June 5, 2014

This is your invitation to bid on Renovations to the Welding Pre-Employment Program. Specifications are enclosed.

The bid opening will be held on Monday, June 23, 2014 at 3:00 p.m. in the Office of the Dean of Finance on the Main Campus located in the Administration Building at 351 North Broad Street, Mobile, Alabama.

Bids must be sealed and identified on the envelope as "Sealed Bid, (CA Campus Welding Pre-Employment Program)" Bids must be submitted to:

Ms. Bonita F. Allen, MSCE
Dean of Business/Finance
Bishop State Community College
Administration Building
351 North Broad Street
Mobile, AL 36603-5898

Questions may be directed to Mrs. Tonya Banks at (251) 405-7040.

Sincerely,

Bonita F. Allen, MSCE
Dean of Business/Finance
BFA: tdb

Enclosures
Invitation to Bid

I. INTRODUCTION

Bishop State Community College plans to renovate the facility for a Ship Fitting Welding Pre-Employment Program, at the end of the Auto Body Shop in the old Masonry Building on the Carver Campus, located at 414 Stanton Street, Mobile, AL 36617.

II. GENERAL REQUIREMENTS

All vendors must be able to demonstrate that the specifications, as outlined below, are met. Any variations from specifications must be thoroughly described. Inferior products or lesser quality merchandise will not be accepted.

Bishop State Community College reserves the right to reject any or all bids, or parts thereof.

Prices

Bidder must supply unit prices (where applicable) to include shipping and assembly.

No prices shall include State or Federal Excise Taxes; tax exemption certificates are furnished upon request.

Where all, or of the planned Work is bid on a unit price basis, both the unit prices and the extensions of the unit prices constitute a basis of determining the lowest responsible and responsive bidder. In cases of error in the extension of prices of bids, the unit price will govern. In case of discrepancy between the prices shown in the figures and in words, the

Bid # 2014-11
Opening Date: June 23, 2014 3:00 p.m. CST

Bishop State Community College
Mobile, AL
words will govern. A bid may be rejected if any of the

**Insurance**

Certificate of Liability Insurance must be submitted with bids.

**Bid Form**

All information requested of the bidder must be filled in. The bid must be completed in ink. Bids will be opened and read publicly at the time and place indicated in this Invitation to Bid. Bidders or their authorized representatives are invited to be present.

After the bids are opened and read publicly, the bid prices will be compared and the results of this comparison will be available to the public. Until the final award of the contract, however, the College shall have the right to reject any or all bids, and it shall have the right to waive technical errors and irregularities if, in its judgment, the bidder will not have obtained a competitive advantage and the best interests of the college will be promoted.

**Award of Contract**

The contract shall be awarded to the lowest responsible and responsive bidder unless the College finds that all the bids are unreasonable or that it is not in the best interest of the College to accept any of the bids. A responsible bidder is one who, among other qualities determined necessary for performance, is competent, experienced, and financially able to perform the contract. A responsible bidder is one who submits a bid that complies with the terms and conditions of the Invitation for Bid and the Bid Documents. Minor irregularities in the bid shall not defeat responsiveness.

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Opening Date: June 23, 2014 3:00 p.m. CST

Bishop State Community College
Mobile, AL

-2-
The contract will be awarded on in whole, or part, based on unit prices.

Other

All bidders, to the best of their knowledge and belief, must be in compliance with all applicable Federal, state, county and municipal laws, regulations, resolutions. In particular, if applicable, all bidders must be licensed and permitted in accordance with the Code of Alabama 1975, as amended; provided, the bidder is not exempted from the below mentioned Code Sections elsewhere in the Code.

<table>
<thead>
<tr>
<th>Code of Alabama</th>
<th>General Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title 10, Chapter 8A</td>
<td>Out-of-State corporations doing business within Alabama</td>
</tr>
<tr>
<td>Title 34, Chapter 8</td>
<td>General contractor licensing for businesses which construct or superintend the construction of any building, highway, sewer, grading or any improvement or structure costing $50,000.00 or more</td>
</tr>
<tr>
<td>Title 39, Chapter 3</td>
<td>Use of domestic products and workmen and laborers who have actually resided in for two years next preceding such employment on public works contracts</td>
</tr>
<tr>
<td>Title 40, Chapter 12</td>
<td>Privilege licenses and store licenses</td>
</tr>
<tr>
<td>Title 40, Chapter 14</td>
<td>Permitting franchise tax and other taxation of corporations conducting business in this state</td>
</tr>
<tr>
<td>Title 40, Chapter 23</td>
<td>Sales and use tax</td>
</tr>
</tbody>
</table>

Bid # 2014-11
Opening Date: June 23, 2014 3:00 p.m. CST

Bishop State Community College
Mobile, AL
III. CONTRACT PROVISION

Statement of Disclosure
A vendor disclosure form (attached) must be completed, signed and submitted to Bishop State Community College within ten (10) days of the bid award if the total bid is $5,000.00 or more.

Other Contract Provisions

IV. SPECIFIC INSTRUCTIONS AND SPECIFICATIONS

Bishop State Community College plans to complete the following renovation on the Carver Campus, located at 414 Stanton Rd, Mobile, AL 36617. Most materials will be supplied by the college.

A. Replace floor tiles and grout in the instructor’s office and paint walls with white semi-gloss enamel. Tiles will be provided by the owner.
B. Replace door to instructor’s office. Door will be provided by the owner.
C. Replace floor tiles and wall tiles in restroom located near front entrance door in facility. Tiles will be provided by the owner.
D. Replace two entry doors in front and back areas of restroom and paint both areas with gray semi-gloss enamel paint. Doors will be provided by the owner.

E. Install two (2) urinals in front area of restroom and a vanity/sink in back area of same restroom. Materials and labor will be provided by the contractor.

F. Paint inner walls of existing facility with white semi-gloss paint on top half and grey semi-gloss paint at the bottom half of wall. Materials and labor will be provided by the contractor.

G. Paint walls inside of existing storage area with grey and white epoxy paint the same as facility. Materials and labor will be provided by the contractor.

H. Build an 8 X 12' instructor's office and 4X8' storage room inside of a 20' X 46' facility area, including painting and installing floor tiles. The office should have a dropped ceiling, two 2' X 4' T8 light fixtures, four 110 volt outlets, a 32' entry door, and internet and phone connections. The storage room should have three 2' X 4' shelves spaced at 2' intervals. Materials for the exception of the floor tile and labor will be provided by the contractor.

I. Install two 24' X 24' exhaust fans with louvers in facility area. Materials and labor will be provided by the contractor.

J. Complete restroom located in facility area by installing a toilet and vanity/sink. Materials and labor will be provided by the contractor.
Form W-9
Request for Taxpayer Identification Number and Certification

Give this form to the requestor. Do not send to the IRS.

Name(s) as shown on your income tax return:

Business name (if different from above)

Check appropriate box:

Individual/Proprietorship

Corporation

Partnership

Limited liability company

Enter the taxpayer identification number (TIN) that is subject to backup withholding as a result of a failure to report interest or dividends on Form 1099-INT by 90 days.  Enter the TIN that is subject to backup withholding as a result of a failure to report interest or dividends on Form 1099-DIV by 90 days.

Social security number:

Or:

Taxpayer identification number (TIN)

Use account number (if applicable)

Part 1: Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN); however, for a resident alien, a foreigner, or a corporation, enter the Employer Identification Number (EIN) to which you are subject to backup withholding. For partnerships, enter the TIN of your partnership or partnership’s main office. For corporations, enter the TIN of your principal business activity. For limited liability companies, enter their EIN or your EIN if you are the representative or agent for both entities. For partnerships, enter the TIN of the partnership and any disregarded entity. If you are sole proprietor, enter your social security number. If you are a calendar year taxpayer, enter your social security number. If you are a fiscal year taxpayer, enter your employer identification number (EIN). If you do not have a number, see how to get a TIN on page 3.

Note: If the account is in more than one name, see the chart on page 4 for guidelines on whole number to enter.

Part 2: Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (TIN) or I am waiting for a number to be issued to me, and

2. I am not subject to backup withholding because:

   (a) I am exempt from backup withholding; or

   (b) [ ] I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report interest or dividends on Form 1099-INT by 90 days.  Enter the TIN that is subject to backup withholding as a result of a failure to report interest or dividends on Form 1099-DIV by 90 days.  Enter the TIN that is subject to backup withholding as a result of a failure to report interest or dividends on Form 1099-DIV by 90 days.

   (c) I am a U.S. citizen or other U.S. person (defined below).

   (d) I am a U.S. trustee, liquidator, or conservator under a bankruptcy proceeding involving a bankruptcy trustee or liquidator, or

3. I am a U.S. citizen or other U.S. person (defined below).

Certifications: You must check Item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, Item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

| Sign Here |

| Signature of U.S. person > |

| Date > |

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain the correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions made to an IRA. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that you are paying correct (you are waiting for a number to be issued).  In certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax.  Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, you must provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payer.  If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners’ share of effectively connected income.

Note: If a requester gives you a form other than Form W-9 to use, you must use the requester’s form if it is substantially similar to this Form W-9.

[Signature]

Bishop State Community College
Mobile, AL

Cat. No. 4629W

Form W-9 (Rev. 10-2015)
## State of Alabama Disclosure Statement

(Required by Act 2001-919)

**ENTRY COMPLETING FORM**

**ADDRESS**

**STATE**

**ZIP CODE**

**BUSINESS ENTITY THAT WILL RECEIVE GOODS/ SERVICES OR IS RESPONSIBLE FOR GRANT AWARDS**

**ADDRESS**

**STATE**

**ZIP CODE**

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></td>
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</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>
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<tbody>
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</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 whom 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>
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**OVER**

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Bid # 2014-11

Opening Date: June 23, 2014 3:00 p.m. CST

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Bishop State Community College

Mobile, AL
2. List below the name(s) and address(es) of all family members, 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>
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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.)

<table>
<thead>
<tr>
<th>Description of 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.</th>
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</table>

Describe in detail any indirect financial benefits to be gained by any public official, public employee, and/or family members of the public officials or public employees as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal. (Attach additional sheets if necessary.)

<table>
<thead>
<tr>
<th>Description of indirect financial benefit to be gained by any public official, public employee, and/or family members of the public officials or public employees as the result of the contract, proposal, request for proposal, invitation to bid, or grant proposal.</th>
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</table>

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>
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</table>

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 $100,000.00, 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.

Bid # 2014-11
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Bishop State Community College
Mobile, AL
April 17, 2012

RE: Information Required by HB 56

To Whom It May Concern:

As you may know, the State of Alabama has passed a new legislation effective January 1, 2012 requiring anyone receiving state monies to verify they are in compliance with the new immigration law. The legislation requires us to hold payment of services rendered on or after January 1, 2012 until proper verification has been obtained.

- If you are a business that is paid directly by Bishop State Community College, please complete an Affidavit of Alabama Immigration Law Compliance, an E-verify Memorandum of Understanding (www.uscis.gov/evverify), and a signed Alabama Immigration Law Compliance contract and return to us.
- If you have already completed this information for another institution, please forward a copy of that to us.
- If you have subcontractors that you employ, you are also required to obtain an Affidavit of Alabama Immigration Law Compliance from them and keep on file at your establishment.

There are several pages included in this packet—including a memorandum further explaining this new law. Please take a few moments and look over this information completely. If you have any questions regarding this, please feel free to contact us at directly at (251) 405-7047 or (251) 405-7048. Otherwise, please fill out the appropriate information and return it to us as soon as possible in order to insure no disruption in payment. You may return the information by mail – Bishop State Community College, C/O Business Office, 351 N Broad St. Mobile, AL 36603.

Thank you.

Accounts Payable
Bishop State Community College
MEMORANDUM

TO: Contractors and Grantees

FROM: Bishop State Community College

DATE: April 17, 2012

RE: H.B. 56-Alabama Immigration Law Compliance

The purpose of this Memorandum is to direct your prompt attention to Alabama Immigration Law Compliance flow-down requirements that will be in effect on January 1, 2012. Those are discussed herein and can be summarized as follows:

1. Provide the Alabama Community College System (ACCS) Institution proof that you are in compliance with the immigration law by timely submitting a notarized Affidavit of Alabama Immigration Law Compliance and an E-Verify Memorandum of Understanding;
2. Provide the ACCS Institution a signed Alabama Immigration Law Compliance Contract in the attached Notice from provided;
3. Provide your subcontractors notice of their compliance obligations and Obtain from each a notarized Affidavit of Alabama Immigration Law Compliance-Subcontractor.

The requirements above, imposed by H.B. 56, are "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 working in the State of Alabama. As a Contractor or Grantee, if you believe these obligations do not apply to you, please notify the Institution immediately.

For your convenience, we have included for your use a sample Affidavit of Alabama Immigration Law Compliance-Contractor and Grantees. Please complete, notarize, and return a copy to the Institution along with your attached E-Verify Memorandum of Understanding. See ALA. CODE 31-31-9 (c).

In turn, you are to obtain from your subcontractors a notarized Affidavit of Alabama Immigration Law Compliance-Subcontractor.
If you contract with more than one ACCS institution, you will only need to have one affidavit completed and notarized, and then provide a copy to the requesting institution. You are required to maintain your subcontractors’ affidavits at your offices. These documents will be subject to audit. You may provide a copy of this Memorandum with your notification memorandum to your subcontractors as an explanation for this mandatory requirement.

Finally, you will find a NOTICE OF ALABAMA IMMIGRATION LAW COMPLIANCE REQUIREMENTS TO ALL CONTRACTS (“CONTRACTORS”) OF ACCS INSTITUTIONS for execution by contractors and to be returned to the Institution. To the extent that there is no formal written contract between a contractor and the Institutions, such as where business is conducted by purchase order, this document shall serve as your Alabama Immigration Law Compliance Contract. Similar language will also be in contractual agreements or grant documents with the institution.
AFFIDAVIT OF ALABAMA IMMIGRATION LAW COMPLIANCE BY A CONTRACTOR OR GRANTEE TO ACCS INSTITUTIONS AND OR THE STATE BOARD OF EDUCATION

In compliance with SECTIONS 9(a) and (b) BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT (the "Act"); CODE OF ALABAMA, SECTIONS 31-13-9 (a) and (b), this Affidavit of Alabama Immigration Law Compliance is to be completed and signed by an officer or owner of a contractor or grantee and notarized, as a condition for the award of any contract by an ACCS Institution or by the Alabama Department of Postsecondary Education (ADPIE) to an employer that employs one or more employees in the State of Alabama and is a recipient of funds from the Alabama Department of Postsecondary Education, or funds from any political subdivision of the State of Alabama, or any public-funded entity (excluding an ACCS Institution). Contractors and Grantees are to provide notice to their Subcontractors of their Alabama Immigration Law Compliance obligations.

State of Alabama:
County of ________________________

Before me, a notary public, personally appeared ___________________________________________ (print name) who, is duly authorized by the business entity/employer which appears below, being sworn, says as follows:

As a condition for being a contractor or grantee on a project paid for by contract, grant, or incentive by the State of Alabama, or any political subdivision thereof, or any state-funded entity, I hereby attest that in my capacity as ___________________________________________ (your position) for ___________________________________________ (name of contractor or grantee), said Contractor or Grantee does not knowingly employ, hire for employment, or continue to employ an unauthorized alien. Further, Contractor or Grantee affirms that it is providing notice to its subcontractors of their Alabama Immigration Law Compliance obligations.

I further attest that said Contractor or Grantee is enrolled in the E-Verify program and attached to this Affidavit is our E-Verify Memorandum of Understanding confirming such program enrollment. I have read this Affidavit and swear and affirm that it is true and correct.

______________________________  
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

To be returned to the ACCS INSTITUTION.
Notice of Alabama Immigration Law Compliance Requirements
to all Contractors of ACCS INSTITUTIONS

As a Contractor, as defined in the Act, to an ACCS institution, it is critical to your relationship (future or continuing) with the institution that you comply with the Immigration Reform and Control Act of 1986, as amended by the Immigration Act of 1990, and the Bessemer-Hammon Alabama Taxpayer and Citizen Protection Act. Accordingly, please provide your Affidavit of Alabama Immigration Law Compliance with attached E-Verify Memorandum of Understanding, as requested in the attached memorandum. If you do not believe these obligations apply to you, please notify the institution immediately.

Every contract entered into by an ACCS institution from this point forward with a contractor will contain the following clause or one substantially similar:

Alabama Immigration Law Compliance Contract: Contractor agrees that it will fully comply with the Immigration Reform and Control Act of 1986, as amended by the Immigration Act of 1990, and the Bessemer-Hammon Alabama Taxpayer and Citizen Protection Act, which makes it unlawful for an employer in Alabama to knowingly hire or continue to employ an alien who is or has become unauthorized with respect to such employment or to fail to comply with the I-9 requirements or fail to use E-Verify to verify the eligibility to legally work in the United States for all of its new hires who are employed to work in the State of Alabama. Without limiting the foregoing, Contractor shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien, and shall have an officer or other managerial employee who is personally familiar with the Contractor's hiring practices to execute an affidavit to this effect on the form supplied by the Institution and return the same to the Institution. Contractor shall also enroll in the E-Verify Program prior to performing any work, or continuing to perform any ongoing work, and shall remain enrolled throughout the entire course of its performance hereunder, and shall attach to its affidavit the E-Verify Program for Employment Verification and Memorandum of Understanding and such other documentation as the Institution may require to confirm Contractor's enrollment in the E-Verify Program. Contractor agrees not to knowingly allow any of its subcontractors, or any other party with whom it has a contract, to employ in the State of Alabama any illegal or undocumented aliens to perform any work in connection with the Project, and shall include in all of its contracts a provision substantially similar to this paragraph. If Contractor receives actual knowledge of the unauthorized status of one of its employees in the State of Alabama, it will remove that employee from the project, jobsite or premises of the Institution and shall comply with the Immigration Reform and Control Act of 1986, as amended by the Immigration Act of 1990, and the Bessemer-Hammon Alabama Taxpayer and Citizen Protection Act. Contractor shall require each of its subcontractors, or other parties with whom it has a contract, to act in a similar fashion. If Contractor violates any term of this provision, this Agreement will be subject to immediate termination by the Institution. To the
To the fullest extent permitted by law, Contractor shall defend, indemnify and hold harmless the Institution from any and all losses, consequential damages, expenses (including, but not limited to, attorneys' fees), claims, suits, liabilities, fines, penalties, and any other costs arising out of or in any way related to Contractor's failure to fulfill its obligations contained in this paragraph.

To the extent that there is no formal written contract between the Institution and the Contractor, such as where business is conducted by purchase order, this document shall serve as the Alabama Immigration Law Compliance Contract.

Alabama Immigration Law Compliance Contract Notice Acknowledged and Agreed by Contractor whose name appears below:

Contractor Officer or Owner Signature/Date

Print Name/Title/Company

Please execute and return to the ACCS INSTITUTION within the next 10 days.
AFFIDAVIT OF ALABAMA IMMIGRATION LAW COMPLIANCE BY A
SUBCONTRACTOR OR GRANTEE TO ACCS INSTITUTIONS
AND/OR THE STATE BOARD OF EDUCATION

In compliance with SECTIONS 9 (a) and (b) BRASON-HAMMON ALABAMA TAXPAYER AND
CITIZEN PROTECTION ACT (the "Act"); CODE OF ALABAMA, SECTIONS 31-13-9 (a) and (b), this
Affidavit of Alabama Immigration Law Compliance is to be completed and signed by an officer or owner
of a subcontractor and notarized, as a condition for the award of any contract by an ACCS Institution
("the Institution") or by the Alabama Department of Postsecondary Education (ADPE) to a Contractor
that employs one or more employees in the State of Alabama and is a recipient of funds from the
Alabama Department of Postsecondary Education, or funds from any political subdivision of the State
of Alabama, or any public-funded entity. As determined by Chancellor of the Alabama Department of
Postsecondary Education, a notarized Subcontractor Affidavit in this format shall be acceptable by all
Contractors to all ACCS Institutions in the State of Alabama and the ADPE in compliance with the Act.
Subcontractors are to provide notices to their Subcontractors of their Alabama Immigration Law
Compliance obligations.

State of Alabama:
County of 

Before me, a notary public, personally appeared (print name) who, is
duly authorized by the business entity/employer which appears below, being sworn, says as follows:

As a condition for being a subcontractor to a contractor or grantee on a project paid for by contract, grant,
or incentive by the State of Alabama, or any political subdivision thereof, or any state-funded entity, I
hereby attest that in my capacity as (your position) for (name of subcontractor), said subcontractor does not
knowingly employ, hire for employment, or continue to employ an unauthorized alien. Further, I, the
subcontractor affirms that it is providing notice to its subcontractors of their Alabama Immigration Law
Compliance obligations.

I further attest that said subcontractor is enrolled in the E-Verify program and attached to this Affidavit is
our E-Verify Memorandum of Understanding confirming such program enrollment. Further, as a direct
subcontractor, for those current employees for whom the E-Verify system may not be used in accordance
with applicable federal rules and regulations, subcontractor has reviewed, or had reviewed, the Form I-9s
for each of its current employees and has a good faith belief that it has complied with ALA. CODE § 31-
13-9(c) and (d).

I have read this Affidavit and swear and affirm that it is true and correct.

Signature of Affiant

Sworn to and subscribed before me day of 

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

To be returned to the Contractor or Grantee of an ACCS INSTITUTION.