



REQUEST FOR INFORMATION 2300094

REDEVELOPMENT OF SELECT CITY DOWNTOWN PARKING LOTS FOR MIXED-USE

DATE OF ISSUANCE: November 1, 2023

RESPONSES DUE: January 16, 2024

This RFI consists of the following sections and all exhibits attached thereto:

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INVITATION

The City of Lawrence, Kansas, is inviting qualified real estate development entities (“Developer”), with proven experience in mixed-use residential, retail, or Class-A office development, to submit proposals (“Proposal”) for redevelopment of one or more City properties in Downtown Lawrence. Proposals must be for mixed-use projects and may include plans for a single property or multiple properties.

The below properties, all of which are City owned and currently exist as public parking, are being considered for redevelopment into mixed-use projects.

711 New Hampshire Street

826 Vermont Street

1020 Vermont Street

This invitation is not a request for a competitive bid but, rather an invitation to submit a Proposal that may or may not be subject to subsequent discussions and negotiations. By submitting a Proposal, the Developer agrees it does not obtain any right in or expectation to a contract with the City or a vested interest or property right in a contract with the City, regardless of the amount of time, effort, and expense spent expended by the Developer. A Developer shall be solely responsible and liable for all proposal preparation costs incurred.

INTRODUCTION AND CONTEXT

Background:

Lawrence is a diverse and multifaceted city of approximately 100,000, that provides many of the amenities of a large metropolitan area, while still maintaining a strong sense of community. Located in the geographic center of the U.S., Lawrence is 20 minutes from the Kansas City Metro to the east and 20 minutes from Topeka, the state’s capital, to the west. The City offers a rich and fascinating history, a wide range of exciting cultural experiences, nationally recognized educational institutions, and some of the most unique and enjoyable shopping opportunities in the Midwest.

Home to two major universities, Lawrence enjoys a highly educated community with over 45.9% of our population (aged 25-64) having a bachelor’s or higher degree (compared to 35% nationally.) The University of Kansas, the State’s flagship institution, offers 400 degree and certificate programs to approximately 28,500 students from more than 100 countries. Founded in 1884, Haskell Indian Nations University is home to approximately 1,000 students, representing more than 150 federally recognized sovereign nations from 38 states. Both institutions are within walking distance to the Downtown District and make up a substantial portion of the community.

Lawrence possesses all the aspects of a friendly, active, and culturally diverse community. With the perfect combination of small-town hospitality and big-city attractions, Lawrence lays claim to its share of national recognitions and historical significance.

Downtown Lawrence has served as the historical core of the City since the original townsite platting in 1854. It has been listed on the National Register of Historic Places since 2002 and is covered by the Downtown Urban Conservation Overlay District. The area contains many significant historical and cultural resources. In addition, Massachusetts Street was awarded the designation of [“Great Street” by the American Planning Association](#) as one of the Great Places in America in 2010.

Site Information: Referenced in Exhibits A, B, C, and D.

Properties available for redevelopment include the below parcels in the Downtown Lawrence District, all of which are owned by the City and currently exist as public parking, primarily utilized by patrons and employees of Downtown Lawrence businesses.

- 711 New Hampshire St. – 0.71 acres (located within a NMTC eligible area and a Federal Opportunity Zone)
- 826 Vermont St. – 1.41 acres
- 1020 Vermont – 0.67 acres (located within a HUD Qualified Census Tract)

The project parcels are located near a bus transfer area as well as several public parking garages.

The current zoning for all project parcels is Downtown Commercial. Redevelopment parcels are also subject to the [Downtown Urban Conservation Overlay](#) design guidelines.

Each project parcel also corresponds with functional subareas of the [Downtown Lawrence Plan](#). Generally, each parcel calls for mixed use development. Please refer to the plan for specific details.

Project Objectives:

The City seeks, for each site, innovative proposals and teams with experience and capability to deliver high quality development.

The project is expected to enhance and reinforce the overall vision of Downtown Lawrence, adding value and complementing the surrounding area. It should produce a long-lasting development that projects a positive community image and enlarges opportunities for pursuing an urban lifestyle. It should also provide quality redevelopment that is consistent with the goals and objectives of the [Downtown Lawrence Plan](#). Sustainable design elements and additional public benefits are encouraged.

The City places a high value, in no particular order of importance, on the following:

- A vision that supports Downtown Lawrence as the heart of the community, making efficient use of the development area and demonstrating a positive impact on surrounding property and the Downtown area overall.
- A vision that incorporates elements of an attractive pedestrian environment, that may include but is not limited to characteristics such as prominent entries facing public streets, public outdoor seating, and public art.
- Superior architectural and urban design that aligns with the Downtown Lawrence Plan.
- A track record of completing sustainable, dynamic development projects.
- Projects incorporating sustainable design elements, including green building features.
- Tenant letters of interest/commitment for high quality potential retail and office uses.
- Positive economic impacts, that may include direct and indirect tax revenue generation and support of permanent, high-wage jobs.
- Compensation for land purchase from the City.
- Projects incorporating one or more public benefits.
- Limited use of public incentives and/or high cost/benefit ratio for incentives that may be requested.

INCENTIVES

The City of Lawrence has several economic development tools to support incorporating public benefits on the proposed sites.

Public benefits of interest, include, but are not limited to:

- [Affordable Housing*](#)
- Grocery Store, Corner Market, Bodega or similar food retailer to serve Downtown Lawrence
 - [2016 Urban Food Deserts in Lawrence, Kansas](#)
- Permanent year-round home for the [Lawrence Farmer's Market](#)
- On-site parking

The type of economic development tool(s) available will depend on project parameters, including the public benefits incorporated within the project and financial gap. Note requests for incentives are subject to eligibility, analysis, and procedures for approval by the governing body.

Available economic development tools, include:

- Tax Increment Financing (TIF)
- Community Improvement District (CID)
- Transportation Development District (TDD)
- Industrial Revenue Bonds (IRB)

Visit the City's [Economic Development Policy](#) for more information on these tools.

*Affordable Housing Trust Fund dollars may be available, subject to approval from the Affordable Housing Advisory Board (AHAB).

SUBMISSION CRITERIA

Submittal Due Date:

In order to receive considerations, responses must be received by the City **no later than 2:00 p.m. Central Time on Tuesday, January 16, 2024.**

Any proposals, modifications, or revisions received after the submittal deadline will not be considered.

Submission Option:

Developer shall submit one (1) electronic copy on www.lawrenceks.org/eBid.

Submission Contents:

Submissions must include the following:

1. **Statement of Interest:** Provide a statement of the Developer's interest in the development of the project, highlights of the Developer's qualifications, the Developer's understanding of the objectives of the RFI, and a brief description of the project team.
2. **Applicant Qualifications:** Provide an organizational chart describing the entities and key personnel on the Developer's team; resumes of the development team's key project staff as well as any potential subcontractors.
3. **Development Project Experience:** Provide up to three (3) examples that demonstrate successful development of mixed-use projects in urban environments. Include the following information for each past project example:

- a. Detailed description of each project, including size, mix of uses, unit numbers and types, and links to project.
- b. Location and photographs.
- c. Any community benefits incorporated into the project for the community at large or the specific neighborhood that were part of or resulted from the project.
- d. Total development cost, identifying the amount of debt and the amount of equity used to finance the project.
- e. Type and amount of public incentives received in the development of the project.

Additional details may be included in the Addenda section, including client contact information, project budget, completion date, and key city participants.

4. **Project Description:** Provide a narrative description of the general development concept proposed for the selected project site. Describe how the proposed concept addresses the objectives listed in this RFI. Renderings or graphic portrayals of the proposed project and/or preliminary site plans are encouraged.
5. **Development Parameters:** Describe anticipated project uses, size, number of units and type, amenities, and tenure.

For a project proposing residential units:

- a. Residential Unit Mix: The project may include a range of residential unit sizes from studios to multiple bedroom units. Proposals shall explain the basis for the proposed mix of unit sizes in the project and its relation to the target tenant population described in the Proposal.
- b. Targeted Tenant Population: Proposals shall describe the target tenant population for the project, which may include any of the following: general households/families (i.e. units not subject to age restrictions), seniors, disabled people, those experiencing homelessness, and/or any other special needs groups. Proposals shall note if any number of the units will be specifically designed and/or reserved for any type of special needs tenants.
- c. Affordability: Submittals that provide a majority of units affordable to lower income households are preferred. Affordable residential is defined as:
 - i. Households spending 30% or less of monthly gross income on housing (mortgage/rent plus taxes and utilities);
 - ii. Rental housing units with monthly rent and utilities not exceeding 110% of the HUD defined Fair Market Rent, as determined yearly by the Lawrence Douglas County Housing Authority;
 - iii. Homeownership housing units for those earning up to 80% of Median Family Income, as established yearly by HUD for the Lawrence, KS MSA.

Length of Affordability Term—The City’s preference is that any affordable units remain affordable for a term of 99 years. Please specify in your proposal the length of affordability.

6. **Financial Terms:** Provide information on the budget and proposed financing plan for the project, including a description of various funding sources, amounts and uses, including:
 - a. Proposed Budget (or multiple budget scenarios): based upon option packages for approaching this project.

- b. Leverage: Describe the type and amount of financing anticipated to come from non-City sources. It is anticipated the selected Developer, if any, will obtain the majority of financing for development for the project from non-City sources.
 - c. City Incentives: Identify the approximate amount of any City assistance applicant deems necessary to finance the project. If any City funds or incentives are contemplated in the proposal's financing plan, the applicant must indicate the type(s) of incentive funding proposed, the amount requested, and proposed use(s) of such funds (e.g., *pre-development, soft costs, and/or construction, etc.*).
 - d. Land Transfer: Describe the general terms applicant proposes for the land transfer, including proposed purchase price for property site or other possessory interest.
 - e. Other Funds: If the proposed financing plan includes federal or state funding sources such as Low Income Housing Tax Credits (LIHTC), applicant must identify the amount anticipated and timeline for compliance with all federal requirements and award.
 - f. Financial Capacity: Provide information evidencing the Developer's capacity for financing and completing the project.
7. **Estimated Project Schedule:** Provide a monthly project development schedule through completion that contains time and performance benchmarks. Include all phases of the project (e.g., *acquisition, design, financing, construction, marketing, tenant selection*).
8. **Other Items:** Include a detailed community outreach plan and proposed tenant selection plan for the project.

Additional Submittal Requirements:

1. Proposals should be no longer than 75 pages.
2. The Proposal shall reference "City Lot Redevelopment RFI" and the name of the submitting Developer in the File Name.

The City will not provide any pre-selection information concerning the status of Proposals other than the acknowledgment that they were received.

SUBMISSION EVALUATION AND SELECTION

An Evaluation Committee will screen submissions for completeness and verify that both the applicant(s) and the proposed projects(s) respond to the requirements of this RFI. Submissions determined to be non-responsive will not be considered or evaluated.

The Committee will evaluate responsive submissions received by the submittal deadline based on the qualifications and experience of the submitter(s), how well the project concept(s) addresses the vision and objectives of the RFI and goals of the [Downtown Lawrence Plan](#), financial attributes, and each submission's public benefits.

Proposals will be scored and shortlisted. Developers(s) of shortlisted projects will be selected for interviews with the Committee. Developers selected for an interview should be prepared to discuss their proposal, approaches to developing dynamic sites in an urban environment, availability for the project, and experiences with other similar projects.

After interviews, the Committee's may make a recommendation for selection of the Developer and project to the Governing Body, who will have the final selection of Developer(s), if any. The City Commission will select a preferred Developer(s) based on the responses to the RFI. If negotiations with the preferred Developer do not proceed in a timely or satisfactory manner, an alternative developer may be selected, the City may reissue the RFI, or the City may abandon the project altogether.

The final selection will be made solely by the City Commission. The City Commission reserves the right to request additional information from applicants, reject any and all submittals, waive any irregularities in the submittal requirements, or cancel, suspend, or amend the provisions of the RFI at any time.

Following approval by the City Commission, the selected Developer(s) will be authorized to work with City staff to further develop a formal project proposal, begin the land use entitlement process, conduct community outreach, apply for incentives, and negotiate a Land Transfer Agreement (LTA). The LTA would establish the preliminary terms for the sale/other possessory interest (as proposed), loan and regulatory agreements, and other project prerequisites. The preferred developer(s) would complete the land use plan, finalize its financing of the project, and obtain the required building permits and other approvals. This step is subject to further refinement upon discussion with the preferred Developer.

PROPOSED TIMELINE

- RFI issued: Wednesday, November 1, 2023
- Deadline for first round of questions: Wednesday, November 15, 2023, Noon Local time
- Deadline for second round questions: Wednesday December 13, 2023.
- Due date for proposals: Tuesday, January 16, 2024, 2:00 PM Local time
- Proposals screened and sent to Review Committee: Friday January 26, 2024, 5:00 PM local time
- Proposals evaluated and shortlisted: Friday February 9, 2024.
- Interviews of shortlisted developers: Friday, February 24, 2024.
- Shortlisted proposals ranked and delivered to the City Commission for consideration: Tuesday, March 12, 2024
- Contract negotiations commence for selected projects: Starting March 19, 2024
- Requested incentives considered, if applicable: Starting March 19, 2024
- Property ownership transferred: 2024
- Construction commences: 2024-2025

Notwithstanding anything herein to the contrary, the Evaluation Committee reserves the right to change or extend any and all deadlines including the deadline for Proposals.

QUESTIONS

Any general questions, requests for clarification, or notices of ambiguities, conflicts, mistakes, errors, or discrepancies in this RFI must be submitted to City Purchasing at purchasing@lawrenceks.org. The official answer from the City shall be by written addenda posted to the City's eBid portal.

Developers shall not contact individual City staff members or members of the Evaluation Committee for purposes of discussing the Development, Project, RFI, or any matter related to the foregoing. Unless otherwise specified, all inquiries must be directed to purchasing@lawrenceks.org. Failure to adhere to the foregoing shall result in Developer disqualification.

EXHIBIT A: MAP OF DOWNTOWN LAWRENCE & SUROUNDING AREA

Downtown Parking Lots & Garages

Parking Garage Parking Lot

Date Expired: 4/3/2023

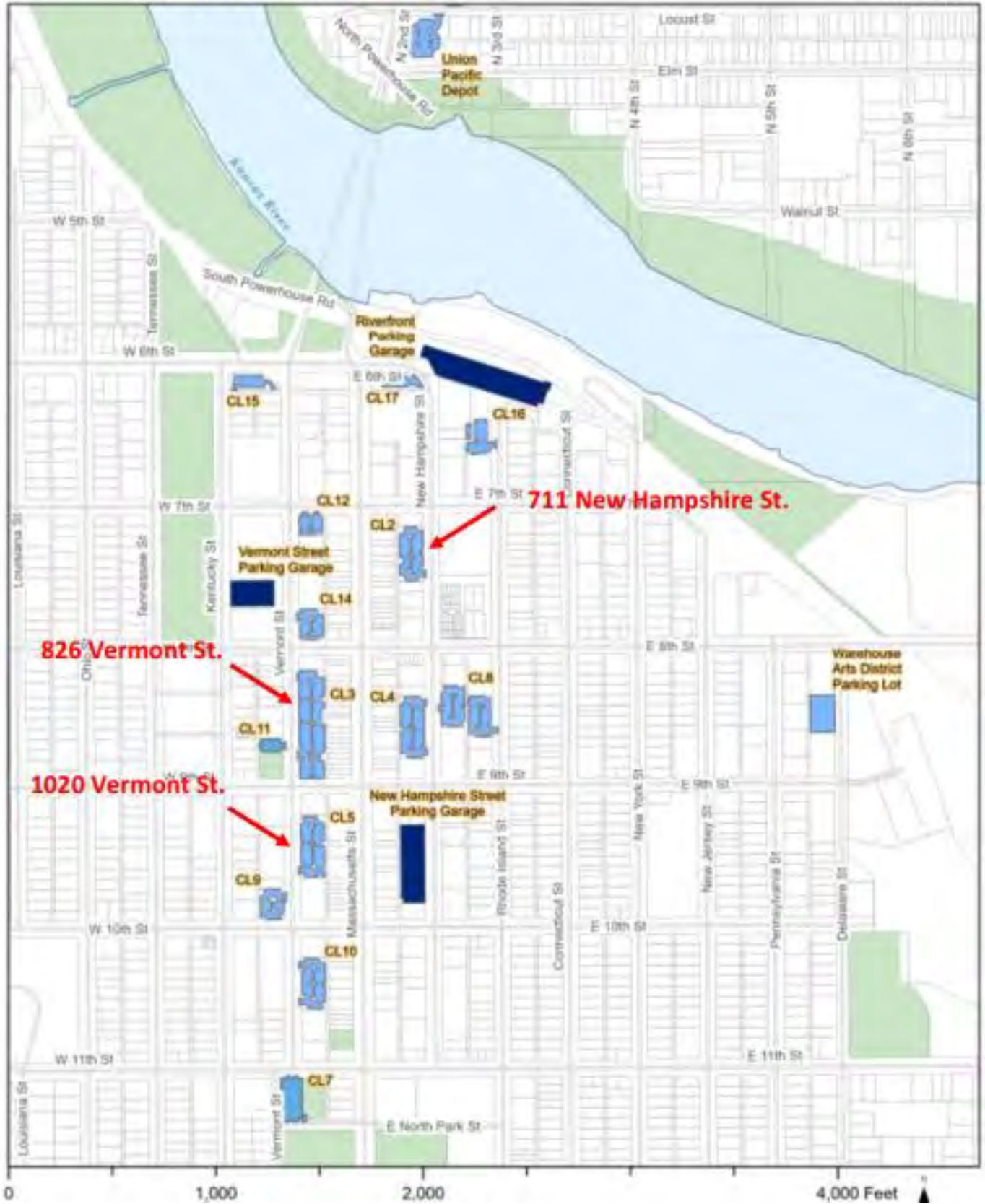


EXHIBIT B: MAP OF 711 NEW HAMPSHIRE STREET

City-Owned Lot 2

(711 NEW HAMPSHIRE ST)

Parking Occupancy Data is from 2022

Date Exported: 4/13/2023



EXHIBIT C: MAP OF 826 VERMONT STREET

City-Owned Lot 3

(826 VERMONT ST)

Parking Occupancy Data is from 2022

Date Exported: 4/13/2023

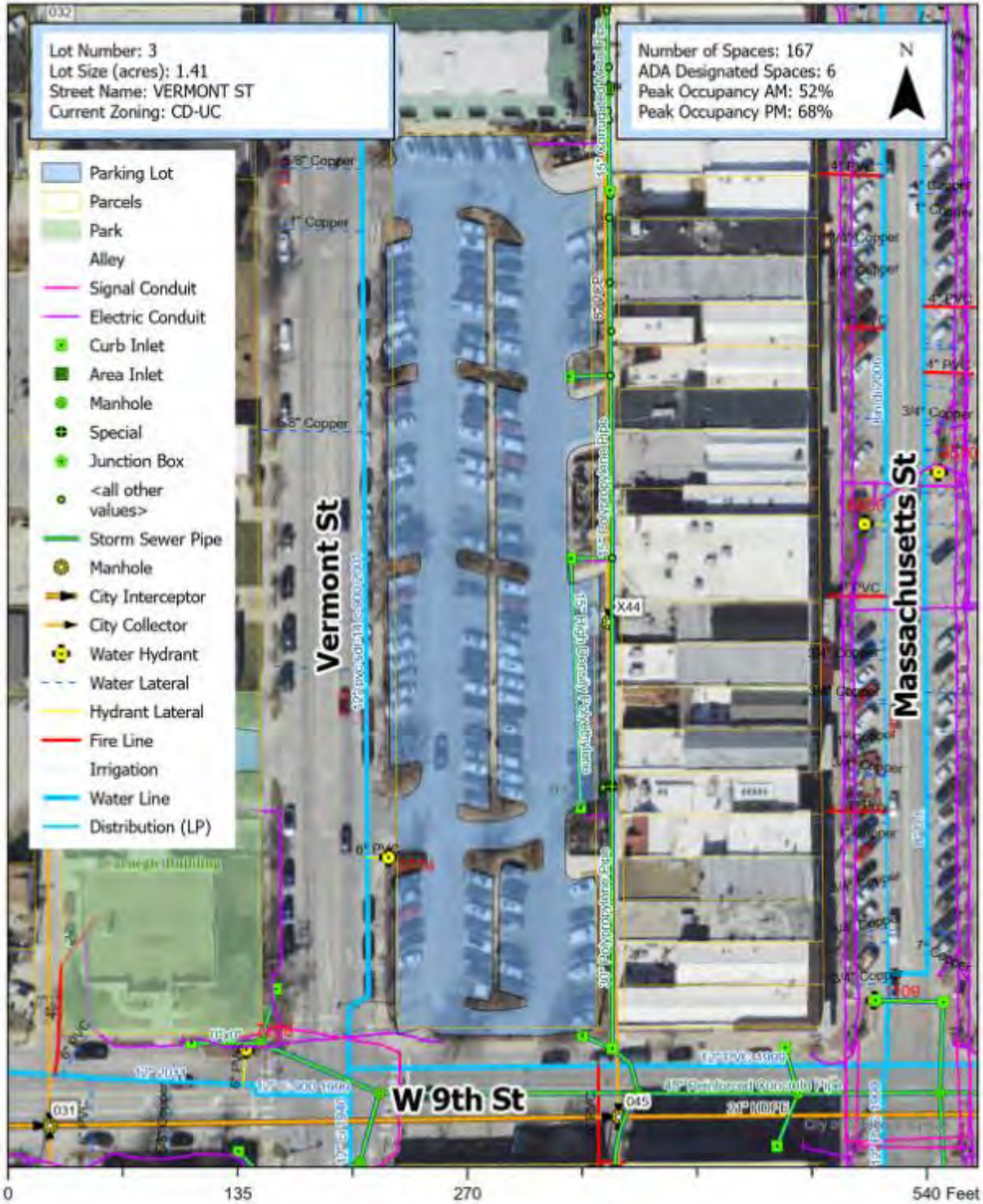


EXHIBIT D: MAP OF 1020 VERMONT STREET

City-Owned Lot 10

(1020 VERMONT ST)

Parking Occupancy Data is from 2022

Date Exported: 5/17/2023



PROPOSER INSTRUCTIONS

In order to establish a basis of quality and performance, certain requirements and qualifications may be specified in the bid. It is not the intent of the City to exclude other requirements or qualifications of equal value, utility or merit. Proposers may review all proposal requirements and seek exceptions or clarifications to requirements established in this document as outlined below.

It is the proposer's responsibility to ask questions, request changes or clarifications, or otherwise advise the City if any language, specifications or requirements in the bid appear ambiguous, contradictory, or arbitrary, or appear to inadvertently restrict or limit open competition. The City reserves the right to make a determination, correction, or clarification whenever an inconsistency or discrepancy is found.

Submitted questions will receive an official written response from the City and will become addenda to the RFP. The only official position of the City is that which is stated in writing and issued in the RFI as addenda thereto, no other means of communication, whether oral or written, shall be construed as a formal or official response/statement, and such communications may not be relied upon. Failure to notify the City of any conflicts or ambiguities in this bid event may result in items being resolved in the best interest of the City.

The City will use its best efforts to disseminate addenda; however, this shall not relieve proposers of the responsibility for determining if addenda have been issued. All addenda to this bid are available on the eBid portal listed on the cover page.

PREPARATION OF PROPOSALS:

- A. Proposers are expected to examine the entire bid request and all attachments including drawings, specifications, and instructions. Failure to do so is at Proposer's risk.
- B. Proposer shall furnish information required by the solicitation in the form requested. The City reserves the right to reject proposals with incomplete information or which are presented in a different format.
- C. Each proposal must be legible. All proposals shall be signed, in the appropriate location, by a legally authorized company representative. Erasures or other changes must be initialed by the person signing the proposal.

COST OF PREPARING PROPOSAL: The cost of developing and submitting the proposal is entirely the responsibility of the proposer. This includes costs to determine the nature of the engagement, preparation of the proposal, submitting the proposal and other costs associated with this bid.

ACKNOWLEDGEMENT OF ADDENDA: All proposers shall acknowledge all addenda to this solicitation event by checking the appropriate box(es) on the Signature Sheet. Failure to acknowledge all addenda may render the proposal to be non-responsive. Changes to this bid event shall be issued only by City Purchasing in writing.

SUBMITTALS: Proposals, and modifications, therefore, must be submitted on the eBid portal or paper copy with flash drive returned in a sealed envelope addressed to the City Clerk, City of Lawrence, 6 East Sixth Street, P. O. Box 708, Lawrence, Kansas, 66044. Bidder's proposal must be received by the closing date and time listed on the cover sheet. All submittals must be clearly marked with the solicitation number.

PUBLICITY: Only the City is authorized to issue media releases relating to this solicitation event, its evaluation, and/or potential negotiations.

GOOD STANDING: No proposal will be accepted from, nor a purchase order or contract awarded to, any person, firm or corporation that is in arrears or is in default to the City of Lawrence, Douglas County or the State of Kansas upon any debt of obligation or is a defaulter as surety or otherwise afore mentioned government entities. Debt or obligation may include, but is not limited to taxes, fees, fines and utility payments.

Parties listed on the government-wide exclusions in the [System for Award Management \(SAM\)](#) are not allowed to do business with the City. SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. The City will not award a solicitation to a vendor that has been federally debarred and are required to confirm they are not debarred on the solicitation signature sheet. Vendors must also enclose [printed documentation](#) from [System for Award Management \(SAM\)](#) if they are a registered entity.

MODIFICATIONS OR CHANGES: A proposer may modify a proposal by letter or by modifying their bid online at www.lawrenceks.org/ebid at any time prior to the closing date and time for receipt of proposals.

WITHDRAWAL OF PROPOSALS: A proposal may be withdrawn on written request from the bidder to City Purchasing prior to the closing date.

DIVERSITY & INCLUSION: The City of Lawrence is dedicated to fostering the continued development and economic growth of small, racial minority-, veteran-, and women-owned businesses in an equitable and inclusive way. The City of Lawrence desires to remove systemic barriers to reconcile historic injustices and their continued presence in our work. Participation of a diverse group of vendors doing business with the City is central to this effort. To this end, small, racial minority-, veteran-, and women-owned business enterprises are encouraged to participate in the City's procurement processes, including as subcontractors under prime contracts.

CITY OF LAWRENCE, KANSAS CODE, 2018 EDITION, CHAPTER 10 AND ITS AMENDMENTS THERETO PROHIBITIONS AGAINST DISCRIMINATION.

ORDINANCE 9960 The practice or policy of discrimination against persons by reason of race, sex, religion, color, national origin, age, ancestry, familial status, sexual orientation, disability, gender identity, source of income, or immigration status is a matter of concern to the City of Lawrence, since such discrimination not only threatens the rights and privileges of the inhabitants of the city, but also menaces the institutions and foundations of a free democratic state. It is hereby declared to be the policy of the City of Lawrence, in exercise of its police power for the protection of the public safety, public health and general welfare, for the maintenance of business and good government, and for the promotion of the city's trade and commerce, to eliminate and prevent discrimination, segregation, or separation because of race, sex, religion, color, national origin, age, ancestry, familial status, sexual orientation, disability, gender identity, source of income, or immigration status. It is further declared to be the policy of the City of Lawrence to assure equal opportunity and encouragement for every person, regardless of race, sex, religion, color, national origin, age, ancestry, sexual orientation, disability, or gender identity, to secure and hold, without discrimination, employment in any field of work or labor for which the person is otherwise properly qualified; to assure equal opportunity for all persons within this city to full and equal public accommodations and the full and equal use and enjoyment of the services, facilities, privileges, and advantages of all governmental departments or agencies; and to assure equal opportunity for all persons within this city in housing, without distinction on account of race, sex, religion, color, national origin, age, ancestry, familial status, sexual orientation, disability, gender identity, source of income, or immigration status, and to protect any applicant for rental property, tenant, or lessee who has been subject to domestic violence, sexual assault, human trafficking, or stalking.

ORDINANCE 9999: The Governing Body hereby finds that, in order to protect the health, safety and welfare, as well as the rights and privileges, of all persons located within the City, that the City is a safe, inclusive, and welcoming City and hereby declares the City to be a safe haven for all persons seeking shelter from the adversity of discrimination, in all its forms, including those persons affected by Senate Bill 180, as enacted.

ORDINANCE 10003: The Governing Body of the City of Lawrence has determined that natural hair types or hairstyles are an inherent part of an individual's racial and cultural identity and should be respected and

protected. Discrimination based on hair texture or hairstyles that are commonly associated with a particular race, ethnicity, or national origin are prohibited.

SUSTAINABILITY In support of the city’s commitment to environmental sustainability, a deep respect for our place in relationship with the planet and environment, the City shall consider both the lifecycle impacts of the Goods and Services that are purchased, as well as the sustainability practices of its suppliers. The sustainability aspects that may be considered for any procurement include, but are not limited to:

- Environmental aspects, including purchasing Goods and Services from suppliers that:
- Reduce material use, waste and packaging and promote reuse, recycled content, recyclability, reparability, upgradability, durability, biodegradability and renewable products
- Maximize energy efficiency
- Reduce greenhouse gas (GHG) emissions and air pollution, mitigate climate change and support climate change adaptation
- Conserve water and/or improve water quality
- Reduce or eliminate the use of toxins and hazardous chemicals, and
- Contribute to biodiversity preservation and habitat restoration

SIGNATURE SHEET

COMPANY NAME _____ RFI NO. 2300094

ADDENDA ACKNOWLEDGEMENT: The bidder shall acknowledge receiving and examining the following Addenda: #1 () #2 () #3 () None ()

Legal Name _____ FEIN Number _____

Mailing Address _____ City, State & Zip Code _____

Phone _____ email _____

Type/Print Name _____ Title _____

If awarded a contract and purchase orders are to be directed to an address other than above, indicate mailing address and telephone number below.

Mailing Address _____ City, State & Zip Code _____

Phone _____ email _____

The below stated Bidder submits this proposal in accordance with the terms, conditions, and requirements stated herein. The Bidder hereby certifies it does not have any substantial conflict of interest sufficient to influence the bidding process on this proposal. A conflict of substantial interest is one which a reasonable person would think would compromise the open competitive bid process.

Bidder or any person associated with the Bidder in the capacity of owner, partner, director, office, principal, manager, auditor, manager or any position involving the administration of federal, state or local funds:

1. Are not currently suspended, debarred, voluntarily excluded or disqualified from bidding by any federal, state or local agency;
2. Have not been suspended, debarred, voluntarily excluded or disqualified from bidding by any federal, state or local agency within the past three years;
3. Do not have a proposed debarment pending;
4. Within the past three years have not been convicted or had a criminal or civil judgement rendered against them by a court of competent jurisdiction in any matter involving fraud, anti-trust violations, theft, official misconduct, or other offenses indicating a lack of business integrity or business honesty; and
5. Are not currently indicted or otherwise criminally or civilly charged by federal, state or local government with fraud, anti-trust violations, theft, official misconduct, or other offenses indicating a lack of business integrity or business honesty; and
6. Have not had one or more federal, state or local government contracts terminated for cause or default within the past three years.

A detailed response for any item in which the vendor has a positive answer must be included in "Exceptions to the Bid, if any" and may be marked confidential.

Bidder certifies the above information is true and correct to the best of their knowledge. They also certify they hold authority to contract with the City of Lawrence Kansas.

Signature _____ Date _____

