SUBJECT: MOBILE OFFICE TRAILER RENTALS

BID #: AD-0415-19 **OPEN DATE: 2018-10-02**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – PERIOD OF SERVICE WILL BE FROM THE DATE OF AWARD THROUGH SEPTEMBER 30, 2019, WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 6 **NUMBER RECEIVED:** 1 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the third of four (4) one (1) year renewal options with Williams Scotsman, Inc. for MOBILE OFFICE TRAILER RENTALS. Period of service will be from October 1, 2021 through September 30, 2022, with one (1) year remaining option. The requested annual expenditure not to exceed $70,402.66, with revised total award expenditure not to exceed $214,407.96. Supplier requested an increase for price escalation due to CPI as listed in the line items 1-5 lease agreement summary cost below.

1.	Section Modular	$29,073.36
2.	Modular #1	$8,085.67
3.	Modular #2-4	$8,357.64
4.	Relocation for 36 x 10	$4,027.30
5.	Relocation for 44 x 12	$4,143.41

Funding Sources: 00113.133101.549040/544020. Multiple Activities
10302.133101.549006.000000.00000000.00000.0000000
To be executed by purchase order(s).

Attachments: Recommendation Memo, Previous Informal Awards

ANALYST: _____
RUBEN OLA

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Daryl T. Joseph, Director, Parks, Recreation and Community Services Department

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

City of Jacksonville, Florida

Daryl T. Joseph, Director

Parks, Recreation and Community Services Department
214 N Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-7907
www.coj.net

ONE CITY. ONE JACKSONVILLE.

September 4, 2021

TO: Greg Pease, Chief
Procurement Division

FROM: Daryl T. Joseph, Director
Parks, Recreation and Community Services Department

Subject: FY22 Mobile Office Trailer Rentals for Special Events by Williams Scotsman, Inc. AD-0405-19/POA-9A01013 3rd Renewal Request

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The Department of Parks, Recreation and Community Services, Division of Sports and Entertainment requests to exercise the third renewal option of four (4) one (1) year renewal options for AD-0415-19/POA-9A01013 for Mobile Office Trailer Rentals for Special Events by Williams Scotsman, Inc. Period of service will be October 1, 2021, through September 30, 2022.

Attached is a written agreement from the supplier exercising the renewal option with a price escalation on items 1-5 on the Purchase Order Agreement POA-9A01013. Updated pricing is due to market increases in relation with the Consumer Price Index. Line-Item escalation requested are:

1. Section Modular $29,073.36
2. Modular #1 $8,085.67
3. Modular #2-4 $8,357.64
4. Relocation for 36x10 $4,027.30
5. Relocation for 44x12 $4,143.41

Annual expenditures are not expected to exceed $70,402.66 with total award not expected to exceed $214,407.96 and payments will be processed by Purchase Order releases from the assigned Purchase Order Agreement POA-9A01013.

FUNDING SOURCES: **00113.133101.549040/544020. Multiple Activities**
10302.133101.549006.000000.00000000.00000.0000000

Attachments: AD-0415-19, Renewal Letter with pricing sheets from Supplier, Previous Award

JMK

CC: Rene'e Harriman, Parks, Recreation and Community Services Department
Jennifer Malice Kelly, Division of Sports & Entertainment

Good morning Team City of Jacksonville

I hope all is well with you all. I wanted to reach out regarding the quotes provided for the 2021 event season including the University of Florida vs University of Georgia Football game. As discussed with Jordan, the supplied quotes do show for an increase compared to years previous this is based on industry increases resulting from among other things: the Covid pandemic and subsequent rise in material cost.

It is our goal to work with you all on this year's events and to provide for the same level of service you have come to expect from our partnership. I hope it is understood that with recent world events there would be some changes to our cost.

Any question related to this I can be reached at either my email or my cell: 832.546.5159

As always thank you,

Thomas Lott
Territory Sales Manager

WILLSCOT

Office: +1 (904)378 0500 x41418
Cell: +1 (832) 546-5159
Fax: +1 (904)378 0501
Thomas.Lott@willscot.com | willscot.com
Request Service | Request A Quote

Our solutions are ready to work. So from day one, our customers are ready to work.
View our approach in action.

WILLSCOT™

Williams Scotsman, Inc.
325 Clark Road
Jacksonville FL 32218-5507

Your WillScot Representative
Tom Lott, Territory Sales Manager
Phone: (904)378-0500
Email: thomas.lott@willscot.com
Toll Free: 800-782-1500

Contract Number: 1503788
Revision: 2
Date: July 16, 2021

Lease Agreement Summary - 1503788

Lessee:
CITY OF JACKSONVILLE
117 W DUVAL STREET STE 400
JACKSONVILLE, Florida 32202

Contact:
Jordan Brawer
117 W DUVAL STREET STE 400
JACKSONVILLE, FL 32202
Phone: (904) 630-1942
Email: jbrawer@coj.net

Ship To Address:
1 TIAA Bank Field Dr,
JACKSONVILLE, FL 32202 US

Product Descriptions

QTY	PRODUCT
1	SM6424

Pricing Summary - All Options (excluding taxes)

Line TI

RECURRING CHARGES PER BILLING CYCLE:	$6,533.40
INITIAL FEES:	$22,539.96
FINAL CHARGES:	$0.00
TOTAL CHARGES WITH ALL OPTIONS:	$29,073.36

Comments

Pre-payment of last billing cycle of rent and/or services due on initial invoiceBased on unit availability at time of order***Floor plans provided with quote are renderings and may not be exact to scale***Based on a standard installation and removal by truck on a flat and accessible site***Based on Prevailing wage rates***Utilities (Elec, Plumb, Data) by others***No Footers have been quoted*** Special equipment required for install or removal at an additional cost (if needed)***Engineered/Stamped drawings at an additional cost***Permits by others***Furniture is included at no additional charge in quote, however, it may show as a line item on first invoice for inventory purposes. Will not be a monthly reoccurring charge unless you selected an add on at the time of order***TAXES AND PERSONAL PROPERTY TAX ARE NOT INCLUDED IN QUOTE FIGURES*** • Pilots Cars may be required per local Transportation Authority. Should pilot cars be required for delivery you will be notified prior to delivery. • Quote is valid for 30 days.

WILLSCOT™

Williams Scotsman, Inc.
325 Clark Road
Jacksonville FL 32218-5507

Your WillScot Representative
Tom Lott, Territory Sales Manager
Phone: (904)378-0500
Email: thomas.lott@willscot.com
Toll Free: 800-782-1500

Contract Number: 1503778
Revision: 1
Date: July 16, 2021

Lease Agreement Summary - 1503778

Lessee:
CITY OF JACKSONVILLE
117 W DUVAL STREET STE 400
JACKSONVILLE, Florida 32202

Contact:
Jordan Brawer
117 W DUVAL STREET STE 400
JACKSONVILLE, FL 32202
Phone: (904) 630-1942
Email: jbrawer@coj.net

Ship To Address:
1 TIAA Bank Field Dr
JACKSONVILLE, FL 32202 US

Product Descriptions

QTY	PRODUCT
1	MO3610

Pricing Summary - All Options (excluding taxes)

Inv #2

RECURRING CHARGES PER BILLING CYCLE:	$2,519.40
INITIAL FEES:	$5,566.27
FINAL CHARGES:	$0.00
TOTAL CHARGES WITH ALL OPTIONS:	$8,085.67

Comments

Pre-payment of last billing cycle of rent and/or services due on initial invoiceBased on unit availability at time of order***Floor plans provided with quote are renderings and may not be exact to scale***Based on a standard installation and removal by truck on a flat and accessible site***Based on Prevailing wage rates***Utilities (Elec, Plumb, Data) by others***No Footers have been quoted*** Special equipment required for install or removal at an additional cost (if needed)***Engineered/Stamped drawings at an additional cost***Permits by others***Furniture is included at no additional charge in quote, however, it may show as a line item on first invoice for inventory purposes. Will not be a monthly reoccurring charge unless you selected an add on at the time of order***TAXES AND PERSONAL PROPERTY TAX ARE NOT INCLUDED IN QUOTE FIGURES*** • Pilots Cars may be required per local Transportation Authority. Should pilot cars be required for delivery you will be notified prior to delivery. • Quote is valid for 30 days.

WILLSCOT

Williams Scotsman, Inc.
325 Clark Road
Jacksonville FL 32218-5507

Your WillScot Representative
Tom Lott, Territory Sales Manager
Phone: (904)378-0500
Email: thomas.lott@willscot.com
Toll Free: 800-782-1500

Contract Number: 1503761
Revision: 1
Date: July 16, 2021

Lease Agreement

Lessee:
CITY OF JACKSONVILLE
117 W DUVAL STREET STE 400
JACKSONVILLE, Florida 32202

Contact:
Jordan Brawer
117 W DUVAL STREET STE 400
JACKSONVILLE, FL 32202
Phone: (904) 630-1942
Email: jbrawer@coj.net

Ship To Address:
1 TIAA Bank Field Dr,
JACKSONVILLE, FL 32202 US
Delivery Date (on or about): 10/11/2021

Ine #3

Rental Pricing Per Billing Cycle	Quantity	Price	Extended
44x12 Mobile Office (40x12 Box)	1		$2,300.30
ADA/IBC Ramp -w/ switchback	1	$315.00	$315.00
Prem OSHA Step & Canopy	1	$99.00	$99.00
Minimum Lease Billing Period: 1	Total Recurring Building Charges:		$2,300.30
Billing Cycle: 28 Days	Subtotal of Other Recurring Charges:		$414.00
	Total Recurring Charges Per Billing Cycle:		$2,714.30

Delivery & Installation			
State Approved Building Plans	1	$875.00	$875.00
Life Safety Plans	1	$243.75	$243.75
Ramp / Stair Plans	1	$243.75	$243.75
Ramp - Delivery & Installation	1	$1,181.54	$1,181.54
Ramp - Knockdown & Return	1	$1,181.54	$1,181.54
Steps - Prem OSHA Installation	1	$78.57	$78.57
Delivery Freight	1	$389.40	$389.40
Block and Level	1	$681.82	$681.82
Teardown	1	$300.00	$300.00
Return Freight	1	$389.40	$389.40
	Total Delivery & Installation Charges:		$5,564.77

Final Return Charges*			
Steps - Prem OSHA Removal	1	$78.57	$78.57
	Due On Final Invoice*:		$78.57
Total Including Recurring Billing Charges, Delivery, Installation & Return:**			$8,357.64

Comments

Please note that for added value and time savings, the WS Mobile Office comes with Basic Cafe Package & DATA Hub. If you opt out of the furniture it will not change the price of the monthly lease price. Package includes: 1 mini-fridge, 1 coffee pot (12 cup), 1 microwave, 1 white board, 1 trash can (23 gal.), and convenience starter kit. This DATA Hub comes with: a pre-wired, ready for internet connection office solution.

Summary of Charges

Model: MO4412	Quantity: 3	Total Charges for(3) Building(s): $25,072.92

WILLSCOT

Williams Scotsman, Inc.
325 Clark Road
Jacksonville , FL 32218-5507
Toll Free: 800-782-1500

Your WillScot Representative
Tom Lott, Territory Sales Manager
Phone: (904)378-0500
Email: thomas.lott@willscot.com

Agreement Number: 1510453
Revision: 1
Date: July 30, 2021

Miscellaneous Parts/Service Agreement (1510453)

Customer:
CITY OF JACKSONVILLE
117 W DUVAL STREET STE 400
JACKSONVILLE, Florida 32202

Quote Contact: Jordan Brawer
(904) 630-1942
jbrawer@coj.net
Site Contact: Jordan Brawer
(904) 630-1942
jbrawer@coj.net

Bill To:
.
AP Email:

Ship To:
1 TIAA Bank Field Dr,
JACKSONVILLE, FL 32202

	Description of One Time Parts/Services		Quantity	Price	Extended Price
.1145	Miscellaneous Installation	Relo MO4412 with Step & Ramp	1	$4,143.41	$4,143.41
1485	Miscellaneous Material	Relo MO3610 with Step & Ramp	1	$4,027.30	$4,027.30
				Total Charges*:	$8,170.71

*All prices exclude applicable taxes. Pricing is valid for thirty (30) days.

Scope of Work

Agreement Terms & Conditions

1. Price, Payment Terms. Payments are due upon receipt of invoice.Customer shall pay all sales, use and/or property taxes and any other taxes, fees, or assessments related to the Equipment, its value, use, or operation. Customer shall pay for standby time for on-site delays and/or travel charges for necessary modifications. Payments are effective upon receipt. Customer agrees to pay a late charge of 1.5% per month on all overdue payments. Time is of the essence. Williams Scotsman makes no representations as to the Equipment's compliance with federal, state or local building codes, zoning ordinances or other regulations or use codes. Customer shall indemnify, defend and hold harmless Williams Scotsman from and against any and all claims, losses, damage, injury, expenses, costs arising from or relating to the service or parts procured hereunder.

2. Delays. Williams Scotsman shall not be responsible for delays caused by acts of God, stormy or inclement weather, strikes, lockouts, boycotts or other labor union activities, riots or civil disturbances, acts of independent contractors, hazardous material encountered at Customer's site, or other causes beyond Williams Scotsman's control.

3. Default, Remedies. Customer's failure to make any payment or comply with any term or condition herein will constitute a default. Upon Customer's default, Williams Scotsman has the right to accelerate all payments due hereunder and take any action permitted by the Uniform Commercial Code.

4. Miscellaneous. (a) Time is of the essence with respect to this Agreement. (b) This Agreement, when signed by both parties, constitutes the entire agreement between the parties superseding and replacing all prior documents and representations, with respect to the subject matter hereof. It may only be amended by a document signed by both parties. (c) This Agreement shall in all respects be governed by the laws of the State of Maryland. Customer hereby consents and submits to the jurisdiction of the courts of Baltimore County, Maryland for purposes of enforcement of this Agreement. Customer hereby waives any and all rights to or claims of sovereign immunity. (d) Customer will pay all costs and expenses, including reasonable attorney's fees, incurred by Williams Scotsman in enforcing any terms, covenants and indemnities provided herein. (e) Each party represents and warrants that the person signing has authority to bind the respective party to this Agreement. (f) Each party hereby irrevocably waives any right it may have to a trial by jury. (g) The parties hereby covenant and agree that Williams Scotsman may rely on an electronic signature of Customer on this Agreement and/or any amendment hereto. Any such signature shall be treated as an original signature for all purposes. The electronic transmission by Customer to Williams Scotsman of this Agreement signed by Customer shall be deemed to be the original Agreement for all purposes.

ADMINISTRATIVE AWARD
BID NO.: AD-0415-19
2nd Renewal

DESCRIPTION OF GOODS/SERVICES: Recommend approval to utilize the second renewal option with Williams Scotsman, Inc. for trailer rentals in the annual expenditure amount of $50,000.00. Total revised award amount not-to-exceed $144,005.30. Period of service shall be October 1, 2020 through September 30, 2021 with two (2) one (1) year renewal options remaining.

FUNDING SOURCE: 00113.133101.549040/544020/ 10302.133101.549006 to be executed by Purchase Order

FOR AGENCY/DEPARTMENT: Parks, Recreation and Community Services, Division of Sports and Entertainment

REQUISITION NUMBERS: PRSP-500410-21 REQ240080 / PO9A01013

NUMBER FIRMS SOLICITED: 20 **NUMBER FIRMS BIDDING:** 1

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION: N/A

RECOMMEND AWARD TO: Williams Scotsman, Inc.

CONCURRENCE BY: Daryl Joseph, Director Parks, Recreation and Community Services

PRICE: $144,005.30 **TERMS:** NET 30 DAYS

REASON FOR NOT ACCEPTING LOW BID: N/A

Sokkhar Muon, Buyer

Date 10/13/2020

Manager of Purchasing Services

Date 10/14/20

APPROVAL:

Gregory Pease, Chief, Procurement Division

Date 10/15/20

City of Jacksonville, Florida

Daryl Joseph, Director

Parks, Recreation and Community Services Department
214 N Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-7903
www.coj.net

ONE CITY. ONE JACKSONVILLE.

September 29, 2020

TO: Greg Pease, Chief
Procurement Division

FROM: Daryl Joseph, Director
Parks, Recreation and Community Services Department

Subject: FY21 Trailer Rentals-AD-0415-19

The Department of Parks, Recreation and Community Services, Division of Sports and Entertainment requests to exercise the second renewal option of four one year renewal options for AD-0415-19 for Trailer Rentals provided by William Scotsman Inc. Period of service will be October 1, 2020 through September 30, 2021.

Attached is a written agreement from the supplier exercising the renewal option at the same price and terms and conditions.

Annual expenditures are not expected to exceed $50,000 with total award not to exceed $144,005.30 and payments will be processed by purchase order.

FUNDING SOURCE: SPET01ASE-04938/04402 & PRSE134SE-04904
00113.133101.549040-544020 or 10302.133101.549006

ATTACHMENTS:

- **AD-0415-19, 1st renewal, 1st and 2nd Increase in FY20**
- **Renewal Letter from Supplier**

JM

CC: Rene'e Harriman, Parks, Recreation and Community Services Department
Claire Stine, Parks, Recreation and Community Services Department
Jennifer Malice, Sports & Entertainment

9-8-2020

Brent Fine
City of Jacksonville
Office of Special Events
117 W. Duval Street, Suite 280
Jacksonville, FL 32202

Dear Brent,

Please be advised that I, on behalf of Will Scot, do hereby express our wish to exercise our renewal option of PO9A01013- Trailer Williams Scotsman. Under the renewal, I confirm pricing will be kept effective from the date of the award through the end of the renewed term.

Thank you,

Zachary W Crawford
Branch Operations Manager
Office +1 (904) 378-0500 X41213
Fax: +1 (904) 378-0501
Zachary.Crawford@willscot.com Willscot.com

ADMINISTRATIVE AWARD
BID No.: AD-0415-19
2 Increase

DESCRIPTION OF GOODS/SERVICES: Recommend approval to increase award in the amount of $578.75 to Williams Scotsman, Inc. for clearing general public vehicles in parking lot which delayed mobile trailer units' setup time at special events. Total revised annual expenditure amount will be $46,506.03. Total revised expenditures not to exceed amount $94,005.30.

FUNDING SOURCE: SPET01ASE-04402/04938 & PRSE134SE-04904 to be issued by master blanket purchase order

FOR AGENCY/DEPARTMENT: Sports and Entertainment/Special Events

REQUISITION NUMBER: REQ240080/ PO9A01013

NUMBER FIRMS SOLICITED: 20 **NUMBER FIRMS BIDDING:** 1

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION: N/A

RECOMMEND AWARD TO: Williams Scotsman, Inc.

CONCURRENCE BY: Brent Fine, Manager, Special Events

PRICE: $94,005.30 **TERMS:** NET30

REASON FOR NOT ACCEPTING LOW BID: N/A

Sokkhar Buon /Buyer
2/5/2020
Date

Manager of Purchasing Services
2/5/2020
Date

APPROVAL:

Gregory Pease, Chief, Procurement Division
2/6/20
Date

ADMINISTRATIVE AWARD
BID No.: AD-0415-19
Increase

DESCRIPTION OF GOODS/SERVICES: Recommend approval to increase award in the amount of $6,573.45 to Williams Scotsman, Inc. for rental mobile trailer units to utilize at special events. Total revised annual expenditure amount will be $50,000.00. Total revised expenditures not to exceed amount $93,426.55.

FUNDING SOURCE: SPET01ASE-04402/04938 & PRSE134SE-04904 to be issued by master blanket purchase order

FOR AGENCY/DEPARTMENT: Sports and Entertainment/Special Events

REQUISITION NUMBER: REQ240060/ PO9A01013

NUMBER FIRMS SOLICITED: 20 **NUMBER FIRMS BIDDING:** 1

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION: N/A

RECOMMEND AWARD TO: Williams Scotsman, Inc.

CONCURRENCE BY: Brent Fine, Manager, Special Events

PRICE: $93,426.55 **TERMS:** NET30

REASON FOR NOT ACCEPTING LOW BID: N/A

Solicitor Mucn /Buyer
Date 10/14/2019

Manager of Purchasing Services
Date 10/15/19

APPROVAL:

Gregory Pease, Chief, Procurement Division
Date 10/22/19

ADMINISTRATIVE AWARD
BID NO.: AD-0415-19

DESCRIPTION OF GOODS/SERVICES:
Recommend approval to utilize the first renewal option with Williams Scotsman, Inc. in the annual expenditure amount of $43,426.55. Total revised award amount not-to-exceed $86,853.10. Period of service shall be October 1, 2019 through September 30, 2020 with three (3) one (1) year renewal options remaining.

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2019. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for work herein. A written notification will be provided in the event the funds are appropriated.

FUNDING SOURCE: Funding for this award shall be encumbered by SPET01ASE-04402/04938 & PRSE134SE-04904 and executed by Purchase Order(s).

FOR AGENCY/DEPARTMENT: Sports and Entertainment/Special Events

REQUISITION NUMBERS: REQ240060 / PO9A01013

NUMBER FIRMS SOLICITED: 20 **NUMBER FIRMS BIDDING:** 1

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION: N/A

RECOMMEND AWARD TO: Williams Scotsman, Inc.

CONCURRENCE BY: Marlene Russell, Director Organizational Effectiveness

PRICE: $86,853.10 **TERMS:** NET 30 DAYS

REASON FOR NOT ACCEPTING LOW BID: N/A

David Klages, Analyst
6/25/19
Date

Manager of Purchasing Services, Assistant
6/26/19
Date

APPROVAL:

Gregory Pease, Chief, Procurement Division
6/26/19
Date

ADMINISTRATIVE AWARD
BID No.: AD-0415-19

DESCRIPTION OF GOODS/SERVICES: Recommend approval of award to the lowest responsive, responsible bidder Williams Scotsman, Inc. in the amount of $43,426.55 for rental mobile trailer units to utilize at special events. The period of service is from date of award through September 30, 2019 with four (4), one (1) year renewal options.

FUNDING SOURCE: SPET01ASE-04402/04938 & PRSE134SE-04904 to be issued by master blanket purchase order

FOR AGENCY/DEPARTMENT: Sports and Entertainment/Special Events

REQUISITION NUMBER: REQ240080/ PO9A01013

NUMBER FIRMS SOLICITED: 20 **NUMBER FIRMS BIDDING:** 1

REASON FOR LESS THAN REQUIRED MINIMUM SOLICITATION/QUOTATION: N/A

RECOMMEND AWARD TO: Williams Scotsman, Inc.

CONCURRENCE BY: Brent Fine, Manager, Special Events

PRICE: $43,426.55 **TERMS:** NET30

REASON FOR NOT ACCEPTING LOW BID: N/A

Purchasing Analyst/Buyer

Date 3/12/2019

Manager of Purchasing Services

Date 12 MAR 2019

APPROVAL:

Gregory Page, Chief, Procurement Division

Date 3/12/19