



Community Development

Neighborhood Services Division
Housing Section
1104 Martin L. King, Jr. Ave.
Lakeland, FL 33805
Phone (863) 834-3360 Fax (863) 834-6266

NOTICE TO BIDDERS

INVITATION TO BID

March 21, 2022

**Rehabilitation of a single-family residence owned by
Marie Ermilca
2828 Kathryn Ave
Lakeland FL, 33805
The property will be occupied**

For inspection call: Simsong Eloi: 863-660-3805

Sealed bids will be received by the Neighborhood Services Division's Housing Section, 1104 Martin L. King, Jr. Avenue, **until 4:00 p.m. Monday April 4th, 2022**, at which time and place the bids received will be publicly opened.

Bid documents may be obtained by visiting our website at <http://www.lakelandgov.net/commdev/Housing.aspx> or by calling the Housing Section at (863) 834-3360.

THE SERVICES OF A QUALIFIED, EXPERIENCED AND LICENSED GENERAL CONTRACTOR TO PROVIDE ALL REQUIRED ADMINISTRATION, MATERIALS, TOOLS, LABOR AND SUPERVISION TO PROVIDE A TOTAL TURN-KEY JOB AS PER THE PROJECT SCOPE OF WORK DOCUMENTS.

THE HOMEOWNER SIGNATURE IS REQUIRED ON THE REHABILITATION BID DOCUMENT.

For any further technical information please contact:

Philip Large, Housing Rehabilitation Specialist
(863) 834-3364 or philip.large@lakelandgov.net

CASE NO: 1510201
INSTRUCTIONS TO BIDDERS
REHABILITATION PROGRAM

1. Sealed Bids will be received by: HOUSING REHABILITATION MANAGER
Suite "C", Coleman-Bush Building
1104 Martin Luther King, Jr. Avenue
Lakeland, Florida 33805

until 4:00pm the 4th day of April, 2022 after which time Bids will be opened and read aloud in public.

Bids are invited by the City of Lakeland, Florida, acting as Agent on behalf of Marie A. Ermilca, the Owner of the premises located at 2828 Kathryn Ave, Lakeland, FL 33805, for supplying all materials and performing all labor for the construction of said premises as listed on the enclosed Work Write-Up. The Bid Package consists of:

- A. Invitation to Bid
- B. Standard Work and Material Specifications
- C. Work Write-Up for the Proposed Construction Work incorporated herein for the Bidder's examination
- D. Bid Form
- E. Attached plans, if applicable

Bids may be held by the City of Lakeland for a period not to exceed thirty (30) days from the opening of Bids for the purpose of reviewing the Bids and investigating the qualifications of Bidders prior to awarding of the Contract.

2. GENERAL CONTRACTOR

Only General Contractors, Class A, B and C are invited to bid. Contractors must be licensed and in good standing with the City of Lakeland Building Inspection Department, Housing Division and lending institution who may be lending funds on home.

3. SIGNATURE OF BIDDERS

Proposals must be signed by the Bidder with his signature in full. When a partnership is a Bidder, the Proposal shall be signed in the name of the firm by one or more of the partners. When a corporation is a builder, the corporate officer shall sign his name in full beneath and give the title of his office. Anyone signing the Proposal as agent must file with it, legal evidence of his authority to do so.

4. COMMENCEMENT OF WORK

The City shall issue a written order to proceed within fifteen (15) calendar days from the date of acceptance of the Contractor's Bid and Proposal. No work shall be commenced by the Contractor whose Bid is accepted until receipt of such order. The Contractor must commence work within fifteen (15) calendar days after issuance of the proceed order.

5. COMPLETION OF WORK

The Contractor must satisfactorily complete the work within 90 consecutive days after commencement. If, at the expiration date of this Contract, the Contractor fails, neglects, refuses, or is unable to perform his part of the Contract, the City may notify the Contractor by Certified Mail within five (5) calendar days after the expiration date of the Contract, therein requesting the said Contractor to fulfill the Contract according to its terms and conditions.

The Contractor is, accordingly, allowed a period of ten (10) working days from the date of receipt of the Notice of Failure, in which to perform the Contract, and a failure to fulfill the terms and specifications of the Contract within that ten (10) day period shall be grounds for termination of the Contract by the City.

If the Contractor fails to complete the Construction Work Contract by the date as written on the "Notice to Proceed", he/she will reimburse, by check or money order to the City of Lakeland Housing Division, the actual cost of any unauthorized temporary relocation expense, before release of final check.

In addition to the reimbursement of unauthorized temporary relocation expense, an additional \$25.00 per day penalty will be assessed the Contractor beginning on the 11th day after expiration date of the Contract or Amended Contract date until the Certificate of Occupancy is issued by the appropriate City of Lakeland office.

6. PAYMENT

The Contractor will be paid the Contract price in one lump sum amount after the work is satisfactorily completed, unless progress payments are specifically contracted for. The Housing Rehabilitation Specialist will, within three (3) calendar days after receipt of application for Payment, either indicate his approval of payment or return the Application to the Contractor, indicating in writing the necessary corrections and resubmit the Application. The City or lender will, within fifteen (15) calendar days of presentation of an Application for Payment, pay the Contractor the amount approved. Release of Lien must be signed by all Suppliers and Subcontractors before payment.

7. PUBLIC LIABILITY INSURANCE

The Contractor is required to maintain comprehensive general liability insurance in the amount of \$300,000 Bodily Injury each occurrence and \$100,000 Property Damage each occurrence; and comprehensive automobile liability insurance in the amounts of \$50,000 each person up to \$100,000 each occurrence for Bodily Injury and \$50,000 Property Damage.

8. WORKER'S COMPENSATION

The Contractor shall at all times during the life of this Contract, comply with the Workers' Compensation laws of the State of Florida which have statutory limits and shall include employer's liability with a limit of \$100,000 each accident, \$500,000 disease policy limits, \$100,000 disease limit each employee. ("All States" endorsement is required where applicable). If exempt from Worker's Compensation coverage, as defined in Florida Statute 440, the contractor will provide a copy of State Workers' Compensation exemption. All subcontractors shall be required to maintain Worker's Compensation.

9. PERMITS AND LICENSES

The Contractor shall obtain and pay for all permits and licenses necessary for the completion and execution of the work and labor to be performed, before commencement of work.

10. COMPLIANCE WITH LOCAL LAW

The Contractor shall perform all work in conformance with applicable local codes and requirements unless otherwise contained in the Specifications.

11. MAINTENANCE OF PREMISES

During the course of the work, the Contractor shall keep the premises in a safe condition, clean and orderly and shall remove all debris at the completion of the work. Materials, equipment and supplies placed on-site by the Contractor or his agents are the responsibility of the Contractor. Any loss incurred from theft or damage will be borne by the Contractor.

12. GUARANTEE OF WORK

The Contractor shall guarantee the work performed for a period of one year from the date of final acceptance of all the work required by the Contract and furthermore furnish the Owner, in care of the Housing Rehabilitation Manager, with all manufacturer and supplier written guarantees and warranties covering material and equipment furnished under the Contract.

13. INSPECTION OF WORK

Inspectors as designated by any governmental agency having jurisdiction over the subject matter of the Contract shall be authorized to inspect all work, books, documents, papers and records at reasonable times, or at such other times as may be necessary in an emergency, to perform any duty imposed on them by this Contract.

14. USE OF EXISTING UTILITIES BY CONTRACTOR

The Contractor shall be responsible for all utilities necessary to the carrying out and completion of the work.

15. OCCUPANCY OF PREMISES (IF APPLICABLE)

The premises will be (occupied/unoccupied) during the course of the construction. When occupied, the Owner shall cooperate with the Contractor to facilitate the performance of the work, including the removal and replacement of rugs, coverings and furniture, as necessary.

16. SUBCONTRACTORS

Subcontractors shall be bound by the terms and conditions of this Contract insofar as it applies to their work, but this shall not relieve the General Contractor firm the full responsibility for the proper completion of all work to be executed under this Agreement. Nor shall the Contractor be released from this responsibility by the Subcontractual Agreement he may make with others.

17. CHANGES IN THE WORK

(A) Without invalidating the Agreement, the City may, with the consent of the Owner, at any time or from time to time, order additions, deletions or revisions in the work. These will be authorized by Amendments to the Rehabilitation Work Contract signed by the City and the Owner. Upon receipt of an Amendment to the Rehabilitation Work Contract, the Contractor shall proceed with the work involved. All such work shall be executed under the applicable conditions of the Contract documents. If any Amendment causes an increase or decrease in the Contract price, or an extension or shortening of the Contract time, an equitable adjustment will be made in the Contract price.

(B) The City may authorize minor changes or alterations in the work not involving extra cost and not inconsistent with the overall intent of the Contract documents. These may be accomplished by a Field Order.

(C) Additional work performed by the Contractor without authorization of an Amendment will not entitle him to an increase in the Contract price or an extension of the Contract time.

(D) The Housing Rehabilitation Specialist may issue an Amendment to extend the Contract time when he has also issued an Amendment in paragraph (A) above. All Amendments require the approval of the Housing Rehabilitation Director, Homeowner, Rehabilitation Specialist and Contractor.

18. SECTION 3 CLAUSE

(See Attachment for Section 3 Clause, Page 3, or Rehabilitation Work Contract which is incorporated herein by this reference).

19. CONTRACTOR'S SUPERVISION

The Contractor will keep on the work at all times during its progress a competent Supervisor. The Contractor shall supply the Housing Rehabilitation Specialist with the name and address of Supervisor within five (5) calendar days of commencement. Said Supervisor shall not be replaced without written notice to the City except under extraordinary circumstances. The Supervisor will be the Contractor's representative at the site and shall have authority to act on behalf of the Contractor. All communications given to the Supervisor shall be as binding as if given to the Contractor.

20. CONTRACTOR'S CONTINUING OBLIGATION

The Contractor's obligation to perform the work and complete the project in accordance with the Contract documents shall be absolute.

Neither approval of any progress or final payment by the City, nor any payment by the City to the Contractor under the Contract documents, nor any correction of defective work by the City shall constitute an Acceptance of work which is not in accordance with the Contract documents.

21. ADDENDA AND INTERPRETATIONS

No interpretation of the meaning of the plans, specifications, or other Contract documents will be made to any Bidder orally. Every request for such interpretation must be in writing, addressed to the City of Lakeland Housing Division. To be given consideration, such requests must be received at least ten (10) calendar days prior to the date fixed for the opening of Bids. Any and all such interpretations and any supplemental instructions will be in the form of a written addendum. Notice will be sent by Certified Mail, with return receipt requested, to all prospective Bidders at their respective addresses furnished for such purposes, not later than three (3) days prior to the date fixed for the opening of Bids. If requested, a copy will be delivered to the prospective Bidder's representative at the office of Housing Division and receipted by said Bidder's representative. Failure of any Bidder to receive any such addendum or interpretation shall not relieve said Bidder from any obligation under his Bid as submitted. All addenda so issued shall become part of the Contract documents.

22. PREVAILING FEDERAL AND STATE WAGE RATES DO NOT APPLY

23. OWNER - CONTRACTOR AGENT

The Contract shall consist of an Agreement between the Owner and the successful Contractor, and shall incorporate by reference, the General Specifications, the Work Write-Up and the Drawings, if any, and the Bid or Proposal of the Contractor.

24. INFORMATION SUPPLIED BY CONTRACTOR

Contractor must provide to the Housing Rehabilitation Office before Commencement of work: (1) Name of Foreman on the job; (2) Names of workers employed by the Prime Contractors; (3) Names of the Subcontractors and Material Suppliers.

Any changes must be approved by the Housing Rehabilitation Director. Failure to comply will delay payment.

25. SELECTION OF BIDDER OTHER THAN LOW QUALIFIED BIDDER

Upon receipt of the Bids, the City will award the Contract to the lowest qualified Bidder. If the Homeowner selects a qualified Bidder who is not the low Bidder, the Homeowner must escrow with Housing Division, the difference between the low Bid and the selected Bid.



**NEIGHBORHOOD SERVICES DIVISION
AFFORDABLE HOUSING OFFICE**
1104 MARTIN L. KING, JR. AVENUE
LAKELAND, FLORIDA 33805
Phone 863.834.3360 | Fax 863.834.3369

Section 3

The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

CITY OF LAKELAND
NEIGHBORHOOD SERVICES DIVISION
HOUSING SECTION

INVITATION TO BID

BID OPENING DATE: April 4, 2022

PROJECT NAME: Marie A Ermilca

PROJECT ADDRESS: 2828 Kathryn Ave

BID WINDOW PERCENTAGE: 30.00% **G.C. %:** 30.00%

I/We, the undersigned, hereby affirm that I/We have examined the site of the project; have become fully informed relative to local conditions which may affect work; that I/We have examined all of the Contract Documents for this project; and have a thorough and satisfactory conception of all work to be performed.

I/We propose to furnish all plant, facilities, equipment, materials, labor and services required for construction of this project in accordance with the Contract Documents for this project, and will complete work for Owners' beneficial occupancy within 90 days (contractor to fill in number of days required to complete work), after execution of Agreement by Owner.

BASE BID: _____ \$ _____
(Write or Print Amount)

SUBMITTED BY _____

DATE SUBMITTED _____ DBA: _____

NOTE TO PLUMBING ELECTRICAL CONTRACTORS: HOMEOWNER
SIGNATURE IS NOT REQUIRED

HOMEOWNER STATEMENT

A REPRESENTATIVE FROM THE ABOVE NAMED CONTRACTOR HAS
INSPECTED MY HOME.

DATE INSPECTED: _____ (HOMEOWNER)

Rehab-D5 (10/99)

OWNER'S APPROVAL: /

SPECIFICATIONS AND BID PROPOSAL FOR REHABILITATION

SPECIFICATION DESCRIPTION OF ANY NUMBER FOUND IN LEFT HAND COLUMN WILL BE FOUND IN THE GENERAL SPECIFICATIONS SUPPLIED TO ALL QUALIFIED BIDDERS. QUANTITIES, AMOUNTS AND MEASUREMENTS ARE PROVIDED FOR DESCRIBING WORK ONLY. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO EXAMINE EACH JOB AND DETERMINE SAME.

LEGAL DESCRIPTION

LK PARKER MANOR UNIT 1 PB 45 PG 16 BLK B LOT 14

PARCEL ID: 24-28-06-166300-002140

DATE: 03-14-2022

CASE No.: 1510201

OWNER(S): ERMILCA, MARIE

ADDRESS: 2828 KATHRYN AVE

CITY: LAKE LAND

TELEPHONE: 863-660-3805

SPECS WRITER: PML

FUNDS AVAILABLE: \$0.00

BID DATE:

APPROX. AGE OF HOUSE: 0

TERM:

LIFE EXP.: 0

SPEC. NO.	DESCRIPTION OF LABOR	QUANTITY	MATERIAL	TOTAL
	1.00 DEMOLITION / INFORMATION	=====	=====	=====
	1.01 ALL SERVICES (PHONES, CABLE ETC.) EXISTING AT THE START OF	1	COMPLETE	
	REHAB WILL BE IN PLACE AND OPERATIONAL AT THE COMPLETION			
	OF REHABILITATION.			
	1.02 WORK WRITE-UPS WILL/MAY INCLUDE ESTIMATE QUANTITIES. THE	1	INFORMATION	
	CONTRACTOR IS RESPONSIBLE FOR ACTUAL QUANTITIES TO COMPLETE			
	THE PROJECT PER WORK WRITE UP. *GET GOOD FIELD MEASUREMENTS*			
	1.03 REMOVE IMPROPERLY BUILT STORAGE AREA AT REAR OF HOUSE.	1	COMPLETE	
	1.04 REMOVE ALL ROOFING/CARPORT MATERIALS AS NEEDED TO COMPLETE		COMPLETE	
	NEW BUILDOUT OF ROOF ELEMENT. SEE ENGINEERING.			
	1.05 TEAR OUT BATH TUB IN PREPARATION FOR SHOWER BUILDOUT.		COMPLETE	
	LOCATION: MASTER			
A	2.00 DUMPSTER FEES / CLEANUP / PERMITS	=====	=====	=====
	2.01 THE CONTRACTOR SHALL CLEAN THE HOUSE PRIOR TO THE PUNCH	1	COMPLETE	
	INSPECTION-WINDOWS, FLOORS ETC. ALL TRASH AND CONSTRUCTION			
	MATERIALS WILL BE REMOVED FROM THE JOB SITE.			

SPEC. NO.	DESCRIPTION OF LABOR	QUANTITY	MATERIAL	TOTAL
	2.02 PROVIDE ALL NECESSARY PERMITS NEEDED FOR PROPER COMPLETION	1 EA	PERMITS / ELECT. & WATER	
	OF THE CONTRACT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE			
	ELECTRIC AND WATER IF THE HOMEOWNER MOVES OUT DURING WORK.			
	2.03 PROVIDE A DUMPSTER & PORT-A-LET AS REQUIRED BY THE CITY BLDG	1 EA.	DUMPSTER FEE / CLEANUP	
	DEPT. IN LIEU OF A PORT-A-LET, THE CONTRACTOR MAY KEEP A			
	TOILET OPERATIONAL DURING THE REHABILITATION PROCESS.			
	3.00 RAFTERS / RAFTER TAILS	=====	=====	=====
	3.01 BUILD OUT NEW ROOF STRUCTURE AT FRONT OF HOUSE PER PROVIDED		COMPLETE	
	ENGINEERING.			
A-F	4.00 ROOF DECKING	=====	=====	=====
	4.01 REPLACE DAMAGED DECKING WITH 3/4 " MATERIALS TO MATCH	250 SF	3/4 CDX DECKING	
	EXISTING IN AREAS THAT WILL BE SEEN. 3/4" OSB MAY BE USED			
	IN AREAS THAT WILL NOT SHOW.			
	5.00 VENTS / RIDGE VENTS	=====	=====	=====
	5.01 INSTALL GALV. 48" OFF RIDGE VENTS, TO BE MOUNTED TO THE	2 EA	48" GALV. OFF RIDGE VENT	
	DECKING WITH GALV. ALL WEATHER SCREWS.			
A-H	6.00 ROOFING	=====	=====	=====
	6.01 REPLACE /PROVIDE A LIFE TIME ARCHITECTURAL SHINGLE OVER	29 SQ.	LIFE TIME ARCHITECTURAL	
	A 30 LB. DRY-IN. WIDE FACED EVE DRIP TO BE USED.			
	6.02 ALL VENT STACKS, HEATER VENTS ECT. SHALL BE INSTALLED PRIOR	1	COMPLETE	
	TO THE ROOFING APPLICATIONS. ALL VENT STACK BOOTS TO BE			
	LEAD. REPLACE ALL FLASHING & EVE DRIP WITH NEW.			
	6.03 PROVIDE TO THIS OFFICE THE SHINGLE WARRANTY UPON COMPLETION	1	COMPLETE	
	OF THE ROOFING. WARRANTY TO BE FILLED IN BY THE CONTRACTOR.			

SPEC. NO.	DESCRIPTION OF LABOR	QUANTITY	MATERIAL	TOTAL
	7.00 SOFFIT & FASCIA	=====	=====	=====
	7.01 INSTALL VENTED VINYL SOFFIT SYSTEM TO INCLUDE ALUMINUM FASCIA. REMOVE EXISTING SOFFIT AND OR FREEZE BOARDS PRIOR TO THE VINYL INSTALLATION.	300 LF	VINYL SOFFIT/ALUM.FASCIA	
G	8.00 EXTERIOR DOORS / HARDWARE	=====	=====	=====
	8.01 INSTALL NEW SLIDING GLASS DOOR AT EXISTING. INCLUDE SCREEN DOOR.		COMPLETE	
	9.00 GABLE ENDS / EXTERIOR CEILINGS	=====	=====	=====
	9.01 INSTALL BEADED VINYL PANELS, WRAP ALL TRIM AND INC. ALL STARTER PCS. LOCATION: FRONT PORCH & CAR PORT.	325 SQ FT	EXTERIOR CEILINGS	
	10.00 TUB, SHOWER WALLS / KITS / CERAMIC TILE & ACC.	=====	=====	=====
	10.01 BUILD OUT SHOWER OF CERAMIC TILE OVER DURAROCK TO CEILING. 4" THRESHOLD CAPPED BY MARBLE, SEAL GROUT. LOCATION: MASTER INCLUDE SOAP SHELF. PROVIDE ANY FURRING AND DEADWOOD.	1 EA	WALK-IN SHOWER	
	11.00 VANITIES / MED. CAB.	=====	=====	=====
	11.01 INSTALL FORMICA VANITY AS PER EXISTING. BASE BOTTOM AND TOP BE PLYWOOD. LOCATION: BOTH BATHROOMS.	4 LF	VANITY	
A	12.00 INSULATION	=====	=====	=====
	12.01 INSTALL R-38 BLOWN INSULATION IN THE ATTIC.	1576 SF	R-38 BLOWN INSULATION	
A-L	13.00 PLUMBING	=====	=====	=====
	13.01 FURNISH & INSTALL A GLACIER BAY DUAL FLUSH / 1.1 GAL FOR LIQUIDS & 1.6 GAL FOR SOLIDS- ADA HEIGHT COMMODE. HOME DEPOT # A215-583 OR EQUAL- PROVIDE DOCUMENTATION.	2 EA	WATER CLOSET-WATER SAVER	

SPEC. NO.	DESCRIPTION OF LABOR	QUANTITY	MATERIAL	TOTAL
	13.02 PROVIDE A BAR MOUNTED (HEIGHT ADJUSTABLE) HAND HELD SHOWER	1	COMPLETE	
	HEAD WITH NEW VALVE ASSEMBLY.			
	PROVIDE DRAIN & SUPPLY LINES FOR THE HC SHOWER.			
	13.03 INSTALL NEW FAUCET AT THE LAV. INCLUDE NEW SUPPLY, WASTE &	2 EA	FAUCET REPLACEMENT	
	STOPPER. SINGLE LEVER DELTA OR EQUAL.			
	13.04 FURNISH & INSTALL 19" STEEL LAVATORIES BRIGGS OR EQUAL	2 EA	LAV. REPLACEMENT	
	MODEL #3002-130 WITH DELTA OR EQUAL SINGLE LEVER FAUCET.			
	13.05 PROVIDE AND INSTALL A SHOWER CURTAIN ROD.	1 EA	SHOWER CURTAIN ROD	
	13.06 INSTALL A STAINLESS STEEL 1-1/2" GRAB BAR IN THE TUB/SHOWER	3 EA	GRAB BAR / WALL MNT.	
	AREA.MUST HAVE TRIM OVER FASTNERS. BRADLEY OR EQUAL.			
	13.07 PROVIDE SHOWER CHAIR OF APPROPRIATE TYPE WITH BACK.		COMPLETE	
A-M	14.00 ELECTRICAL	=====	=====	=====
	14.01 REPLACE ALL SWITCHES, RECEPTACLES AND PLATE COVERS. ENSURE	1 COMP	REPLACE ALL DEVICES	
	THE PROPER OPERATION OF AND CORRECT ANY BAD WIRING AT EACH.			
	INSTALL GFCI & AFCI PROTECTION AS REQUIRED BY CODE.			
	14.02 INSTALL HARD WIRED WITH BATTERY BACK UP SMOKE DETECTORS.	6 EA	SMOKE DET.	
	UNITS TO BE INTERCONNECTED.			



- W/HEC 220004385/MS (200)



09:22:57 -05'00'

SPECIFICATION AND BID PROPOSAL

OWNER(S): Marie A. Ermilca

PAGE NO:

APPROVED:

NOTICE

IT IS THE CONTRACTORS RESPONSIBILITY TO CONTACT THE REHAB SPECIALIST FOR INSPECTION PRIOR TO COVER UP OF THE FOLLOWING.

1. FLOOR JOIST, PIERS AND PAD PLACEMENT OR REPAIRS.
2. EXTERIOR WALL FRAMING, PLACEMENT OR REPAIRS.
3. SUB FLOORS REPAIRS AND FLOOR UNDERLAYMENT.
4. INTERIOR WALL FRAMING PLACEMENT OR REPAIRS.
5. CEILING JOIST AND RAFTER PLACEMENT OR REPAIRS.
6. DECKING OR DECK REPAIRS PRIOR TO DRY IN.
7. DRY WALL INSPECTION PRIOR TO TEXTURE.
8. PAINT INSPECTION AFTER PRIME COAT AND PRIOR TO FINISH COAT.