

THE ALABAMA DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES (“DCNR”) is soliciting qualifications from surveying firms licensed in the State of Alabama to provide services for **surveying property around the State that is owned or managed by this Department**. The scope of the work includes surveying boundary lines for State Parks, Wildlife Management Areas, County Lakes, Forever Wild Tracts, Swamp and Overflow Lands, Mean High Tide Lines, Fish Hatcheries, Reef locations and other lands as necessary. This work could include topographic surveys, hydrographic surveys, elevation surveys, boundary surveys, specific purpose surveys, construction surveying and various other survey types as needed around the State. The consultant could be responsible for surveying, producing plat maps, producing reports, setting monuments, marking boundary lines, and other duties as needed related to surveying. The scope may also include Sub-bottom Underwater Cultural Resource Survey located offshore in the Gulf of Mexico. This work performed could possibly be done in accordance with the standards of the Alabama Historical Commission, SHPO and USACE. All work would have to be done in accordance with the Standards of Practice at a minimum and in most cases the Department would require greater tolerances and closures than those required by the Standards of Practice, and other related technical services, on an as needed basis, for various projects of DCNR at various sites and locations in Alabama.

Selection by ADCNR shall be based on factors which may include, among others, the following:

- a. Specialized expertise, capabilities, and technical competence, as demonstrated by the proposed approach and methodology to meet project requirements.
- b. Resources available to perform the work.
- c. Record of past performance, quality of work, ability to meet schedules, cost control, and contract administration.
- d. Availability to and familiarity with the project locale.
- e. Proposed project management techniques.
- f. Ability and proven history in handling special project contracts.

In selecting the most qualified firm, ADCNR will be guided by the Manual of Procedures, 2001 Edition, prepared by the Alabama Building Commission. Interested firms should respond with a letter of interest, statements of qualification utilizing GSA Standard Form 330 or any other form of document, firm brochures, and photographs of previous projects, experience and other relevant information. GSA Standard Form 330 can be obtained from <https://www.gsa.gov/forms-library/architect-engineer-qualifications>.

The contract(s) will be written for two years and have the option to renew for an additional two years, if both parties agree.

Submit at least 2 copies of the responses to the address below, as follows:

Firms should submit a letter of interest and qualifications **no later than 5:00 p.m. on Friday, August 18, 2023** to Mr. Terry N. Boyd, PE, PLS, Chief of Engineering Section, Alabama Department of Conservation and Natural Resources, 64 North Union Street, Room 483, Montgomery, Alabama 36104, Telephone (334) 242-3836 or Terry.Boyd@dcnr.alabama.gov.

DCNR reserves the right to award a contract to one or more selected entities, as well as to reject all proposals, negotiate further with any entity submitting proposals, or seek additional proposals. **Selection is estimated to occur on or near Friday, September 1, 2023.**

Non-Discrimination. The Department of Conservation and Natural Resources does not discriminate on the basis of race, color, religion, age, sex, pregnancy, national origin, genetic information, veteran status, or disability in its hiring or employment practices nor in admission to, access to, or operations of its programs, services, or activities.

Immigration. By submitting a bid, the Submitter represents that he/she and the business entity he/she represents is not in violation of federal immigration law and has not knowingly employed, hired for employment or continues to employ an unauthorized alien within the State of Alabama.

Open Trade. By submitting a bid, the Submitter represents that he/she and the business entity he/she represents is not currently engaged in the boycott of a person or entity based in or doing business with a jurisdiction with whom the State of Alabama can enjoy open trade, as defined in Act 2016-312.

Non-Commitment of Funds. Any contract related to this proposed project is subject to the availability of funds and/or the needs of the Alabama Department of Conservation and Natural Resources (ADCNR) and therefore the ADCNR, at its discretion, may or may not issue a final contract as a result of this RFQ. Further, even in the event an initial selection is made by the ADCNR, no selection is final until full execution of a written agreement detailing an agreed upon scope of work. If the ADCNR deems, at its sole discretion, that a satisfactory agreement cannot be reached in accordance with an initial selection; the ADCNR reserved the right to proceed with efforts to make another selection based upon proposals submitted pursuant to this RFQ.

Open Records Act. All responses received will be subject to the Alabama Open Records Act, Ala. Code § 36-12-40, (1975), as amended, and may be subject to public disclosure upon request.