

First Addendum to Request for Qualifications (RFQ) For Transition Services

Issued April 12, 2024

Pursuant to §41-4-133 and §14-2-28 of the Code of Alabama, 1975, as amended, the Alabama Department of Finance, Division of Construction Management (“DCM”), on behalf of the Alabama Corrections Institution Finance Authority (“ACIFA” or “Owner”), the owner of the Elmore Specialized Men’s Prison Facility (the “Facility”), being constructed for use by the Alabama Department of Corrections (the “ADOC”), as Lessee (collectively the “State”) issued a Request for Qualifications for Transition Services on March 25, 2024 (RFQ). *This Addendum supplements the RFQ, and supersedes the provisions of the RFQ only in the event of a conflict in terms. In the event of doubt, references to the RFQ herein shall include the First Addendum.*

OWNER

Alabama Corrections Institution Finance Authority
c/o Alabama Department of Corrections
Office of the Commissioner
Attn. Carrie Ellis McCollum, Executive Counsel
301 South Ripley Street
Montgomery, AL 36104

PROJECT

Alabama Prison Program – Pre and Post Construction Transition Services

ADOC CONTACT

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RFQ DUE DATE AND TIME

The Proposal shall be submitted no later than:

April 26, 2024, at 12:00 p.m. local time. See full schedule below.

SUMMARY OF PROPOSED SCOPE OF WORK

See Summary of Proposed Scope of Work in the RFQ.

Professional is invited to submit a response to this RFQ and Addendum if Professional is capable of supplying the work mentioned above and can demonstrate its experience in the following areas. *Each of these areas will be evaluated in the Qualifications Portion of the RFQ as further outlined in this Addendum. Proposers should present the information in the appropriate designated Section of the Qualifications as indicated below.*

DETAILED SCOPE OF PROFESSIONAL SERVICES

See RFQ for additional details for Detailed Scope of Professional Services solicited.

- I. Occupancy Plan and Schedule Planning (*Evaluation in Section 4.1, Project Schedule*).
- II. Develop O&M Materials (*Evaluation in Section 2C, Relevant Corporate Experience*).
- III. Prepare Warranty Management Plan (*Evaluation in Section 2C, Relevant Corporate Experience*).
- IV. Sequencing of Daily Facility Operations and Movement (*Evaluation in Section 2C, Relevant Corporate Experience*).
- V. Transition to Occupancy and Activation Services (*Evaluation in Section 2C, Relevant Corporate Experience*).
- VI. Preparation of a Comprehensive Move Management Plan (*Evaluation in Section 2C, Relevant Corporate Experience*).

QUALIFICATIONS

Section 2: Relevant Corporate Experience

Relevant Experience
<i>A. See RFQ for Relevant Experience requested by Section A.</i>
<i>B. See RFQ for Relevant Experience requested by Section B.</i>
<i>C. Provide Approach, Methodology and Recent Project Experience (experience with projects completed in the last five (5) years) for the following:</i> <ol style="list-style-type: none"><i>1. Section II, Detailed Scope of Professional Services - <u>Develop O&M Materials</u>.</i><i>2. Section III, Detailed Scope of Professional Services – <u>Prepare Warranty Management Plan</u>.</i><i>3. Section IV, Detailed Scope of Professional Services - <u>Sequencing of Daily Facility Operations and Movement</u> (all sections should be presented separately).</i><i>4. Section V, Detailed Scope of Professional Services - <u>Transition to Occupancy and Activation Services</u> (all sections should be presented separately).</i><i>5. Section VI, Detailed Scope of Professional Services - <u>Preparation of a Comprehensive Move Management Plan</u> (all sections should be presented separately).</i>

Section 3: Proposed Project Team

3.1 Project Team

See RFQ for Proposed Project Team Information requested. Proposal should also include availability by proposed team member(s), by month, as a percentage of the proposed team member(s)' overall professional time commitment.

Section 4: Schedule and Submission Process

4.1 Project Schedule

See RFQ for project submission schedule and other details requested.

Provide Approach, Methodology and Recent Project Experience (experience with projects completed in the last five (5) years) for: Section I, Detailed Scope of Professional Services - Occupancy Plan and Schedule Planning.

4.2 Submission Process.

Stage 3 – Evaluation, Final Selection and Final Contract Negotiations

Evaluation and selection may include an interview process as determined solely by the Owner and the ADOC, in the best interest of the State. In the event the State elects to conduct an interview process, eligibility will be determined in the sole discretion of the State, in its best interest, through the RFQ review as a pre-qualification process. Those Professionals, up to a maximum of three (3), deemed by the State as outlined herein to be eligible for an interview will be notified and an interview conducted. Interview will include evaluation on the topics outlined in the RFQ and Addendum.

The State reserves the right to modify the qualification requirements of this RFQ and Addendum at any time to meet the best interests of the State of Alabama. The State reserves the right to rescind any RFQ or to select a proposer other than the initially qualified, selected proposer, and/or to take any other actions deemed in its sole discretion to be in the best interest of the State.

Any deviations from the current law governing RFQs shall be at the sole discretion and approval of the State, within the parameters of Act No. 2021-546.

Section 6: Responsibility to Read and Understand/Other Terms of the RFQ

See RFQ for additional information.

- 1. Reservations – All reservations of rights in this Section are in addition to the other rights reserved in the RFQ or Addendum.*
- 2. Communications - See RFQ for additional details. Nothing in this RFQ is intended to or shall be deemed to affect the ongoing construction of the new Elmore Specialized Men's Prison Facility.*