



# BERTHA P. WILLIAMS LIBRARY @ ROSA L. PARKS AVENUE

Montgomery City-County Public Library

## ABSTRACT

Begun as the first branch of the Montgomery City-County Public Library, library service for Negroes opened on December 17, 1949, with Mrs. Bertha P. Williams as branch librarian. In 1960, a new brick and mortar building was opened on the old Cleveland Avenue, later renamed in honor the life and work of Rosa L. Parks. On October 25, 2018, the building was added to THE ALABAMA REGISTER OF LANDMARKS & HERITAGE

## **PUBLIC NOTICE**

**REQUEST FOR PROPOSALS (RFP)  
REQUEST FOR QUALIFICATIONS (RFQ)  
FOR PROFESSIONAL SERVICES: ARCHITECT  
Preservation/Restoration of Bertha P. Williams Library @ Rosa Parks Avenue  
1276 Rosa Parks Avenue  
Montgomery, AL  
CITY OF MONTGOMERY  
Montgomery City-County Public Library  
PO Box 1950  
Montgomery, AL 36102-1950  
Jaunita Owes, Library Director**

**Release Date: July 13, 2020  
Deadline for Submission: 5:00 PM on July 30, 2020**

**A copy of this Solicitation may be obtained by either of the following methods:**

- 1. Retrieve this document from Purchasing Department City of Montgomery**
- 2. Retrieve the document from Library Administration by calling 334-625-4300**
- 3. Retrieve the document from [www.montgomeryal.gov](http://www.montgomeryal.gov)**

**RESPONDERS ARE RESPONSIBLE FOR CHECKING THE WEBSITE FOR ANY  
AMENDMENTS OR ADDENDA TO THE RFP**



## **REQUEST FOR PROPOSALS (RFP)/REQUEST FOR QUALIFICATIONS (RFQ)**

The **CITY OF MONTGOMERY, ALABAMA** is currently soliciting qualified professional services consultants to submit professional qualifications and a proposal(s) for the restoration and preservation of the Bertha P. Williams Library @ Rosa L. Parks Avenue 1276 Rosa Parks Avenue Montgomery, AL 36108. After reviewing the responses to the received RFPs, the Montgomery City-County Public Library will select a preservation and restorative architectural firm to manage the restorative and preservation work of the Bertha P. Williams Library @ Rosa L. Parks Avenue. Successful applicants must meet the Secretary of the Interior's Professional Qualifications Standards for History, Architectural History, or Architecture.

### **Section I Overview of Montgomery**

The City of Montgomery is the State of Alabama's government seat and central city of the Montgomery Metropolitan Statistical Area. The City also serves as the region's employment center and economic engine. The City is also home to Maxwell-Gunter Air Force Base, which has a 1.2-billion-dollar economic impact. According to the 2010 Census, the City of Montgomery had a population of 205,764 people, as compared to the 2000 Census population of 201,791. According to the year 2010 Census the City population breakdown by demographic is 56.38% Black; 36.07% White; 3.89% Hispanic; 2.23% Asian and 0.35% Other.

The City of Montgomery confidently coins itself as the "Birth Place" of the American Civil Rights Movement. Having been the epicenter for significant Civil Rights struggles, such as the Montgomery Bus Boycott and the last leg of the Selma to Montgomery Voting Rights, it is with confidence that Montgomery Alabama is centered and has very significant history related to Civil Rights. Montgomery was and still is home to many significant people that worked in the Civil Rights Movement, and many significant places that played a role in the Civil Rights Movement. Some of those people include: Rosa Parks, Dr. Martin Luther King Jr., Edger Daniel Nixon, Ralph David Abernathy, Attorney Fred Gray, Robert and Jeannie Graetz, Rufus Lewis and Juliette Hampton Morgan. Significant places during the Civil Rights Movement include: The Ben Moore Hotel, Dexter Ave King Memorial Baptist Church, Holt Street Missionary Baptist Church, Mount Zion AME Zion Church, The City of St. Jude, The Centennial Hill Community, The King Hill Community, Cleveland Court (Home of Rosa Parks), the City Federation of Colored Women's Clubhouse on Union Street, and the Greyhound Bus Station (Freedom Rides Museum) just to name a few.

The aforementioned historic events, people and places mentioned above brings people from around the region, state, nation and world to learn more about Montgomery's history, see its historic places and objects and events related to them. Montgomery's rich Civil Rights history and places need to be restored and preserved as landmarks of significance in the ongoing documented history of the city. Preservation and restoration of the Bertha P. Williams Library @ Rosa L. Parks Avenue ensures that future generations will know of the committed sacrifice and work done by Bertha P. Williams and Rosa Parks as heroines in the education of generations of people.

The City of Montgomery is currently developing a comprehensive document of significant landmarks, sites and spaces that identifies site specific areas for future preservation or promotion

on any of Montgomery's very rich Civil Rights past. The Bertha P. Williams Library @ Rosa L. Parks Avenue was recognized by the Alabama Historical Commission, in October 2018, as a site which represents significantly the historical architecture of the 1960s and the activities that transpired within the walls of the building on historic Cleveland Avenue, which is the purpose of the grant application that was approved by the National Park Service under the National Park Service African American Civil Rights Grant Program. The purpose of this work is to preserve the historic significance of the Bertha P. Williams Library @ Rosa L. Parks Avenue as a representation of the historic struggles of the black community located on the west side of the city.

## **Section II Purpose and Scope of Work**

The proposal should reflect skill in the management and restoration of historically significant properties and/or restorative work.

Specifically, the Bertha P. Williams Library @ Rosa L. Parks grant will require significant skill in managing the progress of the following work:

- New roof and roofing insulation
- Repair or replace roof substructure and decking as needed
- Bathroom renovation (ADA compliant)
- HVAC replacement
- Install interior ceiling
- Replace water heater
- Interior and exterior lighting
- Installation of floor coverings

A work performance schedule/timeline shall be developed by the selected architect to achieve the goal of the project in consultation with the Library Board, the City of Montgomery and/or the Library Director.

All proposed work must be reviewed and approved by the National Park Service for compliance with NEPA requirements and adherence to the *Secretary of the Interior's Guidelines and Standards for Historic Preservation*

Work on the Bertha P. Williams Library @ Rosa L. Parks Avenue will assist the City of Montgomery in its efforts to ensure the survival and sustainability of historic properties within the city and specifically those owned by the city and county of Montgomery. The completion of this project can serve as an example of ongoing efforts within the geographic footprint of the City and County of Montgomery to preserve those properties representing the struggles of African Americans to achieve equality of services and spaces.

Both Bertha P. Williams and Rosa L. Parks played a significant role in the Civil Rights Movement while living in the city. Bertha P. Williams is recognized as the first African American to hold an American Library Association certified library degree before joining the library staff in 1949. Mrs. Williams opened the first branch of the Montgomery Library Association for African Americans

in the City Federation of Colored Women's Clubhouse on Union Street and served as the librarian until the city built a free standing brick and mortar facility on Cleveland Avenue in 1960. In addition, Mrs. Williams served as a member of the Women's Political Council which was one of the independent organizations that birth the Montgomery Improvement Association (MIA) and led to the election of Dr. Martin Luther King as its first president. The library served not only as the only place where African Americans could gain access to free books, materials and information but as a polling place and a place where members of the movement could secretly meet to strategize on next steps. Mrs. Rosa Parks is widely recognized as the person who refused to give up her seat on the public bus that led to the renowned Montgomery Bus Boycott that lasted for over 380 days and is recognized as the first large scale US demonstration against segregation.

### **Section III. Statement of Qualifications of Firm(s)**

The Montgomery City-County Public Library Board of Trustees and its Library Director, along with expertise provided by the City of Montgomery, will determine the viable architect based on information provided in the RFP.

The Statement of Qualifications (SOQ) shall be formally submitted in response to the RFP with other required information requested in the RFP. Generalized information about the firm's overall planning experience and specialties should be concise/precise. The SOQ should focus on the firms' and individuals' skills in successfully managing the restoration and preservation of historic properties, success of comprehensively understanding of the grant guidelines based on Section 106 and NEPA requirements and the Secretary of Interior Standards, letters of work done and/or completed, the most recent listing of work of this level that has been completed, key personnel to be involved in the management of the project, an expression of the firm's ability to set and meet an agreed upon work schedule.

Responses should also include staff resumes of those to be involved in the project, letters of certifications and a copy of the firm's latest audit and overall financial fitness. No page limits have been established for resumes of key personnel or summaries of relevant experience on comparable documentation of completed project managements. Successful applicants must meet the Secretary of the Interior's Professional Qualifications Standards for History, Architectural History, or Architecture.

The firm(s)/team's qualifications will be evaluated based on the firm(s)/project teams and individuals' qualifications and prior experience on projects of comparable scope and complexity. The SOQ will be evaluated in conjunction with the responses to other RFP requests.

The Statement of Qualifications should include the following elements:

#### **a. Contact Information**

1. The name of the parent company, which shall be the primary point of contact, and statement of the locations or branch offices where the actual work on this project would be performed.
2. The names of principals to contact, including names, titles, telephone numbers,

mailing addresses, e-mail addresses and facsimile numbers.

3. The names, professional registration numbers (if available), and addresses of individuals who will be involved in the execution of this contract.

#### **b. Form of Organization**

1. Indicate whether the firm operates as an individual, partnership or corporation; and, if incorporated, include the state in which the firm is incorporated. The statement should include information on the corporate status of the firm to operate in the State of Alabama, if any, or state of incorporation.

#### **c. Relevant Experience and Qualifications of the Firm(s)**

1. A statement of professional experience in the area of historic preservation/restoration work as may be required to satisfy the project's scope of work. The statement should list and describe similar projects the firm has completed during the last 10 years. The City is particularly interested in firms with proven successful experience in preservation and restoration of historic properties. If sub-consultants are to be used on this project, all evaluation criteria required of the primary firm should be submitted for each sub-consultant.

#### **d. Experience and Qualifications of Key Personnel**

1. Resumes of all qualified personnel proposed to perform the work, both in-house and those to be acquired from outside sources, should be included. The resumes should clearly demonstrate each individual's qualifications and professional experience in the area of preservation/restoration of historic properties or other functional specialties that may be required to satisfy the project's scope of work.

2. The statement should list and describe an individual's prior relevant experience on similar projects, particularly during the last 10 years. The City is particularly interested in consultants with proven successful experience in doing historic preservation/restoration of historic properties and planning related work of African American and Civil Rights properties.

#### **e. Availability**

1. Statement of availability and adequacy, in both number and quality of staff, to perform all activities required to complete the scope of work in a timely manner.

#### **f. Statement of Legal Standing**

1. A statement of professional standing, including any pending controversies and legal disputes, should be documented. If none exists, a statement to that effect should be included.

#### **g. References**

1. A list of references of clients for which previous work was performed that is similar in scope and complexity to this project that the Library can contact to verify the firm's past performance. The information should include a brief description of the project; a contact name, address, and current telephone number; and a description of firm's or individual's contributions to the project.

#### **h. Statement of Certification of Non-discrimination Policy**

1. Firms shall not discriminate on the grounds of race, religion, color, sex, disability or national origin in the selection of employees and sub-consultants. This shall, at a minimum, include employment, promotion, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training. The City of Montgomery strongly encourages the use of Disadvantaged Business Enterprises (DBEs) for projects financed with City or federal funds. In this regard, the City of Montgomery has an overall DBE goal for this project of a minimum of twenty-five percent (25%) on any City or federal funds expended on this project.

2. Firms that submit proposals will be evaluated on the ability to meet this goal. Should the goal not be able to be met, evidence of a good faith effort will be required to be provided in writing.

#### **i. Other Items**

The submission of other items, as determined by the firm, that are relevant to this project scope and demonstrate skills or experience that distinguish the firm or individuals documenting their abilities to fulfill the scope of work for this project is encouraged.

### **Section IV                      Instructions for Preparing and Submitting the Written Proposal and Preparing for Oral Presentations (If Needed)**

Firms may be required to provide an oral presentation at the conclusion of the RFP/RFQ evaluation process and should include the following elements in their written proposals:

#### **IV-01 Business Organization**

State the full name and address of your organization; and, if applicable, the branch offices or other subordinate offices that will perform or assist in performing the work. Indicate whether the firm operates as an individual, partnership or corporation; and, if incorporated, include the state in which the firm is incorporated. The statement should include information on the corporate status of the firm to operate in the State of Alabama, if any, or state of incorporation.

#### **IV-02 Project Approach**

Describe in detail your approach for accomplishing the work. The scope of work should describe each task and sub-task in detail, listing each milestone or deliverable to be completed after the conclusion of each task or sub-task. The scope should also document in detail what reports or products will be developed following each major task. The scope should also include a statement of where the work will actually be performed.

The proposal shall include the types of computer software that will be used to generate the various reports, maps, graphics and other materials. Further, any methods that would be used to complete the preservation/restoration of Bertha P. Williams Library @ Rosa L. Parks Avenue. The Montgomery City-County Public Library does not use any design software thus, any blueprints, etc. must be designed in such a way that the Library will be privy to its use. All computer software must be compatible with the City of Montgomery's Department of Planning's software, including Microsoft Office Products, ArcGIS software so that any files used to complete work products can be used after this project has been completed.

All materials produced in the implementation of this project will be turned over to the City of Montgomery prior to submitting the final project invoice in a usable format.

#### **IV-03 Prior Project Experience of the Firm**

Prior experience in similar activities is crucial for any consulting firm/project team to demonstrate that they have the capabilities to manage and perform the work required to successfully complete the project. Proposals should include descriptions and samples of qualifying experience to include project descriptions of projects of similar scope and complexity that were successfully completed by the firm. The proposal should also include references identified by project, a contact person, and current telephone number.

#### **IV-04 Personnel Qualifications and Experience on Comparable Projects**

The consulting firm's project team must be knowledgeable and experienced in historic preservation of properties and management of such projects. The Proposal should clearly identify the individual team members who will be specifically assigned to each work task.

The Proposal should also indicate the projected man-hours or man-days required to complete each work task for each individual proposed to perform work on the project. The Proposal should also provide a statement of availability and adequacy, in both number and quality of staff, to perform all functions needed to complete the project on schedule and on time in a timely manner with realistic timeframes. If appropriate, state whether the firm and individuals associated with the firm are licensed to operate in the State of Alabama, but this will not prohibit firms from doing work related to this project.

#### **IV-05 Financial Information**

Statement of professional and financial status or solvency, including any pending legal disputes, should be documented. If none exists, a statement to that effect should be included. A copy of the latest published certified financial statement should also be included in the Proposal. A statement as to whether or not the firm is operating on a sound financial basis (supported by the most recent audit).

A statement of the firm's overhead/administrative cost expressed as a percentage of the direct labor costs for the last fiscal year (supported by the most recent audit). The firm will certify that the overhead rate separates the direct and indirect charges.

A statement of the firm's labor additive/fringe benefits expressed as a percentage of the direct labor for the latest year for which the information is available. If the labor additive is included in the overhead calculation, such a statement should be included (supported by information contained in the most recent audit).

A detailed table showing estimated man-days for professionals, sub-professionals and other staff based on major tasks and sub-tasks as outlined in the scope of work.

#### **IV-06 Job Task Allocation**

Technical work to be performed by sub consultants must be identified by task, man-hours/man-days and the overall percentage of hours and cost allocated for each sub consultant. Sub consultants must also provide references based on projects similar in nature including project descriptions, samples of work, contact persons, and current telephone numbers.

The City of Montgomery strongly encourages the use of local firms in the makeup of a consulting team for this project where needed, if needed. Should this be the case, it will be necessary to provide the name and address of the firms(s), a description of the work to be performed and an estimate of the percentage of work to be performed by dollar amount.

The City of Montgomery strongly encourages the use of Disadvantaged Business Enterprises (DBEs) for this project. In this regard, the City of Montgomery has an overall DBE goal for this project of a minimum of twenty-five percent (25%). Firms submitting proposals will be required to provide the following information:

- The names and addresses of the DBE firm(s) that will participate on the project team.
- A description of the work that the DBE firm(s) will perform.
- An estimate of the percentage of work by dollar amount that the DBE firm(s) will perform.
- If the established DBE goal for this project cannot be met, then evidence of a good faith effort must be provided. Further, if the DBE goal percentage can't be

met then a reasonable DBE goal percentage may be able to be negotiated.

A consulting firm or team that is selected for negotiations will have to provide signed documentation of commitments to use DBE firms and confirmation from the DBE firms prior to entering negotiation and contract signing. Real proof is required.

#### **IV-07 Support Services**

Describe, as precisely as possible, the level of organizational, logistical or technical support (such as the compilation of data and other information or any material needs) that will be required of the staff personnel of the Montgomery City-County Public Library during the execution of this project. Indicate the anticipated types of assistance as well as the estimated man-hours and number of days/nights.

#### **IV-08 Project Schedule**

The beginning of the contract period is determined based on the time of contract execution by both parties. The contract approval process will dictate the project start date. The firm(s) should include a detailed project schedule based on the estimated time needed to complete all work relating to the preservation/restoration of the Bertha P. Williams Library @ Rosa L. Parks Avenue 1276 Rosa Parks Avenue Montgomery, AL 36108. It is estimated that work should commence upon the successful review of RFP, acceptance of the successful Architect RFP by the Secretary of the Interior's Professional Qualifications Standards for History, Architectural History, or Architecture. The successful architect will plan the work to be completed within a 12-15-month period, from start to finish.

#### **IV-09 Proposal Cost**

The proposed work is based on an African American Civil Rights grant, provided by the Historic Preservation Fund, as administered by the National Park Service, Department of Interior and strict adherence to the proposed schedule and budget is encouraged, desired and expected.

The budget should cover the following work:

- New roof
- New HVAC system
- Upgrade of restrooms to ADA standards
- Lowering and replacement of ceiling tiles
- New LED lighting inside and outside of the building

#### **IV-10 Anticipated Deliverables**

Consultants shall be responsible for the management of the entire preservation/restoration of the Bertha P. Williams Library @ Rosa L. Parks Avenue 1276 Rosa Parks Avenue Montgomery AL 36108 as described in the Scope of Work and as documented in their proposal. All reports, maps, graphics, and other products developed during the execution of this project, including all interim and final reports, shall be delivered in hardcopy format, electronically on CD-ROMs or diskettes, adobe pdf or any other relevant media format to the Montgomery City-County Public Library.

All materials generated during the execution of this project, including maps, graphics, photographs and reports, are the property of the Montgomery City-County Public Library and/or its parent company, the City of Montgomery and shall be turned over to the library/City prior to submitting the final invoice.

#### **IV-11 Proposal Evaluation Criteria**

The Proposal Selection Committee will include representation one representative from the City of Montgomery's Planning Department, Director/Assistant Director of the Montgomery City-County Public Library, one member of the Montgomery City-County Public Library Board of Directors and the City Historic Preservation Coordinator. The Committee will recommend the firm/project team to the Mayor. The Mayor will review the Committee's recommendations and make a determination whether or not to concur with the Committee's recommendation. The selected firm(s)/team will be confirmed in writing.

Proposals will be evaluated using the following criteria:

1. Technical work plan and approach to accomplishing work 30%
2. Prior experience/qualifications by firm(s) and sub consultants on similar projects 25%
3. Personnel qualifications and experience on comparable projects 25%
4. Participation of Disadvantaged Business Enterprise (DBE) firms 15%
5. Project schedule and ability to meet schedules or deadlines 5%

#### **Oral Interviews**

Oral Presentations with questions and answers may or may not be requested as a determining factor of project award.

#### **Section V Negotiation of Contract**

The City of Montgomery reserves the right to enter into negotiation with the top ranked firm based on the written proposals without requesting an oral presentation.

The City of Montgomery reserves the right to reject any and all submittals and to re-solicit or cancel the *RFP/RFQ* if deemed to be in the best interest of the City of Montgomery. The City of Montgomery reserves that right to Waive informalities and irregularities in offers received.

Negotiations will be in conformance with applicable federal, state, and City of Montgomery laws, regulations and procedures. The City of Montgomery reserves the right to suspend negotiations with the highest ranked firm and proceed to the next highest firm if negotiations of contract terms, including costs, cannot be agreed upon by both responsible parties. The objective of the contract negotiations is to reach agreements on all provisions of the proposed contract, including final contract cost, budget, scope and schedule.

The chosen consultant firm/team must be able to comply with all City, State and Federal laws, regulations and guidelines. The preservation/restoration work of the Bertha P. Williams Library @ Rosa L. Parks Avenue 1276 Rosa L. Parks Avenue Montgomery AL 36108 is funded by a an African American Civil Rights grant, provided by the Historic Preservation Fund, as administered by the National Park Service, Department of Interior and as such is subject to all applicable federal regulations.

## **Section VI Award of Contract**

**IV-01** The contract will be awarded to the firm/project team whose statement of qualifications, proposal, and fee proposal are most advantageous to the City of Montgomery as determined by ranking using the evaluation criteria from the selection committee.

**IV-02** The City of Montgomery/Montgomery City-County Public Library reserves the right to reject any and all proposals and other responses to this *RFP/RFQ*. The City of Montgomery/Montgomery City-County Public Library also reserves the right to award multiple contracts.

**IV-03** It is anticipated that a formal written notice of award or acceptance of offer will be mailed/emailed or otherwise furnished to the successful firm within weeks following the completion of the RFP/RFQ process, oral interviews (if needed) and may be dependent upon the time needed to negotiate a final contract.

## **Last Submittal Instructions**

Firms are requested to respond to the statement of qualifications request, proposal evaluation criteria and proposed Scope of Work and approach, including professional registrations, memberships and credentials and any other appropriate credentials pertinent to this project by the deadline date.

Seven (7) copies of the Statement of Qualifications and Proposal must be submitted in a sealed envelope clearly identified as City of Montgomery RFP Architect for Bertha P. Williams Library @ Rosa L. Parks Avenue.

**Mailed to:**

**Jaunita Owes  
Library Director  
Montgomery City-County Public Library  
PO Box 1950  
Montgomery, AL 36102**

**ATTACHMENT A**

**BUSINESS INFORMATION QUESTIONNAIRE**

**CITY OF MONTGOMERY**

It is the intent of the City of Montgomery that Firms possess certain qualifications. Therefore, the following information is to be furnished by the Firm and must be sworn to by an officer (authorized representative) of the Firm who has the responsibility and authority to bind the company statements made.

Each Firm shall show all requested information pertaining to their organization or to themselves personally, and submit the same.

The undersigned Firm agrees to furnish, upon request from the City of Montgomery, any additional information needed to substantiate or clarify the Firm's qualifications.

THE UNDERSIGNED FIRM DECLARES THAT THE FOLLOWING DATA AND INFORMATION ARE TRUE STATEMENTS CONCERNING THEIR PERFORMANCE ABILITY TO COMPLY WITH THE REQUIREMENTS OF THE SERVICES TO BE SUPPLIED.

Name of the Firm (exactly as it should appear on the service contract):

Principal Office Address:

Telephone Number:

Form of Business Entity (Check one):

- ( ) Corporation
- ( ) Partnership
- ( ) Individual
- ( ) Joint Venture

**CORPORATION STATEMENT**

If a corporation, answer the following:

When incorporated?

Where incorporated?

Is the corporation authorized to do business in Alabama? Yes ( ) No ( )  
If so, as of what date?

The corporation is held: Publicly ( ) Privately ( )  
If publicly held, how and where is the stock traded?

Furnish the name, title, and address of each officer, director, and principal shareholder owning 10% or more of the corporation's issued stock.

<u>DIRECTORS' NAMES</u>	<u>ADDRESS</u>	<u>PRINCIPAL BUSINESS OTHER THAN APPLICANTS</u>
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1.

2.

3.

4.

5.

6.

7.

OFFICERS NAME

POSITION

1.

2.

3.

4.

PRINCIPAL SHAREHOLDERS

NAME

ADDRESS

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

**PARTNERSHIP AGREEMENT**

If a partnership, answer the following:

Date of Organization:

General Partnership (    )    Limited Partnership (    )

Partnership Agreement recorded? Yes (    )    No (    )

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DATE	BOOK	PAGE	COUNTY
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Has the partnership done business in Alabama? Yes (    )    No (    )    When?

Name, address, and partnership share of each general partner:

	NAME	ADDRESS	SHARE
1.			%
2.			%
3.			%

4. \_\_\_\_\_ %

5. \_\_\_\_\_ %

Attach a complete copy of the fully executed Partnership Agreement.

Name of a full-time managing officer or managing employee:

#### **JOINT VENTURE STATEMENT**

If a joint venture, answer the following:

Date of Organization:

Joint Venture Agreement recorded? Yes ( ) No ( )

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DATE	BOOK	PAGE	COUNTY
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Have the Joint Ventures' conducted business in Alabama? Yes ( ) No ( )

Name, address, and percent of ownership of each joint venture:

NAME	ADDRESS	SHARE
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1. \_\_\_\_\_ %

2. \_\_\_\_\_ %

3. \_\_\_\_\_ %

4. \_\_\_\_\_ %

5. \_\_\_\_\_%

Attach a complete copy of the fully executed Joint Venture Agreement.

Name of a full-time managing officer or managing employee:

**INDIVIDUAL STATEMENT**

If an individual, answer the following:

Date business started:

Is there a Successor Agreement recorded? Yes ( ) No ( )

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DATE	BOOK	PAGE	COUNTY
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Has the individual done business in Alabama? Yes ( ) No ( ) When?

Residence Address:

Business Address:

Attach resume(s) or owner(s).

Name of full-time managing officer or managing employee:

### **CERTIFICATION REGARDING DEBARMENT & SUSPENSION**

1. The underwriting consultant or firm certifies to the best of his/her knowledge and belief that the he/she and/or any of its principles are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by the City of Montgomery, State of Alabama and/or any Federal agency.
2. Principles, for the purpose of this certification, means officers, directors, owners, partners, and persons having primary management or supervisory responsibilities with a business entity (i.e.: general manager, project manager, plant manager, supervisor, or head of subsidiary, division or business segment, and similar positions.
3. The underwriting consultant or firm shall provide immediate written notice to the City of Montgomery/Montgomery City-County Public Library, if, at any time prior to the award of any contract, the underwriting consultant or firm learns that this certification was in error when submitted or has become erroneous by reason of changed circumstances.
4. The certification in paragraph 1 is a material representation of fact upon which reliance will be placed when making an award of a grant/contract. If it is later determined that the underwriting consultant or firm knowingly rendered an erroneous certification, in addition to other remedies available to City of Montgomery, the City of Montgomery may terminate and/or withdraw the award resulting from the Statement of Qualifications for default.

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**Signature of Firm Representative and/or Managing Officer of Firm**

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**Printed name**

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**Title:**

**RFP/PROCUREMENT STATEMENT OF COMPLIANCE WITH THE**  
**BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION**  
**ACT AS AMENDED**

*This form with attachment is to be returned with the response to any RFP or other form of procurement and is to be completed as a condition for the award of any contract, grant, or incentive by the State of Alabama, any political subdivision thereof, or any state-funded entity to a business entity or employer that employs one or more employees within the State of Alabama.*

State of \_\_\_\_\_  
County of \_\_\_\_\_

“As a condition for the award of any contract, grant, or incentive by the State of Alabama, any political subdivision thereof, or any state-funded entity to a business entity or employer that employs one or more employees, I hereby attest that in my capacity as \_\_\_\_\_ (state position) for \_\_\_\_\_ (state business entity/employer/contractor name) that said business entity/employer/contractor shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama.”

I further attest that said business entity/employer/contractor is enrolled in the E-Verify program. (ATTACH DOCUMENTATION ESTABLISHING THAT BUSINESS ENTITY/EMPLOYER/CONTRACTOR IS ENROLLED IN THE E-VERIFY PROGRAM).

\_\_\_\_\_  
Signature

THIS FORM PROVIDED FOR COMPLIANCE WITH SECTIONS 9 (a) and (b) BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT; CODE OF ALABAMA, SECTIONS 31-13-9 (a) and (b) and (c) as amended.