

U.S. SPACE & ROCKET CENTER INVITATION TO BID

SP Number & Issue Date:	SP 24.67 Issued: 07/18/24	RFQ Description: See Attached Specs	2 Year Open Ended Professional Engineering Services Agreement
Professional Services Qualification Application Due Date:	August 9th, 2024 5:00 PM CST	Qualification Packet Submission Location:	US Space & Rocket Center One Tranquility Base Huntsville, AL 35805
Initial Qualification Selection Committee Meeting	August 13th, 2024 2:00 PM CST	Selection Committee Meeting Location:	US Space & Rocket Center One Tranquility Base Huntsville, AL 35805
Top Three Candidates Selected /Notified	August 15th, 2024 2:00PM CST	Notified (In Writing) for In-Person Interviews By:	August 15th, 2024 5:00PM CST
Top 3 In-Person Interviews Conducted:	August 21st, 2024 By 5:00PM CST	In-Person Interviews Location	US Space & Rocket Center One Tranquility Base Huntsville, AL 35805
Final Selection Committee Meeting. "Candidate Chosen"	August 23rd, 2024 2:00 PM CST	Notified (In Writing) for Final Selection NLT:	August 26th, 2024 5:00 PM CST
GSA Standard Form 330 Required	Yes	Letter of Interest	Yes
AI Vendor Disclosure Statement Required	Yes	Copy of AL Engineering License Required	Yes

PROCUREMENT CONTACT INFORMATION

Submit Qualification To:	Sam Mitchell Director of Procurement US Space & Rocket Center Attn: Procurement Department. SP# 24.67 1 Tranquility Base Huntsville, AL 35805
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Instructions:

- Packet submission should be sent using a reliable & trackable overnight delivery method to the street address listed above by the time and due date shown.
- Qualification Packets may be hand delivered to the security desk at the address listed above. From the main parking lot enter the building under the blue awning marked "Administration Offices Entrance Only."
- Qualification packets received after 5:00 p.m. on August 9th, 2024, will not be considered.

ARCHITECT FIRM INFORMATION PLEASE PRINT CLEARLY

Company: _____	Name: _____
Street Address: _____	City: _____
State: _____	Zip: _____ Telephone: _____
E-Mail Address: _____	
Signature: _____	
<p>By submitting, you acknowledge that you have signature authority to sign on behalf of the company and hereby agree to all terms & conditions of this RFQ. O/A Agreement award will result in the issuance of a B2 Form and a Purchase Order, and all terms & conditions contained herein shall be applicable and binding upon the Architect.</p>	

REQUEST FOR QUALIFICATIONS
OPEN-ENDED PROFESSIONAL ENGINEERING SERVICE AGREEMENT

Pursuant to **§41-16-72 of the Code of Alabama**, 1975, as amended, Alabama Space Science Exhibit Commission DBA U.S. Space & Rocket Center seeks qualifications from qualified professionals licensed in the State of Alabama to provide Engineering services for multiple miscellaneous projects under an Open-Ended (O/A) Professional Agreement.

Project Scope of Work:

The scope of work includes full Engineering Services for multiple miscellaneous projects including, but not limited to, small renovation designs, facilities upgrades, and building situational assessments. Engineering services will include Mechanical, Electrical, Plumbing, HVAC, and Structural. Analysis and assessments will be required along with providing engineered solutions w/cost assessments. The total Budgeted cost shall not exceed \$2,000,000.00 for the entire period.

The terms of the agreement will be for two (2) years. The Engineering Services will be contracted under both fees and hourly rates in accordance with the Manual or Procedures of the State of Alabama Department of Finance, Real Property Management, Division of Construction Management (DCM).

Qualifications:

The U.S. Space & Rocket Center will select the most qualified Engineering Professionals as outlined in Title 41-16-72 (3) of the Alabama State Code as well as the current edition of the DCM Manual of Procedures, prepared by the Alabama Division of Construction Management.

Qualification packets must include a letter of interest, a completed GSA Standard Form 330, Alabama Disclosure Statement, Copy of Alabama Engineering License along with any other relevant information (including but not limited to)

- Minimum of five years past experience working with the AL. Division of Construction Management.
- The firm's profile and organizational chart.
- Minimum of three (3) recently completed projects which demonstrate the firms' capabilities in the Owners areas of interest. Please include the year completed, construction cost, change order percentage relative to the original construction contract value, the design team, and their respective project responsibilities.
- References as they apply to the Owner's needs for this RFQ.

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 Awarding Authority/Owner encourages submissions from design professionals that represent Alabama firms with diversity in their staffing and proposed project team, including but not limited to, associated design professionals and consultants.

§41-16-82 of the Code of Alabama 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 (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.

Response: Interested professionals should submit three (3) hard copies of qualifications packet and three (3) electronic copies (disk or flash drive) to the person and address listed below:

Sam Mitchell, Director of Procurement

U.S. Space and Rocket Center
One Tranquility Base
Huntsville, AL 35807

samm@spacecamp.com

256-721-7175

Qualification Packets must be received no later than 5:00 PM, August 9th, 2024.

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 a contract or agreement.

One or more Engineering firms will be selected from those submitting qualifications for further and more detailed evaluation and review by an independent committee of representatives from the U.S. Space & Rocket Center.

The U.S. Space & Rocket Center 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.