



The Power of  
Vehicle Information

Guides | Data | Integrated Solutions | Analysis

May 27, 2010

To: Mr. Frank Whittaker  
Department of Administration, Purchasing Division  
Building 15  
2019 Washington Street, East  
Charleston, West Virginia

From: Douglas Ott  
NADA Used Car Guide  
8400 Westpark Drive  
McLean, VA 22102

RE: Request for Proposal Number DMV100401

Dear Mr. Whittaker,

Please find the enclosed BID to provide current motor vehicle information to the West Virginia Division of Motor Vehicles.

The prepared material is presented according to RFQ DMV100401 entitled, "Auto Value Material: Printed and Electronic."

Please feel free to contact me with any additional requests for information or clarification regarding the enclosed contents.

NADA Used Car Guide has been a nationally recognized motor vehicle value guide service company in the used vehicle industry for 77 years. Since 1933, NADA Used Car Guide has provided vehicle valuation services to the automotive, banking & lending, insurance, government, and other automotive related industries through its guidebooks, web-based products, analysis and data solutions. NADA Used Car Guide has and supports numerous federal, state and local government clients by providing automated motor vehicle value guide products and web services in support of regulatory requirements. We look forward to reestablishing our relationship with the West Virginia Division of Motor Vehicles.

Sincerely,



Douglas Ott  
Account Executive

RECEIVED

2010 JUN -1 A 8: 32

PURCHASING DIVISION  
STATE OF WV



The Power of  
Vehicle Information

Guides | Data | Integrated Solutions | Analysis

# ORIGINAL

Respondent: NADA Used Car Guide

Buyer: 44

RFQ No: DMV100401

Bid Opening Date: 06/02/2010

Bid Opening Time: 1:30 PM

Purchaser: West Virginia Division of Motor Vehicles



# The Power of Vehicle Information

Guides | Data | Integrated Solutions | Analysis

## Table of Contents

1. Section 1 – Request for Proposal .....	4
2. Section 2 – General Information.....	5
3. Section 3 – Company Qualifications and Experience.....	6
3.1. NADA Used Car Guide Contact Information.....	6
3.2. Related Services .....	6
3.3. Vehicle Valuation Methodology.....	6
3.4. Web Services .....	6
4. Section 4 – Demonstration of Capability.....	7
4.1. Submission of Information .....	7
4.2. Updates and Website Access .....	7
4.3. VIN Decoding .....	7
4.4. Data Elements .....	8
4.5. Hard Copy Data .....	8
4.6. Maintenance and Technical Support.....	8
5. Section 5 – COST SHEET .....	8



The Power of  
Vehicle Information

Guides | Data | Integrated Solutions | Analysis

## ***1. Section 1 – Request for Proposal***

<< Copy Attached, Along with signed Purchasing Affidavit >>



State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

# Request for Quotation

RFQ NUMBER  
 DMV100401

PAGE  
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF  
 FRANK WHITTAKER  
 304-558-2316

\*709070258 703-747-4707  
 NADA SERVICES CORP  
 8400 WESTPARK DRIVE  
 MCLEAN VA 22101

DIVISION OF MOTOR VEHICLES  
 1317 HANSFORD STREET  
 CHARLESTON, WV  
 25311 558-0002

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
05/06/2010				

BID OPENING DATE: 06/02/2010 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	MN		920-45		
AUTO VALUE MATERIAL: PRINTED AND ELECTRONIC  THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF MOTOR VEHICLES, IS SOLICITING BIDS FROM RESPONSIBLE VENDORS TO PROVIDE THE AGENCY WITH AN AUTO VALUE SOFTWARE DATABASE AND PRINTED MATERIAL OF ALL INFORMATION RELATED TO VEHICLES FROM 1981 TO PRESENT, PER THE ATTACHED SPECIFICATIONS.  MANDATORY PRE-BID A MANDATORY PRE-BID WILL BE HELD ON 05/18/10 AT 9:00 AM AT 5202 MACCORKLE AVE. SW CHARLESTON WV (KANAWHA MALL) INTERESTED PARTIES ARE REQUIRED TO ATTEND THIS MEETING. FAILURE TO ATTEND THE MANDATORY PRE-BID SHALL RESULT IN DISQUALIFICATION OF THE BID. NO ONE PERSON MAY REPRESENT MORE THAN ONE BIDDER.  AN ATTENDANCE SHEET WILL BE MADE AVAILABLE FOR ALL POTENTIAL BIDDERS TO COMPLETE. THIS WILL SERVE AS THE OFFICIAL DOCUMENT VERIFYING ATTENDANCE AT THE MANDATORY PRE-BID. FAILURE TO PROVIDE YOUR COMPANY AND REPRESENTATIVE NAME ON THE ATTENDANCE SHEET WILL RESULT IN DISQUALIFICATION OF THE BID. THE STATE WILL NOT ACCEPT ANY OTHER DOCUMENTATION TO VERIFY ATTENDANCE. THE BIDDER IS RESPONSIBLE FOR ENSURING THEY HAVE COMPLETED THE INFORMATION REQUIRED ON THE ATTENDANCE SHEET. THE PURCHASING DIVISION AND THE STATE AGENCY WILL NOT ASSUME ANY RESPONSIBILITY FOR A BIDDER-S FAILURE TO COMPLETE THE PRE-BID ATTENDANCE SHEET. IN ADDITION, WE REQUEST THAT ALL POTENTIAL BIDDERS INCLUD						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
-----------	-----------	------

TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
-------	------	-----------------------------------

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

# Request for Quotation

RFC NUMBER
DMV100401

PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF:
FRANK WHITTAKER 304-558-2316

\*709070258 703-747-4707  
 NADA SERVICES CORP  
 8400 WESTPARK DRIVE  
 MCLEAN VA 22101

DIVISION OF MOTOR VEHICLES  
 1317 HANSFORD STREET  
 CHARLESTON, WV  
 25311 558-0002

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
05/06/2010				

BID OPENING DATE: 06/02/2010 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>THEIR E-MAIL ADDRESS AND FAX NUMBER.</p> <p>ALL POTENTIAL BIDDERS ARE REQUESTED TO ARRIVE PRIOR TO THE STARTING TIME FOR THE PRE-BID. BIDDERS WHO ARRIVE LATE, BUT PRIOR TO THE DISMISSAL OF THE TECHNICAL PORTION OF THE PRE-BID WILL BE PERMITTED TO SIGN IN. BIDDERS WHO ARRIVE AFTER CONCLUSION OF THE TECHNICAL PORTION OF THE PRE-BID, BUT DURING ANY SUBSEQUENT PART OF THE PRE-BID WILL NOT BE PERMITTED TO SIGN THE ATTENDANCE SHEET.</p> <p>ALL TECHNICAL QUESTIONS MUST BE SUBMITTED IN WRITING TO FRANK WHITTAKER IN THE PURCHASING DIVISION VIA EMAIL AT FRANK.M.WHITTAKER@WV.GOV OR VIA FAX AT 304-558-4115. DEADLINE FOR ALL TECHNICAL QUESTIONS IS 05/20/10 AT 5:00 PM.</p> <p>ALL TECHNICAL QUESTIONS WILL BE ADDRESSED BY ADDENDUM AFTER THE DEADLINE.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p> <p style="text-align: center;">NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p style="text-align: center;">DEPARTMENT OF ADMINISTRATION          PURCHASING DIVISION          BUILDING 15          2019 WASHINGTON STREET, EAST          CHARLESTON, WV 25305-0130</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
-----------	-----------	------

TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
-------	------	-----------------------------------

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

# Request for Quotation

RFQ NUMBER
DMV100401

PAGE
3

ADDRESS CORRESPONDENCE TO ATTENTION OF:
FRANK WHITTAKER 304-558-2316

*709070258	703-747-4707
NADA SERVICES CORP	
8400 WESTPARK DRIVE	
MCLEAN VA 22101	

DIVISION OF MOTOR VEHICLES	
1317 HANSFORD STREET	
CHARLESTON, WV	
25311	558-0002

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
05/06/2010				

BID OPENING DATE: 06/02/2010 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: 44</p> <p>RFQ. NO.: DMV100401</p> <p>BID OPENING DATE: 06/02/2010</p> <p>BID OPENING TIME: 1:30 PM</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:</p> <p>----- DOUGLAS OTT -----</p> <p>CONTACT PERSON (PLEASE PRINT CLEARLY):</p> <p>----- (703) 883-9482 -----</p> <p>***** THIS IS THE END OF RFQ DMV100401 ***** TOTAL: _____</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
-----------	-----------	------

TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
-------	------	-----------------------------------

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



The Power of  
Vehicle Information

Guides | Data | Integrated Solutions | Analysis

## ***2. Section 2 – General Information***

<< Copy Attached >>



WEST VIRGINIA DIVISION OF MOTOR VEHICLES  
SPECIFICATIONS

Auto Value Software Database and Printed Material

DMV100401

I. GENERAL INFORMATION

West Virginia Division of Motor Vehicles is charged with the regulatory and enforcement responsibilities in the areas of driver's license regulations and titling of registration of motor vehicles in West Virginia.

The intent of this RFQ is to obtain current motor vehicle information, with data elements and formats outlined in the TASKS REQUIRED section, to be incorporated into the DMV's computer system. This information will be used to capture average values or sales tax recovery values on vehicles. Each office/unit will also require one (1) set of printed material sent to them on a quarterly basis.

The Division has facilities throughout the State of West Virginia located at the following address:

1. Charleston Main office: PO, Box 17110, Attn: Kathy Cobb, Charleston, WV 25317
2. Charleston Call Center: PO Box 17500, Attn: Earl Reynolds, Charleston, WV 25317
3. Charleston Main Information Services: PO Box 17140, Attn: Wilbur Thaxton, Charleston, WV 25317
4. Kanawha City Branch Office: 5707 MacCorkle Ave, SE, Attn: Roger Beane, Charleston, WV 25317
5. Winfield/Hurricane Branch Office: 116 Liberty Square, Hurricane, WV 25387
6. Martinsburg Branch Office: 1438 Edwin Miller Blvd, Martinsburg, WV 25526
7. Princeton Branch Office: 198 Davis Street, Princeton, WV 24740
8. Logan Branch Office: 428 Main Street, Logan, WV 25601
9. Point Pleasant Branch Office: 1408 Kanawha Street, Point Pleasant, WV 25550
10. Parkersburg Branch Office: 3001 Dudley Ave. Parkersburg, WV 26104
11. Huntington Branch Office: 801 Madison Ave. Huntington, WV 25701
12. Clarksburg/Bridgeport Branch Office: 105 Platinum Drive, Bridgeport, WV 26330
13. Moundsville Branch Office: 400 TeleTech Drive, Suite 100, Moundsville, WV 26041
14. Morgantown Branch Office: 1525 Deckers Creek Blvd. Morgantown, WV 26505

15. Moorefield Branch Office: 410 South Main Street, Moorefield, WV 26041
16. Elkins Branch Office: 1029 N. Randolph Ave, Elkins, WV 25241
17. Beckley Branch Office: 107 Pinecrest Drive, Beckley, WV 25801
18. Romney Branch Office: Us RI 50 & Loop Road, Romney, WV 26757
19. Flatwoods/Sutton Branch Office: 295 Skidmore Lane, Sutton, WV 26601
20. Lewisburg Branch Office: 148 Maplewood Ave, Lewisburg, WV 24901
21. Williamson Branch Office: 225 3<sup>rd</sup> Ave. Williamson, WV 25661
22. Welch Branch Office: 92 McDowell Street, Welch, WV 24801
23. Franklin Branch Office: Pendleton Business Center, HC61, Box 18A, Suite 330, Franklin, WV 26807
24. Spencer Branch Office: 115 Church Street, Spencer, WV 25276
25. Weirton Branch Office: 100 Municipal Plaza, Suite 100, Weirton, WV 26062
26. Charlestown/Kearneysville Branch Office: 24 Ruland Road, Kearneysville, WV 25430
27. IRP Office, Attn: Phil Kingery, 5707 MacCorkle Ave, PO Box 17900, Charleston, WV 25317

## II. TASKS REQUIRED

The vendor will be responsible for supplying all data on all motor-powered vehicles from 1981 to the present day models. The information shall meet or exceed the following:

All information shall be submitted electronically in a standard ASCII text format and on CD-ROM media and sent to the Charleston Main Office, 5707 MacCorkle Ave, SE, Information Services, ATTN: Wilbur Thaxton, Charleston, WV 25317. This information shall be updated quarterly and is to be received by the DMV at least 10 days before the start of the quarter. The DMV will also have the information that is submitted electronically and on CD-ROM available on its web-site to enable customers to access vehicle average value information.

Electronic and CD-ROM information for passenger vehicles, all types of trucks, recreational vehicles and motorcycles shall include a 10-digit Vehicle Identification Number (VIN). The vendor shall provide a manufacturer's file highlighting digits in the VIN to be used to access proper vehicle data elements. The VIN shall conform to federal specifications. (do we need a web-site for this information to be obtained by the vendor?) . All Vehicles must be included in the quarterly updates provided by CD-ROM, regardless if any information changes. Information on boats and all types of trailers will be acceptable in printed material only.

Data Elements for all vehicles shall include the following:

YEAR  
MAKE  
MODEL  
BODY STYLE  
SHIPPING WEIGHT  
GROSS VEHICLE WEIGHT  
AVERAGE LOAN VALUE  
AVERAGE RETAIL VALUE  
AVERAGE WHOLESALE VALUE

A complete "hard copy" set of data shall be provided (as noted in Section I) to each of the above listed 26 locations. This information will be used as an alternate reference source in the event of a system malfunction. This information shall be updated quarterly along with the data submitted on the CD-ROM that is sent to the Charleston Office, Information Services.

Maintenance and technical support shall be provided from 8:30 a.m. to 4:30 p.m. Monday through Friday with the exception of recognized state and federal holidays. Minimum acceptable terms for maintenance and support shall include a return call from a qualified service representation within 4 hours of notification of a problem.

COST SHEET

The purchase price quoted shall include a DMV site license with unlimited use throughout the agency, including full rights to modify the form and format of the data and a hard copy for each location listed.

SITE LICENSE COST	\$ <u>15,000<sup>00</sup></u>
26 SETS OF HARD COPY	\$ <u>15,000<sup>00</sup></u>
TOTAL	\$ <u>30,000<sup>00</sup></u>



The Power of  
Vehicle Information

Guides | Data | Integrated Solutions | Analysis

### **3. Section 3 – Company Qualifications and Experience**

#### **3.1. NADA Used Car Guide Contact Information**

Name: Doug Ott  
Address: NADA Used Car Guide  
8400 Westpark Drive  
McLean, VA 22102  
Phone: 800-248-6232 x4710  
Email: [dott@nada.org](mailto:dott@nada.org)

#### **3.2. Related Services**

NADA Used Car Guide is a nationally recognized motor vehicle value guide service company that has been in the used vehicle industry for 77 years. Since 1933, NADA has provided vehicle valuation services to the automotive, banking & lending, insurance, government, and other automotive related industries through its guidebooks, web-based products, analysis and data solutions. NADA has and supports numerous government clients by providing automated motor vehicle value guide products and services in support of regulatory requirements. The following clients are just a sample of the current customers by State who currently use NADA Used Car Guide values for property tax assessment: Connecticut, Kansas, Kentucky, Massachusetts, Rhode Island, South Dakota, Virginia and West Virginia.

#### **3.3. Vehicle Valuation Methodology**

NADA utilizes a technically rigorous and comprehensive methodology in combination with industry expertise to create reliable vehicle value estimates. NADA derives vehicle values from wholesale, retail, and asking price transactional data, targeting both wholesale and retail channels in the broader used vehicle market. NADA uses the most recent weekly updated transaction data available at the time of the valuation process, in current and historical perspectives (beyond 30 days), for appropriate market trend analysis. NADA has several exclusive agreements with transactional data providers, creating the most unique, comprehensive and (US) market-wide data sets in the industry.

#### **3.4 Web Services**



## The Power of Vehicle Information

Guides | Data | Integrated Solutions | Analysis

NADA has provided vehicle valuation services via our Web Services products for approximately 9 years. Our latest Web Service is a SOAP (Simple Object Access Protocol) based service supporting industry standard discovery and interfacing protocols. This service is available to all of our clients including Federal, State, and Local governments.

Our SOAP based Web Service is capable of supporting in excess of 10 vehicle lookups per second hosted on our business website portal which also supports between 75,000 – 120,000 total lookup transactions per day, split between our online portal and various internet integration tools.

### **4. Section 4 – Demonstration of Capability**

NADA Used Car Guide will provide West Virginia Division of Motor Vehicles with current motor vehicle information, including data formats as outlined in the TASKS REQUIRED section of the WEST VIRGINIA DIVISION OF MOTOR VEHICLES SPECIFICATIONS in order to capture average values or sales tax recovery values on vehicles. Details of the proposed provisions are described in the following sections.

#### **4.1. Submission of Information**

NADA Used Car Guide will submit all information electronically in a standard ASCII text format and on CD-ROM media to the Charleston Main Office, 5707 McCorkle Ave, SE, Information Services, ATTN: Wilbur Thaxton, Charleston, WV 25317.

#### **4.2 Updates and Website Access**

NADA Used Car Guide will provide quarterly data updates which shall be received by the DMV at least 10 days before the start of the quarter. All vehicles will be included in the quarterly updates provided by CD-ROM, regardless if the information changes. The DMV and its 26 locations listed in the GENERAL INFORMATION section of the WEST VIRGINIA DIVISION OF MOTOR VEHICLES SPECIFICATIONS will also have Internet access to all of the vehicle average value information via NADA Online, NADA Used Car Guide's industry leading business-to-business website, [www.nada.com/b2b](http://www.nada.com/b2b). The website provides current vehicle values from 11 NADA guides, including all of the vehicle value information required under the terms of this RFP.

#### **4.3 VIN Decoding**

NADA Used Car Guide will provide VIN decoding for the purpose of vehicle valuation for passenger vehicles and all types of trucks. The VIN decoding program requires only the first 10 positions in the VIN in order to identify and provide the value for each vehicle. The NADA Used Car Guide ASCII text files, Web Service, CD-ROM products and NADA Online all utilize the same VIN decoding system.



The Power of  
Vehicle Information

Guides | Data | Integrated Solutions | Analysis

**4.4 Data Elements**

Data elements for all vehicles shall include the following:

- YEAR
- MAKE
- MODEL
- BODY STYLE
- SHIPPING WEIGHT
- GROSS VEHICLE WEIGHT
- AVERAGE LOAN VALUE
- AVERAGE RETAIL VALUE
- AVERAGE WHOLESALE VALUE

**4.5 Hard Copy Data**

NADA Used Car Guide will provide a complete set of printed guides to each of the 26 locations listed in the GENERAL INFORMATION section of the WEST VIRGINIA DIVISION OF MOTOR VEHICLES SPECIFICATIONS for use as an alternate reference source in the event of a system malfunction. This information shall be updated quarterly along with the data submitted on the CD-ROM that is sent to the Charleston Office, Information Services.

**4.6 Maintenance and Technical Support**

NADA Used Car Guide will provide maintenance and technical support from 8:30 a.m. to 4:30 p.m. (Eastern time zone) Monday through Friday with the exception of recognized state and federal holidays. Maintenance and support terms include, at minimum, a return call from a qualified service representative within 4 hours of notification of a problem.

**5. Section 5 – COST SHEET**

NADA Used Car Guide’s price quoted includes a DMV site license with unlimited use throughout the agency, including full rights to modify the form and format of the data and a hard copy for each location listed.

SITE LICENSE COST	\$ <u>15,000.00</u>
26 SETS OF HARD COPY	\$ <u>15,000.00</u>
TOTAL	\$ <u>30,000.00</u>

RFQ No. DMV100401

STATE OF WEST VIRGINIA  
Purchasing Division

**PURCHASING AFFIDAVIT**

**West Virginia Code §5A-3-10a states:** No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate

**DEFINITIONS:**

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount

**EXCEPTION:** The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement

Under penalty of law for false swearing (*West Virginia Code* §61-5-3), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

**WITNESS THE FOLLOWING SIGNATURE**

Vendor's Name: NADA USED CAR GUIDE

Authorized Signature: [Signature] Date: 5/28/2010

State of Virginia

County of Fairfax, to-wit:

Taken, subscribed, and sworn to before me this 28 day of May, 2010

My Commission expires April 30, 2013, 20  

AFFIX SEAL HERE

NOTARY PUBLIC

MIRIAM ABBASI  
NOTARY PUBLIC  
COMMONWEALTH OF VIRGINIA  
MY COMMISSION EXPIRES APR. 30, 2013  
COMMISSION # 7209513