



PURCHASING DEPARTMENT
DIVISION OF BUDGET & FINANCE

100 West Washington Street, Room 3200 | Hagerstown, MD 21740-4748 | P: 240.313.2330 | F: 240.313.2331
www.washco-md.net

Q-18-654
ADDENDUM NO. 1
REQUEST FOR QUOTATION

**MECHANICAL SYSTEMS - WATER QUALITY ASSURANCE PROGRAM
FOR WASHINGTON COUNTY**

DATE: Monday, April 30, 2018

**QUOTES DUE: Wednesday, May 9, 2018
3:00 P.M., (EDST)**

To Vendors:

This Addendum is hereby made a part of the Request for Quotation (RFQ) Documents on which all quotations will be based and is issued to correct and/or clarify the original documents.

Please acknowledge receipt of this Addendum on the Quotation Form. This Addendum consists of three (3) pages and four (4) attachments.

NOTE: All Bidders must enter the Washington County Administration Complex through either the front door at the 100 West Washington Street entrance or through the rear entrance (w/blue canopy roof) which is handicap accessible, and must use the elevator to access the Purchasing Department to submit their proposal and/or to attend the Pre-Proposal Conference. Alternate routes are controlled by a door access system. Washington County Government has announced new security protocols being implemented at the Washington County Administration Complex at 100 West Washington Street, Hagerstown. The new measures took effect Tuesday, February 14, 2017. The general public will be subject to wand search and will be required to remove any unauthorized items from the building prior to entry. Prohibited items include, but are not limited to: Weapons of any type; Firearms, ammunition and explosive devices; Cutting instruments of any type - including knives, scissors, box cutters, work tools, knitting needles, or anything with a cutting edge, etc.; Pepper spray, mace or any other chemical defense sprays; and Illegal substances.

ITEM NO. 1: Conference Inquiry: The specification for the quote calls for annual water treatment services and building equipment cost; Does this mean new equipment will be purchased?

Response: Refer to Request for Quotation Document, Page 10, Item No. 2. Scope of Work, Letter b. All new equipment provided shall be guaranteed for

(NOTE: The wording of all "Inquiries" submitted are displayed exactly as received.)

one (1) year by the Contractor and shall remain the property of Washington County. If the new equipment fails during the first year the Contractor shall replace said equipment at no cost to Washington County. Bidders shall provide a separate price on the Form of Proposal for all new equipment by individual location. The County shall only incur these costs during the first year of the contract.

ITEM NO. 2: *Conference Inquiry:* The specification for the quote calls for building equipment cost, but has no specifics on the equipment; Does this mean the vendor is to use their judgement to provide the cost for equipment?

Response: Refer to the Request for Quotation document, Page 7, Scope of Work/Specifications, Item No. 1, General Description. Each location includes a list of current equipment the cost should be based on the equipment listed.

ITEM NO. 3: *Conference Inquiry:* The specification asks for a manifest of all materials and chemicals (by name and trademark), and unit pricing for each. Are chemicals inclusive of the bid and are they ordered on an as needed basis?

Response: Refer to the Request for Quotation document, Page 4, Notice to Quoters & Instructions, No. 14, Lump Sum Proposal: A lump sum proposal is being requested for all labor, chemicals, materials, new equipment, and installation necessary to properly maintain circulation of hot water and cooling systems.

ITEM NO. 4: *Conference Inquiry:* As stated in the Request for Quotation, Page 6, Item 23, Site Visits, each quoter submitting a quotation for this work shall first examine the sites; Can contact information be provided for the individual conduction the site visits?

Response: To schedule site visits, please contact John Pennesi , Deputy Director, Public Works, Parks and Facilities Department at 240-313-2700

ITEM NO. 5: *Conference Inquiry:* Will the submitted pricing be inclusive or exclusive of any installation?

Response: Refer to the Request for Quotation document, Page 4, Notice to Quoters & Instructions, No. 14, Lump Sum Proposal: A lump sum proposal is being requested for all labor, chemicals, materials, new equipment, and installation necessary to properly maintain circulation of hot water and cooling systems.

ITEM NO. 6: *Inquiry:* Can I please receive a list of the pre-bid attendees for this bid?

Response: Please see Attachment “A” to this Addendum for the sign in sheets from the pre-bid conference.

ITEM NO. 7: *Inquiry:* Can we request for information regarding the Current Contractor Pricing?

Response: Please see Attachment “B” to this Addendum for the awarded pricing and bid tabulation.

ITEM NO. 8: *Inquiry:* Can we also request information as to the result tabs of the last bid of this same “Request for Quotation” if any?

Response: Please see Attachment “B” to this Addendum for the awarded pricing and bid tabulation.

ITEM NO. 9: *Inquiry:* What is the current contract value?

Response: Please see Attachment “B” to this Addendum for the awarded pricing and bid tabulation.

ITEM NO. 10: Please see Attachment “C”, *Revised* Scope of Work/ Specifications, Item No. 1. General Description for one (1) additional location.

ITEM NO. 11: Please see Attachment “D”, *Revised* Form of Proposal, Item No. 14A.and 14B. for one (1) additional location.

ITEM NO. 12: Quoters shall submit as their submittal from the original quotation the following: Request for Quotation, Debarment and Suspension form and the Revised Form of Proposal no later than **3:00 P.M., (EDST) Wednesday, May 9, 2018.**

By Authority of:



Rick Curry, CPPO
Director of Purchasing

Pre-Quote Conference
WATER QUALITY ASSURANCE - MECHANICAL

Attachment A

Representative's Name/E-mail <i>(Please Print)</i>	Company / County Dept.	Address City, State, Zip	Phone	Fax
Brandi Naugle rnaugle@washco-md.net	Washington County Purchasing Department	100 West Washington Street, Rm. 3200 Hagerstown, MD 21740	240-313-2330	240-313-2331
Name <i>AL CLEAVER</i> E-mail <i>al_cleaver@klenzoidine.com</i>	<i>KLENZOLD</i>	<i>912 SPRING MILL AVE HAGERSTOWN, MD 21740</i>	<i>443 243 7057</i>	<i>610 825 9495</i>
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E-mail				
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Q-13-553

Water Quality Assurance Program

		Chem-Aqua, Inc. Hedgesville, WV	WaterPro Inc. Sykesville, MD
1A	Wash. Co. Admin Bldg.	\$619.20	\$1,200.00
1B	Wash. Co. Admin Bldg. Equipment Cost	\$0.00	\$400.00
2A	Wash. Co. Office Bldg.	\$321.30	\$540.00
2B	Wash. Co. Office Bldg. Equipment Cost	\$0.00	\$0.00
3A	Wash. Co. Ct. House Annex	\$2,500.00	\$1,680.00
3B	Wash. Co. Ct. House Annex Equipment Cost	\$0.00	\$895.00
4A	Wm. Dwyer Mem. Ctr.	\$321.30	\$220.00
4B	Wm. Dwyer Mem. Ctr. Equipment Cost.	\$0.00	\$0.00
5A	Martin Luther King Ctr.	\$1,238.40	\$840.00
5B	Martin Luther King Ctr. Equipment Cost.	\$395.00	\$400.00
6A	Agricultural Ed. Ctr.	\$392.84	\$220.00
6B	Agricultural Ed. Ctr. Equipment Cost	\$0.00	\$0.00
7A	Boonsboro Library	\$196.42	\$220.00
7B	Boonsboro Library Equipment Cost	\$0.00	\$0.00
8A	Clear Spring Library	\$196.42	\$220.00
8B	Clear Spring Library Equipment Cost	\$0.00	\$0.00
9A	Smithsburg Library	\$321.30	\$220.00
9B	Smithsburg Library Equipment Cost	\$0.00	\$0.00
10A	Wash. Co. Transportation Dept.	\$619.20	\$840.00
10B	Wash. Co. Transportation Dept. Equipment Cost	\$0.00	\$400.00
11A	Wash. Co. Detention Ctr.	\$321.20	\$540.00
11B	Wash. Co. Detention Ctr. Equipment Cost	\$0.00	\$0.00
12A	Wash. Co. Detention Ctr. (Min. Sec. Wing)	\$196.42	\$220.00
12B	Wash. Co. Detention Ctr. (Min Sec. Wing) Equipment Cost	\$0.00	\$0.00
13A	Wash. Co. Health Dept.	\$321.30	\$540.00
13B	Wash. Co. Health Dept. Equipment Cost	\$0.00	\$400.00
Total Quote		\$7,960.30	\$9,995.00

***Mechanical Systems - Water Quality Assurance Program for Washington County
awarded to WaterPro Inc.***

Q-18-654

**MECHANICAL SYSTEMS
WATER QUALITY ASSURANCE PROGRAM
FOR WASHINGTON COUNTY**

REVISED: SCOPE OF WORK / SPECIFICATIONS

1. GENERAL DESCRIPTION:

The following is a list of site locations included in this proposal. This list is not to be considered as a minimum or maximum number of potential sites that could require the services of this proposal. Washington County reserves the right to add or delete to this list at any time during the term of the contract. Where any site is listed, it is to be considered all inclusive of the entire building(s), the entire complex - to include all buildings and structures that may require water quality assurance services.

Washington County is seeking a Total Sum proposal for water treatment services for mechanical systems in specified buildings and locations. Departments/locations, descriptions of current equipment, contact personnel and phone numbers are as follows:

- (1) Washington County Administration Complex
100 West Washington Street
Hagerstown, Maryland 21740
Contact – Gene Wolfe, Building Superintendent (240-313-2290)
Two (2) - Boilers (42.8 HP each) Split System, Steam & Hot Water
 - Boiler Size 36" x 60" x 60"
 - Circulating Water Pump, 1-1/2 HP - 80 GPM
 - Approximate Water Loop 400 Gallons

- (2) Washington County Office Building
33-35 West Washington Street
Hagerstown, Maryland 21740
Contact - Gene Wolfe, Building Superintendent (240-313-2290)
One (1) - Hot Water Boiler
 - Rated at 6,760 sq. ft. water
 - Size - 50"l x 48"w x 55"h
 - Approximate System 450 Gallons
 - Circulating Pump, 3 HP, 85 GPM

- (3) Washington County Court House Annex
24 Summit Avenue
Hagerstown, Maryland 21740
Contact - Gene Wolfe, Building Superintendent, (240-313-2290)
Two (2) – Boilers RBI 850 MBH Output each
 - Type Copper Finned Tube
 - Circulating Hot Water/Chilled Water Loop

REVISED - Scope of Work / Specifications – (Addendum No. 1, 4/26/2018)

Water Quality Assurance Program

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Page 1

- Circulating Pump, 7-1/2 HP, 490 GPM
- Approximate Water Loop - 5,000 Gallons
- Chilled Water Tower (Annex Roof)
- Approximate Water Loop – 5,000 Gallons
- Size 22” l x 22” w x 56”h
- Installed 2014

- (4) William J. Dwyer Memorial Center
112 West Baltimore Street
Hagerstown, Maryland 21740
Contact - Gene Wolfe, Building Superintendent (240-313-2290)
One (1) - Hot Water Boiler
- Boiler Size 470 MR II (Model)
 - Hot Water/Chilled Water Loop
 - Boiler Size 37" w x 40" l x 64" h
 - Circulating Pump, Heating & Cooling, 75 GPM
 - Water Loop Volume - 2,000 gallons
 - 630,000 BTU
 - 10 Section
- (5) Martin Luther King Center
131 West North Avenue
Hagerstown, Maryland 21740
Contact - Gene Wolfe, Building Superintendent (240-313-2290)
One (1) - Steam Boiler (135 HP) with condensate
- Model H.B. Smith - Mills 450
 - Size 66" w x 110" l x 96" h
 - 4,540,000 GR Output
 - 18 Section
- (6) Agricultural Education Center
7313 Sharpsburg Pike
Boonsboro, Maryland 21713
Contact - Gene Wolfe, Building Superintendent (240-313-2290)
Two (2) - Boilers – Weil McClean Mod 478
- Oil Fired
 - Circulated Hot Water/Chilled Water Systems
 - Estimated Gallons – 1200
 - Pumps – Inline Taco
- (7) Boonsboro Library
401 Potomac Street
Boonsboro, Maryland
Contact – Gene Wolfe, Building Superintendent – (240-313-2290)
Information not available contact John Pennesi for walk through
- One (1) Boiler – Weil McClean Model 80 Series 1
– Oil Fired

- Circulated Hot Water
 - System size 400 Gallons (approximate)
 - Pumps – Taco 50 GPM, 1750 RPM, .5 HP
 - Size 30” w x 43”l x 48”h
- (8) Clear Spring Library
12624 Broadfording Road
Clear Spring, Maryland 21722
Contact - Gene Wolfe, Building Superintendent (240-313-2290)
One (1) - Burnham Hot Water Boiler Model V908A
- Size 32” w x 48”h x 56”l
- Pump Size - 60 GPM, 1750 RPM, 1 Hp
- System Size - 360 Gallons (approx.)
- (9) Smithsburg Library
Veterans Park – Water Street
Smithsburg, MD
Contact - Gene Wolfe, Building Superintendent (240-313-2290)
One (1) Hot Water Boiler, MOD WGO-9-295 MBH
System Water Loop – 1,000 gallons
- (10) Washington County Transportation Department
1000 West Washington Street
Hagerstown, Maryland 21740
Contact – Craig Pensinger, Operations Coordinator (240-313-2750)
One (1) - Steam Boiler (35 HP)
- Burnham Model V-909
- Size 35”w x 64”l x 54”h
- 1,054,000 GR Output
- 9 Section
- (11) Washington County Sheriff’s Department
Detention Center
500 Western MD Parkway
Hagerstown, Maryland 21740
Contact – Terry Hill, Systems Mechanic (240-313-2142)
Two (2) - Boilers (2.70 HP ea.), H.B. Smith Series 28, Circulating Hot Water
- Circulating Pump, 5 HP, 325 GPM
- Boiler Size 40” x 84” x 66”
- Approximate Gallons 6500
- 2,332,000 GR Output
- (12) Washington County Sheriff’s Department
Detention Center (Minimum Security Wing)
500 Western MD Parkway

- Hagerstown, Maryland 21740
 Contact – Terry Hill, Systems Mechanic (240-313-2142)
 One (1) - Boiler, H.B. Smith Series 28A-5
 - Circulating Pump, 2 HP, 100 GPM
 - Boiler Size 34" x 40" x 66"
 - Approximate Gallons 6500
- (13) Washington County Health Department
 1302 Pennsylvania Avenue
 Hagerstown, Maryland 21742
 Contact – Ms. Brenda Cole (301-791-3200)
 One (1) - Steam Boiler, American Standard
 - Circulating Hot Water
 - Model PFA-515
 - 58"h x 30"w x 80"l
 - 2,440,000 GR Output
- (14) Washington County Free Library
 100 South Potomac Street
 Hagerstown, Maryland 21740
 Contact – Jim Wydmyer – (301-739-3250 ext. 199) / (240-520-2339) cell
 Two (2) – Fulton PHW-1400 Boilers
 - 1.2 million BTUH

2. **SCOPE OF WORK:**

- a. The Contractor shall provide all labor, chemicals, materials, and new equipment at all locations, (i.e. pumps, feeders, mixing tanks, meters and associated equipment and routine analysis) to properly maintain circulation of hot water and cooling systems (i.e. steam and hot water boilers, cooling towers, closed loop systems, single and dual pipe chilled water circulating systems).
- b. All new equipment provided shall be guaranteed for one (1) year by the Contractor and shall remain the property of Washington County. If the new equipment fails during the first year the Contractor shall replace said equipment at no cost to Washington County. Bidders shall provide a separate price on the Form of Proposal for all new equipment by individual location. The County shall only incur these costs during the first year of the contract.

3. **QUALITY ASSURANCE AND TESTING:**

- a. *PH Monitoring* – The Contractor shall provide monthly monitoring and testing of all systems, and making adjustments as needed to maintain proper PH levels and supply field test reports to the appropriate building operator. Annual blow downs for each facility will be performed by County contracted personnel prior to beginning of each heating season. The Contractor for the Water Quality Assurance Program on mechanical systems

shall then be responsible for replenishment of chemicals at the quoted unit cost submitted with this Request for Quotation. Boilers will be blown down weekly by County personnel during the heating season.

- b. *Monthly Monitoring of Steam Systems* – The Contractor shall provide monthly monitoring and testing for steam boilers and cooling towers during seasons that they are in operation. Testing shall be conducted twice yearly (Fall & Spring) for closed loop systems. The Contractor shall make additional visits for closed loop systems, upon notification of water loss in those systems by County personnel.

4. **MONTHLY SERVICE VISIT:** The Contractor shall arrange for monthly service visits by contacting the listed building contact for each location to arrange for escort during the service visit and provide a service ticket reflecting the building, date of service and any service performed / chemicals added etc.
5. **PRODUCTS:** Bidders shall provide, with their proposal, a manifest of all materials and chemicals (by name and trademark), unit pricing for each, and MSDS data, concerning all materials and chemicals proposed to be utilized in the performance of this agreement.
6. **START-UP AND CHANGE OVER:**
 - a. The Contractor, upon Notice to Proceed, shall flush, purge and drain all systems of existing treatment chemicals, if found not to be compatible with new chemicals, and retreat all systems in accordance with accepted practices and procedures creating a baseline analysis for servicing and a treatment schedule.
 - b. All systems shall be totally changed over within thirty (30) calendar days from Notice to Proceed unless otherwise dictated by the equipment's operating schedule and availability. No system shall be left untreated at the start-up of the heating season.
7. **UNIT PRICES:** All Bidders shall provide, with their proposal, a separate unit price for all materials and chemicals specified in Paragraph 5. Products.

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 REVISED: FORM OF PROPOSAL

TO:
Brandi Naugle, CPPB, Buyer
Washington County Purchasing Department
Washington County Administration Complex
100 West Washington Street, Rm. 3200
Hagerstown, MD 21740

FROM:

DATE: _____

QUOTATION DUE: Wednesday, May 9, 2018
3:00 P.M., (EDST)

QUOTATION NO: Q-18-654

Gentlemen/Ladies:

We hereby submit our proposal for:

Mechanical Systems – Water Quality Assurance Program for Washington County

Having examined the sites and being familiar with pertinent local conditions affecting the work and having carefully examined the contents of this Quotation, bearing the project title, and dated April 6, 2018 hereinafter listed, and

Addenda (if any):

ADDENDUM NO. _____ Dated _____

ADDENDUM NO. _____ Dated _____

and having received clarification on all items of conflict or upon which any doubt arose, the undersigned proposes to furnish all labor, materials and equipment called for by the said documents for the entire work, in strict accordance with the Contract Documents, for the stipulated sum of:

Separate Prices for Individual Buildings / Written Price	Price
1A. WASHINGTON COUNTY ADMINISTRATION COMPLEX (Annual Price) _____ Dollars (Written)	\$ _____ (Figures)
1B. WASHINGTON COUNTY ADMINISTRATION BUILDING EQUIPMENT COST: _____ Dollars (Written)	\$ _____ (Figures)

 Quoter's Name

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Separate Prices for Individual Buildings / Written Price	Price
2A. WASHINGTON COUNTY OFFICE BUILDING (Annual Price) _____ Dollars (Written)	\$ _____ (Figures)
2B. WASHINGTON COUNTY OFFICE BUILDING EQUIPMENT COST _____ Dollars (Written)	\$ _____ (Figures)
3A. WASHINGTON COUNTY COURT HOUSE ANNEX (Annual Price) _____ Dollars (Written)	\$ _____ (Figures)
3B. WASHINGTON COUNTY COURT HOUSE ANNEX EQUIPMENT COST _____ Dollars (Written)	\$ _____ (Figures)
4A. WILLIAM J. DWYER MEMORIAL CENTER (Annual Price) _____ Dollars (Written)	\$ _____ (Figures)
4B. WILLIAM J. DWYER MEMORIAL CENTER EQUIPMENT COST _____ Dollars (Written)	\$ _____ (Figures)
5A. MARTIN LUTHER KING CENTER (Annual Price) _____ Dollars (Written)	\$ _____ (Figures)
5B. MARTIN LUTHER KING CENTER EQUIPMENT COST _____ Dollars (Written)	\$ _____ (Figures)
6A. AGRICULTURAL EDUCATION CENTER (Annual Price) _____ Dollars (Written)	\$ _____ (Figures)

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 REVISED: FORM OF PROPOSAL

Separate Prices for Individual Buildings / Written Price	Price
6B. AGRICULTURAL EDUCATION CENTER EQUIPMENT COST _____ Dollars (Written)	\$ _____ (Figures)
7A. BOONSBORO LIBRARY (Annual Price) _____ Dollars (Written)	\$ _____ (Figures)
7B. BOONSBORO LIBRARY EQUIPMENT COST _____ Dollars (Written)	\$ _____ (Figures)
8A. CLEAR SPRING LIBRARY (Annual Price) _____ Dollars (Written)	\$ _____ (Figures)
8B. CLEAR SPRING LIBRARY EQUIPMENT COST _____ Dollars (Written)	\$ _____ (Figures)
9A. SMITHSBURG LIBRARY (Annual Price) _____ Dollars (Written)	\$ _____ (Figures)
9B. SMITHSBURG LIBRARY EQUIPMENT COST _____ Dollars (Written)	\$ _____ (Figures)
10A. WASHINGTON COUNTY TRANSPORTATION DEPARTMENT (Annual Price) _____ Dollars (Written)	\$ _____ (Figures)
10B. WASHINGTON COUNTY TRANSPORTATION DEPARTMENT EQUIPMENT COST _____ Dollars (Written)	\$ _____ (Figures)

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 REVISED: FORM OF PROPOSAL

Separate Prices for Individual Buildings / Written Price	Price
11A. WASHINGTON COUNTY DETENTION CENTER (Annual Price) _____ Dollars (Written)	\$ _____ (Figures)
11B. WASHINGTON COUNTY DETENTION CENTER EQUIPMENT COST _____ Dollars (Written)	\$ _____ (Figures)
12A. WASHINGTON COUNTY DETENTION CENTER – Minimum Security Wing (Annual Price) _____ Dollars (Written)	\$ _____ (Figures)
12B. WASH. CO. DETENTION CENTER (Minimum Security Wing) EQUIPMENT COST _____ Dollars (Written)	\$ _____ (Figures)
13A. WASHINGTON COUNTY HEALTH DEPARTMENT (Annual Price) _____ Dollars (Written)	\$ _____ (Figures)
13B. WASHINGTON COUNTY HEALTH DEPARTMENT EQUIPMENT COST _____ Dollars (Written)	\$ _____ (Figures)
14A. WASHINGTON COUNTY FREE LIBRARY (Annual Price) _____ Dollars (Written)	\$ _____ (Figures)
14B. WASHINGTON COUNTY FREE LIBRAR EQUIPMENT COST _____ Dollars (Written)	\$ _____ (Figures)

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 REVISED: FORM OF PROPOSAL

Separate Prices for Individual Buildings / Written Price	Price
TOTAL SUM QUOTATION FOR SPECIFIC SERVICES (Sum of all items above) <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="border-top: 1px solid black; width: 80%;"></div> <div style="text-align: right; padding-right: 10px;">Dollars</div> </div> <p style="text-align: center; margin-top: 5px;">(Written)</p>	<div style="border-top: 1px solid black; width: 80%;"></div> <div style="text-align: center; padding-top: 5px;">(Figures)</div>

Q-18-654
REVISED: FORM OF PROPOSAL

ALL BIDDERS SHALL ATTACH THE FOLLOWING TO THIS FORM OF PROPOSAL:

- (1) A LISTING OF MATERIALS AND CHEMICALS WITH UNIT PRICE INFORMATION
- (2) A LIST OF FIVE (5) CURRENT CUSTOMERS THAT HAVE BEEN SERVICED FOR A MINIMUM OF THREE (3) YEARS.

FAILURE TO PROVIDE THIS INFORMATION WITH THIS PROPOSAL MAY CONSTITUTE A NON-RESPONSIVE PROPOSAL.

The Board has the right to reject any or all proposals without explanation, to waive any informalities, and to withhold final award to the contract for a period of sixty (60) calendar days from the date of quotation opening. No Bidder may withdraw his/her proposal for a period of ninety (90) calendar days from date of quotation opening.

The undersigned is aware that his failure to properly and completely fill in all blanks on this proposal may be due cause for its rejection.

FIRM NAME AND ADDRESS: _____

BY (Signature): _____

NAME AND TITLE PRINTED: _____

TELEPHONE NO.: _____

EMPLOYER'S FEDERAL IDENTIFICATION NO. _____

REMARKS/EXCEPTIONS: _____
