

DCM Use OnlyDCM RFQ#: 2024-010Date Posted: 12/09/2024

**ADVERTISEMENT FOR A/E REQUEST FOR
QUALIFICATIONS
Alabama Department of
Veterans Affairs,
Second Committal Shelter
Project
Alabama State Veterans Memorial Cemetery at
Spanish Fort**

Pursuant to § 41-4-133 of the Code of Alabama, 1975, as amended, the Alabama Department of Veterans' Affairs (ADVA) is seeking qualifications for A/E firms to provide design services, environmental assessments, historical preservation services, contract administrative services, and construction oversight for a Second Committal Shelter project at its Alabama State Veterans Memorial Cemetery at Spanish Fort, located in Baldwin County, Alabama (ASVMC).

The Project: The ASVMC is an existing State Veterans Cemetery with a Master Plan, approved by the Alabama State Legislature. The ASVMC is and has been operational for the past eleven years. Under the Master Plan, each ten years of operation a Cemetery expansion provides for an additional ten-year phase of grave sites and Cemetery infrastructure. However, at our current interment rate the NCA design regulations excluded the addition of a second Committal Shelter under the recently completed 10-year expansion federal NCA Grant. Therefore, the State of Alabama is self-funding the construction of the Second Committal Shelter. All design aspects of the State funded project to build a Second Committal Shelter, flagpole pavilion and other infrastructure construction will be located east of the existing Maintenance building. Including moving the existing bioswale from its current location to its master plan determined location and developing an inground cremains section in the existing bioswale location. (Exhibit A)

Scope of the Services:

This request for qualification shall be presented as outlined herein. Phase I is to evaluate the current and future needs of the ASVMC and to work with the owner to develop initial schematics for the expansion. The design shall accommodate the Second Committal Shelter, a flagpole pavilion, new roadways, cortege lanes, irrigation, landscape development, and storm drainage infrastructure, and move the bioswale to its master plan location, (Exhibit A) to accommodate the newly expanded areas. There will be approximately 800 new In Ground Urn sites to be located where the existing bioswale now sits. All aspects of the development will be in compliance with the National Cemetery Administration (NCA) Design guide, and the existing Cemetery Master Plan. (Exhibit A) The proposed expansion site is adjacent to a historic war cemetery and coordination for historical preservation with the Alabama Historical Commission will be required. The schematic design shall include topographic, utility, and landscape surveys; graphic/narrative descriptions of the site and vicinity; site analysis plans; and a geotechnical soil survey, as well as other related drawings and services, as needed. Phase II will consist of working with the owner to develop design documents for the new infrastructure needs, design aspects of the structures, flag pavilion, signage, and grave site development. Phase III will consist of coordination of the bidding process to select a qualified contractor and to provide administrative services for the construction of the entire project.

The services outlined in this advertisement are conditioned on the availability of ADVA funding for this project. The owner reserves the right to evaluate the findings of each phase and verify funding prior to entering each succeeding phase.

Qualifications: The A/E firm shall be licensed in the State of Alabama and demonstrate experience in the planning and designing of cemeteries facilities, particularly cemeteries of the size of the facility described in this advertisement and administered under the Federal VA State Cemetery Grants Program. Indicate additional experience in working with Federal VA National Cemetery Administration, Veterans Cemetery Grants Service and/or Federal VA and State Department of Veterans Affairs projects, as well as projects which have involved the State of Alabama Division of Construction Management. The firm shall describe its staff capacity and availability for this project.

Interested firms must submit qualifications on GSA Standard Form 330. Please address experience as it relates to each phase of the project. Applicants must also include information for similar relevant projects including the project description, project budget, scope of work, photographs, and owner's name and contact information. Include a proposed project schedule demonstrating the time needed to complete the design work.

The proposals will be reviewed for experience and qualifications, and finalists may be selected for an interview. The ADVA will select the most qualified firm as outlined in the Manual of Procedures, prepared by the Alabama Division of Construction Management.

All applicable State of Alabama Division of Construction Management bid documents and bidding procedures, as well as any other applicable requirements from additional funding sources shall be utilized on this project.

Minimum Code of Alabama Requirements (current Code of Alabama available at <https://alison.legislature.state.al.us/code-of-alabama/>):

§41-16-82 requires a disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals submitted to the State of Alabama in excess of \$5,000. This form is available at <https://www.alabamaag.gov/forms-and-links/>.

§31-13-1, et seq. of the Code of Alabama (Alabama Immigration Law) imposes conditions on the award of state contracts. Firms must agree to fully comply with the Immigration Reform and Control Act of 1986, as amended by the Immigration Act of 1990, and the Beason-Hammon Alabama Taxpayer and Citizen Protection Act. Architects and engineers should review and adhere to these guidelines as appropriate to their project type.

§41-16-5 of the Code of Alabama imposes conditions on the award of state contracts. The firm must certify 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.

§41-16-161 of the Code of Alabama imposes conditions on the award of state contracts. The firm must certify that it, without violating controlling law or regulation, does not and will not, during the term of the contract, engage in economic boycotts.

§41-16-163 of the Code of Alabama requires the contracting parties affirm, for the duration of the agreement, that they are not currently engaged in, and will not engage in, economic boycotts.

The budget for the project is approximately \$1,900,000.00, including A/E services. Qualifications must be received no later than 4:00 PM/CST on Friday, January 3rd, 2025.

Supply six (6) copies of proposal, along with one (1) disc containing an electronic copy of all submitted materials, to:

Joseph S. Buschell
Cemetery Director
Alabama State Veterans Memorial Cemetery
34904 State Hwy 225
Spanish Fort, AL 36527

Any questions regarding the submittal should be directed by email to:
joseph.buschell@va.alabama.gov.

This request for qualifications is not an offer to contract but seeks the submission of qualifications from qualified, professional respondents that may form the basis for the negotiation of an agreement. The Awarding Authority/Owner reserves the right to reject any or all qualifications and to solicit additional qualifications, through the RFQ process, if that is determined to be in the best interests of the State of Alabama.

ALABAMA DEPARTMENT OF VETERANS AFFAIRS



Exhibit A

A/E RFQ

Second Committal Shelter
Project

Exhibit A

Link to the National Cemetery Administration, (NCA) design guide: <chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.cfm.va.gov/TIL/NCA/dgNCA.pdf>

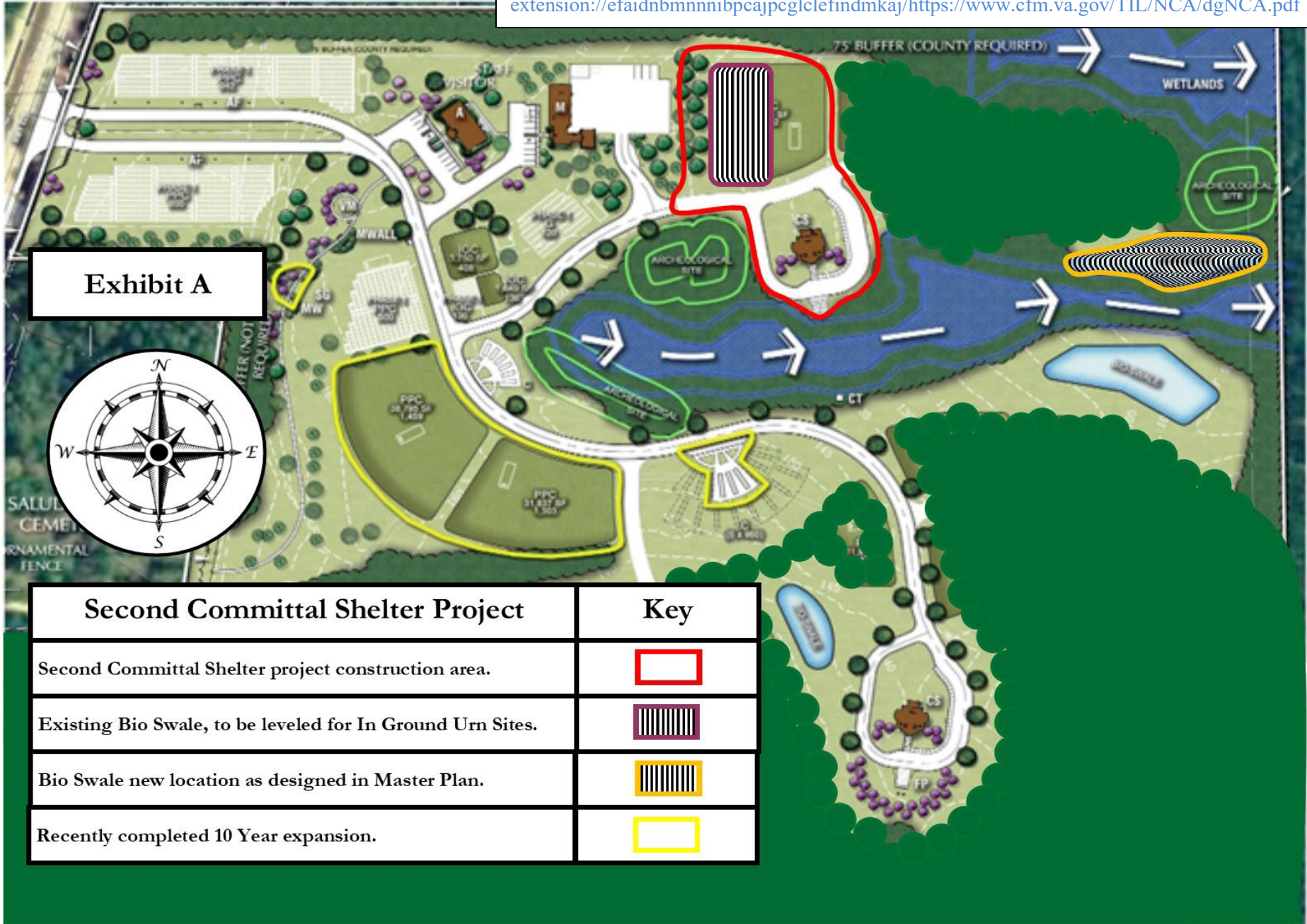


Exhibit A



Second Committal Shelter Project	Key
Second Committal Shelter project construction area.	
Existing Bio Swale, to be leveled for In Ground Urn Sites.	
Bio Swale new location as designed in Master Plan.	
Recently completed 10 Year expansion.	