# CPA- Statewide Procurement

Revised: March 2022

## SPREADER, AGGREGATE, SELF-PROPELLED, FIXED-HEIGHT

### PART I

GENERAL INFORMATION, REQUIREMENTS, AND CONDITIONS

1. The equipment furnished under this specification shall be the latest improved model in current production, as offered to commercial trade, and shall be of quality workmanship and material. All equipment offered under this specification shall be new. USED, SHOPWORN, DEMONSTRATOR, PROTOTYPE, REMANUFACTURED, RECONDITIONED, OR DISCONTINUED MODELS ARE NOT ACCEPTABLE.
2. All parts not specifically mentioned which are necessary for the unit to be complete and ready for operation or which are normally furnished as standard equipment shall be furnished by the Contractor. All parts shall conform in strength, quality and workmanship to the accepted standards of the industry
3. The unit provided shall meet or exceed all federal and State of Texas safety, health, lighting and noise regulations and standards in effect and applicable to equipment furnished at the time of manufacture.
4. It is the intent of CPA to purchase goods, equipment and services having the least adverse environmental impact, within the constraints of statutory purchasing requirements, agency needs, availability, and sound economic considerations. Suggested changes and environmental enhancements for possible inclusion in future revisions of this specification are encouraged.
5. Any example shown is listed to show type and class of equipment desired. Contractors are cautioned to read the specifications carefully, as there may be special requirements not commonly offered by the equipment manufacturer. DO NOT ASSUME YOUR STANDARD EQUIPMENT MEETS ALL DETAILED SPECIFICATIONS MERELY BECAUSE IT IS LISTED AS AN EXAMPLE. Contractors are cautioned that units which do not meet specifications in every aspect will not be accepted.

## PART II

SPECIFICATIONS

1. SCOPE: This specification document describes diesel-powered, self-propelled, aggregate (chip) spreader with fixed height and equipment which are required by the various agencies and political subdivisions of the State of Texas. All units furnished to this specification shall meet or exceed the following:

   EXAMPLES: Etnyre Self-Propelled Chip Spreader
   LeeBoy Rosco Model CSV
   BearCat Stealth Chipper
   Or approved equal.

2. LIQUID-COOLED DIESEL ENGINE: Unit shall be equipped with a liquid-cooled, turbocharged diesel engine meeting, but not limited to, the following:

   2.1. Minimum 250 hp at governed RPM.

   2.2. A 12V or 24V electrical system consisting of a starter and heavy-duty alternator which shall be highest rated available from the manufacturer. The alternator shall be capable of fully powering all electrical components simultaneously, including accessories, while they operate under maximum load.

   2.3. Sealed, spill-proof (no free electrolyte) maintenance-free type battery with spiral wound cells and a sufficient cold cranking amperes (CCA) total battery rating to reliably start the unit in zero-degree Fahrenheit weather. Shall be covered by minimum 12-month full replacement warranty and minimum 36 month prorated warranty. Replacement battery shall be furnished by Contractor during 12-month initial warranty period at no cost (including shipping or environmental fees) to the customer.

   EXAMPLE: Optima YellowTop
   or approved equal

3. INSTRUMENTATION: The unit shall be equipped with, but not limited to, the following gauges, indicators and alarms. Wherever gauges are specified, indicator lights are not acceptable. If an electronic monitoring system is furnished which monitors at least the following operating conditions, it is acceptable. All instrumentation shall be easily visible to the operator and labeled in English or show a universally recognized symbol for each specific gauge, indicator, or alarm function. Units equipped with instrumentation gauges shall have non-glare lights for nighttime visibility.

   3.1. Engine coolant temperature gauge.
   3.2. Engine oil pressure gauge
   3.3. Torque-converter oil-temperature gauge or torque-converter oil- pressure gauge, if torque converter is provided

3.4. Ammeter or voltmeter
3.5. Hourmeter, either of the following types are acceptable
3.5.1. OEM, integrated into an electronic instrument display system
3.5.2. Aftermarket, electric quartz, shock proof, totally sealed case, with readout up to 9,999.9 hours. Three screw orflush mount to accommodate equipment system voltagerange between 10-80 V.
EXAMPLE: Hobbs Model 85001-02
or approved equal

3.6. Fuel quantity gauge.
3.7. Audible alarm and warning light for the following engine conditions:
3.7.1. High engine coolant temperature.
3.7.2. Low engine oil pressure.

4. DRIVE TRAIN: The unit shall be equipped with, but not limited to, the following:
4.1. Hydrostatic or power shift transmission providing travel speeds from zero to not less than 16 mph.
4.2. Front wheel drive.

5. HYDRAULIC SYSTEM: Systems as normally provided by the manufacturer shall be of size, type, and capacity to perform all required operations simultaneously.

6. WHEELS AND TIRES:
6.1. Unit shall be equipped with steel disc wheels and highway tread type tires.
6.2. Tire and wheel minimum size shall be 385/65R 22.5 L tires.

7. BRAKES: The unit shall be equipped with either a hydraulic or air service brake system, secondary brake system, and a parking brake system as defined in the performance requirements of the current SAE J/ISO 3450 standard.

8. STEERING: Full hydraulic power steering.

9. TRUCK HITCH: The unit shall be equipped with a hitch latch and release button to engage and disengage the supply truck from the Chip Spreader.
9.1. Hitch will include the capability for the operator to raise or lower the hitch from the operator's console.
9.2. The hitch cylinder will hold the hitch at a given height.
9.3. Vertical articulation shall be provided to allow up and down movements between the truck and the chip spreader.

10. AGGREGATE RECEIVING HOPPER: The unit shall be equipped with an aggregate receiving hopper meeting, but not limited to, the following:
10.1. Folding bat wing receiving hopper.
10.2. Minimum inside opening 108".
10.3. Struck capacity of at least 3.5 cubic yards.
10.4. Adjustable feed control system for each conveyor belt.
10.5. Rubber skirting at receiver end of hopper to prevent spillage.
10.6. Hydraulically controlled wings on receiving hopper controlled from operator's station.

11. CONVEYOR
    11.1. System shall utilize two each minimum 20-inch-wide conveyor belts. Units with flat conveyors shall have full length side skirting and hooded adjustable deflectors at head of each conveyor to prevent spillage.
    11.2. Conveyor belts shall be powered by hydraulic motors with independent variable speed control, directly coupled to the head pulley.
    11.3. Automatic conveyor control system shall automatically start and stop the conveyor belts for controlling the aggregate level in the spread hopper. Belts shall be controlled simultaneously or independently. System shall be furnished with an override control at the driver operator's station to start and stop each conveyor.
    11.4. Automatic conveyor control system shall automatically start and stop the conveyor belts for controlling the aggregate level in the spread hopper. Belts shall be controlled simultaneously or independently. System shall be furnished with an override control at the driver operator's station to start and stop each conveyor.
    11.5. Design shall allow for convenient adjustment of belts.

12. AGGREGATE SPREAD HOPPER: Hoppers shall spread aggregate evenly at a specified rate.
    12.1. Computer controlled and manual gate openings from the operator's station.
    12.2. The variable hopper width minimum shall not be more than 9' and a maximum of no less than 15'.
    12.3. Electric hopper vibrators to facilitate continuous aggregate flow from the hopper. Vibrators shall be controlled at the operator's station.

13. SPREAD HOPPER REJECT SCREEN: Full width (rod type) reject screen with minimum 1-1/2-inch openings shall be provided for all sizes and types of spread hoppers.

14. OPERATOR STATION AND CONTROLS
    14.1. The operator station controls shall allow operation from either right or left side.
    14.2. All stations shall be equipped with the required controls for operation of the unit. Application rate control system, for fixed and variable hopper systems.
    14.3. The application rate computer shall monitor the actual speed of the chip spreader and automatically vary the gate openings in order to maintain the set application rate, in pounds or square yards, of selected aggregate, regardless of the speed of the unit with accuracy to ± two percent.
        14.3.1. The application rate may be varied as desired during the operation of the unit.
        14.3.2. Automatic conveyor on and off controls shall be available at the operators' console.
        14.3.3. The operator station shall allow operation of individual 1' gates with individual power switches.

15. BASIC DESIGN AND DIMENSIONS: Unit shall be equipped with:
    15.1. Maximum wheelbase 159-inches.
    15.2. Inside turning radius not more than 22 feet 3 inches.
    15.3. Heavy gauge welded steel frame.
    15.4. Non-skid surfaces on all walkways and at operator station(s).
    15.5. Handrails around all walkways.
    15.6. Safety steps with toe stops, or access ladder on each side.
    15.7. Seat, cushioned, adjustable, shock absorbing type or equal, with padded

backrest, and seat belt meeting the SAE J386, latest revision. Seats shall be furnished at operator station(s).

16. LIGHTING: Unit shall be equipped with, but not limited to, the following:
    16.1. Two (2) white halogen sealed beam or LED headlights.
    16.2. Two (2) amber flashing warning lamps mounted on the front of the unit. The lamps shall be the four-way flasher type for off, flash-left, flash-right, flash both lights. Lamps shall be used as turn signal and warning lamps. Lamps shall be mounted at the same level and as widely spaced laterally as possible.
    16.3. Two (2) combination stop and tail lamps displaying a red color, and two red reflectors mounted at the rear of the unit. Lamps and reflectors may be incorporated into a single unit. The lamps shall have an approximate lens diameter of 5 inches and be used as turn signal, warning and stop lamps.
    16.4. A metal license-plate holder with white light shall be mounted on rear of unit.
    16.5. All electrical wiring shall be insulated and enclosed in a fibrous loom, plastic loom or flexible conduit for protection from external damage and short circuits. Wiring shall be securely fastened at sufficient intervals to prevent sagging and ensure clearance of mechanical parts. Routing of the wiring through the sub-frame, operator's platform or the like shall be in such a manner as not to interfere with the normal operation and use or present a safety hazard. A sealed, splice-free modular wiring harness is acceptable. Rubber grommets shall be used wherever wire or harness pass through metal.

17. RADIO FREQUENCY (RF) INTERFERENCE SUPPRESSION: The vehicle and all equipment and components mounted to the chassis shall incorporated RF interference suppression to provide RF interference immunity to and from land mobile radio transceivers operating in the following bands: High Frequency (2 to 30 MHZ), Low band (30 to 50 MHZ), high band (140 to 174 MHZ), UHF band (440 to 512 MHZ) and the 700/800/900 MHZ band (700 to 975 MHZ) and comply with the following requirements:
    17.1. Typical land mobile radio transceivers will utilize a 3dB gain antenna with up to a 125-watt RF power output. Antennas will be mounted on the roof, front fender, or rear fender of the unit
    17.2. VEHICLE COMPONENT RF SUPRESSION: All equipment electronic circuits shall be designed to suppress, bypass or otherwise prevent interference from affecting the radio transceiver. The RF immunity requirement shall apply to all Contractor supplied equipment and components thereof including, but not limited to, ignition, AM/FM radio receivers, computers, emission controls, fuel pumps, wiper motors, alternative fuel electronic components, air bag systems, and ABS controllers.
    17.3. VEHICLE COMPONENT RF IMMUNITY: The vehicle electronic equipment including, but not limited to, ignition, AM/FM radio receivers, computers, emission controls, fuel pumps, wiper motors, alternative fuel electronic components, air bag systems, and ABS controller, shall not be adversely affected in operation, safety, or control by radio frequency (RF) energy generated and radiated by the transmitter portion of installed transceivers (up to 125-Watt output).

17.4. Contractor will be assessed all charges associated with the testing and remediation of vehicles which fail to meet Radio Frequency Immunity requirements at any time during the warranty period.

18. SAFETY AND SPECIAL EQUIPMENT: Unit shall be equipped with, but not limited to, the following safety and special equipment items:
    18.1. A horn and backup alarm system distinguishable from the surrounding noise level. Backup alarm shall meet the requirements of the current SAE J994 standard.
    18.2. Vandalism protection group shall be provided to include as a minimum locking filler caps for the fuel tank, hydraulic tank, oil supply and radiator. Filler caps located behind a locking panel are acceptable in lieu of individual locking caps.
        18.2.1. Lockable engine side-panels. This requirement may be deleted if the manufacturer's unit does not normally have lockable engine side panels. However, oil fill, dipstick and radiator fill shall be protected by lockable covers.
        18.2.2. Lockable battery box covers shall be provided, if battery is not mounted inside lockable engine side-panels.
        18.2.3. All lockable panels and compartments shall be equipped with an integrated locking system, keyed alike, or padlocks. If padlocks are furnished, two brass keys per lock shall be provided. All padlocks shall be keyed alike. The padlocks furnished shall be of quality construction greater than or equal to a Master Lock #3.
    18.3. One operator's canvas umbrella or metal shade canopy. Size and type of shade shall be as normally recommended and offered by the manufacturer.
    18.4. Slow moving emblem mounted base-down on the rear of the unit with unobstructed view and not less than 3 feet or more than 5 feet above the road surface.
    18.5. Fire extinguisher, rechargeable, dry chemical, minimum 5 pounds with a U/L rating of 3-A: 40-B:C, mounted in a location easily accessible to the operator.
    18.6. Four corner amber LED warning lights shall be readily visible with no line of site obstructions.

19. WEIGHT CENTERLINE: The weight centerline, computed with the unit in the stowed position, full fuel tanks, without operator, shall be clearly marked on each side of the unit with a green vertical line 3 inches wide and 5 inches high, for safe loading on trailers.

20. TIE DOWNS: Four (4) tie-down points shall be furnished for safely securing the unit during trailer transport. One tie-down point shall be located as close as practicable to each of the unit's lower four corners. The tie-down points shall have an aggregate rated strength of at least 1-1/2 times the unit's gross weight. If lashing (D) rings are provided, the rings shall accommodate ½-inch, grade 80, grab hooks.

21. INSTRUCTION ON SAFETY, OPERATION AND PREVENTIVE MAINTENANCE: The Contractor shall provide the services of a competent factory trained technician thoroughly trained in the use and operation of the unit to the Customer for a minimum eight (8) hours instruction on safety, operation and preventive maintenance of the unit. The service shall be provided after the unit has been delivered and is ready for operation but prior to payment.

22. SAFETY PLAQUES OR DECALS
    22.1. Product safety plaques or decals shall be furnished and affixed at the operator's station and at any hazardous area. The safety plaques or decals shall describe the nature of the hazard, level of hazard seriousness, how to avoid the hazard, and the consequence of human interaction with the hazard. Permanent plaques are preferred to decals. Type, size and location of product safety plaques or decals shall be in accordance with current ANSI Z525.4 standard.
    22.2. A permanent lubrication plaque shall be furnished and visible from the outside of the unit. The plaque shall note all recommended fluids, lubrication points and recommended periodic oil changes and lubrications intervals.

23. PAINTING: The unit shall be painted with lead-free standard manufacturers paint except for glass, rubber, and those accessories or fixtures constructed of rust-resistant or plated material not normally painted. ROPS/FOPS structures may be painted manufacturer's standard black color.

24. MANUAL(S): Original manuals in paper format shall be delivered with the unit. It is requested but not required that the manual be printed on recycled paper. Manuals shall include:
    24.1. An illustrated parts list covering all components of the unit identifying parts by part number, description and component location.
    24.2. Hydraulic schematics.
    24.3. Electrical schematics.
    24.4. All necessary operating instructions and maintenance procedures for the unit and engines.
    24.5. The following additional information shall be provided by the Contractor at time of delivery if not included in the manual required above.
        24.5.1. Manufacturer's recommended service and preventive maintenance intervals.
        24.5.2. Recommended fluids, lubricating and their SAE/API equivalents.

25. SERVICE POINT ACCESSIBILITY: All lubrication and frequent service items shall be readily and easily accessible to the operator or technician.

26. REPLACEMENT FILTERS AND BELTS: A complete replacement set of filters and belts shall be provided for each unit furnished to this specification (not required for cab and chassis). Each filter and belt shall be labeled with the equipment manufacturer's part number as shown in the manufacturer's parts book and shall be furnished at the time of delivery. ONLY OEM FILTERS AND BELTS ARE ACCEPTABLE. The part numbers provided on the form shall correspond with the part numbers found in the parts manual for the equipment.
    26.1. The set of filters shall include, but not be limited to the air, fuel, oil, and hydraulic filters used on the equipment.
    26.2. The set of belts shall include, but not be limited to the alternator, water pump, and power steering belts used on the equipment.

27. MANUFACTURER'S STATEMENT OF ORIGIN (MSO): Contractor shall furnish MSO to the Customer with each unit at time of delivery. CUSTOMER WILL NOT ACCEPT THE UNIT AND PROCESS PAYMENT WITHOUT THE MSO.

28. DATA SHEET: Data Sheet should be completed and submitted for informational purposes only.

# PART III

DELIVERY AND ACCEPTANCE

1. DELIVERY REQUIREMENTS: Delivery of all equipment on this order shall be completed within the number of days specified on the purchase order. Any unit(s) not delivered within this time frame may be canceled from the purchase order or, at the Customer's option, an extension may be granted in writing, whichever is in the Customer's best interest.

   1.1. If any unit is canceled for non-delivery, the needed equipment may be purchased elsewhere and the Contractor may be charged any additional increase in cost and handling.

   1.2. LIQUIDATED DAMAGES: Unless a delivery extension is granted for acceptable reasons due to circumstances beyond the Contractor's control, liquidated damages of $160 per unit will be deducted from the invoice for every working day after the expiration of the number of days shown on the purchase order until the units are delivered. This provision is not intended as a penalty but for ease of administration and the avoidance of disputes. The parties agree that $160 per day is the nearest practicable estimate of cost to rent replacement equipment.

2. ACCEPTANCE INSPECTION: All equipment ordered will be subject to acceptance inspection and performance testing upon receipt. Acceptance inspection and performance testing will not take more than five working days, weather permitting. The Contractor will be notified within this time frame of any units not delivered in full compliance with the purchase order specifications. If any units are canceled for non-acceptance, the needed equipment may be purchased elsewhere and the Contractor may be charged any additional increase in cost and handling.

3. WORKING DAY: A working day is defined as a calendar day, not including Saturdays, Sundays, or regularly observed state and federal holidays.

# PART IV

WARRANTY

1. WARRANTY: The unit shall be warranted against all defects in material and workmanship for a period of not less than 12 months or 1,200 hours of use, whichever comes first, and shall cover 100% parts and labor for the unit. If the manufacturer's standard warranty period exceeds 12 months or 1,200 hours, then the standard warranty period shall be in effect. The warranty begins on the date the unit is determined to meet specifications and accepted into the Customer's fleet.

Warranty
_____Months
_____Hours
whichever comes first

NOTE: A delayed warranty in service start date may be requested.

2. INTENT: During the warranty period the Contractor shall be responsible for labor, materials, and other costs as outlined below associated with required warranty repair. It is the intent of this warranty that the Contractor performs warranty repair work. At the Customer's option, the Customer may perform minor warranty repairs to the unit at the Contractor's expense.

   2.1. EXCLUSIONS: The Customer will assume the expense for replacement tires and tubes, tire repairs, lubricating oils, hydraulic fluids, greases, filters, fuel, antifreeze, batteries, lights, hoses, belts, cleaning, painting and other minor items normally consumed in day-to-day operations. The Customer will assume responsibility for cost of repairs resulting from collision, theft, vandalism, operator negligence or acts of God.

   2.2. EQUIPMENT MAINTENANCE: It is the Customer's practice to maintain the equipment in accordance with the manufacturer's published recommendations.

   2.3. MINOR WARRANTY REPAIRS: It is the intent of this warranty that the Contractor performs minor warranty repairs; however, at Customer's option, warranty repairs deemed by the Customer to be minor in nature may be performed by the Customer at the Contractor's expense. Parts required for repairs made by the Customer will be OEM parts and obtained from the Contractor or any commercial source, at no cost to the Customer. Only the actual time required for repairs shall be reimbursed. The Customer will not request reimbursement for additional time incurred such as mechanic's travel time or diagnostic time. Reimbursement by the Contractor to the Customer for the cost of warranty repairs shall be computed as follows:

      2.3.1. Labor: Labor for warranty repairs will be calculated at the composite rate for the mechanic in effect at the time of the warranty repairs. Labor rate will not exceed $40 per hour. The time allowed for each repair will be determined by the manufacturer's standard time schedule. Manufacturer's time schedule shall be furnished to the Customer with the unit at the time of delivery (if available). If a manufacturer's time schedule is not available, the actual time for repairs, as noted above, will be used.

      2.3.2. Warranty Repair Claims: The Customer may track and bill warranty repairs through the Customer's fleet management software or on the Contractor's standard forms.

      2.3.3. Parts: Replaced parts will be held 30 calendar days and will be available for inspection by the Contractor or authorized representative. Copies of invoices for all parts will be provided to the Contractor. The cost of parts other than those furnished to the Customer at no cost by the Contractor will be billed at actual cost.

2.4. MAJOR WARRANTY REPAIRS: When major warranty repairs are required, the Customer will notify a representative of the Contractor's Texas dealer by telephone at the location and the telephone number designated by the Contractor on the attached Data Sheet as the point of contact. Major warranty repair work for the purpose of this specification means major repairs to the engine and major repairs to any other components of the unit. Diagnosis of the actual repairs required shall be the responsibility of the Contractor. The unit will be made available at a Customer's facility within a 100-mile radius of the FOB point shown on the purchase order. The repair work may be performed by the Contractor or Contractor's authorized representative.

2.4.1. At the Contractor's option, the unit may be taken by the Contractor to a commercial repair facility. The Contractor shall be responsible for the cost of the round trip transportation of the unit to and from that location.

2.4.2. If mutually agreed upon between the Contractor and the Customer, the Customer may transport the unit to the Contractor's location or authorized repair facility, within the boundaries of the state of Texas. The cost of equipment and manpower necessary to haul the unit for the round trip will be billed back to the Contractor at the rental rate of the equipment and composite hourly rate for the driver in effect at the time for the equipment required. The composite hourly rate for the driver will not exceed $30 per hour. Rental rate for the truck and trailer will not exceed $0.80 per mile for the truck and $8 per hour for the trailer.

3. RESPONSE TIME: Warranty repair action shall begin within two working days after notification is made to the Contractor for need of warranty repairs. A representative of the Contractor's Texas dealer will be notified by telephone at the location and telephone number designated by the Contractor on the attached Data Sheet as the point of contact. The Contractor shall notify the Customer immediately of any changes in this location and telephone number. The warranty repairs should be completed and the unit returned to the Customer (or picked up by the Customer at the Contractor's expense as outlined above) within a reasonable period of time. For the purpose of the specification eight working days is defined as a reasonable period of time.

4. BILLING AND PAYMENT FOR WARRANTY REPAIR EXPENSES: Cost will be accumulated for transportation of the unit by the Customer to the Contractor's location or authorized repair facility. Payment for transportation costs as provided for in this section shall be made within 30 calendar days of the billing date.

5. PARTS AND SERVICE: The manufacturer of the equipment furnished shall have an authorized dealer within the state of Texas. The authorized dealer shall have factory-trained personnel available for warranty repairs and the performance of service. The dealer shall also maintain an inventory of high-usage parts and a quick source for low-usage parts.

## PART V

OPTIONAL EQUIPMENT

## SPREADER, AGGREGATE, SELF-PROPELLED, FIXED HEIGHT HOPPER.

1. OPTION NO 1: REVERSING ENGINE RADIATOR FAN: Reversing engine radiator fan with a controller at the operator station.

2. OPTION NO 2: VARIABLE FRONT HEIGHT HOPPER: Variable height hopper, hydraulically driven hopper to raise and lower the hopper a minimum of 10.5” and maximum 20.5”.

3. OPTION NO 3: FRONT AXLE FENDERS: Fixed front full length fenders.

4. OPTION NO 4: FRONT TIRE WATER SPRAY SYSTEM: Water spray system for front axle to help keep tires clean.

5. OPTION NO 5: FOUR WHEEL DRIVE: Propulsion system shall consist of hydrostatic four-wheel drive capability.

6. OPTION NO 6: POWERED SLIDING OPERATOR STATION: Operator station shall have powered sliding controls instead of standard manual sliding operator station.

7. OPTION NO 7: VARIABLE WIDTH AGGREGATE SPREAD HOPPER: In lieu of standard variable width hopper Ref. Part II, 12.2, the variable hopper width minimum shall be no less than 10’ and a maximum of no less than 20’.

## Warranty Service Provider

Name and address of firm nearest the FOB point that will provide warranty service and repair parts. If there is more than one line item on the solicitation, respondent shall provide information on servicing dealer nearest each FOB point:

| | | |
|---|---|---|
| Firm Name | | |
| Address | City, State, Zip | |
| Individual Contact Name | Phone | Email Address |
| Fax Number | Website – URL | |

If servicing dealer furnishes parts for minor repairs by Customer personnel, will this affect the warranty? (Y/N)
If answer is "yes" please attach explanation.

| | |
|---|---|
| Name of Firm Submitting Response | Individual Contact Name |
| Phone Number | Fax Number |
| Email Address | Website URL |
| Respondent's Signature | |
| Print or Type Respondent's Name | |