

DORCHESTER COUNTY
JOC FOR GENERAL
CONSTRUCTION SERVICES
RFP NUMBER #2023-21

November 16, 2022

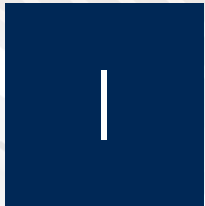
HITT

HITT



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Transmittal Letter





November 16, 2022

Dorchester County
Purchasing Services Division
201 Johnston Street
2nd Floor
Saint George, South Carolina 29477
RFP No. #2023-21

Group A Dorchester County
Point of Contact: Summer Schmidt
216 Seven Farms Drive
Charleston, South Carolina 29442
sschmidt@hitt-gc.com
843.709.5136

Re: Job Order Contracting for General Construction Services

Dear Dorchester County Purchasing Services Division:

HITT is excited at the prospect of continuing our strong relationship with Dorchester County. Our mission is to provide the best value to your project through our dedicated team of local skilled professionals. Presented in this proposal is a team of out-of-the-box thinkers who bring leadership skills to help facilitate a collaborative, integrated team environment. We consistently evaluate and ask leading questions to ensure we help you find the best decision that aligns with your goals.

Our approach is to collaborate as a strategic partner with your team to deliver accurate, and reliable pricing. Our Charleston team consists of construction experts who have the relevant experience necessary to understand the project scope, anticipate challenges, provide alternative solutions, and ensure a successful construction delivery within your schedule and budget requirements.

HITT is a national contractor that brings significant resources to the table; we are also a local contractor with strong roots in the community. We have had a local office for 20+ years, and have grown steadily to become one of the largest and most recognized contractors in South Carolina. Our team knows the area and its building requirements. HITT has strong relationships with local subcontractors, and has cultivated an excellent reputation with owners and architects.

The HITT Way of doing business—maintaining integrity while delivering high-quality, timely construction, and service projects—has helped us earn our upstanding reputation in the construction industry. We will use our leverage as an industry leader in this local market to add value to your team and get the job done right.

HITT has reviewed the contract documents and acknowledges Amendments one, two, and three. We thank you for this opportunity. If you have any questions or require additional information, please contact me directly at 843.308.9435 or jvanscoy@hitt-gc.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Josh VanScoy", with a stylized flourish at the end.

Josh VanScoy
Vice President

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Firm History and Experience





➤ A. Firm History





> HITT Charleston

OVERVIEW

Since opening in 1997 to service a government term contract, HITT Charleston has grown steadily to become one of the top contractors in the area, recently ranking in the top 10 of the Charleston Business Journal's list of Largest General Contractors (2020). From new construction to tenant improvement projects, we have the experience to build a diverse range of projects for both private and public clients.

HITT Charleston has completed more than \$470 million in projects over the last five years across South Carolina. Led by Vice President Josh VanScoy, with oversight from Executive Vice President Ryan Bixler, the HITT Charleston team offers a vast knowledge of the local market and

FIRM HISTORY AND EXPERIENCE

HITT

construction practices. We understand what makes the lowcountry unique; HITT knows the local codes, licensing, and permitting process, and is deeply rooted in the local subcontractor community. The Charleston office offers expertise in utilizing design-assist strategies to streamline efficiencies where early involvement in programming influences the cost and schedule.

The HITT Way of doing business—fulfilling client goals and needs while delivering high quality, timely construction and service projects—has helped us grow into one of the most respected general contractors in Charleston. We develop trusting relationships with our clients by learning their businesses and delivering solutions that last.

AWARDS AND HONORS

- #32 Top 40 Contractors, Engineering News-Record (ENR), 2021
- ABC Carolinas Eagle Award, 2018
- #12 Largest General Contractors, Charleston Business Journal, 2019
- ABC National Platinum STEP Award, 2017
- #24 Top General Contractors, Building Design + Construction Magazine (BD+C), 2021

NOTABLE PROJECTS

- American College of the Building Arts | Charleston
- Boeing BSC BR&T | Ladson
- Charleston County Courts | Charleston
- Charleston Metro Chamber of Commerce | North Charleston
- Charleston International Airport Terminal Renovation and Improvement Project (TRIP) | Charleston
- Daimler Chrysler | Ladson
- Department of Juvenile Justice | North Charleston
- Elliot Davis | Charleston
- Le Creuset Headquarters | Charleston
- Lowcountry Eye | Ladson
- Memminger Elementary School | Charleston
- South Carolina Department of Transportation (SCDOT) | North Charleston
- South Carolina Ports Authority | Charleston
- Volvo | Ridgeville





➤ B. Organization of Personnel





Project Team Chart

DORCHESTER COUNTY JOC

CORPORATE RESOURCES



Kim Roy
CEO



Jeremy Bardin
Co-President



Richard Ruckman
Project Executive
Account Liaison



Mark Dumas,
CHST
Vice President
Safety



Isaiah Walston,
LEED AP BD+C, ID+C
Director
Sustainability



Karl Sorensen
Director
Project Solutions



Josh VanScoy
Vice President



Jamie Shipman
Senior Project Manager



Summer Schmidt
Project Manager

POINT OF CONTACT



Avonlea Denney
Assistant Project Manager



Tom Bardin
Superintendent



Matt White
Superintendent



➤ C. Unique Qualifications and Methodologies





Unique Qualifications and Methodologies

DORCHESTER COUNTY JOC

HITT HISTORY

Twenty-seven years ago, HITT began performing government construction, managing multiple small Indefinite Delivery Indefinite Quantity (IDIQ) contracts for federal financial institutions. We have since grown to be an industry leader in this sector, successfully delivering capital projects in excess of \$200 million for executive agencies and the intelligence community. Our portfolio includes new construction, infrastructure upgrades, building envelope repairs, industrial, and tenant improvement projects. We have the experience to deliver a diverse range of project types.

HITT Charleston features a dedicated core of JOC / IDIQ and service / term contract focused teams to provide construction services at the state and municipal level; backed by HITT's Government sector in Washington, DC that provides these same services on a federal and international level. Since the establishment of our Government sector in 2002, we have steadily grown our government procurement knowledge, unrivaled subcontractor base, and deep company resources. As a company with more than \$2 billion in annual revenue, performing work in the continental United States and select diplomatic facilities overseas, HITT completes approximately **\$35–40 million in JOC / IDIQ projects each year.**

PROJECT TYPES

- Abatement and remediation work
- ADA upgrades
- Building envelope
- Campus development
- Electrical upgrades and generators
- Emergency work
- Historic restorations
- Infrastructure
- Interiors and alterations
- Life safety systems
- MEP rehabilitations
- Security and SCIFs
- Stormwater management systems and utilities
- Wastewater management systems
- Water: commercial plant, pumps, and wells

HITT JOC / IDIQ BY THE NUMBERS

385

AVERAGE NUMBER OF PROJECTS COMPLETED ANNUALLY

45+

OPERATIONS STAFF INCLUDING CERTIFIED JOC PROFESSIONALS

60+

CLEARED PERSONNEL

4,000+

REPUTABLE SUBCONTRACTORS



➤ D. References





Client References

DORCHESTER COUNTY JOC

"I would highly recommend HITT Contracting, Inc to any organization. They have provided the resources and expertise to successfully meet our requests on every occasion as a general contractor. They truly understand what it takes to maintain a successful relationship with their customers."

—J. Michael Beveridge
Project Manager

Charleston County Facilities Department
4045 Bridge View Drive
North Charleston, South Carolina 29405
jbeveridge@charlestoncounty.org
843.202.6913

Paul H. Wood, PE

Structural Engineer, Design Manager

Charleston County Facilities Department
4045 Bridge View Drive, Suite B217
Charleston, South Carolina 29405
pwood@charlestoncounty.com
843.202.6903

Mae Taylor

Finance & Customer Service Manager

Dorchester County
235 Deming Way
Summerville, South Carolina 29483
mtaylor@dorchestercountysc.gov
843.563.0069





➤ E. Safety





May 31, 2022

HITT Contracting, Inc.
2900 Fairview Park Drive
Falls Church, Virginia 22042

RE: HITT Contracting, Inc.
NCCI Experience Modification Rate

To Whom It May Concern:

Below you will find the 3-year Workers' Compensation Experience Modification Rate (EMR) for HITT Contracting Inc. based on the experience and history of HITT Contracting Inc. and all wholly-owned subsidiaries of HITT Contracting Inc.

<u>Rating Effective Date</u>	<u>EMR</u>
*5/1/2022	0.70
3/1/2021	0.74
3/1/2020	0.70

*HITT Contracting EMR Disclosure:

HITT Contracting Inc.'s 2022 Experience Modification Rate (EMR) is a calculation based solely on its payroll and workers' compensation loss history. It does not include any payroll or loss history data of any other entity of HITT Holding Corporation, all of which are independently managed and operated.

I can be reached at the below number should you have any additional questions.

Sincerely,

Ross Lebrun, CPCU, ARM-E, CRIS
AVP, Client Manager II
Lockton Companies, LLC
PH: 215.583.9264
EM: rlebrun@lockton.com



➤ F. Project Experience





PROGRAM | DETAILS

SIZE
80,000 sf

VALUE
Varies

NUMBER OF PROJECTS
13

PROGRAM LENGTH
36 months

CLIENT
Charleston County

Charleston County NCPA Program

Charleston County, South Carolina

- Charleston County partnered with HITT for their NCPA Program over the span of 36 months.
- Completing 13 different projects totaling 80,000 sf, the HITT team performed several different types of work including demolition, site improvements, office renovations, radio tower replacements, elevator modernizations, court room / judge chambers, and utility renovations.
- The NCPA program allowed for HITT to be readily available to Charleston County and reduced procurement and administrative expenses.

FIRM HISTORY AND EXPERIENCE

HITT

ATTACHMENT A
COMPARABLE CONSTRUCTION EXPERIENCE

1) **Proposer's Name:** HITT Contracting

2) **Agency/Client Name:** Charleston County

3) **Project Name:** NCPA Program

4) **Project Number:** N/A 5) **Project Value:** Varies

6) **Achieved or Anticipated Final Acceptance after January 1, 2016** ☒ Yes ☐ No

7) **Company Role:** ☒ Prime Contractor ☐ Sub Contractor

8) **Agency:** ☐ Public ☒ Private ☐ Other: _____

9) **Percentage of Self Performed Work with the Proposer's In-House Trades:** 15 %

10) **Project Type:** (Check **ALL** boxes that apply to the Scope of Work)

- ☒ Interior Renovations ☒ Mechanical Upgrades ☒ Electrical Upgrades ☒ Concrete Floor
☒ Exterior / Interior painting ☐ Roofing Replacement/Repair ☐ Boiler Replacement ☒ Steel Erection
☐ Bituminous Paving ☒ Concrete ☒ Masonry ☒ Exterior Facade ☒ Glass Installation
☒ Canopy Replacement/Repair ☒ Elevator Repair/Replacement ☐ Escalator Repair/Replacement
☐ Duct bank repair / installation ☒ Outdoor light installation ☒ Fire Suppression System Installation
☒ Landscaping ☒ Fencing ☒ Earthwork / Site Work ☒ Correctional Facility ☒ Courthouses

11) **Client Reference for Construction:** (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Reference's contact: Name Paul Wood **Title** Design Manager

Telephone: 843.202.6903 Email Address: pwood@charlestoncounty.org

12) **Description of Any Problems or Major Issues Encountered During the Project (If Any) and What Was Done to Resolve:** *(Attach Additional Information As Necessary)*

N/A



PROGRAM | DETAILS

SIZE
52,500 sf

VALUE
\$56,000

PROGRAM LENGTH
Three weeks, completed in 2022

CLIENT
Dorchester County

Dorchester County Deming Way Gutters Replacement

Dorchester County, South Carolina

- Project included the removal and replacement of 700 LF of gutters, and the removal and replacement of 650 LF of downspouts.
- Project also included the installation of new splash blocks.
- HITT performed re-routing work to mitigate flooding in specific areas, including loading bays for the warehouse space.

FIRM HISTORY AND EXPERIENCE

HITT

ATTACHMENT A
COMPARABLE CONSTRUCTION EXPERIENCE

1) **Proposer's Name:** HITT Contracting

2) **Agency/Client Name:** Dorchester County

3) **Project Name:** Dorchester County Deming Way Gutters Replacement

4) **Project Number:** 143256 5) **Project Value:** \$56,000

6) **Achieved or Anticipated Final Acceptance after January 1, 2016** ☒ Yes ☐ No

7) **Company Role:** ☒ Prime Contractor ☐ Sub Contractor

8) **Agency:** ☐ Public ☒ Private ☐ Other: _____

9) **Percentage of Self Performed Work with the Proposer's In-House Trades:** 2 %

10) **Project Type:** (Check **ALL** boxes that apply to the Scope of Work)

- ☒ Interior Renovations ☒ Mechanical Upgrades ☒ Electrical Upgrades ☒ Concrete Floor
☒ Exterior / Interior painting ☐ Roofing Replacement/Repair ☐ Boiler Replacement ☒ Steel Erection
☐ Bituminous Paving ☒ Concrete ☒ Masonry ☒ Exterior Facade ☒ Glass Installation
☒ Canopy Replacement/Repair ☐ Elevator Repair/Replacement ☐ Escalator Repair/Replacement
☐ Duct bank repair / installation ☒ Outdoor light installation ☒ Fire Suppression System Installation
☒ Landscaping ☒ Fencing ☒ Earthwork / Site Work ☒ Correctional Facility ☒ Courthouses

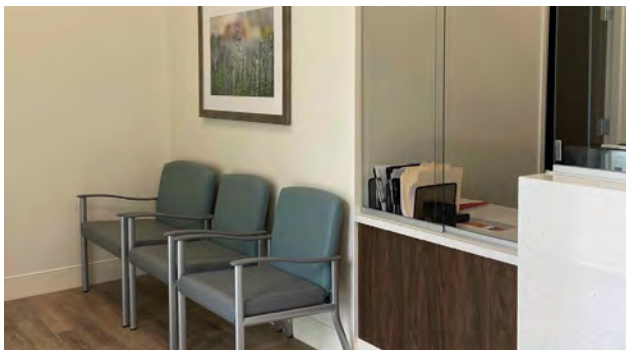
11) **Client Reference for Construction:** (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Reference's contact: Name Mae Taylor Title Finance and Customer Service Manager

Telephone: 843.563.0069 Email Address: mtaylor@dorchestercountysc.gov

12) **Description of Any Problems or Major Issues Encountered During the Project (If Any) and What Was Done to Resolve:** *(Attach Additional Information As Necessary)*

N/A



Summerville Women's Care Nexton OBGYN

Summerville, South Carolina

- The medical suite build-out started as a cold, dark shell prior to the HITT team joining the project. After adding a concrete slab, the up-fit included six exam rooms, one procedure room, one ultrasound room, office space, a breakroom, check-in / check-out area, and waiting space.
- The scope of this included concrete slab, plumbing, mechanical, electrical, drywall / ceilings, paint, flooring, doors / frames / hardware, millwork, and glazing.

PROJECT | DETAILS

SIZE
2,500 sf

VALUE
\$550,000

PROGRAM LENGTH
5 months

COMPLETION
February 2022

CLIENT
HCA Healthcare

FIRM HISTORY AND EXPERIENCE

HITT

ATTACHMENT A
COMPARABLE CONSTRUCTION EXPERIENCE

1) **Proposer's Name:** HITT Contracting

2) **Agency/Client Name:** HCA Healthcare

3) **Project Name:** Summerville Women's Care Nexton OBGYN

4) **Project Number:** 132956 5) **Project Value:** \$550,000

6) **Achieved or Anticipated Final Acceptance after January 1, 2016** ☒ Yes ☐ No

7) **Company Role:** ☒ Prime Contractor ☐ Sub Contractor

8) **Agency:** ☒ Public ☐ Private ☐ Other: _____

9) **Percentage of Self Performed Work with the Proposer's In-House Trades:** 2 %

10) **Project Type:** (Check **ALL** boxes that apply to the Scope of Work)

- ☒ Interior Renovations ☒ Mechanical Upgrades ☒ Electrical Upgrades ☒ Concrete Floor
☒ Exterior / Interior painting ☐ Roofing Replacement/Repair ☐ Boiler Replacement ☐ Steel Erection
☐ Bituminous Paving ☒ Concrete ☐ Masonry ☐ Exterior Facade ☒ Glass Installation
☐ Canopy Replacement/Repair ☐ Elevator Repair/Replacement ☐ Escalator Repair/Replacement
☐ Duct bank repair / installation ☒ Outdoor light installation ☒ Fire Suppression System Installation
☐ Landscaping ☐ Fencing ☐ Earthwork / Site Work ☐ Correctional Facility ☐ Courthouses

11) **Client Reference for Construction:** (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Reference's contact: Name Diana Hall **Title** Practice Manager

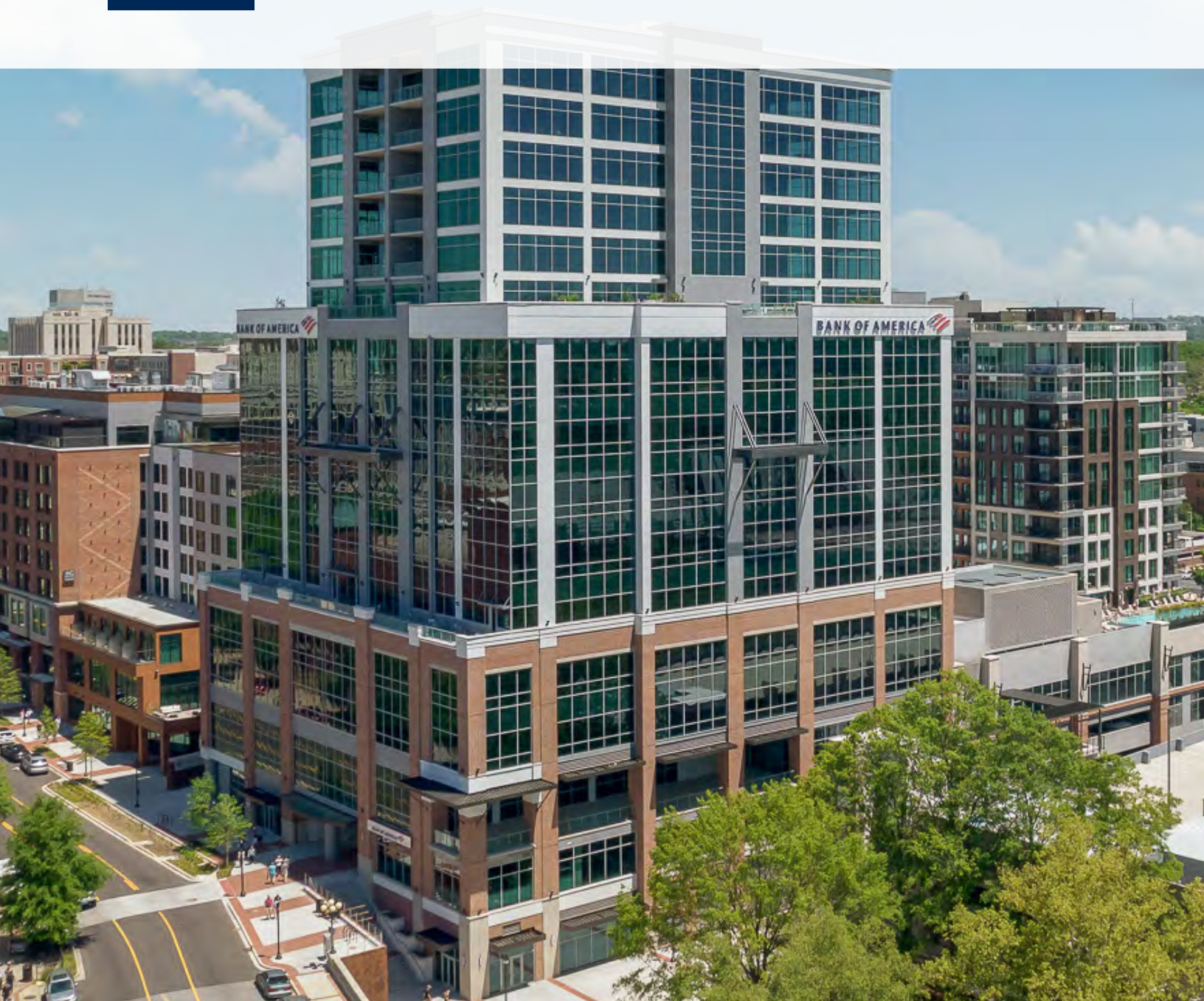
Telephone: 843.998.4122 Email Address: diana.hall@hcahealthcare.com

12) **Description of Any Problems or Major Issues Encountered During the Project (If Any) and What Was Done to Resolve:** *(Attach Additional Information As Necessary)*

N/A

3

Qualification of Key Personnel





Josh VanScoy

Vice President

EXECUTIVE OVERSIGHT

EDUCATION:

University of West Virginia

DUTIES AND RESPONSIBILITIES:

Josh VanScoy is responsible for executive oversight of this project and the overall performance of the project team. He defines and establishes project goals and team expectations, always focused on overall client satisfaction. As the operational team leader, Josh is directly engaged with this project from award through final project closeout. He facilitates client and project team relations, HITT team organization, contract review, and negotiations. Josh is involved in the preconstruction process, ensuring that the team has a complete understanding of all financial, contractual, scheduling, and coordination issues prior to starting work. He is ultimately responsible for the timeliness and quality of construction, project safety, and budget.

AFFILIATIONS:

Associated Builders and Contractors (ABC) • Charleston Defense Contractors Association (CDCA) • Society of American Military Engineers (SAME)

> Josh VanScoy joined HITT Contracting in 2002 and has 30 years of experience in the construction industry. He oversees our regional office in Charleston, South Carolina. As vice president for HITT, Josh is responsible for providing professional construction services to the local market as well as day-to-day management of operations and strategic positioning of HITT for success in Charleston.

PROJECT	ARCHITECT	SF	TYPE	VALUE
Aviation Building I-VII Charleston, South Carolina	L53P Associates	450,000	New construction	\$35,000,000
Volvo Project Jakob Ridgeville, South Carolina	Albert Kahn Associates, Inc.	88,000	New construction of a four-level, corporate office building, including commercial servery and high-end Scandinavian finishes	\$32,380,000
Boeing BR&T Tech Team Facility North Charleston, South Carolina	Live Oak Consultants	100,000	Renovation of existing warehouse into an interior lab space with clean room and adjacent office space	\$12,300,000
Shaw Air Force Base 144-Person Dormitory Sumter, South Carolina	Transystems	80,000	Three-story ground-up steel structure dormitory building with brick veneer and heavy sitework improvements on DOD installation; LEED Silver	\$16,100,000
Memminger Elementary Charleston, South Carolina	LS3P Associates, Ltd.	78,000	Two-story steel structure over large spread footings to resist uplift; included stone and brick veneer with a low sloped roof system	\$15,500,000



Jamie Shipman

Senior Project Manager

PROJECT MANAGEMENT

DUTIES AND RESPONSIBILITIES:

Jamie Shipman is the leader responsible for the overall success of this project. He reports to Vice President Josh VanScoy. Jamie ensures project success through monitoring client satisfaction, team effectiveness, and resource allocation, as well as the project's financial, quality, safety, and schedule goals. He oversees preconstruction and budgeting services, subcontractor procurement, change management, and closeout services.



QUALIFICATIONS:

Clemson University

11 years of experience

CERTIFICATIONS:

OSHA 30-Hour ▪ First Aid / CPR ▪
USACE CQM

AFFILIATIONS:

American Institute of Constructors
▪ Associated Builders and
Contractors (ABC) ▪ Urban
Land Institute (ULI) ▪ Charleston
Chamber of Commerce

PROJECT	ARCHITECT	SF	TYPE	VALUE
NASK Hanger 3741 Kingsville, Texas	Stanley Consultants	100,000	Heavy renovation of existing hangar to include two story administration area and approximately 75,000 sf of hangar complete refurbishment	\$27,000,000
Memminger Elementary Charleston, South Carolina	LS3P Associates, Ltd	78,000	Two-story steel structure over large spread footings to resist uplift; included stone and brick veneer with a low sloped roof system	\$15,500,000
Wilson Armed Force Reserve Center Orlando, Florida	USACE	65,000	New construction and renovation of occupied Armed Force Reserve center	\$15,500,000
Boeing BR&T Tech Team Facility North Charleston, South Carolina	Live Oak Consultants	100,000	Renovation of existing warehouse into an interior lab space with clean room and adjacent office space	\$12,300,000
Charleston Air Force Base Child Development Center Charleston, South Carolina	Ruth & Dunavant	40,000	New construction	\$9,980,000



Summer Schmidt

Project Manager

PROJECT MANAGEMENT

DUTIES AND RESPONSIBILITIES:

Summer Schmidt acts as the primary point of contact for the client and handles day-to-day operations. As project manager, Summer leads on-site management of the project, attends weekly client meetings and key coordination meetings, and reviews and approves all deliverables. She is also responsible for the overall project administration, including budget management, safety, estimating, project buy-out, subcontracts, purchase orders, schedule, monthly progress reports, payment applications, change orders, cost control, quality control, and project closeout. She collaborates with the superintendent to ensure the project is built effectively, efficiently, and safely. Summer reports directly to Senior Project Manager Jamie Shipman and is responsible for ensuring the client receives service beyond expectations.



QUALIFICATIONS:

B.S., Psychology, King University;
Masters, Business Administration,
King University

5 years of experience

CERTIFICATIONS:

OSHA 30-Hour ▪ First Aid / CPR

AFFILIATIONS:

Associated Builders and
Contractors (ABC)

PROJECT	ARCHITECT	SF	TYPE	VALUE
CHS DJJ Renovation Charleston, South Carolina	McMillan Pazdan Smith	14,000	Full building interior and exterior renovation; priced through NCPA	\$1,700,000
South Carolina Department of Transportation (SCDOT) North Charleston, South Carolina	SMHa	7,400	Design-assist, demolition, and upfit of office space for SCDOT	\$1,300,000
OT Wallace, County Office Building—Courtroom Charleston, South Carolina	McMillan Pazdan Smith	6,700	Interior renovation of existing office space for SCDOT	\$1,000,000
Adams Run Radio Tower Replacement Hollywood, South Carolina	Sabre Industries		Erection of new radio tower and demolition of existing radio tower	\$815,000
Summerville Women's Care Health OBGYN Summerville, South Carolina		2,500	Medical office suite build-out	\$550,000
OT Wallace, County Office Building—Training Room Charleston, South Carolina	McMillan Pazdan Smith	3,000	Interior renovation of existing space to a training space for Charleston County	\$391,000
Dorchester County Deming Way Gutters Replacement Dorchester County, South Carolina		2,500	Removal and replacement of 700 LF of gutters, and the removal and replacement of 650 LF of downspouts	\$56,000

ATTACHMENT B
KEY PERSONNEL
PROJECT MANAGER

1) Vendor's Name: HITT Contracting

2) Project Manager's Name : Summer Schmidt

3) # of Years with the Firm: Three years

4) # of Years Experience with General Contracting: Five years

5) Experience: (Check **ALL** boxes that apply)

- ☒ Interior Renovations ☒ Mechanical Upgrades ☒ Electrical Upgrades ☒ Concrete Floor
☒ Exterior / Interior painting ☒ Roofing Replacement/Repair ☐ Boiler Replacement ☒ Steel Erection
☐ Bituminous Paving ☒ Concrete ☒ Masonry ☒ Exterior Facade ☒ Glass Installation
☒ Canopy Replacement/Repair ☒ Elevator Repair/Replacement ☐ Escalator Repair/Replacement
☐ Duct bank repair / installation ☒ Outdoor light installation ☒ Fire Suppression System Installation
☒ Landscaping ☒ Fencing ☒ Earthwork / Site Work ☒ Correctional Facility ☒ Courthouses

6) ATTACH RESUME ☒ Yes

7) Client Reference #1 for Construction: (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Reference's contact: Name Michael Beveridge **Title** Project Manager, Facilities Management

Telephone: 843.202.6913 Email Address: jbeveridge@charlestoncounty.org

8) Client Reference #2 for Construction: (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Reference's contact: Name Nathan Anderson **Title** Senior Director, Design and Construction

Telephone: 678.987.6672 Email Address: nathananderson@rookerco.com



Avonlea Denney

Assistant Project Manager

PROJECT MANAGEMENT

DUTIES AND RESPONSIBILITIES:

Avonlea Denney works closely with Project Manager Summer Schmidt and has primary responsibility for managing project documentation—specifically submittals and RFIs. She is also responsible for cost control, and assists with project status reporting, job meetings, project quality control functions, and closeout.



QUALIFICATIONS:

M.S., Project Management,
Charleston Southern University

B.S., Interior Design, Georgia
Southern University

5 years of experience

CERTIFICATIONS:

OSHA 30-Hour ▪ First Aid / CPR

AFFILIATIONS:

National Association for Women
in Construction ▪ International
Interior Design Association

PROJECT	ARCHITECT	SF	TYPE	VALUE
Berkeley Electric Cooperative Moncks Corner, South Carolina	M+H Architects	202,000	New construction, tenant build-out	\$8,000,000.00
Ingevity Corporation, North Charleston, South Carolina	LS3P	110,000	New construction, tenant build-out	\$6,000,000.00
Charleston County School District Charleston, South Carolina	Varied	Varied	New construction schools, tenant build-out	\$4,000,000.00
Presbyterian Communities of South Carolina Seven Oaks, South Carolina	RLPS / McMillan Pazdan Smith	45,000	Tenant build-out	\$3,400,000.00
MUSC 22 West Edge Charleston, South Carolina	Perkins&Will	72,000	New construction, tenant build-out	\$2,600,000.00
MUSC South Park Charleston, South Carolina	Josie Abrams	135,000	Interior renovation	\$1,700,000.00
Dorchester County Deming Way Gutters Replacement Dorchester County, South Carolina		2,500	Removal and replacement of 700 LF of gutters, and the removal and replacement of 650 LF of downspouts	\$56,000



Tom Bardin

Superintendent

SITE OPERATIONS

DUTIES AND RESPONSIBILITIES:

Tom Bardin is the principal on-site HITT representative responsible for site operations: coordinating all delivery efforts and logistics, managing all subcontractor foremen and their teams, and implementing and maintaining quality control. He is also responsible for planning, communicating, and maintaining the project schedule to ensure on-time completion of construction. Tom implements and enforces HITT's safety program; he reviews and analyzes safety performance of all team members, and performs routine safety inspections and hazard / risk analysis. He collaborates with Project Executive Chris Perry and Project Manager Chris Darling to manage site operations efforts, ensuring work is completed in accordance with the agreed-upon plan. He is a key contributor and collaborator during the preconstruction phase, offering insight on constructability issues, logistics, subcontractor selection, and scope review.



QUALIFICATIONS:

16 years of experience

CERTIFICATIONS:

OSHA 30-Hour ▪ First Aid / CPR

AFFILIATIONS:

Associated Builders and
Contractors (ABC)

PROJECT	ARCHITECT	SF	TYPE	VALUE
TRIP Baggage Claim Hall Charleston International Airport North Charleston, South Carolina	Fentress Architects Watson Tate Savory	16,000	Demolition of the mezzanine mechanical floor and existing baggage system; added a new baggage handling system, replacing the two existing baggage carousels and adding one additional carousel; installation of two rooftop AHUs	\$9,500,000
Daniel Island Square Office Building Charleston, South Carolina	Stubbs Muldrow Herin Architects Inc	42,250	42,250-sf four-story new construction office building	\$7,617,500
Boeing WE Charleston, South Carolina	McMillan Pazdan Smith Architecture	20,000	Workplace environment renovations to existing restrooms, break areas, food services areas, and exterior dining facilities on a fast-tracked schedule	\$3,522,000
Renaissance Charleston Historic District Hotel Charleston, South Carolina	studio3877	2,000	Renovation of hotel public space and 166 guestrooms	\$3,200,000
Project Bourbon Goose Creek, South Carolina	Jacobs Engineering	16,000	First generation, three-floor fit-out of industrial lab and operations space, including shell upgrades and HVAC / electrical infrastructure	\$2,743,000

ATTACHMENT C
KEY PERSONNEL
GENERAL FIELD SUPERINTENDENT

1) Vendor's Name: HITT Contracting

2 Superintendent's Name : Tom Bardin

3) # of Years with the Firm: 11 years

4) # of Years Experience with General Contracting: 16 years

5) Experience: (Check **ALL** boxes that apply)

- ☒ Interior Renovations ☒ Mechanical Upgrades ☒ Electrical Upgrades ☒ Concrete Floor
☒ Exterior / Interior painting ☒ Roofing Replacement/Repair ☒ Boiler Replacement ☒ Steel Erection
☒ Bituminous Paving ☒ Concrete ☒ Masonry ☒ Exterior Facade ☒ Glass Installation
☒ Canopy Replacement/Repair ☒ Elevator Repair/Replacement ☐ Escalator Repair/Replacement
☒ Duct bank repair / installation ☒ Outdoor light installation ☒ Fire Suppression System Installation
☒ Landscaping ☒ Fencing ☒ Earthwork / Site Work ☒ Correctional Facility ☒ Courthouses

6) ATTACH RESUME ☒ Yes

7) Client Reference #1 for Construction: (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Reference's contact: Name Jason Georgiades **Title** Facilities Management, Civil Engineer

Telephone: 843.202.6922 Email Address: jgeorgiades@charlestoncounty.org

8) Client Reference #2 for Construction: (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Reference's contact: Name Paul Wood **Title** Design Manager, Facilities Manager

Telephone: 843.202.6903 Email Address: pwood@charlestoncounty.org



Matthew White

Superintendent

SITE OPERATIONS

DUTIES AND RESPONSIBILITIES:

Matthew White is the principal on-site HITT representative responsible for site operations: coordinating all delivery efforts and logistics, managing all subcontractor foremen and their teams, and implementing and maintaining quality control. He is also responsible for planning, communicating, and maintaining the project schedule to ensure on-time completion of construction. Andrew implements and enforces HITT's safety program; he reviews and analyzes safety performance of all team members, and performs routine safety inspections and hazard / risk analysis. He collaborates with Project Executive Chris Perry and Project Manager Chris Darling to manage site operations efforts, ensuring work is completed in accordance with the agreed upon plan.

He is a key contributor and collaborator during the preconstruction phase, offering insight on constructability issues, logistics, subcontractor selection, and scope review.



QUALIFICATIONS:

B.S., Management, Clemson University

7 years of experience

CERTIFICATIONS:

OSHA 30-Hour ▪ First Aid / CPR

AFFILIATIONS:

Associated Builders and Contractors (ABC)

PROJECT	ARCHITECT	SF	TYPE	VALUE
Project Jakob Ridgeville, South Carolina	Albert Kahn Associates, Inc.	88,000	New construction of a four-level, corporate office building, including commercial servery and high-end Scandinavian finishes	\$29,259,000
Volvo Training Center Ridgeville, South Carolina	McMillan Pazdan Smith	43,000	Complete occupied renovation of an existing two-story office building	\$8,600,000
Volvo Additional Dock Doors Ridgeville, South Carolina	McMillan Pazdan Smith		Addition of 28 dock doors to existing manufacturing plant facility	\$2,214,000

ATTACHMENT C
KEY PERSONNEL
GENERAL FIELD SUPERINTENDENT

1) Vendor's Name: HITT Contracting

2 Superintendent's Name : Matthew White

3) # of Years with the Firm: Six years

4) # of Years Experience with General Contracting: Seven years

5) Experience: (Check **ALL** boxes that apply)

- ☒ Interior Renovations ☒ Mechanical Upgrades ☒ Electrical Upgrades ☒ Concrete Floor
☒ Exterior / Interior painting ☒ Roofing Replacement/Repair ☒ Boiler Replacement ☒ Steel Erection
☒ Bituminous Paving ☒ Concrete ☒ Masonry ☒ Exterior Facade ☒ Glass Installation
☒ Canopy Replacement/Repair ☒ Elevator Repair/Replacement ☐ Escalator Repair/Replacement
☒ Duct bank repair / installation ☒ Outdoor light installation ☒ Fire Suppression System Installation
☒ Landscaping ☒ Fencing ☒ Earthwork / Site Work ☒ Correctional Facility ☒ Courthouses

6) ATTACH RESUME ☒ Yes

7) Client Reference #1 for Construction: (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Reference's contact: Name Marc Throckmorton **Title** Senior Manager of Facilities & Procurement

Telephone: 843.709.4583 Email Address: marc.throckmorton@blackbaud.com

8) Client Reference #2 for Construction: (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Reference's contact: Name Michael Beveridge **Title** Project Manager, Facilities Department

Telephone: 843.202.6913 Email Address: jbeveridge@charlestoncounty.org

4

Overview of Services and Management Plan





Overview of Services and Management Plan

DORCHESTER COUNTY JOC

JOINT SCOPE MEETINGS

The HITT Project Manager will receive all notifications of Job Order, regardless of size or complexity. The Project Manager will assemble an estimating and site inspection team, participate in a Joint Scoping Review with the Contracting Officer, inspect the site independently when available, develop a list of recommendations to the County, and begin the process of estimating the project. Recommendations for improvement will be based on contract documents, site visit, and verbal or written information exchanged.

PRICE PROPOSALS

HITT will prepare Job Order estimates utilizing Gordian JOC Solution. We have experience utilizing Gordian pricing mechanisms on more than 25 contracts. In the event that unit prices are not available in Gordian JOC Solution, HITT will provide competitive subcontractor pricing. The estimate and scope will be finalized to provide conformity with Dorchester County contract requirements and consistency with HITT standards of quality. HITT will provide a proposal in compliance with the County's required timeline on or before the due date. Each proposal will include at a minimum all pre-priced line / subline items, non-priced items, quantity required for each item, price for each item, project plans and specifications detailing work to be included in the proposal, total price, and proposed project schedule.

MANAGEMENT APPROACH

We will assemble a complete team of professional staff selected specifically for each job order that will provide the County with cooperative working relationships, controlled costs, on-time delivery, quality control, and an orderly progression of the work from preconstruction services to project occupancy.

Once the proposal has been approved, Project Manager Chris Darling and his estimating team will complete all delivery start-up requirements and provide

the County with the project schedule, safety and quality control specifics, submittal register, and pricing certification.

HITT's execution of this contract will feature a contract specific management plan that will be created to ensure coordinated work and clarity of communication. The plan will define in detail each decision-making task in the project and include complete references to contract compliance requirements, safety, and quality control plans, a project schedule for each Job Order, estimating and job cost reporting methods, procedures for standardized systems of filing, and the method for documenting project communications and correspondence. The plan will be maintained by HITT Project Manager Summer Schmidt. While effective management is crucial throughout the project, intensive management at the inception of each job order will have the most dramatic impact on both the quality of services and the completeness of the documentation. For each job order awarded under this contract, an orientation meeting and regular progress meetings between HITT's key team members assigned to the job order and County personnel will be scheduled.

SUBCONTRACTING POLICY

HITT has the ability to self-perform many trades, and our intention under this contract is to utilize a hybrid of in-house and subcontract forces on each Job Order. The HITT personnel will be a mix of superintendents, carpenters, painters, and skilled laborers, as they are needed. All personnel will be trained and experienced in the specific needs of the County. We will select local subcontractors and suppliers from our pre-qualified database. We have chosen this approach because we believe that this is the most beneficial for the surrounding business communities. This will enable the tradespeople and local economy to benefit from the JOC, which in turn will foster good community and business relations for all parties involved.

SUBCONTRACTOR SELECTION

All subcontractors and vendors we solicit will be pre-qualified—including execution and retention of a HITT Master Subcontractor Agreement (MSA)—and interviewed by the Project Manager to determine those that are most qualified to perform work under this contract. This process and interview will determine which subcontractors / vendors have the ability to perform work to the high standards required by HITT and this contract. We will require each subcontractor to present the project manager and foreman that will be dedicated to the Job Order. The criteria used to evaluate each subcontractor / vendor will include safety record and security background, quality, small business type, financial capability, strength of management staff, available workforce, ability for quick response time, past performance in this type of contract, confirmation of off-hours response, current workload, and past experience with Dorchester County and with HITT.

Based on the selection criteria outlined above, HITT will solicit pricing from a minimum of three subcontractors and suppliers in each of the major disciplines for every Job Order. This will allow us to ensure that the County receives the most qualified pool of tradesmen, and competitive pricing for each definable feature of work. We will engage the Best Value based on past performance, quality, and the flexibility required to respond to the differing situations that will arise under this contract. Low price will be examined, but will not be the determining factor in the award to a particular subcontractor or vendor.

Subcontractors may be removed from our pre-qualified list at any time for failure to meet any of the criteria set forth in the selection process or the terms required by this contract. We will constantly and consistently add to and upgrade our list of pre-qualified subcontractors throughout this contract for the County.

RAPID SUBCONTRACTOR RESPONSE

HITT has a large number of field forces and professional tradespeople associated with our organization, and all are readily accessible to support any work effort in the event that a subcontractor might need assistance. While the plan of action for rapid response would include our original subcontractor database, there may be situations where HITT will need to supplement a subcontractor

with our own forces. Considerations regarding how to proceed with rapid response include the type of services required, anticipated duration of the work effort, complexities of the job, availability of staff, and the cost effectiveness of in-house assignment.

MOBILIZATION

On-Site Management Tasks—The Dorchester County job order projects under this contract may require an on-site trailer / field office at a location of the County's choosing that is staffed to manage all aspects of the job orders at each represented facility, receiving direction only in overall procedure and review of work. The on-site project office will handle:

- Autonomous project management
- Individual job order mobilization
- Estimating for changes and negotiating terms
- Maintaining frequent, close contact with County representatives and tenant(s)
- Subcontractor management
- Accurate record keeping according to County standards

PROJECT STATUS REVIEWS

The project manager will schedule a project orientation meeting during the first days of the Job Order, and will establish and coordinate a schedule for regular progress meetings thereafter. The proposed agenda and a list of attendees will be presented for project manager approval prior to each review meeting. At a minimum, the agenda will include old / new business items, schedule review, change items, RFI review, submittal review, and Owner / Architect concerns.

Outstanding business items will be carried on every agenda until resolved. Requests for Information (RFI), Potential Change Orders (PCO), submittal logs, and two-week look ahead schedules will be included with each agenda for review during the progress meetings. Minutes will be recorded, reviewed and approved by the Project Manager, and published and distributed within two days of each meeting. Review of minutes will be conducted at all subsequent progress meetings as the first order of business.

Trade Progress meetings will be held on a weekly basis and scheduled to coordinate with the Owner Progress meetings to allow for a continuous flow of information between all involved parties. The Superintendent will preside over the Trade Progress meetings, which will include a review of schedule items, information requests, progress pending issues, information requests, review of pending or potential changes, and safety review.

JOB ORDER SCHEDULING PROCEDURES

The following steps will typically be followed when developing a CPM schedule for job orders:

- The HITT Project Manager and Superintendent will meet with the County to review the project scope, plans and required time for completion for each job order.
- HITT Project Managers / Estimators will build an accurate and complete Line Item Estimate utilizing Gordian JOC Solution.
- HITT will contact all subcontractors and vendors to gather preliminary construction schedule information for their portion of the work.
- The scheduling information collected from the subcontractors, vendors, superintendent and Dorchester County will be compiled by the project manager, and link the salient line item estimate and proposal schedule for each Job Order.
- Upon final pricing acceptance of each Job Order, the draft Job Order schedule will be reviewed and altered (if required) by the County, project manager and superintendent.
- After all parties have agreed on the Job Order Schedule, the Preliminary Schedule will be converted to the Project Construction Schedule by the Project Manager.
- The Construction Schedule will be distributed to the County for final approval within two days of a Notice to Proceed being issued by the County.
- Upon acceptance of the Construction schedule, it will be distributed to all project team members and become part of the record for that particular Job Order. The schedule will be made part of each subcontract and vendor agreement.

Although the construction schedule updates will be made with the input of most team members, the

working construction schedule will be maintained and updated by the HITT Project Manager and Superintendent on a weekly basis.

CONSTRUCTION SCHEDULING OVERVIEW

HITT's philosophy regarding construction scheduling is simply, "A good, solid plan of how the project is to be completed must be in place prior to the start of the first construction activity." Project management is the process of achieving project objectives through a predetermined organizational structure. Effective planning and scheduling of construction projects is the key to successful project management. The primary goal of the construction schedule is to communicate the construction plan. The construction schedule is the primary means that HITT uses to communicate its construction plan to not only its own management team, but also to subcontractors, suppliers, designers and the Owner (Dorchester County). The construction schedule communicates HITT's planned means and methods and sequence and timing. Finally, the construction schedule allows those performing the work or supplying equipment and materials to the project to understand when their work needs to be performed or how their work relates to other work on the project.

PLANNING

Prior to starting a project, the HITT management team plans the project execution. This includes determining what needs to be done, who needs to do it, and how the project objectives are to be met. The primary reasons for project planning are to eliminate or reduce the project risk, to obtain a thorough understanding of the project objectives, to formulate a strategy for achieving project objectives utilizing available resources and to develop a framework for monitoring and controlling the project.

SCHEDULING

Scheduling determines when the work must be done. HITT will utilize the following five steps to assist in developing construction schedules for all task orders under the JOC. These steps are developed in conjunction with our major subcontractors and suppliers.

1 BREAK DOWN AND ANALYZE THE PROJECT. This requires a review of the plans and specifications and the construction agreement, including the general, supplemental and special conditions. The review will include a thorough understanding of the scheduling requirements of the Contract. The result of this step is the identification of all activities that must be performed in order to complete the project/task order, inclusive of administrative, procurement, permit, inspection and Owner performed activities.

2 ESTIMATE ACTIVITY DURATIONS. HITT will estimate activity durations based on available resources, including labor, materials and equipment. During the scheduling process, HITT will consult with our subcontractors and vendors regarding material lead and delivery times and each trade's estimated task duration. Activity durations will reflect the planned resource productivity based on the anticipated site conditions and resources. The estimated activity duration may also be used for production scheduling during construction for monitoring and controlling the day-to-day work.

3 DEVELOP THE PROJECT PLAN. Utilizing the activities and estimated activity durations, the next step in the construction scheduling process is to develop the project plan. The project plan establishes the order in which activities are to be completed and the planned sequence of construction. The method utilized for this step is to "build" the project graphically, on paper, one activity at a time. This step includes identifying the proper logical relationships between individual activities.

4 UTILIZE SCHEDULING SOFTWARE. With the project plan and planned duration of each project activity diagramed, the project can be input into the scheduling software to generate a Critical Path Management (CPM) schedule. The scheduling software—all HITT Project Managers are adept in creating CPM schedules utilizing Microsoft Project and/or Oracle's Primavera SureTrak scheduling software programs—assigns early and late start and finish dates to each activity based on the activity duration and logical relationships, and will be the basis for monitoring and controlling the work during construction.

5 REVIEW AND ANALYZE SCHEDULE FOR FEASIBILITY. Next the construction schedule must be reviewed and analyzed to determine if it is reasonable, complete and meets the requirements of the Contract. This review and analysis includes such factors as examining seasonal activities to ensure they are not scheduled out of season, or if durations must be adjusted for activities scheduled to be performed in less than optimal periods. HITT then adjusts or revises the project plan based on the issues identified during the review and analysis.

MONITORING AND UPDATING

Construction projects are dynamic. They are continually changing, which requires regular monitoring and updating of the construction schedule. For each job order, HITT will update, review and adjust the construction schedule as often as necessary based on project duration—but no less than once monthly when submitted with requisition. HITT will gather information on the status of activities in progress through direct observation, discussions with subcontractors and suppliers and information recorded on daily reports; input that information into the construction schedule database; analyze the project status; modify and revise the schedule as required; analyze the revised schedule, and implement the updated construction schedule in the field.

TIMELY COMPLETION OF WORK

HITT will assure compliance with all scheduling requirements by working with Dorchester County and major subcontractors to formulate all-encompassing plans for scheduling delivery and work activities. All work will be planned so as to minimize disruption to work areas and adjacent facilities (i.e. access noise abatement, dust control, security issues, utility disruption, etc.). Schedules will be updated with electronic and hard copies provided to Dorchester County with review and explanation by the project team.

Aggressively managing the progress schedule during the construction phase is crucial to the success of each job order. HITT includes all key subcontractors and any owner-held vendors into the Master Project Schedule and encourages them to attend our weekly progress meetings. In addition to the Master Project Schedule, our full-time on-site superintendent will provide a "two-week look ahead" schedule to all personnel on-site, or scheduled to be on-site within two weeks. This provides

notification dates for the client as well as allows our field forces to focus on daily milestones to provide a smooth transition between trades.

HITT will review both the Master Project Schedule and the Two-Week Look Ahead schedule at every progress meeting (weekly) with the project team. We find these tools extremely beneficial when used in conjunction with one another, as they allow the project team to focus on both macro and micro issues on a weekly basis.

SUBCONTRACTOR MANAGEMENT PROCEDURES

HITT will provide full-time on-site management and supervision of all construction and subcontracting activities. Our field staff is responsible for managing and supervising all trades and subcontractors. Their duties will include enforcing cleanliness of site and personnel, safety and security requirements, implementing and maintaining quality controls, monitoring subcontractors, coordinating submittals and shop drawings, management of field operations, inspecting materials and workmanship, monitoring materials usage, driving the project schedule, and documenting time and materials control systems. All of this information is recorded each work period in the HITT Superintendent's Daily Report. The on-site staff will be responsible for assuring the defined scope of services required of the subcontractor on the performance of all work orders.

The requirements of safe, clean, timely, and quality performance will be directly communicated to each subcontractor by the project manager and superintendent during the procurement process and again at each task order walk-through and/or preparatory meeting and on-site during construction.

HITT will conduct no less than weekly meetings on site with all tradesmen, subcontractors, and vendors to review Safety, Safety Data Sheets, and Activity Hazard Analysis requirements; upcoming tasks, submittals, and quality control requirements; lead times and schedule; manpower and production; changes to materials and/or methods; Requests for Information; deficiencies and/or delays; testing and verification processes; culminating with a milestone and two-week look ahead review. Manpower is removed from the site immediately for violations regarding safety, including lacking hard hats; glasses / goggles; ear and/or hand protection.

On a daily basis, the superintendent's verification of subcontractors will include:

- Aggressively manage all aspects of the work and drive progress forward using daily production calculations and reporting.
- Use Work Breakdown Structures in finite daily increments that allow our Staff to know the exact daily production required.
- Ensure subcontractor performance meets both HITT and Dorchester County expectations, specifications, quality control, and safety inspection.
- Monitor subcontractor performance to ensure work proceeds daily according to the approved schedule.
- Record subcontractor progress, number and type of personnel employed, equipment and materials used, and record their findings in a Daily Report for every task order in progress.
- Perform tabulation of production process to verify schedule compliance; on critical tasks we have been known to monitor performance every two hours and augment crews at the four hour period.
- Closely monitor subcontract performance in order to avoid deficiency reports and costly re-work.

At all times, the superintendent will apply Quality Control and Safety practices in monitoring the performance expectations of the subcontractor's field forces. The superintendent will educate and mentor the trades, and inspect subcontractor craftsmanship, methods, and materials.

STAFFING CAPACITY

To manage a contract that could encompass managing multiple concurrent job orders, it is important that the management plan is tailored to match each project's requirements. This is accomplished through the use of an experienced project team to manage the construction efforts. Should HITT be tasked with completing multiple projects simultaneously at various locations, we will implement the following strategies to ensure adequate staffing of each individual project:

- Evaluate specific project requirements for staffing purposes.
- Utilize proposed staff members as initial basis for project team development.
- Add project management and supervision staff to contract.

- Balance project loads amongst qualified, experienced staff.
- Increase senior management (i.e. Project Executive) staff members.
- Establish project teams that are dedicated fulltime to contract.

HITT Senior Project Manager Jamie Shipman, proposed for the Job Order Contract, will establish project specific teams with the skills and experience to provide responsive and accurate estimating and engineering services, competent field supervision, close coordination of subcontractors, and sound business management based on the evaluation of the project's requirements. Because the people included within this proposal are part of the HITT Team, all are well established in their field, providing a depth of professionals "on-the-bench" to supplement an employee or to provide additional support for multiple projects.

In establishing the specific project team members, Mr. Shipman will take the following steps to evaluate team members to assure that project challenges are met with the proper personnel for project success.

1. Review Job Orders and evaluate performance feasibility.
2. Evaluate proposed staff members based on project requirements.
3. Review current workload of project management and supervision staff.
4. Determine if current staff can manage project or if additional staff will be required.
5. Augment project management and site supervision team as necessary.

If it is determined that additional management and / or supervisory personnel need to be added to ensure the success of the contract, Mr. Shipman will provide the County with alternate résumés of comparable or superior personnel for review and approval. As noted above, these personnel will be vetted through the in-house pool of existing managers.

Upon establishing the project team members, Mr. Shipman will utilize the following in ensuring proper implementation of strategies and tactics:

1. Assign each team member with responsibility for project success.
2. Conduct regular meetings among team members.
3. Establish record keeping procedures and reporting for management progress.
4. Complete senior management briefings on project performance and team members.
5. Participate in weekly / monthly project construction status meetings.
6. Conduct site visits when necessary to evaluate project teams.
7. Complete supplemental review and strategy development meetings for new challenges.
8. Perform project evaluation report upon completion of project to evaluate project members and lessons learned for future projects.
9. Conduct project team member evaluations with County contracting / project staff.

HITT proposed project team will be available and dedicated to the JOC throughout the duration of the contract. The employees listed in our proposal will remain in service to Dorchester County as needed. HITT has sufficient volumes of work to increase or decrease the proposed staff's workload depending upon the volume of work required under this contract. During periods of no work, the staff may be reassigned to other projects. However, when job order contracting services are needed, their first priority is to the County.

PROCUREMENT AND CONSTRUCTION RELATED ISSUES

HITT emphasizes specific planning and implementation procedures that support in overall monitoring of the quality of the team's deliverables. Pre-planning is critical to cost and time savings on a project and essential for the timely detection and resolution of problems. From a procurement standpoint, HITT builds its project schedule to account for timely delivery of all materials.

Those requiring significant lead times are accounted for in the schedule and included in early-release packages submitted to the client for approval and just-in-time

delivery to the site. HITT considers construction at risk under the following conditions:

- Safety is at risk
- Quality is compromised
- Specifications off track
- Plan not executed
- Scope misunderstood
- Schedule slippage
- Excessive site changes
- Risk mitigation

HITT takes proactive steps every day to prevent any of these occurrences. Proper business controls and general contracting practices dictate action before necessity. In the course of business, all things are not always smooth and successful. Completing 5,000 projects yearly, HITT does experience some complications on the project sites.

Safety is first and foremost on all HITT Projects. Any safety risks encountered will result in immediate action outlined in our full Safety Plan. If instant field corrections are not applicable, a Safety Stand-Down will be initiated. HITT Safety Vice President Mark Dumas will be dispatched to the site. Mark and his staff will assess and mitigate the immediate situation and then prepare additional Activity Hazard Analyses or augment the Site-Specific Safety Plan. Our Safety Staff will then re-educate the tradespersons to remove or mitigate the risk to acceptable levels.

HITT knows that quality is second only to safety. Quality started at our firm eight decades ago and continues to improve each day with new materials and techniques. When quality suffers, HITT will immediately stop work and correct the deficiency. We will review and examine our Quality Control (QC) Plan and Staff to determine where the breakdown occurred. The deficiency log records will indicate whether this type of matter has been experienced in the past. Our full QC Plan provides further details on corrective measures.

HITT will correct all quality issues including those on-site, any that may exist in our QC Plan, and any personnel or subcontractors experiencing quality concerns. Firms and individuals known to have poor quality habits are removed from the job site and likely removed from

HITT's subcontractor database to prevent further work at HITT.

When Plans and Specifications are not followed, this is cause for Stop Work and immediate examination of the construction documents and QC Plan. Corrective measures are undertaken immediately on all fronts, including subcontractors, vendors, and in house personnel. Documents are examined for ambiguity, and the design firms are consulted in conjunction with the Owner. Once a determination for cause is reached, corrective measures can be completed and documentation is finalized. If the cause is found to be negligence or intent, the person or parties are supplemented or replaced with known top performers.

HITT occasionally experiences situations of misunderstandings of scope. Scope misunderstandings pose an extreme problem when they occur, as they often cut across several control points such as safety, quality, compliance with plans and specifications, and often impact the project schedule. HITT proactively writes our own scopes for each discipline on every project; we compare the scopes of separate bidders in all disciplines; and tie the scopes contractually back to full plan and specification compliance for a full, functioning and satisfactory product when completed. In this manner, this circular reference from the scope back to the project documents normally eliminates any questions regarding work elements.

HITT takes schedule compliance very seriously, as timing is often the most critical item to our clients, and also normally affects our biggest single cost—personnel duration on the job site. HITT will take action immediately when any task in the schedule slips by a few percentage points or a few days. A trigger point is established for each salient item, but on many jobs the rule of thumb is 10 percent movement is cause for concern. Our immediate actions include Owner Notification; Recovery Plans; additional personnel; overtime, supplementation, or replacement of poor performers. In some cases, an accelerated schedule can also cause difficulties—having roof openings prepared and ready long before equipment arrives to be installed in the void can indicate improper work sequences, disorganized scheduling or job practices, and create extreme problems on-site.

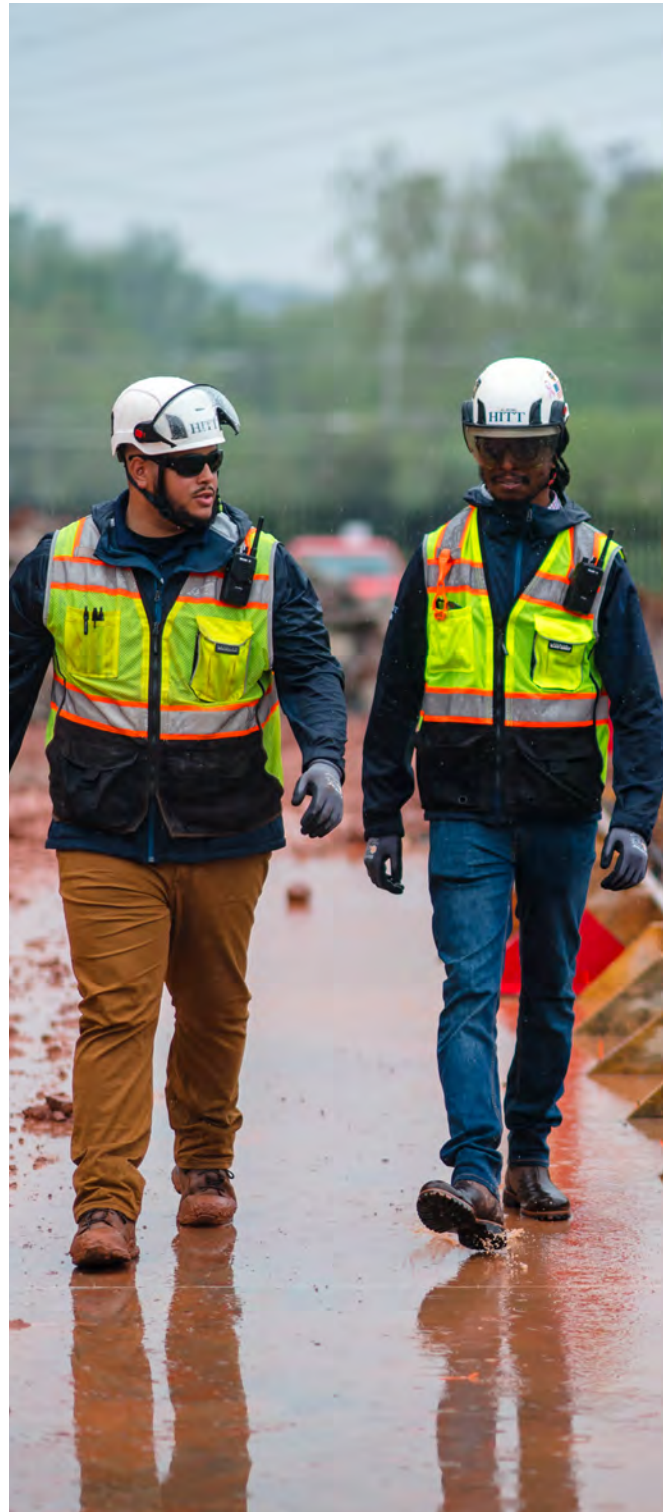
When these rare cases occur, HITT reconvenes the project scheduling team with in-house or industry experts to examine relationships, sequencing, work breakdowns, and key milestones to ensure there are no other anomalies to further impact the project.

Excessive site changes are a key area of concern that is quickly discovered and the cause is often easy to clarify. There are many projects where an involved owner requires certain adjustments, at times on a daily basis. When the opposite is found—excessive site changes are generated by subcontractor or HITT personnel—this is reason for immediate concern. Like Scope issues, excessive changes point to numerous inconsistencies in work items, contract, schedule, and general understanding of project concepts. When HITT personnel, subcontractors, or vendors show a pattern of unusual changes, cause is found and these entities are educated, counseled, or removed if negligence is found.

Risk mitigation on projects is examined and treated up front at HITT. Now more than ever before, a contractor's exposure to risk is their livelihood. HITT takes these three steps to mitigate risk on all projects over a given exposure threshold:

1. HITT's Risk Manager Steve Fisher examines all contractual documents and determines if the risk is palatable at HITT. Steve has 40 years of experience at HITT, and is adept at mitigation.
2. HITT conducts a Risk Assessment of the project, gauging approximately 50 factors to arrive at a go/no-go decision. HITT's risk assessment matrix is an internal process protected by privacy needs. Suffice to say it is very thorough across all aspects, and many projects do not pass muster in their offered state. Should this be the case, HITT will work with the project Ownership to remove certain stumbling blocks or onerous components to arrive a mutually agreeable level of risk.
3. When these projects move forward, the HITT Project Management team prepares an Owners Report each month. This report contains every key project indicator, with measurement devices and included. The Owners Report is submitted to the Executive Management at HITT for examination, concurrence, and signature. HITT's Owners report is also an internal process protected by privacy needs.

HITT manages each project control in a proactive manner and is continually refining our project processes with new methods, changing technologies, and upgraded tracking devices. Ever present is the message remaining from the inception of our company 85 years ago: client satisfaction is the key to success.





5

Cost Proposal

ATTACHMENT D

DORCHESTER COUNTY ADJUSTMENT FACTORS

CONTRACTOR NAME: HITT Contracting, Inc

GEOGRAPHIC REGION: Group A / DORCHESTER COUNTY

If not bidding on this region simply put Not Applicable in the CONTRACTOR NAME: above.

The Contractor shall perform the Tasks and pay all Administrative Fees required by each individual Purchase Order issued pursuant to this using the following Adjustment Factors:

1. Non-Secure Areas, Normal Working Hours Adjustment Factor: 7:00am to 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

1.A Adjustment Factor With
Administrative Fees:

1	.		1	6	0	0
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(Specify to four decimal places)

2. Non-Secure Areas, Other Than Normal Working Hours Adjustment Factor: 4:00pm to 7:00am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

2.A Adjustment Factor With
Administrative Fees:

1	.		1	7	0	0
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(Specify to four decimal places)

3. Secure Areas, Normal Working Hours Adjustment Factor: 7:00am to 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

3.A. Adjustment Factor With
Administrative Fees:

1	.		1	8	0	0
---	---	--	---	---	---	---

(Specify to four decimal places)

4. Secure Areas, Other Than Normal Working Hours Adjustment Factor: 4:00pm to 7:00am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

4.A Adjustment Factor With
Administrative Fees:

1	.		1	9	5	0
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(Specify to four decimal places)

5. Non Pre-priced Adjustment Factor: To be applied to Work deemed not to be included in the CTC but within the general scope of the work:

5.A Adjustment Factor With
Administrative Fees:

1	.		2	2	0	0
---	---	--	---	---	---	---

(Specify to four decimal places)

6. Combined Adjustment Factor: (From Line 11 Attachment E)
(See Attachment E for calculation procedure)

1	.		1	7	2	5
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(Specify to four decimal places)

Notes to Proposer:

- a. **Group A Dorchester County Administrative Fee: Proposers must include an Administrative Fee in calculating the Group A Dorchester County Adjustment Factors. The administrative fee will be calculated at the rate 6.00% of the total Purchase Order Price.**
- b. Adjustment Factors and extended totals should be rounded to four (4) decimal places. Use conventional rounding methodology (i.e., if the number in the 5th decimal place is 0-4, the number in the 4th decimal remains unchanged; if the number in the 5th decimal place is 5-9, the number in the 4th decimal is rounded upward).
- c. **The Adjustment Factor for Non-Secure Areas, Other Than Normal Working Hours must be greater than or equal to the Non-Secure Areas, Normal Working Hours Adjustment Factor.**
- d. **The Adjustment Factor for Secure Areas, Other Than Normal Working Hours must be greater than or equal to the Secure Areas, Normal Working Hours Adjustment Factor.**
- e. The Owner reserves the right to correct arithmetic errors in the event of a discrepancy, the Adjustment Factors listed in the column titled "Adjustment Factor Bid" shall take precedence and be used to calculate the extended totals.

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ATTACHMENT E
DORCHESTER COUNTY ADJUSTMENT FACTORS
CALCULATION OF THE COMBINED ADJUSTMENT FACTOR

CONTRACTOR NAME: HITT Contracting, Inc

GEOGRAPHICAL REGION: Group A / DORCHESTER COUNTY

If not proposing on this region simply put Not Applicable in the CONTRACTOR NAME: above.

The following formula has been developed for the sole purpose of evaluating bids and awarding.

Each bidder must complete the following calculation.

Line 1.	Non Secured Areas Normal Working Hours Adjustment Factor (1.A)	<u>1.1600</u>
Line 2.	Multiply Line 1 by .40	<u>0.4640</u>
Line 3.	Non Secured Areas Other Than Normal Working Hours Adjustment Factor (2.A)	<u>1.1700</u>
Line 4.	Multiply Line 3 by .30	<u>0.3510</u>
Line 5.	Secured Areas Normal Working Hours Adjustment Factor (3.A)	<u>1.1800</u>
Line 6.	Multiply Line 5 by .15	<u>0.1770</u>
Line 7.	Secured Areas Other Than Normal Working Hours Adjustment Factor (4.A)	<u>1.1950</u>
Line 8.	Multiply Line 7 by .10	<u>0.1195</u>
Line 9.	Non Pre-priced Tasks Adjustment Factor(5.A)	<u>1.2200</u>
Line 10.	Multiply Line 5 by .05	<u>0.0610</u>
Line 11:	Summation of lines 2, 4, 6, 8 and 10) (Combined Adjustment Factor)	<u>1.1725</u>

Notes to Proposer:

Transfer the number on line 11 to the space provided in line 6 for the Combined Adjustment Factor on Attachment D.

Instructions To Bidder: Specify lines 1 through 11 to four (4) decimal places. Use conventional rounding methodology (i.e., if the number in the 5th decimal place is 0-4, the number in the 4th decimal remains unchanged; if the number in the 5th decimal place is 5-9, the number in the 4th decimal is rounded upward)

Note To Bidder: The weights in lines 2, 4, 6, 8 and 10 above are for the purpose of calculating a Combined Adjustment Factor only. No assurances are made that Work will be ordered under the Agreement in a distribution consistent with the weighted percentages above. The Combined Adjustment Factor is only used for the purpose of determining the lowest Bidder.

When submitting Price Proposals related to specific Purchase Orders, the Bidder shall utilize one or more of the Adjustment Factors applicable to the Work being performed provided in lines 1, 3, 5, 7, and 9 as applicable, on Attachment E above.

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ATTACHMENT F

REGION ONE ADJUSTMENT FACTORS

CONTRACTOR NAME: Not Applicable

GEOGRAPHIC REGION: GROUP B / REGION ONE

If not bidding on this region simply put Not Applicable in the CONTRACTOR NAME: above.

The Contractor shall perform the Tasks and pay all Administrative Fees required by each individual Purchase Order issued pursuant to this using the following Adjustment Factors:

1. Non-Secure Areas, Normal Working Hours Adjustment Factor: 7:00am to 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

1.A Adjustment Factor With
Administrative Fees:

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(Specify to four decimal places)

2. Non-Secure Areas, Other Than Normal Working Hours Adjustment Factor: 4:00pm to 7:00am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

2.A. Adjustment Factor With
Administrative Fees:

	.				
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(Specify to four decimal places)

3. Secure Areas, Normal Working Hours Adjustment Factor: 7:00am to 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

3.A. Adjustment Factor With
Administrative Fees:

	.				
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(Specify to four decimal places)

4. Secure Areas, Other Than Normal Working Hours Adjustment Factor: 4:00pm to 7:00am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

4.A Adjustment Factor With
Administrative Fees:

	.				
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(Specify to four decimal places)

5. Non Pre-priced Adjustment Factor: To be applied to Work deemed not to be included in the CTC but within the general scope of the work:

5.A Adjustment Factor With
Administrative Fees:

	.				
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(Specify to four decimal places)

6. Combined Adjustment Factor: (From Line 11 Attachment G)

(See Attachment G for calculation procedure)

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(Specify to four decimal places)

Notes to Proposer:

- a. **Group B Geographical Region Administrative Fee: Proposers must include an Administrative Fee in calculating the Group B Geographical Region Adjustment Factors. The administrative fee will be calculated at the rate of 8.00% of the total Purchase Order Price. .**
- b. Adjustment Factors and extended totals should be rounded to four (4) decimal places. Use conventional rounding methodology (i.e., if the number in the 5th decimal place is 0-4, the number in the 4th decimal remains unchanged; if the number in the 5th decimal place is 5-9, the number in the 4th decimal is rounded upward).
- c. **The Adjustment Factor for Non-Secure Areas, Other Than Normal Working Hours must be greater than or equal to the Non-Secure Areas, Normal Working Hours Adjustment Factor.**
- d. **The Adjustment Factor for Secure Areas, Other Than Normal Working Hours must be greater than or equal to the Secure Areas, Normal Working Hours Adjustment Factor.**
- e. The Owner reserves the right to correct arithmetic errors in the event of a discrepancy, the Adjustment Factors listed in the column titled "Adjustment Factor Bid" shall take precedence and be used to calculate the extended totals.

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ATTACHMENT G

REGION ONE ADJUSTMENT FACTORS

CALCULATION OF THE COMBINED ADJUSTMENT FACTOR

CONTRACTOR NAME: Not Applicable

GEOGRAPHICAL REGION: Group B / Region One

If not proposing on this region simply put Not Applicable in the CONTRACTOR NAME: above.

The following formula has been developed for the sole purpose of evaluating bids and awarding.

Each bidder must complete the following calculation.

- Line 1. Non Secured Areas Normal Working Hours Adjustment Factor (1.A) _____
- Line 2. Multiply Line 1 by .40 _____
- Line 3. Non Secured Areas Other Than Normal Working Hours
Adjustment Factor (2.A) _____
- Line 4. Multiply Line 3 by .30 _____
- Line 5. Secured Areas Normal Working Hours Adjustment Factor (3.A) _____
- Line 6. Multiply Line 5 by .15 _____
- Line 7. Secured Areas Other Than Normal Working Hours Adjustment
Factor (4.A) _____
- Line 8. Multiply Line 7 by .10 _____
- Line 9. Non Pre-priced Tasks Adjustment Factor(5.A) _____
- Line 10. Multiply Line 5 by .05 _____
- Line 11: Summation of lines 2, 4, 6, 8 and 10) _____
(Combined Adjustment Factor)

Notes to Proposer:

Transfer the number on line 11 to the space provided in line 6 for the Combined Adjustment Factor on Attachment F.

Instructions To Bidder: Specify lines 1 through 11 to four (4) decimal places. Use conventional rounding methodology (i.e., if the number in the 5th decimal place is 0-4, the number in the 4th decimal remains unchanged; if the number in the 5th decimal place is 5-9, the number in the 4th decimal is rounded upward).

Note To Bidder: The weights in lines 2, 4, 6, 8 and 10 above are for the purpose of calculating a Combined Adjustment Factor only. No assurances are made that Work will be ordered under the Agreement in a distribution consistent with the weighted percentages above. The Combined Adjustment Factor is only used for the purpose of determining the lowest Bidder.

When submitting Price Proposals related to specific Purchase Orders, the Bidder shall utilize one or more of the Adjustment Factors applicable to the Work being performed provided in lines 1, 3, 5, 7, and 9 as applicable, on Attachment G above.

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ATTACHMENT H
REGION 2 ADJUSTMENT FACTORS

DORCHESTER COUNTY ADJUSTMENT FACTORS

CONTRACTOR NAME: Not Applicable

GEOGRAPHIC REGION: Group B / Region Two

If not bidding on this region simply put Not Applicable in the CONTRACTOR NAME: above.

The Contractor shall perform the Tasks and pay all Administrative Fees required by each individual Purchase Order issued pursuant to this using the following Adjustment Factors:

1. Non-Secure Areas, Normal Working Hours Adjustment Factor: 7:00am to 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

1.A Adjustment Factor With
Administrative Fees:

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(Specify to four decimal places)

2. Non-Secure Areas, Other Than Normal Working Hours Adjustment Factor: 4:00pm to 7:00am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

2.A. Adjustment Factor With
Administrative Fees:

	.				
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(Specify to four decimal places)

3. Secure Areas, Normal Working Hours Adjustment Factor: 7:00am to 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

3.A. Adjustment Factor With
Administrative Fees:

	.				
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(Specify to four decimal places)

4. Secure Areas, Other Than Normal Working Hours Adjustment Factor: 4:00pm to 7:00am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

4.A Adjustment Factor With
Administrative Fees:

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(Specify to four decimal places)

5. Non Pre-priced Adjustment Factor: To be applied to Work deemed not to be included in the CTC but within the general scope of the work:

5.A Adjustment Factor With
Administrative Fees:

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(Specify to four decimal places)

6. Combined Adjustment Factor: (From Line 11 Attachment I)

(See Attachment I for calculation procedure)

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(Specify to four decimal places)

Notes to Proposer:

- a. **Group B Geographical Region Administrative Fee: Proposers must include an Administrative Fee in calculating the Group B Geographical Region Adjustment Factors. The administrative fee will be calculated at the rate of 8.00% of the total Purchase Order Price. .**
- b. Adjustment Factors and extended totals should be rounded to four (4) decimal places. Use conventional rounding methodology (i.e., if the number in the 5th decimal place is 0-4, the number in the 4th decimal remains unchanged; if the number in the 5th decimal place is 5-9, the number in the 4th decimal is rounded upward).
- c. **The Adjustment Factor for Non-Secure Areas, Other Than Normal Working Hours must be greater than or equal to the Non-Secure Areas, Normal Working Hours Adjustment Factor.**
- d. **The Adjustment Factor for Secure Areas, Other Than Normal Working Hours must be greater than or equal to the Secure Areas, Normal Working Hours Adjustment Factor.**
- e. The Owner reserves the right to correct arithmetic errors in the event of a discrepancy, the Adjustment Factors listed in the column titled "Adjustment Factor Bid" shall take precedence and be used to calculate the extended totals.

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ATTACHMENT I

REGION 2 ADJUSTMENT FACTORS

CALCULATION OF THE COMBINED ADJUSTMENT FACTOR

CONTRACTOR NAME: Not Applicable

GEOGRAPHICAL REGION: Group B / Region Two

If not proposing on this region simply put Not Applicable in the CONTRACTOR NAME: above.

The following formula has been developed for the sole purpose of evaluating bids and awarding.

Each bidder must complete the following calculation.

- Line 1. Non Secured Areas Normal Working Hours Adjustment Factor (1.A) _____
- Line 2. Multiply Line 1 by .40 _____
- Line 3. Non Secured Areas Other Than Normal Working Hours
Adjustment Factor (2.A) _____
- Line 4. Multiply Line 3 by .30 _____
- Line 5. Secured Areas Normal Working Hours Adjustment Factor (3.A) _____
- Line 6. Multiply Line 5 by .15 _____
- Line 7. Secured Areas Other Than Normal Working Hours Adjustment
Factor (4.A) _____
- Line 8. Multiply Line 7 by .10 _____
- Line 9. Non Pre-priced Tasks Adjustment Factor(5.A) _____
- Line 10. Multiply Line 5 by .05 _____
- Line 11: Summation of lines 2, 4, 6, 8 and 10) _____
(Combined Adjustment Factor)

Notes to Proposer:

Transfer the number on line 11 to the space provided in line 6 for the Combined Adjustment Factor on Attachment H.

Instructions To Bidder: Specify lines 1 through 11 to four (4) decimal places. Use conventional rounding methodology (i.e., if the number in the 5th decimal place is 0-4, the number in the 4th decimal remains unchanged; if the number in the 5th decimal place is 5-9, the number in the 4th decimal is rounded upward).

Note To Bidder: The weights in lines 2, 4, 6, 8 and 10 above are for the purpose of calculating a Combined Adjustment Factor only. No assurances are made that Work will be ordered under the Agreement in a distribution consistent with the weighted percentages above. The Combined Adjustment Factor is only used for the purpose of determining the lowest Bidder.

When submitting Price Proposals related to specific Purchase Orders, the Bidder shall utilize one or more of the Adjustment Factors applicable to the Work being performed provided in lines 1, 3, 5, 7, and 9 as applicable, on Attachment I above.

(The rest of this page is intentionally left blank)

ATTACHMENT J

REGION 3 ADJUSTMENT FACTORS

DORCHESTER COUNTY ADJUSTMENT FACTORS

CONTRACTOR NAME: Not Applicable

GEOGRAPHIC REGION: Group B / Region Three

If not proposing on this region simply put Not Applicable in the CONTRACTOR NAME: above.

The Contractor shall perform the Tasks and pay all Administrative Fees required by each individual Purchase Order issued pursuant to this using the following Adjustment Factors:

1. Non-Secure Areas, Normal Working Hours Adjustment Factor: 7:00am to 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

1.A Adjustment Factor With
Administrative Fees:

	.				
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(Specify to four decimal places)

2. Non-Secure Areas, Other Than Normal Working Hours Adjustment Factor: 4:00pm to 7:00am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

2.A. Adjustment Factor With
Administrative Fees:

	.				
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(Specify to four decimal places)

3. Secure Areas, Normal Working Hours Adjustment Factor: 7:00am to 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

3.A. Adjustment Factor With
Administrative Fees:

	.				
--	---	--	--	--	--

(Specify to four decimal places)

4. Secure Areas, Other Than Normal Working Hours Adjustment Factor: 4:00pm to 7:00am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

4.A Adjustment Factor With
Administrative Fees:

	.				
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(Specify to four decimal places)

5. Non Pre-priced Adjustment Factor: To be applied to Work deemed not to be included in the CTC but within the general scope of the work:

5.A Adjustment Factor With
Administrative Fees:

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(Specify to four decimal places)

6. Combined Adjustment Factor: (From Line 11 Attachment K)

(See Attachment K for calculation procedure)

--	--	--	--	--	--

(Specify to four decimal places)

Notes to Proposer:

- a. **Group B Geographical Region Administrative Fee: Proposers must include an Administrative Fee in calculating the Group B Geographical Region Adjustment Factors. The administrative fee will be calculated at the rate of 8.00% of the total Purchase Order Price. .**
- b. Adjustment Factors and extended totals should be rounded to four (4) decimal places. Use conventional rounding methodology (i.e., if the number in the 5th decimal place is 0-4, the number in the 4th decimal remains unchanged; if the number in the 5th decimal place is 5-9, the number in the 4th decimal is rounded upward).
- c. **The Adjustment Factor for Non-Secure Areas, Other Than Normal Working Hours must be greater than or equal to the Non-Secure Areas, Normal Working Hours Adjustment Factor.**
- d. **The Adjustment Factor for Secure Areas, Other Than Normal Working Hours must be greater than or equal to the Secure Areas, Normal Working Hours Adjustment Factor.**
- e. The Owner reserves the right to correct arithmetic errors in the event of a discrepancy, the Adjustment Factors listed in the column titled "Adjustment Factor Bid" shall take precedence and be used to calculate the extended totals.

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CALCULATION OF THE COMBINED ADJUSTMENT FACTOR

GEOGRAPHICAL REGION: Group B / Region Three

The following formula has been developed for the sole purpose of evaluating bids and awarding.

- | | | |
|----------|---|--|
| Line 1. | Non Secured Areas Normal Working Hours Adjustment Factor (1.A) | |
| Line 2. | Multiply Line 1 by .40 | |
| Line 3. | Non Secured Areas Other Than Normal Working Hours Adjustment Factor (2.A) | |
| Line 4. | Multiply Line 3 by .30 | |
| Line 5. | Secured Areas Normal Working Hours Adjustment Factor (3.A) | |
| Line 6. | Multiply Line 5 by .15 | |
| Line 7. | Secured Areas Other Than Normal Working Hours Adjustment Factor (4.A) | |
| Line 8. | Multiply Line 7 by .10 | |
| Line 9. | Non Pre-priced Tasks Adjustment Factor(5.A) | |
| Line 10. | Multiply Line 5 by .05 | |
| Line 11: | Summation of lines 2, 4, 6, 8 and 10)
(Combined Adjustment Factor) | |

Instructions To Bidder: Specify lines 1 through 11 to four (4) decimal places. Use conventional rounding methodology (i.e., if the number in the 5th decimal place is 0-4, the number in the 4th decimal remains unchanged; if the number in the 5th decimal place is 5-9, the number in the 4th decimal is rounded upward).

Note To Bidder: The weights in lines 2, 4, 6, 8 and 10 above are for the purpose of calculating a Combined Adjustment Factor only. No assurances are made that Work will be ordered under the Agreement in a distribution consistent with the weighted percentages above. The Combined Adjustment Factor is only used for the purpose of determining the lowest Bidder.

When submitting Price Proposals related to specific Purchase Orders, the Bidder shall utilize one or more of the Adjustment Factors applicable to the Work being performed provided in lines 1, 3, 5, 7, and 9 as applicable, on Attachment K above.

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ATTACHMENT L

REGION 4 ADJUSTMENT FACTORS

DORCHESTER COUNTY ADJUSTMENT FACTORS

CONTRACTOR NAME: Not Applicable

GEOGRAPHIC REGION: Group B / Region Four

If not proposing on this region simply put Not Applicable in the CONTRACTOR NAME: above.

The Contractor shall perform the Tasks and pay all Administrative Fees required by each individual Purchase Order issued pursuant to this using the following Adjustment Factors:

1. Non-Secure Areas, Normal Working Hours Adjustment Factor: 7:00am to 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

1.A Adjustment Factor With
Administrative Fees:

	.				
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(Specify to four decimal places)

2. Non-Secure Areas, Other Than Normal Working Hours Adjustment Factor: 4:00pm to 7:00am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

2.A. Adjustment Factor With
Administrative Fees:

	.				
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(Specify to four decimal places)

3. Secure Areas, Normal Working Hours Adjustment Factor: 7:00am to 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

3.A. Adjustment Factor With
Administrative Fees:

	.				
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(Specify to four decimal places)

4. Secure Areas, Other Than Normal Working Hours Adjustment Factor: 4:00pm to 7:00am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

4.A Adjustment Factor With
Administrative Fees:

	.				
--	---	--	--	--	--

(Specify to four decimal places)

5. Non Pre-priced Adjustment Factor: To be applied to Work deemed not to be included in the CTC but within the general scope of the work:

5.A Adjustment Factor With
Administrative Fees:

--	--	--	--	--	--

(Specify to four decimal places)

6. Combined Adjustment Factor: (From Line 11 Attachment M)

(See Attachment M for calculation procedure)

--	--	--	--	--	--

(Specify to four decimal places)

Notes to Proposer:

- a. **Group B Geographical Region Administrative Fee: Proposers must include an Administrative Fee in calculating the Group B Geographical Region Adjustment Factors. The administrative fee will be calculated at the rate of 8.00% of the total Purchase Order Price. .**
- b. Adjustment Factors and extended totals should be rounded to four (4) decimal places. Use conventional rounding methodology (i.e., if the number in the 5th decimal place is 0-4, the number in the 4th decimal remains unchanged; if the number in the 5th decimal place is 5-9, the number in the 4th decimal is rounded upward).
- c. **The Adjustment Factor for Non-Secure Areas, Other Than Normal Working Hours must be greater than or equal to the Non-Secure Areas, Normal Working Hours Adjustment Factor.**
- d. **The Adjustment Factor for Secure Areas, Other Than Normal Working Hours must be greater than or equal to the Secure Areas, Normal Working Hours Adjustment Factor.**
- e. The Owner reserves the right to correct arithmetic errors in the event of a discrepancy, the Adjustment Factors listed in the column titled "Adjustment Factor Bid" shall take precedence and be used to calculate the extended totals.

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ATTACHMENT M
REGION 4 ADJUSTMENT FACTORS

CALCULATION OF THE COMBINED ADJUSTMENT FACTOR

CONTRACTOR NAME: Not Applicable

GEOGRAPHICAL REGION: Group B / Region Four

If not proposing on this region simply put Not Applicable in the CONTRACTOR NAME: above.

The following formula has been developed for the sole purpose of evaluating bids and awarding.

Each bidder must complete the following calculation.

- | | | |
|----------|---|-------|
| Line 1. | Non Secured Areas Normal Working Hours Adjustment Factor (1.A) | _____ |
| Line 2. | Multiply Line 1 by .40 | _____ |
| Line 3. | Non Secured Areas Other Than Normal Working Hours Adjustment Factor (2.A) | _____ |
| Line 4. | Multiply Line 3 by .30 | _____ |
| Line 5. | Secured Areas Normal Working Hours Adjustment Factor (3.A) | _____ |
| Line 6. | Multiply Line 5 by .15 | _____ |
| Line 7. | Secured Areas Other Than Normal Working Hours Adjustment Factor (4.A) | _____ |
| Line 8. | Multiply Line 7 by .10 | _____ |
| Line 9. | Non Pre-priced Tasks Adjustment Factor(5.A) | _____ |
| Line 10. | Multiply Line 5 by .05 | _____ |
| Line 11: | Summation of lines 2, 4, 6, 8 and 10)
(Combined Adjustment Factor) | _____ |

Notes to Proposer:

Transfer the number on line 11 to the space provided in line 6 for the Combined Adjustment Factor on Attachment L.

Instructions To Bidder: Specify lines 1 through 11 to four (4) decimal places. Use conventional rounding methodology (i.e., if the number in the 5th decimal place is 0-4, the number in the 4th decimal remains unchanged; if the number in the 5th decimal place is 5-9, the number in the 4th decimal is rounded upward).

Note To Bidder: The weights in lines 2, 4, 6, 8 and 10 above are for the purpose of calculating a Combined Adjustment Factor only. No assurances are made that Work will be ordered under the Agreement in a distribution consistent with the weighted percentages above. The Combined Adjustment Factor is only used for the purpose of determining the lowest Bidder.

When submitting Price Proposals related to specific Purchase Orders, the Bidder shall utilize one or more of the Adjustment Factors applicable to the Work being performed provided in lines 1, 3, 5, 7, and 9 as applicable, on Attachment M above.

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ATTACHMENT N

REGION 5 ADJUSTMENT FACTORS

DORCHESTER COUNTY ADJUSTMENT FACTORS

CONTRACTOR NAME: Not Applicable

GEOGRAPHIC REGION: Group B / Region Five

If not proposing on this region simply put Not Applicable in the CONTRACTOR NAME: above.

The Contractor shall perform the Tasks and pay all Administrative Fees required by each individual Purchase Order issued pursuant to this using the following Adjustment Factors:

1. Non-Secure Areas, Normal Working Hours Adjustment Factor: 7:00am to 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

1.A Adjustment Factor With
Administrative Fees:

	.				
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(Specify to four decimal places)

2. Non-Secure Areas, Other Than Normal Working Hours Adjustment Factor: 4:00pm to 7:00am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

2.A. Adjustment Factor With
Administrative Fees:

	.				
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(Specify to four decimal places)

3. Secure Areas, Normal Working Hours Adjustment Factor: 7:00am to 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

3.A. Adjustment Factor With
Administrative Fees:

	.				
--	---	--	--	--	--

(Specify to four decimal places)

4. Secure Areas, Other Than Normal Working Hours Adjustment Factor: 4:00pm to 7:00am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

4.A Adjustment Factor With
Administrative Fees:

	.				
--	---	--	--	--	--

(Specify to four decimal places)

5. Non Pre-priced Adjustment Factor: To be applied to Work deemed not to be included in the CTC but within the general scope of the work:

5.A Adjustment Factor With
Administrative Fees:

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(Specify to four decimal places)

6. Combined Adjustment Factor: (From Line 11 Attachment O)

(See Attachment O for calculation procedure)

--	--	--	--	--	--

(Specify to four decimal places)

Notes to Proposer:

- a. **Group B Geographical Region Administrative Fee: Proposers must include an Administrative Fee in calculating the Group B Geographical Region Adjustment Factors. The administrative fee will be calculated at the rate of 8.00% of the total Purchase Order Price. .**
- b. Adjustment Factors and extended totals should be rounded to four (4) decimal places. Use conventional rounding methodology (i.e., if the number in the 5th decimal place is 0-4, the number in the 4th decimal remains unchanged; if the number in the 5th decimal place is 5-9, the number in the 4th decimal is rounded upward).
- c. **The Adjustment Factor for Non-Secure Areas, Other Than Normal Working Hours must be greater than or equal to the Non-Secure Areas, Normal Working Hours Adjustment Factor.**
- d. **The Adjustment Factor for Secure Areas, Other Than Normal Working Hours must be greater than or equal to the Secure Areas, Normal Working Hours Adjustment Factor.**
- e. The Owner reserves the right to correct arithmetic errors in the event of a discrepancy, the Adjustment Factors listed in the column titled "Adjustment Factor Bid" shall take precedence and be used to calculate the extended totals.

(The rest of this page is intentionally left blank)

ATTACHMENT P
REGION 5 ADJUSTMENT FACTORS

CALCULATION OF THE COMBINED ADJUSTMENT FACTOR

CONTRACTOR NAME: Not Applicable

GEOGRAPHICAL REGION: Group B / Region Five

If not proposing on this region simply put Not Applicable in the CONTRACTOR NAME: above.

The following formula has been developed for the sole purpose of evaluating bids and awarding.

Each bidder must complete the following calculation.

- | | | |
|----------|---|-------|
| Line 1. | Non Secured Areas Normal Working Hours Adjustment Factor (1.A) | _____ |
| Line 2. | Multiply Line 1 by .40 | _____ |
| Line 3. | Non Secured Areas Other Than Normal Working Hours Adjustment Factor (2.A) | _____ |
| Line 4. | Multiply Line 3 by .30 | _____ |
| Line 5. | Secured Areas Normal Working Hours Adjustment Factor (3.A) | _____ |
| Line 6. | Multiply Line 5 by .15 | _____ |
| Line 7. | Secured Areas Other Than Normal Working Hours Adjustment Factor (4.A) | _____ |
| Line 8. | Multiply Line 7 by .10 | _____ |
| Line 9. | Non Pre-priced Tasks Adjustment Factor(5.A) | _____ |
| Line 10. | Multiply Line 5 by .05 | _____ |
| Line 11: | Summation of lines 2, 4, 6, 8 and 10)
(Combined Adjustment Factor) | _____ |

Notes to Proposer:

Transfer the number on line 11 to the space provided in line 6 for the Combined Adjustment Factor on Attachment O.

Instructions To Bidder: Specify lines 1 through 11 to four (4) decimal places. Use conventional rounding methodology (i.e., if the number in the 5th decimal place is 0-4, the number in the 4th decimal remains unchanged; if the number in the 5th decimal place is 5-9, the number in the 4th decimal is rounded upward).

Note To Bidder: The weights in lines 2, 4, 6, 8 and 10 above are for the purpose of calculating a Combined Adjustment Factor only. No assurances are made that Work will be ordered under the Agreement in a distribution consistent with the weighted percentages above. The Combined Adjustment Factor is only used for the purpose of determining the lowest Bidder.

When submitting Price Proposals related to specific Purchase Orders, the Bidder shall utilize one or more of the Adjustment Factors applicable to the Work being performed provided in lines 1, 3, 5, 7, and 9 as applicable, on Attachment P above.

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ATTACHMENT Q

REGION 6 ADJUSTMENT FACTORS

DORCHESTER COUNTY ADJUSTMENT FACTORS

CONTRACTOR NAME: Not Applicable

GEOGRAPHIC REGION: Group B / Region Six

If not proposing on this region simply put Not Applicable in the CONTRACTOR NAME: above.

The Contractor shall perform the Tasks and pay all Administrative Fees required by each individual Purchase Order issued pursuant to this using the following Adjustment Factors:

1. Non-Secure Areas, Normal Working Hours Adjustment Factor: 7:00am to 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

1.A Adjustment Factor With
Administrative Fees:

	.				
--	---	--	--	--	--

(Specify to four decimal places)

2. Non-Secure Areas, Other Than Normal Working Hours Adjustment Factor: 4:00pm to 7:00am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

2.A. Adjustment Factor With
Administrative Fees:

	.				
--	---	--	--	--	--

(Specify to four decimal places)

3. Secure Areas, Normal Working Hours Adjustment Factor: 7:00am to 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

3.A. Adjustment Factor With
Administrative Fees:

	.				
--	---	--	--	--	--

(Specify to four decimal places)

4. Secure Areas, Other Than Normal Working Hours Adjustment Factor: 4:00pm to 7:00am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

4.A Adjustment Factor With
Administrative Fees:

	.				
--	---	--	--	--	--

(Specify to four decimal places)

5. Non Pre-priced Adjustment Factor: To be applied to Work deemed not to be included in the CTC but within the general scope of the work:

5.A Adjustment Factor With
Administrative Fees:

	.				
--	---	--	--	--	--

(Specify to four decimal places)

6. Combined Adjustment Factor: (From Line 11 Attachment R)

(See Attachment R for calculation procedure)

	.				
--	---	--	--	--	--

(Specify to four decimal places)

Notes to Proposer:

- a. **Group B Geographical Region Administrative Fee: Proposers must include an Administrative Fee in calculating the Group B Geographical Region Adjustment Factors. The administrative fee will be calculated at the rate of 8.00% of the total Purchase Order Price. .**
- b. Adjustment Factors and extended totals should be rounded to four (4) decimal places. Use conventional rounding methodology (i.e., if the number in the 5th decimal place is 0-4, the number in the 4th decimal remains unchanged; if the number in the 5th decimal place is 5-9, the number in the 4th decimal is rounded upward).
- c. **The Adjustment Factor for Non-Secure Areas, Other Than Normal Working Hours must be greater than or equal to the Non-Secure Areas, Normal Working Hours Adjustment Factor.**
- d. **The Adjustment Factor for Secure Areas, Other Than Normal Working Hours must be greater than or equal to the Secure Areas, Normal Working Hours Adjustment Factor.**
- e. The Owner reserves the right to correct arithmetic errors in the event of a discrepancy, the Adjustment Factors listed in the column titled "Adjustment Factor Bid" shall take precedence and be used to calculate the extended totals.

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ATTACHMENT R
REGION 6 ADJUSTMENT FACTORS

CALCULATION OF THE COMBINED ADJUSTMENT FACTOR

CONTRACTOR NAME: _____

GEOGRAPHICAL REGION: Group B / Region Six

If not proposing on this region simply put Not Applicable in the CONTRACTOR NAME: above.

The following formula has been developed for the sole purpose of evaluating bids and awarding.

Each bidder must complete the following calculation.

- | | | |
|----------|---|-------|
| Line 1. | Non Secured Areas Normal Working Hours Adjustment Factor (1.A) | _____ |
| Line 2. | Multiply Line 1 by .40 | _____ |
| Line 3. | Non Secured Areas Other Than Normal Working Hours Adjustment Factor (2.A) | _____ |
| Line 4. | Multiply Line 3 by .30 | _____ |
| Line 5. | Secured Areas Normal Working Hours Adjustment Factor (3.A) | _____ |
| Line 6. | Multiply Line 5 by .15 | _____ |
| Line 7. | Secured Areas Other Than Normal Working Hours Adjustment Factor (4.A) | _____ |
| Line 8. | Multiply Line 7 by .10 | _____ |
| Line 9. | Non Pre-priced Tasks Adjustment Factor(5.A) | _____ |
| Line 10. | Multiply Line 5 by .05 | _____ |
| Line 11: | Summation of lines 2, 4, 6, 8 and 10)
(Combined Adjustment Factor) | _____ |

Notes to Proposer:

Transfer the number on line 11 to the space provided in line 6 for the Combined Adjustment Factor on Attachment Q.

Instructions To Bidder: Specify lines 1 through 11 to four (4) decimal places. Use conventional rounding methodology (i.e., if the number in the 5th decimal place is 0-4, the number in the 4th decimal remains unchanged; if the number in the 5th decimal place is 5-9, the number in the 4th decimal is rounded upward).

Note To Bidder: The weights in lines 2, 4, 6, 8 and 10 above are for the purpose of calculating a Combined Adjustment Factor only. No assurances are made that Work will be ordered under the Agreement in a distribution consistent with the weighted percentages above. The Combined Adjustment Factor is only used for the purpose of determining the lowest Bidder.

When submitting Price Proposals related to specific Purchase Orders, the Bidder shall utilize one or more of the Adjustment Factors applicable to the Work being performed provided in lines 1, 3, 5, 7, and 9 as applicable, on Attachment R above.

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ATTACHMENT S

REGION 7 ADJUSTMENT FACTORS

DORCHESTER COUNTY ADJUSTMENT FACTORS

CONTRACTOR NAME: Not Applicable

GEOGRAPHIC REGION: Group B / Region Seven

If not proposing on this region simply put Not Applicable in the CONTRACTOR NAME: above.

The Contractor shall perform the Tasks and pay all Administrative Fees required by each individual Purchase Order issued pursuant to this using the following Adjustment Factors:

1. Non-Secure Areas, Normal Working Hours Adjustment Factor: 7:00am to 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

1.A Adjustment Factor With
Administrative Fees:

	.				
--	---	--	--	--	--

(Specify to four decimal places)

2. Non-Secure Areas, Other Than Normal Working Hours Adjustment Factor: 4:00pm to 7:00am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

2.A. Adjustment Factor With
Administrative Fees:

	.				
--	---	--	--	--	--

(Specify to four decimal places)

3. Secure Areas, Normal Working Hours Adjustment Factor: 7:00am to 4:00pm Monday to Friday, except holidays. Contractor shall perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

3.A. Adjustment Factor With
Administrative Fees:

	.				
--	---	--	--	--	--

(Specify to four decimal places)

4. Secure Areas, Other Than Normal Working Hours Adjustment Factor: 4:00pm to 7:00am Monday to Friday, and any time Saturday, Sunday and Holidays. Contractor shall perform Tasks during Other Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of:

4.A Adjustment Factor With
Administrative Fees:

	.				
--	---	--	--	--	--

(Specify to four decimal places)

5. Non Pre-priced Adjustment Factor: To be applied to Work deemed not to be included in the CTC but within the general scope of the work:

5.A Adjustment Factor With
Administrative Fees:

--	--	--	--	--	--

(Specify to four decimal places)

6. Combined Adjustment Factor: (From Line 11 Attachment T)

(See Attachment T for calculation procedure)

--	--	--	--	--	--

(Specify to four decimal places)

Notes to Proposer:

- a. **Group B Geographical Region Administrative Fee: Proposers must include an Administrative Fee in calculating the Group B Geographical Region Adjustment Factors. The administrative fee will be calculated at the rate of 8.00% of the total Purchase Order Price. .**
- b. Adjustment Factors and extended totals should be rounded to four (4) decimal places. Use conventional rounding methodology (i.e., if the number in the 5th decimal place is 0-4, the number in the 4th decimal remains unchanged; if the number in the 5th decimal place is 5-9, the number in the 4th decimal is rounded upward).
- c. **The Adjustment Factor for Non-Secure Areas, Other Than Normal Working Hours must be greater than or equal to the Non-Secure Areas, Normal Working Hours Adjustment Factor.**
- d. **The Adjustment Factor for Secure Areas, Other Than Normal Working Hours must be greater than or equal to the Secure Areas, Normal Working Hours Adjustment Factor.**
- e. The Owner reserves the right to correct arithmetic errors in the event of a discrepancy, the Adjustment Factors listed in the column titled "Adjustment Factor Bid" shall take precedence and be used to calculate the extended totals.

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CALCULATION OF THE COMBINED ADJUSTMENT FACTOR

GEOGRAPHICAL REGION: Group B / Region Seven

The following formula has been developed for the sole purpose of evaluating bids and awarding.

- | | | |
|----------|---|--|
| Line 1. | Non Secured Areas Normal Working Hours Adjustment Factor (1.A) | |
| Line 2. | Multiply Line 1 by .40 | |
| Line 3. | Non Secured Areas Other Than Normal Working Hours Adjustment Factor (2.A) | |
| Line 4. | Multiply Line 3 by .30 | |
| Line 5. | Secured Areas Normal Working Hours Adjustment Factor (3.A) | |
| Line 6. | Multiply Line 5 by .15 | |
| Line 7. | Secured Areas Other Than Normal Working Hours Adjustment Factor (4.A) | |
| Line 8. | Multiply Line 7 by .10 | |
| Line 9. | Non Pre-priced Tasks Adjustment Factor(5.A) | |
| Line 10. | Multiply Line 5 by .05 | |
| Line 11: | Summation of lines 2, 4, 6, 8 and 10)
(Combined Adjustment Factor) | |

Note To Bidder: The weights in lines 2, 4, 6, 8 and 10 above are for the purpose of calculating a Combined Adjustment Factor only. No assurances are made that Work will be ordered under the Agreement in a distribution consistent with the weighted percentages above. The Combined Adjustment Factor is only used for the purpose of determining the lowest Bidder.

When submitting Price Proposals related to specific Purchase Orders, the Bidder shall utilize one or more of the Adjustment Factors applicable to the Work being performed provided in lines 1, 3, 5, 7, and 9 as applicable, on Attachment T above.

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6

Additional Forms



Dorchester County

Vendor Information Form

COMPANY LEGAL
NAME: HITT Contracting Inc.

DBA: HITT or HITT Contracting

STREET ADDRESS: 216 Seven Farms Drive, Charleston, South Carolina 29492

MAILING ADDRESS: 216 Seven Farms Drive, Charleston, South Carolina 29492

PHONE NUMBER: 843.308.9400

EMAIL ADDRESS: sschmidt@hitt-gc.com

REMIT EMAIL
ADDRESS (FOR PO'S) sschmidt@hitt-gc.com

FEDERAL TAX ID #: 54-0248192

REGISTERED IN:
(STATE) Virginia

CONTACT PERSON TO SEND CONTRACT TO

NAME: Josh VanScoy

MAILING ADDRESS: 216 Seven Farms Drive, Charleston, South Carolina 29492

PHONE NUMBER: 843.308.9435

EMAIL ADDRESS: jvanscoy@hitt-gc.com

HOW DID YOU HEAR ABOUT THIS OPPORTUNITY TO DO BUSINESS WITH THE COUNTY?

Ongoing

Compliance with Illegal Immigration Act

By signing a bid/proposal, the Bidder/Offeror certifies that it will comply with the applicable requirements of Title 8, Chapter 14 of South Carolina Code of Laws and agree to provide to the State upon request any documentation required to establish either; (a) that Title 8, Chapter 14 is inapplicable to the Bidder/Offeror and its subcontractors or sub-subcontractors; or (b) that the Bidder/Offeror and its subcontractors or sub-subcontractors are in compliance with Title 8, Chapter 14.

Pursuant to Section 8-14-60, "*A person who knowingly makes or files any false, fictitious, or fraudulent document, statement, or report pursuant to this chapter is guilty of a felony and, upon conviction, must be fined within the discretion of the Court or imprisoned for not more than five years, or both.*"

Bidder/Offeror agrees to include in any contracts with subcontractors, language requiring subcontractors to (a) comply with applicable requirements of Title 8, Chapter 14, and (b) include in its contracts with the subcontractors language requiring the sub-subcontractors to comply with the applicable requirements of Title 8, Chapter 14.

Solicitation Number: #2023-21

Company Name: HITT Contracting, Inc

Address: 216 Seven Farms Drive, Charleston SC 29492

Authorized Representative Name and Title: Josh VanScoy, Vice President

Signature of Authorized Representative: _____

Witness (Print Name and Sign) _____

Aaron Denney Aaron Denney

Non-Collusion Oath

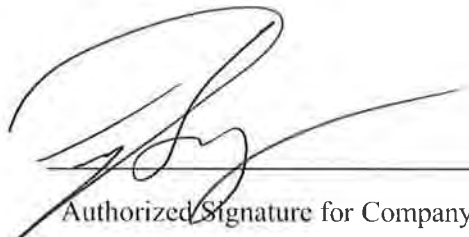
COUNTY OF: Berkley

STATE OF: South Carolina

Before me, the Undersigned, a Notary Public, for and in the County and State aforesaid, personally appeared Josh VanScoy and made oath that the Company herein, its agents, servants, and/or employees, to the best of its knowledge and belief, have not in any way colluded with anyone for and on behalf of the Company, or itself, to obtain information that would give the Company an unfair advantage over others, nor have it colluded with anyone for and on behalf of the Company or itself, to gain any favoritism in the award of the Contract herein.

SWORN TO BEFORE ME THIS

15 DAY OF November, 2022


Authorized Signature for Company

NOTARY PUBLIC FOR THE
STATE OF South Carolina

My Commission Expires: Nov 08, 2028

Print Name: Holly Sunshine Ward-Stewart

Address: 134 Bristol Street

Moncks Corner, SC 29461

Phone Number: 843.330.7933

Please print Company's Name and Address:

HIT Contracting
216 Seven Farms Drive
Charleston, South Carolina
29492

HOLLY SUNSHINE WARD-STEWART
Notary Public-State of South Carolina
My Commission Expires
November 08, 2028

Note: Notary seal required for Out of State Company



Equal Employment Opportunity Certification

(For Contractors/Vendors Other Than Individuals)

Dorchester County requires compliance with State and Federal regulations governing Equal Employment Opportunity, External Equal Opportunities (EO), External On-the-Job Training (OJT), Title VI & VII, and the Americans with Disabilities Act (ADA) programs.

Sub-recipients of federal-aid contracts must include notifications in all solicitations for bids of work or material and agreements subject to Title VI of the Civil Rights Act of 1964 and other nondiscrimination authorities. Sub-recipients, contractors and subcontractors may not discriminate in their employment practices or in the selection and retention of any subcontractor.

By signing this document, the Contractor/Vendor hereby certifies its commitment to assure nondiscrimination in its programs and activities to the effect that no person shall on the grounds of race, color, national origin, sex, age, disability or income status be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any federally or non-federally funded program or activity administered by the sub-recipient and/or its contractors.

Solicitation Number: #2023-21

Company Name: HITT Contracting, Inc

Address: 216 Seven Farms Drive, Charleston SC 29492

Authorized Representative Name and Title: Josh VanScoy, Vice President

Signature of Authorized Representative: [Signature]

Witness (Print Name and Sign): Avonlea Denney Avonlea Denney

DIVERSITY VENDOR CERTIFICATION PARTICIPATION

Diversity Vendor Certification Participation - It is the policy of some Members participating in Equalis Group to involve minority and women business enterprises (M/WBE), small and/or disadvantaged business enterprises, disable veterans business enterprises, historically utilized businesses (HUB) and other diversity recognized businesses in the purchase of goods and services. Respondents shall indicate below whether or not they hold certification in any of the classified areas and include proof of such certification with their response.

a. Minority Women Business Enterprise

Respondent certifies that this firm is an MWBE

☐ Yes ☒ No

List certifying agency: _____

b. Small Business Enterprise (SBE) or Disadvantaged Business Enterprise (DBE)

Respondent certifies that this firm is a SBE or DBE

☐ Yes ☒ No

List certifying agency: _____

c. Disabled Veterans Business Enterprise (DVBE)

Respondent certifies that this firm is an DVBE

☐ Yes ☒ No

List certifying agency: _____

d. Historically Underutilized Businesses (HUB)

Respondent certifies that this firm is an HUB

☐ Yes ☒ No

List certifying agency: _____

e. Historically Underutilized Business Zone Enterprise (HUBZone)

Respondent certifies that this firm is an HUBZone

☐ Yes ☒ No

List certifying agency: _____

f. Other

Respondent certifies that this firm is a recognized diversity certificate holder

☐ Yes ☒ No

List certifying agency: _____

AGREEMENT TO WORK IN ALL REGIONS IN THE STATE

There are times that a Contractor may need to perform work for certain Members that have facilities in areas outside of the Geographic Region. By acknowledging your acceptance below, you are saying that you will consider performing work in such areas in the State or other States. The Contractor will use the awarded CTC and adjustment factor proposed. If a contractor holds multiple contracts when performing work outside an awarded Region the contractor will use the contract that results in the lowest price for the Member. The Contractor will have the option to decline Projects outside of the Geographic Region.

Please circle your intention below:

Yes We agree to consider working in areas outside of the Geographic Region.

No We will NOT consider working outside of the Geographic Region.

Signature

The Proposer shall acknowledge this bid by signing and completing the spaces provided below:

Name of Proposer: HITT Contracting Inc, Josh VanScoy, Vice President

City/State/Zip: Charleston, SC, 29492

Telephone No.: 843-308-9400

If a partnership, names and addresses of partners:

Notarized

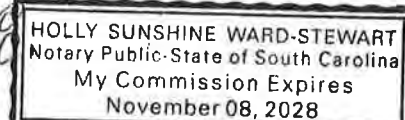
Subscribed and sworn to before me this 15 day of Nov, 2022

Notary Public in and for the County of Beaufort

State of South Carolina

My commission expires: November 08, 2028

Signature: Holly Sunshine Ward-Stewart



FEDERAL FUNDS CERIFICATION FORM

When a participating agency seeks to procure goods and services using funds under a federal grant or contract, specific federal laws, regulations, and requirements may apply in addition to those under state law. This includes, but is not limited to, the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 CFR 200 (sometimes referred to as the "Uniform Guidance" or "EDGAR" requirements). All Vendors submitting bids must complete this Federal Funds Certification Form regarding Vendor's willingness and ability to comply with certain requirements which may be applicable to specific participating agency purchases using federal grant funds. This completed form will be made available to participating agencies for their use while considering their purchasing options when using federal grant funds. Participating agencies may also require Vendors to enter into ancillary agreements, in addition to the contract's general terms and conditions, to address the member's specific contractual needs, including contract requirements for a procurement using federal grants or contracts.

For each of the items below, Vendor should certify Vendor's agreement and ability to comply, where applicable, by having Vendor's authorized representative complete and initial the applicable lines after each section and sign the acknowledgment at the end of this form. If a vendor fails to complete any item in this form, CCOG and Equalis Group will consider the Vendor's response to be that they are unable or unwilling to comply. A negative response to any of the items may, if applicable, impact the ability of a participating agency to purchase from the Vendor using federal funds.

1. Vendor Violation or Breach of Contract Terms:

Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 USC 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Any Contract award will be subject to CCOG General Terms and Conditions, as well as any additional terms and conditions in any Purchase Order, participating agency ancillary contract, or Member Construction Contract agreed upon by Vendor and the participating agency which must be consistent with and protect the participating agency at least to the same extent as the CCOG Terms and Conditions.

The remedies under the Contract are in addition to any other remedies that may be available under law or in equity. By submitting a bid, you agree to these Vendor violation and breach of contract terms.

Does vendor agree Does Bidder agree? JV
(Initials of Authorized Representative)

2. Termination for Cause or Convenience:

When a participating agency expends federal funds, the participating agency reserves the right to immediately terminate any agreement in excess of \$10,000 resulting from this procurement process in the event of a breach or default of the agreement by Offeror in the event Offeror fails to: (1) meet schedules, deadlines, and/or delivery dates within the time specified in the procurement solicitation, contract, and/or a purchase order; (2) make any payments owed; or (3) otherwise perform in accordance with the contract and/or the procurement solicitation. participating agency also reserves the right to terminate the contract immediately, with written notice to offeror, for convenience, if participating agency believes, in its sole discretion that it is in the best interest of participating agency to do so.

Offeror will be compensated for work performed and accepted and goods accepted by participating agency as of the termination date if the contract is terminated for convenience of participating agency. Any award under this procurement process is not exclusive and participating agency reserves the right to purchase goods and services from other offerors when it is in participating agency's best interest.

Does Bidder agree? JV
(Initials of Authorized Representative)

3. Equal Employment Opportunity:

Except as otherwise provided under 41 CFR Part 60, all participating agency purchases or contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 shall be deemed to include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR Part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

The equal opportunity clause provided under 41 CFR 60-1.4(b) is hereby incorporated by reference. Vendor agrees that such provision applies to any participating agency purchase or contract that meets the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 and Vendor agrees that it shall comply with such provision.

Does Bidder agree? JV
(Initials of Authorized Representative)

4. Davis-Bacon Act:

When required by Federal program legislation, Vendor agrees that, for all participating agency prime construction contracts/purchases in excess of \$2,000, Vendor shall comply with the Davis-Bacon Act (40 USC 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, Vendor is required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determinate made by the Secretary of Labor. In addition, Vendor shall pay wages not less than once a week.

Current prevailing wage determinations issued by the Department of Labor are available at www.wdol.gov. Vendor agrees that, for any purchase to which this requirement applies, the award of the purchase to the Vendor is conditioned upon Vendor's acceptance of the wage determination.

Vendor further agrees that it shall also comply with the Copeland "Anti-Kickback" Act (40 USC 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled.

Does Bidder agree? JV
(Initials of Authorized Representative)

5. Contract Work Hours and Safety Standards Act:

Where applicable, for all participating agency contracts or purchases in excess of \$100,000 that involve the employment of mechanics or laborers, Vendor agrees to comply with 40 USC 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 USC 3702 of the Act, Vendor is required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 USC 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Does Bidder agree? JV
(Initials of Authorized Representative)

6. Right to Inventions Made Under a Contract or Agreement:

If the participating agency's Federal award meets the definition of "funding agreement" under 37 CFR 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance or experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Vendor agrees to comply with the above requirements when applicable.

Does Bidder agree? JV
(Initials of Authorized Representative)

7. Clean Air Act and Federal Water Pollution Control Act:

Clean Air Act (42 USC 7401-7671q.) and the Federal Water Pollution Control Act (33 USC 1251-1387), as amended – Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 USC 7401-7671q.) and the Federal Water Pollution Control Act, as amended (33 USC 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

When required, Vendor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act and the Federal Water Pollution Control Act.

Does Bidder agree? JV
(Initials of Authorized Representative)

8. Debarment and Suspension:

Debarment and Suspension (Executive Orders 12549 and 12689) – A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1966 Comp. p. 189) and 12689 (3 CFR Part 1989 Comp. p. 235), “Debarment and Suspension.” 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.

Vendor certifies that Vendor is not currently listed on the government-wide exclusions in SAM, is not debarred, suspended, or otherwise excluded by agencies or declared ineligible under statutory or regulatory authority other than Executive Order 12549. Vendor further agrees to immediately notify the Cooperative and all participating agencies with pending purchases or seeking to purchase from Vendor if Vendor is later listed on the government-wide exclusions in SAM, or is debarred, suspended, or otherwise excluded by agencies or declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Does Bidder agree? JV
(Initials of Authorized Representative)

9. Byrd Anti-Lobbying Amendment:

Byrd Anti-Lobbying Amendment (31 USC 1352) -- Vendors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 USC 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. As applicable, Vendor agrees to file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 USC 1352).

Does Bidder agree? JV
(Initials of Authorized Representative)

10. Procurement of Recovered Materials:

For participating agency purchases utilizing Federal funds, Vendor agrees to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act where applicable and provide such information and certifications as a participating agency may require to confirm estimates and otherwise comply. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery, and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

Does Bidder agree? JV
(Initials of Authorized Representative)

11. Profit as a Separate Element of Price:

For purchases using federal funds in excess of \$150,000, a participating agency may be required to negotiate profit as a separate element of the price. See, 2 CFR 200.323(b). When required by a participating agency, Vendor agrees to provide information and negotiate with the participating agency regarding profit as a separate element of the price for a particular purchase. However, Vendor agrees that the total price, including profit, charged by Vendor to the participating agency shall not exceed the awarded pricing, including any applicable discount, under Vendor's Cooperative Contract.

Does Bidder agree? JV
(Initials of Authorized Representative)

12. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment

Vendor agrees that recipients and subrecipients are prohibited from obligating or expending loan or grant funds to procure or obtain, extend or renew a contract to procure or obtain, or enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system from companies described in Public Law 115-232, section 889. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country are also prohibited.

Does Bidder agree? JV
(Initials of Authorized Representative)

13. Domestic preferences for procurements

For participating agency purchases utilizing Federal funds, Bidder agrees to provide proof, where applicable, that the materials, including but not limited to, iron, aluminum, steel, cement, and other manufactured products are produced in the United States.

"Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

"Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

Does Bidder agree? JV
(Initials of Authorized Representative)

14. General Compliance and Cooperation with Participating Agencies:

In addition to the foregoing specific requirements, Vendor agrees, in accepting any Purchase Order from a participating agency, it shall make a good faith effort to work with participating agencies to provide such information and to satisfy

such requirements as may apply to a particular participating agency purchase or purchases including, but not limited to, applicable recordkeeping and record retention requirements.

Does Bidder agree? JV
(Initials of Authorized Representative)

15. Applicability to Subcontractors

Offeror agrees that all contracts it awards pursuant to the Contract shall be bound by the foregoing terms and conditions.

Does Bidder agree? JV
(Initials of Authorized Representative)

By signature below, I certify that the information in this form is true, complete, and accurate and that I am authorized by my company to make this certification and all consents and agreements contained herein.

Authorized Signature:  _____

Printed Name: Josh VanScoy

Company Name: HITT Contracting, Inc

Mailing Address: 216 Seven Farms Drive

Charleston, SC 29492

Job Title: Vice President

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