

December 2018

**NOTICE OF
PRE-QUALIFICATION OF LICENSED UTILITY CONTRACTORS
FOR THE INSTALLATION, REPLACEMENT AND/OR RELOCATION OF
PRESSURIZED WATER MAINS AND APPURTENANCES**

The Gwinnett County Board of Commissioners is soliciting applications from Licensed Utility Contractors for pre-qualification to furnish labor, materials and equipment for the installation, replacement and/or relocation of pressurized water mains and appurtenances at various locations throughout Gwinnett County.

Special Conditions: The Gwinnett County Department of Water Resources shall comply with O.C.G.A § 36-91-20, as amended, for **mandatory pre-qualification** of prospective bidders. Therefore, interested applicants should obtain a pre-qualification application from the Gwinnett County Purchasing Office, 75 Langley Drive, Lawrenceville, Georgia 30046 [Contact: Dana Garland, CPPB, Purchasing Associate III, via Telephone (770) 822-8723, or email: Dana.Garland@gwinnettcountry.com]. Applications will be evaluated based on established criteria listed in this application. All qualified and disqualified applicants will be notified in writing. Contractors will be considered “pre-qualified” upon issuance of the Notification of Pre-Qualification. Contractors under consideration for pre-qualification may NOT submit bids for projects that have advertised prior to the contractor’s receipt of a notice of pre-qualification. The term of the pre-qualification will expire on July 31, 2022 or when the County determines otherwise.

Questions regarding pre-qualification applications should be directed to Dana Garland. Applications may be mailed to the Gwinnett County Purchasing Division or submitted via email to Dana Garland. The review and approval process will require approximately three weeks from the date the application is received by the Gwinnett County Purchasing Division. Any firm not pre-qualified may direct concerns to Dana Garland.

Applicant’s qualification will be determined based upon the information presented. All questions must be answered in full, without exception. Failure to do so will result in the applicant being deemed non-responsive, and the application returned to the applicant for completion; and applicant will not be considered for pre-qualification until such time as a complete application is submitted.

Although the Purchasing Division will take effort to notify pre-qualified Contractors of bids that are based on the established criteria of the application, it is ultimately the Contractor’s responsibility to ensure that they remain abreast of Gwinnett County’s solicitations. Depending on the scope and complexity of work to be performed, individual projects may require a project-specific pre-qualification, independent of the standard pre-qualification process.

GWINNETT COUNTY DEPARTMENT OF WATER RESOURCES

COMPANY NAME: _____
APPLICATION FOR PRE-QUALIFICATION
PAGE: PQ 2

**APPLICATION FOR PRE-QUALIFICATION
TO BID
GWINNETT COUNTY DEPARTMENT OF WATER RESOURCES CONSTRUCTION PROJECTS**

Date of Application: _____

Project Name: **Pre-qualification of Contractors for the Installation, Replacement and/or Relocation of Pressurized Water Mains and Appurtenances**

Type of Project: Pressurized Water Mains and Appurtenances

Description: Qualify Licensed Utility Contractors to furnish labor, materials and equipment for the installation, replacement and/or relocation of pressurized water mains and appurtenances at various locations in Gwinnett County.

Owner Name: Gwinnett County

Applicant Name: _____

NOTE: Gwinnett County reserves the right to approve all personnel provided by the Approved Licensed Utility Contractor including, but not limited to, Project Managers, Project Superintendents, and Subcontractors for any portion of work resulting from this pre-qualification process.

I. INSTRUCTIONS

- A. Applicant SHALL NOT attach information in lieu of completion of the application document. All information requested by the County SHALL be provided within the application document; however, additional pages may be attached if more space is required (or if additional projects are necessary to demonstrate ability), or as otherwise instructed within the application document. All additional pages SHOULD be clearly labeled with the applicant's name, pre-qualification application title, and page number.
- B. If necessary, applicant should submit additional projects to prove all pre-qualification requirements are met.
- C. Reference projects must be complete prior to submittal of pre-qualification application.
- D. Applicant's qualification will be determined based upon the information presented. All questions must be answered in full, without exception. Failure to do so may result in the applicant being deemed non-responsive, and the application returned to the applicant for completion; and applicant will not be considered for pre-qualification until such time as a complete application is submitted.
- E. Only complete and accurate information shall be provided by the Applicant. The Applicant hereby warrants that, to the best of its knowledge and belief, the responses contained herein are true, accurate, and complete. The Applicant should complete the Applicant Certification included in this packet. The Applicant 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 provided by the Applicant given in response to a question, knowing it was false, shall constitute grounds for immediate disqualification and termination or rescission by the Owner of any subsequent agreement between the Owner and the Applicant. The Owner shall also have and retain any other remedies provided by law.
- F. If there are any questions concerning the completion of this form, the Applicant is encouraged to contact the Owner's representative: Dana Garland, CPPB, Purchasing Associate III, Gwinnett County Purchasing Division, via email at Dana.Garland@gwinnettcountry.com or telephone at 770-822-8723.
- G. Poor performance of pre-qualified contractors will be reviewed by the Vendor Performance Committee and/or the Purchasing Policy & Review Committee and could result in the contractor being removed from the pre-qualified vendor list for the remainder of the term of the pre-qualification or as otherwise determined by the committee. In addition, the contractor may be placed on the Ineligible Source List.
- H. Corporations (including principal/corporate officers), Partners, and/or Individuals interested in being considered for pre-qualification with Gwinnett County SHALL NOT be currently under indictment for criminal misconduct involving any local, state or federal government entity.

II. GENERAL BACKGROUND

A. Current name and address of Applicant:

- 1. Applicant Name: _____
Mailing Address: _____
City: _____
State and Zip: _____
Business Address: _____
City: _____
State and Zip: _____
Contact Person: _____
Telephone and Fax: _____
E-mail: _____

- 2. Applicant is: Licensed to conduct utility business in the State of Georgia?

Yes _____
No _____

If Yes, Provide Applicants State of Georgia

Utility License Number: _____

B. Principals/Officers/Individuals authorized to sign contracts:

Name and Title: _____
Name and Title: _____
Name and Title: _____

- C. Is applicant currently under indictment for criminal misconduct involving any local, state or federal government entity? _____

Has applicant ever been indicted involving any local, state or federal government entity? _____

If so, what was the disposition of the charges? _____

III. MINIMUM PRE-QUALIFICATION CRITERIA

Contractors can submit and be qualified on all sub-sections, *or* specific sub-sections, which directly relate to their firm's experience only. Experience claimed for current personnel, while they were employed by another firm, WILL NOT be accepted. Please note that approval on limited sub-sections will restrict notification of projects to that type of work, only. The various sub-sections are as follows. Beginning on the following pages, list projects as noted below:

- 1) **Pressurized water mains (small) 8” to less than 16” diameter and appurtenances.**
 - PQ7 through PQ9
- 2) **Pressurized water mains (medium) 16” to less than 24” diameter and appurtenances.**
 - PQ10 through PQ12
- 3) **Pressurized water mains (large) 24” and greater diameter and appurtenances.**
 - PQ13 through PQ15

NOTE: If a Contractor is approved for a higher category Sub-section, they are automatically approved for all categories below that Sub-section (i.e Approved for Sub-section 3, automatically approved for Sub-section 2 and 1; Approved for Sub-section 2, automatically approved for Sub-section 1).

Sub-section 1) Water Mains (Small)

The satisfactory completion of:

Requirement Met?		Requirement
Yes	No	Three (3) pressurized water main projects consisting of 8” to less than 16” diameter ductile iron pipe (DIP) and appurtenances, of 500 linear feet or more per project, within the past eight (8) years.
Yes	No	Three (3) projects where the applicant <i>must</i> have been the Licensed Utility Contractor.
Yes	No	Two (2) projects that <i>must</i> have involved coordination and work in conjunction with other utilities.
Yes	No	One (1) project that <i>must</i> have been performed directly for a utility or other government entity.
Yes	No	Three (3) projects that <i>must</i> have been constructed within the right-of-way and/or at a road intersection, and required traffic diversion/maintenance.
Yes	No	Two (2) projects that <i>must</i> have included the relocation and/or adjustment of customer water meters.
Yes	No	Two (2) projects that <i>must</i> have had rock excavation.
Yes	No	Two (2) projects that <i>must</i> have been constructed in an established landscaped area and involved the restoration of landscaping.
Yes	No	One (1) project that <i>must</i> have had an 8” or larger live tap with tapping sleeve and valve.

Sub-section 2) Water Mains (Medium)

The satisfactory completion of:

Requirement Met?		Requirement
Yes	No	Three (3) pressurized water main projects consisting of 16” <i>to less than</i> 24” diameter ductile iron pipe (DIP) and appurtenances, of 1,000 linear feet or more per project, within the past eight (8) years.
Yes	No	Three (3) projects where the applicant <i>must</i> have been the Licensed Utility Contractor.
Yes	No	Two (2) projects that <i>must</i> have involved coordination and work in conjunction with other utilities.
Yes	No	One (1) project that <i>must</i> have been performed directly for a utility or other government entity.
Yes	No	Three (3) projects that <i>must</i> have been constructed within the right-of-way and/or at a road intersection, and required traffic diversion/maintenance.
Yes	No	Two (2) projects that <i>must</i> have included the relocation and/or adjustment of customer water meters.
Yes	No	Two (2) projects that <i>must</i> have had rock excavation.
Yes	No	Two (2) projects that <i>must</i> have been constructed in an established landscaped area and involved the restoration of landscaping.
Yes	No	One (1) project that <i>must</i> have had a 16” or larger live tap with tapping sleeve and valve.

Sub-section 3) Water Mains (Large)

The satisfactory completion of:

Requirement Met?		Requirement
Yes	No	Three (3) pressurized water main projects consisting of 24” <i>and greater</i> diameter ductile iron pipe (DIP) and appurtenances, of 1,000 linear feet or more per project, within the past eight (8) years.
Yes	No	Three (3) projects where the applicant <i>must</i> have been the Licensed Utility Contractor.
Yes	No	Two (2) projects that <i>must</i> have involved coordination and work in conjunction with other utilities.
Yes	No	One (1) project that <i>must</i> have been performed directly for a utility or other government entity.
Yes	No	Three (3) projects that <i>must</i> have been constructed within the right-of-way and/or at a road intersection, and required traffic diversion/maintenance.
Yes	No	Two (2) projects that <i>must</i> have included the relocation and/or adjustment of customer water meters.
Yes	No	Two (2) projects that <i>must</i> have had rock excavation.
Yes	No	Two (2) projects that <i>must</i> have been constructed in an established landscaped area and involved the restoration of landscaping.
Yes	No	One (1) project that <i>must</i> have had a 16” or larger live tap with tapping sleeve and valve.

IV. COMPANY EXPERIENCE – SIMILAR PROJECTS COMPLETED

A. Sub-section 1): Project No. 1 - Pressurized water mains 8” to less than 16” diameter and appurtenances

Project Name:	_____	
Project Description:	_____	
Dollar Amount:	_____	
Location:	_____	
Utility Owner (utility that actually takes over the pipeline):	_____	
Address:	_____	
Contact Person:	_____	
Contact Person Telephone:	_____	
Contact Person E-mail Address:	_____	
Project Engineer:	_____	
Address:	_____	
Contact Person:	_____	
Contact Person Telephone:	_____	
Contact Person E-mail Address:	_____	
Contract Dates:	Date of Notice to Proceed:	Date of Final Completion:
Description of Pressurized Water Mains:		
Pipe Size: _____	Pipe Size: _____	
Pipe Material: _____	Pipe Material: _____	
Pipe Length: _____	Pipe Length: _____	
Was Applicant the Licensed Utility Contractor on this project?		
Yes		No
Did this project include coordination and work in conjunction with other utilities?		
Yes		No
Was this project constructed directly for a utility or other government entity?		
Yes		No
Was this project constructed within a right-of-way and/or at a road intersection, requiring traffic diversion/maintenance?		
Yes		No
Did this project include the relocation and/or adjustment of customer water meters?		
Yes		No
Did this project include rock excavation?		
Yes		No
Did this project include the restoration of landscaped areas?		
Yes		No
Did this project include an 8” or larger live tap with tapping sleeve and valve?		
Yes		No

Comments/Describe projects in terms of degree of difficulty, problems encountered, etc., or any pertinent information that might be useful in the evaluation of your request for pre-qualification:

B. Sub-section 1): Project No. 2 - Pressurized water mains 8" to less than 16" diameter and appurtenances

Project Name:	_____	
Project Description:	_____	
Dollar Amount:	_____	
Location:	_____	
Utility Owner (utility that actually takes over the pipeline):	_____	
Address:	_____	
Contact Person:	_____	
Contact Person Telephone:	_____	
Contact Person E-mail Address:	_____	
Project Engineer:	_____	
Address:	_____	
Contact Person:	_____	
Contact Person Telephone:	_____	
Contact Person E-mail Address:	_____	
Contract Dates:	Date of Notice to Proceed:	Date of Final Completion:
Description of Pressurized Water Mains:		
Pipe Size: _____	Pipe Size: _____	
Pipe Material: _____	Pipe Material: _____	
Pipe Length: _____	Pipe Length: _____	
Was Applicant the Licensed Utility Contractor on this project?		
Yes		No
Did this project include coordination and work in conjunction with other utilities?		
Yes		No
Was this project constructed directly for a utility or other government entity?		
Yes		No
Was this project constructed within a right-of-way and/or at a road intersection, requiring traffic diversion/maintenance?		
Yes		No
Did this project include the relocation and/or adjustment of customer water meters?		
Yes		No
Did this project include rock excavation?		
Yes		No
Did this project include the restoration of landscaped areas?		
Yes		No
Did this project include an 8" or larger live tap with tapping sleeve and valve?		
Yes		No

Comments/Describe projects in terms of degree of difficulty, problems encountered, etc., or any pertinent information that might be useful in the evaluation of your request for pre-qualification:

C. Sub-section 1): Project No. 3 - Pressurized water mains 8" to less than 16" diameter and appurtenances

Project Name:	_____	
Project Description:	_____	
Dollar Amount:	_____	
Location:	_____	
Utility Owner (utility that actually takes over the pipeline):	_____	
Address:	_____	
Contact Person:	_____	
Contact Person Telephone:	_____	
Contact Person E-mail Address:	_____	
Project Engineer:	_____	
Address:	_____	
Contact Person:	_____	
Contact Person Telephone:	_____	
Contact Person E-mail Address:	_____	
Contract Dates:	Date of Notice to Proceed:	Date of Final Completion:
Description of Pressurized Water Mains:		
Pipe Size: _____	Pipe Size: _____	
Pipe Material: _____	Pipe Material: _____	
Pipe Length: _____	Pipe Length: _____	
Was Applicant the Licensed Utility Contractor on this project?		
Yes		No
Did this project include coordination and work in conjunction with other utilities?		
Yes		No
Was this project constructed directly for a utility or other government entity?		
Yes		No
Was this project constructed within a right-of-way and/or at a road intersection, requiring traffic diversion/maintenance?		
Yes		No
Did this project include the relocation and/or adjustment of customer water meters?		
Yes		No
Did this project include rock excavation?		
Yes		No
Did this project include the restoration of landscaped areas?		
Yes		No
Did this project include an 8" or larger live tap with tapping sleeve and valve?		
Yes		No

Comments/Describe projects in terms of degree of difficulty, problems encountered, etc., or any pertinent information that might be useful in the evaluation of your request for pre-qualification:

A. Sub-section 2): Project No. 1 - Pressurized water mains 16" to less than 24" in diameter and appurtenances

Project Name:	_____
Project Description:	_____
Dollar Amount:	_____
Location:	_____
Utility Owner (utility that actually takes over the pipeline):	_____
Address:	_____
Contact Person:	_____
Contact Person Telephone:	_____
Contact Person E-mail Address:	_____
Project Engineer:	_____
Address:	_____
Contact Person:	_____
Contact Person Telephone:	_____
Contact Person E-mail Address:	_____

Contract Dates:	Date of Notice to Proceed:	Date of Final Completion:
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Description of Pressurized Water Mains:			
Pipe Size: _____		Pipe Size: _____	
Pipe _____	Material: _____	Pipe Material: _____	
Pipe _____	Length: _____	Pipe Length: _____	

Was Applicant the Licensed Utility Contractor on this project?	Yes	No
Did this project include coordination and work in conjunction with other utilities?	Yes	No
Was this project constructed directly for a utility or other government entity?	Yes	No
Was this project constructed within a right-of-way and/or at a road intersection, requiring traffic diversion/maintenance?	Yes	No
Did this project include the relocation and/or adjustment of customer water meters?	Yes	No
Did this project include rock excavation?	Yes	No
Did this project include the restoration of landscaped areas?	Yes	No
Did this project include a 16" or larger live tap with tapping sleeve and valve?	Yes	No

Comments/Describe projects in terms of degree of difficulty, problems encountered, etc., or any pertinent information that might be useful in the evaluation of your request for pre-qualification:

B. Sub-section 2): Project No. 2 - Pressurized water mains 16" to less than 24" in diameter and appurtenances

Project Name:	_____	
Project Description:	_____	
Dollar Amount:	_____	
Location:	_____	
Utility Owner (utility that actually takes over the pipeline):	_____	
Address:	_____	
Contact Person:	_____	
Contact Person Telephone:	_____	
Contact Person E-mail Address:	_____	
Project Engineer:	_____	
Address:	_____	
Contact Person:	_____	
Contact Person Telephone:	_____	
Contact Person E-mail Address:	_____	
Contract Dates:	Date of Notice to Proceed:	Date of Final Completion:
Description of Pressurized Water Mains:		
Pipe Size: _____	Pipe Size: _____	
Pipe Material: _____	Pipe Material: _____	
Pipe Length: _____	Pipe Length: _____	
Was Applicant the Licensed Utility Contractor on this project?		
Yes		No
Did this project include coordination and work in conjunction with other utilities?		
Yes		No
Was this project constructed directly for a utility or other government entity?		
Yes		No
Was this project constructed within a right-of-way and/or at a road intersection, requiring traffic diversion/maintenance?		
Yes		No
Did this project include the relocation and/or adjustment of customer water meters?		
Yes		No
Did this project include rock excavation?		
Yes		No
Did this project include the restoration of landscaped areas?		
Yes		No
Did this project include a 16" or larger live tap with tapping sleeve and valve?		
Yes		No

Comments/Describe projects in terms of degree of difficulty, problems encountered, etc., or any pertinent information that might be useful in the evaluation of your request for pre-qualification:

C. Sub-section 2): Project No. 3 - Pressurized water mains 16” to less than 24” in diameter and appurtenances

Project Name:	_____	
Project Description:	_____	
Dollar Amount:	_____	
Location:	_____	
Utility Owner (utility that actually takes over the pipeline):	_____	
Address:	_____	
Contact Person:	_____	
Contact Person Telephone:	_____	
Contact Person E-mail Address:	_____	
Project Engineer:	_____	
Address:	_____	
Contact Person:	_____	
Contact Person Telephone:	_____	
Contact Person E-mail Address:	_____	
Contract Dates:	Date of Notice to Proceed:	Date of Final Completion:
Description of Pressurized Water Mains:		
Pipe Size: _____	Pipe Size: _____	
Pipe Material: _____	Pipe Material: _____	
Pipe Length: _____	Pipe Length: _____	
Was Applicant the Licensed Utility Contractor on this project?		
Yes		No
Did this project include coordination and work in conjunction with other utilities?		
Yes		No
Was this project constructed directly for a utility or other government entity?		
Yes		No
Was this project constructed within a right-of-way and/or at a road intersection, requiring traffic diversion/maintenance?		
Yes		No
Did this project include the relocation and/or adjustment of customer water meters?		
Yes		No
Did this project include rock excavation?		
Yes		No
Did this project include the restoration of landscaped areas?		
Yes		No
Did this project include a 16” or larger live tap with tapping sleeve and valve?		
Yes		No

Comments/Describe projects in terms of degree of difficulty, problems encountered, etc., or any pertinent information that might be useful in the evaluation of your request for pre-qualification:

A. Sub-section 3): Project No. 1 - Pressurized water mains 24" and greater in diameter and appurtenances

Project Name: _____		
Project Description: _____		
Dollar Amount: _____		
Location: _____		
Utility Owner (utility that actually takes over the pipeline): _____		
Address: _____		
Contact Person: _____		
Contact Person Telephone: _____		
Contact Person E-mail Address: _____		
Project Engineer: _____		
Address: _____		
Contact Person: _____		
Contact Person Telephone: _____		
Contact Person E-mail Address: _____		
Contract Dates:	Date of Notice to Proceed:	Date of Final Completion:
Description of Pressurized Water Mains:		
Pipe Size: _____	Pipe Size: _____	
Pipe Material: _____	Pipe Material: _____	
Pipe Length: _____	Pipe Length: _____	
Was Applicant the Licensed Utility Contractor on this project?		
Yes		No
Did this project include coordination and work in conjunction with other utilities?		
Yes		No
Was this project constructed directly for a utility or other government entity?		
Yes		No
Was this project constructed within a right-of-way and/or at a road intersection, requiring traffic diversion/maintenance?		
Yes		No
Did this project include the relocation and/or adjustment of customer water meters?		
Yes		No
Did this project include rock excavation?		
Yes		No
Did this project include the restoration of landscaped areas?		
Yes		No
Did this project include a 16" or larger live tap with tapping sleeve and valve?		
Yes		No

Comments/Describe projects in terms of degree of difficulty, problems encountered, etc., or any pertinent information that might be useful in the evaluation of your request for pre-qualification:

B. Sub-section 3): Project No. 2 - Pressurized water mains 24" and greater in diameter and appurtenances

Project Name:	_____	
Project Description:	_____	
Dollar Amount:	_____	
Location:	_____	
Utility Owner (utility that actually takes over the pipeline):	_____	
Address:	_____	
Contact Person:	_____	
Contact Person Telephone:	_____	
Contact Person E-mail Address:	_____	
Project Engineer:	_____	
Address:	_____	
Contact Person:	_____	
Contact Person Telephone:	_____	
Contact Person E-mail Address:	_____	
Contract Dates:	Date of Notice to Proceed:	Date of Final Completion:
Description of Pressurized Water Mains:		
Pipe Size: _____	Pipe Size: _____	
Pipe Material: _____	Pipe Material: _____	
Pipe Length: _____	Pipe Length: _____	
Was Applicant the Licensed Utility Contractor on this project?		
Yes		No
Did this project include coordination and work in conjunction with other utilities?		
Yes		No
Was this project constructed directly for a utility or other government entity?		
Yes		No
Was this project constructed within a right-of-way and/or at a road intersection, requiring traffic diversion/maintenance?		
Yes		No
Did this project include the relocation and/or adjustment of customer water meters?		
Yes		No
Did this project include rock excavation?		
Yes		No
Did this project include the restoration of landscaped areas?		
Yes		No
Did this project include a 16" or larger live tap with tapping sleeve and valve?		
Yes		No

Comments/Describe projects in terms of degree of difficulty, problems encountered, etc., or any pertinent information that might be useful in the evaluation of your request for pre-qualification:

C. Sub-section 3): Project No. 3 - Pressurized water mains 24” and greater in diameter and appurtenances

Project Name:	_____	
Project Description:	_____	
Dollar Amount:	_____	
Location:	_____	
Utility Owner (utility that actually takes over the pipeline):	_____	
Address:	_____	
Contact Person:	_____	
Contact Person Telephone:	_____	
Contact Person E-mail Address:	_____	
Project Engineer:	_____	
Address:	_____	
Contact Person:	_____	
Contact Person Telephone:	_____	
Contact Person E-mail Address:	_____	
Contract Dates:	Date of Notice to Proceed:	Date of Final Completion:
Description of Pressurized Water Mains:		
Pipe Size: _____	Pipe Size: _____	
Pipe Material: _____	Pipe Material: _____	
Pipe Length: _____	Pipe Length: _____	
Was Applicant the Licensed Utility Contractor on this project?		
Yes		No
Did this project include coordination and work in conjunction with other utilities?		
Yes		No
Was this project constructed directly for a utility or other government entity?		
Yes		No
Was this project constructed within a right-of-way and/or at a road intersection, requiring traffic diversion/maintenance?		
Yes		No
Did this project include the relocation and/or adjustment of customer water meters?		
Yes		No
Did this project include rock excavation?		
Yes		No
Did this project include the restoration of landscaped areas?		
Yes		No
Did this project include a 16” or larger live tap with tapping sleeve and valve?		
Yes		No

Comments/Describe projects in terms of degree of difficulty, problems encountered, etc., or any pertinent information that might be useful in the evaluation of your request for pre-qualification:

APPLICANT CERTIFICATION

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

Sworn to before me this _____ day of _____ 20__.

APPLICANT:

By:

Title:

Sworn to and subscribed before me this
_____ day of
_____ 20__.

Notary Public

My Commission Expires:

Seal