

**DCM Use Only**DCM RFQ#: 2025-015Date Posted: 07/29/2025

**REQUEST FOR QUALIFICATIONS  
FOR ARCHITECTURAL/ENGINEERING SERVICES  
FOR ALABAMA GOVERNOR'S MANSION AUTHORITY**

**Pursuant to §41-4-133 of the Code of Alabama**, 1975, as amended, the Governor's Mansion Authority requests qualifications from qualified design professionals to provide architectural and/or engineering services under an Open-End Agreement for various projects at the Governor's Mansion Complex. The Open-End Agreement will be awarded to one architectural firm. The 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).

**Proposed Scope of Work:** The scope of work includes full architectural and/or engineering services for various projects for the Governor's Mansion Complex. The projects will vary in size, complexity, and duration. The work may include, but is not limited to, exterior/interior building restoration and site improvements. The term of the agreement will be for two (2) years with an option to renew for two (2) additional years. The estimated construction budget for this agreement is \$3,000,000.00.

**Qualifications:** The Applicants shall demonstrate experience with preservation and restoration of historic buildings in accordance with the Secretary of the Interior's Standards for Treatment of Historic Properties; experience with full project management from project inception through completion of construction; and knowledge of and experience with the Alabama Division of Construction Management procedures for design and construction projects. The Applicants and consultants shall hold current professional licenses and be registered in the State of Alabama. Applicants will be selected on the basis of experience and qualifications of the firm and consultants with structures equivalent to the scope of these projects; capability and ability to perform the work in a timely manner; and range of services provided by proposed team.

**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 4:00 p.m. (Central Daylight Time) on August 28, 2025.**

Submit five (5) hardcopies and one (1) digital copy on jump drive of all required qualification information to:

Mae B. Washington, Contract Administrator  
State of Alabama Department of Finance  
Division of Construction Management

Overnight Courier Address:

770 Washington Avenue, Suite 444  
Montgomery, Alabama 36104

U. S. Postal Service Mailing Address:

Post Office Box 301150  
Montgomery, Alabama 36130-1150

For questions and additional information, contact Mae B. Washington at (334) 242-1613 or email at [mae.washington@rpm.alabama.gov](mailto:mae.washington@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 that is determined to be in the best interests of the State of Alabama.