

OFFICE OF PUBLIC ACCOUNTABILITY

Doris Flores Brooks, CPA, CGFM

Public Auditor

PROCUREMENT APPEALS

IN THE APPEAL OF,

J & B MODERN TECH,

Appellant

APPEAL NO: OPA-PA-11-018

DECISION

I. INTRODUCTION

This is the Decision of the Public Auditor for an appeal filed on December 13, 2011, by J & B MODERN TECH (Hereafter referred to as "J&B") regarding the Department of Education, Government of Guam's (Hereafter referred to as "DOE") denial of J&B's October 14, 2011 protest concerning DOE's solicitation of Invitation for Bid No. GDOE-IFB-044-2011 (Preventive Maintenance and Minor Repairs of Split and Central A/C Equipment for Thirty Six (36) Public Schools and Support Facilities) (Hereafter referred to as "IFB"). The Public Auditor holds that the bid submitted in response to the IFB by JRN Air Conditioning & Refrigeration, Inc., (Hereafter referred to as "JRN") was non-responsive, and the Public Auditor holds that J&B's bid submitted in response to the IFB was also non-responsive. Accordingly, J&B's appeal is GRANTED in part and DENIED in part.

II. FINDINGS OF FACT

The Public Auditor in reaching this Decision has considered and incorporates herein the procurement record and all documents submitted by the parties, and all arguments made and

evidence presented during the March 1, 2012 hearing for Appellant's Appeal. Based on the foregoing record, the Public Auditor makes the following findings of fact:

- 1. On or about September 13, 2011, DOE issued the IFB.¹
- 2. The IFB required in relevant part, that:
- a. The bidder shall submit two (2) references for contracts performed of similar size and scope to the IFB, the bidder shall have adequate labor to perform the required maintenance and repair work on an on call or scheduled basis, the bidder shall have adequate number of employees on payroll with minimum experience qualifications not less than five (5) years per employee or equivalent experience DOE deems acceptable, the bidder shall have two (2) crews for trouble shooting which consist of two (2) A/C Technicians and two (2) General Helpers for Districts I, II, III, and IV, the bidder shall have six (6) personnel per district which consist of two (2) A/C Technicians and four (4) General Helpers, and that the bidder shall have all required personnel on board upon the execution of the contract.²
- b. Bids submitted in response to the IFB must fulfill the requirements of the solicitation.³
- c. DOE reserved the right to waive any minor irregularity in the bids received and, in the case of an error in the extension of prices, unit price will govern.⁴
- d. Any modification of a bid received after the time and date set for opening of bids at the place designated for opening is late, and no late modification will be considered unless received before contract award, and the bid modification, would have been timely but for

¹ Invitation for Bid, Exhibit 13, Agency Report filed on December 28, 2011.

² Contractor Qualifications, Contract Terms and Conditions, Section 2.5.5, IFB., page 9, Exhibit 7, Id.

³ Section 3.1, IFB, page 10, Id.

⁴ Paragraph 22, General Terms and Conditions, IFB, page 29, Id.

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adequate number of employees on payroll with minimum experience qualifications not less than five (5) years per employee or equivalent experience DOE deems acceptable was limited to HVAC technicians.¹¹

- (2) DOE would consider bids containing alternate numbers and classifications of workers which would increase or decrease the two (2) crews for trouble shooting consisting of two (2) A/C Technicians and two (2) General Helpers for Districts I thru IV, and the six (6) personnel per district consisting of two (2) A/C Technicians and four (4) General Helpers required by Section 2.5.5. of the IFB. However, DOE would not allow the bidders to develop their own work plans to accomplish the tasks outlined in the IFB. ¹²
- (3) The bidders were required to address the requirements of Section 2.5.5. of the IFB with a technical proposal in their bids and if a bidders failed to submit such with their bids, DOE would deem them non-responsive.¹³
- (4) The requirement for two trouble shooting crews consisting of (2) A/C technicians and two (2) General Helpers for Districts I thru IV are the minimum required.¹⁴
- c. DOE clarified and amended the IFB's Attachment B, Labor Form by stating that fringe benefits shall be calculated at six-point-fifteen-percent (6.15%) per hour averaged across five (5) years and the health and welfare benefits shall be calculated at three-dollars-and fifty-nine-cents (\$3.59) per hour. Further, DOE authorized the bidders to submit an Attachment B Labor Form in a different excel format than the one in the IFB, provided the bidders provided the same information required by the form in the IFB. 15

Paragraph 3, page 3, Id.

Paragraph 4, Id.

¹³ Paragraph 3, page 4, Id. ¹⁴ Paragraph 5, page 5, Id.

¹⁵ Paragraph 7, page 4, Id.

²⁰ Page 2, Id.

eleven-dollars-and-twenty-eight-cents (\$1,176,711.28), DOE received a bid from J&B for one-million-ninety-thousand-nine-hundred-seventy-dollars-and-seventy-three-cents (\$1,090,970.73), and DOE received a bid from JRN for nine-hundred-fifty-seven-thousand-nine-hundred-four-dollars (\$957,904.00).²¹

- 10. JRN's bid, in relevant part, included:
- a. A Statement of Qualifications for its eighteen (18) employees which included seven (7) A/C Technicians, two (2) Electricians, one (1) Project Engineer, and eight (8) General Helpers.²²
- b. JRN's bid offered: "When trouble shooting, JRN will have two crews which will consist of 2 AC Technicians and 2 General Helpers for Districts I, II, III, and IV. JRN will have six personnel per district which will consist of 2 AC Technicians and 4 General Helpers for Districts I, II, III, and IV."²³
- c. JRN submitted the required Declaration Re Compliance with U.S. DOL Wage Determination stating that it was in full compliance with 5 G.C.A. §5801 and §5802.²⁴
- d. JRN submitted its Computations for Bidding Purposes, Attachment B, which provided hourly rates and other payroll information for one (1) A/C Technician, and one (1) Helper.²⁵
 - e. JRN submitted five (5) contracts with DOE as its reference.²⁶
 - 11. J&B's bid disclosed that it would pay its General Maintenance Workers, with

²¹ Abstract of Bidder, Exhibit 9, Id.

²² Statement of Qualifications, Page 20, Bates Stamp No. GDOE00166, JRN Bid, Exhibit 6, Id.

²³ Paragraph 2, Technical Approach, Technical Proposal, Page 2, Bates Stamp No. GDOE00169, Id.

²⁴ Declaration Re Compliance with U.S. DOL Wage Determination, JRN's Bid, Bates Stamp No. GDOE00152, Exhibit 6, Id.

²⁵ Attachment B, Bates Stamp No. GDOE00178, JRN's Bid, Id.

²⁶ Introduction and Impact, Page 1, JRN Technical Proposal, JRN's Bid, Exhibit 6, Agency Report filed on December 28, 2011.

²⁹ Memorandum dated October 20, 2011 from DOE Buyer Supervisor II, Albert G. Garcia, to DOE Supply

³⁰ Letter of Intent dated October 20, 2011, Exhibit 6, Id.

Management Administrator, Marcus Y. Pido, Exhibit 5, Appellant's Exhibit List filed on February 22, 2012.

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16. On or about October 27, 2011, Andrew Leon Guerrero, a DOE employee who is part of DOE's Facilities and Maintenance Division, reviewed the bids submitted by GFS, J&B, and JRN, and determined that he could not make a proper calculation of JRN's manpower vs. their wage determination because JRN only provided a head count for one (1) A/C Mechanic and one (1) Helper with their bid. He stated that an e-mail was sent to JRN wherein DOE requested that JRN provide a new sheet for clarification and proper calculation, and that if JRN failed to comply with the request, their bid will be rejected due to non-compliance of the USDOL and the award would be made to the next lowest bidder.³²

17. On November 8, 2011, J&B requested that DOE issue a decision on their October 14, 2011 protest. J&B's request repeated its allegations that JRN's bid was non-responsive due to JRN's alleged failure to provide a proper breakdown of the manpower hours showing that JRN was offering the mandatory minimum personnel required by the IFB, and J&B requested that DOE award the contract for the IFB to J&B because J&B submitted the next lowest bid.³³

18. On November 29, 2011, DOE accepted J&B's October 14, 2011 letter as a protest and denied J&B's allegation concerning JRN's bid stating that, in accordance with 2 G.A.R., Div. 4, Chap 3, §3109(m)(4), which concerns bid mistakes discovered after bid opening but prior to award, DOE contacted JRN to clarify JRN's bid and DOE determined JRN's bid was responsive because the total cost submitted by JRN met the minimum requirements of the bid,

³¹ Bid Status dated October 21, 2011, Exhibit 7, Id.

³² DOE Memorandum dated October 27, 2011 from DOE Facilities and Maintenance Division Manager to DOE Supply Management Administrator Re GDOE-IFB-044-2011, Exhibit 8, Id. NOTE: Although the aforementioned Memorandum has a signature block for Billy P. Cruz, it was signed instead by Andrew Leon Guerrero. See Testimony of Billy P. Cruz, Hearing Re Appellant's Appeal, March 1, 2012.

³³ Letter dated November 8, 2011 from Alexander Salazar, J&B Project Manager, to DOE Interim Superintendent Taling Taitano, and DOE Supply Management Administrator, Marcus Y. Pido, Re: Request for Decision on Bid Protest Dated October 14, 2011/IFB No. 044-2011, Exhibit 9, Id.

and that the cost accurately took into account the use of twenty-four (24) employees for maintenance purposes and sixteen (16) employees for repair purposes. DOE agreed with J&B's allegation that GFS submitted the highest bid and denied J&B's allegation that GFS' bid was non-responsive because DOE determined that GFS' bid complied with the IFB requirements because GFS offered four (4) employees for each of the four (4) districts for a total of sixteen (16) employees for repair services.³⁴

- 19. On December 5, 2011, DOE issued an Amended Bid Status rejecting J&B's bid for high price and recommending JRN for award of the contract for the IFB.³⁵
- 20. On December 13, 2011, fourteen (14) days after DOE denied J&B's October 14, 2011 Protest, J&B filed this appeal.³⁶

III. ANALYSIS

Pursuant to 5 G.C.A. 5703, the Public Auditor shall review DOE's November 29, 2011 Decision denying J&B's October 14, 2011 protest *de novo*.

A. JRN's Bid was non-responsive.

JRN failed to submit Attachment B, Labor Form as required by the IFB. A responsive bidder is defined as a bidder who has submitted a bid which conforms in all material respects to the invitation for bids. 5 G.C.A. §5201(g). As stated above, Section 5.1 required the bidders to disclose information concerning their employees to include a headcount by position classification. Further, as stated above, JRN's bid only disclosed information for one (1) A/C Technician and one (1) Helper on its Attachment B Labor Form. This disclosure excluded the

³⁴ DOE Decision Denying Protest dated November 29, 2011, Exhibit 10, Id.

³⁵ Amended Bid Status dated December 5, 2011, Exhibit 11, Id.

³⁶ Notice of Appeal filed on December 13, 2011.

 other six (6) A/C Technicians, and the other seven (7) General Helpers, and failed to disclose any information concerning the two (2) Electricians, one (1) Project Engineer JRN listed in its

Statement of Qualifications. This was a material omission because DOE was unable to properly calculate the wages JRN was paying their employees to verify JRN compliance with the Federal Wage Determination applicable to Guam.³⁷ Thus, JRN's failure to disclose this information as required by the IFB's Attachment B, Labor form, made JRN's bid non-responsive. The Public Auditor must now determine whether DOE properly allowed JRN to correct its bid.

DOE correctly states that it has the authority to allow bidders to confirm their bids and correct mistakes discovered after bid opening and prior to award. However, DOE may only exercise this authority by complying with the procedures set forth in its procurement regulations. 5 G.C.A. §5211(f). Generally, correction of a bid because of an inadvertent non-judgmental mistake in the bid requires careful consideration to protect the integrity of the competitive bidding system and to assure fairness, if the mistake is attributable to an error in judgment, the bid may not be corrected, bid correction by reason of non-judgmental mistake is permissible, but only to the extent it is not contrary to DOE's interests or the fair treatment of other bidders. Section 3.9.13.1, Chapter III, DOE Procurement Regulations. When DOE's Superintendent knows or has reason to conclude that a mistake has been made, such officer should request the bidder to confirm the bid, and situations in which confirmation should be requested include obvious apparent errors on the face of the bid, if the bidder alleges mistake, the bid may be corrected or withdrawn if other conditions, described below, are met. Section 3.9.13.3, Chapter III, DOE Procurement Regulations. Here, JRN's Attachment B Labor Form contained an

³⁷ DOE Memorandum dated October 27, 2011 from Manager, Facilities and Maintenance Division to Supply Management Administrator, Exhibit 8, J&B's Exhibit List filed on February 22, 2012.

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 obvious and apparent error because JRN's headcount only disclosed information for two (2) employees which was far lower than the eighteen (18) employees JRN listed in its Statement of Qualifications and the work crews JRN described in its technical proposal. However, DOE did not follow the bid confirmation procedure. As stated above, DOE's Facilities and Maintenance Division requested for JRN to clarify their bid and not DOE's superintendent. This is not a minor omission because DOE's Facilities and Maintenance Division had only a limited role in the evaluation of the bids, and there is no record of JRN alleging a mistake in its bid and we are left to assume that such an allegation was made.³⁸ The Public Auditor finds that making this assumption prejudices the other bidders who complied with the IFB by properly disclosing the wages and benefits they were paying to all their employees on the IFB's Attachment B, Labor Form.

There is no record of a written determination authorizing JRN to correct its bid. When a bid is corrected or withdrawn, or correction or withdrawal of a bid is denied for mistakes discovered after opening but prior to award, DOE's superintendent shall prepare a written determination showing that the relief was granted or denied in accordance with DOE's Procurement Regulations. Section 3.9.13.6., Chapter III, DOE Procurement Regulations. Here, there is no record or evidence of DOE's Superintendent authorizing the correction of JRN's bid in accordance with DOE's Procurement Regulations. Accordingly, the Public Auditor finds that DOE did not confirm or correct JRN's Bid in accordance with its regulations.

Without a proper confirmation or correction of JRN's Bid, JRN's amendments to its bid after bid opening were a late bid modification. Any bid modification received after the time and

³⁸ Testimony of Billy P. Cruz and Marcus Y. Pido, Hearing Re Appellant's Appeal, March 1, 2012, and DOE Memorandum dated October 27, 2011 from Manager, Facilities and Maintenance Division, to Supply Management Administrator, Exhibit 8, J&B's Exhibit List filed on February 22, 2012. NOTE: Exhibit 15 of the Agency Report concerns JRN's e-mail reply to DOE Buyer Supervisor Albert Garcia's e-mail request to JRN for "breakdown of all districts total headcount." However, this does not include any JRN allegation of mistake.

date set for opening of bids at the place designated for opening is late. Section 3.9.11.1, Chapter III, DOE Procurement Regulations. No late bid modification will be considered unless received before contract award and the bid modification would have been timely but for the action or inaction of DOE personnel directly serving the procurement activity. 5 G.C.A. §5211(f) and Section 3.9.11.2. Here, JRN's bid corrections were late because they were submitted on or about October 27, 2011 which is well after the October 14, 2011 deadline to submit bids. ³⁹ Further. there is no evidence or record that the late modification would have been timely but for the action or inaction of DOE personnel directly involved in the IFB solicitation. Therefore, the

Additionally, DOE is correct in admitting that JRN's bid also failed to comply with Section 2.5.5., of the IFB. 40 As stated above, Section 2.5.5. of the IFB required the bidders to submit two (2) references for contracts performed of similar size and scope to the IFB. Further, as stated above, IFB Amendment No. 2 stated that the bidders were required to address the requirements of IFB Section 2.5.5. with a technical proposal in their bids and that bids failing to comply with this requirement would be deemed non-responsive. As stated above, JRN only submitted DOE as its reference. Accordingly, the Public Auditor finds that JRN failed to comply with IFB Section 2.5.5. requirement that bidders submit two (2) references for contracts performed of similar size and scope to the IFB.

Public Auditor finds that JRN's late modification must not be considered.

B. J&B's Bid was Non-Responsive.

Although J&B submitted the next lowest bid, it is not entitled to award of the contract because its bid was also non-responsive. As stated above, J&B alleged in its protest that it must

³⁹ JRN reply e-mail to Albert Garcia dated October 27, 2011, Exhibit 15, Agency Report filed on December 28, 2011.

⁴⁰ Line 10, Page 2, DOE's Hearing Brief filed on February 29, 2012.

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be awarded the contract because JRN's bid was non-responsive and J&B was the next lowest bidder. However, the contract is to be awarded to the lowest responsible and responsive bidder whose bid meets the criteria set forth in the invitation for bids. 5 G.C.A. §5211(g) and Section 3.9.14.1, Chapter III, DOE Procurement Regulations. As stated above, the IFB required to the bidders to pay their employees in accordance with U.S. Department of Labor Wage Determination No. 2005-2147, Revision No. 13, dated June 13, 2011, which was included with the IFB. As stated above, J&B's bid disclosed that it would pay its General Maintenance Workers, with Department of Labor Classification No. 23370, nine-dollars-and-ninety-two-cents (\$9.92) per hour. However, the aforementioned wage determination, requires that such workers be paid the amount of eleven-dollars-and-ninety-five-cents (\$11.95) per hour. 41 J&B asserts that the aforementioned nine-dollars-and-ninety-two-cents (\$9.92) hourly wage, combined with the benefits J&B provides its employees, worth an additional three-dollar-and-twenty-cents additional per hour, exceeds the eleven-dollars-and-ninety-five-cents (\$11.95) per hour wage determination requirement.⁴² However, this argument is not supported by the wage determination attached to the IFB, which requires that General Maintenance Workers, with Department of Labor Classification No. 23370, be paid an hourly rate of eleven-dollars-andninety-five-cents (\$11.95) for their wages, and an hourly rate of three-dollars-and-fifty-ninecents (\$3.59) in health and welfare benefits for a total payment of fifteen-dollars-and-fifty-fourcents (\$15.54) per hours for wages and benefits.⁴³ Thus, assuming arguendo that J&B could pays its General Maintenance Workers benefits worth three-dollars-and-fifty-nine-cents per hour,

⁴¹ U.S. Department of Labor Wage Determination No. 2005-2147, Revision No. 13, dated June 13, 2011, IFB, Exhibit 7. Agency Report filed on December 28, 2011.

⁴² Testimony of Gene Bengayan, Hearing for Appellant's Appeal, March 1, 2012.

⁴³ Pages 4 and 7,U.S. Department of Labor Wage Determination No. 2005-2147, Revision No. 13, dated June 13, 2011, IFB, Exhibit 7, Agency Report filed on December 28, 2011

plus their hourly wage of nine-dollars-and-ninety-two-cents (\$9.92), for a total of thirteen-dollars-and fifty-one-cents, this amount is two-dollars-and-three-cents short of the of fifteen-dollars-and-fifty-four-cents (\$15.54) hourly wage and benefit payment required by Section 3.11 of the IFB and the wage determination included with the IFB. Therefore, the same analysis concerning responsiveness, given above, applies equally to J&B and the Public Auditor finds that J&B's bid is non-responsive because its fails to comply with Section 3.11 of the IFB.

The Public Auditor finds no merit to DOE's allegations that J&B failed to comply with IFB Section 2.5.5's requirement for two (2) references for contracts performed of similar size and scope to the IFB. J&B's bid clearly contains at least thirteen (13) references which are for contracts performed of similar size and scope to the IFB.

C. DOE may Cancel the IFB revise its IFB solicitation it to comply with Guam Procurement Law and DOE's Procurement Regulations.

The Public Auditor finds that DOE's may cancel the IFB, as it requests, or revise its solicitation to comply with Guam Procurement Law and Regulations. If prior to award it is determined that a solicitation or proposed award of a contract is in violation of law, then the solicitation or proposed award shall be cancelled or revised to comply with the law. 5 G.C.A. §5451. As stated above, DOE violated 5 G.C.A. §5211(f) by allowing JRN to amend its bid after bid opening in violation of its procurement regulations. As this violation of law occurred prior to award, DOE may cancel the IFB or revise its solicitation to comply with Guam Procurement Law and DOE's Procurement Regulations. To properly cancel the IFB after bid opening, DOE must reject the remaining bids and submit a written determination finding that such action is in DOE's best interest and setting forth the reasons it is taking such action. 5 G.C.A. §5225 and Section 3.15.4.2, Chapter III, DOE Procurement Regulations. Should DOE choose to revise its IFB solicitation to comply with the Guam Procurement Law and DOE's Procurement

⁴⁴ Technical Proposal, page 2, J&B Bid, Exhibit 5, Agency Report filed on December 28, 2011, and Testimony of Alex Salazar and Gene Bengayan, Hearing Re Appellant's Appeal, March 1, 2012.

Regulations, DOE must void its December 5, 2011 Amended Bid Status and its October 20, 2011 Notice of Intent to award the contract for the IFB to JRN.

IV. CONCLUSION

Based on the foregoing, the Public Auditor hereby determines the following:

- 1. JRN's Bid is non-responsive because it did not comply with Section 5.1 of the IFB due to JRN's failure to fully disclose the information required on the IFB's Attachment B, Labor Form, and because JRN failed to provide two (2) references as required by Section 2.5.5. of the IFB and IFB Amendment No. 2.
- 2. DOE violated 5 G.C.A. 5211(f) by allowing JRN to modify their bid after the October 14, 2011 deadline to submit bids, and by failing to follow the bid confirmation procedure set forth in Section 3.9.13.3, Chapter III, DOE Procurement Regulations, and by failing to make the written determination authorizing the modification required by Section 3.9.13.6., Chapter III, DOE Procurement Regulations.
- 3. JRN's October 27, 2011 modification of its bid was late and shall not be considered in accordance with 5 G.C.A. §5211(f) and Section 3.9.11.2.
- 4. J&B is not entitled to award of the contract for the IFB as the next lowest bidder because its bid was also non-responsive because J&B's bid failed to comply with Section 3.11, with the correct Wage and Benefits Determination for Services, of the IFB.
 - 5. J&B's Appeal is GRANTED in part and DENIED in part.
- 6. DOE's may either cancel the IFB by rejecting the remaining bid in accordance with 5 G.C.A. §5451, §5225 and Section 3.15.4.2, Chapter III, DOE Procurement Regulations, or it may revise its solicitation to comply with Guam Procurement Law and DOE's Procurement Regulations by voiding its December 5, 2011 Amended Bid Status and its October 20, 2011 Notice of Intent to award the contract for the IFB to JRN. DOE shall take either action no later than seven (7) working days after receiving this Decision.
- 7. J&B is not entitled to its reasonable costs, pursuant to 5 G.C.A. §5425(h)(2), excluding attorney's fees, incurred in connection with the solicitation and its October 14, 2011

protest, because, there was no reasonable likelihood that J&B could have been awarded the contract for the IFB due to its bid being non-responsive.

This is a Final Administrative Decision. The Parties are hereby informed of their right to appeal from a Decision by the Public Auditor to the Superior Court of Guam, in accordance with Part D of Article 9, of 5 G.C.A. within fourteen (14) days after receipt of a Final Administrative Decision. 5 G.C.A. §5481(a).

A copy of this Decision shall be provided to the parties and their respective attorneys, in accordance with 5 G.C.A. §5702, and shall be made available for review on the OPA Website www.guamopa.org.

DATED this 13th day of April, 2012.

DORIS FLORES BROOKS, CPA, CGFM

PUBLIC AUDITOR



To:

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J & B Modern Tech

From:

Doris Flores Brooks, CPA, CGFM

Public Auditor

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	J&B Modern Tech: 646-0589	Nos.	

Re:

Appeal No. OPA-PA-11-018

(1) Decision

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