



Department of Purchasing and Contracting

INSTRUCTIONS FOR NON-COMPETITIVE PURCHASE REQUESTS

The Competitive Bidding Process is the preferred method of purchasing good or services. A waiver of this process must be requested on a case by case basis by completing a Non-Competitive Purchase Request Form in its entirety.

The form must be signed by Department Director of the User Department and submitted to the Director of the Department of Purchasing and Contracting by attachment to the requisition in Oracle.

Justification for the waiver must be provided on the request form. Additional pages may be attached if necessary.

Non-Competitive Purchase Requisitions must have a market/price reasonableness determination.

Emergency Purchase Request

An Emergency Purchase Request is to be used when a User Department seeks goods or services due to an unexpected and urgent request where health and safety or the conservation of public resources is at risk. The request must be completed regardless of the time of the emergency occurrence or dollar amount of the requisition, and must include an explanation as to why the emergency cannot be responded to using the competitive process. Expiration of funds, administrative delay or expiration of a contract or quote is not acceptable criteria for an Emergency Non-Competitive Purchase.

Sole Source Purchase Request

A Sole Source Purchase Request is to be used when a User Department seeks goods or services from the only qualified vendor or supplier that possesses the unique ability or available capacity to provide the requested goods or services. A vendor may be a sole source when the procurement involves proprietary technology, copyright, or patented information, goods or services. Additional justification for a Sole Source Purchase Request may include the requirement to match piece of existing equipment available only from the same source of original equipment or authorized dealer or an upgrade to existing software only available from the producer of the software;

A Sole Source Public Notice Form shall be posted on the County's website for five (5) business days and the results shall be attached to this Sole Source Purchase Request.



Department of Purchasing and Contracting NON-COMPETITIVE PROCUREMENT REQUEST FORM

Requesting Department: Property Appraisal
Department Contact Person: Calvin Hicks/Tracy White Telephone: 3712466
Email: cchicks@dekalbcountyga.gov

Requisition Number: 917982 Suggested Supplier: Data Cloud Solutions
Estimated Amount of Purchase: \$ 225,721.65
Detailed Description of the Goods or Services to be purchased: Establish field service development and support for staff to complete value assessments

Emergency (For Emergency Requests, Please check this box and answer all questions below.)

1. Date and Time of Emergency Occurrence _____

2. Please state the nature of the emergency posing a risk to public health, welfare, safety or resources:

3. State how the Estimated Amount was determined to be Fair and Reasonable (attach supporting documentation):

Sole Source (Please check box and answer all of the following completely.)

1. Provide an explanation why the product, service or supplier requested is the only method that can satisfy the requirements. Please explain why alternatives are unacceptable. Be specific with regard to specification, features, characteristics, requirements, capabilities and compatibility. (Attach additional documents, if necessary):

Data Cloud Solutions' products and services are proprietary. The development services and support can only be provided by Data Cloud Solutions.

2. Will this purchase obligate us to a particular vendor for future purchases? (Either in terms of maintenance that only this vendor will be able to perform and/or if we purchase this item, will we need more "like" items in the future to match this one?) Explain in detail.

Yes, when working with this company, only Data Cloud Solutions can provide the required developmental services, support, resolutions to product issues along with any product or system updates.

3. Explain the impact to the County or Public if this request is not approved.

If this request is not approved, it will adversely impact the overall property values of the entire County.

I hereby request that this non-competitive procurement request be approved for the purchase of the above stated work, material, equipment, commodity, or service.

Department Director (Typed/Printed Name) Calvin C. Hicks Signature: Calvin C. Hicks Digitally signed by Calvin C. Hicks Date: 2021.03.24 14:51:03 -04'00'

Do Not Write Below – for the Department of Purchasing and Contracting Use Only

Procurement Agent (Typed/Printed Name) Sharice Feagins-Bail Signature: Sharice Feagins-Bail Digitally signed by Sharice Feagins-Bail Date: 2021.11.08 11:32:28 -05'00' Date: _____

Procurement Manager (Typed/Printed Name) Crystal Creekmore Signature: _____ Date: _____

Approved Not Approved

Signature: _____, Director, Department of Purchasing and Contracting Date: _____
P&C Rev. 9/21/2017

(Additional information, attach pages if required):

Public Notice of Proposed Award of Sole Source Procurement

Section A – Description of Proposed Sole Source Procurement

Description of Supplies/Services: Establish field service development and support staff to complete value assessments.

Demonstration of Contractor’s Unique Qualifications: Data Cloud Solutions products and services are proprietary. The development services and support can only be provided by Data Cloud.

Section B – To Be Completed by the Department of Purchasing and Contracting

Market Survey Results

Date Public Notice posted on website: October 29, 2021

Date Public Notice closed: November 4, 2021

Review of Offers

Were any offers received (Yes/No): Yes

Number of offers received: 0

Responders: 0

Purchasing Agent review and recommendation:

Data Cloud Solutions, a Woolpert Company (DCS) is a specialized data services company dedicated to developing and embracing state of the art technology that allows their clients to achieve the impossible. Their services consist of synchronization of data, technologies, applications, processes, and resources while also providing real-time administrative reports. Their unique CAMA-Cloud: MobileAssessor has an advantage of powerful tools that is more intuitive than any mobile CAMA solution on the market. Providing mobile data collection for any CAMA system (online and offline), touch screen sketching, real-time quality control dashboard, real-time central files updates, predictive quality grade algorithm, live GPS & GIS mapping, instant photo uploads and synchronization, comparative property recall, and automatic dynamic routing. DeKalb County has been doing business with the Woolpert Company, Inc. since 2005. This will be the first year doing business with the Data Cloud Solutions, who company that merged with Woolpert in 2020.

Law findings referenced the indemnification provision and certain languages, such as “multi-year and not to exceed.” Recommendations and changes were advised to the department. These are currently being addressed by Law, Data Cloud Solutions, and the Property Appraisals Department.

My recommendation is to approve the source. Consists of establishing a field service development and support staff to complete value assessments throughout DeKalb County. DeKalb County has not spent any monies with Data Cloud Solutions. However, the total amount spent with Woolpert Company, Inc. is \$10,019,426.13.

_____	_____
Agent Signature	Date
_____	_____
Procurement Manager Signature	Date



404.371.2761 (o)
404.371-2750 (f)
DeKalbCountyga.gov

Manuel J. Maloof Center
1300 Commerce Drive
Decatur, GA 30030

Finance Department

Chief Executive Officer
Michael L. Thurmond

DATE : March 8, 2021

MEMO TO: Calvin Hicks Jr., Chief Appraiser & Tracy White-Ferguson, Administrative Assistant

Board of Commissioners

THRU: Deborah Sherman, Assistant Director of Capital & Grants; Bejinda Reaves, Budget Management Coordinator

District 1
Robert Patrick

Bejinda Reaves

FROM: Eric Johnson, CIP Grant Analyst

District 2
Jeff Rader

SUBJECT: Property Appraisal
New Grant Award Notification

District 3
Larry Johnson

The grant award for the following program has been approved by the BOC. A budget amendment should also be submitted if required to allocate grant funds in accordance with approved award budget.

District 4
Steve Bradshaw

Date of BOC Approval: February 23, 2021

District 5
Mereda Davis Johnson

Name of Granting Agency: Dekalb County CIP

District 6
Edward Terry

Program Description / Purpose(s): Property Appraisal
_ Street Level
_ Mobile Assessors Field Application
_ Replacement Tablets

District 7
Lorraine Cochran-Johnson

New ORACLE Project#: 104045
New ORACLE Award#: 601652
Expenditure Type# 542201
Award Amount: **\$597,248**

New ORACLE Project#: 105678
New ORACLE Award#: 602451
Expenditure Type# 542201
Award Amount: **\$285,000**

New ORACLE Project#: 105680
New ORACLE Award#: 602452
Expenditure Type# 542201
Award Amount: **\$88,000**

Cost Center / Organization: 82710
Grant Period: 02/23/21 – 12/31/26

The Capital & Grants Division of Finance will only monitor from a compliance and financial perspective; therefore, it is imperative that your department should provide copies of financial, programmatic, reimbursement reports (drawdowns) and grant agreements for the above-mentioned award to (Eric Johnson).

Please note that Capital & Grants must approve all grant related requisitions and payments that require a POETA before being processed by the Accounting Division. In order to ensure compliance and maintain accounting procedures please include (Eric Johnson) in the approval hierarchy for all purchases. Note: Attach supporting documentation i.e. invoices to the requisition before submitting for approval.

Cc: *Fiscal Manager - Department
Sekai Todd
Project File*



404.371.2761 (o)
404.371-2750 (f)
DeKalbCountyga.gov

Manuel J. Maloof Center
1300 Commerce Drive
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Finance Department

Chief Executive Officer
Michael L. Thurmond

Board of Commissioners

District 1
Robert Patrick

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Jeff Rader

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Mereda Davis Johnson

District 6
Ted Terry

District 7
Lorraine Cochran-Johnson

To: Citizens of DeKalb County
Members, DeKalb County Board of Commissioners
DeKalb County, Georgia

From: CEO Michael Thurmond

Re: Fiscal Year 2021 Budget Amendment

Date: February 22, 2021

This memo serves to present the Chief Executive Officer's amendment to the Fiscal Year 2021 Budget Recommendation submitted to the Board of Commissioners on December 15, 2020.

In the time since our original proposal was submitted, our administration has been tracking all requests from county departments, constitutional officers, and other independent agencies both through the Board of Commissioners' budget hearings as well as requests made to the Office of Management and Budget.

Due to the ongoing global health and economic crises, our priority in considering these requests were to maintain critical services and meet immediate needs. In many instances, we have identified alternative funding sources outside of the county's annual budget to address these needs. In other cases, we have agreed with county departments or agencies to revisit their requests at mid-year when we have a clearer picture of county revenues. I am pleased to present the following amendments to the FY2021 Budget Recommendation which include adjustments to the Hospital Fund and General Fund, adjustments to starting fund balances, funding of contractual obligations for the District Attorney and Animal Services, and restoration of positions that have been filled since the original FY2021 budget proposal was developed.

Grady Hospital Ponce De Leon Center

The proposed budget included \$4 million within the Hospital Fund for the renovation of Grady Memorial Hospital's Ponce De Leon Center. The county's contract with the Hospital Authority splits the payment of the \$4 million into quarterly payments of \$500,000 over two years to coincide with the construction schedule. The amended budget lowers the Hospital Fund budget by \$2 million. This reduction allows 0.137 mills to be shifted from the Hospital Fund to the General Fund millage rate, which generates \$2 million to address other budget needs outlined in the amendments below.

Other Budget Adjustments

The proposed amendment makes additional adjustments summarized below.

- Fund Balance and Capital Reserve: Starting fund balances for the tax funds were restated based on the most current 2020 data available. These adjustments bring the starting fund balance across all tax funds to \$116.7 million, an increase of \$6.1 million from the original proposal.
- The amended budget designates the \$6.1 million increase in the tax funds' fund balance as a capital reserve, to use for non-recurring costs.
- The starting fund balances for other operating funds were also restated based upon actual financials after closing the books for December 2020.

- Property Appraisal: \$970,428 from the capital reserve to fund an update to the county's street level imagery (\$597,428), mobile assessors field application (\$285,000), and replacement tablets to appraisers (\$88,000). \$28,000 to cover additional costs for printing and mailing assessment notices.
- Sheriff: \$1,143,553 from the capital reserve to cover lease costs for the jail management system (\$643,553) and mold remediation at the county jail (\$500,000).
- Planning: \$388,011 to fund six positions recently filled or in the hiring process in the Development Fund. Three of these positions were funded in FY20 but vacant when the FY21 budget was developed. The three other positions will enhance operational efficiency for Development services.
- Magistrate Court: \$314,956 to increase part-time salaries (\$220,693) and to restore overtime funding (\$94,263). The funds for overtime were placed in an incorrect line item during the FY20 budget year which resulted in their omission from the original FY21 proposed budget.
- Board of Health: \$230,751 in one-time funding from the General Fund to support ongoing operations throughout the COVID-19 pandemic. The administration is working to identify other funding streams to supplement these funds, and additional funding may be considered in the mid-year budget.
- District Attorney: \$212,234 to cover increased lease costs for office space at One West Court Square. The District Attorney's Office entered a ten-year lease last year that included annual increases to fund the buildout of their office space.
- Animal Services: \$174,720 to fund a scheduled increase in the contract with LifeLine Animal Project for operation of the Animal Shelter.
- State Court: \$96,948 To fund a judicial clerk position for Division 1 and convert two temporary positions to full-time in DUI Court. The judicial clerk position will aid in scheduling court proceedings and create staffing parity among all State Court Divisions. The funding for the DUI court positions is partially offset by redirecting existing funds for the temporary personnel.
- Emergency Management: \$74,001 reallocated from purchased & contracted services and supplies to fund a testing specialist position filled in January (this reallocation is budget neutral).
- Human Resources: \$65,000 reallocated from purchased & contracted services to fund a testing specialist position (this reallocation is budget neutral).
- The Vehicle Replacement Fund carries over \$23.4 million from the FY2020 budget to fund encumbrances for vehicles purchased in previous years that are still on order.

Conclusion

The progress we have made in the last four years to restore financial stability to the county was integral to our ability to adjust to the realities of the coronavirus pandemic. The amendments offered within this letter further our strategy of "Steady, As She Goes" to fund essential services and persevere until the storm has passed. I seek your continued support in our efforts through the proposed budget and look forward to brighter days in DeKalb County.

CC: Zachary L. Williams, Chief Operating Officer/ Executive Assistant
 Delores Crowell, Intergovernmental Affairs Director
 Dianne McNabb, Chief Financial Officer
 Kwasi Obeng, Chief of Staff, Board of Commissioners
 Staff, Office of Management and Budget



RE: Sole Source Information pursuant to mobile data collection.

To whom it may concern,

Data Cloud Solutions, LLC (DCS), and/or officers thereof, is the sole owner and provider of technology protected by copyright laws and international copyright treaties under Registration Number TX 8-243-488, as well as other intellectual property and confidentiality agreements, laws and treaties. The technology referenced above, and other proprietary business routines and methods owned by DCS with various forms of national and international protection, allows for mobile data collection and/or review that greatly reduces or eliminates the need for field documents, manual routing, data dumps, and ad-hoc reporting. All services and products are licensed, not sold, and this SaaS model requires no server or database upgrades of the customer. Further, DCS is the only provider of such technology that can be implemented with any system; not requiring conversion, and which can combine multiple data sources into the same mobile solution (not just a CAMA vendor's controlled data).

Said another way, nothing other than DCS's CAMA Cloud: MobileAssessorSM exists that allows for remote/mobile, automatic routing and selection of subject sites, and real-time processing and project reporting of all data elements.

Some key points are highlighted below:

1. DCS is the only company offering CAMA Cloud: MobileAssessorSM, and all capabilities related thereto, as an all-in-one solution, and a SaaS hosted solution that doesn't necessitate a county server or database upgrade.
2. DynamicRouteSM; DCS is the only company offering DynamicRouteSM.
 - A. DCS is the only company with an integrated solution, and product, that automatically, and dynamically, routes parcel visitation order based upon current geological location and active directional bearing.
 - B. DCS is the only company with a solution that allows for access to parcels in proximity to parcels scheduled for a visit (not restricted to just those 'checked-out').
3. Data Collection; DCS is the only company with a mobile, all-in-one, mass data collection solution that is **CAMA system neutral**.
 - A. CAMA Cloud: MobileAssessorSM can import and export data in any known format and is not relegated to any one system; and, can support the synchronization of numerous other files, resources, and data elements separate from CAMA data.
 - B. DCS is the only company offering a mobile data collection solution that has all features developed in a configurable manner that leverages code in a manner which allows customers to benefit from enhancements regardless of an individual user's state, county, or system.
4. Instant PhotoBaseSM; DCS is the only company offering Instant PhotoBaseSM.
 - A. DCS is the only company with an integrated solution, and product, that automatically uploads, synchronizes, and associates new photography with the parcel, in real time.
5. Quality Control; DCS is the only company with an integrated solution, and product, that allows for **live quality control of data changes** as they are happening in the field. And, DCS is the only company with an integrated solution, and product, which features an administrative alert system for field personnel communication and instant rerouting.



FIELD DATA COLLECTION SYSTEM FEATURES

1. A minimum of six hours of continuous field use of the data collection software on a single fully charged battery.
2. HTML5 technology compatible with iOS, Windows, and/or Android touch-screen mobile devices.
 - a. Includes touch screen sketching.
3. Internally integrated camera, GPS, Wi-Fi, and cellular hardware (3G/4G/LTE).
4. Dynamic, uninterrupted online/offline ("cellular dead zone") data collection capabilities.
5. Ability to make on-the-fly bulk parcel assignments (new and revised) to multiple users from a central location - without requiring field personnel or their mobile device to be present.
6. Automatic routing of assigned parcels based upon the field user's login credentials, current location, and direction of travel.
7. Interactive GPS and GIS mapping showing at least the subject parcel and the user's location.
8. Field optimized Portrait and Landscape modes activated by the mobile device's orientation.
9. Field changes can be reviewed at the office by managers (controlled by user ID Role type/access privileges) within minutesⁱ of the changes being made.
 - a. Includes uploading, parcel association and synchronization of new property photos.
10. Comprehensive audit trail of all field data changes including a minimum of: what was changed, by who, at what time, and the location of the mobile device at the time of the field changes.
11. Management/office dashboard that reports a minimum of: individual data collector's productivity counts, all data collectors' productivity counts, parcel assignments completion status per user, and map representation of route history and parcel completion per user - all in real-time.
12. An "alert" system that allows certain parcels to be flagged as needing a priority visit - overriding the route order of other "non-alert" parcel assignments.
13. Optional integrated sketch validation features: either side-by-side visual map and sketch comparison; or sketch and map overlays, each with rotate, resize, and anchoring abilities.
14. Customizable on-the-fly setup of which data elements get displayed on the mobile device, including current property photos and sketches.
15. Customizable ad-hoc calculation fields that aren't necessarily a part of the CAMA system.
16. Virtually no negative impact to the county's servers, networks, and IT staff.

Please let me know if anything further is needed in this regard.

Daniel T. Anderson
danderson@datacloudsolutions.net

ⁱ If the mobile device is within at least a 3G Internet area; otherwise if "offline", the changes will automatically continue uploading once the device has a strong Internet signal.

Certificate of Registration



This Certificate issued under the seal of the Copyright Office in accordance with title 17, *United States Code*, attests that registration has been made for the work identified below. The information on this certificate has been made a part of the Copyright Office records.

Maria A. Pallante

United States Register of Copyrights and Director

Registration Number

TX 8-243-488

Effective Date of Registration:

September 06, 2016

Title

Title of Work: CAMA Cloud & MobileAssessor

Completion/Publication

Year of Completion: 2010
Date of 1st Publication: December 01, 2010
Nation of 1st Publication: United States
Preregistration: PRE000007165

Author

- Author:** Data Cloud Solutions, LLC
Author Created: computer program
Work made for hire: Yes
Citizen of: United States
Domiciled in: United States

Copyright Claimant

Copyright Claimant: Data Cloud Solutions, LLC
PO Box 2194, SPRINGFIELD, OH, 45501, United States

Rights and Permissions

Organization Name: Data Cloud Solutions, LLC
Name: Daniel Anderson
Email: danderson@datacloudsolutions.net
Telephone: (888)586-6914
Alt. Telephone: (419)852-5077
Address: PO Box 2194
Springfield, OH 45501 United States

Certification

Name: Daniel T. Anderson

PO Box 2194, Springfield, OH 45501
service@datacloudsolutions.net

TO DeKalb County Property Appraisal, ATTN: Donna Rosser (Asst CA)
Maloof Annex | 1300 Commerce Drive
Decatur, GA 30030 | 404.371.2522
dlrosser@dekalbcountyga.gov

SALES CONTACT	SITE	PRICE GUARANTEE	QUOTE EXPIRATION
N/A	Real Estate Appraisal/Assessment Office	240 days	11/19/2021

QTY	DESCRIPTION	UNIT PRICE (\$)	LINE TOTAL (\$)
1	CAMA CloudSM Site License + Implementation ; The one-time site fee for initial implementation covers all residential and commercial (RP) data-field mapping, screen layout, initial data uploads/synchronization logic, & remote training. Total account size of up to 243k parcels. (iasWorld)	n/a	92,340 + 5,000
15	CAMA Cloud: MobileAssessorSM Licenses (min. 3+ year term); One-time license fee, UNLIMITED USE, iPad Package, w/ Data Collection, DynamicRoute SM , Interactive GIS, Touch Sketching, Instant PhotoBase SM . + AdvancedMaps (Heat Maps, Caches Streets, OSM, Pictometry, et al), + Disto Laser Sketching.	2,800 X e. Mobile Lic's	42,000 + 8,400 + 5,700
45	CAMA Cloud: Admin Console Licenses ; Field tracking and audit trail, Real-Time Q.C. Module, Real-Time Administrative Dashboard & Reports. MA license * 70% included (11 included at no charge with 34 extra paid licenses)	\$1000 X e. add Desk Lic's	34,000
4	Onsite Training Days + Travel Allowance ; 1.25-1.75 days Mobile/appraisers, 1.25-1.75 days Admin Console/supervisors. 3.75-4 days (2 trainers). + AdvMap, Disto, and ClassCalc.	n/a	10,800 + 7,950
15	Class/Grade Calculator: One-time analysis and configuration fee + licensing (Upgrade #3)	n/a	7,500 + 3,750
15	iPad Gen. Pro 3 A12 chip 11" 64GB (or better) with WiFi + LTE (County Preference for Carrier? Verizon/AT&T?); The one-time fee for acquisition, setup, configuration for MobileAssessor; and, transfer and delivery from DCS to County. + Case and AntiGlare Screen Cover.	\$1,370 e.	20,550
10	Disto Laser Measuring Devices	\$715 e.	7,150
1	One-Time Discount (Preferred Customer/System); A one-time discount off of Licenses for new customers on certain systems, going live <u>after 2nd Qtr 2021.</u> - Bulk upgrade additional discount. - Extra Admin Console discount	-%	(21,500) (3,812) (11,000)
ESTIMATE TOTAL			\$ 208,828

Notes:

A full implementation live between September - October, 2021 would be **\$225,721.65.** (see maintenance on next page)

Year 2021 = \$208,828 + \$16,893.65 SaaS, hosting, maintenance, support

Year 2022+ = \$66,492.50

We look forward to hearing from you soon.

THANK YOU FOR YOUR INTEREST!

PO Box 2194, Springfield, OH 45501
service@datacloudsolutions.net

TO DeKalb County Property Appraisal, ATTN: Donna Rosser (Asst CA)
Maloof Annex | 1300 Commerce Drive
Decatur, GA 30030 | 404.371.2522
dlrosser@dekalbcountyga.gov

ANNUAL MAINTENANCE & SUPPORT FEES

QTY	DESCRIPTION	UNIT PRICE (\$)	LINE TOTAL (\$)
1	SaaS Maintenance, Photo Repository, Field Audit History & Remote Support (min. 3+ year term); SSL, and Guaranteed no-loss data backups & secure storage. (243k parcels) (iasWorld)	\$0.08 x Est. Parcels	19,440
1	CAMA Cloud & MobileAssessor SM Maintenance 25% Site + 15 mobile + 11 desktop license fees +(AdvMap, Disto, Class/Grade Calc).	25% of License Fees	38,552.50
34	Extra Admin Console Licenses	250	8,500
1	Minimum Reserved Instance SaaS Hosting Discount; Estimated Go-Live b/w Sept - Oct, 2021 (line 1) - January Budget	-%	(5,670)
1	*Pro rated Maintenance & Support Discount; Estimated Go-Live b/w Sept - Oct, 2021 (Line 2) - January Budget	-%	(13,723.65)
1	One-Time Discount (Preferred Customer/System); A one-time discount off of Annual SaaS/maintenance, support, hosting, and backups' fees for new customers on certain systems, going live <u>after</u> 2 nd Qtr 2021; adjusted for learning curves, etc.	-%	(2,500)
TOTAL EST. ANNUAL COST			\$66,492.50 * 16,893.65

Note:

** All prices quoted are based upon 3+ year contractual pricing terms which does have an option to be renewed at the same rate for an additional 2+ years. Any term less is subject to increased license costs.*

I have read the information outlined in this form and authorize Data Cloud Solutions, LLC to make required arrangements in order to perform the above mentioned tasks and agree to pay all referenced costs.

Acceptance of Quote/Order:

Signature/Date

Printed Name

We look forward to hearing from you soon.
THANK YOU FOR YOUR INTEREST!