



REQUEST FOR QUALIFICATIONS FOR ARCHITECT AND ENGINEERING SERVICES

Cullman County, Alabama (the County) requests qualifications from qualified design professionals to provide architectural/engineering services for a COVID-19 Ventilation Project at the Cullman County Courthouse located at 500 2nd Ave SW, Cullman, AL 35055.

Proposed Scope of Work: The scope of work includes full architectural and/or engineering services to bring the current ventilation system in compliance with recognized COVID-19 mitigation and prevention tactics. The project may include, but is not limited to:

- Replacement of existing systems, upgrading outside air to code required amount, and installing motorized outside air dampers interlocked with space lighting;
- Upgrading to MERV 13 filters, including the replacement of existing equipment and adjusting controls on unit fans;
- Installation of UV-C lights at new units to provide air cleaning in accordance with CDC and ASHRAE recommendations; and
- Upgrading controls to allow for temperature control and remote adjustment.

The estimated construction budget for this project is \$2,600,000. Funding to support this project will be derived from American Rescue Plan Act State and Local Fiscal Recovery Funds (ARPA funds).

The term of the agreement will be for two (2) years with an option for a two (2) year renewal. The design services will be contracted under negotiated fees and hourly rates deemed reasonable to the County. If the County and the apparent selected proposers are not able to agree upon reasonable fees and hourly rates within thirty (30) days of notice of intent to award a contract, the County reserves the right to terminate negotiations with the apparent selected proposer and enter into negotiations with another qualified proposer.

Qualifications: Proposers shall demonstrate experience with similar projects and demonstrate familiarity with procedures required by Federal Uniform Guidance (2 CFR Part 200) for federal awards and Title 39 of the Code of Alabama 1975 for public works design and construction projects. Proposers shall also demonstrate expertise and knowledge of COVID-19 mitigation requirements in accordance with CDC guidelines, ASHRAE, and other authoritative sources, as well as the eligible expenditures of ARPA funds as prescribed by the ARPA and rules and guidelines promulgated thereunder. Proposers and any consultants shall hold current professional licenses and be registered in the state of Alabama.

Minimum Legal Requirements: Proposers selected for work by a county must be compliant with federal and state statutes, regulations, and executive orders. Minimum requirements are included in Attachment 1.

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, and information for three (3) 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 for projects. Proposer should also demonstrate its knowledge of COVID-19 Ventilation Projects in accordance with relevant authoritative services and eligibility of ARPA funds for COVID-19 Ventilation Projects. Form 330 is available at <https://www.gsa.gov/reference/forms>.

The Statement of Qualifications will comprise 100% of the proposer's score.

Qualifications must be received no later than 4:00 p.m. Central Standard Time on Thursday, January 13, 2022.

Submit one original and an exact electric copy on a jump drive of all required qualification information to:

Shane Bailey
Cullman County Courthouse
500 2nd Ave SW, Room 105
Cullman, AL 35055.

For questions and additional information, contact Shane Bailey at sbailey@co.cullman.al.us.

Qualifications will be opened at 10:00 a.m. Central Standard Time on Friday, January 14, 2022.

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 County reserves the right to reject any or all qualifications and to solicit additional qualifications, through the Request for Qualifications process, if that is determined to be in the best interests of the County or necessary to comply with federal and state laws, regulations, standards, and guidance.

Attachment 1 Minimum Legal Requirements

Section 31-13-1, et seq., of the Code of Alabama 1975 imposes conditions on the award of County 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.

Section 41-16-5 of the Code of Alabama 1975 imposes conditions on the award of County 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.

Applicant agrees to comply with the requirements of section 603 of the American Rescue Plan Act, Pub. L. No. 117-2 (March 11, 2021) (the "Act"), regulations adopted by Treasury pursuant to section 603(f) of the Act, codified as 31 CFR Part 35, and guidance issued by Treasury regarding the foregoing. Applicant shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this project.

Federal regulations applicable to this contract include, without limitation, the following:

1. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.
2. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension Nonprocurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 80 and Treasury's implementing regulation at 31 C.F.R. Part 19.
3. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.
4. New Restrictions on Lobbying, 31 C.F.R. Part 21.
5. Generally applicable federal environmental laws and regulations.

Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:

1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;
2. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;

3. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;
4. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
5. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

Applicant agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of state or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.

Applicant understands that making false statements or claims in connection with the use of ARPA funds is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.

In accordance with 41 U.S.C. § 4712, applicant may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.

The list of persons and entities referenced in the paragraph above includes the following:

1. A member of Congress or a representative of a committee of Congress;
2. An Inspector General;
3. The Government Accountability Office;
4. A Treasury employee responsible for contract or grant oversight or management;
5. An authorized official of the Department of Justice or other law enforcement agency;
6. A court or grand jury; or
7. A management official or other employee of the County, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.

Applicants shall inform their employees in writing of the rights and remedies provided for whistleblowers in the predominant native language of the workforce.

Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented, or personally owned vehicles.

Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while

driving, and recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.