

**ADVERTISEMENT FOR
REQUEST FOR QUALIFICATIONS (RFQ)**

LOCAL EDUCATION AGENCIES FACILITY CONDIITON ASSESSMENTS

Pursuant to §41-16-72 of the Code of Alabama, 1975, as amended, the Alabama State Department of Education (ALSDE) requests qualifications from qualified Architects and/or engineering professionals licensed in the State of Alabama to provide detailed Facility Condition Assessments for State of Alabama owned and leased facilities. This may be 1 or multiple Agreements as required. The assessments will be conducted as a service provided to Local Education Agencies through the Alabama State Department of Education. This agreement will be managed by the Alabama State Department of Education and work will be performed in the identified Local Education Agencies.

Proposed Scope of Work: The Scope of Work shall include but not be limited to the following: Assess the primary facility components such as mechanical, electrical, plumbing, structural components, vertical transportation, utilities, building envelope including roofs, and life/health/safety components including ADA. Provide detailed reports, both written and electronic, which include cost of deferred maintenance, replacement cost, relative order of magnitude for priority of replacement, and other relevant information typically included in an FCA. Provide access to an asset management database which will contain all of the information included in the FCA for a minimum of one year. As an extra service, as per each Facility, a detailed “As-Built Floor Plans” of the facility(s) may be requested in the event the owner does not have floor plans available. Assessments must follow ASTM E-2018-15 Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process. These facilities will be throughout the State of Alabama and not in any one location as determined by each deliverable. The Assessments need to be completed and invoiced by August 2025. There will be 26 estimated facilities that need to be in this Facility Assessment. A listing of facilities with the estimated square footage is provided in Appendix A.

The term of the Agreement will be two years with the option to extend an additional one year. The architectural/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 ALSDE’s and DCM’s procedures and forms. The assessment team shall have the following qualifications and experience:

- Previous project experience and performance as the principal architect/engineer on Facility Assessment projects of similar size, type, and complexity.
- Each project team member to demonstrate knowledge, experience and competence of primary facility systems and structural components as well as extensive field experience in existing structures equal or greater size and scope in the last 5 years.
- Previous experience working on a State of Alabama Project and familiarity with the Division of Construction Management’s procedures.

- The design team’s location and availability to visit and monitor the project sites throughout the State and to provide FCAs in a timely manner
- The Contracting Architect/Engineer is to be a licensed Professional Architect/Engineer who is currently registered to practice in the State of Alabama on staff.

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 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 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/reference/forms>. Please include a sample FCA your team has conducted.
3. A completed Alabama Vendor Disclosure Statement. The form is available at <https://examiners.alabama.gov/PDF/publications/Vendor-Disclosure-Statement.pdf>.

Qualifications must be received no later than 4:00PM (Central Time) on April 24, 2025.

Submit three (3) Copies (and 1 thumb drive) of all required proposal information to:

Dr. Johnny Whaley

Alabama State Department of Education

Office of School Facilities

Physical Address:

Gordon Person Building

50 North Ripley Street
Montgomery, AL 36104

Mailing Address:

Post Office Box 302101
Montgomery, AL 36130-2101

For questions and additional information, contact Jessica Ragan at (334) 694-4902 or by email at jragan@alsde.edu.

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. There is no guarantee of any specific quantity of work will be awarded through this RFQ.

