



Badge Office Pricing

CHRC (Criminal History Records Check) and STA (Security Threat Assessment)

\$35.00 for applicants using the BAA SON
\$8.00 for applicants using any other SON
or for AOA-only IDs (STA Only)

Badge Issuance:

\$25.00
(for new issuances, renewals, or replacements not related to a defective ID)

Fingerprint re-roll and card

\$10.00 (Request from USPS)

Fingerprint card only

\$8.00

Unreturned ID:

\$500.00

1st Lost Badge Replacement:

\$50.00 (\$25.00 refund if lost ID returned)

2nd Lost Badge Replacement:

\$100.00 (\$50.00 refund if lost ID returned)
(badgeholder will also receive a security violation)

3rd Lost Badge Replacement:

\$150.00 (\$50.00 refund if lost ID returned)
(badgeholder will also receive a security violation)

1st Lost Cyberkey Replacement:

\$100.00 (\$50.00 refund if lost key returned)

2nd Lost Cyberkey Replacement:

\$150.00 (\$100.00 refund if lost key returned)
(badgeholder will also receive a security violation)

3rd Lost Cyberkey Replacement:

\$200.00 (\$100.00 refund if lost key returned)
(badgeholder will also receive a security violation)

1st Security or Safety/Driving Violation:

\$50.00 (plus retraining)

2nd Security or Safety/Driving Violation:

\$100.00 (plus retraining and 30-day suspension of privileges)

3rd Security or Safety/Driving Violation:

\$200.00 (plus revocation of all privileges)



Active Participants list

Please furnish the following subcontracting information for ALL bidders/quoters/proposers. This information must also be included in your bid or proposal package.

Prime Contractor/Consultant: _____

Bid/Proposal/Task Number: _____

Bid/Proposal/Task Name: _____

49 CFR Part 23.27 requires the Birmingham Airport Authority to develop and maintain a Bidders List/Participant List. This list is intended to be a listing of all firms that are participating, or attempting to participate, on DOT-assisted contracts. The list must include all firms that bid on prime contracts, or bid or quote subcontracts and materials supplies on DOT- assisted projects, including ACDBEs and Non-ACDBEs. For consulting companies this list must include all subconsultants contacting you and expressing an interest in teaming with you on a specific DOT assisted project . Prime contractors and consultants must fill in the information below and should provide any additional information if needed .

Prime Contractor/Consultant

Firm Name _____

Address _____

State & Zip Code _____

Firm Status Non-DBE Gender

DBE ACDBE Female

SBE MBE/WBE Male

Firm's Age _____

Annual Gross Receipts

- Less than \$1 million
- Between \$1 - \$3 million
- Between \$3 - \$6 million
- Between \$6 - \$10 million
- Greater than \$10 million

Ethnicity

- Asian Pacific American
- Black American
- Hispanic America
- Native America
- Subcontinental Asian America
- Other

Subcontracts/Consultant

Firm Name _____

Address _____

State & Zip Code _____

NACIS Code(s): _____

Work Performed on contract:

Firm's Age _____

Annual Gross Receipts

- Less than \$1 million
- Between \$1 - \$3 million
- Between \$3 - \$6 million
- Between \$6 - \$10 million
- Greater than \$10 million

Gender / Ethnicity

- Female
- Male
- Asian Pacific American
- Black American
- Hispanic America
- Native America
- Subcontinental Asian America
- Other

Firm Status Non-DBE

- DBE ACDBE
- SBE MBE/WBE

Subcontracts/Consultant

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State & Zip Code _____

NACIS Code(s): _____

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Firm's Age _____

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Gender / Ethnicity

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- Male
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- Native America
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Bid/Proposal/Task Name: _____

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Firm's Age _____

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SBE MBE/WBE

Gender / Ethnicity

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Male

Asian Pacific American

Black American

Hispanic America

Native America

Subcontinental Asian America

Other



Birmingham Airport Authority

LETTER OF INTENT BETWEEN BIDDER/OFFEROR AND DISADVANTAGED BUSINESS ENTERPRISE (DBE) / AIRPORT CONCESSIONS DISADVANTAGED BUSINESS ENTERPRISE (ACDBE) SUBCONTRACTOR/SUPPLIER (Form to be completed and signed for each DBE/ACDBE firm)

Solicitation Number: Project Title:

Bidder/Offeror Name:

Address: City: State: Zip:

Authorized Representative: Phone:

DBE/ACDBE Subcontractor/Supplier Name:

Check one: Address:

DBE City: State: Zip: Phone:

ACDBE Authorized Representative:

- A. This is a letter of intent between the bidder/offeror on this project and a DBE/ACDBE firm for the DBE/ACDBE to perform subcontracting work on this project, consistent with Title 49 CFR Parts 26 or 23 as applicable.
B. By signing below, the bidder/offeror is committing to utilize the above-named DBE/ACDBE to perform the work described below.
C. By signing below, the above-named DBE/ACDBE is committing to perform the work described below.
D. By signing below, the bidder/offeror and DBE/ACDBE affirm that if the DBE/ACDBE subcontracts any of the work described below, it may only subcontract that work to another DBE/ACDBE if it wishes to receive DBE/ACDBE credit for said work.

Table with 4 columns: Description, NAICS*, DBE/ACDBE Contract Amount†, DBE/ACDBE Percentage of Total Project Value

AFFIRMATION: I hereby affirm that the information above is true and correct.

Bidder/Offeror Authorized Representative

(Signature) (Title) (Date)

DBE/ACDBE Subcontractor/Supplier Authorized Representative

(Signature) (Title) (Date)

* Visit http://www.census.gov/eos/www/naics/ to search. Match type of work with NAICS code as closely as possible.

† To be provided only when the solicitation requires that bidder/offer include a dollar amount in its bid-offer.

In the event the bidder/offeror does not receive award of the prime contract, any and all representations in this Letter of Intent and Affirmation shall be null and void.



**Airport Concession Disadvantaged Business Enterprise (ACDBE) Office
Birmingham Airport Authority**

DOCUMENTATION OF GOOD FAITH EFFORTS FORM

(To be completed and submitted with the Schedule of Contract Participation if the goal is not met.)

The Airport Concession Disadvantaged Business Enterprise (ACDBE) goal for this Agreement is: (____%) of Proposer’s Gross Revenues under the Concession Agreement.

The undersigned proposer intends to meet the requirements of the _____ related to ACDBE participation in the following manner:

- Bidder/respondent has met the ACDBE goal The bidder/offer or is committed to a minimum of ____ % ACDBE participation in this opportunity.
- Bidder/respondent has not met the ACDBE goal The bidder/respondent is committed to a minimum of ____% ACDBE participation in this opportunity and has submitted documentation demonstrating good faith efforts.

I certify that the information contained in this good faith effort documentation form is true and correct to the best of my knowledge. I further understand that any willful falsification, fraudulent statement or misrepresentation will result in appropriate sanctions which may involve debarment and/or prosecution under applicable State and Federal laws.

Print Name: _____
Title: _____
Date: _____
Signature: _____

The proposer must demonstrate that it has made good faith efforts to achieve participation with ACDBE firms. This requires that the proposer show that it took all necessary and reasonable steps to secure participation by certified ACDBE firms. Mere pro forma efforts will not be considered as a good faith effort. In addition, the ability or desire of the proposer to perform the work with its own organization does not relieve the proposer of the responsibility to make good faith efforts. Efforts, such as sending blanket faxes or e-mail messages, to all ACDBE firms alone shall not be considered a good faith effort. In determining whether a proposer has made good faith efforts, the Department may take into account the performance of other proposers in meeting the ACDBE goal. Actions constituting evidence of good faith efforts are described in more detail in Appendix A to Title 49, Code of Federal Regulations, Part 26. The following actions by proposers are generally considered a sign of good faith effort. This list is not exclusive or exhaustive, but should be used as a guide in determining good faith:

- 1) Advertisement in general circulation, trade association and minority focus media concerning ACDBE subcontracting opportunities.
- 2) Written notice to ACDBE firms allowing sufficient time for reply.
- 3) Following up with ACDBE firms after initial solicitation.
- 4) Selecting of portions of work likely to be performed by ACDBE firms.
- 5) Providing ACDBE firms with adequate information for proposing.
- 6) Negotiation with interested ACDBE firms.
- 7) Assisting interested ACDBE firms with bonding, insurance or credit.
- 8) Working with minority contractor groups and minority business assistance offices to identify available ACDBE firms.

ACDBE Good Faith Effort Documentation

The following is a list of types of actions a bidder should take when documenting good faith efforts. This list is not intended to be exclusive or exhaustive, nor are all the actions mandatory. Other factors or types of efforts may be relevant in appropriate cases.

SOLICITATION /ADVERTISEMENT EFFORTS - should include your efforts to solicit quotes, through all reasonable and available means, the interest of all certified firms who have the capability to perform the work of the contract. The bidder should ensure that the requests are made with sufficient time to allow ACDBE firms to respond. The contractor should take the initiative to contact firms which have indicated an interest in participating as a subcontractor/supplier. The proposer should complete the contact log provided with this form.

NEGOTIATION EFFORTS - should include your efforts to make a portion of the project work available consistent with the availability and capabilities of our ACDBE firms in order to facilitate ACDBE participation. You are encouraged to break out contract work items into smaller economically feasible opportunities to ensure ACDBE participation. As a part of your negotiation you should make plans/specifications available to the ACDBE firms which have shown an interest in participating. When negotiating with ACDBE firms a contractor should use good business judgment by considering price and capability, as well as, project goals. A contractor is not expected to accept a price that is not reasonable and is excessive. Comparison figures should accompany your good faith effort submittal which supports the price differential.

ASSISTANCE EFFORTS - should include your efforts to assist ACDBE firms in obtaining bonding, lines of credit, insurance, equipment, materials, supplies or other project related assistance. Contractors are encouraged to assist firms with independently securing/obtaining these resources. A contractor may not provide these resources to the ACDBE firm, except in certain instances where joint checks are permissible with BAA's prior approval. The level of assistance should be limited to referral sources, introductions, and making initial contacts with industry representatives on the ACDBE firm's behalf.

ADDITIONAL EFFORTS - could include any additional efforts to utilize the services of minority/women organizations, groups; local, state and federal business offices which provide assistance in the recruitment and placement of ACDBE firms. Utilizing the services offered by the department's ACDBE supportive services consultant for assistance with advertisement and recruitment efforts. Contractors are encouraged to undertake and document any other efforts taken in their attempt to fulfill the project goal.