

CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM

**DEPARTMENT:** Parks and Recreation

**AGENDA DATE:** February 6, 2018

**CONTACT PERSON/PHONE:** Tracy Novak, Parks and Recreation Director, (915) 212-1708  
Bruce D. Collins, Purchasing Director, (915) 212-1181

**DISTRICT(S) AFFECTED:** All

**STRATEGIC GOAL: NO. 4:** Enhance El Paso's Quality of Life through Recreational, Cultural and Educational Environments

**SUBJECT:**

Discussion and action to award Solicitation 2017-1409 Sports Officials Part II to vendors Texas ASA District – 4 and Magdalena V. Heredia for an initial three (3) year term estimated award of \$854,670.00. The award is to include a two (2) year option to extend for an amount of \$569,780.00 for a total five (5) year award of \$1,424,450.00. This contract is to provide sport official services.

**BACKGROUND / DISCUSSION:**

The City's sports program serves thousands of adult and youth in organized, competitive league and tournament play in a variety of sports venues throughout the City. Each scheduled game requires at least one sports official and often, as in the case of youth football, up to three officials. Sports officials fees are part of the overall program fees paid by participants.

**SELECTION SUMMARY:**

Solicitation was advertised on July 25, 2017 and August 1, 2017. The solicitation was posted on City website on July 25, 2017. The email (Purmail) notification was sent out on July 27, 2017. Total of five (5) bidders were solicited; four (4) being local vendors. Total number of views were forty (40). Two (2) bids were received both from local vendors.

**PROTEST**

No protest received for this requirement.

Protest received.

**COST VARIANCE PREVIOUS CONTRACT:**

The difference in cost, based on the comparison to the annual usage from previous contract is as follows:

Group I increased by \$141,600.00 for the 3-year total as the estimated number of annual games increased by 37%. Group II increased by \$65,250.00 for the 3-year total as the estimated number of annual games increased by 4%, as well as an averaged price increase for officials of 10%. Group III decreased by \$6,600.00 for the 3-year total as the estimated number of annual games were reduced by 83% and the price of Indoor Soccer Official decreased by 65%. Group IV increased by \$8,370.00, as additional tournament officials were added. Resulting in an overall increase of \$203,850.00 for the 3 years.

**COUNCIL REPRESENTATIVE BRIEFING:**

Was a briefing provided?  Yes or  No  
If yes, select the applicable districts.

- District 1
- District 2
- District 3
- District 4
- District 5
- District 6
- District 7
- District 8
- All Districts

**PRIOR COUNCIL ACTION:**

Council awarded Solicitation #2014-315 for Sports Officials on August 5, 2014

**AMOUNT AND SOURCE OF FUNDING:**

Department:	Parks & Recreation
Initial Estimated Amount:	\$854,670 (3 years)
Total Estimated Award:	\$1,424,450.00 (5 years)
Funds Available:	451-51270-522110-1000-P5113
Funding Source:	General Fund - Recreation and Cultural Contracts P5113

**BOARD / COMMISSION ACTION:**

N/A

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**

J. Noale

**COUNCIL PROJECT FORM  
(BEST VALUE)**

\*\*\*\*\*POSTING LANGUAGE BELOW\*\*\*\*\*

Please place the following item on the REGULAR AGENDA for the Council Meeting of FEBRUARY 6, 2018.

**STRATEGIC GOAL 4: Enhance El Paso's Quality of Life through Recreational, Cultural and Educational Environments**

Discussion and action to award Solicitation 2017-1409 Sports Officials Part II to vendors Texas ASA District – 4 and Magdalena V. Heredia for an initial three (3) year term estimated award of \$854,670.00. The award is to include a two (2) year option to extend for an amount of \$569,780.00 for a total five (5) year award of \$1,424,450.00. This contract is to provide sport official services.

**Contract Variance:**

The difference in cost, based on the comparison to the annual usage from previous contract is as follows:

Group I increased by \$141,600.00 for the 3-year total as the estimated number of annual games increased by 37%. Group II increased by \$65,250.00 for the 3-year total as the estimated number of annual games increased by 4%, as well as an averaged price increase for officials of 10%. Group III decreased by \$6,600.00 for the 3-year total as the estimated number of annual games was reduced by 83% and the price of Indoor Soccer Official decreased by 65%. Group IV increased by \$8,370.00 as additional tournament officials were added. Resulting in an overall increase of \$208,620.00 for the 3 years.

Department:	Parks and Recreation
Award to: (Vendor #1)	Texas ASA District 4 El Paso, TX
Item(s):	Group I and II
Initial Term:	3 years
Option to Extend:	2 years
Annual Estimated Award:	\$270,100.00
Initial Term Estimated Award:	\$810,300.00 (3 years)
Option Total:	\$540,200.00 (2 years)
Total Estimated Award:	\$1,350,500.00 (5 years)

Award to: (Vendor #2)	Magdalena V. Heredia El Paso, TX
Item(s):	Group III and IV
Initial Term:	3 years
Option to Extend:	2 years
Annual Estimated Award:	\$14,790.00
Initial Term Estimated Award:	\$44,370.00 (3 years)
Option Total:	\$29,580.00 (2 years)
Total Estimated Award:	\$73,950.00 (5 years)

Total Annual Estimated Award: \$284,890.00  
Initial Term Estimated Award: \$854,670.00 (3 years)  
Option Total: \$569,780.00 (2 years)  
Total Estimated Award: \$1,424,450.00 (5 years)

Account No.: 451-100-51270-522110-P5113  
Funding Source: General Fund – Recreation and Cultural Contracts  
District(s): All

This is a Best Value, service contract.

The Purchasing & Strategic Sourcing and Parks and Recreation Departments recommend award as indicated to Texas ASA District 4 and Magdalena V. Heredia, the bidders offering the best value bids.

In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.



**EVALUATION CRITERIA**

**COMMITTEE SCORE SHEET**  
 Request for Qualifications  
 SOLICITATION TITLE: Sports Officials Part II  
 SOLICITATION NO: 2017-1409

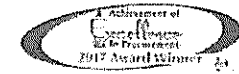
Magdalena V. Heredia

Texas ASA District 4

		<b>WEIGHT</b>	<b>MAX POINTS</b>	<b>El Paso TX</b>	<b>El Paso, TX</b>
<b>COST</b>					
Group 1-Girls Fast Pitch Softball					
50%	50			\$299,100.00	\$317,100.00
				50.00	47.16
		Group 2-Slow Pitch Softball			
				\$448,800.00	\$493,200.00
				50.00	45.50
		Group 3-Indoor Soccer			
				\$19,800.00	No bid
				50.00	
Group 4-Hockey					
		\$24,570.00	No bid		
		50.00			
<b>SUBTOTAL EVALUATION FACTOR A:</b>			50		
<b>CAPACITY TO UNDERTAKE CONTRACT</b>					
Offer must provide name, phone number and address of all officials to be used in the fulfillment of the contract for each sport. Include your organization's procedure for evaluating the officials you employ. Provide availability of officials and any restricts on location of work sites. Provide information on program or computer software used for assignments.					
20%	20		5.00		12.00
<b>SUBTOTAL EVALUATION FACTOR B:</b>		20	5.00		12.00
<b>EXPERIENCE AND QUALIFICATIONS</b>					
List certification and qualifications of all officials assigned. Include a separate page for each sport. Include all officials' names, addresses and phone number. Certifications shall be from one of the organizations listed on Page 21, Part 3.2 (#4). Provide copies of certifications of each official.					
15%	15		8.17		12.33
<b>SUBTOTAL EVALUATION FACTOR C:</b>		15	8.17		12.33
<b>REPUTATION &amp; QUALITY OF THE BIDDER'S SERVICE</b>					
Bidder shall identify its full client history for the last two (2) years, including any local Government Services excluding the City of El Paso departments and employees. The bidder shall provide at least three (3) reference for which they have provided continuous similar services for at least the past two (2) years. The agency shall provide the names and telephone numbers of the contract administrators for whom the work was performed. If you do not have three local Government contracts, then list Federal, State, or commercial contract to complete this information. Note: Score for each reference will be determined by dividing the total score by 3 references (i.e. 15 total points/3=5 points per reference)					
15%	15		14.00		14.67
<b>SUBTOTAL EVALUATION FACTOR D:</b>		15	14.00		14.67
Group 1	100%	100	77.17		86.16
Group 2	100%	100	77.17		84.50
Group 3	100%	100	77.17		No Bid
Group 4	100%	100	77.17		No Bid



## CITY OF EL PASO BID TABULATION FORM



Project Name: SPORTS OFFICIALS PART II  
 Bid Opening Date: AUGUST 30, 2017

Solicitation #: 2017-1409  
 Department: PARKS AND RECREATION

GROUP 1: GIRLS FAST PITCH SOFTBALL					MAGDALENA V HEREDIA EL PASO, TX			TEXAS ASA DISTRICT 4 EL PASO, TX		
ITEM NO.	DESCRIPTION	NOT TO EXCEED COST (PER GAME)	ESTIMATED ANNUAL (GAMES PER YEAR) (A)	UNIT OF MEASURE (OFFICIALS REQUIRED PER GAME) (B)	COST (PER OFFICIAL) (C)	TOTAL ANNUAL COST (FORMULA: A X B X C = TOTAL COST) (D)	3 YEAR TOTAL (FORMULA: D X 3 YEARS = 3 YEAR TOTAL)	COST (PER OFFICIAL) (C)	TOTAL ANNUAL COST (FORMULA: A X B X C = TOTAL COST) (D)	3 YEAR TOTAL (FORMULA: D X 3 YEARS = 3 YEAR TOTAL)
1.	8 & UNDER - OFFICIAL	\$29.00	400	1	\$29.00	\$11,600.00	\$34,800.00	\$29.00	\$11,600.00	\$34,800.00
2.	8 & UNDER ASSIGNER	\$3.00	400	1	\$3.00	\$1,200.00	\$3,600.00	\$3.00	\$1,200.00	\$3,600.00
3.	10 & UNDER OFFICIAL	\$27.00 - \$29.00	400	2	\$27.00	\$21,600.00	\$64,800.00	\$29.00	\$23,200.00	\$69,600.00
4.	10 & UNDER ASSIGNER	\$3.00	400	1	\$3.00	\$1,200.00	\$3,600.00	\$3.00	\$1,200.00	\$3,600.00
5.	12 & UNDER OFFICIAL	\$27.00 - \$29.00	400	2	\$27.00	\$21,600.00	\$64,800.00	\$29.00	\$23,200.00	\$69,600.00
6.	12 & UNDER ASSIGNER	\$3.00	400	1	\$3.00	\$1,200.00	\$3,600.00	\$3.00	\$1,200.00	\$3,600.00
7.	14 & UNDER OFFICIAL	\$28.00-\$30.00	400	2	\$28.00	\$22,400.00	\$67,200.00	\$30.00	\$24,000.00	\$72,000.00

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APPROVED BY:   
 DATE: 9/28/17



**CITY OF EL PASO  
BID TABULATION FORM**

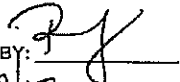


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Solicitation #: 2017-1409  
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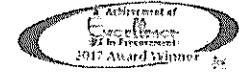
GROUP 1: GIRLS FAST PITCH SOFTBALL					MAGDALENA V HEREDIA EL PASO, TX			TEXAS ASA DISTRICT 4 EL PASO, TX		
ITEM NO.	DESCRIPTION	NOT TO EXCEED COST (PER GAME)	ESTIMATED ANNUAL (GAMES PER YEAR) (A)	UNIT OF MEASURE (OFFICIALS REQUIRED PER GAME) (B)	COST (PER OFFICIAL) (C)	TOTAL ANNUAL COST (FORMULA: A X B X C = TOTAL COST) (D)	3 YEAR TOTAL (FORMULA: D X 3 YEARS = 3 YEAR TOTAL)	COST (PER OFFICIAL) (C)	TOTAL ANNUAL COST (FORMULA: A X B X C = TOTAL COST) (D)	3 YEAR TOTAL (FORMULA: D X 3 YEARS = 3 YEAR TOTAL)
8.	14 & UNDER ASSIGNER	\$3.00	400	1	\$3.00	\$1,200.00	\$3,600.00	\$3.00	\$1,200.00	\$3,600.00
9.	16 & UNDER OFFICIAL	\$28.00 - \$30.00	200	2	\$28.00	\$11,200.00	\$33,600.00	\$30.00	\$12,000.00	\$36,000.00
10.	16 & UNDER ASSIGNER	\$3.00	200	1	\$3.00	\$600.00	\$1,800.00	\$3.00	\$600.00	\$1,800.00
11.	18 & UNDER OFFICIAL	\$28.00 - \$30.00	100	2	\$28.00	\$5,600.00	\$16,800.00	\$30.00	\$6,000.00	\$18,000.00
12.	18 & UNDER ASSIGNER	\$3.00	100	1	\$3.00	\$300.00	\$900.00	\$3.00	\$300.00	\$900.00
<b>GROUP 1 (ITEMS 1 THRU 12) - GRAND TOTAL:</b>						\$99,700.00	\$299,100.00		\$105,700.00	\$317,100.00

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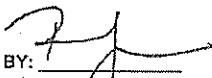
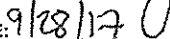


Project Name: SPORTS OFFICIALS PART II  
Bid Opening Date: AUGUST 30, 2017

Solicitation #: 2017-1409  
Department: PARKS AND RECREATION

GROUP 2: SLOW PITCH SOFTBALL					MAGDALENA V HEREDIA EL PASO, TX			TEXAS ASA DISTRICT 4 EL PASO, TX		
ITEM NO.	DESCRIPTION	NOT TO EXCEED COST (PER GAME)	ESTIMATED ANNUAL (GAMES PER YEAR) (A)	UNIT OF MEASURE (OFFICIALS REQUIRED PER GAME) (B)	COST (PER OFFICIAL) (C)	TOTAL ANNUAL COST (FORMULA: A X B X C = TOTAL COST) (D)	3 YEAR TOTAL (FORMULA: D X 3 YEARS = 3 YEAR TOTAL)	COST (PER OFFICIAL) (C)	TOTAL ANNUAL COST (FORMULA: A X B X C = TOTAL COST) (D)	3 YEAR TOTAL (FORMULA: D X 3 YEARS = 3 YEAR TOTAL)
1.	LEAGUE & PLAYOFFS - OFFICIAL	\$23.00 - \$25.00	5500	1	\$23.00	\$126,500.00	\$379,500.00	\$25.00	\$137,500.00	\$412,500.00
2.	LEAGUE & PLAYOFFS - ASSIGNER	\$3.00	5500	1	\$3.00	\$16,500.00	\$49,500.00	\$3.00	\$16,500.00	\$49,500.00
3.	TOURNAMENT (1) - OFFICIAL	\$23.00 - \$25.00	100	1	\$23.00	\$2,300.00	\$6,900.00	\$25.00	\$2,500.00	\$7,500.00
4.	TOURNAMENT (1) - ASSIGNER	\$3.00	100	1	\$3.00	\$300.00	\$900.00	\$3.00	\$300.00	\$900.00
5.	TOURNAMENT (2) - OFFICIAL	\$20.00	100	2	\$20.00	\$4,000.00	\$12,000.00	\$20.00	\$4,000.00 BIDDER'S PRICE \$2,000.00	\$12,000.00 BIDDER'S PRICE \$6,000.00
6.	TOURNAMENT (2) - ASSIGNER	\$3.00	100	1	\$3.00	\$300.00	\$900.00	\$3.00	\$300.00	\$900.00
7.	ONE PITCH TOURNAMENT OFFICIAL	\$20.00	100	1	\$20.00	\$2,000.00	\$6,000.00	\$20.00	\$2,000.00 BIDDER'S PRICE \$4,000.00	\$6,000.00 BIDDER'S PRICE \$12,000.00

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DATE: 9/28/17 



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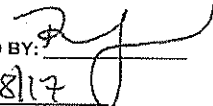


Project Name: SPORTS OFFICIALS PART II  
 Bid Opening Date: AUGUST 30, 2017

Solicitation #: 2017-1409  
 Department: PARKS AND RECREATION

GROUP 2: SLOW PITCH SOFTBALL					MAGDALENA V HEREDIA EL PASO, TX			TEXAS ASA DISTRICT 4 EL PASO, TX		
ITEM NO.	DESCRIPTION	NOT TO EXCEED COST (PER GAME)	ESTIMATED ANNUAL (GAMES PER YEAR) (A)	UNIT OF MEASURE (OFFICIALS REQUIRED PER GAME) (B)	COST (PER OFFICIAL) (C)	TOTAL ANNUAL COST (FORMULA: A X B X C = TOTAL COST) (D)	3 YEAR TOTAL (FORMULA: D X 3 YEARS = 3 YEAR TOTAL)	COST (PER OFFICIAL) (C)	TOTAL ANNUAL COST (FORMULA: A X B X C = TOTAL COST) (D)	3 YEAR TOTAL (FORMULA: D X 3 YEARS = 3 YEAR TOTAL)
8.	ONE PITCH TOURNAMENT SCOREKEEPER	\$10.00	100	1	\$10.00	\$1,000.00	\$3,000.00	\$10.00	\$1,000.00	\$3,000.00
9.	ONE PITCH TOURNAMENT ASSIGNER	\$3.00	100	1	\$3.00	\$300.00	\$900.00	\$3.00	\$300.00	\$900.00
GROUP II - (ITEMS 1 THRU 9) - GRAND TOTAL:						\$153,200.00	\$459,600.00 BIDDER'S PRICE <del>\$448,800.00</del>		\$164,400.00	\$493,200.00

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APPROVED BY:   
 DATE: 9/28/17



## CITY OF EL PASO BID TABULATION FORM



Project Name: SPORTS OFFICIALS PART II  
 Bid Opening Date: AUGUST 30, 2017

Solicitation #: 2017-1409  
 Department: PARKS AND RECREATION

GROUP 3: INDOOR SOCCER					MAGDALENA V HEREDIA EL PASO, TX			TEXAS ASA DISTRICT 4 EL PASO, TX		
ITEM NO.	DESCRIPTION	NOT TO EXCEED COST (PER GAME)	ESTIMATED ANNUAL (GAMES PER YEAR) (A)	UNIT OF MEASURE (OFFICIALS REQUIRED PER GAME) (B)	COST (PER OFFICIAL) (C)	TOTAL ANNUAL COST (FORMULA: A X B X C = TOTAL COST) (D)	3 YEAR TOTAL (FORMULA: D X 3 YEARS = 3 YEAR TOTAL)	COST (PER OFFICIAL) (C)	TOTAL ANNUAL COST (FORMULA: A X B X C = TOTAL COST) (D)	3 YEAR TOTAL (FORMULA: D X 3 YEARS = 3 YEAR TOTAL)
1.	INDOOR SOCCER - OFFICIAL	\$20.00	200	1	\$20.00	\$4,000.00	\$12,000.00	NO BID	\$0.00	\$0.00
2.	INDOOR SOCCER - SCOREKEEPER	\$10.00	200	1	\$10.00	\$2,000.00	\$6,000.00	NO BID	\$0.00	\$0.00
3.	INDOOR SOCCER - ASSIGNER	\$3.00	200	1	\$3.00	\$600.00	\$1,800.00	NO BID	\$0.00	\$0.00
<b>GROUP 3 - (ITEMS 1 - 3) - GRAND TOTAL:</b>						\$6,600.00	\$19,800.00	NO BID	NO BID	NO BID
GROUP 4: HOCKEY										
1.	HOCKEY - OFFICIAL	\$20.00	200	1	\$20.00	\$4,000.00	\$12,000.00	NO BID	\$0.00	\$0.00
2.	HOCKEY - SCOREKEEPER	\$10.00	200	1	\$10.00	\$2,000.00	\$6,000.00	NO BID	\$0.00	\$0.00

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APPROVED BY: *RJ*  
 DATE: 9/28/17



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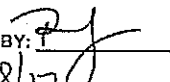


Project Name: SPORTS OFFICIALS PART II  
Bid Opening Date: AUGUST 30, 2017

Solicitation #: 2017-1409  
Department: PARKS AND RECREATION

GROUP 4: HOCKEY					MAGDALENA V HEREDIA EL PASO, TX			TEXAS ASA DISTRICT 4 EL PASO, TX		
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3.	HOCKEY - ASSIGNER	\$3.00	200	1	\$3.00	\$600.00	\$1,800.00	NO BID	\$0.00	\$0.00
4.	HOCKEY OFFICIAL - TOURNAMENT	\$20.00	30	2	\$20.00	\$1,200.00	\$3,600.00	NO BID	\$0.00	\$0.00
5.	HOCKEY SCOREKEEPER - TOURNAMENT	\$10.00	30	1	\$10.00	\$300.00	\$900.00	NO BID	\$0.00	\$0.00
6.	HOCKEY TOURNAMENT - ASSIGNER	\$3.00	30	1	\$3.00	\$90.00	\$270.00	NO BID	\$0.00	\$0.00
GROUP 4 - (ITEMS 1 THRU 6) - GRAND TOTAL:						\$8,190.00	\$24,570.00		NO BID	NO BID

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DATE: 9/28/17



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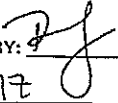


Project Name: **SPORTS OFFICIALS PART II**  
 Bid Opening Date: **AUGUST 30, 2017**

Solicitation #: **2017-1409**  
 Department: **PARKS AND RECREATION**

	MAGDALENA V HEREDIA EL PASO, TX	TEXAS ASA DISTRICT 4 EL PASO, TX
<p><u>OPTION TO EXTEND THE TERM OF THE AGREEMENT</u></p> <p>THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS. THE TERM OF THIS CONTRACT SHALL BE BASED ON ONE OF SELECTIONS BELOW AND UNDER THE SAME TERMS AND CONDITIONS. THE CITY MANAGER OR DESIGNEE MAY EXTEND THE OPTION TO EXTEND.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:</p>		
<p>TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT:</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<p>PAYMENT TERMS:</p>	NET - 30 DAYS	NET - 30 DAYS
<p><b>BIDS SOLICITED: 5    LOCAL BIDS SOLICITED: 4    BIDS RECEIVED: 2    LOCAL BIDS RECEIVED: 2    NO BID:</b></p>		

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APPROVED BY:   
 DATE: 9/28/17

El Paso Umpires Association (TASO)  
Attn: Perry A. Huddleston, President  
433 Grace Place  
El Paso, TX 79915

Julie Rodriguez ([Julie.Rodriguez@usssa.com](mailto:Julie.Rodriguez@usssa.com))  
PO Box 5424  
Hobbs, NM 88241  
575-602-1717

Claudia Zamora  
28 Buttlerfield trail  
El Paso, TX 79906

Texas ASA – District 4  
Attn: Jorge Mijares  
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El Paso, TX 79907-4939

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