TO: Prospective Vendors

Please **procure** the following and **DELIVER TO:**

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>DELIVERY</th>
<th>PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dry Fog Dust Suppression System (Total Equipment Price)</td>
<td>Weeks</td>
<td>$ Lump Sum</td>
</tr>
<tr>
<td>2</td>
<td>Start-Up Supervision (All expenses included)</td>
<td>Recommended Days</td>
<td>$ Daily Rate</td>
</tr>
</tbody>
</table>

**Bid Opening is 2/26/15 at 10am.**

Bids must be labeled: **Dry Fog Dust Suppression System for #2 Car Dump 2/26/15**

---

**Dry Fog Dust Suppression System for #2 Car Dump**

Recommended:

---

Dillon Sims, Associate Buyer

Scott Wallace, Maintenance Manager

Brad Ojard, Senior VP Operations

Smitty Thorne, Deputy Director / COO

Larry R. Downs, Sec. / Treasurer

James K. Lyons, Director and CEO
TO: Prospective Vendors  
Please procure the following and **DELIVER TO**:  
ALABAMA STATE PORT AUTHORITY  
MCDUFFIE COAL TERMINAL OFFICE  
1901 EZRA TRICE BLVD  
MOBILE, AL 36602

---

**REQUISITION & PROPOSAL**

ALABAMA STATE PORT AUTHORITY  
MCDUFFIE COAL TERMINAL DEPARTMENT  

DATE:  
ORIGINATING DEPT NO.

---

**TECHNICAL REQUIREMENTS**

- The system should use a manifold style design with independent articulating nozzle adapters. Each nozzle should be able to be adjusted in all directions. This will allow for optimal fog to be created and directed towards the discharging of the coal.
- The dry fog created should be under 10um in size of droplets to agglomerate with the dust in the air. Droplet sizes should optimally be 1-10 microns in size, with an average size of 4 microns.
- Droplets must be created mechanically.
- The system should use a dual stage filter system. One of these should be an auto-cleaning backwash filter that can be controlled by a button or automatically by the PLC.
- The electrical control panel should use a PLC to control all the valves. Additionally, there should be switches for each circuit allowing manual operation and automatic operation.
- Liquid tight PVC conduit should be used between modules and to the manifolds for the water supply lines.
- The system should have low pressure for air and water alarms with switches.
- All parts should be stainless steel, brass, or wetted nylon, corrosion proof.

**SCOPE OF WORK**

For abundant clarity the following need to be considered in the offer, but not limiting to,

- The vendor shall at their own interest study the scope of work, layout drawings, relevant standards etc. and submit techno commercial offer.
- System shall be of modern design based on the best engineering practices and employing latest, proven and established technologies
- Design and selection of equipment shall be made with the Safety of Personnel, uninterrupted operational, Long Life, Easy and low maintenance Cost, protection against fire and explosion hazards and considering environmental norms for nonhazardous operation
- Additionally, references for existing systems in operation will be factored
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MCDUFFIE COAL TERMINAL OFFICE 
1901 EZRA TRICE BLVD 
MOBILE, AL 36602

<table>
<thead>
<tr>
<th>NAMES OF ARTICLES, SPECIFICATIONS AND PURPOSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bid opening will be February 26, 2015 @ 10:00 a.m. in the McDuffie Terminal Conference Room. <strong>NO BIDS WILL BE ACCEPTED AFTER THIS TIME.</strong></td>
</tr>
</tbody>
</table>

**PLEASE SEE ATTACHED INDEMNIFICATION SHEET & DISCLOSURE STATEMENT**

<table>
<thead>
<tr>
<th>Company</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
</tr>
<tr>
<td>Representative</td>
</tr>
<tr>
<td>Phone Number</td>
</tr>
<tr>
<td>Email</td>
</tr>
</tbody>
</table>

**ALL BIDS MUST BE NOTARIZED**

**STATE OF _______________________
COUNTY OF _____________________)

On this ___ day of ____ , 20___, before me appeared ________________________, to me personally known, who, being by me duly sworn, did say that such person executed the foregoing instrument as the free act and deed of such person, having been duly authorized to execute such instrument in such capacity.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

_______________________________
Notary Public, State of _____________

_______________________________
Print Name
My commission expires: ____________
REQUISITION & PROPOSAL

ALABAMA STATE PORT AUTHORITY
MCUFFIE COAL TERMINAL DEPARTMENT

DATE: ______________________ ORIGINATING DEPT NO. __________________________

TO: Prospective Vendors
Please procure the following and DELIVER TO:
ALABAMA STATE PORT AUTHORITY
MCUFFIE COAL TERMINAL OFFICE
1901 EZRA TRICE BLVD
MOBILE, AL 36602

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</thead>
<tbody>
<tr>
<td>ALABAMA STATE PORT AUTHORITY</td>
</tr>
<tr>
<td>INSURANCE REQUIREMENTS FOR CONTRACT WORK</td>
</tr>
</tbody>
</table>

INDEMNIFICATION
The Contractor shall assume all liability for and shall indemnify and save harmless the State of Alabama and the Alabama State Port Authority, doing business as Alabama State Docks (ASD), and its officers and employees from all damages and liability for injury to any person or persons, and injury to or destruction of property, including the loss of use thereof, by reason of an accident or occurrence arising from operations under the contract, whether such operations are performed by himself or by any subcontractor or by anyone directly or indirectly employed by either of them occurring on or about the premises, or the ways and means adjacent during the term of the contract, or any extension thereof, and shall also assume the liability for injury and/or damages to adjacent or neighboring property by reason of work done under the contract.

INSURANCE REQUIREMENTS
The Contractor shall not commence work under the contract until he has obtained all insurance required under the following paragraphs and until such insurance has been approved by ASD, nor shall the Contractor allow any subcontractor to commence work until all similar applicable insurance has been obtained by the subcontractor or the Contractor has provided coverage for the subcontractor. The Contractor shall provide, at his expense, insurance in accordance with the following:

General Requirements (applicable to all policies)(Required for this project)
All policies of insurance must be written with companies acceptable to ASD. The Contractor shall furnish to ASD certificates of insurance, signed by the licensed agent evidencing required coverages. ASD reserves the right to require certified copies of any and all policies. Each policy of insurance shall provide, either in body of the policy or by endorsement, that such policy cannot be substantially altered or cancelled without thirty (30) days’ written notice to ASD and to the insured. Except for Workers Compensation, said policies will identify Alabama State Port Authority, its officers, officials, agents, servants and employees as Primary and Non-contributory Additional Insureds in connection with work performed for, on behalf of, or on the property of ASD, including a waiver of all rights of subrogation.

Automobile Liability (Required for this project)
The Contractor shall take out and maintain during the life of the contract Business Automobile Liability insurance covering any auto in an amount not less than $1,000,000 for any one occurrence for bodily injury, including death, and property damage liability.

Workers Compensation   (Required for this project)
The Contractor shall take out and maintain during the life of the contract Workers Compensation and Employers Liability insurance providing coverage under the Alabama Workers Compensation Act in an amount not less than that required by Alabama law.

Where applicable, Contractor shall take out and maintain during the life of the contract insurance providing coverage as required by Federal statute, including but not limited to U.S. Longshoremen and Harborworkers’ Compensation Act (USL&H), Jones Act, and Railroad Federal Employers Liability Act (FELA).
TO: Prospective Vendors
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MOBILE, AL 36602

Please use this as a guide only for proper delivery.

Sender Name & Address
Alabama State Port Authority
McDuffie Coal Terminal
Postal Address for US Mail
Physical Address for Courier Service

Sealed Bid: (Description)
Bid Opening Date:
REQUISITION & PROPOSAL

ALABAMA STATE PORT AUTHORITY
ORIGINATING DEPT NO.
MCDUFFIE COAL TERMINAL DEPARTMENT

DATE:

TO: Prospective Vendors
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MOBILE, AL 36602

<table>
<thead>
<tr>
<th>Names of Articles, Specifications and Purpose</th>
</tr>
</thead>
</table>

Please return one copy of this bid, duly signed, by 10:00 a.m., February 26, 2015.

When all bids are publicly opened, UNIT PRICES AND EXTENSIONS shall be entered opposite each item above on which you are prepared to bid for delivery FREE OF CHARGE TO -

McDuffie Coal Terminal (FOB) ALABAMA STATE DOCKS

No consideration will be given bids unless on this form or a written attachment. If not prepared to submit a bid, please state over the firm signature and return so that it may be known it was brought to your attention; otherwise your name may be dropped from the list of prospective vendors.

The right is reserved to reject any an all bids deemed for the interest of the Alabama State Port Authority, to strike out any item or items in the bids, and to waive any defect or irregularly not a violation of law or to make any modification in the several conditions herein stipulated that are deemed to be in the best interest of the Alabama State Port Authority, including the separation of items of a class in making awards. In general, awards will be made to the lowest satisfactory vendor.

No Allowance will be made for errors, either of omission or commission, on the part of the vendors. It must be assumed that vendors have fully informed themselves as to all conditions, requirements, and specifications before submitting bids and they can not expect to be excused or relieved from the responsibility assumed by their bids on the plea of error. In case of error in extension of prices the unit price will govern.

The Port Authority reserves the right to refuse to issue a bid form or a contract to a prospective vendor for any of the following reasons:

a) Failure to pay, or satisfactorily settle, all bills due for labor and materials on a former contract in force with the Port Authority.

b) Contractor default under a previous Contract with the Port Authority.

c) Bid withdrawal or Bid Bond forfeiture on a previous project with the Port Authority.

d) Unsatisfactory work on a previous contract with the Port Authority.

Port Authority may make such investigations as deemed necessary to determine the ability of the vendor to perform the work, and the vendor shall furnish all such information and data for this purpose as the Port Authority may request. The Port Authority reserves the right to reject any bid if the evidence submitted by, or investigation of, such vendor fails to satisfy the Port Authority that such vendor is properly qualified to carry out the obligations of the Contract.
TO: Prospective Vendors
Please procure the following and DELIVER TO:

ALABAMA STATE PORT AUTHORITY
MCDUFFIE COAL TERMINAL OFFICE
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<table>
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<tr>
<th>NAMES OF ARTICLES, SPECIFICATIONS AND PURPOSE</th>
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</thead>
</table>

**ALABAMA STATE PORT AUTHORITY ACCESS POLICY**

**IMPORTANT NOTICE TO VENDORS REGARDING ACCESS TO ASPA RESTRICTED FACILITIES:**

Successful vendors requiring access to the Alabama State Port Authority's Restricted Facilities to fulfill any obligations set forth in this bid must comply fully with the Authority's Access Policy found in its entirety at [http://www.asdd.com/portaccess_policy.html](http://www.asdd.com/portaccess_policy.html). The Port Authority's Access Policy requires all persons permanently employed at the port, including ASPA staff, tenants and their employees, surveyors, agents, stevedores, longshoremen, chaplains, contract labor and persons requesting temporary access to the port, including delivery persons, vendors, contractors, and temporary workers must obtain and display an ASPA issued photo ID badge or visitor badge at all times when accessing or working on port property. In order to obtain an ASPA credential, applicants must also obtain a Transportation Worker Identification Credential (TWIC) and undergo mandatory Security Awareness Training. Information on the TWIC can be found at [http://www.asdd.com/portaccess_twicregs.html](http://www.asdd.com/portaccess_twicregs.html).

Information on Security Awareness Training classes and scheduling can be found at [http://www.asdd.com/portaccess_securitytraining.html](http://www.asdd.com/portaccess_securitytraining.html).

**ALL PROSPECTIVE VENDORS ARE ENCOURAGED TO REVIEW THESE POLICIES AND CONSIDER THESE REQUIREMENTS IN PREPARING BID SUBMISSIONS.**
AFFIDAVIT FOR BUSINESS ENTITY/EMPLOYER/CONTRACTOR

(To be completed as a condition for the award of any contract, grant, or incentive by the State of Alabama, and political subdivision thereof, or any state-funded entity to a business entity or employer that employs one or more employees)

State of _______________________

County of _______________________

Before me, a notary public, personally appeared ___________________ (print name) who, being duly sworn, says as follows:

As a condition for the award of any contract, grant, or incentive by the State of Alabama, any political subdivision thereof, or any state-funded entity to a business entity or employer that employs one or more employees, I hereby attest that in my capacity as __________________________ (state position) for _____________________________(state business entity/employer/contractor name)

That said business entity/employer/contractor shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien.

I further attest that said business entity/employer/contractor is enrolled in the E-Verify program.

(ATTACH DOCUMENTATION ESTABLISHING THAT BUSINESS ENTITY/EMPLOYER/CONTRACTOR IS ENROLLED IN THE E-VERIFY PROGRAM)

________________________________ Signature of Affiant

Sworn to and subscribed before me this _____ day of ____________________, 20___.

I certify that the affiant is known (or made known) to me to be the identical party he or she claims to be.

________________________________ Signature and Seal of Notary Public

Author: Jean Brown
INSTRUCTIONS FOR VENDORS
ALABAMA STATE PORT AUTHORITY

This instruction sheet is provided as a guide to facilitate the bid process and highlight important points for consideration by vendors. Each vendor is responsible for fully reading and complying with the instructions on the Alabama State Port Authority bid form. **This instruction sheet is to be used as a guide only.**

1. No consideration will be given to bids unless presented on the Alabama State Port Authority "Requisition & Proposal" Form with suitable attachments as deemed necessary by the vendor. Alternate bid proposals may be rendered, with proper support.

2. If your company is not prepared to submit a bid, so state and sign to avoid being deleted from the prospective vendor's list.

3. The Alabama State Port Authority reserves the right to reject any and all bids if deemed in the Alabama State Port Authorities' interest.

4. No allowance will be made for error, either omission or commission.

5. Unit price governs in errors relating to extension of prices.

6. **Bids will not be accepted via FAX.** All bids must be sealed and sent via mail or hand delivered to the McDuffie Coal Terminal Office before the specified date and time.

7. The Alabama State Port Authority accepts no responsibility for facilitating the receipt of bids.

8. All bids must be notarized.

9. Bids received after specified opening time will be returned to the vendor unopened. Vendors are requested to show a return address on the bid envelope.

10. Bids must be filled out completely, including the name, address, telephone number, fax number (if possible) and signature of responsible person.

11. **Questions may be directed to** the Alabama State Port Authority McDuffie Coal Terminal, Dillon Sims, at (251) 441-7676.

12. **All hand delivered bids** must be tendered to Alabama State Port Authority, McDuffie Coal Terminal Office 1901 Ezra Trice Blvd., Mobile AL 36603, at or before specified time.

13. **All regular U.S. Postal Mail** must be tendered to:  
    ASPA - McDuffie Coal Terminal  
    ATTN: Dillon Sims  
    P.O. Box 1588  
    Mobile, AL 36633-1588

14. **All courier / overnight deliveries** (UPS, FEDEX, DHL, etc.) must be delivered to:  
    ASPA - McDuffie Coal Terminal  
    ATTN: Dillon Sims  
    1901 Ezra Trice Blvd.  
    Mobile, AL 36603

15. Note: all overnight bids must be FIRST PRIORTY OVERNIGHT. (8:30 A.M. NEXT MORNING)

16. **Notarization not required on "SALE" bids.**

17. Please specify the purchase order number (when available) on envelope.
State of Alabama
Disclosure Statement
(Required by Act 2001-955)

Entity Completing Form

Address

City, State, Zip

Telephone Number

State Agency/Department that will receive goods, services, or is responsible for grant award

Address

City, State, Zip

Telephone Number

This form is provided with:

☐ Contract  ☐ Proposal  ☐ Request for Proposal  ☐ Invitation to Bid  ☐ Grant Proposal

Have you or any of your partners, divisions, or any related business units previously performed work or provided goods to any State Agency/Department in the current or last fiscal year?

☐ Yes  ☐ No

If yes, identify below the State Agency/Department that received the goods or services, the type(s) of goods or services previously provided, and the amount received for the provision of such goods or services.

<table>
<thead>
<tr>
<th>State Agency/Department</th>
<th>Type of Goods/Services</th>
<th>Amount Received</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>B</td>
<td>C</td>
</tr>
<tr>
<td>A</td>
<td>B</td>
<td>C</td>
</tr>
</tbody>
</table>

Have you or any of your partners, divisions, or any related business units previously applied and received any grants from any State Agency/Department in the current or last fiscal year?

☐ Yes  ☐ No

If yes, identify the State Agency/Department that awarded the grant, the date such grant was awarded, and the amount of the grant.

<table>
<thead>
<tr>
<th>State Agency/Department</th>
<th>Date Grant Awarded</th>
<th>Amount of Grant</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>B</td>
<td>C</td>
</tr>
</tbody>
</table>

1. List below the name(s) and address(es) of all public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

<table>
<thead>
<tr>
<th>Name of Public Official/Employee</th>
<th>Address</th>
<th>State Department/Agency</th>
</tr>
</thead>
<tbody>
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</table>

OVER
2. List below the name(s) and address(es) of all family members of public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the public officials/public employees and State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

<table>
<thead>
<tr>
<th>NAME OF FAMILY MEMBER</th>
<th>ADDRESS</th>
<th>NAME OF PUBLIC OFFICIAL/ PUBLIC EMPLOYEE</th>
<th>STATE DEPARTMENT/ AGENCY WHERE EMPLOYED</th>
</tr>
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<tbody>
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</table>

If you identified individuals in items one and/or two above, describe in detail below the direct financial benefit to be gained by the public officials, public employees, and/or their family members as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

|                        |         |                        |                                           |
|                        |         |                        |                                           |
|                        |         |                        |                                           |
|                        |         |                        |                                           |

List below the name(s) and address(es) of all paid consultants and/or lobbyists utilized to obtain the contract, proposal, request for proposal, invitation to bid, or grant proposal:

<table>
<thead>
<tr>
<th>NAME OF PAID CONSULTANT/ LOBBYIST</th>
<th>ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
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By signing below, I certify under oath and penalty of perjury that all statements on or attached to this form are true and correct to the best of my knowledge. I further understand that a civil penalty of ten percent (10%) of the amount of the transaction, not to exceed $10,000.00, is applied for knowingly providing incorrect or misleading information.

Signature ___________________________ Date ____________

Notary’s Signature ___________________ Date ____________ Date Notary Expires ____________

Act 2001-955 requires the disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals to the State of Alabama in excess of $5,000.

THIS PAGE MUST BE NOTARIZED

Page 11 of 11