

**DCM Use Only**DCM RFQ#: 2024-003Date Posted: 10/17/24**ADVERTISEMENT FOR A/E REQUEST FOR QUALIFICATIONS**

**Pursuant to §41-16-72 of the Code of Alabama, 1975**, as amended, the Alabama Department of Corrections requests qualifications from qualified design professionals to provide civil engineering services under an Open-End Agreement, on an as needed basis, for various projects at correctional facilities throughout the state of Alabama. The Open-End Agreements will be awarded to one or more engineering firms and 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.

**Proposed Scope of Work:** The services will cover various renovations, repairs, remodeling, and new construction projects at correctional facilities throughout the state of Alabama. The projects will vary in size, complexity, and duration. The maximum estimated construction budget for each Open-End Agreement is \$6,000,000. The term of the agreement will be for two (2) years with an option to renew for two (2) additional years.

**Qualifications:** Applicants should have significant design experience with correctional institution construction as it relates to secure, correctional environments; experience with full project management from project inception through completion of construction; and knowledge of and experience with the State of Alabama Department of Finance, Real Property Management, Division of Construction Management procedures for design and construction projects. Applicants shall hold current professional licenses and be registered in the State of Alabama. Applicants will be selected on the basis of experience and competence of the firm and its principals; past performance record on other projects as regards to quality of work, timely performance, diligence, ability to meet budgets, and other related items; related experience with correctional projects; and familiarity with conditions, codes, and other ordinances where such knowledge is essential to the proper performance of the contract.

**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 Alabama Department of Corrections 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 proposals, bids, contracts, or grant proposals submitted to the State of Alabama in excess of \$5,000.

§31-13 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. By signing any future contract, the contracting parties affirm, for the duration of this Agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the contract and shall be responsible for all damages resulting therefrom. In responding to this Request for Qualifications, Vendor must provide a copy of its Beason Hammon Certificate and a copy of the MOU entered into with the Department of Homeland Security.

§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. In responding to this Request for Qualifications, Vendor must provide a copy of the CERTIFICATE OF COMPLIANCE WITH ACT 2016-312.

An electronic version of the Beason Hammon Certificate and Certificate of Compliance with ACT 2016-312 can be obtained by email request to Joe De Le Ree at [joe.deleree@rpm.alabama.gov](mailto:joe.deleree@rpm.alabama.gov).

Pursuant to Alabama Code Section 14-11-31 as well as 28 C.F.R. Part 115, the Prison Rape Elimination Act ("PREA"), any type of sexual contact with or sexual harassment of an inmate in the custody of the ADOC by one who is responsible for the care, control, or supervision of inmates – with or without the consent of the inmate – is illegal. Under Alabama law, it constitutes a felony – custodial sexual misconduct. See also, ADOC Administrative Regulation 454, Inmate Sexual Assault and Harassment Awareness (Prison Rape Elimination Act (PREA)). The ADOC has a Zero Tolerance Policy toward all forms of custodial sexual misconduct, sexual abuse, and sexual harassment. Any type of conduct – including suspected conduct – that falls within the context of custodial sexual misconduct/sexual abuse, as defined by either the State or Federal laws referenced above, shall be reported immediately to the Warden of the facility or the Division Director to which he or she is assigned, or his/her designee.

**Response:** Interested professionals shall submit:

1. A letter of interest.
2. A statement of qualification utilizing GSA Standard Form 330 for the engineering firm, and information for at least ten projects completed in the last ten years including, but not limited to, project description, project budget, original construction cost, final construction cost with deductive or additive change orders included, timeframe for design and construction administration services, scope of work, photographs (before and after), Engineer's name and contact information, Owner's name and contact information, plus any other relevant information. In evaluating the responses, preference will be given to Vendors who submit projects in the correctional field.
3. A completed Alabama Vendor Disclosure Statement. The form is available at <https://examiners.alabama.gov/PDF/publications/Vendor-Disclosure-Statement.pdf>.

4. A copy of the firm's Beason Hammon Certificate
5. A copy of the firm's E-Verify Memorandum of Understanding (MOU)

**Qualifications must be received no later than 4:00 p.m. (Central Time) on Friday, November 22, 2024.**

Submit five (5) copies of all required proposal information to:

Joe De Le Ree, Project Architect  
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 Joe De Le Ree at (334) 242-0340 or email at [joe.deleree@rpm.alabama.gov](mailto:joe.deleree@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.