

# REQUISITION & PROPOSAL

ALABAMA STATE PORT AUTHORITY  
CENTRAL GARAGE DEPARTMENT  
TO: Prospective Bidders

DATE April 16, 2019  
ORIGINATING DEPT NO. 256

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

ALABAMA STATE PORT AUTHORITY  
MOBILE, ALABAMA

## NAMES OF ARTICLES, SPECIFICATIONS AND PURPOSE

### BID SPECIFICATIONS

#### New 2019, Hyundai Sonata Hybrid or Approved Equivalent

Vehicle will be full hybrid, capable of operating on gasoline engine, electric battery power or both

Vehicle shall meet all current emission standards

Vehicle shall include all major factory installed standard equipment. Transmission will be automatic, Gasoline engine shall be minimum 2.0 liter / 4 cylinder, electric motor shall be minimum 150hp

Lithium ion battery

Vehicle shall include all current safety equipment

Vehicle shall include minimum of 3 year / 36,000 mile warranty

Bid price shall be complete and include all dealer prep charges, fees and delivery to the Alabama State Port Authority

Signature of party originating  
requisition:

**Approved**

*Date*

\_\_\_\_\_  
Steve Starnes  
Manager, Central Garage

\_\_\_\_\_  
Bill Inge  
Vice President, General Cargo & Intermodal Operation

*Date*

\_\_\_\_\_  
Linda Paaymans  
Secretary-Treasurer, Chief Financial Officer

*Date*

\_\_\_\_\_  
James K. Lyons  
Director & CEO

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### PLEASE SEE ATTACHED INDEMNIFICATION SHEET & DISCLOSURE STATEMENT

**Bid opening will be 10:00 a.m. May 3rd 2019 in the Killian room , located on the 1<sup>st</sup> floor of the International Trade Center, 250 N. Water St. Mobile, AL 36602.**

**No bids will be accepted after this time.**

### **FOR ALL BIDS \$7,500.00 AND OVER**

Sworn to and subscribe before me on this

The \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ Signature \_\_\_\_\_  
Title \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

BIDS RECEIVED AFTER SPECIFIED OPENING TIME WILL BE RETURNED UNOPENED.

Notary Public

DESCRIPTION	UNIT COST	EXT. COST	DELIVERY TIME FROM RECEIPT OF ORDER
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## NAMES OF ARTICLES, SPECIFICATIONS AND PURPOSE

### Alabama State Docks/Port Authority

**Bid Description:** New 2019, Hyundai Sonata Hybrid or Approved Equivalent

**Bids to be Open:** May 3<sup>rd</sup>, 2019

*The following paragraph shall be considered a part of the above referenced bid:*

### Indemnification Clause

The Contractor shall assume all liability for and shall indemnify and save harmless the **State of Alabama** and the **Alabama State Docks/Port Authority** 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.

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## NAMES OF ARTICLES, SPECIFICATIONS AND PURPOSE

Please return one copy of this proposal, duly signed, by 10 o'clock a.m. Date: May 3<sup>rd</sup>, 2019

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

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 proposals, and to waive any defect or irregularity 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 bidder.

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

INSTRUCTIONS FOR BIDDERS  
ALABAMA STATE PORT AUTHORITY

This instruction sheet is provided as a guide to facilitate the bid process and highlight important points for consideration by bidders. Each bidder is responsible for fully reading and complying with the instructions on the Alabama State Docks Department 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 "Proposal for Supplies or Goods" Form with suitable attachments as deemed necessary by the bidder. 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 bidder'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. Alabama State Port Authority policy has changed. **Bids will not be accepted via FAX. All bids must be sealed and sent via mail or hand delivered to the Alabama State Port Authority before the specified date and time.**
7. The Alabama State Port Authority accepts no responsibility for facilitating the receipt of bids.
8. **Bids over \$7,500 must be notarized.**
9. Bids received after specified opening time will be returned to the bidder unopened. Bidders are requested to show a return address on the bid envelope.
10. Bid proposals 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, Steve Starnes at (251) 441-7263, 7:00 a.m. to 2:00 p.m., Monday through Friday.
12. All hand delivered bids must be tendered to the specific Alabama State Port Authority site listed on the bid form, at or before specified time.
13. All regular U.S. Postal Mail must be tendered to Alabama State Port Authority, Central Garage, Attn: Steve Starnes, P.O. Box 1588, Mobile, AL 36633-1588.
14. **Notarization not required on "SALE" BIDS.**
15. Special mail deliveries requiring a physical address should be tendered to:

Alabama State Port Authority  
Attn: Steve Starnes  
1301 ASD Boulevard  
Mobile, AL 36602



# 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.

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

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.)

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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.)

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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

***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 \_\_\_\_\_



**Alabama State Port Authority**

**Project Name** enter text

**Project #** enter text      **CN #** enter text

**AFFIDAVIT AND CERTIFICATE OF COMPLIANCE**

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, any 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