

REQUISITION & PROPOSAL

ALABAMA STATE PORT AUTHORITY
MCDUFFIE COAL TERMINAL DEPARTMENT

DATE: 10/26/2021
 ORIGINATING DEPT NO. UPON REQUEST

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

ALABAMA STATE PORT AUTHORITY
 MCDUFFIE COAL TERMINAL OFFICE
 1901 EZRA TRICE BLVD
 MOBILE, AL 36603

NAMES OF ARTICLES, SPECIFICATIONS AND PURPOSE

The Alabama State Port Authority will be accepting bids on the purchase and delivery of various oils and lubricants to be used at ASPA facilities docks-wide.

Direct all technical inquiries to Scott McAfee 251-441-7510 or 251-422-1801.

- QUOTE BASE PRICE ONLY (INCLUDING YOUR PROFIT & OVERHEAD)
- PRICES MUST INCLUDE FREE DELIVERY (NO XTRA OR HIDDEN CHARGES)
- AWARDED BIDDER WILL SHOW THE BELOW PRICES ON ALL INVOICES.
- ALL APPLICABLE TAXES WILL BE SHOWN AS SEPARATE LINE ITEMS.
- DELIVERY TIME NOT TO EXCEED 24 HOURS ARO.
- THERE IS NO GUARANTEE AS TO MINIMUM QUANTITY PER ORDER.
- ALL PRICING MUST BE HELD FIRM THROUGHOUT CONTRACT PERIOD.
- NO PARTIAL ORDERS OR BACKORDERING ITEMS WILL BE ACCEPTABLE.

Must bid name brand products only (Ex. Chevron, Shell, Mobil1). No private label brands will be accepted.

CONTRACT PERIOD: ESTABLISH A 12 MONTH AGREEMENT WITH AN OPTION TO ISSUE A SECOND, THIRD, FOURTH, AND FIFTH 12 MONTH AGREEMENT WITH THE SAME PRICING, TERMS AND CONDITIONS. THE SECOND, THIRD, FOURTH, OR FIFTH AGREEMENT, IF AGREED BY BOTH PARTIES, WOULD BEGIN THE DAY AFTER THE FIRST, SECOND, THIRD, OR FOURTH AGREEMENT EXPIRES. ANY SUCCESSIVE AGREEMENT MUST HAVE WRITTEN APPROVAL OF BOTH THE STATE AND VENDOR.

If you are bidding an alternate item than requested, you must write in the product brand and description in the Alternate Item blank for each item.

THE FOLLOWING QUANTITY IS TO BE USED AS A BASIS FOR EVALUATION OF PRICING AND BID AWARD. THEY PROVIDE MERELY AN ESTIMATED USAGE DOCKS WIDE OVER A ONE YEAR PERIOD. AWARD OF THIS CONTRACT DOES NOT OBLIGATE THE ALABAMA STATE PORT AUTHORITY TO PURCHASE ANY MINIMUM OR MAXIMUM NUMBER OF UNITS OR ITEMS.

Applicable Taxes:

MOTOR OIL:	TRANSMISSION FLUIDS:	GREASES & GEAR LUBRICANTS:
\$0.15/GAL INSPECTION FEE \$0.02/GAL LUBE EXCISE \$0.04/GAL AL LUBE TAX (TOTAL \$0.21/GAL)	\$0.04 AL LUBE TAX \$0.02 COUNTY TAX (TOTAL \$0.06/GAL)	\$0.0050/LB AL TAX \$0.0025/LB COUNTY TAX (TOTAL \$0.0075/LB)

The Alabama State Port Authority reserves the right to reject any and all bids.

Bid Opening is 10/26/2021 at 10am in the McDuffie Conference Room

Bids must be labeled: Grease & Oil Products - 10/26/2021

Company Name: _____

Authorized Signature: _____ Print Name: _____

Grease & Oil Products for ASPA

Grease & Oil Products - Bid Opening 10/26/2021 at 10am

ITEM	UNIT/SIZE	QTY	DESCRIPTION – OR APPROVED EQUAL	ALTERNATE ITEM	UNIT PRICE	TAX PER ITEM	UNIT PRICE WITH TAX	EXT. WITH TAX
DIESEL ENGINE OIL (API CJ-4/SM)								
1	CASE, 12 QUARTS	36	CHEVRON DELO 400 LE SAE 15W40 (CASE, 12/1 QT)					
2	DRUM, 55 GALLON	4	CHEVRON URSA SUPER PLUS EC 15W40 (DRUM, 55 GAL)					
3	BULK, GALLON	1,250	CHEVRON URSA SUPER PLUS EC 15W40 (BULK, GALLON)					
PASSENGER CAR MOTOR OIL (API GF-4/SM)								
4	CASE, 12 QUARTS	40	CHEVRON SUPREME GF4 M/O 5W20 (CASE, 12/1 QT)					
5	CASE, 12 QUARTS	10	CHEVRON SUPREME GF4 M/O 5W30 (CASE, 12/1 QT)					
6	CASE, 12 QUARTS	6	CHEVRON SUPREME GF4 M/O 10W30 (CASE, 12/1 QT)					
7	DRUM, 55 GALLON	7	CHEVRON SUPREME GF4 M/O 10W30 (DRUM, 55 GAL)					
SYNTHETIC MOTOR OIL								
8	CASE, 6 QUARTS	52	HAVOLINE PRODS FULL SYNTHETIC GF6 M/O SAE 5W20 (CASE, 6/1 QT)					
9	BULK, GALLON	750	HAVOLINE PRODS FULL SYNTHETIC GF6 M/O SAE 5W20 (BULK, GALLON)					
10	CASE, 6 QUARTS	19	HAVOLINE PRODS FULL SYNTHETIC GF6 M/O SAE 5W30 (CASE, 6/1 QT)					
HYDRAULIC OIL (AW ISO 68)								
11	PAIL, 5 GALLON	30	CHEVRON HYDRAULIC OIL AW 68 (PAIL, 5 GAL)					
12	DRUM, 55 GALLON	5	CHEVRON HYDRAULIC OIL AW 68 (DRUM, 55 GAL)					
13	BULK, GALLON	750	CHEVRON HYDRAULIC OIL AW 68 (BULK, GALLON)					
14	DRUM, 55 GALLON	37	CHEVRON CLARITY AW 68 (DRUM, 55 GAL)					
15	BULK, GALLON	750	CHEVRON CLARITY AW 68 (BULK, GALLON)					
TRACTOR HYDRAULIC FLUID								
16	PAIL, 5 GALLON	5	CHEVRON 1000 THF (PAIL, 5 GAL)					
17	DRUM, 55 GALLON	4	CHEVRON 1000 THF (DRUM, 55 GAL)					
18	BULK, GALLON	2,445	CHEVRON 1000 THF (BULK, GALLON)					
TRANSMISSION / DRIVE TRAIN (CAT TO-2, TO-4, ALLISON C-3, C-4)								
19	DRUM, 55 GALLON	1	CHEVRON DRIVE TRAIN FLUID HD 30 (DRUM, 55 GAL)					
20	DRUM, 55 GALLON	5	CHEVRON DRIVE TRAIN FLUID HD 50 (DRUM, 55 GAL)					

Authorized Signature: _____ Print Name: _____

Grease & Oil Products - Bid Opening 10/26/2021 at 10am

ITEM	UNIT/SIZE	QTY	DESCRIPTION – OR APPROVED EQUAL	ALTERNATE ITEM	UNIT PRICE	TAX PER ITEM	UNIT PRICE WITH TAX	EXT. WITH TAX
TRANSMISSION / DIFFERENTIALS / GEAR BOXES (API GL-5)								
21	KEG, 120 POUND	6	CHEVRON RPM UNIVERSAL G/L 80W90 (KEG, 120 LB)					
22	DRUM, 400 POUND	6	CHEVRON RPM UNIVERSAL G/L 80W90 (DRUM, 400 LB)					
23	PAIL, 35 POUND	4	CHEVRON RPM 85W-140 (PAIL, 35 LB)					
COUPLING GREASE								
24	CASE, (10) 14 OZ TUBES	5	CHEVRON COUPLING GREASE (CASE, 10/14 OZ TUBES)					
GEAR COMPOUND, EXTREME PRESSURE (AGMA 250.04 U.S. STEEL 224, ETC)								
25	DRUM, 400 POUND	118	CHEVRON MEROPA ISO 220 (DRUM, 400 LB)					
26	BULK, GALLON	750	CHEVRON MEROPA ISO 320 (BULK, GALLON)					
27	DRUM, 400 POUND	12	CHEVRON MEROPA ISO 320 (DRUM, 400 LB)					
GREASE, EXTREME PRESSURE, LITHIUM (NLGI-2)								
28	CASE, (10) 14 OZ TUBES	71	CHEVRON MULTIPAK EP 2 (CASE, 10/14 OZ TUBES)					
29	DRUM, 400 POUND	67	CHEVRON ULTRA DUTY EP 2 (DRUM, 400 LB)					
COOLANT, EXTENDED LIFE, WITH BITTERANT								
30	CASE, (6) 1 GAL JUGS	57	CHEVRON DELO ELC 50/50 B (CASE, 6/1 GAL JUGS)					
31	CASE, (6) 1 GAL JUGS	16	HAVOLINE 50/50 AF/C B (CASE, 6/1 GAL JUGS)					
OIL DRY, OIL SORBENT PADS & BRAKE CLEANER								
32	BAG, 50 POUND	300	OIL DRY (BAG, 50 LB)					
33	BUNDLE, 100 PADS	29	OIL SORBENT PADS (BUNDLE OF 100)					
34	CASE, (12) 14 OZ CANS	94	GARD BRAKE CLEANER (CASE, 12/14 OZ)					
LOCOMOTIVE LUBES								
35	BULK, GALLON	3,000	DELO 710 LE 20W-40 (BULK, GALLON) (MUST NOT EXCEED EMD ZINC LEVELS & MUST BE SAMPLED / NO EXCEPTIONS)					
36	CASE, (48) 1 LB BAGS	2	CHEVRON TMGL PREMIUM GREASE (CASE, 48/1 LB BAGS)					

Company Name: _____

Authorized Signature: _____ Print Name: _____

Grease & Oil Products - Bid Opening 10/26/2021 at 10am

LOCOMOTIVE LUBES								
37	CASE, 12 QUARTS	5	CHEVRON ATF MD-3 AUTOMATIC TRANSMISSION FLUID (CASE, 12/1 QT)					
38	DRUM, 55 GALLON	4	CHEVRON ATF MD-3 AUTOMATIC TRANSMISSION FLUID (DRUM)					
39	CASE, 6 QUARTS	10	CHEVRON DELO 400 30W MOTOR OIL (CASE, 6/1 QT)					
40	JUG, 2.5 GALLON	20	DEF MUSKET (2.5 GALLON)					
41	PAIL, 5 GALLON	5	CHEVRON RANDO HD ISO 32 (PAIL, 5 GAL)					
TOTAL EXTENDED PRICE (ITEM'S 1-41)								

The brands and model/part numbers referenced provide a level of quality and unless otherwise specified are not restrictive. Vendors bidding alternate items must provide complete descriptive/technical literature for consideration and evaluation of their bid.

Must bid name brand products only (Ex. Chevron, Shell, Mobil1). No private label brands will be accepted.

PRICES MUST INCLUDE FREE DELIVERY (NO XTRA OR HIDDEN CHARGES)

Company Name: _____

Authorized Signature: _____ Print Name: _____

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1901 EZRA TRICE BLVD
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NAMES OF ARTICLES, SPECIFICATIONS AND PURPOSE

Bid opening will be October 26, 2021 @ 10:00 a.m. in the McDuffie Terminal Conference Room. NO BIDS WILL BE ACCEPTED AFTER THIS TIME.

PLEASE SEE ATTACHED INDEMNIFICATION SHEET & DISCLOSURE STATEMENT

Company

Address

Representative

Phone Number

Email

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: _____

THIS PAGE MUST BE NOTARIZED

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ALABAMA STATE PORT AUTHORITY **INSURANCE REQUIREMENTS FOR CONTRACT WORK**

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.*

General Liability (Required for this project)

The Contractor shall take out and maintain during the life of the contract Commercial General Liability insurance, including Blanket Contractual and Completed Operations coverages, in an amount not less than \$2,000,000 for any one occurrence for bodily injury, including death, and property damage liability.

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).

Grease & Oil Products for ASPA

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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:

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NAMES OF ARTICLES, SPECIFICATIONS AND PURPOSE

Please return one copy of this bid, duly signed, by **10:00 a.m., October 26, 2021**.

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 and 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 cannot 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.

FORM FOR SECTIONS 9(a) and (b) BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT; CODE OF ALABAMA, SECTIONS 31-13-9 (a) and (b)

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 _____, 2_____.

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

Statutory Authority: Code of Alabama, sections 31-13-9 (a) and (b); Section 31-13-9 (h).

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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. 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

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

ALL PROSPECTIVE VENDORS ARE ENCOURAGED TO REVIEW THESE POLICIES AND CONSIDER THESE REQUIREMENTS IN PREPARING BID SUBMISSIONS.

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 or EMAIL. 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 36602, 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
NOTE: THIS METHOD MUST BE MAILED AT LEAST A WEEK BEFORE THE OPENING. PLEASE IDENTIFY YOUR BID PACKAGE!!
14. **All courier / overnight deliveries** (UPS, FEDEX, etc.) must be delivered to:
ASPA - McDuffie Coal Terminal
ATTN: Dillon Sims
1901 Ezra Trice Blvd.
Mobile, AL 36603
RECOMMENDED METHOD
PLEASE IDENTIFY YOUR BID PACKAGE!!
15. Note: all overnight bids must be FIRST PRIORITY 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 Article 3B of Title 41, Code of Alabama 1975

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.

STATE AGENCY/DEPARTMENT	TYPE OF GOODS/SERVICES	AMOUNT RECEIVED

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.

STATE AGENCY/DEPARTMENT	DATE GRANT AWARDED	AMOUNT OF GRANT

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.)

NAME OF PUBLIC OFFICIAL/EMPLOYEE	ADDRESS	STATE DEPARTMENT/AGENCY

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.)

NAME OF FAMILY MEMBER	ADDRESS	NAME OF PUBLIC OFFICIAL/ PUBLIC EMPLOYEE	STATE DEPARTMENT/ AGENCY WHERE EMPLOYED
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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.)

Describe in detail below any indirect financial benefits to be gained by any public official, public employee, and/or family members of the public official or public employee 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:

NAME OF PAID CONSULTANT/LOBBYIST	ADDRESS
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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

Article 3B of Title 41, Code of Alabama 1975 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.

Revised: 09/2013

THIS PAGE MUST BE NOTARIZED