

DCM Use Only

DCM RFQ#: 2025-024

Date Posted: 11/20/25

**STATE OF ALABAMA
ALABAMA DEPARTMENT OF ECONOMIC and COMMUNITY AFFAIRS
ADVERTISEMENT FOR
REQUEST FOR QUALIFICATIONS (RFQ)**

Pursuant to § 41-4-133 of the Code of Alabama, 1975, as amended, the Alabama Department of Economic and Community Affairs (ADECA) requests qualifications from qualified professionals to provide engineering services for “The National Electric Vehicle Infrastructure (NEVI) Program” at facilities located at various locations in the State of Alabama.

Proposed Scope of Work: The scope of work for professional services shall include but not be limited to full engineering services to include:

1) Environmental Screening and Site Review

- Conduct environmental screening of each NEVI charging station site to identify potential environmental concerns.
- Review each project site for potential impacts to wetlands, endangered species habitats, cultural and historic resources, and other sensitive areas.
- Provide written site review reports summarizing findings and recommendations.

2) NEPA Documentation and Compliance

- Prepare Categorical Exclusion (CE) Form and supporting documentation for each NEVI project that meets those requirements.
- Identify when higher-level environmental documentation (Environmental Assessment or Environmental Impact Statement) may be required and assist ADECA in the preparation, if needed.
- Assist ADECA as needed in coordination with Federal Highway Administration (FHWA) for review and approval of required National Environmental Policy Act (NEPA) documentation for each project site.

3) Environmental Permitting and Coordination

- Support ADECA and subrecipients in identifying required permits (e.g., U.S. Army Corps of Engineers Section 404, Alabama Department of Environmental Management (ADEM) Section 401, or air quality permits).
- Facilitate coordination with the State Historic Preservation Office (SHPO), U.S. Fish and Wildlife Service (USFWS), and other relevant regulatory entities.

- Provide guidance on compliance with NEPA Section 106, United States Department of Transportation (USDOT) Act of 1966 Section 4(f), and Endangered Species Act Section 7 requirements.

4) Program Support and Reporting

- Provide information to ADECA, as needed, regarding environmental compliance processes, documentation expectations, and best practices.
- Provide periodic updates to ADECA on environmental review progress for NEVI projects statewide.
- Develop and maintain a centralized tracking system for environmental review milestones, approvals, and agency coordination.
- Assist in preparing summary reports for FHWA or USDOT as required under the NEVI Formula Program.

5) Subrecipient Site Plan Review

- Review and approve subrecipient site plans.

6) Final Inspection Services

- Conduct final inspections at each project site.

The estimated budget for this project is \$1,000,000.00 The type of funding is full federal and state funding.

The term of the agreement will be two (2) years, with an option to renew for two (2) additional years. The engineering 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 as it relates to similar state of Alabama fully locally funded projects. The Applicants and any consultants shall hold current professional licenses and be registered in the State of Alabama. Recognizing the composition of Alabama's citizenship, ADECA encourages submittals from professionals that represent Alabama firms with diversity in their staffing, proposed project team, and associated design professionals and consultants.

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 \$25,000.00.

§ 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, Owner's name and contact information, plus any other relevant information. Form 330 is available at <https://www.gsa.gov/forms>. List any specialized consultants related to this project type in the Proposed Team Part I.C.
3. A completed Alabama Vendor Disclosure Statement. The form is available at <https://www.alabamaag.gov/forms-and-links/>.

Qualifications Submittal Evaluation Criteria: Selection by ADECA shall be based on factors which may include, among others, the following:

- a. Experience and competence of the firm and its principals with design professionals licensed and currently registered to practice in the State of Alabama.
- b. Previous experience working on State of Alabama Projects and familiarity with the Division of Construction Management's procedures.
- c. Team must show experience and extensive prior knowledge of with NEVI or similar programs for electric vehicle charging infrastructure or similar electronic systems.
- d. Specialized expertise, capabilities, and technical competence, including familiarity with conditions codes, and other ordinances where such knowledge is essential to the proper performance of the contract.
- e. Record of past performance, quality of work, ability to meet schedules, cost control, and contract administration.
- f. Proposed project management techniques.
- g. The team's location and ability to visit and monitor the sites for the duration of the project.

Qualifications must be received no later than 4:00 PM (Central Standard Time) on *December 19, 2025*.

Submit (2) hardcopies, (1) electronic/jump drive copy, and (1) digital email copy (adobe pdf format) of all required qualification information to:

Tammy Rolling, Chief Financial Officer, ADECA
c/o Chuck Jones, Project Architect
Department of Finance, Division of Construction Management

Physical Address:

RSA Plaza Building
770 Washington Avenue., Suite 444
Montgomery, Alabama 36104

Mailing Address:
P.O. Box 301150
Montgomery, AL 36130-1150

For questions and additional information, contact Chuck Jones via email at chuck.jones@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.