :</th>
<th>Federal Employer Identification Number (FEIN):</th>
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<table>
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<tr>
<th>Contract Title:</th>
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</table>

<table>
<thead>
<tr>
<th>Affidavits and Legislation/ Governing Body</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Miami-Dade County Ownership Disclosure Sec. 2-8.1 of the County Code</td>
</tr>
<tr>
<td>2. Miami-Dade County Employment Disclosure County Ordinance No. 90-133, amending Section 2.8-1(d)(2) of the County Code</td>
</tr>
<tr>
<td>4. Miami-Dade Disability Non-Discrimination Article 1, Section 2-6.1.3 (AA) Resolution R182-00 amending R-385-95</td>
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</tbody>
</table>

_________________________ Printed Name of Affiant ________________________________ Printed Title of Affiant ________________________________ Signature of Affiant ______________

Name of Firm ____________________________________________________________

Address of Firm __________________________________________________________

State __________________________________________ Zip Code ________________

Notary Public Information

Notary Public - State of __________________________________________ County of __________________________________________

Subscribed and sworn to (or affirmed) before me this __________ day of , 20 ______

by _______________________________ He or she is personally known to me □ or has produced identification □

Type of Identification produced ______________________________

Signature of Notary Public __________________________________________

Serial Number ______________________________

Print or Stamp of Notary Public ______________________________

Expiration Date ______________________________

Notary Public Seal ______________________________