



**REQUEST FOR QUALIFICATIONS
#5-97648013**

**Construction Manager at Risk
(CMAR)**

East Union Middle School

Question Deadline: January 3, 2025 at 2:30 PM

Response Deadline: January 9, 2025 at 2:30 PM

Contact Information

Direct Inquiries To: facilitiesbids@ucps.k12.nc.us
Jennifer West
UCPS Procurement/Construction Contracts
Specialist

Submittals

Send Response To: UCPS Facilities Department
facilitiesbids@ucps.k12.nc.us
RFQ # 5-97648013
201 Venus Street
Monroe, NC 28112

Important Notes:

Responses containing changes to any terms and conditions listed within this solicitation may render the response as unacceptable and unresponsive for award.

All inquiries are to be made in writing and submitted to the individual listed above. Any attempt to contact any elected local officials or school system administration may result in disqualification of the response.

Any clarification or revisions of the RFQ will be made only by addendum which will be made available on the UCPS website. It is the responsibility of the respondent to monitor the website for any addendums and to acknowledge receipt of any/all addendum with their submission. Oral explanations will not be binding.

Section 1 - INTRODUCTION AND OVERVIEW

UCPS is requesting qualifications from Construction Management firms interested in providing Construction Management at Risk services for the East Union Middle School campus relocation and renovation. The selected firm would begin actively participating in the SD phase in process with DLR Group.

This structure consists of a total of 135,683 square feet.

The renovated areas would include but may not be limited to:

- Main office
- Media Center
- Auditorium
- Multiple classroom wings
- Cafeteria
- Kitchen
- Front entrance
- Auxiliary Gym

Examples of renovations would include upgrades to finishes and mechanical/electrical systems.

Building will be unoccupied during construction activity.

Site is adjacent to operating school campus.

Section 2 – SELECTION PROCESS

Union County Public Schools will review the qualification responses and may request interviews. If contacted, the firm should make themselves available and be ready to provide a presentation of their qualifications. All costs associated with the response and presentation shall be at no cost to Union County Public Schools.

UCPS has sole discretion and reserves the right to reject any and all responses received with respect to this RFQ and to cancel the RFQ process at any time prior to entering into a formal agreement.

When requested, Firm shall provide a written proposal including the description of Work to be completed, schedule for completing the Work, itemized cost for each service, and list of companies that may be used on the project. If an agreement cannot be reached within a reasonable time, UCPS will contact another qualified firm.

Section 3 - SUBMISSION REQUIREMENTS

Responses should be prepared and submitted as described in this section.

Respondents bear the responsibility of examining all parts of this RFQ and furnishing the information required by this RFQ. Provide two (2) hard copies of the response and one (1) electronic copy through the above listed email address. All costs incurred in the preparation and submission of proposals shall be covered by the respondent. All blank spaces on the Acknowledgement Form and all requirements outlined in this RFQ must be filled in and completed.

Submittals shall be made on 8.5" x 11" paper, side bound with Table of Contents and reference tabs for key sections. Response is limited to 20 pages single sided. All pages are to be consecutively numbered. Submittals are to be in a sealed envelope carrying the following information on the face of the envelope: Proposer's name, address, subject matter of response, GC license number.

Each proposer must answer all questions and provide all requested information, where applicable.

If the answer to any questions is "none" or if the question is not applicable, please state in writing. Any response failing to do so may be deemed to be nonresponsive with respect to this qualification at the sole discretion of UCPS. The respondent shall be responsible to furnish all information and data requested by the RFQ.

Where proposals are sent by mail, the proposer shall be responsible for their delivery before the time specified. Late submittals will not be considered and will be returned unopened. **Submittals must include, at a minimum, the following:**

Tab 1: GENERAL COMPANY INFORMATION

1. Completed Company Information Form
2. Completed Acknowledgement Form
3. Executive summary limited to one (1) page to include the company name, location of principal place of business, a brief narrative including the age of the business, type of business organization and services offered. Also describe why UCPS should select your firm for the project. Summary must be signed by the President of the Company.
4. If proposer is a joint venture, include a copy of the executed joint venture agreement.

Tab 2: INSURANCE

1. Copy of Certificate of Insurance meeting the requirements stated within RFQ

Tab 3: ORGANIZATION AND STAFFING

1. Organization and Structure of the Business
2. Project Staffing
3. Current Licensing Information

Tab 4: CONSTRUCTION BACKGROUND

1. Construction Background, Experience and References

Tab 5: FINANCE

1. Financial Data
2. Workload and Capacity

Section 4 - INSURANCE REQUIREMENTS

Minimum limits for the following types of insurance are required:

Worker's Compensation:

1. N.C. Statutory Requirements³
2. Employers Liability
\$500,000 – Each Accident
\$500,000 – Disease Policy Limits (Aggregate)
\$500,000 – Disease Each Employee

Comprehensive General Liability:

Limits of coverage shall not be less than:

1. Bodily Injury and Property Damage Liability including contractual liability assumed under the indemnity provision of the contract, products/completed operations and underground property damage XCU where applicable.	\$1,000,000 each occurrence \$2,000,000 annual aggregate
2. Property Damage Liability including contractual liability Coverage assumed under the indemnity agreement of the Contract, products/completed operations and undergoing property damage XCU where applicable	\$1,000,000 each occurrence \$2,000,000 annual aggregate

Comprehensive Automobile Liability:

Comprehensive Automobile Liability Insurance shall be maintained by the Construction Manager as to the Ownership, maintenance and use of all owned, non-owned, leased or hire vehicles with limits of not less than:

1. Automobile Liability – All owned, non-owned and hired vehicles	\$1,000,000 each person \$2,000,000 each occurrence
2. Automobile Property Damage Liability – all owned, non-owned and hired vehicles	\$1,000,000 each occurrence \$2,000,000 aggregate
3. Umbrella Liability limits shall not be less than	\$2,000,000 each occurrence
4. Professional Liability not less than	\$2,000,000

Section 5 - QUALIFICATIONS/PROPOSER INFORMATION

Current organization and structure of the business

1. Provide company organizational chart. Identify total number of employees in each position of the organizational chart
2. Provide current organizational structure information (Corporation, LLC, Partnership, Joint Venture, Sole Proprietorship, etc.) including date of formation/incorporation.
3. Identify the office that will directly participate in the UCPS work. Include a contact person including their phone number and email address.

Current Licensing information; proposer must be a licensed general contractor in North Carolina. If submitting as a joint venture, provide this information for each joint venture partner.

1. Provide the license number (list all license numbers and provide a copy of license), license classification (list all classifications and limits), qualifier's name, date issued, expiration date (list all expiration dates) exactly as on file with the North Carolina Contractor's State License Board.
2. Has the license ever been revoked or suspended? (Applies to all parties of a joint venture) If yes, provide an explanation including dates, alleged misconduct and terms of revocation suspension.
3. Has a complaint ever been filed with the Contractor's State Licensing Board against your company that required a formal hearing or inquiry? If yes, provide explanation.

Construction background, experience and references

1. Provide information on no less than three (3) of your most recent new K-12 athletics stadium renovation or closely related projects completed during the last five (5) years where your firm (office proposing) provided CM at Risk services on a project of similar size, scope and value. A list of projects in North Carolina is preferred. Information should include the following:
 - a. Name of the project
 - b. Address of the project
 - c. Date completed
 - d. Names of construction manager project staff (Senior Executive, Project Manager, Site Manager)
 - e. Name, address and telephone number for project architect
 - f. Name, address and telephone number for Owner's representative
 - g. Type of project
 - h. GMP contract amount
 - i. CM fee percent
 - j. CM general conditions as a percent of work
 - k. Final cost of project
 - l. Original contract time
 - m. Authorized time extensions
 - n. Final contract time

- o. Duration from substantial completion to completion of closeout
 - p. Original MWSBE percentage
 - q. MWSBE percentage at completion
2. Provide a minimum of four (4) client references (not UCPS project related). Two (2) references should be from owners similar in function to UCPS. Information should include contact name, address, phone number, and email. Information should describe the services provided.
 3. Describe your firm's experience providing BIM services including completed projects and those currently in process. Describe your BIM process (in-house or outsourced) and how you engage the design team and the Owner.
 4. Describe your firm's approach and the name of the person in charge of quality assurance preconstruction through closeout.
 5. Describe your approach to the collaboration with the Owner and the design team throughout design and construction.
 6. How do you manage the process of reviewing and approving subcontractor submittals/RFQs in a timely manner to maintain the project schedule?
 7. Describe your firm's experience in successfully completing the commissioning process 30 days from building substantial completion.
 8. Describe your in-house MWSBE program and a detailed approach to implementation on a UCPS project including a description of outreach, procurement, monitoring, reporting and technical assistance and the responsible team member.
 9. Respondents shall comply with UCPS's MWSBE program by making a good faith effort to utilize MWSBE firms in the professional service contract. Describe how your firm will address the MWSBE objectives. **This includes completing and submitting the Identification Form and either Affidavit 'A' or 'B' included in section 8 of the RFQ as part of your submittal.**
 10. The selected CMAR provider shall bid the various bid packages in accordance with UCBOE policy and state laws. When in conflict, the most restrictive must be applied.

Financial Data

1. Provide the name of proposer's Bonding Company/Surety including name of Surety agent, address and telephone number, firm's total bonding capacity and current available bonding capacity and Surety's A.M. Best rating. Include this information for Surety's utilized over the past three (3) years.
2. UCPS reserves the right to request financial data. If requested, provide a copy of audited financial statements for the three (3) previous fiscal years and the last quarterly report. Statements must include auditor's letter of opinion, auditor's noted balance sheet, statement of income/loss. Each prime or joint venture partner must submit this information.

Workload and Capacity

1. Provide a ratio of the number of projects for CM, GC, DB, etc. completed by the proposing office over the last five (5) years.
2. Provide a list of the CM at Risk public projects your firm is currently committed to in North Carolina including name of project, location, value and completion date.

Safety

1. Provide your firm's workers compensation Experience Modification Rate (EMR) for the last three (3) years.
2. Has NC OSHA, Federal OSHA, NCDENR, the EPA or any Air Quality Management district cited your firm or the Owner on a project where you were actively contracted in the past five (5) years?

years? If yes, attach a description of each citation. Include related back charges from Owner if applicable.

3. Do you have a dedicated home office/safety representative that visits/audits projects? Describe reporting structure.
4. Does your company have standard safety pre-qualification requirements? If so, please describe.

Project Staffing

1. Identify key individuals proposed by your firm to participate on the UCPS project including at a minimum the project executive, project manager, project superintendent, and preconstruction manager. Attach resumes for each individual proposed including their experience with the proposer's firm and other prior relevant experience in construction/design including the type of project, dollar value of each project, delivery method used and that person's role on the project. Highlight projects where proposed candidates have completed projects as a team.

Legal

1. Describe any claims, disputes ending in mediation, arbitration or litigation associated with any current project(s) in the past five years. Also note any project(s) where your firm has been terminated.
2. Has your firm or any of its owners, officers or partners ever been found liable in a civil suit, found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity, or been convicted of a crime involving any federal, state or local law related to construction?

If YES, explain on a separate signed page, including identifying who was involved, the name of the public agency, the date of the investigation and the grounds for the finding.

3. Has your firm or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft or any other act of dishonesty?

Section 6 – COMPANY INFORMATION FORM

Company Name: _____

Physical Address: _____

City, State, Zip Code: _____

Telephone Number: _____

Email Address: _____

Contact Name: _____

Is your company authorized to do business in North Carolina? _____

How many years has your company been in business? _____

How many years has your company been in business under its present business name? _____

Have you been known by another name or organization? _____

If yes, list the name(s): _____

Number of CMAR projects your company has performed within the past 10 years? _____

Number of CMAR projects completed in regards to new schools within the past 10 years? _____

Number of CMAR projects completed for new high schools with the past 10 years? _____

What is the dollar value of CMAR projects your company has completed in 2023? _____

What is the dollar value of CMAR projects your company has completed in 2022? _____

What is the dollar value of CMAR projects your company has completed in 2011? _____

How many claims ended in mediation, arbitration or litigation within the past 5 years? _____

List the type of Licenses your Company has current: _____

Authorized Signature

Date

Section 7 - ACKNOWLEDGEMENT FORM

The undersigned hereby acknowledges having received and completed a package containing a full set of documents, including but not limited to:

1. Introduction and Overview
2. Selection Process
3. Submission Requirements
4. Insurance Requirements
5. Qualifications/Proposer Information
6. Acknowledgement Form
7. Company Information Form

The undersigned acknowledges receipt of addenda: _____

The undersigned agrees to be bound by and comply with the provisions of UCPS's Minority, Women and Small Business Enterprise Program.

I, the undersigned, certify and declare that I have read all the foregoing responses to this RFQ and know their contents. The responses are true of my own knowledge and belief. I declare under penalty of perjury under the laws of the State of North Carolina, that the foregoing is correct.

All signatures to be sworn to before a Notary Public

Signed _____

Firm Name _____

Title _____

Address _____

Telephone _____

City _____

State _____ Zip _____

Corporate Seal – (requested, not required)

SUBSCRIBED AND SWORN to before me this

_____ Day of _____ 19____

Notary Public Signature

STATE OF _____

COUNTY OF _____

Minority, Women, and Small Business Enterprise Identification Form

I, _____
(Name of Bidder)

do hereby certify that on this project, we will use the following minority, women, or small business enterprises as construction subcontractors, vendors, suppliers or providers of professional services.

[illegible]

*M/W/SBE categories: Black, African American (**B**), Hispanic (**H**), Asian American (**A**) American Indian (**I**), Female (**F**), Small (**S**), or Socially and Economically Disadvantaged (**D**)

The total value of M/W/SBE firms contracting will be (\$)_____.

Attach this form and AFFIDAVIT A or this form and AFFIDAVIT B to the Bid

Attach AFFIDAVIT A or AFFIDAVIT B to the Bid

State of North Carolina AFFIDAVIT A – Listing of the Good Faith Effort

County of _____

Affidavit of _____
(Name of Bidder)

**I have made a good faith effort to comply under the following areas checked:
Bidder must earn at least 50 points from the Good Faith Efforts list for their bid to be considered responsive.**

- ☐ **1 – (10 Points)** Contacted minority businesses that reasonably could have been expected to submit a quote and that were known to the contractor or available on State or local government maintained lists, at least 10 days before the bid date and notified them of the nature and scope of the work to be performed.
- ☐ **2 – (10 Points)** Made the construction plans, specifications and requirements available for review by prospective minority businesses, or providing these documents to them at least 10 days before the bids are due.
- ☐ **3 - (15 Points)** Broken down or combined elements of work into economically feasible units to facilitate minority participation.
- ☐ **4 – (10 Points)** Worked with minority trade, community, or contractor organizations identified by the Office of Historically Underutilized Businesses and included in the bid documents that provide assistance in recruitment of minority businesses.
- ☐ **5 – (10 Points)** Attended pre-bid meetings scheduled by the public owner.
- ☐ **6 – (20 Points)** Provided assistance in getting required bonding or insurance or provided alternatives to bonding or insurance for subcontractors.
- ☐ **7 – (15 Points)** Negotiated in good faith with interested minority businesses and did not reject them as unqualified without sound reasons based on their capabilities. Any rejection of a minority business based on lack of qualification should have the reasons documented in writing.
- ☐ **8 – (25 Points)** Provided assistance to an otherwise qualified minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letters of credit, including waiving credit that is ordinarily required. Assisted minority businesses in obtaining the same unit pricing with the bidder's suppliers in order to help minority businesses in establishing credit.
- ☐ **9 - (20 Points)** Negotiated joint venture and partnership arrangements with minority businesses in order to increase opportunities for minority business participation on a public construction or repair project when possible.
- ☐ **10 – (20 Points)** Provided quick pay agreements and policies to enable minority contractors and suppliers to meet cash-flow demands.

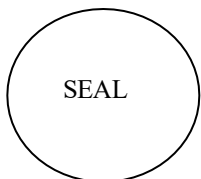
In accordance with GS143-128.2(d) and Board of Education Policy the undersigned will enter into a formal agreement with the firms listed in the Identification of Minority, Women, and Small Business Participation schedule conditional upon execution of a contract with the Owner. Failure to abide by this statutory provision will constitute a breach of the contract. The undersigned hereby certifies that he or she has read the terms of the Minority, Women, and Small Business Enterprise commitment and is authorized to bind the bidder to the commitment herein set forth.

Date: _____

Name of Authorized Officer: _____

Signature: _____

Title: _____



State of _____ County _____

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

Notary Public _____ My commission expires _____

Attach AFFIDAVIT A or AFFIDAVIT B to the Bid

DO NOT USE AFFIDAVIT 'B' UNLESS YOU ARE ONLY PROVIDING LABOR AND NOT PURCHASING ANY MATERIALS OR SUPPLIES

**State of North Carolina --AFFIDAVIT B-- Intent to Perform Contract
with Own Workforce.**

County of _____

Affidavit of _____

(Name of Bidder)

I hereby certify that it is our intent to perform 100% of the work required for the _____
_____ contract.

(Name of Project)

In making this certification, the Bidder states that the Bidder does not customarily subcontract elements of this type project, and normally performs and has the capability to perform and will perform **all elements of the work** on this project with his/her own current work forces; **AND** the bidder will not purchase any materials or supplies in the performance of the contract

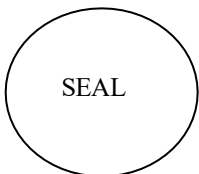
The Bidder agrees to provide any additional information or documentation requested by the owner in support of the above statement.

The undersigned hereby certifies that he or she has read this certification and is authorized to bind the Bidder to the commitments herein contained.

Date: _____ Name of Authorized Officer: _____

Signature: _____

Title: _____



State of _____, County of _____

Subscribed and sworn to before me this _____ day of _____ 20_

Notary Public _____

My commission expires _____

State of North Carolina --- AFFIDAVIT C --- Portion of the Work to be Performed by M/W/SBE Firms

County of _____

**** (NOTE: THIS FORM IS TO BE SUBMITTED ONLY BY THE APPARENT LOWEST RESPONSIVE BIDDER) ****

If the portion of the work to be executed by M/WBE firms as defined in GS143-128.2(g) and Board of Education M/W/SBE Policy is equal to or greater than the M/W/SBE aspirational goal of MBE 10%, WBE 6%, and SBE 5% in **Construction**, and/or MBE 5%, WBE 4%, and SBE 5% in **Other Services** and/or MBE 3%, WBE 3%, and SBE 5% in **Goods** participation of the bidders total contract price, then the bidder must complete this affidavit. This affidavit shall be provided by the apparent lowest responsible, responsive bidder within **72 hours** after notification of being the **apparent low** bidder.

Affidavit of _____ I do hereby certify that on the
(Name of Bidder)

(Project Name)

Project ID# _____ Amount of Bid \$ _____

I will expend a minimum of _____% of the total dollar amount of the contract with minority, women, or small business enterprises. M/W/SBEs will be employed as construction subcontractors, vendors, suppliers or providers of professional services. Such work will be subcontracted to the following firms listed below. Attach additional sheets if required

Name and Address	*M/W/SBE Category	Work description	Dollar Value

*M/W/SBE categories: Black, African American (**B**), Hispanic (**H**), Asian American (**A**) Native American Indian (**N**), Female (**F**) Socially and Economically Disadvantaged (**D**), Small (**S**)

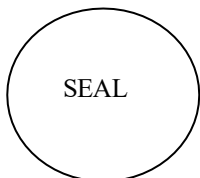
In accordance with GS143-128.2(d) and Board of Education Policy the undersigned will enter into a formal agreement with the firms for work listed in this schedule conditional upon execution of a contract with the Owner. Failure to fulfill this commitment may constitute a breach of contract. The undersigned hereby certifies that he or she has read the terms of the Minority, Women, and Small Business Enterprise commitment and is authorized to bind the bidder to the commitment herein set forth.

Date: _____ Name of Authorized Officer: _____

Signature: _____

Title: _____

State of _____, County of _____



Subscribed and sworn to before me this _____ day of _____ 20_

Notary Public _____

My commission expires _____

State of North Carolina**AFFIDAVIT D – Good Faith Efforts**

Project: _____ County of _____

If the aspirational goal of MBE 10%, WBE 6%, and SBE 5% in **Construction**, and/or MBE 5%, WBE 4%, and SBE 5% in **Other Services** and/or MBE 3%, WBE 3%, and SBE 5% in **Goods** participation by M/W/SBE businesses **is not** achieved, the apparent lowest responsible, responsive bidder shall provide the following documentation to the Owner of his good faith efforts **and** the M/W/SBE firms that **will** be used on the project. This affidavit shall be provided by the apparent lowest responsible, responsive bidder within **72 hours** after notification of being the **apparent low** bidder.

(Name of Bidder)

Affidavit of: _____ I do certify
the attached documentation as true and accurate representation of my good faith efforts.

I will expend a minimum of _____% of the total dollar amount of the contract with minority, women, or small business enterprises. M/W/SBEs will be employed as construction subcontractors, vendors, suppliers or providers of professional services. Such work will be subcontracted to the following firms listed below.

Attach additional sheets if required

Name and Address	*M/W/SBE Category	Work description	Dollar Value

*M/W/SBE categories: Black, African American (**B**), Hispanic (**H**), Asian American (**A**) American Indian (**I**), Female (**F**) Socially and Economically Disadvantaged (**D**), Small (**S**)

Documentation of the Bidder's good faith efforts to meet the goals set forth in these provisions. Examples of documentation include, but are not limited to, the following evidence:

- A. Copies of solicitations for quotes to at least three (3) M/W/SBE firms from the source list provided by the State for each subcontract to be let under this contract. Each solicitation shall contain a specific description of the work to be subcontracted, location where bid documents can be reviewed, representative of the Prime Bidder to contact, and location, date and time when quotes must be received.
- B. Copies of quotes or responses received from each firm responding to the solicitation.
- C. A telephone log of follow-up calls to each firm sent a solicitation.
- D. For subcontracts where a minority business firm is not considered the lowest responsible sub-bidder, copies of quotes received from all firms submitting quotes for that particular subcontract.
- E. Documentation of any contacts or correspondence to minority business, community, or contractor organizations in an attempt to meet the goal.
- F. Letter documenting efforts to provide assistance in obtaining required bonding or insurance for minority business.
- G. Letter detailing reasons for rejection of minority business due to lack of qualification.
- H. Letter documenting proposed assistance offered to minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letter of credit, including waiving credit that is ordinarily required.

Failure to provide the documentation as listed in these provisions may result in rejection of the bid and award to the next lowest responsible and responsive bidder.

Date: _____ Name of Authorized Officer: _____

Signature: _____

Title: _____

State of _____, County of _____

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

Notary Public _____ My commission expires _____

SEAL

**DOCUMENT 00 43 13
BID SECURITY FORM**

Date of Execution of
this bond

Name and Address of
Principle (Bidder)

Name and Address
of Surety

Name and Address of
Contracting Body

THE UNION COUNTY BOARD OF EDUCATION a body corporate of the
State of North Carolina,
201 Venus Street Monroe, NC 28112

Amount of Bond
Bid Amount
and Proposal Dated:

 for

KNOW ALL MEN BY THESE PRESENTS, that we the PRINCIPLE above named and SURETY above named who is duly licensed to act as SURETY in the State of North Carolina, are held and firmly bound unto THE UNION COUNTY BOARD OF EDUCATION, a body corporate of the State of North Carolina, as Obligee, in the penal sum of five percent (5%) of the amount bid in the bid and proposal described in lawful money of the United States of America, for the payment of which well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such, that if the PRINCIPLE shall be awarded the contract for which the bid and proposal above described is submitted and shall execute the contract, give bond for the faithful performance of the contract, and give bond for the payment of all persons supplying labor and materials in the prosecution of the work provided for in said contract, within ten (10) days after the award of the same to the PRINCIPLE above named, then this obligation shall be null and void; but if the PRINCIPLE above named fails to so execute such contract and give performance bond and payment bond as required by Section 129 of Chapter 143 of the General Statutes of North Carolina, as amended, the Article 3 of Chapter 44-A of the General Statutes of North Carolina, as amended, the Surety shall upon demand, forthwith pay the Obligee the amount of this bond set forth above.

IN WITNESS WHEREOF, the Principle above named and the Surety above named have executed this instrument under their several seals on the date set forth above.

WITNESS:

Principle (Name of individual, and trade
Name, partnership, corporation, or joint
venture)

(Proprietorship or Partnership)

BY _____(Seal)

TITLE _____
(Owner, Partner, Office held in
corporation, joint venture)

(Corporate Seal)

ATTEST

BY _____
(Corporation)

TITLE _____
(Corporation Secretary or Assistant Secretary Only)

WITNESS:

Surety (Name of Surety Company)

BY _____

TITLE Attorney in Fact

(Corporate Seal of Surety)

(Address of Attorney in Fact)

COUNTERSIGNED:

N.C. Licensed Resident Agent