

JSU Bid # 26-03-02-0008
Issue Date: 02/10/2026
Description: Production for SGA Spring Concert

Return Original Bid To: Jacksonville State University
700 Pelham Road North
Room 324 Angle Hall
Jacksonville, AL 36265

Bids must be received by 3:00 PM CST on Monday, March 2, 2026.

Questions regarding the bid process should be submitted in writing to Shasta Platt at purchasing@jsu.edu.

1. Pursuant to the provisions of the State of Alabama Competitive Bid law, Jacksonville State University will receive sealed bids for the procurement of equipment, materials, or services described/specified on the attached documents. Jacksonville State University is **exempt** from Federal Excise and State Sales Tax.
2. **Bids should be sealed and have the bid number and opening date clearly marked on the outside of the bid package.** When required, contractors must be licensed under provisions of Title 34, Chapter 8 Code of Alabama. Per Section 34-8-8 (b) All owners receiving bids pursuant to this chapter shall require the person, firm, or corporation to include his or her current license number on the bid. The owner shall reject all bids that do not contain the current license number of the general contractor submitting the bid. Bids should be typed or printed legibly in ink. Bids must be signed in ink.
3. **Sealed bids must be received in the Office of Procurement by the date and time listed above. Bid packets should be hand delivered or sent by FedEx or UPS. Bids cannot be faxed or emailed. Bids received after the time listed above will not be accepted for any reason.**
4. **All bid prices must include shipping charges** (FOB Jacksonville State University) unless bid is for services only.
5. References to name brands are for design, quality, and identification purposes only and are not intended to exclude vendors or restrict bidding. If a substitution is offered, please indicate any differences.
6. Alabama law (section 41-4-116, Code of Alabama 1975) provides that every bid submitted and contract executed shall contain a certification that the vendor, contractor, and all of its affiliates that make sales for delivery into Alabama or leases for use in Alabama are registered, collecting and remitting Alabama state and local sales, use and and/or lease tax on all taxable sales and leases into Alabama. **By submitting this bid, the bidder is hereby certifying that they are in full compliance with State of Alabama Act No. 2006-557 and acknowledges that the awarding authority may declare the contract void if the certification is false. Vendor should submit documentation of registration with the Federal E Verify system with bid response. Vendor should also submit the original State of Alabama Vendor Disclosure Statement with bid response. A bid cannot be awarded without these documents.**
7. Bidder certifies by submitting a response to this bid request that neither the company nor any of its employees who will provide or perform services under this contract have been debarred, suspended or otherwise declared ineligible from receiving Federal contracts and subcontracts.
8. Jacksonville State University reserves the right to waive any technicalities, if and as allowed by law.

Jacksonville State University reserves the right to accept or reject all bids or any portion thereof and unless specified by the bidder, to accept any or all items in the bid. In the event the University elects to award on an "all or "none Basis", this will be stated in the bid specifications.

By signing this contract, the contracting parties **affirm**, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

Company Name _____ Telephone _____
Address _____ Fax _____
City _____ State _____ Zip Code _____
Email Address _____

Signature of Company Official _____ Date _____

Printed Name of Official _____



Invitation to Bid

Jacksonville State University's Student Government Association is hosting the Spirit on Mountain Street Event. The university is seeking high quality production services which includes staging, audio, and lighting for the show date and location listed herein for **the term of (1) event**. This event is a standalone spring concert. University has experience with hosting nationally touring acts for other events on campus. Previous artist has included Michael Ray, Ryan Hurd, Parmalee, Yung Gravy, Neon Moon, various student performers, and local community entertainers. Specifications for the items needed are listed below.

- 1. Any manufacturer names, brand names or catalog numbers used in the specifications of this bid are for the purpose of describing and/or establishing the quality, design and performance required. Any such reference is not intended to limit or restrict an offer by any proposer and is included to advise the potential proposer of the requirements for the Artist(s), Client. Any offer which proposes things like quality, design, or performance will be considered.*
- 2. Any person, firm, corporation or association submitting a proposal shall be deemed to have read and understood all the terms, conditions and requirements in the specifications/scope of work.*
- 3. Bidders are to create a quote based on the information provided herein in addition to any artist rider that may have been provided at the time of request ONLY. To alleviate confusion with the contracted artist(s), NO advance conversations are allowed with contracted artist(s) prior to submission of the bid.*
- 4. Failure to follow through and/or complete any of the required areas may result in your bid being dismissed from the process and from all future bidding opportunities.*

SCOPE OF WORK

Seeking proposals for non-exclusive providers of high-quality staging, audio, and lighting for the show date and location listed.

The winning contractor(s) will also be required to:

- Engage in an advance call with the appropriate personnel from each of the confirmed artist(s) upon acceptance of the quote.
- Engage in calls and emails associated with the event including but not limited to Jacksonville State University and the artist(s).
- Provide a Certificate of Insurance naming Jacksonville State University, and any other entities as required by the client as additional insured on the existing policy maintaining specific limits per Insurance Addendum Attachment.
- Indemnification by the Contractor to Jacksonville State University is required.
- Completion of the State of Alabama Vendor Disclosure Statement. (attached)
- Signature of the Jacksonville State University Additional Terms Contract Addendum. (attached)
- Upon request, provide the safety documentation for all equipment you plan on using at the event.

Behavior: All personnel from the awarded vendor will need to always maintain a high level of professionalism and have several years of experience in their respective fields. Failure to uphold a high level of professionalism on site and/or during the planning process may result in dismissal from the process and from all future bidding opportunities. Notwithstanding the foregoing, the selected Contractor will be required to take direction from the middling agency on behalf of and at the request of the Client.

SPECIFICATIONS:

Below is the information about the upcoming event to which we are soliciting bids. **IMPORTANT:** Bid this package as spec'd herein to ensure the comparison of bids can be as close as possible. All bids are required to be **individually itemized inclusive of specific equipment name and cost**. Proposals that do not have itemization will not be reviewed and deemed incomplete.

PROPOSAL(S) REQUIREMENT

- Provide itemized pricing for each exhibit (A-J) and total the pricing of all exhibits.

Show Date: April 15, 2026

Client: Jacksonville State University

Location: Jacksonville State University
[Pete Mathews Coliseum](#)
 Jacksonville, AL 36265

Rain site: Rain or Shine

Production Schedule: (*All times are subject to change)

April 14, 2026 – Time TBD – Ground Supported structure, Stage build, placement, blow through, and bike rack setup. Any sound, lighting, etc., pre-placement as desired by Contractor.

April 15, 2025 – 8:00AM – 2:00PM: Production Finalization

DAY OF SHOW SCHEDULE		START TIME	END TIME
Yung Gravy	Load-in/Setup	02:30 PM	03:30 PM
Yung Gravy	Soundcheck	03:30 PM	04:30 PM
Artist #2	Load-in/Setup	04:30 PM	05:30 PM
Security Meeting		05:00 PM	
Artist #2	Soundcheck	05:00 PM	05:30 PM
Dinner		05:30 PM	08:30 PM
Doors/Gates OPEN		06:00 PM	
Artist #2	Performance	07:15 PM	08:00 PM
Changeover		08:00 PM	08:30 PM
Yung Gravy	Performance	08:30 PM	9:30 PM
Curfew		10:00 PM	

Estimated Attendance: TBD – Capacity is ~3,500

Artist(s):

- Support (TBD)
- Yung Gravy (Headliner)

PROVIDED BY CLIENT TO CONTRACTOR:

- **Meals:** Lunch & Dinner will be provided on the day of the show. Any other meals will be the responsibility of the contractor at no cost to the client.
- **Hotel:** Provided for Contractors based 50+ miles from venue. Hotel rooms will be provided for the duration of your stay pending the overall production schedule. Hotel rooms are only offered to Contractors that are NOT considered local. The cost of the hotel should be included in the total price listed in the quote. The purchaser cannot provide lodging separately.
- **POWER:** 120/208V, 3 phase, 600 amp disconnect with 3 smaller disconnects for separation 2- 200 amp and 1-100 amp in South West corner of the venue approximately 50 feet from the back of the stage.
- **Forklift:** None provided
- **Labor:** A very limited number of student / volunteer workforce can be provided. The contractor should be prepared to provide all the necessary essential personnel.
- **Credentials:** Selected contractors' entire team will be required to wear credentials at the specific times as indicated in advance. Only those technicians with legitimate working purposes during the show are provided with credentials. Any crew that is needed following the show that doesn't have a legitimate working purpose during the show will not be allowed in until after the conclusion of the show.

EVENT AN EVENT AND VENUE NOTES:

- Venue cannot support overhead rigging. All equipment must be ground supported/stacked.
- Ground cover is required under heavy items or those that could damage venue floor including any lifts used and is the responsibility of the contractor.
 - Purchaser will provide carpet, but that will not be a suitable ground cover solution for heavy or load bearing equipment.
- Campus Electrician on-call as needed.
- Venue will be locked over-night. Security to monitor throughout.
- Venue access for load in/out via double doors with a removeable center mullion.

PROPOSAL REQUIREMENTS:

- **A1. Stage**
 - **A1.1: Mainstage:** 32' (W) x 24'* (D) x 4' (H).
 - Standard 8' (W) x 8' (L) SL and SR wings
 - **Additional stage decks not required to be the same manufacturer as the stage system. Contractor will be required to safely assemble these wings while making sure that the additional decking is flush with the stage system with no gaps.*
 - Handrails and safety guards are a requirement around the entire backstage and all along the wings.
 - Minimum of One (1) 16' (L) x 36" (W) Ramps or similar size
 - Minimum of Two (2) sets of stairs w/ Illumination/lighting set
 - Stage shall have black skirting on the three (3) exposed sides
 - Each vertical touch point of the stage to the ground (including wings) will need to have a small plywood "shoe" provided by the Contractor to protect the ground.
- **A.2. FOH:**
 - ~100' off the downstage edge
 - If possible, cable route to FOH should go around the side of primary audience area to prevent cable ramp down the center.
- **A.3 BARRICADES:**
 - 48' of Blowthrough/Mojo/Crash barricade with a cable pass through panel in the center or at end. 4' – 6' off the down stage edge. Leaving a space in the middle as a cable pass through to cover using bike rack is NOT acceptable.
 - 240* (~30 pieces of 8'ea) bike rack between venue walls and curtain and blow-through to secure stage, FOH footprint (16'x24'). Carpet squares or some material to prevent damaging floor on the feet of the bikerack.
- **A.4 RISERS:**
 - One (1) 12'(W) x 8'(D) x 24"(H) riser, skirted with steps, wheel locks, and 8'(W) x 4'(D) sturdy DJ table at 36" (stage deck)
- **B. LIGHTING**
 - Lighting Console should be "state of the art" quality and in good working order
 - All necessary patching and cabling
 - All necessary AC power at stage and FOH position
 - All necessary Data Snake to include artist requested gear in Attachment A
 - **All Lighting should come on PRE-Rigged Truss** when applicable– to cut down on load in/out time.
 - Lighting Package to include the following flown between US/DS and floor package to come complete with necessary ground supported truss/motor/cable/rigging/etc.
 - Sixteen (16) Moving Head Wash Fixtures
 - Twelve (12) LED Moving Head Spot Fixtures
 - Eight (8) Moving Head Hybrid Fixtures
 - Four (4) traditional LED/strobe blinders
 - Six (6) LED RGB stage panel blinders
- **C.1 PROFESSIONAL AUDIO:**
 - Acceptable Sound Systems include: *These are preferences – will review quoted boxes*
 - L' Acoustics
 - JBL
 - d&b Audiotechnik
 - Clair Cohesion Series
 - Adamson
 - **PROPRIETARY BOXES ARE NOT ACCEPTABLE.**

- w/ appropriate side fills, out fills, and front fills from the same brand as Main PA
 - Sufficient Subwoofers must be available to allow for 1:1 ratio of entire sound system (~ 1 subwoofer for every 1 tops).
 - SUBs must be spread across front of stage to cover center position of audience as well as under flown rig.
 - System should include appropriate amplification, system processing / X-overs, cables, and all necessary rigging hardware.
 - All stands, mics, cables, DIs, snakes, distros, etc. must be included with the aforementioned equipment as required for operation and artist specifications to also include support acts.
 - Stage signal split and cabling to FOH (stage racks or ram snake)
 - Wireless per Attachment A.
 - 4x Shure Axient Digital Mix or similar
 -
- **C.2 AUDIO CONSOLES:**
 - FOH Console: 32ch Digital console.
 - Preferences: Avid Profile, Avid SC48, Midas M32
 - MON Console: 32ch Digital console.
 - Preferences: Avid Profile, Avid SC48, Midas M32
- **C.3 MONITORS**
 - One (1) set of large side fills including subs
 - One (1) set of Texas headphone style DJ monitors inclusive of a sub and wedge per side of the DJ booth.
 - Must be complete and separate from house PA system
 - All appropriate amplification, processing, cabling for speakers, and applicable system patching
 - PER Attachment
 - 4x Shure PSM1000 IEMS
- **D. POWER:**
 - Distros and feeder to run all audio, lighting, video, AND stage power
 - 100' camlock feeder from venue power service to connect to upstage center edge.
 - Sufficient cabling to reach FOH position
 - If possible, cable route to FOH should go around the side of primary audience area to prevent cable ramp down the center.
 - Thirty Three (33) – 3' long 5 Channel Cable Ramps
 - Sufficient separate and clean 20A circuits w/ Quad box per artist needs on stage according to stage plot plus circuits for artist control on wings and at FOH.
- **E. MISCELLANEOUS – Main stage:**
 - Structure inclusive of truss, Motors, chains, hoists, lifts, etc needed to ground support all of the aforementioned gear safely.
 - Mics, stands, cables, snakes, etc. pursuant to All Artist Riders
 - At least one (1) Shure SMB58 Wireless Mic System (or equivalent) specific for announcements.
 - Intercom/ClearCom communications systems for Audio and Lighting.
 - Contractor required to supply own walkie/radio system.
 - Playback of contractor provided downloaded house/changeover music suitable for the venue/event.
- **F. STAFFING**
 - Labor – All necessary loaders and stage hands and stewards from load-in through complete load-out for all vendor provided equipment and Artist required hands
 - Professional Staff/Technicians - Minimum
 - One (1) Production Manager
 - One (1) FOH Engineer/Audio Technician
 - One (1) Monitor Audio Technician
 - One (1) Lighting Technician/Designer
- **G. VIDEO**

- Up-Stage Wall on Truss or ground stacked.
 - 16'x9' LED Video Wall w/ 16:9 aspect ratio located on upstage truss with black drape/windscreen behind.
 - Video Control Rack
 - Image Pro-II Series (Placed at the DJ Booth)
 - System may be flown and rigged from the ceiling
 - All necessary cabling, processing, power, and controllers/consoles.
 - Specific comparable requests via artist rider - Attachment A
- **H. BACKLINE:**
 - Backline Per Attachment A – Rider
 - **I. OTHER**
 - Trucking/Transportation
 - Travel – if applicable
 - Hotel – Contractor responsibility
 - Meals – Contractor responsibility (except DOS)

***IMPORTANT:** Each bidder is responsible to understanding the load capacities of ALL the gear being provided in addition to what the artist(s) are bringing for the show to ensure safe operation of the contractor provided stage and ground support structures.

Requirement for selected contractor:

- City of Jacksonville protocol stipulates that there must be one (1) fire extinguisher next to every ignition point with the equipment brought on to the field and (1) fire extinguisher on both stage left and stage right of stage.
- Contractor must provide suitable ground cover under all load bearing equipment including stage, truss, lifts, as well as anything of significant weight like ground stacked line arrays, etc. Stage and stairs should at minimum have wood pad shoes under all touchpoints with the ground.

DOCUMENTS NEEDED IN ORDER TO BE CONSIDERED:

- Itemized proposal inclusive of prices.

Contractor to review all attachments to familiarize with Artist(s) requests.

ATTACHMENTS ACCOMPANYING THIS RFQ

- Attachment A – Yung Gravy Production Rider
 - Attachment B – State of Alabama Disclosure Statement
 - Attachment C – Jacksonville State University Additional Terms Contract Addendum
 - Attachment D – Purchaser Insurance Requirements
-

CONSIDERATION OF BIDS: Bid's will be evaluated based on the following criteria to determine the award recipient:

1. Bid/contract price.
2. Reputation of the vendor and their services.
3. Quality of the vendor's services.
4. Extent to which the services meet the University's needs.
5. Delivery based upon the university's needs.
6. Vendor's past relationship with the University.
7. Total long-term cost to the University for retaining the vendor's services.
8. Any other relevant factors provided in response to this request.

TERMS:

The awarded vendor must agree to accept a purchase order as a contract for the service or equipment purchase. JSU does not agree to pre-pay or pay a deposit on equipment orders. The vendor should invoice JSU upon equipment delivery and completion of other services.

Bid Submission Instructions

One (1) original and one (1) copy of all documents must be submitted. The bid number, opening date and time must be listed on the outer envelope. It is the responsibility of the respondent to ensure that the bid packet arrives in the Procurement and Fixed Assets office on time. To ensure timely receipt, the bid packet should be hand delivered or sent by commercial carrier to:

Jacksonville State University
Attn: Shasta Platt
Procurement and Fixed Assets
700 Pelham Rd N
324 Angle Hall
Jacksonville, AL 36265

Documentation to be submitted with bid response:

1. Detailed Quote
2. Original notarized State of Alabama Disclosure Statement
3. Memorandum of Understanding as documentation of vendor registration with the Federal E-Verify system (contact your company's Human Resources Department or visit <https://www.e-verify.gov> to register)
4. W-9 form from IRS
5. Certificate(s) of Insurance
6. Beason-Hammon Act Certificate of Compliance Ala. Code 31-13-1
7. Certificate of Compliance Ala. Code 41-16-5 (Boycott)
8. Certificate of Compliance Ala. Code 41-169-160 (Economic Boycott)

The above documents must be received prior to bid award. Vendor must agree to accept a purchase order as contract for this bid. Vendor will invoice JSU upon delivery.

Attachment A



Technical & Hospitality Fly Rider

A representative of the promoter with the power to make executive decisions must be on site between artist's arrival and departure. Any deviation from this rider must be discussed in advance of show date with TM:

--Andrew Pouya +1(305)965-6957 (TM, on site)

Andrewpouya@yahoo.com

--Henley Halem +1(646) 591-2000 (Manager, off site)

HRH@vectormgmt.com

MARKETING AND TICKET OVERVIEW

Artist to be billed as: Yung Gravy

Please Inform TM of the number of available comp tickets, as well as any ticket holds.

We would like to have a viewing area afforded to us if possible for our guests to be able to enjoy the show in a Mon-General Admission location.

SECURITY AND SAFETY

Tour Manager shall be introduced to head of security upon arrival of venue. Security meeting with promoter, venue GM, venue's Production Manager, head of security, and the security team to be held before doors. Stage must be kept closed during performance. Any exceptions will need prior consent from Tour Manager. Security detail shall be present at each and every entrance to the stage, including a minimum of two security personnel in the barricade if barricade is present.

****ABSOLUTELY NO ONE BACKSTAGE****

Other than touring party and artist guest, please keep the backstage artist areas clear of any other attendees or venue guests. (this includes any local openers whom should be escorted to stage and escorted off stage as to avoid remaining backstage and or in the vicinity of green rooms).

PHOTOGRAPHY

All photographers, interviews, and press must be arranged at least 24 hours prior to show, with consent from TM/Management.

Tour is traveling with a tour photographer whom these guidelines will not apply to. He will be wearing tour credentials or credentials provided by venue.

Absolutely no photography during sound check. No photography on stage, or backstage aside from tour photographer.

Absolutely no filming allowed without prior arrangement. Tour Manager will hold a security brief touching base on all security key points pertaining to Media.

TRAVEL

Tour is traveling via flight and rental vehicle. Please allow for private parking as close to backstage access point as possible for privacy.

Send Parking Map with photos and detailed instruction to TM as early as possible please.

If parking for any guest vehicles is available as well please let us know.

-TECH INTRO:

Yung Gravy crew will be traveling with a DJ, Artist, Photographer, and FOH engineer. We will need to utilize house engineers for Monitor, LD, VJ tech, and other house production crew.

Yung Gravy crew will only travel with a playback rig. DJ backline, and audio will have to be sourced locally.

Promoter and venue to supply the following venue information: backline, audio, video, and lighting in a Tech Pack along with stage and dressing room dimensions please.

A sound and video check (video only when venue video aspects are available) will be necessary along with a venue walkthrough and security brief before doors, per advance.

DJ will be running music from Playback Rig and CDJs for Yung Gravy Performance.

-PLAYBACK: (we carry)

Sending Audio From OCTO Interface (XLR)

A total of 5 Audio Channels will be coming out of our playback rig via XLR
Playback Rig will stage left of the CDJ setup, on the same table.

DJ BACKLINE: (we need provided to us)

-2 x Pioneer CDJ 3000

-1 x Pioneer DJM A9

(PLEASE CONTACT IF SUBSTITUTIONS NEED TO BE MADE)

-VIDEO:

Yung Gravy production will be carrying a MacBook Pro with Resolume Arena 7, and an audio interface to read the incoming timecode, and a cross converter for our video output. We will be sending LTC audio directly from our playback computer to our Resolume computer in order to sync the two. We will be outputting our visuals via a Black Magic box that can output either SDI or HDMI.

Since we will be handling timecode integration on our end, we would like to request an HDMI or SDI line to the stage (DJ table on riser). Please send us pixel maps of the available screen(s) at your earliest convenience. If no LED wall or projectors are available, please send us a quote for an appropriately sized rental.

-LIGHTS:

Needs:

- Grand MA 2 or Grand MA 3 (lite or full)
- PSR file (if no PSR, patch and plot)
- Timecode Line to console

If we have a show file to pass off and are without our LD

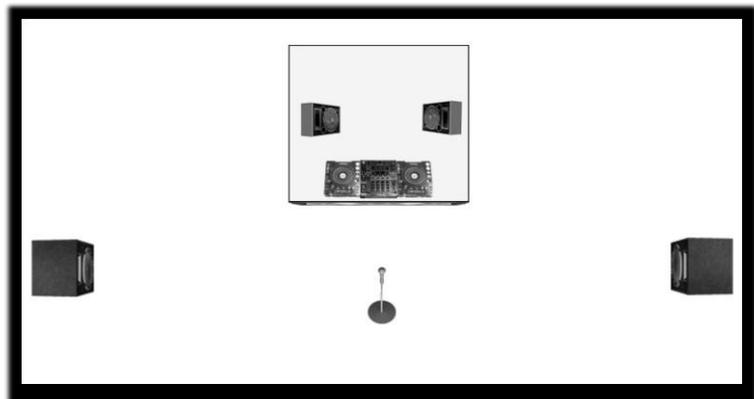
- House LD will be given a written set list, and then trigger song macros accordingly
- House LD to update position presets and shutter presets

-AUDIO:

- 4x Channels Shure PSM 1000 IEMs with necessary antenna distro
- 4x Channels Shure Axient Digital Mics (KSM 8 capsule preferred)
- 2x Crowd Mic (Shure Sm81 or equivalent)
- 2x Side fills (in case of IEM failure)
- 2x DJ booth monitors
- NO downstage monitors please

-Input List and Stage Plot:

- 1-2. DJ Master
- 3-4. DJ Booth
- 5-6. Playback Music
7. SFX
8. Timecode
9. Yung Gravy RF
10. DJ Tiiiiiiiiip RF
11. Spare RF
12. ™ Talkback
13. Audience L
14. Audience R



-Staging:

- 16'x8' DJ riser if stage dimensions are more than 25'x30' or 8'x8' if we have a smaller stage. (1' legs, 2' if it makes sense with stage depth).
- 8' DJ Table (preferably 8'x4' stage deck)
- 2x Quads for power at DJ booth

RUN OF SHOW

Run of show should be coordinated with and approved by TM to satisfy the set lengths agreed upon as well as to confirm any other acts sets do not infringe on the time provided to Yung Gravy.

Typically, our team will need a sound check to start 2 hours before doors, usually soundcheck will last about 1 hour to 1 and half hours max. We aim for a 30 min prior to sound check arrival as we don't carry much if any gear. We would try and set for a security meeting 1 hour prior to doors. House music should play from door time to start of the first act.

Attachment B



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
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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

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.

Attachment C

ADDITIONAL TERMS TO CONTRACT OR AGREEMENT BETWEEN JACKSONVILLE STATE UNIVERSITY (“JSU”) AND

 (“CONTRACTOR / VENDOR”)

USE AND LEGAL EFFECT OF THIS DOCUMENT: This writing is intended to amend and be fully incorporated into and made a part of the contract, agreement or purchase order between the parties referenced above. To the extent it conflicts with any term, condition or provision of the referenced contract, agreement or purchase order, the provisions hereof shall govern.

ALABAMA LAW, JURISDICTION AND VENUE: This agreement shall be governed by and construed in accordance with the laws of the State of Alabama without giving effect to any choice of laws or conflict of laws provisions, rulings or rules (whether of the State of Alabama or any other jurisdiction) that would cause the application of the laws of any jurisdiction other than those of the State of Alabama. Parties to this agreement understand, acknowledge, and agree that the sole and exclusive remedy for any claim against JSU arising from or related to this agreement may need be to filed with the Board of Adjustment of the State of Alabama. For disputes outside the jurisdiction of the State Board of Adjustment, the parties expressly agree that exclusive jurisdiction and venue for any dispute arising hereunder shall reside in the state courts of Calhoun County, Alabama or the United States District Court of the Northern District of Alabama, as appropriate.

INDEMNITY/HOLD HARMLESS: JSU is a state instrumentality. As such, it, its Trustees, officers, agents, and employees, are afforded substantial legal immunity. Any contractual hold harmless or indemnity provisions contained in the agreement to which this document is annexed or made a part of shall apply, if at all, only to the extent and in the manner provided by Alabama law, and nothing herein shall be considered a waiver, in whole or in part, of any immunity or limitation of damages that may be provided by Alabama law.

ALTERNATIVE DISPUTE RESOLUTION: JSU does not agree to arbitration but may consider a post-dispute agreement to do so. Should a dispute arise related to the parties' relationship, entitlements or obligations that cannot be resolved by negotiation, JSU will consider, but is not required to consider or submit to, appropriate forms of non-binding alternative dispute resolution (ADR). By agreeing to submit to any ADR process, JSU shall not waive any immunities or limitation of damages that it, its Trustees, officials, administration, faculty, staff, employees of students, may have under law.

PROHIBITION OF CREATION OF STATE DEBT: Any debt or obligation created pursuant to the terms hereof shall be solely the debt of JSU and not a debt of the State of Alabama.

VOID AGREEMENTS: Should any terms of this agreement be found to contravene any statute or interpretation of statutory law, or any provision of common law, or any constitutional provision, such conflicting language shall be deemed null, void and inoperative.

PRORATION: JSU acknowledges that under the terms of the subject agreement it may be obligated to pay such sums of money as may be lawfully due from funds appropriated or budgeted for that purpose during any applicable fiscal year. In the event sufficient funds are not appropriated or budgeted, or once appropriated or budgeted are not otherwise available, or in the event of general proration of funding, this agreement may be terminated without penalty by JSU upon written notice to Contractor / Vendor. In such event, payment will be made only to the extent the goods have been delivered or services performed and funding received.

NON-DISCRIMINATION: Contractor / Vendor agrees that in its relationship with JSU, it will not engage in any form of unlawful discriminatory conduct against any person or group based upon race, color, nationality, ethnicity, creed, gender (to include without limitation gender orientation, gender identity or gender expression), age, disability or veteran or military status. To the extent it may be applicable pursuant to the requirements of Act 2016-312 of the Alabama Legislature, Contractor / Vendor certifies that it is not currently engaged in and agrees it will not engage in the boycott of a person or entity based in or doing business with a jurisdiction with which the State of Alabama enjoys or can enjoy open trade by treaty or agreement.

CONFIDENTIALITY: To the extent applicable, Contractor / Vendor agrees to fully comply with all provisions of state and federal law regarding the privacy, protection, sharing and dissemination of student educational information and records as well as any medical records generated, received or maintained by Contractor / Vendor. This provision shall survive and remain in effect so long as any such records are maintained by or in possession of Contractor / Vendor.

PARTIES INDEPENDENT: The relationship of the JSU and Contractor / Vendor established by this Agreement is that of independent contractors. Nothing herein or otherwise shall be construed to create any agency or employment relationship between Contractor / Vendor or any of its employees and Contractor / Vendor or any of its employees. Neither Party shall have any right, power or authority to assume, create or incur any expense, liability or obligation, express or implied, on behalf of the other.

ENTIRE AGREEMENT: With respect to these additional terms, this writing constitutes the sole and entire agreement of the parties with respect to the subject matters contained herein, and, as such, supersedes all prior or contemporaneous statements, understandings, negotiations, and agreements, both oral and written, with respect to such subject matter.

COUNTERPARTS: This agreement may be executed in counterparts, each of which shall be deemed and original, but all of which together shall be deemed to be one and the same agreement.

JACKSONVILLE STATE UNIVERSITY

VENDOR/CONTRACTOR

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attachment D

JACKSONVILLE STATE UNIVERSITY INSURANCE ADDENDUM

LIABILITY INSURANCE SCHEDULE

The PRODUCER/ARTIST/COMPANY shall maintain, during the term of the contract and any option period, the types of insurance and coverage listed below. All liability insurance coverage will name **Jacksonville State University and their respective officers, agents, third party contractors, volunteers and employees** as an additional insured for claims, demands, suits, judgments, costs, charges, and expenses arising out of or in connection with any loss, damage, or injury resulting from the negligence or other fault of the PRODUCER/ARTIST/COMPANY, PRODUCER/ARTIST/COMPANY's agents, representatives, or employees.

<u>TYPE OF INSURANCE</u>	<u>MINIMUM AMOUNTS</u>
(i) General Liability (Comprehensive) Bodily Injury and Property Damage per occurrence	\$1,000,000 / Occurrence \$2,000,000 / Aggregate
(ii) Automobile Liability (Comprehensive) Bodily Injury per person Bodily Injury per occurrence Property Damage per accident	\$ 1,000,000 \$ 500,000 \$ 50,000
(iii) Workman's Compensation and all occupational disease.	As required by State Law

- b. Please list the following as additional insured on the aforementioned policy:
 - I. Jacksonville State University and their respective officers, agents, third party contractors, volunteers and employees
- c. Waiver of Subrogation Required: YES
- d. Prior to the commencement of work hereunder and **not more than five (5) days** after contract has been executed, the PRODUCER/ARTIST/COMPANY shall furnish to the PURCHASER a certificate or written statement of the above required insurance.

Insurance "Certificate Holder" shall be made out to the following:

Jacksonville State University
Office of General Counsel 700
Pelham Rd.
N. Jacksonville, AL 36265

- e. Should the PRODUCER/ARTIST/COMPANY's business reside outside of the United States, insurance coverage shall be maintained in the above referenced categories in equivalent coverage amounts.

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Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the
requester. Do not
send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)		
	2 Business name/disregarded entity name, if different from above.		
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ <i>(Applies to accounts maintained outside the United States.)</i>	
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/>		
	5 Address (number, street, and apt. or suite no.). See instructions.	Requester's name and address (optional)	
	6 City, state, and ZIP code		
	7 List account number(s) here (optional)		

Part I 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 generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number										
or										
Employer identification number										

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- 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 all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out 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 for Part II, later.

Sign Here	Signature of U.S. person	Date
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General Instructions

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

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

**CERTIFICATE OF COMPLIANCE WITH THE BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN
PROTECTION ACT
(Ala. Code § 31-13-1)**

RE: Contract/Grant/Incentive (describe by number or subject): _____
by and between _____ **(“Contracting Party”)** and
Jacksonville State University.

The undersigned hereby certifies to Jacksonville State University as follows:

The undersigned holds the position of _____ with the Contracting Party named above and is authorized to provide representations set out in this Certificate as the official and binding act of that entity and has knowledge of the provisions of Ala. Code § 31-13-1, known as The Beason-Hammon Alabama Taxpayer and Citizen Protection Act (“Act”).

The Contracting Party is a business entity or employer as those terms are defined in Ala. Code §31-13-3(2) and (5).

The Contracting Party certifies that it has not knowingly employed an unauthorized alien within the State of Alabama and hereafter it will not knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama.

The Contracting Party certifies that it is enrolled in E-Verify and will continue to be enrolled in E-Verify for the duration of the contract/agreement.

Contracting Party Name (Printed)

E-Verify User Identification Number

By: Authorized Officer or Agent of Contracting Party (Signature)

Title of Authorized Officer or Agent of Contracting Party

Printed Name of Authorized Officer or Agent of Contracting Party

CERTIFICATE OF COMPLIANCE WITH ALA. CODE 41-16-160

RE: Contract _____ (describe by number or subject), by and between Jacksonville State University and _____ (“Contracting Party”)

The undersigned hereby certifies and agrees as follows:

1. The undersigned holds the position of _____ with the Contracting Party named above, is authorized to provide the verification as the official and binding act of that entity and has knowledge of Ala. Code § 41-16-160.
2. The Contracting Party is a for-profit entity, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or limited liability company with 10 or more full-time employees.
3. The Contracting Party, without violating controlling law or regulation, does not and will not, during the term of the contract, engage in economic boycotts. Without an ordinary business purpose, the Contracting Party does not and will not refuse to deal with, terminate business activities with, or otherwise take any commercial action that is intended to penalize or inflict economic harm on a company solely because the company, without violating controlling law or regulation, does any of the following:
 - a) Engages in the exploration, production, utilization, transportation, sale, or manufacturing of fossil fuel-based energy, timber, mining, or agriculture.
 - b) Engages in, facilitates, or supports the manufacture, import, distribution, marketing or advertising, sale, or lawful use of firearms, ammunition, or component parts and accessories of firearms or ammunition.
 - c) Does not meet, is not expected to meet, or does not commit to meet environmental standards or disclosure criteria, in particular to eliminate, reduce, offset, or disclose greenhouse gas emissions.
 - d) Does not meet, is not expected to meet, or does not commit to meet corporate employment or board composition, compensation, or disclosure criteria.
 - e) Does not facilitate, is not expected to facilitate, or does not commit to facilitate access to abortion or sex or gender change surgery, medications, treatment, or therapies.

Verified this _____ day of _____, 20_____.

Signature of Contracting Party’s Authorized Representative

Printed Name and Title of Contracting Party’s
Authorized Representative

CERTIFICATE OF COMPLIANCE WITH ALA. CODE 41-16-5

RE: Contract _____ (describe by number or subject), by and between Jacksonville State University and _____ (“Contracting Party”)

The undersigned hereby certifies and agrees as follows:

1. The undersigned holds the position of _____ with the Contracting Party named above, is authorized to provide the verification as the official and binding act of that entity and has knowledge of Ala. Code § 41-16-5.
2. The Contracting Party is a corporation, partnership, limited liability company, organization or other legal entity conducting or operating any trade or business in Alabama OR is a corporation, organization, or other legal entity operating in Alabama that is exempt from taxation under Section 501(c)(3) or (4) of the Internal Revenue Code.
3. The Contracting Party represents that it is not currently engaged in, and will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this state can enjoy open trade. Boycott is defined as “to blacklist, divest from, or otherwise refuse to deal with a person or business entity when the action is based on race, color, religion, gender, or national origin of the targeted person or entity or is based on the fact that the boycotted person or entity is doing business in a jurisdiction with which this state can enjoy open trade and with which the targeted person or entity is doing business.”

Verified this _____ day of _____, 20_____.

Signature of Contractor’s Authorized Representative

Printed Name and Title of Contractor’s Authorized Representative