

2802 S. Bus. Hwy 281
Edinburg, Texas 78539
Phone: (956) 318-2626
Fax: (956) 318-2629
www.co.hidalgo.tx.us/purchasing

January 08, 2018

CruzBro RGV, LLC dba The Real Estate Center

Bidder's name

P O Box 810

Address

Mission

City

Texas, 78573

State, Zip Code

Re: **HIDALGO COUNTY (all funding sources, programs & entities)**
Request for Qualifications -**“PROFESSIONAL APPRAISAL SERVICES AND/OR
APPRAISAL REVIEW SERVICES ANNUAL POOL”**
RFQ Bid No: **2018-011-01-24-YZV**

Dear Gentleman/Ladies:

Enclosed, please find the Request for Qualifications (RFQ) packet. Modifications and new requirements have been added and implemented. Carefully read and review all instructions, Requirements and Specifications.

Hidalgo County Purchasing Department welcomes and appreciates your participation in the Request for Qualifications process.

If any further assistance is required, please do not hesitate to call the Purchasing Department 956/318-2626 x 4860.

Sincerely,

A handwritten signature in blue ink that reads 'Martha L. Salazar'.

Martha L. Salazar, CPPB
Hidalgo County Purchasing Agent

MLS/yzv
Enclosures

The Real Estate Center

4900 W. Expressway 83 Ste 229, McAllen, Texas 78501

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HIDALGO COUNTY

“PROFESSIONAL APPRAISAL SERVICES AND/OR REVIEW SERVICES

ANNUAL POOL”

RFQ BID No: [2018-011-01-24-YZV](#)

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January 23, 2018

RE:
ADDENDUM NO.1
FOR RFQ: 2018-011-01-24-YZV
“Professional Appraisal Services and/or
Appraisal Review Services Annual Pool”
Hidalgo County

Dear Gentlemen:

Attached you will find **ADDENDUM NO. 1**, in connection with Hidalgo County’s request for qualifications/proposals for **“Professional Appraisal Services and/or Appraisal Review Services Annual Pool”**

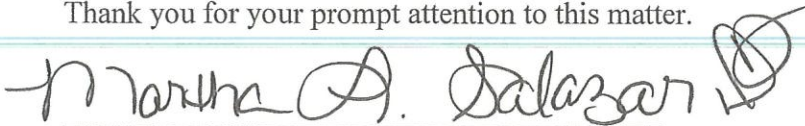
Please add this **ADDENDUM NO. 1** to your submitted packet so as to permit your company to submit a complete. See original RFQ/P packet LEGAL NOTICE page 3 paragraph 9.

Acknowledge receipt of ADDENDUM NO. 1 by signing and returning this notice via email to volanda.velasquez@co.hidalgo.tx.us and/or submitting this form with your qualifications submittal.

If you do not receive all pages of **ADDENDUM NO. 1** please notify us immediately at 956-318-2626.

Please be advised that this **ADDENDUM NO. 1** will complete your packet for Hidalgo County’s **“Professional Appraisal Services and/or Appraisal Review Services Annual Pool”**

Thank you for your prompt attention to this matter.



Martha L. Salazar, CPPB
Hidalgo County Purchasing Agent

Enclosures
MLS/yzv

ADDENDUM NO. 1

January 23, 2018

“Professional Appraisal Services and/or Appraisal Review Services Annual Pool”

Hidalgo County

RFQ NO.: 2018-011-01-24-YZV

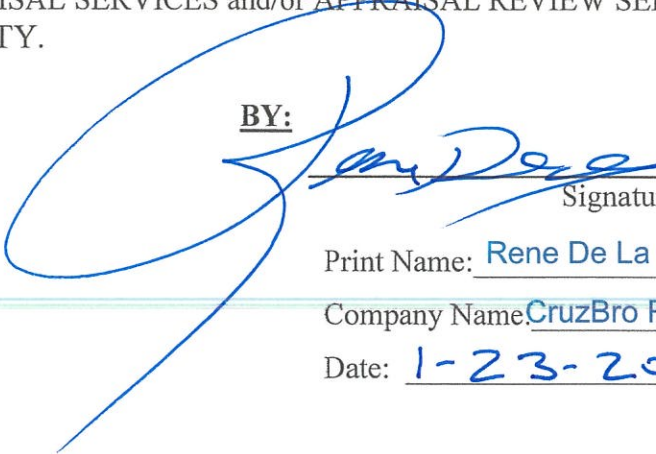
PLEASE NOTE CHANGES AS FOLLOWS:

QUALIFICATION SUBMITTAL DATE HAS CHANGED:

Responses/Qualifications will be received and opened on Wednesday, February 07, 2018
at 9:30 am.

I acknowledge receipt of ADDENDUM NO. 1 dated, January 23, 2018, for RFQ-PROFESSIONAL APPRAISAL SERVICES and/or APPRAISAL REVIEW SERVICES ANNUAL POOL-HIDALGO COUNTY.

BY:



Signature

Print Name: Rene De La Cruz

Company Name: CruzBro RGV, LLC dba The Real Estate Center

Date: 1-23-2018

NOTE: PLEASE SUBMIT THIS ADDENDUM WITH YOUR PACKET, IN ORDER TO COMPLETE YOUR RESPONSE.

January 31, 2018

RE:
ADDENDUM NO. 2
FOR RFQ: 2018-011-01-24-YZV
“Professional Appraisal Services and/or
Appraisal Review Services Annual Pool”
Hidalgo County

Participating Firms:

Attached you will find **ADDENDUM NO. 2**, in connection with Hidalgo County’s Request for Qualifications for **“Professional Appraisal Services and/or Appraisal Review Services Annual Pool”**

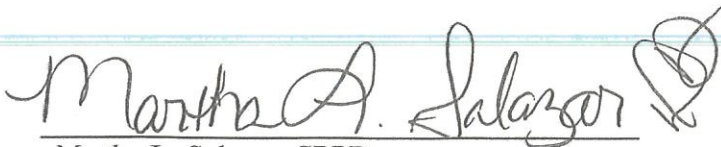
Please add this **ADDENDUM NO. 2** to your submitted packet so as to permit your firm/company to submit a complete packet. See original RFQ packet LEGAL NOTICE page 3 paragraph 9.

Acknowledge receipt of ADDENDUM NO. 2 by signing and returning this notice via email to yolanda.velasquez@co.hidalgo.tx.us and/or submitting this form with your qualifications submittal.

If you do not receive all pages of **ADDENDUM NO. 2** please notify us immediately at 956-318-2626.

Please be advised that this **ADDENDUM NO. 2** will complete your packet for Hidalgo County’s **“Professional Appraisal Services and/or Appraisal Review Services Annual Pool.”**

Thank you for your prompt attention to this matter.



Martha L. Salazar, CPPB
Hidalgo County Purchasing Agent

Enclosures
MLS/yzv

ADDENDUM NO. 2

January 31, 2018

“Hidalgo County Professional Appraisal Services and/or Appraisal Review Services Annual Pool”

RFQ NO.: 2018-011-01-24-YZV

PLEASE NOTE CHANGES AS FOLLOWS:

1. QUALIFICATION SUBMITTAL DATE HAS CHANGED:

Responses/Qualifications will be received and opened on Wednesday, February 14, 2018 at 9:30 am.

2. PLEASE REPLACE PARAGRAPH # 1 in “EXHIBIT A REQUIREMENTS”, PAGE 7, under “STATEMENT OF QUALIFICATIONS GRADING AND RANKING PROTOCOL” with the following paragraph:

- 1) Hidalgo County Commissioners’ Court , Elected Official and/or the User Department in need of Real Estate Appraiser/Appraisal Reviewer Services will nominate (at the minimum) three (3) firms from Hidalgo County’s approved pool of firms, thereafter, will review, score, and evaluate the statement of qualifications received in response to this Hidalgo County Request for Qualifications. Pursuant to Tex. Govt. Code sec. 2254, the services will be selected on the basis of demonstrated qualifications and competence. In the event of a tie score, the statements of qualifications shall be returned to the evaluators for re-evaluation and scoring to determine the most highly qualified provider Firms are reminded that throughout this process strict adherence to the ethical standards regarding communication with the County, including evaluators, as described in this RFQ’s Legal Notice, is required.

I acknowledge receipt of ADDENDUM NO. 2 dated, January 31, 2018, for RFQ- **PROFESSIONAL APPRAISAL SERVICES AND/OR APPRAISAL REVIEW SERVICES ANNUAL POOL -HIDALGO COUNTY.**

BY:  _____
Signature

Print Name: Rene De La Cruz

Company Name: CruzBro RGV, LLC, dba The Real Estate Center

Date: 02-09-2018

DC RENE DE LA CRUZ
STATE CERTIFIED GENERAL REAL ESTATE
APPRAISER

4900 W. Expressway 83, Ste. 229 ☐ McAllen, TX 78501 ☐ (956) 227-0928 ☐ rdlc79@icloud.com

EXECUTIVE SUMMARY

COMMITMENT | LEADERSHIP | INTEGRITY

An expert in Real Estate Appraising; It has always been my opinion that to be the best appraiser, you have to practice all fields of Valuation. My expertise expands to practicing as a developer, builder and a business owner that include real estate investments, subdivision Developer, social event center, and a manufacturing plant. I have experience as a consultant with different entities such as the City of Mission, Tx-DOT, multiple counties in the Rio Grande Valley and several local attorneys. I served as a special commissioner in a condemnation hearing with much success. I stay current on all courses that meet the standards of the Texas Appraisal License and Certification Board. I have a credible track record of implementing the necessary controls to ensure compliance and dedicated to maintaining a reputation built on quality, service, and uncompromising ethics.

AREAS OF EXPERTISE

- Appraising / Consulting
 - Construction
 - Rate of Returns/
Discounted Cash Flow
 - Review Appraiser for Tx-Dot
 - Development
 - Manufacturing
 - Employee Management
 - Real Estate Lending
 - Manage Rental Properties
 - Business Consulting
 -
 -
-

PROFESSIONAL EXPERIENCE

THE REAL ESTATE CENTER-MISSION, TX	2015 _ PRESENT
THE REAL ESTATE CENTER, INC. -MISSION, TX	1988 - Present
RENCO INVESTMENTS, INC. - MISSION, TX	1988 - Present
Nellies Event Center - Mission, TX	2000-2005
Renco Steel Framing - Mission, TX	1997-2000
Border Construction - Mission, TX	1990-2000
TX-Dot Approved for Right of way	Present

BOARDS SERVED:

- Past-Zoning Board of Adjustments- City of Mission.
 - Past-Buiding Board of Adjustments- City of Mission
 - Past-Historical Board- City of Mission
 - Traffic Control-City of Mission Present
-

PROFESSIONAL ORGANIZATIONS AND AFFILIATIONS

Texas Association of Realtors
National Association of Realtor
Greater McAllen Association of Realtors
Member of SABOR (San Antonio Board of Realtors)

EDUCATION

Mission High School - Mission, TX
PAN AMERICAN UNIVERSITY / STCC
REAL ESTATE COURSES IN VARIOUS INSTITUTIONS

RENE DE LA CRUZ

**LICENSED REAL ESTATE BROKER
STATE CERTIFIED GENERAL REAL ESTATE APPRAISER**

1) Responsiveness

I specialize in commercial appraisals and understand the importance of appraisals for easement Right of Way and the process of neatness and reasoning and the clarity of an appraisal report. I am very interested in being your appraiser and am willing to put the County as a priority. A reference of individuals and companies are attached.

2) Firm Capability

My background as State Certified Real Estate Appraiser and License Real Estate Broker is evidence that I have kept my licenses active since 1988. My experience speaks for itself, here is a list of all that I have accomplished throughout the years. I have experience as a builder in the 1980's as Residential and Commercial. Part of my past experience is also as a Developer installing Sewer, water lines and paving roads. The growth in the Rio Grande Valley has been second to none, being born and working in Hidalgo County has been a great experience. I have taken numerous classes in appraising for the past 28 years and will continue to educate myself as an appraiser yearly to meet and exceed the expectations needed to meet the County Needs. Current workload in appraisals is minimal and am soliciting work for 2017. I am ready to take several appraisals simultaneously and am ready to work. Aracely is my right hand in all clerical work. She is also educated in Real Estate and has been with me for 30 years as my assistant doing all the work that she is allowed to do in the field of Appraising. Together we will work hard to expedite all appraisals in a timely matter as needed to complete the project. We will work long hours and on weekends when needed.

Personal

Rene De La Cruz and Aracely De La Cruz are the owners of CruzBro, LLC dba The Real Estate Center as a Licensed Real Estate Broker and State Certified General Real Estate Appraiser in the State of Texas.

Aracely De La Cruz holds an inactive Real Estate License in the State of Texas. We have all the Experience needed to fulfill the Hidalgo County requests. I have served as Appraiser, Review Appraiser and Negotiator for The State of Texas and I am approved to perform work for the State ROW department. I was also appointed a Judge on a condemnation hearing. I have been an appraiser for owners in need of my services, have been an expert witness for Attorneys in Hidalgo County.

Qualifications of Rene De La Cruz

State Certified General Real Estate Appraiser

Education

Graduate of Mission High School Class of 1979
Attended Pan Am University
South Texas Community College
Lincoln Graduate Institute

License(s)

State Certified General Real Estate Appraiser License # TX-1323306-G
License Real Estate Broker in the State of Texas #397324

Public Service Organizations

Past Board Member of City of Mission Planning and Zoning Board of Adjustments and Appeals
Past Board Member of Mission Building Code Enforcement
Current Board Member of Traffic Control for the City of Mission
Current Member of A.C.T.S Choir at St. Paul Catholic Church

Work Experience

The Real Estate Center
Real Estate Broker and Appraisals
President of Renco Investments, Inc.
Real Estate Development and Investments
Border Construction
Building Commercial and Residential
Renco Steel Framing
Manufacturing Metal Studs for Commercial/Residential Construction
Developed a 52 Lot Subdivision in Mission, as well as 40 Acres in Sullivan City

Designations

National Society of Environmental Consultants
Environment Assessment Consultant
Graduate Realtor Institute
State Certified General Real Estate Appraiser

Member

Texas Association of Realtors
National Association of Realtors
Greater McAllen Assoc of Realtors
San Antonio Board of Realtors

Type of Clients that the Appraiser has worked with

Banks	Texas Department of Transportation	<u>Cities</u>
Home Owner Portfolios	Ranchers	Mission
Doctors	Appraisal Districts Hearings	Pharr
Attorneys	Condemnation Hearings	San Juan
Farmers	Historical Commission	Alamo
Mortgage Companies	Estate Planner	Roma
Hotels	Divorces	San Benito
		La Joya

Type of Appraisals the Appraiser has completed

Commercial Lots	Residential	Bar and Grill
Residential Lots	Right of Way Acquisitions	Agriculture
Farmland	Litigation	Industrial
Ranch Land	Tax Appeals	Churches
Office Buildings	Residential Subdivision	Ballroom
Restaurants	Commercial Subdivision	Convenience
Multifamily		Stores

Areas where Appraisals have been completed

Mission	Palmview	Weslaco
McAllen	Palmhurst	South Padre Island
Pharr	Sullivan City	Progreso
San Juan	Roma	San Benito
Alamo	Rio Grande	Elsa
Edinburg	Los Ebanos	Edcouch
La Joya	Penitas	Hargill

You may wish to laminate the pocket identification card to preserve it.

RENE DELACRUZ
PO BOX 810
MISSION, TX 78573



The person named on the reverse is licensed by the Texas Appraiser Licensing and Certification Board.

Inquiry as to the status of this license may be made to:

Texas Appraiser Licensing and Certification Board
P.O. Box 12188
Austin, Tx 78711-2188
www.talcb.texas.gov
(512) 333-3004
Fax: (512) 936-3899

Texas Appraiser Licensing and Certification Board
P.O. Box 12188 Austin, Texas 78711-2188

Certified General Real Estate Appraiser

Number#: **TX 1323306 G**

Issued: **06/08/2016**

Expires: **07/31/2018**

Appraiser: **RENE DELACRUZ**

Having provided satisfactory evidence of the qualifications required by the Texas Appraiser Licensing and Certification Act, Texas Occupations Code, Chapter 1103, is authorized to use this title, Certified General Real Estate Appraiser.



Douglas E. Oldmixon
Commissioner

APPRAISERS FEE SCHEDULE

Complete Land Appraisal Report	\$2,000.00
Complete Land (plus damaged)	\$2,200.00
Complete Improved complete taking of Properties	\$3,200.00
Review Appraisal (including tabulations)	\$1,000.00
Condemnation Hearings per/hr.	\$ 200.00
Preparation to Condemnation Hearing	\$ 400.00
Meetings will be by the hour	\$ 50.00

Request for Qualifications
For

HIDALGO COUNTY

(Including all funding sources, programs, and entities)

“Professional Appraisal Services and/or Appraisal Review Services Annual Pool”

RFQ NO: 2018-011-01-24-YZV

To: Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
Physical Location: 2802 S. Business Hwy. 281
Postal/ Mailing: 2812 S. Business Hwy. 281
Edinburg, Texas 78539

In accordance with the Requirements, and subject to all laws and regulations of the United States and state and local laws, the undersigned respondent proposes and commits to furnish all labor, equipment, material, software and services as set forth in the documents hereinbefore mentioned. The undersigned further agrees, upon acceptance of its qualification, to execute a contract and/or Purchase Order issued by Hidalgo County for performing and completing the work described in the Requirements within the time stated and for the prices proposed in the documents attached hereto and made a part hereof.

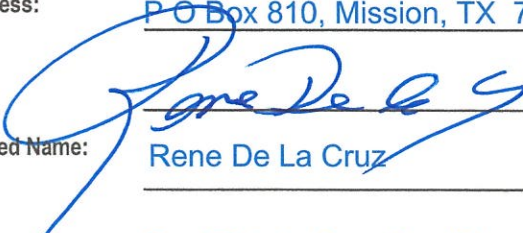
Respondent acknowledges receipt of all of the pages of the documents referenced in the Request for Qualification Checklist presented in connection with this procurement. Respondent understands that Hidalgo County reserves the right to reject any or all qualifications and further reserves the right to design the evaluation criteria to be used in selecting the lowest and best qualification.

Respondent agrees that this qualification shall be good and may not be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for receiving qualifications, as contained in the Requirements.

Respectfully submitted,

Firm: CruzBro RGV, LLC dba The Real Estate Center

Address: P O Box 810, Mission, TX 78573

By: 

Printed Name: Rene De La Cruz

Title: Real Estate Appraiser/Manager

ATTACHMENT "B"
PROCUREMENT FORM
Hidalgo County

"Professional Appraisal Services and/or Appraisal Review Services Pool"

RFQ No.: 2018-011-01-24-YZV

Name and Address of Firm:	<u>CruzBro RGV, LLC dba The Real Estate Center</u> <u>P O Box 810</u> <u>Mission, TX 78573</u>
Principals of Firm and Titles:	<u>Rene De La Cruz - Real Estate Appraiser</u> <u>Aracely De La Cruz - Secretary</u>
AREA OF SPECIALIZATION: CHECK (✓) APPLICABLE SERVICE(S)	
✓ <input checked="" type="checkbox"/> Appraisal Services	✓ <input checked="" type="checkbox"/> Appraisal Review Services
LOCAL REFERENCES (RIO GRANDE VALLEY) LIST FOUR (4) ONLY:	
Reference #1: <u>Armando O'Cana</u>	<u>956-222-5739</u>
Reference #2: <u>Jessica Ortega Ochoa</u>	<u>956-789-6358</u>
Reference #3: <u>Dr. John Guerra</u>	<u>956-212-3714</u>
Reference #4: <u>Juan Sergio Salinas</u>	<u>956-458-6888</u>
Recent Projects (Within Two [2] Years) List Four (4) Only:	
Project #1: <u>1920 E. Griffin Parkway, Mission, TX 78572</u>	
Project #2: <u>1.20 Acres Jasman St., Edinburg, TX 78539</u>	
Project #3: <u>601 S. 10th, Edinburg, TX 78539</u>	
Project #4: <u>2707 N. Mayberry, Mission TX 78572</u>	

Submitted By: CruzBro RGV, LLC dba The Real Estate Center

Signature: 

Typed Name: Rene De La Cruz

Insurance Requirement Acknowledgment

I, Joel S. Bazan, authorized representative for Farmers Insurance
Company/Vendor

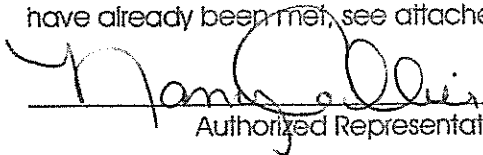
hereby acknowledge receipt of the County's required insurance limits. Said requirements:

- will be acquired within 10 working days after notification from Purchasing Department of award of project by the Hidalgo County Commissioners' Court;
- will acquire additional amounts required to meet the County's requirements within 10 working days after notification from Purchasing Department of award of project by the Hidalgo County Commissioners' Court; currently carry the following

Professional Liability (Errors & Omissions): \$ _____

Automobile Liability: \$ 500,000.00 General Liability: \$ _____

- have already been met, see attached copy of insurance certificate.


Authorized Representative

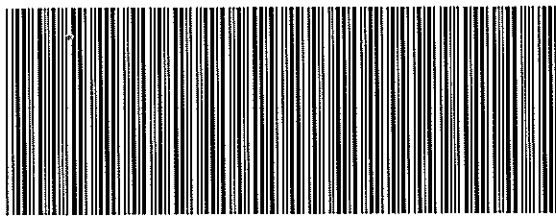
01/23/2018
Date

Notice to Proposer:

A certificate of insurance for the required insurance limits shall be provided to the Purchasing Department's Contract Managers in order to qualify for award and to execute a contract between your Company and the County

Failure to provide Certificates of Insurance to the Purchasing Department's Contract Managers will cause the award to be rescinded and re-awarded to next qualified vendor. Certificates of Insurance will be monitored and verified on a quarterly basis to ensure coverage policy is in place. It is the Company's obligation to maintain the appropriate insurance coverage throughout the term of the contract.

THIS FORM MUST ACCOMPANY YOUR PACKET



VG-120-2018-2888453

Hidalgo County
Arturo Guajardo Jr.
County Clerk
Edinburg, Texas 78540

Document No: 2888453

Billable Pages: 1

Recorded On: February 13, 2018 12:17 PM

Number of Pages: 2

*****Examined and Charged as Follows*****

Total Recording: \$36.00

*****THIS PAGE IS PART OF THE DOCUMENT*****

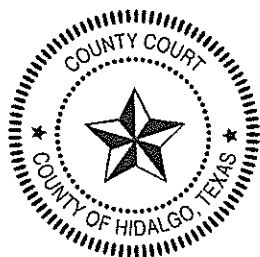
Any provision herein which restricts the Sale, Rental, or use of the described REAL PROPERTY because of color or race is invalid and unenforceable under federal law.

File Information:

Document No: 2888453
Receipt No: 20180213000257
Recorded On: February 13, 2018 12:17 PM
Deputy Clerk: Elaine Acuna
Station: Mcallen-CC-K24

Record and Return To:

The Real Estate Center
PO BOX 810
Original Returned to Customer
Mission TX 78573



STATE OF TEXAS
COUNTY OF HIDALGO

I hereby certify that this Instrument was FILED in the File Number sequence on the date/time printed hereon, and was duly RECORDED in the Official Records of Hidalgo County, Texas.

Arturo Guajardo Jr.
County Clerk
Hidalgo County, Texas

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

N/A

2 Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

N/A

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes

No


B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes

No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 
Signature of Vendor doing business with the governmental entity

01-23-2018

Date

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. CruzBro RGV, LLC		
	2 Business name/disregarded entity name, if different from above The Real Estate Center		
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Other (see instructions) ▶ _____ <small>Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.</small>		4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.) P O Box 810		Requester's name and address (optional)
	6 City, state, and ZIP code Mission, TX 78573		
	7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number										
or										
Employer identification number										
4	7		-	5	2	8	2	5	5	0

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶

Date ▶ **1-23-2018**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States:

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code* on page 3 and the separate instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships* above.

What is FATCA reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code* on page 3 and the instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; do not leave this line blank. The name should match the name on your tax return.

If Form W-9 is for a joint account, list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9.

a. Individual. Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note. ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the name as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. Sole proprietor or single-member LLC. Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. Partnership, LLC that is not a single-member LLC, C Corporation, or S Corporation. Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. Other entities. Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. Disregarded entity. For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(ii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box in line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box in line 3.

Limited Liability Company (LLC). If the name on line 1 is an LLC treated as a partnership for U.S. federal tax purposes, check the "Limited Liability Company" box and enter "P" in the space provided. If the LLC has filed Form 8832 or 2553 to be taxed as a corporation, check the "Limited Liability Company" box and in the space provided enter "C" for C corporation or "S" for S corporation. If it is a single-member LLC that is a disregarded entity, do not check the "Limited Liability Company" box; instead check the first box in line 3 "Individual/sole proprietor or single-member LLC."

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space in line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including solo proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note. You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited Liability Company (LLC)* on this page), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.ssa.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/businesses and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting irs.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, or 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code* earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.
2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.
3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.
4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).
5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ³ The actual owner ⁴
5. Sole proprietorship or disregarded entity owned by an individual	The owner ⁵
6. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor ⁶
For this type of account:	Give name and EIN of:
7. Disregarded entity not owned by an individual	The owner
8. A valid trust, estate, or pension trust	Legal entity ⁴
9. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
10. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
11. Partnership or multi-member LLC	The partnership
12. A broker or registered nominee	The broker or nominee
13. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
14. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 2.

*Note. Grantor also must provide a Form W-9 to trustee of trust.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Publication 4535, Identity Theft Prevention and Victim Assistance.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: spam@uce.gov or contact them at www.ftc.gov/idtheft or 1-877-IDTHEFT (1-877-438-4338).

Visit IRS.gov to learn more about identity theft and how to reduce your risk.

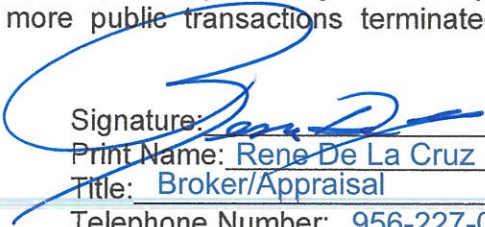
Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

**Certification
Regarding Debarment, Suspension and Ineligibility**

As is required by the Federal Regulations Implementing Executive Order 12549, Debarment and Suspension, 45 CFR Part 76, Government-wide Debarment and Suspension, the applicant certifies, to the best of his or her knowledge and belief, that both it and its principals:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency;
- b. Have not within a three-year period preceding this bid proposal and/or application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c. Are not presently indicted for or otherwise criminally or civilly charged by a government entity with commission of any of the offenses enumerated herein; and
- d. Have not within a three-year period preceding this bid proposal and/or application had one or more public transactions terminated for cause or default.

Signature: 
Print Name: Rene De La Cruz
Title: Broker/Appraisal
Telephone Number: 956-227-0928
Date: 01/23/2018

If the bidder is unable to certify to all of the statements in this Certification, such bidder should attach an explanation to this proposal.

PROPOSER'S AFFIDAVIT

**PROPOSER'S AFFIDAVIT OF NON-COLLUSION
NON-CONFLICT OF INTEREST, AND ANTI-LOBBYING
FOR "CONSTRUCTION MANAGEMENT SERVICES POOL"**

STATE OF TEXAS
COUNTY OF HIDALGO

Affiant, Rene De la Cruz, being first duly sworn, deposes that:

- (1) Affiant does hereby state neither the Proposer nor any of the Proposer's officers, partners, owners, agents, representatives, employees, or parties in interest, has in any way colluded, conspired, agreed, directly or indirectly with any person, firm, corporation, or other proposer, or potential proposer, to provide any money or other valuable consideration for assistance in procuring or attempting to procure a contract or fix the prices in the attached proposed or the proposal of any other proposer, and further states that no such money or other reward will be hereinafter paid.
- (2) Affiant further states they have neither recommended or suggested to Hidalgo County or any of its officials or employees, any of the terms or provisions set forth in their Request for Proposal and subsequent agreement, except at a meeting open to all interested proposers, of which proper notice was given.
- (3) Affiant, further states their officers, employees, or agents have not, and will not attempt to lobby, directly or indirectly, the Hidalgo County Commissioner's Court between proposal submission date and award by the Hidalgo County Commissioner's Court.
- (4) Affiant further states no officer, or stockholder of the Proposer is a member of the staff, or related to any employee of the Hidalgo County except as noted herein below:

Signature/Title: _____

Subscribed and sworn to before me this 23rd day of Jan, 2018

Notary Public

My commission expires: Jan 31, 2018



CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
 Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:
 2018-304796

Date Filed:
 01/23/2018

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Cruzbro RGV LLC, dba The Real Estate Center
 Mission, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

Hidalgo County

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

RFQ Bid No. 2018-011-01-24-YZV
 Real Estate Appraisal Services

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.

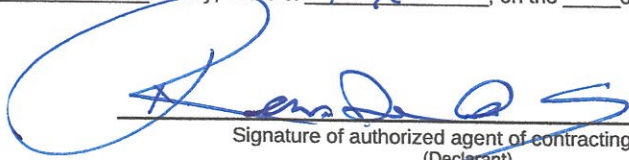
6 UNSWORN DECLARATION

My name is Rene De La Cruz, and my date of birth is 12/24/1960.

My address is 3310 N. Conway, Mission, Tx, 78573, U.S.A.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Hidalgo County, State of Texas, on the 23 day of Jan, 20 18.
(month) (year)


 Signature of authorized agent of contracting business entity
(Declarant)

HISTORICALLY UNDERUTILIZED BUSINESS (HUB) DECLARATION

The primary objective of the Hidalgo County HUB Program is to ensure Historically Underutilized Businesses receive a fair and equal opportunity for participation in the County's procurement process. This fact holds true for Services (Professional & Non-Professional), Commodities, and Construction contracts and any subcontracts thereto. The program strongly encourages Prime Contractors to provide subcontracting opportunities to Certified Hub Contractors/Vendors. Our goal for HUB contractor/vendor participation, as well as HUB subcontractor participation is 30%. To be considered as a "Certified HUB Contractor/Vendor" the contractor/vendor must have been certified by, and hold a current and valid certification with any of the three agencies listed below.

Have you been Certified as a HUB or an MBE/WBE source?: Yes No

If yes, by whom?: Texas Building & Procurement Commission Other _____

Indicate Certification No(s): _____ or Are Certificate(s) Attached?: Yes No

LIST OF CERTIFIED HUB SUBCONTRACTORS
(Attach additional pages if necessary)

What percentage of the Bid, RFP, or RFQ is to be subcontracted with Certified HUB sources?: _____%
(List HUB Subcontractor information below).

HUB Subcontractor Name: _____ HUB Status: _____
Certifying Agency (Check all applicable): Texas Building & Procurement Commission Other
Address: _____ City: _____ State: _____ Zip: _____
Contact Person: _____ Title: _____ Phone No.: () _____
Subcontract Amount: \$ _____ Description of Work to be Performed: _____

HUB Subcontractor Name: _____ HUB Status: _____
Certifying Agency (Check all applicable): Texas Building & Procurement Commission Other
Address: _____ City: _____ State: _____ Zip: _____
Contact Person: _____ Title: _____ Phone No.: () _____
Subcontract Amount: \$ _____ Description of Work to be Performed: _____

HUB Subcontractor Name: _____ HUB Status: _____
Certifying Agency (Check all applicable): Texas Building & Procurement Commission Other
Address: _____ City: _____ State: _____ Zip: _____
Contact Person: _____ Title: _____ Phone No.: () _____
Subcontract Amount: \$ _____ Description of Work to be Performed: _____

PROJECT REQUIREMENTS ACKNOWLEDGMENT

This is to certify that I, Rene De La Cruz, possess all of the **APPLICABLE**:

1. Licenses: State Certified General Real Estate Appraiser
2. Bonds: _____
3. Certificates: _____
4. Permits: _____
5. Other: License Real Estate Broker

necessary to carry out the required project. Furthermore, I am providing copies of the required documentation so that, if my company is awarded this project, I may be eligible to enter into a contract with Hidalgo County and proceed to complete the project in a timely manner.

* Any licenses, bonds, certificates, permits, etc. which are required must be presented as part of the packet in order to expedite the evaluation process. Failure to provide said documentation will result in the disqualification of your proposal/qualification.



Authorized Signature

01-23-2018

Date

CruzBro RGV, LLC dba The Real Estate Center

Company

P O Box 810

Address

Mission, TX 78573

City, State, Zip

HIDALGO COUNTY
(Including all funding sources, programs, and entities)
REQUEST FOR QUALIFICATIONS
“PROFESSIONAL APPRAISAL SERVICES AND/OR APPRAISAL REVIEW SERVICES
ANNUAL POOL”
RFQ No: 2018-011-01-24-YZV

RFQ SUBMITTAL CHECK LIST

All forms listed below must be included in the RFQ response.

Indicate with a check mark (✓) the Forms completed and included in this response:

- Page 10 of Legal Notice
- Attachment B -Areas of Specialization- Procurement Form
- Exhibit “C” – Insurance & Project Acknowledgement forms
- Exhibit “D” - CIQ Form -Copy of Co. Clerk Recording fee receipt (if applicable)
- Exhibit “E” - Vendor Bidder Applications and IRS form W-9
- Exhibit “F” - Certification Regarding Debarment
- Exhibit “H” - Proposer’s Affidavit
- SAMS.gov Registration – Provide Copy - Acknowledgement www.sam.gov
- One (1) Original, Three (3) Copies of Qualifications and 8 USB’s/CD’s in PDF format (see number 2 of Legal Notice).

SAM Search Results
List of records matching your search for :

Record Status: Active
DUNS Number: 080500145
Functional Area: Entity Management, Performance Information

ENTITY CruzBro RGV LLC	Status:Active
DUNS: 080500145 +4:	CAGE Code: 7S5U3 DoDAAC:
Expiration Date: Dec 7, 2018	Has Active Exclusion?: No Debt Subject to Offset?: No
Address: 4900 W Express Way 83	
City: McAllen	State/Province: TEXAS
ZIP Code: 78501-3050	Country: UNITED STATES

Learn About Registration Status

-
-
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-
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-
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-
-

- [How do I start a registration?](#)
- [What is Draft status?](#)
- [What is Work in Progress status?](#)
- [What is Submitted status?](#)
- [What is Active status?](#)
- [What is Expired status?](#)

What IF?

- [What if my entity fails TIN validation?](#)
- [What if my entity fails CAGE Code validation?](#)
- [What if I still need help?](#)

What's Next?

[Find Your Registration in SAM](#)

SAM Status Tracker

Check Entity Registration Status

Page Description

You can quickly check an entity's registration status in SAM by entering a DUNS Number or CAGE Code. The SAM Status Tracker will show you the current status of that entity's most recent record, as well as tell you what steps are left to complete based on why they are registering.

The SAM Status Tracker only returns the registration status for publicly-searchable registration records. If you are a Federal government user, select Search Records in the main navigation menu to view registrations or data that are not publicly available. Results are based on your account type and data access level.

Use the SAM Status Tracker Now

Check registration status by typing in a DUNS Number.

DUNS Number Plus 4 (Optional)

Or, check registration status by typing in a CAGE Code.

CAGE Code

CruzBro RGV LLC
Status: Active

Your registration was activated on Dec 07, 2017. It expires on Dec 07, 2018 which is one year after you submitted it for processing.

						
Core Data Completed	Assertions Completed	Reps & Certs Completed	POCs Completed	Submit Completed	Processing Completed	Active Completed

Find Your Registration in SAM

Log into your account on the SAM homepage. Once logged in, select Entity Registrations from the My SAM sub-navigation menu to create, update, renew, or deactivate your entity registration.



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WWW7

- Search Records
- Data Access
- Check Status
- About
- Help
- Disclaimers
- Accessibility
- Privacy Policy
- FAPIIS.gov
- GSA.gov/IAE
- GSA.gov
- USA.gov