

**ADVERTISEMENT FOR A/E REQUEST FOR
QUALIFICATIONS****Alabama Department of
Veterans Affairs,
Alabama State Veterans
Memorial Cemetery, North
Project,
FAI-AL-25-06
Alabama State Veterans Memorial Cemetery
Program**

Pursuant to § 41-16-72 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 Alabama State Veterans Memorial Cemetery project located in North central Alabama.

The Project: The Alabama Department of Veterans Affairs (ADVA), Alabama State Veterans Memorial Cemetery (ASVMC) program, seeks professional architecture and engineering services to develop a State Veterans Memorial Cemetery in North Alabama. The A/E firm will develop a Master Plan for the site that includes the development of 150 acres. The Master Plan will include all future expansions for additional grave sites and Cemetery infrastructure which takes place each 10 years. The Master plan for the ASVMC in Spanish Fort is provided as an example. (Exhibit A) This work will also include all aspects of planning and building needed infrastructure, engineering, and design aspects for the Cemetery establishment and first 10 years of grave sites. All design and engineering aspects will follow all NCA standards, Alabama Division of Construction Management standards, and ADVA Design Standards. In general, the Veterans Cemetery project will be built to create a sense of visual continuity with the site and reflect the tradition and heritage of the area. Cemetery buildings will reflect permanence and durability with minimum maintenance required. The overall design should consider the privacy for visitors. A consistent architectural expression shall be maintained throughout the cemetery.

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 in North Alabama. To work with the owner to develop initial schematics for the Master Plan and Initial construction, including but not limited to the design to accommodate 800 in-ground cremation sites, 960 Columbarium Sites, 100 Memorial Wall Sites, 2,800 Pre-Placed Crypts, storm drainage, roadways, sidewalks, fencing, section markers, Cemetery signage, Memorial Walk, watering stations, trash receptacles, Committal Shelters, Administration building, and Maintenance facilities, and public event facilities. (Exhibit A) All aspects of the new Cemetery development will be in compliance with the to be adopted Master Plan design, all NCA design regulation, all State Division of Construction Management development requirements, and to the needs and standards of the ADVA. The schematic design shall include topographic, utility, and landscape surveys; graphic/narrative descriptions of the site and vicinity; site analysis plans including any needed coordination for historical preservation with the Alabama Historical Commission; 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 selected A/E firm is expected to prepare and submit to the ADVA and Veteran Cemetery Grant Program (VCGP) the documents identified in the "Submission Requirement Post Master Plan and Project Close-out."

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 into each succeeding phase. The VCGS also must approve each phase of development prior to proceeding into 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.

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, 2021 Edition, 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 <http://alisondb.legislature.state.al.us/alison/codeofalabama/1975/coatoc.htm>):

§41-16-72(8) and (9) of the Code of Alabama - Recognizing the composition of Alabama's citizenship, the ADVA encourages proposals from design professionals that represent Alabama firms with diversity in their staffing, proposed project team, including but not limited to, associated design professional and consultants.

§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/Documents/files/File-AL-Vendor-Disclosure-Statement.pdf>.

§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.

The budget for the project is approximately \$16,500,000.00, including A/E services.

Qualifications must be received no later than 4:00 PM/CST on Tuesday, January 6th, 2026.

Supply six (3) copies of proposal, along with one (1) jump drive containing an electronic copy of all submitted materials, to:

Joseph S. Buschell
Director, State Cemetery
Alabama State Veterans Memorial Cemetery
c/o Chuck Jones, Project Architect
Alabama Division of Construction Management
777 Washington Avenue, Suite 444
Montgomery, AL 36104

Any questions regarding the submittal should be directed by email to:
chuck.jones@rpm.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

Alabama State Veterans
Memorial Cemetery,
North Project

Exhibit A, Master Plan for Alabama State Veterans Memorial Cemetery, Spanish Fort AL.

