

DCM Use OnlyDCM RFQ#: 2026-016Date Posted: 07/15/2026

**ACVCC ADVERTISEMENT FOR
REQUEST FOR QUALIFICATIONS (RFQ) FOR A ROOF AND HVAC
REPLACEMENT**

Pursuant to §41-4-133 of the Code of Alabama, 1975, as amended, the Alabama Crime Victim Compensation Commission (ACVCC) requests qualifications from qualified design professionals to provide a Roof and HVAC Replacement and miscellaneous minor renovations at 5845 Carmichael Road, Montgomery, Alabama. The contract shall be awarded to one architectural firm, and the services will be contracted per the Manual of Procedures for the Alabama Division of Construction Management.

The Mission of the Alabama Crime Victim Compensation Commission (ACVCC) is to provide financial compensation to eligible victims of violent crime, all the while treating them with compassion, fairness, and respect. The Commission works within the State for the advocacy of victims' rights. We strive to give victims and their families hope.

Proposed Scope of Work: The Scope of Work for professional design services shall include but not be limited to the following: removing and replacing an asphalt shingle roof on an existing building, removing and replacing all HVAC systems, and any work to support and complete the project. The estimated construction budget is \$1,500,000. The type of funding is Fully Locally Funded.

The term of the agreement will be for 2 years with an option to renew for additional years, as applicable to the end of the Project. The design services will be contracted under both fees and hourly rates in accordance with the Manual of Procedures of the State of Alabama Department of Finance, Real Property Management, Division of Construction Management (DCM).

Qualifications: The Applicants shall demonstrate experience with similar projects and demonstrate familiarity with DCM's procedures and forms for design and construction projects. The Design team will provide at a minimum:

The design A/E team shall have the following qualifications and experience:

- An experienced team with extensive prior knowledge of Roof and HVAC replacements, with projects of equal or greater size and complexity in the last 5 years.
- Each Project Team member, including Consultants, demonstrates knowledge, and extensive field experience in roof work and water damage repair.
- Proven cost estimating of past projects of the last five years of similar type and size.
- Must have design professionals licensed and currently registered to practice in the State of Alabama.

- Previous experience working on State of Alabama Projects and familiarity with the Division of Construction Management's procedures.
- The design team's location and availability.

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/>.

Qualifications must be received no later than *Thursday, August 06, 2026 Central Standard Time* by 4:00 pm.

Submittals shall be 1 hard copy and 1 digital version on a thumb drive no larger than 15,000 KB of all required qualification information and submitted to:

Everette Johnson, Executive Director, Alabama Crime Victims Compensation
Commission
C/O: Katie Williams, Project Architect
Division of Construction Management
State of Alabama Department of Finance

Physical Address:
RSA Plaza
770 Washington Avenue, Suite 470
Montgomery, AL 36104

Mailing Address:
Post Office Box 301150
Montgomery, AL 36130-1150

For questions and additional information, contact Katie Williams, 334 353-0494, Katie.Williams@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 Owner reserves the right to reject any or all qualifications and to solicit additional qualifications, through the RFQ process, if it is determined to be in the best interests of the State of Alabama.