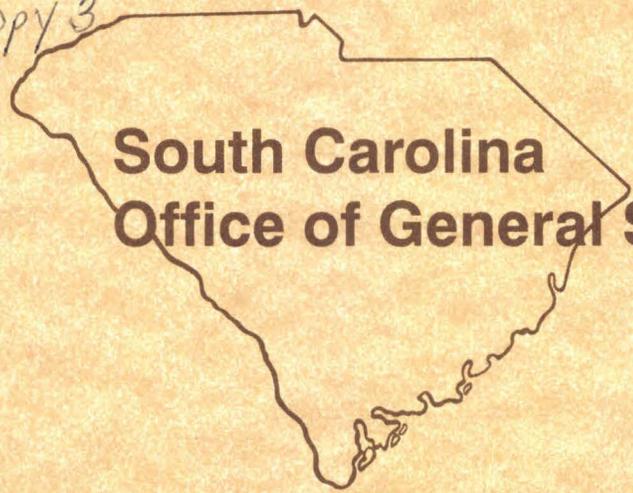


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**South Carolina
Office of General Services**

PROCUREMENT AUDIT AND CERTIFICATION

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STATE DOCUMENTS

CHARLESTON COUNTY SCHOOL DISTRICT

AGENCY

JULY 1, 1996 - June 30, 1997

DATE

STATE OF SOUTH CAROLINA
State Budget and Control Board
OFFICE OF GENERAL SERVICES



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MATERIALS MANAGEMENT OFFICE
1201 MAIN STREET, SUITE 600
COLUMBIA, SOUTH CAROLINA 29201
(803) 737-0600
Fax (803) 737-0639

VOIGHT SHEALY
ASSISTANT DIRECTOR

June 16, 1998

Ms. Helen T. Zeigler, Director
Office of General Services
1201 Main Street, Suite 420
Columbia, South Carolina 29201

Dear Helen:

I have attached the Charleston County School District's procurement audit report and recommendations made by the Office of Audit and Certification. The audit was performed in accordance with Section 11-35-70 of the Consolidated Procurement Code. Since no action is required by the Budget and Control Board, I recommend the report be presented as information.

Sincerely,

A handwritten signature in cursive script that reads "Voight Shealy".

R. Voight Shealy
Materials Management Officer

/tl

CHARLESTON COUNTY SCHOOL DISTRICT
PROCUREMENT AUDIT REPORT
JULY 1, 1996 - JUNE 30, 1997

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NOTE: The District's responses to issues noted in this report have been inserted immediately following the items they refer to.

STATE OF SOUTH CAROLINA
State Budget and Control Board
OFFICE OF GENERAL SERVICES



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VOIGHT SHEALY
ASSISTANT DIRECTOR

February 10, 1998

Mr. R. Voight Shealy
Materials Management Officer
Office of General Services
1201 Main Street, Suite 600
Columbia, South Carolina 29201

Dear Voight:

We have examined the procurement policies and procedures of the Charleston County School District for the period July 1, 1996 through June 30, 1997. As part of our examination, we studied and evaluated the system of internal control over procurement transactions to the extent we considered necessary.

The evaluation was to establish a basis for reliance upon the system of internal control to assure adherence to Section 11-35-70 of the South Carolina Consolidated Procurement Code and the District's procurement policy. Additionally, the evaluation was used in determining the nature, timing and extent of other auditing procedures necessary for developing an opinion on the adequacy, efficiency and effectiveness of the procurement system.

The administration of the Charleston County School District is responsible for establishing and maintaining a system of internal control over procurement transactions. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of control procedures.

The objectives of a system are to provide reasonable, but not absolute, assurance of the integrity of the procurement process, that affected assets are safeguarded against loss from unauthorized use or disposition and that transactions are executed in accordance with management's authorization and are recorded properly.

Because of inherent limitations in any system of internal control, errors or irregularities may occur and not be detected. Also, projection of any evaluation of the system to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the degree of compliance with the procedures may deteriorate.

Our study and evaluation of the system of internal control over procurement transactions, as well as our overall examination of procurement policies and procedures, were conducted with professional care. However, because of the nature of audit testing, they would not necessarily disclose all weaknesses in the system.

The examination did, however, disclose conditions enumerated in this report which we believe need correction or improvement.

Corrective action based on the recommendations described in these findings will in all material respects place the Charleston County School District in compliance with Section 11-35-70 of the South Carolina Consolidated Procurement Code and the District's Code and ensuing regulations.

Sincerely,



Larry G. Sorrell, Manager
Audit and Certification

INTRODUCTION

We conducted an examination of the internal procurement operating policies and procedures of the Charleston County School District. Our on-site review was conducted December 2 - 5, 1997 and December 18, 1997 and was made under Section 11-35-70 of the South Carolina Consolidated Procurement Code.

The examination was directed principally to determine whether, in all material respects, the procurement system's internal controls were adequate and the procurement procedures, as outlined in the Charleston County School District's Procurement Code and Internal Procurement Operating Procedures Manual, were in compliance with existing laws and regulations and with accepted public procurement standards.

Additionally, our work was directed toward assisting the District in promoting the underlying purposes and policies of the Code, which we believe to be appropriate for all governmental bodies, as outlined in Section 11-35-20, which include:

- (1) to ensure the fair and equitable treatment of all persons who deal with the procurement system of this State
- (2) to provide increased economy in state procurement activities and to maximize to the fullest extent practicable the purchasing values of funds of the State
- (3) to provide safeguards for the maintenance of a procurement system of quality and integrity with clearly defined rules for ethical behavior on the part of all persons engaged in the public procurement process

SCOPE

We conducted our examination in accordance with Generally Accepted Auditing Standards as they apply to compliance audits. Our examination encompassed a detailed analysis of the internal procurement operating procedures of the Charleston County School District and its related policies and procedures manual to the extent we deemed necessary to formulate an opinion on the adequacy of the system to properly handle procurement transactions.

We selected judgmental samples for the period July 1, 1996, through June 30, 1997, of procurement transactions for compliance testing and performed other audit procedures that we considered necessary to formulate this opinion. Specifically, the scope of our audit included, but was not limited to, a review of the following:

- (1) All sole source procurements for the period July 1, 1996, through June 30, 1997
- (2) Procurement transactions from the period July 1, 1996, through June 30, 1997, as follows:
 - (a) Ninety-three judgmental selected payments each exceeding \$1,500
 - (b) A block sample of five hundred and twenty purchase orders reviewed for favored vendors and order splitting
 - (c) A review of eighteen sealed bids and fourteen quotes tested for Code compliance
 - (d) A review of approximately four hundred maintenance work orders from fiscal year 1996-97
- (3) The selection and approval of six architect and engineering service contracts
- (4) Twelve permanent improvement projects for approval and compliance with the South Carolina School Facilities Planning and Construction Guide and the District Code
- (5) Internal Guidelines for Procurement and District's Procurement Code and Regulations
- (6) Minority Business Enterprise Plan and quarterly reports submitted to the Assistant Superintendent for Finance
- (7) Economy and efficiency of the procurement system with adequate audit trails

SUMMARY OF AUDIT FINDINGS

Our audit of the procurement system of the Charleston County School District, hereinafter referred to as the District, produced findings and recommendations as follows:

	<u>PAGE</u>
I. <u>Missing Documentation In Permanent Improvement Files</u>	7
A. <u>Construction</u>	
Three construction files did not contain the required documentation to support the procurements.	
B. <u>Architect/Engineering (A/E) Services</u>	8
One contract for A/E services did not have documentation to support the procurement.	
II. <u>South Carolina Department of Education Approvals Not Obtained Timely</u>	8
Three project drawings and specifications were not approved by the South Carolina Department of Education prior to the advertisement for bidding.	
III. <u>Code and Regulations</u>	9
The District needs to make several changes to its Code and regulations to be substantially similar to the State's Code.	
IV. <u>Compliance-General</u>	
A. <u>Procurements Split By Department</u>	9
The School of Arts appeared to have split orders to avoid the approval process on a procurement and the competitive requirements of the Code on two solicitations.	
B. <u>No Evidence Of Competition</u>	11
One procurement did not have evidence of competition in the file.	

	<u>PAGE</u>
C. <u>Inappropriate Solicitation Method</u>	12
The District did not consider the total contract amount when determining the solicitation method on one procurement.	
D. <u>Written Quotes Not Mailed To Bidders</u>	12
Written solicitations were not mailed on one procurement.	
V. <u>Ratification Of Unauthorized Procurements</u>	12
The District is not following its regulations concerning ratification of unauthorized procurements.	
VI. <u>Statement Of Award And Intent To Award</u>	13
The District does not include the bidder's right to protest in its statement of award and intent to award statements.	

RESULTS OF EXAMINATION

I. Missing Documentation In Permanent Improvement Files

A. Construction

The following is a list of required documentation missing from the construction files furnished to us.

<u>Project Description</u>	<u>Documentation Not Furnished</u>	<u>Contract</u>
1. Frierson Elementary addition/renovations	(a) Performance bond (b) Labor and materials payment bond with power of attorney	3,896,157
2. Septima Clark Academy renovations	(a) Approval of drawings and specifications by ODFM prior to advertisement for bidding (b) Contractor's certificate of insurance	210,921
3. School of the Arts renovation	(a) Performance Bond (b) Labor and materials payment bond with power of attorney	127,820

Section XI of the District's Code requires adherence to the South Carolina Department of Education Regulations for School Facilities Planning and Construction Guide. The regulations are prepared by the Office of District Facilities Management (ODFM). The performance bonds, labor and materials payment bonds, contractor's insurance, and the approval by ODFM prior to advertising are required in Chapter 7 of these regulations.

We recommend the District maintain its project files to include the required documentation. We also recommend the project officer devise a check off list to support the steps taken throughout the project.

DISTRICT RESPONSE

During the time that these projects were being executed, the District had a major turnover of employees, most notable was the Plant Planning and Construction Officer. All of the documents and requirements needed were followed.

B. Architect/Engineering (A/E) Services

Originally, an contract for the A/E services was awarded in 1993. The project was delayed due to the non performance of the roofing contractor in 1995. In January of 1997, the engineers with the firm that was employed in 1993 for the project left that firm and formed their own firm.

The District procured A/E services on project 97-16 at Alice Birney Middle School for \$20,000 in the spring of 1997. We were not furnished the following documentation.

- A. Newspaper advertisement
- B. A/E Federal forms 254 and 255
- C. Ranking of top five A/E firms
- D. Board's approval of committee's ranking report
- E. Written notification of ranking order sent to each responding vendor
- F. Board approval of A/E selection
- G. Executed contract for A/E service

Without the documentation, we can not determine compliance to the District's Code and regulations.

We recommend the District develop and implement adequate internal procedures to substantiate the procurement actions for these types of services.

DISTRICT RESPONSE

We concur. In the future, we will comply with the requirements of the Code for A/E services.

II. South Carolina Department of Education Approvals Not Obtained Timely

The approval of the drawings and specifications were not obtained timely from the Office of District Facilities Management (ODFM) at the South Carolina Department of Education on the following three projects.

- 1. Academic Magnet High School and Alternations of Building 199, Cochrane Hall
- 2. Renovation at the School of the Arts
- 3. Renovation at Septima Clark Academy

We recognize the urgency to get these renovations started as soon as feasible. However, the regulations from ODFM require approval of all drawings and specifications for construction projects prior to advertisement, bidding and award. These projects are in violation of Section 7.10 of The South Carolina School Facilities Planning and Construction Guide,

We recommend the District insist that its architects comply with the regulation.

DISTRICT RESPONSE

We concur with comment. The District realizes the requirement to obtain ODFM approval prior to beginning a project. Architects/Engineers on future projects will be required to meet this requirement.

III. Code and Regulations

We noted several changes in the District's Code and regulations which must be made in order to be substantially similar to the South Carolina Consolidated Procurement Code as required by Section 11-35-70. A complete listing of the changes is on Attachment 1.

Section 11-35-70 of the South Carolina Consolidated Procurement Code states:

...if a District has its own procurement code which is, in the written opinion of the Office of General Services of the State Budget and Control Board, substantially similar to the provisions of the South Carolina Consolidated Procurement Code, the District is exempt from the provisions of the South Carolina Consolidated Procurement Code except for a procurement audit which must be performed every three years by an audit firm approved by the Office of General Services.

The District's Code is not substantially similar until the changes are made.

DISTRICT RESPONSE

We concur. The required changes to the Charleston County School District Procurement Code was presented to the Board of Trustees on April 27, 1998. We have previously submitted the proposed changes to the Code and Regulations to the State Office of Audit and Certification and have received verbal approval.

IV. Compliance General

A. Procurements Split By Department

The School of Arts appeared to have divided purchases onto separate requisitions.

<u>Date</u>	<u>PO</u>	<u>Amount</u>	<u>Description</u>
07/24/96	05003301-35	\$1,716	Cello
07/29/96	05003390	1,716	Cello
08/08/96	05003718	1,716	Cello
08/02/96	05003545-53	727	Viola and violin
08/19/96	05003901	<u>1,716</u>	Cello
	Total	<u>\$7,591</u>	

Competition was sought on each procurement exceeding \$1,500. However, the District's regulation 1.b(5) requires that purchase from \$5,000 to \$10,000 have the approval of the Associate Superintendent or the Deputy Superintendent. Therefore, it appeared the procurement was divided to avoid the approval requirement.

<u>Date</u>	<u>PO</u>	<u>Amount</u>	<u>Description</u>
06/11/97	05014740-02	\$1,632	Bookcases
06/30/97	05015395	1,445	File and bookcase
06/30/97	05015410	1,499	Table, chairs, and chair seat
06/30/97	05015412	<u>1,450</u>	Credenza and chair
	Total	<u>\$6,026</u>	

All these purchase orders were under \$1,500 originally. Purchase order 05014710-02 exceeded \$1,500 after adjustments in the unit price and shipping charges. However, no competition was sought on any of the purchases.

<u>Date</u>	<u>PO</u>	<u>Amount</u>	<u>Description</u>
11/15/97	05006961	\$1,412	Easels
11/15/97	05006962	<u>1,374</u>	Arts supplies
	Total	<u>\$2,786</u>	

Since each purchase order was less than \$1,500, no competition was sought. It appears that the requisitioner split the orders to avoid competition.

Regulation 18.a states, "any procurement under this regulation not exceeding \$25,000 may be made by the District provided, however, that procurement requirements shall not be artificially divided by the District so as to constitute a small purchase."

We recommend the District review the requisitions from the School of the Arts to ensure that procurements are not being split.

DISTRICT RESPONSE

We concur. The School of the Arts has been apprised of the requirements of the CCSD Procurement Code and regulations as it relates to bid levels and splitting of purchases to insure competition.

B. No Evidence of Competition

The following purchase orders were issued on the same day for the custodial services department.

<u>Date</u>	<u>PO</u>	<u>Amount</u>	<u>Description</u>
06/30/97	00088664	\$1,010	Edger, hedge trimmer, edger blade
06/30/97	00088668	859	Hedge trimmer
06/30/97	00088669	912	Backpack blower
06/30/97	00088670	784	Backpack blower
06/30/97	00088676	719	Edger, hedge trimmer, mower blades
06/30/97	00088682	<u>878</u>	String trimmer
	Total	<u>\$5,162</u>	

According to District Personnel, the District was starting a new program and needed the items immediately. In order to obtain the items, the District solicited from several sources and ordered the items from the vendors who had the items immediately available. However, evidence of the competition was not retained by the District.

Regulation 18.b(3) requires that purchases from \$5,000 to \$10,000 have solicitation of written quotations from three qualified sources of supply.

We recommend the District maintain evidence of competition.

DISTRICT RESPONSE

We concur. Competitive quotes were obtained but the person who took the quotes failed to retain them. The Office of Custodial/Grounds and Utilities Management has been advised to retain quotes from vendors and to follow the Procurement Code as it relates to record keeping.

C. Inappropriate Solicitation Method

Purchase order 05011638 for \$3,262 was issued to procure a datacard badging system. Solicitation of three written quotes were made. The purchase order was for the first of five annual payments. However, the total value of the contract was \$15,388. The District did not consider the total dollar procurement when soliciting quotes.

Regulation 18.b(4) requires written solicitation of written quotes from a minimum of five qualified sources for procurements from \$10,000 to \$25,000.

We recommend the District consider the total potential contract when determining the solicitation method.

DISTRICT RESPONSE

We concur. The overall length of a contract must be considered when soliciting quotes.

D. Written Quotes Not Mailed To Bidders

Purchase order 88081-32 for \$17,900 was issued to replace roof panels on the existing canopy at Lincoln High School. We found no evidence that written solicitations were mailed to prospective bidders as required in regulation 18.B(4) that states in part:

Purchases from \$10,000.01 to \$25,000.00. Written solicitation of written quotes from a minimum of five qualified sources of supply shall be made by a Purchasing Agent. A copy of the written solicitation and written quotes shall be attached to the purchase requisition.

We recommend the District prepare a written solicitation of written quotes for procurements from \$10,000 to \$25,000.

DISTRICT RESPONSE

We concur. Due to the nature of the work, Purchasing authorized the Maintenance Department to get their own quotes. The total estimated amount of the quotes to be submitted were not known prior to solicitation and once received, it would have been a duplication of efforts to request quotes.

V. Ratification of Unauthorized Procurements

We reviewed the ratification file maintained by the District. When an unauthorized procurement comes to the attention of the Chief Procurement Officer, he will send a warning

letter to the department. If the department continues to have unauthorized procurements, the Director of Support Services sends a warning letter to the offending department. Finally, if the situation continues, the Deputy Superintendent sends a letter to the offender.

Regulation 3.a reads as follows:

- (1) The ratification of an act obligating the District in a contract by any person without the requisite authority to do so by an appointment or delegation under the Procurement Code rests with the Superintendent or the Deputy Superintendent for Operations. It is prohibited for the Purchasing Agent to ratify such acts.
- (2) Corrective Action and Liability. The Superintendent or the Deputy Superintendent for Operations shall prepare a written determination as to the facts and circumstances surrounding the act, what corrective action is being taken to prevent recurrence, action taken against the individual committing the act, and documentation that the price paid is fair and reasonable.

The Chief Procurement Officer and the Director of Support Services do not have ratification authority. As a result, the District is not in compliance for the ratification of unauthorized procurements.

We recommend that each unauthorized procurement be routed to the Superintendent or the Deputy Superintendent for Operations for ratification.

DISTRICT RESPONSE

We concur. The CCSD Procurement Code and regulations are being revised to reflect the changes in addressing the procedures to be used in sending letters of warning.

VI. Statement of Award and Intent to Award

We noted concerns with the statement of award and intent to award statement. The District has a bid award recommendation form as its statement of award. The form does not contain the bidder's right to protest. Additionally, the intent to award statement does not contain the bidder's right to protest. The bidder's right to protest includes food service and major construction awards. A statement of award or intent to award statement was not in the solicitation file for solicitation B7021 for calculators.

Finally, the files containing statement of award and intent to award statement have no evidence of posting. According to District personnel, the awards with the bid tabs are placed in a notebook for public inspection.

Section V.B.2(j) of the District's Code states:

Unless there is a compelling reason to reject bids as prescribed by regulations of the District, notice of an intended award of a contract to the lowest responsive and responsible bidder whose bid meets the requirement set forth in the invitation for bids shall be given by posting such notice at a location specified in the invitation for bids. The invitation for bids and the posted notice must contain a statement of a bidder's right to protest and the date and location of posting must be announced at bid opening. When a contract has a total or potential value in excess of fifty thousand dollars (\$50,000) in addition to the posted notice, notice of an intended award must be given to all bidders responding to the solicitation by first-class mail to the name and address on the bid documents. Such mailed notice must contain a statement of the bidder's right to protest. When a contract has a potential value in excess of fifty thousand dollars (\$50,000), sixteen days after notice is given the District may enter a contract with the bidder named in the notice in accordance with this code and the bid solicited.

We recommend the District include the bidder's right to protest on each statement of award and intent to award statement. We also recommend the posted award be dated as to the date posted and the date removed. This step is essential in determining the timeliness of any protest the District may receive. The applicable statements and posted award should be placed in the solicitation file to verify compliance to the Code.

Consultation

DISTRICT RESPONSE

Since this was multiple findings, each item will be addressed separately.

1. Bidder's right to protest. We concur. This statement is now included in statement of award and intent to award statement.
2. Calculators. We concur.
3. No evidence of posting. We concur. The statement of award and intent to award with protest rights is now available in a binder kept in the Purchasing Office.

CONCLUSION

As enumerated in our transmittal letter, corrective action based on the recommendations described in this report, we believe, will in all material respects place Charleston County School District in compliance with the District's Procurement Code and ensuing regulations.

Subject to this corrective action, we recommend that Charleston County School District be allowed to continue procuring all goods and services, consultant services, information technology, and construction in accordance with Section 11-35-70 of the South Carolina Consolidated Procurement Code.


James M. Stiles, CPPB
Audit Manager


Larry G. Sorrell, Manager
Audit and Certification

Attachment 1
Charleston County School District
Changes Required to be Substantially Similar to the State Code
7/1/96 - 6/30/97

<u>District Code</u> <u>Regulations</u> <u>Reference</u>	<u>Page</u> <u>Num</u>	<u>State Reference</u>	<u>Comment</u>
IV (2) (6)	9	11-35-310 (33)	The District needs to exempt procurements made from the term contracts established by the State's chief procurement officers per 11-35-310 (33) and the applicable 10% provision.
V.B.2(d) Reg. 6	13 5/6	11-35-1520	Solicitation for sealed bids must include advertisement. The advertisement may be through electronic means in a regional or local newspaper with large circulation or the <u>South Carolina Business Opportunities</u> publication. ⁱ
X A(2)	28	11-35-3410	The State Code requires that "costs be properly itemized and substantiated..."
XIII A 4	31	11-35-4210 (5)	The Notice of the Decision must include a statement of vendor's right to appeal and must be posted with the posting date annotated on its face.
XIII B 5	34	11-35-4220 (4)	
XIII C 4	34	11-35-4230 (5)	
XIII A 5	31	11-35-4210 (6)	Appeals must be within ten days of the Posting of the Decision.
XIII B 6	34	11-35-4220 (5)	
XIII C 4	34	11-35-4230 (6)	
XIII B 4	33	11-35-4220 (3)	The debarment decision must state period of debarment or suspension.
XIII E 6	36/37	11-35-4410 (6)	The District's Code says, "No determination by the Review Panel or Board concerning an issue of law shall be final or conclusive." The State Code says, "The decision of the Procurement Review Panel is final as to administrative review and may be appealed to the Circuit Court under the provisions of the South Carolina Administrative Procedures Act." The District needs to match the State Code.
11 c	10	19-445.2065 C	We cannot require that the bidder extend his offer. We can only request an extension.

Attachment 1
Charleston County School District
Changes Required to be Substantially Similar to the State Code
7/1/96 - 6/30/97

<u>District Code</u> <u>Regulations</u> <u>Reference</u>	<u>Page</u> <u>Num</u>	<u>State Reference</u>	<u>Comment</u>
18 b 2	17	11-35-1550 (b)	The State Code requires that the award shall be made to the lowest responsible and responsive source. Administrative cost and other factors are not a consideration.
18 b 3	17	11-35-1550 (c)	The District's regulations need to say "Solicitation of written quotations from a minimum of three written qualified sources." Also award must be to the lowest responsible and responsive vendor. Administrative cost and other factors are not a consideration. Additionally, the State Code does not allow verbal quotes at this level. The District's Code needs to reflect this.
18 b 4	17	11-35-1550 (d)	The State Code requires that procurements from \$10,000.01 to \$25,000.00 be advertised.
18 d	17	11-35-1550	The State Code requires that all competitive procurements above \$25,000 be advertised. The District's Regulations say that these procurements may be advertised.
27	29	19-445.2150 H & I	District Code does not address the sale of junk or unauthorized disposal.
27 e	29	19-445.2150 G	State Code requires that property with an original unit price of \$5000 be approved prior to trade-in. The District Code approval is based on the trade-in amount.
3 a 2	4	19-445.2015 A (3)	Individual may no longer be held pecuniarily liable for the difference. For the District, this is a matter of policy. If they wish to hold the employee pecuniarily liable they can.
Regulation 25	30	19-445.2135	The State Code requires that food service contracts be solicited as an RFP. The District Code needs to add this requirement. (Note: This section only applies if the district privatizes the food service. It does not apply to the purchase of food.)

Attachment 1
Charleston County School District
Changes Required to be Substantially Similar to the State Code
7/1/96 - 6/30/97

The following items need to be added.

- Solicitation or Awards In Violation of the Law 11-35-4310
- School Districts Subject to the State Code 11-35-70
- Competitive Fixed Price 11-35-1525
- Competitive Best Value 11-35-1528
- Procurements at Auction 11-35-1575

ⁱThe South Carolina Business Opportunities is published twice a week by the Office of General Services.

STATE OF SOUTH CAROLINA
State Budget and Control Board
OFFICE OF GENERAL SERVICES



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VOIGHT SHEALY
ASSISTANT DIRECTOR

June 16, 1998

Mr. R. Voight Shealy
Materials Management Officer
Materials Management Office
1201 Main Street, Suite 600
Columbia, South Carolina 29201

Dear Voight:

We have reviewed the response from the Charleston County School District to our audit report for the period of July 1, 1996 - June 30, 1997. Also we have followed the District's corrective action during and subsequent to our field work. We are satisfied that the District has corrected the problem areas and the internal controls over the procurement system are adequate.

We, therefore, recommend that the District be allowed to continue operating under its own procurement code as authorized by Section 11-35-70 of the South Carolina Consolidated Procurement Code.

Sincerely,

A handwritten signature in cursive script that reads 'Larry G. Sorrell'.

Larry G. Sorrell, Manager
Audit and Certification

LGS/tl

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