

BID FORM

County of Henrico
 Department of Finance
 Purchasing Division
 8600 Staples Mill Road
 P. O. Box 90775
 Henrico, Virginia 23273-0775

I/We hereby propose to furnish all tools, labor, and equipment necessary to provide ground maintenance equipment, parts, and repair services, in accordance with the enclosed general terms, conditions and specifications contained in **IFB No. 23-2531-5JMH**. The Bid Form must be completed in blue or black ink. Discrepancies in the multiplication of units of work and the unit prices will be resolved in favor of the correct multiplication of the unit prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum. My/Our prices are as follows:

PRICES QUOTED SHALL BE FOB DESTINATION. Freight charges and any other associated charges (delivery, handling, surcharges, environmental fees, etc.) shall be included in the bid price.

The Discount Percent off Equipment and Parts, if any, shall be from the current Manufacturer’s Suggested Retail Price (“MSRP”) list.

AWARD WILL BE MADE BY LOT. BIDDERS DO NOT HAVE TO SUBMIT A BID FOR ALL LOTS TO BE CONSIDERED RESPONSIVE. HOWEVER, BIDDERS MUST PROVIDE AN EQUIPMENT PERCENT DISCOUNT, PARTS PERCENT DISCOUNT, AND HOURLY LABOR RATE TO BE CONSIDERED RESPONSIVE. **ZERO (0) IS AN ACCEPTABLE ENTRY FOR THE EQUIPMENT AND PARTS PERCENT DISCOUNT IF NO MSRP DISCOUNT IS OFFERED.**

LOT	Manufacturer & Category	Discount off MSRP (Equipment)	Discount off MSRP (Parts)	Shop Labor Rate for Certified Repairs
1	Bear Cat (Crary ®)	%	%	\$ _____ / hour
2	Billy Goat	10 %	10 %	\$ <u>120⁰⁰</u> / hour
3	Bobcat - Landscaping	%	%	\$ _____ / hour
4	Briggs & Stratton	%	%	\$ _____ / hour
5	Cub Cadet	%	%	\$ _____ / hour
6	Echo	20 %	10 %	\$ <u>120⁰⁰</u> / hour
7	ExMark	%	%	\$ _____ / hour

LOT	Manufacturer & Category	Discount off MSRP (Equipment)	Discount off MSRP (Parts)	Shop Labor Rate for Certified Repairs
8	Honda – Engines	%	5 %	\$ <u>120⁰⁰</u> / hour
9	Honda – Power Equipment	%	%	\$ _____ / hour
10	Husqvarna	%	%	\$ _____ / hour
11	Hustler Turf Equipment	%	%	\$ _____ / hour
12	John Deere – Commercial / Turf	%	%	\$ _____ / hour
13	John Deere - Golf	%	%	\$ _____ / hour
14	Kawasaki – Engines	%	5 %	\$ <u>120⁰⁰</u> / hour
15	Kohler Engines	%	5 %	\$ <u>120⁰⁰</u> / hour
16	Kubota	%	%	\$ _____ / hour
17	Little Wonder	10 %	— %	\$ <u>120⁰⁰</u> / hour
18	Massey Ferguson	%	%	\$ _____ / hour
19	Scag Power Equipment	20 %	10 %	\$ <u>120⁰⁰</u> / hour
20	Shindaiwa	%	%	\$ _____ / hour
21	STIHL	20 %	10 %	\$ <u>120⁰⁰</u> / hour
22	Titan Tool	%	%	\$ _____ / hour
23	Toro	20 %	10 %	\$ <u>120⁰⁰</u> / hour
24	Toro – Golf	%	%	\$ _____ / hour
25	Ventrac	%	%	\$ _____ / hour

BID SIGNATURE SHEET

My signature certifies that the bid as submitted complies with all requirements specified in this Invitation for Bid ("IFB") 23-2531-5JMH – Grounds Maintenance Equipment, Parts, and Repair Services.

My signature also certifies that by submitting a bid in response to this IFB, the Bidder represents that in the preparation and submission of this bid, the Bidder did not, either directly or indirectly, enter into any combination or arrangement with any person or business entity, or enter into any agreement, participate in any collusion, or otherwise take any action in the restraining of free, competitive bidding in violation of the Sherman Act (15 U.S.C. Section 1) or Sections 59.1-9.1 through 59.1-9.17 or Sections 59.1-68.6 through 59.1-68.8 of the Code of Virginia.

I hereby certify that I am authorized to sign as a legal representative for the business entity submitting this bid.

LEGAL NAME OF BIDDER (DO NOT USE TRADE NAME):	
Arthur's Electric Service, Inc.	
ADDRESS:	8970 Brook Rd.
	Glen Allen, VA 23060
SIGNATURE: <i>Linda J. Arthur, President</i>	
NAME OF PERSON SIGNING (print):	Linda J. Arthur
TITLE:	President, Owner
TELEPHONE:	804-264-2513
FAX:	804-264-2514
E-MAIL ADDRESS:	arturs46@yahoo.com
DATE:	5/25/23

ATTACHMENT B
BUSINESS CATEGORY CLASSIFICATION FORM

Company Legal Name: Arthur's Electric Service, Inc.

This form completed by: Signature: [Signature] Title: President

Date: 5/30/23

PLEASE SPECIFY YOUR BUSINESS CATEGORY BY CHECKING THE APPROPRIATE BOX(ES) BELOW.

(Check all that apply.)

- SMALL BUSINESS
- WOMEN-OWNED BUSINESS
- MINORITY-OWNED BUSINESS
- SERVICE-DISABLED VETERAN
- EMPLOYMENT SERVICES ORGANIZATION
- NON-SWaM (Not Small, Women-owned or Minority-owned)

SUPPLIER REGISTRATION – The County of Henrico encourages all suppliers interested in doing business with the County to register with eVA, the Commonwealth of Virginia’s electronic procurement portal, <http://eva.virginia.gov>.

eVA Registered? Yes No

If certified by the Virginia Minority Business Enterprises (DMBE), provide DMBE certification number and expiration date.
_____ NUMBER _____ DATE

DEFINITIONS

For the purpose of determining the appropriate business category, the following definitions apply:

"Small business" means a business, independently owned and controlled by one or more individuals who are U.S. citizens or legal resident aliens, and together with affiliates, has 250 or fewer employees, or annual gross receipts of \$10 million or less averaged over the previous three years. One or more of the individual owners shall control both the management and daily business operations of the small business.

"Women-owned business" means a business that is at least 51 percent owned by one or more women who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest is owned by one or more women who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more women.

"Minority-owned business" means a business that is at least 51 percent owned by one or more minority individuals who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more minority individuals who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more minority individuals.

"Minority individual" means an individual who is a citizen of the United States or a legal resident alien and who satisfies one or more of the following definitions:

1. "African American" means a person having origins in any of the original peoples of Africa and who is regarded as such by the community of which this person claims to be a part.
2. "Asian American" means a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands, including but not limited to Japan, China, Vietnam, Samoa, Laos, Cambodia, Taiwan, Northern Mariana Islands, the Philippines, a U.S. territory of the Pacific, India, Pakistan, Bangladesh, or Sri Lanka and who is regarded as such by the community of which this person claims to be a part.
3. "Hispanic American" means a person having origins in any of the Spanish-speaking peoples of Mexico, South or Central America, or the Caribbean Islands or other Spanish or Portuguese cultures and who is regarded as such by the community of which this person claims to be a part.
4. "Native American" means a person having origins in any of the original peoples of North America and who is regarded as such by the community of which this person claims to be a part or who is recognized by a tribal organization.

"Service disabled veteran business" means a business that is at least 51 percent owned by one or more service disabled veterans or, in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more individuals who are service disabled veterans and both the management and daily business operations are controlled by one or more individuals who are service disabled veterans.

"Service disabled veteran" means a veteran who (i) served on active duty in the United States military ground, naval, or air service, (ii) was discharged or released under conditions other than dishonorable, and (iii) has a service-connected disability rating fixed by the United States Department of Veterans Affairs.

"Employment services organization" means an organization that provides community-based employment services to individuals with disabilities that is an approved Commission on Accreditation of Rehabilitation Facilities (CARF) accredited vendor of the Department of Aging and Rehabilitative Services.

ATTACHMENT A

VIRGINIA STATE CORPORATION COMMISSION (SCC)
REGISTRATION INFORMATION

The Bidder:

is a corporation or other business entity with the following SCC identification number:
005232656 -OR-

is not a corporation, limited liability company, limited partnership, registered limited liability partnership, or business trust -OR-

is an out-of-state business entity that does not regularly and continuously maintain as part of its ordinary and customary business any employees, agents, offices, facilities, or inventories in Virginia (not counting any employees or agents in Virginia who merely solicit orders that require acceptance outside Virginia before they become contracts, and not counting any incidental presence of the Bidder in Virginia that is needed in order to assemble, maintain, and repair goods in accordance with the contracts by which such goods were sold and shipped into Virginia from Bidder's out-of-state location) -OR-

is an out-of-state business entity that is including with this bid/proposal an opinion of legal counsel which accurately and completely discloses the undersigned Bidder's current contacts with Virginia and describes why those contacts do not constitute the transaction of business in Virginia within the meaning of § 13.1-757 or other similar provisions in Titles 13.1 or 50 of the Code of Virginia.

Please check the following box if you have not checked any of the foregoing options but currently have pending before the SCC an application for authority to transact business in the Commonwealth of Virginia and wish to be considered for a waiver to allow you to submit the SCC identification number after the due date for bids:

ATTACHMENT C

BIDDER'S REFERENCE SHEET

Each Bidder shall complete this Bidder's Reference Sheet for evaluation by the County of Henrico and submit it with the Bid Form.

1. Years in Business: Indicate the length of time you have been in business providing this type of goods/services.

100 years ~~1923~~ 1923 - 2023

2. Reference:

Indicate below a listing of at least 3 recent references for which you have provided this type of goods/services. Include the date service was furnished and the name and address of the client; and the name, email address and telephone number of the contact person.

1. Date: ~~RBI Corporation~~ 5/25/23
 Client: RBI Corporation
 Address: P.O. Box 9318 Richmond, VA 23237
 Contact Person: Tom Miller
 Phone Number: 804-550-2920
 Email: accountingdepartment@rbicorp.com

2. Date: 5/25/23
 Client: Outdoor Equipment Distributors
 Address: P.O. Box 58494 Raleigh, NC 27658-8494
 Contact Person: Faliah Meyer
 Phone Number: 1-919-876-6937 FAX
 Email: (FIREWALK) ext. process 1-800-876-9163
ATTN: TALIAH

3. Date: 5/25/23
 Client: TORO COMPANY
 Address: P.O. Box 440
 Contact Person: John Runyan
 Phone Number: 1-757-725-8879
 Email: johnrunyan@turfc-equipment.com

ATTACHMENT F

DIRECT CONTACT WITH STUDENTS

Name of Bidder: Arthur's Electric Service, Inc.

Pursuant to Va. Code § 22.1-296.1, as a condition of awarding a contract for the provision of services that require the contractor or employees of the contractor to have direct contact with students on school property during regular school hours or during school-sponsored activities, the contractor shall provide certification of whether any individual who will provide such services has been convicted of any violent felony set forth in the definition of barrier crime in subsection A of Va. Code § 19.2-392.02; any offense involving the sexual molestation, physical or sexual abuse, or rape of a child; or any crime of moral turpitude.

Any individual making a materially false statement regarding any such offense is guilty of a Class 1 misdemeanor and, upon conviction, the fact of such conviction is grounds for the revocation of the contract to provide such services and, when relevant, the revocation of any license required to provide such services.

As part of this submission, I certify the following:

None of the individuals who will be providing services that require direct contact with students on school property during regular school hours or during school-sponsored activities have been convicted of a violent felony set forth in the definition of "barrier crime" in Va. Code § 19.2-392.02(A); an offense involving the sexual molestation, physical or sexual abuse, or rape of a child;

And (select one of the following)

None of the individuals who will be providing services that require direct contact with students on school property during regular school hours or during school-sponsored activities have been convicted of any felony or any crime of moral turpitude.

or

One or more individuals who will be providing services that require direct contact with students on school property during regular school hours or during school-sponsored activities has been convicted of a felony or crime of moral turpitude that is not set forth in the definition of "barrier crime" in Va. Code § 19.2-392.02(A) and does not involve the sexual molestation, physical or sexual abuse, or rape of a child. (In the case of a felony conviction meeting these criteria, the contractor must submit evidence that the Governor has restored the individual's civil rights.).

Victoria J. Arthur, President
Signature of Authorized Representative

Victoria J. Arthur, President
Printed Name of Authorized Representative

Arthur's Electric Service, Inc.
Printed Name of Vendor
(if different than Representative)

BID FORM – SCENARIO

This scenario should be taken as an example and is **not** a guaranteed amount of work. Services shall be requested as needed by the County of Henrico. **Quantities and yearly spend are listed as an estimate for comparison only; actual requested services could be more or less during the contract period.**

THE SAME RATES FROM THE “BID FORM” SHOULD BE USED ON THE “BID FORM – SCENARIO”. DIFFERENT RATES MAY CAUSE YOUR BID TO BE DEEMED NON-RESPONSIVE.

Bid Form – Scenario						
FORMULA: (A – (A x B)) + (C – (C x D)) + (E x F) = E						
A	B	C	D	E	F	G
Lot 1 – Bear Cat (Crary ®)						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	%	50	\$	\$
Lot 2 – Billy Goat						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	10 %	\$10,000.00	10 %	50	\$ 120 ⁰⁰	\$ 3300 ⁰⁰
Lot 3 – Bobcat - Landscaping						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	%	50	\$	\$
Lot 4 – Briggs & Stratton						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	%	50	\$	\$
Lot 5 – Cub Cadet						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	%	50	\$	\$
Lot 6 – Echo						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	20 %	\$10,000.00	10 %	50	\$ 120 ⁰⁰	\$ 3100 ⁰⁰

<p align="center">Bid Form – Scenario FORMULA: (A – (A x B)) + (C – (C x D)) + (E x F) = E</p>						
A	B	C	D	E	F	G
Lot 7 – ExMark						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	%	50	\$	\$
Lot 8 – Honda - Engines						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	5 %	50	\$ 120 ⁰⁰	\$ 6500 ⁰⁰
Lot 9 – Honda – Power Equipment						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	%	50	\$	\$
Lot 10 – Husqvarna						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	%	50	\$	\$
Lot 11 – Hustler Turf Equipment						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	%	50	\$	\$
Lot 12 – John Deere – Commercial / Turf						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	%	50	\$	\$
Lot 13 – John Deere - Golf						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	%	50	\$	\$
Lot 14 – Kawasaki - Engines						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	5 %	50	\$ 120 ⁰⁰	\$ 6500 ⁰⁰

Bid Form – Scenario

FORMULA: (A – (A x B)) + (C – (C x D)) + (E x F) = E

A	B	C	D	E	F	G
Lot 15 – Kohler - Engines						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	5 %	50	\$ 120 ⁰⁰	\$ 6500 ⁰⁰
Lot 16 – Kubota						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	%	50	\$	\$
Lot 17 – Little Wonder						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	10 %	\$10,000.00	— %	50	\$ 120 ⁰⁰	\$ 34000 ⁰⁰
Lot 18 – Massey Ferguson						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	%	50	\$	\$
Lot 19 – Scag Power Equipment						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	20 %	\$10,000.00	10 %	50	\$ 120 ⁰⁰	\$ 33000 ⁰⁰
Lot 20 – Shindaiwa						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	%	50	\$	\$
Lot 21 – STIHL						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	20 %	\$10,000.00	10 %	50	\$ 120 ⁰⁰	\$ 33000 ⁰⁰
Lot 22 – Titan Tool						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	%	50	\$	\$

Bid Form – Scenario FORMULA: (A – (A x B)) + (C – (C x D)) + (E x F) = E						
A	B	C	D	E	F	G
Lot 23 – Toro						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	20 %	\$10,000.00	10 %	50	\$ 120 ⁰⁰	\$ 33000 ⁰⁰
Lot 24 – Toro - Golf						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	%	50	\$	\$
Lot 25 – Ventrac						
Estimated Spend on Equipment	% Discount off MSRP	Estimated Spend on Parts	% Discount off MSRP	Estimated Regular Labor Hours	Regular Shop Labor Rate	Extended Price
\$20,000.00	%	\$10,000.00	%	50	\$	\$

Provide the business name and street address for your facility, where County equipment will be serviced:

Arthur's Electric Service, Inc. 8910 Brook Rd. Glen Allen, VA 23060

Distance in miles from Henrico County Western Government Center, 4301 East Parham Road, Henrico, VA 23228: 2.4 miles

Provide hours of operation for the facility: 8am - 5:30pm Mon-Fri. 8-12 noon Saturdays

My/Our payment terms are: Net 30 days If Bidder offers a cash discount for prompt payment, it will only be considered in determining the lowest responsible Bidder if the Bidder allows at least twenty (20) days for the prompt payment after the goods or services are received or after the invoice is rendered, whichever is later.

Indicate whether your business is or is not located in the County, if it is, please include a copy of your County business license with your bid.

I/We acknowledge the receipt of:

Addendum No. _____ Dated _____.

Addendum No. _____ Dated _____.

Addendum No. _____ Dated _____.

Address Correspondence to:
DEPARTMENT OF FINANCE

County of Henrico-Business License Tax
 PO BOX 716487
 Philadelphia, PA 19171-6487

Business License

For assistance call (804) 501-4310 or visit our website:
www.henrico.us/finance



County of Henrico, Virginia

BUSINESS SECTION
 2023

ACCOUNT NUMBER: 002-00116159
 INTERNAL NO. A05550000
 GAN230

TRADE NAME ARTHUR'S LAWNMOWER/AUTO PARTS

LICENSEE ARTHURS ELECTRIC SERVICE INC
 8910 BROOK RD
 GLEN ALLEN VA 23060-4026

LOCATION ADDRESS
 8910 BROOK RD
 GLEN ALLEN, VA 23060-4026

INDIVIDUAL	PARTNERSHIP	CORPORATION	OTHER	PAID IN FULL LICENSE EXPIRES 12/31/2023	
		X			
BILLING DATE		START DATE	PRINT DATE		
03/03/2023		01/01/1956	03/03/2023		
CLASSIFICATION	DESCRIPTION	TAX BASE	TAX AMOUNT		
004407	WHOLESALE MERCHANT	489,789.00	0.00		
003350	RETAIL GEN MERCH	1,362,635.00	1,725.27		
			TAX DUE	1,725.27	
			LATE FILING PENALTY	0.00	
			PAYMENT PENALTY DUE	0.00	
			INTEREST DUE	0.00	
			TOTAL TAX, PENALTY AND INTEREST DUE	1,725.27	
			PAYMENT YEAR-TO-DATE	1,725.27	
			AMOUNT DUE	0.00	
			PAID IN FULL		
			002-00116159 - 12381729		