

DCM Use OnlyDCM RFQ#: 2026-005Date Posted: 03/12/2026**THE ARMORY COMMISSION OF ALABAMA ADVERTISEMENT FOR
REQUEST FOR QUALIFICATIONS (RFQ) – MASTER PLANNING (OPEN-END)**

Pursuant to §41-4-133 of the Code of Alabama, 1975, as amended, The Armory Commission of Alabama requests qualifications from qualified Architectural/Engineering (A/E) firms to provide professional master planning design services for the development of Installation Master Plans, Project Programming Document Charrettes, Real Property Asset Inventories, Facility Energy Audits, and other Master Planning objectives supporting various facilities throughout the State of Alabama and Armory Commission property at Eglin Air Force Base, Florida.

Proposed Scope of Work: The scope of work involves the development of various master planning, real property and energy management planning documents and studies which provide valuable information needed for planning and programming facility requirements Statewide. Typical projects and budgets include: Development of Installation Master Plans (\$25,000 to \$500,000), Project Programming Document Charrettes (\$75,000 to \$125,000), Real Property Inventories (\$50,000 to \$1,000,000), Facility Energy Audits (\$10,000 to \$250,000), and Feasibility Studies (\$10,000 to \$25,000).

The types of funding include state, federal, or a combination of state/federal funds received through Cooperative Agreements.

The term of the agreement will be a Master Planning Open End Agreement. The master planning services will be contracted under both fees and hourly rates in accordance with industry standards for occupational codes as outlined in the latest Bureau of Labor Statistics Occupational Employment and Wage Series tables (National and State), and the FY 2025 Alabama Standard Occupational Code Employment and Wage Estimates.

Qualifications: A/E teams should be multi-disciplined and capable of complete master planning services. Successful firms shall be capable of managing multiple projects simultaneously. The Applicants and any consultants shall hold current professional licenses and be registered in the State of Alabama.

Project services shall include the most extensive use and capability of data analysis utilizing geospatial information systems. Additional considerations may include **rough order of magnitude** for project estimating to include finishes and furnishings and the latest anti-terrorism / force protection requirements.

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

§41-16-82 of the Code of Alabama, 1975, as amended requires a disclosure statement to be completed and filed with all qualifications, proposals, bids, contracts, or grant proposals submitted to the State of Alabama in excess of \$5,000.00.

§31-13-1, et seq. of the Code of Alabama, 1975, as amended (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, 1975, as amended 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.

§41-16-163 of the Code of Alabama, 1975, as amended 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.

Response: Interested professionals shall submit:

1. A letter of interest.
2. A statement of qualification utilizing GSA Standard Form 330 for the primary firm and all proposed consultants, information for similar relevant projects including the project description, project budget, scope of work, photographs (before and after), Owner's name and contact information, plus any other relevant information. Form 330 is available at <https://www.gsa.gov/forms>.
3. A completed Alabama Vendor Disclosure Statement. The form is available at <https://www.alabamaag.gov/forms-and-links/>.
4. Current selection criteria can be found in the State Military Department Regulation (SMDR) 200-3 (Dated 1 March 2025): *Architect/Engineer, Environmental Services, and Commissioning Agent Selection Board procedures*. This regulation is posted at the State Military Department link: <https://smd.alabama.gov/architect-engineer-ae-solicitations/ae-solicitations/>

Selection: RFQs will be reviewed by a preliminary selection board which will recommend the best qualified firms to compete on the Final Selection Board. The Final Selection Board process will consist of a presentation highlighting the firm's capabilities. No more than four A/E firms will be selected for this master planning open-end service.

Qualifications must be received no later than 4 p.m. on April 17, 2026.

Submit two *hardcopies and electronic/jump drive copy (10MB max)* of all required qualification information to:

*Mr. Erich Babbitt, Contracting Officer
The Armory Commission of Alabama
P.O. Box 3711
Montgomery, AL
36109-3711*

For questions and additional information, contact (*Mr. Erich Babbitt, 334-271-7275, erich.babbitt@smd.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 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.