

ADVERTISEMENT FOR REQUEST FOR QUALIFICATIONS (RFQ) – DESIGN PROFESSIONALS**ALABAMA COMMUNITY COLLEGE SYSTEM**

Pursuant to §41-16-72 of the Code of Alabama, 1975, as amended, the Alabama Community College System (ACCS) requests qualifications from design professionals licensed in the State of Alabama to provide design services for college campus projects throughout the State of Alabama.

General Description of RFQ and Selection Process: ACCS is seeking to establish a list of Qualified Design Professionals. Firms responding to this RFQ are to submit their response in accordance with the ACCS Manual of Procedures for construction projects, *Exhibit C (Recommended Procedures for Selecting Design Professionals)*. All proposals submitted in response to this RFQ are to also include in their packet the use of federal form, *Standard Form 330*, to communicate their experience and qualifications as a design professional.

Criteria for evaluating proposals of design professionals is identified in the ACCS Manual of Procedures for construction projects, as part of *Exhibit C*. Qualifying design firms will be added to the ACCS Master List of Qualified Design Professionals. Firms placed on the ACCS Master List of Qualified Design Professionals will remain on the list for three years. At the end of the three-year period, firms must re-submit an updated Qualification Packet. Firms not qualifying for the ACCS Master List of Qualified Design Professionals, may re-submit a Qualification Packet one year after the date of their last proposal submission.

Form of Agreement and Scope of Services: Selected firms will be engaged using *ACCS Form 1-A*. The executed agreement will include a signed Disclosure Statement and required E-VERIFY certification forms.

Qualifications: Responding firms should have documented experience successfully performing projects for public education clients (K-12, ACCS, and 4 Year Universities) in the State of Alabama, experience delivering projects per the Alabama Public Works Law (i.e., Title 39), experience working with current State Building Codes, and documented experience working with various Authorities Having Jurisdiction (AHJs) within the State of Alabama.

§41-16-82, of the Code of Alabama, requires a disclosure statement be completed and filed with all qualifications, bids, contracts, or grant proposals submitted to the State of Alabama more than \$5,000.00. The form is available online at <https://examiners.alabama.gov/PDF/publications/Vendor-Disclosure-Statement.pdf>.

§31-13-1, of the Code of Alabama (Alabama Immigration Law), imposes conditions on the award of state contracts. Qualifiers 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. Design firms should review and adhere to these guidelines as appropriate to their project type.

Contents of Evaluation Packets and Evaluation Criteria:

Each RFQ should include contents that meet each selection criteria identified in the ACCS Manual of Procedures for construction projects found in *Exhibit C (Recommended Procedures for Selecting Design Professionals)*. Packets should be organized in the same order as the selection criteria identified in *Exhibit C*. Contents of the evaluation packet should include a completed *Standard Form 330* by the Federal Government.

Qualification Packets may be submitted at any time; there is no deadline for submission.

Submit one (1) electronic (PDF) copy of the required proposal information to:

Sheila Smith
Alabama Community College System Facilities Division

Physical Address:
135 South Union Street
Montgomery, AL 35999

Questions and or information related to delivery of qualifications shall be directed to Mark Salmon via email at mark.salmon@accs.edu.