

# REQUISITION & PROPOSAL

ALABAMA STATE PORT AUTHORITY  
**MCDUFFIE COAL TERMINAL** DEPARTMENT

DATE: 2/7/2020  
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 36602

## NAMES OF ARTICLES, SPECIFICATIONS AND PURPOSE

The Alabama State Port Authority will be accepting proposals on the following.  
Please direct technical inquires to Dillon Sims @ 251-441-7676.

**SCOPE OF WORK:** McDuffie Coal Terminal is upgrading its legacy radio system that has reached end of life. The proposed new system will be based on digital trunking technology and will increase coverage, capacity, enhance audio performance & clarity, and help ensure the safety of the staff and potential contractors. The successful Contractor shall provide a complete turn-key system upgrade including all equipment provisions and installation requirements.

The radio system must be 6 channel NXDN Type C Trunking or equivalent.  
Must be compatible with Kenwood NX-300 portable radios at Pinto Island Terminal.  
Must be compatible with the telex console in the control tower at McDuffie Coal Terminal.  
The radio system must be mounted in a 7FT tall aluminum equipment rack with a UPS battery backup.  
Range test and propagation study must be performed.  
Minimum 3 year warranty on all radios and infrastructure.  
Bidder must have a certified service dealer within 25 miles of ASPA.  
Bidder must have multiple NXDN Gen 1,2 Type C Trunking or equivalent radio systems in service.  
The system and radios must be delivered, installed and completely functioning no later than June 25, 2020.

**RADIO SYSTEM REQUIREMENTS:** Due to the technical nature of this upgrade, there are certain requirements that shall be met to ensure a seamless transition. These requirements include, but are not limited to:

- Digital Trunking Technology
- FCC license modification to include new repeater frequencies and system configuration changes.
- Provision & staging of repeaters, portable radios & base radios.
- Industry-standard grounding of fixed equipment.
- Code plug planning, development and programming.
- Radio programming for all subscribers. All radio subscribers shall be capable of over-the-air reprogramming.
- Radios must be capable of Over-the-Air Alias that displays the caller ID name on the radio display.
- Installation of all base radios, repeaters, control stations, associated feed-line, grounding, and antenna system.
- Must be compatible with telex console or provide a replacement console including installation, termination, and testing.
- The Radio System shall be compliant with FCC requirements.

Company Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

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

***Bid Opening is 2/7/2020 at 10am. in the McDuffie Conference Room***

**Bids must be labeled: Radio System & Radios – 2/7/2020**

## Radio System & Radios

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**INVESTIGATION OF CONDITIONS:** Before submitting a bid, Bidders shall carefully examine the specifications, visit the site of the work, and fully inform themselves as to all existing conditions and limitations including verification of measurements and quantities and shall include in the bid a sum to cover the cost of items of work to be performed and, if awarded the contract, shall not be allowed any extra compensation by reason of any matter or item concerning which such Bidder might have fully informed itself prior to the bid. The successful Contractor must employ, so far as possible such methods and means in carrying out of their work as will not cause any interruption or interference with any other Contractor.

**REQUIREMENTS:** All work shall be performed by factory authorized service technicians. Bidder shall have a facility that provides 24-hour, 7 days per week service. On-site response times shall be within four (4) hours from initial service call for routine repairs and maintenance and two (2) hours from initial service call for emergencies. Service technicians must have TWIC Cards and ASPA Port Credentials to access ASPA facilities.

**QUANTITIES:** Quantities may be more or less.

**DELIVERY:** All equipment shall be delivered FOB: Alabama State Port Authority, McDuffie Coal Terminal 1901 Ezra Trice Blvd. Mobile, AL 36602. Deliveries and work will only be accepted and authorized during normal business hours. Acceptable service times are as follows: Monday through Friday 7:00 am – 3:00 pm.

Item	QTY	Description	Lead Time	Unit Price	Ext. Price
1	1	FCC Filing Charges			
2	1	Furnish and install digital trunking radio system and all components needed			
3	1	Furnish and install radio system antenna on existing tower at McDuffie Coal Terminal			
4	1	Programming of existing Telex console			
5	1	Cost to replace Telex console if proposed system is not compatible			
6	1	Programming of an estimated 60 Kenwood NX-300 portable radios at Pinto Island to utilize the new radio system			

Company Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

**Radio System & Radios**

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Item	QTY	Description	Lead Time	Unit Price	Ext. Price
7	160	Portable Handheld Radios			
8	160	Programming			
9	160	Rapid Rate Single Unit Charger			
10	160	Lithium-ion Battery with minimum 2860mAh			
11	160	Noise-Canceling Speaker Microphone			
12	160	Low Profile Antenna			
13	140	Leather Case with Swivel Belt Loop			
14	20	Nylon Case with Metal Clip and D-ring			
15	20	Belt Clips			
16	30	Base Station Radios for Equipment			
17	30	Programming			
18	30	Power Supply			
19	30	External Speaker			
20	30	Microphone			
21	30	Antenna			
22	30	All coax, cables, connectors, adapters, mounting brackets and hardware			
23	1	Labor to install 25 base radios (5 base radios will be spares)			
24	7	Base Station Radios for Control Tower			
25	7	Programming			
26	7	Power Supply			
27	7	Desktop Microphone			
28	7	Antenna			
29	7	All coax, cables, connectors, adapters, mounting brackets and hardware			
30	1	Labor to install all 7 base radios in control tower			
<b>TOTAL</b>					<b>\$</b>
Company Name: _____ Authorized Signature: _____					
<b>Radio System &amp; Radios</b>					

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**Bid opening will be February 7, 2020 @ 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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## NAMES OF ARTICLES, SPECIFICATIONS AND PURPOSE



### **Alabama State Docks/Port Authority**

**Bid Description:** Radio System & Radios

**Bids to be Open:** 2/7/2020

*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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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
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Please return one copy of this bid, duly signed, by **10:00 a.m., February 7, 2020.**

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.

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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](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.**



## 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 36602  
**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

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

*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**