

REQUEST FOR QUALIFICATIONS
Project Management Services for Statewide Prison Construction
Alabama Department of Corrections

Pursuant to §41-16-72 and §39-2-2(d) of the Code of Alabama, as amended, on behalf of the Governor of Alabama and the Alabama Department of Corrections, the Alabama Department of Finance-Division of Construction Management is issuing a Request for Qualifications for Project Management Services for Statewide Prison Construction in relation to the construction of new prison facilities; renovation and/or rehabilitation of existing prison facilities; and/or renovation, rehabilitation, or construction of mental health treatment facilities at existing prison facilities as may be required based on settlement of existing litigation.

Narrative Overview

The Alabama Department of Corrections (ADOC) currently operates 28 correctional institutions that include 6 close custody facilities, 10 medium custody facilities, and 12 minimum custody level facilities.

Alabama’s correctional facilities are architecturally designed to house 13,318 inmates. Today, the inmate custody population is 21,953, or 164.8% of design capacity. The two oldest facilities are Draper Correctional Facility, opening in 1939, and Julia Tutwiler Prison for Women that opened in 1942. Bibb Correctional Facility is ADOC’s newest facility that opened in 1998.

ADOC Inmate Population by Custody Level and Gender

	<u>Close Custody Level 5</u>	<u>Medium Custody Level 4</u>	<u>Minimum Custody Level 1 & 2</u>	<u>TOTAL</u>
Male	6,566	10,457	2,970	19,993
Female	<u>570</u>	<u>504</u>	<u>239</u>	<u>1,313</u>
Total	7,136	10,961	3,209	21,306

Note: Inmate population is based on August 2017 data.

Facilities and Locations

Close Custody Level 5 Facilities

- William C. Holman Correctional Facility, Atmore, AL
- St. Clair Correctional Facility, Springville, AL
- Limestone Correctional Facility, Harvest, AL
- Julia Tutwiler Prison for Women, Wetumpka, AL
- William E. Donaldson Correctional Facility, Bessemer, AL
- Kilby Correctional Facility, Mt. Meigs, AL

Close Custody is the most restrictive custody level to which an inmate can be assigned.

Medium Custody Level 4 Facilities

- Bibb Correctional Facility, Brent, AL
- Bullock Correctional Facility, Union Springs, AL
- Draper Correctional Facility, Elmore, AL
- Easterling Correctional Facility, Clio, AL
- Elmore Correctional Facility, Elmore, AL
- G.K. Fountain Correctional Facility, Atmore, AL
- Hamilton Aged and Infirm Correctional Facility, Hamilton, AL
- Montgomery Women’s Correctional Facility, Mt. Meigs, AL
- Staton Correctional Facility, Elmore, AL
- Ventress Correctional Facility, Clayton, AL

Medium Custody is less secure than close custody for those inmates who have demonstrated less severe behavioral problems. Inmates are considered to be suitable for participation in formalized institutional treatment programs, work assignments or other activities within the confines of an institution.

Minimum Custody Levels 1 & 2 Facilities

- Alexander City Work Release and Community Work Center, Alexander City, AL
- Birmingham Women’s Work Release and Community Work Center, Birmingham, AL
- Camden Work Release and Community Work Center, Camden, AL
- Childersburg Work Release and Community Work Center, Childersburg, AL
- Decatur Work Release and Community Work Center, Decatur, AL
- Elba Work Release and Community Work Center, Elba, AL
- J.O. Davis Community Work Center, Atmore, AL
- Frank Lee Work Release and Community Work Center, Deatsville, AL
- Hamilton Work Release and Community Work Center, Hamilton, AL
- Loxley Work Release and Community Work Center, Loxley, AL
- Mobile Work Release and Community Work Center, Mobile, AL
- Red Eagle Community Work Center, Montgomery, AL

Minimum Custody is the lowest custody designation an inmate can receive. In general, minimum custody inmates are conforming to ADOC rules and regulations.

See “Attachment A” for ADOC’s Facilities Map showing the location of existing prison facilities.

Staffing Levels

ADOC's has a total of 3,357 employees. Of the total assigned, 998 are support staff, and 2,359 are sworn correctional officers.

Facility Assessments

A complete architectural and engineering facility assessment was completed in November 2016 to determine the cost of deferred maintenance and code compliance for ADOC's largest 16 correctional facilities. The assessment concluded that at least six of the 16 major facilities should close and cost of deferred maintenance exceeded \$440 million. The ADOC will provide a copy of the studies and facility assessments to the successful Project Management Team.

Project Justification

As evidenced by the 2016 Facility Assessment, much of Alabama's prison infrastructure is beyond its useful life. The cost estimates for deferred maintenance and needed renovations to meet code compliance make it fiscally impractical to reinvest in much of this infrastructure. The Alabama Prison Transformation Initiative (APTI), introduced during the 2015 Alabama Legislative session, was an attempt to replace aging infrastructure with state-of-the-art prisons. The plan called for the construction of three 4,000 bed regional male prisons and one 1,000 bed female prison. A key component of APTI was that new prison designs, coupled with consolidation, would allow the department to operate at significantly reduced operational costs, putting the department in position to absorb the cost of new construction.

Another key component of APTI was resizing the infrastructure. The current designed bed capacity is 13,318 while the current prison population is over 21,000. Alabama has passed needed criminal justice reforms during the past several years that have reduced the population by over 4,000 inmates. Current projections are for the inmate population to stabilize around 20,000 by the year 2020. Completion of APTI would have provided for a designed bed capacity of over 16,000, reducing the current overcrowding to a manageable 125%.

Recent litigation is also driving the need to enhance delivery of inmate healthcare. The ADOC will be required to expand several existing healthcare units while also adding office space for a significant increase in the medical and mental health staffs. Some of this expansion could be temporary as the ADOC waits for new facilities while some will be permanent additions to facilities the ADOC intends to retain.

Project Goals

- Construction of new male correctional facilities to replace aging and outdated facilities
- Renovation and/or rehabilitation of existing prison facilities that will be retained
- Renovation of existing health care facilities or construction of additional facilities

Project Management Team

The Project Management Team will play an important role in preparing a comprehensive plan to address the current and future needs of the ADOC. The overall vision statement of the ADOC is:

The Alabama Department of Corrections will provide all employees with safe, secure facilities that meet the constitutional standard of care and rehabilitative needs of offenders.

Project Scope

The selected firm or team will provide Program and Project Management services for the construction, renovation and rehabilitation of correctional facilities under the Department of Corrections statewide. The Project Management team will provide the experienced staffing to properly plan and advise the ADOC and the Alabama Department of Finance – Division of Construction Management (DCM) during the planning, programming, siting, design and construction process. Services will include but are not limited to the following:

- Planning and Programming Services to include development of a master plan for capital projects, programming criteria for various projects, preliminary budgeting, conceptual phasing/scheduling and other pre-design services.
- Site Planning and Site Evaluation Services to include development of site selection criteria, site evaluation and analysis, site environmental impact analysis, preliminary site development costs, investigative geotechnical services, site utility planning, and other related services.
- Pre-Construction Services to include working with design team during design phase to include constructability reviews, cost estimating, project phasing, assist in prequalification, and other related services.
- Construction Management Services to include monitoring construction schedules; cost management; coordination with Owner, design team and construction team; communication of construction issues with all parties, facilitating project construction, and other related services.

During construction, the Project Management Team will provide proper on-site management, personnel, and coordination in a manner sufficient to ensure that all work is carried out properly. These services will include but not be limited to quality control for all aspects of work, managing daily documentation, developing monthly progress reports, conducting Owner, Architect and Contractor meetings, conducting safety inspections, managing RFI submittals, progress billings, budget control, change order management, final billings, close out, and warranty.

Expectations

This RFQ is for Project Management Services only and does not include responsibility for any design services. The Project Management Team will not provide any design services but will work with the selected design team or teams to assist in developing a design that results in a complete set of construction documents that meets the Owner's criteria for each project.

Pursuant to §39-2-2(d), the Project Management Team that is engaged as a result of this RFQ shall be strictly prohibited from participation in any multi-prime or other construction-related services on any project associated with or developed under this project management contract and shall not engage in any actual construction, repair, renovation or maintenance with their own forces, by contract, subcontract, purchase order, lease or otherwise.

The Project Management Team will work with the ADOC and the DCM. The Project Management Team will be acting on behalf of the Governor and the ADOC to develop a long-term solution to the problems associated with aging prison facilities and infrastructure statewide. The process must be interactive and will require consistent, effective communication between the Project Management Team and the Owner's team.

Submittal Requirements

Introduction:

Provide a letter of interest describing your understanding of the project, your project management team's perspective on the project, and any other information you would like to highlight.

Professional Experience:

Submit Statement(s) of Qualifications utilizing GSA Standard Form 330. Project teams that respond to this RFQ shall be licensed in the State of Alabama and are expected to have significant experience in the following areas. This list is not intended to be all-inclusive but instead demonstrates the breadth and type of experiences expected. Provide a narrative demonstrating your project team's (including consultants') experience with the following items:

- Project Management Team's qualifications and experience with correctional facilities projects of similar complexity, scope, and scale, especially state and/or federal correctional facilities.
- Project Management Team's previous experience with and successful application of the current American Correctional Association Standards for Adult Correctional Institutions.
- Project Management Team's successful Project Management experience with projects in excess of \$50,000,000, especially projects that are in a large, secured complex and involving multiple buildings.
- Project Management Team's ability to execute a successful, collaborative approach with the Owner's team, design professionals and construction team throughout the process.
- Project Management Team's experience in the following areas: comprehensive project management services; specific experience with capital planning/project programming; specific experience with site selection, analysis and evaluation; specific experience with pre-construction services; specific experience with construction management especially multi-phased and multi-prime construction projects.

Project Team Description:

Provide a general description of the history and background of your firm and other firms on project team. For team responses, in addition to the individual firm descriptions, describe any previous collaborations and note collaborative projects.

Organizational Chart of Project Management Team

Provide an organizational chart of the proposed Project Management Team including principals and key team members and their roles.

Team Structure and Bios:

Describe and outline the project organizational structure for this project and provide bios for principals and key team members, including design professionals and/or consultants. Identify each team member's relevant experience, specific role and level of involvement for this project and their responsibilities on the project management team. It is expected that during the construction phase, the construction project manager, superintendent, quality control manager, safety manager, and other required support staff will be on site full time and solely dedicated to this project for the duration of their respective responsibilities.

Process Description/Project Management Approach:

Describe a potential approach that your firm or team may take to this project and how this approach will best serve the State of Alabama. Use this section as an opportunity to demonstrate your understanding of the project. Do not describe a standard process, but rather a customized approach for each project management phase from planning through construction that will result in achieving a long-term solution for the ADOC. Explain how your firm or team would execute that approach and how your team structure supports that methodology. Illustrate your process using whatever method is appropriate including infographics and existing project examples.

Project Examples:

Include recent and relevant project examples (minimum of four projects) which best demonstrate your team's experience and capacity to successfully provide the services requested. Select examples that address how you handled complex challenges in highly visible situations and identify individual team members that are also proposed for the Project Management Team. Include project names, location, budget and final construction costs, estimated and actual completion, and other relevant information. Include references for each project with name, role, and current contact information.

Licenses and Professional Registrations (excluded from page count):

Provide a copy of the Construction Manager's State of Alabama General Contractor's License. Provide copies of design professionals' registration in the State of Alabama.

Disclosure Statement (excluded from page count):

§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. The form is available online at <http://www.ago.state.al.us/File-AL-Vendor-Disclosure-Statement>.

Compliance with Alabama Immigration Law and E-Verify MOU (excluded from page count):

§31-13-9 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. 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 E-Verify MOU entered into with the Department of Homeland Security.

See "Attachment B" for a copy of the Beason-Hammon Certificate form.

Compliance with Act 2016-312 (excluded from page count):

In compliance with Act 2016-312, the Project Management Team 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.

See "Attachment C" for the Certificate of Compliance with Act 2016-312 form.

Evaluation Criteria

- Project Management Team's qualifications and demonstrated, successful experience with correctional facilities projects of similar complexity, scope, and scale, especially state and/or federal correctional facilities.
- Project Management Team's demonstration of previous experience with and successful application of the current American Correctional Association Standards for Adult Correctional Institutions to similar projects.
- Project Management Team's demonstrated successful Project Management experience with projects in excess of \$50,000,000, especially projects that are in a large, secured complex and involving multiple buildings.
- Project Management Team's demonstrated ability to execute a successful, collaborative approach with the Owner's team, design professionals and construction team throughout the process.
- Project Management Team's demonstrated experience in each of the following areas:
 - Comprehensive project management services
 - Specific experience with capital planning/project programming
 - Specific experience with site selection, analysis and evaluation
 - Specific experience with pre-construction services
 - Specific experience with construction management especially multi-phased and multi-prime construction projects
- Key consultant's qualifications, correctional facility experience, and prior experience working with proposed Project Management Team
- Familiarity with, availability of and proximity of key members of Project Management Team to proposed projects

Project Management Teams are strongly encouraged to include Alabama-based firms. Construction managers are required to be licensed in Alabama as a general contractor in the appropriate major classification and with sufficient bid limit equal to the value of the project. Design professionals including

architects, engineers, and surveyors are required to be registered in the State of Alabama in order to represent themselves as such in any proposal. Preference will be given to companies based in 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.

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.

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 a contract or agreement. Firms will be selected from those submitting qualifications for further and more detailed evaluation and review by a selection committee. The ADOC and the DCM reserve the right to reject any or all proposals and to solicit additional proposals, through the RFQ process, if that is determined to be in the best interests of the State of Alabama.

Qualifications submittals must be received no later than 4:00 p.m. (Central Time) on Monday, December 4, 2017.

The submittal shall be limited to a format size of 8 ½" X 11". No more than 10 pages may be 11"x 17" page size if folded to the submittal format size of 8 ½" x 11". Responses shall not be more than 50 pages maximum. Bindings and covers will be at the respondent's discretion. However, elaborate notebooks and hardback binders are discouraged. Unnecessarily elaborate brochures, artwork, expensive paper and expensive visual and other presentation aids are neither necessary nor desired. The overall reply must be written in a concise manner which is conducive to effective evaluation.

Submittals shall include eight (8) hard copies of the submittal response and one (1) electronic .pdf file of the complete response on CD or flash drive. Responses shall be submitted to:

Katherine Lynn, Assistant Finance Director
State of Alabama Department of Finance
Real Property Management

Overnight Courier Address:

RSA Plaza Building
770 Washington Avenue, Suite 470
Montgomery, AL 36104

U. S. Postal Service Mailing Address:

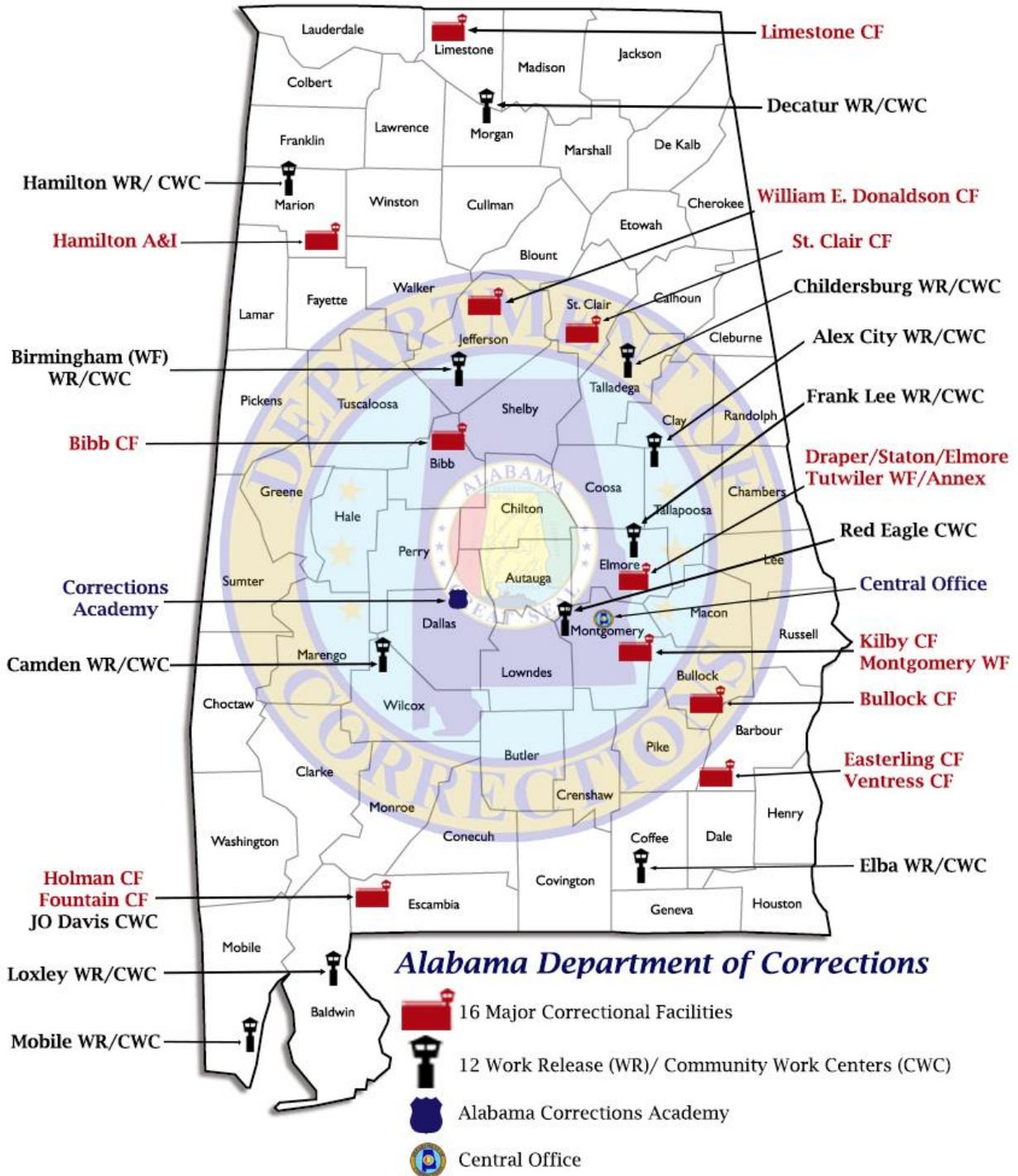
P.O. Box 301150
Montgomery, AL 36130-1150

Questions and Clarifications

Email questions to Katherine Lynn at Katherine.Lynn@bc.alabama.gov. Subject line should read: Questions for ADOC Project Management Team RFQ. Questions must be received by **5:00 PM (Central Time)** on **November 17, 2017**. Questions and answers as well as clarifications will be posted by **5:00 PM (Central Time)** on **November 27, 2017** to www.bc.alabama.gov. No phone calls please.

ATTACHMENT A

Alabama Department of Corrections Facilities Map



Nov. 2017

ATTACHMENT B

State of _____)
County of _____)

CERTIFICATE OF COMPLIANCE WITH THE BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT (ACT 2011-535, as amended by Act 2012-491)

DATE: _____

RE Contract/Grant/Incentive (describe by number or subject): _____
by and between _____ **(Contractor/Grantee)**
and _____ **(State Agency or Department or other Public Entity)**

The undersigned hereby certifies to the State of Alabama as follows:

1. The undersigned holds the position of _____ with the Contractor/Grantee named above, and is authorized to provide representations set out in this Certificate as the official and binding act of that entity, and has knowledge of the provisions of THE BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT (ACT 2011-535 of the Alabama Legislature, as amended by Act 2012-491) which is described herein as "the Act".
2. Using the following definitions from Section 3 of the Act, select and initial either (a) or (b), below, to describe the Contractor/Grantee's business structure.

BUSINESS ENTITY. Any person or group of persons employing one or more persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood, whether for profit or not for profit. "Business entity" shall include, but not be limited to the following:

- a. Self-employed individuals, business entities filing articles of incorporation, partnerships, limited partnerships, limited liability companies, foreign corporations, foreign limited partnerships, foreign limited liability companies authorized to transact business in this state, business trusts, and any business entity that registers with the Secretary of State.
- b. Any business entity that possesses a business license, permit, certificate, approval, registration, charter, or similar form of authorization issued by the state, any business entity that is exempt by law from obtaining such a business license, and any business entity that is operating unlawfully without a business license.

EMPLOYER. Any person, firm, corporation, partnership, joint stock association, agent, manager, representative, foreman, or other person having control or custody of any employment, place of employment, or of any employee, including any person or entity employing any person for hire within the State of Alabama, including a public employer. This term shall not include the occupant of a household contracting with another person to perform casual domestic labor within the household.

_____(a) The Contractor/Grantee is a business entity or employer as those terms are defined in Section 3 of the Act.

_____(b) The Contractor/Grantee is not is a business entity or employer as those terms are defined in Section 3 of the Act.

3. As of the date of this Certificate, Contractor/Grantee does not knowingly employ an unauthorized alien within the State of Alabama and hereafter it will not knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama;
4. Contractor/Grantee is enrolled in E-Verify unless it is not eligible to enroll because of the rules of that program or other factors beyond its control.

Certified this _____ day of _____ 20____.

Name of Contractor/Grantee/Recipient

By: _____

Its _____

The above Certification was signed in my presence by the person whose name appears above, on this _____ day of _____ 20____.

WITNESS: _____

Print Name of Witness

ATTACHMENT C

CERTIFICATE OF COMPLIANCE WITH ACT 2016-312

DATE: _____

Re: Contract/Grant/Incentive (describe by number of subject): _____
_____ by and between _____
(Contractor/Grantee) and _____ (State Agency,
Department or Public Entity).

The undersigned hereby certifies to the State of Alabama as follows:

1. The undersigned holds the position of _____ with the Contractor/Grantee named above, and is authorized to provide representations set out in this Certificate as the official and binding act of that entity, and has knowledge of Alabama's Act 2016-312.
2. In compliance with Act 2016-312, the contractor hereby certifies that it is no 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.

Certified this _____ day of _____, 20____.

Name of Contractor/Grantee/Recipient

By: _____

Its: _____

The above Certification was signed in my presence by the person whose name appears above on this _____ day of _____, 20____.

Witness: _____

Printed Name of Witness