

# **Request for Proposal**

**Alabama ABC Board**



## **Warehouse Automation Project with Software Integration**

**Date: July 17, 2024**

Proposal Number	Version	Creation Date
1	1	07/17/2024

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# Alabama ABC Board

## Warehouse Automation with Software Integration

### 1.0 General Information

The document that follows is an official Request for Proposal (RFP) for the Alabama ABC Board (ABC).

The RFP may be found on the following websites:

[Welcome to CGI Advantage Vendor Self Service Portal: Home \(alabama.gov\)](#)

[www.alabcboard.gov](http://www.alabcboard.gov)

[Request for Proposal Search \(alabama.gov\)](#)

#### **PROPOSING SUPPLIER INFORMATION**

Alabama Division of Procurement [www.purchasing.alabama.gov](http://www.purchasing.alabama.gov)

STAARS Supplier Information <https://vendors.alabama.gov/>

Supplier Registration <https://procurement.staars.alabama.gov/>

Fiscal Policy and Procedures Manual <https://comptroller.alabama.gov/fiscal-policy-procedures/>

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## 1.0 Executive Summary

The following Request for Proposal is designed to secure services of a Supplier who best meets the specific warehouse automation and technology needs of the Alabama ABC Board. This RFP to supply a state-of-the-art warehouse operation as outlined is awarded to a Supplier that is capable and agreeable to enter into a six-year purchase agreement with the Alabama ABC Board, in collaboration with the design build architect that is provided by RSA (Retirement Systems of Alabama) per the terms of the RSA construction agreement.

The document that follows is an official Request for Proposal. The Alabama ABC Board Invites Suppliers to provide the following:

1. Feasibility study for state-of-the-art warehouse operations based on the RFP
2. Buildout not to exceed 14 months from the time of design concept approval in collaboration with the architect. (See section 3.1, bullet point number 4)
3. Provide a layout and state of the art design concept meeting the enclosed specifications in collaboration with the architect on the warehouse design concept (See 3.1)
4. Six-year purchase agreement spelling out project cost, payment schedule and total cost including interest
5. All components, software, conveyor solution, ASRS (automated storage and retrieval system) / racking and other operating components must be bundled in a single purchase agreement based on cost plus interest, in addition to early payoff option without penalty

Send any RFP questions concerning this proposal to: Attn: Michael Bedford  
[mike.bedford@abc.alabama.gov](mailto:mike.bedford@abc.alabama.gov). RFP questions must be received at least 7 calendar days before the closing date for the receipt of proposals.

*Note: RFP questions sent to other parties will not be accepted and could be interpreted as canvassing, e.g., as endeavouring to gain inside information about the procurement effort. This may disqualify a potential Suppliers RFP submission.*

An optional to attend pre-proposal meeting for Q&A will be held:

August 7, 2024, at 9:30 AM  
Alabama ABC Board, Real Estate Office  
2754-A Gunter Park Drive West  
Montgomery, AL 36109

Each sealed proposal must include three copies of the completed proposal, clearly marked Alabama ABC Board Warehouse Automation with Software Integration, in written form, including a USB drive and must be delivered to:

Attn: Michael Bedford  
Alabama ABC Board  
2715 Gunter Park Drive West  
Montgomery, Alabama 36109

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Sealed proposals must be received by no later than 1700 hours central time on August 22, 2024. Proposals received after the deadline will not be considered.

## 2.0 Alabama ABC Board Growth Metrics

- The business volume of the Alabama ABC Board has almost doubled in the past ten years and maintains almost a 5% increase in annual sales average for that period. This annual average does not include the two-year COVID average of a 10% increase in case sales in calendar years 2020 and 2021
- The top 100 SKUs account for approximately 40% of the case volume and the top 1,000 SKUs total 89.7% of the case volume. The chart below displays the incremental percent increase of case volume by descending increments of 100 SKUs and totals. The Alabama ABC Board averages carrying 2,800 SKUs in physical inventory, although system wide, lists over 4,000 SKU's. This increase is due to onetime buys and seasonal product. The 2037 projected estimate is to physically carry approximately 3,436 SKUs
- Currently, the slowest moving 1,800 SKUs account for under 11% of the case volume
- Currently, approximately 8% of the cases shipped are full pallet, or shipped on pallets. Over 90% of cases shipped to stores are picked by hand, labeled, and put on a conveyor for sortation (four-line sorter) based on wave pick and loaded on trucks based on sequential delivery stop
- Due to current trends and modification to wholesale store location, the Alabama ABC Board anticipates that by 2030, approximately 15% of cases shipped to stores will be shipped on pallets

### SKU Breakdown:

Below is a breakdown of sales based on increments of 100. For example, the top 100 selling items (SKUs) account for 39.5% of our annual case sales. The top 1,000 products account for 89.7% of sales and the bottom selling products (1,800 SKUs) account for only 10.3% of the case sales volume.

SKU % of Business Ranking										
Top 100	101 - 200	201-300	301-400	401-500	501-600	601-700	701-800	801-900	901-1000	1001 - 2800
39.50%	14.60%	9.40%	6.50%	5.00%	4.10%	3.30%	2.80%	2.40%	2.10%	10.30%
39.50%	54.10%	63.50%	70.00%	75.00%	79.10%	82.40%	85.20%	87.60%	89.70%	100.00%
100	200	300	400	500	600	700	800	900	1000	2800

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**Growth and Seasonality:**

Below is a chart of actual cases sold starting in 2016 and actual sales through May of 2024 (Calendar Years). The growth factor for years up to 2047 are based on an annual average of 3% growth per year.

	Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	% Change	
Year	2016	191,135	213,009	229,721	224,888	220,875	218,590	231,171	214,018	216,221	215,194	231,021	288,456	2,694,298		
	2017	194,650	207,330	240,625	215,776	233,497	254,760	214,856	220,402	224,904	228,813	241,695	284,678	2,761,987	2.5%	Actual
	2018	212,447	219,287	251,431	228,054	240,272	244,027	225,559	248,717	209,664	239,533	270,332	300,648	2,889,973	4.6%	Actual
	2019	221,668	224,140	256,883	246,361	267,452	235,750	248,541	261,408	219,804	253,393	281,856	316,827	3,034,084	5.0%	Actual
	2020	234,402	242,008	283,375	267,514	291,929	292,194	299,724	273,884	268,993	300,639	295,284	365,723	3,415,669	12.6%	Actual
	2021	258,900	266,610	309,222	325,554	301,550	313,724	313,381	286,728	296,007	308,039	321,465	388,059	3,689,239	8.0%	Actual
	2022	248,988	283,268	323,649	321,396	314,030	323,106	302,892	306,456	321,543	305,904	331,123	391,367	3,773,722	4.0%	Actual
	2023	267,695	289,175	338,859	306,391	346,833	350,551	310,638	330,943	315,418	325,032	347,072	381,768	3,910,375	3.5%	Actual
	2024	283,033	308,385	320,732	326,933	336,397	349,512	349,130	319,436	329,774	343,178	358,136	432,326	4,056,972	3.5%	Actual plus projected
	2025	276,057	314,064	358,835	356,337	348,171	361,745	361,349	330,616	341,316	355,189	370,671	447,458	4,178,681	3.0%	Projected
	2026	285,719	325,057	371,395	368,809	360,357	374,406	373,996	342,188	353,262	367,621	383,644	463,119	4,304,041	3.0%	Projected
	2027	295,720	336,434	384,393	381,718	372,969	387,510	387,086	354,165	365,626	380,488	397,072	479,328	4,433,162	3.0%	Projected
	2028	306,070	348,209	397,847	395,078	386,023	401,073	400,634	366,560	378,423	393,805	410,969	496,105	4,566,157	3.0%	Projected
	2029	316,782	360,396	411,772	408,905	399,534	415,110	414,656	379,390	391,668	407,588	425,353	513,468	4,703,142	3.0%	Projected
	2030	327,870	373,010	426,184	423,217	413,518	429,639	429,169	392,669	405,376	421,854	440,240	531,440	4,844,236	3.0%	Projected
	2031	339,345	386,065	441,100	438,030	427,991	444,677	444,190	406,412	419,564	436,619	455,649	550,040	4,989,563	3.0%	Projected
	2032	351,222	399,577	456,539	453,361	442,970	460,240	459,737	420,636	434,249	451,900	471,596	569,291	5,139,250	3.0%	Projected
	2033	363,515	413,563	472,518	469,228	458,474	476,349	475,828	435,359	449,448	467,717	488,102	589,217	5,293,428	3.0%	Projected
	2034	376,238	428,037	489,056	485,651	474,521	493,021	492,482	450,596	465,178	484,087	505,186	609,839	5,452,231	3.0%	Projected
	2035	389,406	443,019	506,173	502,649	491,129	510,277	509,719	466,367	481,460	501,030	522,867	631,184	5,615,797	3.0%	Projected
	2036	403,036	458,524	523,889	520,242	508,319	528,136	527,559	482,690	498,311	518,566	541,168	653,275	5,784,271	3.0%	Projected
	2037	417,142	474,573	542,225	538,450	526,110	546,621	546,023	499,584	515,752	536,716	560,109	676,140	5,957,800	3.0%	Projected
	2038	431,742	491,183	561,203	557,296	544,524	565,753	565,134	517,070	533,803	555,501	579,712	699,804	6,136,533	3.0%	Projected
	2039	446,853	508,374	580,845	576,802	563,582	585,554	584,914	535,167	552,486	574,943	600,002	724,298	6,320,629	3.0%	Projected
	2040	462,493	526,167	601,175	596,990	583,307	606,048	605,386	553,898	571,823	595,066	621,002	749,648	6,510,248	3.0%	Projected
	2041	478,680	544,583	622,216	617,884	603,723	627,260	626,574	573,284	591,837	615,894	642,738	775,886	6,705,556	3.0%	Projected
	2042	495,434	563,644	643,993	639,510	624,853	649,214	648,505	593,349	612,551	637,450	665,233	803,042	6,906,723	3.0%	Projected
	2043	512,774	583,371	666,533	661,893	646,723	671,937	671,202	614,117	633,990	659,761	688,517	831,148	7,113,924	3.0%	Projected
	2044	530,721	603,789	689,862	685,059	669,359	695,455	694,694	635,611	656,180	682,852	712,615	860,238	7,327,342	3.0%	Projected
	2045	549,296	624,922	714,007	709,036	692,786	719,796	719,009	657,857	679,146	706,752	737,556	890,347	7,547,162	3.0%	Projected
	2046	568,521	646,794	738,997	733,853	717,034	744,988	744,174	680,882	702,916	731,488	763,371	921,509	7,773,577	3.0%	Projected
	2047	588,420	669,432	764,862	759,537	742,130	771,063	770,220	704,713	727,519	757,090	790,089	953,762	8,006,784	3.0%	Projected
		11,625,972	13,075,998	14,920,115	14,742,405	14,550,940	15,048,084	14,948,132	13,855,172	14,164,212	14,759,703	15,451,444	18,569,436	175,711,614		
Avg Monthly %		6.62%	7.44%	8.49%	8.39%	8.28%	8.56%	8.51%	7.89%	8.06%	8.40%	8.79%	10.57%	1		

### 3.0 The Business RFP objectives and deliverables:

- To proactively support the mission of the Alabama ABC Board in regulating the distribution, import, manufacture, and sale of alcoholic beverages demonstrated by professionalism, integrity, education, and transparency
- To provide a sustainable and cost-efficient solution to support the operational functions of the Alabama ABC Board
- To thoughtfully create a safe working environment, security, and employee retention relating to all aspects of work operations in the distribution warehouse
- To provide a warehouse distribution operation that is state of the art in design adhering to industry practices in the supply chain industry

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### 3.1 Warehouse Considerations for Layout

- A 250,000 square foot warehouse facility will be built by others with expansion designs for up to 325,000 square feet for future growth. This is based on 4 high racking with high cube storage except for the ASRS pallet area to be at 5 high
- Of the 250,000 square feet of warehouse, 30,000 sq. ft will be utilized for storage of equipment I.e., shelving for retail stores, space needed for the building and grounds department, and other business-related needs. The functional space for the warehouse operations solution needs to be considered not to exceed 220,000 sq. ft of space
- The warehouse construction will be concrete tilt wall warehouse construction. **The exact layout will be based on the warehouse automation solution as addressed by this RFP in collaboration with the RSA contracted architect. This will require immediate collaboration with the Architect after the bid is awarded to the supplier.**
- The Warehouse floor is to be concrete and support both dynamic and static loads based on “high cube” 4 and 5 high pallet racking as well as forklift travel with full pallet loads (Each full pallet of product averages approximately 2,200 pounds with the heaviest being approximately 3,100 pounds)
- Minimum of 35’ tall clear rackable ceiling height for 4 high cube pallet racking and 5 high ASRS pallet storage
- The design will need to include separate shipping and receiving docks on opposite sides of the dock - directly or diagonally as determined by the most efficient pick engine layout
- Shipping docks to total no less than 10 dock doors with Kelly brand or equivalent automatic hydraulic “pit style dock levelers”. Dock heights unless indicated to be standard 48” high docks with a level concrete surface to allow trailers to “back in” upon approach
- Receiving Docks to be 10 dock doors with Kelly brand or equivalent automatic hydraulic “pit style dock levelers”. Dock heights unless indicated to be standard 48” high docks with a level concrete surface to allow trailers to “back in” upon approach
- Two 10’ wide entry docks with ADA compliant ramps for loading and unloading access – one dock on the receiving side of the building and one dock on the shipping side of the building (This is not included in the 10 doors min for shipping and receiving)

### 3.2 Warehouse Management Requirements

The software company should have a solid track record of performance and customer portfolio within the food and beverage and alcohol distribution industries. The company should also have a track record of profitable business operations and reinvestment of revenues back into R&D to add breadth and depth of the offered software solutions.

The WMS platform (warehouse management system) should combine warehouse and labor management, transportation planning and execution, and automation within one cloud-native application. It should be version-less, with continuous access to upgrade to new capabilities. The solution should be cloud based, so when the business needs more, it can automatically scale to match that need. In addition, the software should be engineered to be extended, to quickly support the growth of business as forecasted in our models.

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The software driving the WMS must include an embedded warehouse execution system WES (warehouse execution system) to orchestrate automation, batch flow work (waves), and for the ABC warehouse team to get the most throughput from both. It should easily integrate with any advanced material-handling equipment, such as ASRS, robotics, and sortation systems. The WMS should also include a framework to simplify and optimize integration to Alabama ABC's ERP solution. The Alabama ABC Board ERP solution is Microsoft D365, and the integration team should be experienced and specialize in the integration to the ABC's Microsoft D365 ERP.

**Specifics:**

- State of the art WM solution and Warehouse Execution solution (Automation) with evolutionary updates not requiring update releases
- Cross-docking functionality with "Front of Line" priority receiving recognition of inbounds
- Automated conveyor based putaway solution to stock and retrieve the top 100 SKUs in a high cube ASRS pallet storage
- Perpetual cycle-counting functionality
- Directed putaway
- Supports / tracking of inventory based on lot management, serial number tracking, and product recalls
- Solution to support both wave and waveless approaches for order fulfillment
- Order section, receiving, replenishment and load management tracking via modern handheld mobile devices, voice recognition, and/or seamless material handling equipment (MHE) integration
- Integrates with external multi-carrier solutions
- Appointment Scheduling and ASN management of inbound and outbound transactions
- Dock Door Management – scan to load inbound and outbound tracking
- Yard Management functionality for managing inbound loads and outbound trailer staging
- Slotting Optimization
- Robust replenishment modeling solution supporting multiple forecasting factors and exponential smoothing for inventory management / storage optimization
- Real-time monitoring of all warehouse functions – receiving, putaway, order selection, cycle counting, manifest processes and loading
- Real Time / automatic notifications about deviations from expected bin location picks or putaway or variance thus result in an automatic cycle count
- On the fly adjustments to orders such as location and products / demand can be changed / corrected prior to order selection
- Historical retail and wholesale sales modeling for store-based CGO (computer generated order) models driving distribution center inventory replenishment / inventory levels utilizing multiple factors and smoothing best practices. (Continuous learning models creating smart order process fulfillment and optimization of inventory)
- 100% transactional tracking with alerts for human error – every transaction is tracked in real time
- Automated bin cube to product / dim weight functionality at inbound, replenishment, and outbound pallet and truck cube – "Cubiscan" systems functionality
- Real time dashboard BI (Business Intelligence) productivity metrics for LM (Labor Management) tracking. WM / LM solution to integrate with Microsoft D365, Kronos or

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other labor hour tracking software to determine real time productivity for all work functions – Receiving, order selection, loading, replenishment, putaway and cycle counting

- Options on paperless - scanner or voice order picking – if a bolt on software such as a voice pick solution is needed, then that software must be able to seamlessly integrate with the WM solution
- Supports handheld or Forklift mount computers for logical directed putaway
- Validates shipping and receiving – creates ASN’s and variance reports based on actual receipt versus ASN and PO (Two points of variance). Needed for both inbound shipments and out DDS (Direct Delivery Store) where we pick direct delivery orders for next day shipment delivery to the on-premises / private retail sector
- Utilizes advanced fulfillment logic for wave management, constraint-based selection, real-time replenishment, and advanced order consolidation for routing (DM integration based on truck cube and load weight (DOT) constraints)
- Streamline receiving processes with automated full pallet putaway and retrieval, and cross-docking of immediate need items
- Enterprise inventory management – views of all warehouses in the system to set up EOQ and min / max / safety stock for CGOs (computer generated orders)
- Multi warehouse tracking and collation of inventory to support efficient product sales / turnover. Logical internal store transfer suggestions in the system to relocate inventory to the best-selling (golden zone) location
- KPI / dashboard reporting and analysis to track business trends
- Material handling equipment “safe operating” features such as, pre-check for operators to perform based on log in by each operator
- Simulate warehouse workflows before implementing new procedures – sandbox parallel workflow functionality

### 3.3 Warehouse Automation and Features

- ASRS of fast-moving high-volume SKUs – top 100 SKUs into bulk storage and then automated retrieval based on full pallet pick or prioritized replenishment into the pick area as designated
- 6 lane sortation to truck loading via telescoping truck loading utilizing technology and equipment via Adjustoveyor or comparable solutions. Plus, a single divert lane from the sorter to a consolidation lane to ergonomic height adjustable ergonomic palletizing station of product for the Direct Delivery Store, Military and Costco customers. From palletizing, then rolling to an auto stretch wrapping station, and then to an accumulation lane staged for truck loading
- The warehouse will have a minimum of 10 dedicated inbound dock doors, and 10 dedicated outbound docks doors with hydraulic pit style dock levelers. Inbound and outbound docks will be on opposite sides / elevations of the warehouse
- Effective mix of high-density pallet flow, select rack, half pallet storage, case flow, and push back rack or other storage media for efficient operations
- Structural steel racking required. Pallets of product are by GMA pallet specifications and the weight of product averages about 2,000 pounds with a small number of SKU’s up to



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3,000 pounds. Pallet heights average about 68" tall with about 2% of the SKUs up to 80" tall

- Hospital discharge lane for underweight cases, damaged cases, or unreadable bar codes
- Batch or wave picking module
- Spiral conveyors where needed
- Minimum of 60 and up to 100 plus CPM (cases per minute) throughput through sortation
- Voice activated or ring scan pick considerations
- Forklift mounted scanners / computer
- Locatable warehouse at all bins
- Four pallet high density pallet storage for all full pallet locations
- Logical putaway functions tying into potential replen or pick logic for that operator in that aisle (priority labor management multi-tasking) (See 5.12 "Itemized Cost" Bullet point number 2 for reference)
- Cubiscan 210-M system or equivalent - The 210-M automatically inducts, scans, weights, dimensions, and interfaces with shipping software

**Conveyor:**

- Powered roller conveyor to be nominal 24" width, with rollers on 2" centers
- Incline belt conveyors to have carrier rollers on 6" centers and rough top belt
- 10" high fixed side guide on any conveyor over 6'-8" elevation off the floor
- Accumulation conveyor to include accumulating curves wherever possible
- Aftersort - Accumulation conveyor shall have a minimum length to support 20-30 minutes of buffer
- Vector drives, servo motors and/or VFDs to be used in the merging, induction, and sortation areas
- Spirals shall have brake motors, missing slat detection, integrated oilers, and 10" high side guards
- Extendable Truck Loaders – telescoping design. Able to service a 53' trailer
- If there are any elevated pallet picking lanes, they are to have safety swing gates at pallet entry for picker protection, and proper egress design
- Utilize a gentle high-speed sliding shoe sorter with electric switches

**Ergonomic Palletizing Station:**

- To include automatic pallet, stretch wrapping and new pallet insertion
- Able to create maximized pallet heights

**Pallet ASRS:**

- Infeed pallet conveyor with integrated pallet check, and a pallet squaring station
- Design for high cube, 5 high pallet configurations
- Top 100 SKU's (also see optional quote for dispensing solution in "Other Features" below)

**Mezzanines:**

- 125 PSF load design, minimum L/360 design deflection. L/720 deflection in the sortation area
- Stair design to follow local codes

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**\*\*All elevated conveyor and sortation equipment shall generally be serviceable and accessible by flooring below and alongside it, so as not to need ladders or lifts, with the exceptions of inclines and declines.**

**Other Features:**

- Provide an optional quote for the top 50 items to be supported by an automated dispensing solution that auto labels and automatically inserts product into the proper wave sequence. Provide this as an option and include the headcount changes associated with including this option
- Pallet Racking Required - to have end of aisle and column bullnose protection
- Air Compressor System shall have two compressors for redundancy and VFD energy management. Cross overs provided throughout the system for proper access
- Equipment protection barriers to be provided
- Storage system to be designed for 11 inventory turns per year projected for the next 10 years
- Peak sortation system rates to be 35% greater than the long term required sustained rates of 100 CPM
- In-line scanning shall be provided for each shipping line on the dock to provide loading status information to the truck loading or palletizing staff and to ensure quality loading.
- In-line scanning shall be provided in each pick area to provide production status / information to the staff and to ensure quality
- Provide spare parts “wish list” to be included based on your equipment submissions
- All picking software shall have state-of-the-liquor-industry processing algorithms, to accommodate orders of various sizes and profiles being concurrently loaded for maximum picker efficiency and neatly organized truck and pallet loading
- A Jackpot Lane shall be provided for problem cases that cannot be handled at the Hospital Lane
- Human Machine Interface (HMI) panels shall be provided at the various conveyor system control points
- An overall system graphics package shall be provided
- Provide detailed labor projections (labor management functionality) for the overall proposed solution based on each work area and projected volumes of 18,000 cases a day shipped and received. I.e., Receiving = 10 employees, truck loading = 8 employees, order selectors (picker) = 14 employees etc. This is to determine headcount needs for the new warehouse versus current operational headcount based on current throughput (actuals), as well as to determine ROI based on investment (see 5.12 “Itemized Costs” bullet point number 2)
- Supplier to include throughput models and work standards based on best practices in warehouse operations

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## 4.0 Proposal Outline

Suppliers must outline how their proposed solution addresses each requirement in the Request for Proposal and all efficiencies and benefits regarding how their proposal if chosen is in the best interest of the State of Alabama and the Alabama ABC Board.

### 4.1 Layout of Proposal

Proposals must be structured in accordance with the following headings.

- Proposal Summary Warehouse and automation – racking and all equipment
- Proposed Solution / including Automation Options
- Project Management and coordination with the architect and building contractor as determined by RSA as per the terms of the construction agreement
- Costs
- Supplier Information
- Key Personnel

### 4.2 Management Summary

The management summary must contain the following:

- General Supplier information
- High-level approach to the proposed solution including an outline plan
- Summary of services to be supplied and products, if applicable
- Firm Fixed Price costing

### 4.3 Proposed Solution

**Project plan for construction:**

- Key deliverables
- Timescale for completion
- Software and automation
- Integration with Microsoft D365

### 4.4 Project Management

The Supplier must nominate a project manager / key contact to the Alabama ABC Board for implementation and management of the proposed project. Provide full details in the response to this proposal.

Where applicable, the Supplier must outline its approach to project management including specific project management methodologies

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## 4.5 Costs

In the costs section, note the following guidelines:

- Quote the itemized fixed price costs totaling the Firm Fixed Cost with a six-year payoff.
- The Supplier must confirm that the proposal, including all costs, holds good for not less than ninety (90) days from the closing date of the RFP. This must be broken down in the 6-year purchase agreement.

## 4.6 Supplier's General Information

The following information, in this format, is required by each proposal submitted:

- Name, address, telephone, and email of Supplier
- Contact person dealing with the proposal
- Description of role, or element of contract to be fulfilled
- Identification of party who will carry overall responsibility for the contract
- Confirmation of acceptance by the Supplier and any third parties of the terms and conditions of the RFP
- Confirmation of acceptance by the Supplier and any third parties regarding overall responsibility for successful delivery

## 4.7 Supplier's Profile

The following information, in this format, is required by each Supplier when submitting its proposal:

- Length of time in existence
- Number of employees
- Brief description of the company's principal areas of activity
- Any additional information in support of this proposal
- Provide a brief profile of the key personnel who will be delegated to this project
- Identify the key personnel responsible for carrying out each service/task
- Outline the technical knowledge and detailed qualifications of the key personnel responsible for each service/task

## 4.8 Third Party / Consortium Profile

The following information, presented in this format, is required for any third-party interested in this proposal:

- Name, address, telephone, email, and fax number (if applicable) of third-party or consortium
- Contact person dealing with the proposal
- Description of role, or element of contract, to be fulfilled by this consortium/ third-party
- Person within third party business dealing with matter

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## 4.9 Customer Base

Suppliers shall provide details of relevant customers from its existing customer base engaged in Food and Beverage distribution and especially those customers involved in alcohol distribution.

## 4.10 Technical Capability

Suppliers shall provide sufficient evidence of competence and experience of providing similar services in accordance with the requirements in this RFP.

## 4.11 Quality Certification

Suppliers with formal quality certification may provide details of the said certification.

## 4.12 Industry Standards

Suppliers who participate in industry forum and standards bodies may provide relevant details.

## 4.13 Supplier Qualifications

Suppliers must provide evidence of competence and experience in providing similar services to those specified in this Request for Proposal.

## 4.14 Relevant Services

Suppliers shall provide details of all principal relevant services, provided in the last three years, including:

- Name of organization
- Services provided
- Value of contract

## 4.15 Specific Skills and Experience

Suppliers shall provide details of the following skills and experience in respect of the Request for Proposal:

- Experience in the successful delivery of similar services
- Experience of working in this industry sector

## 4.16 Details of Management and Key Personnel

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Suppliers shall provide profiles of the key personnel who will be involved in the project, including the following information:

- Identity of the key personnel who will be responsible for performing each services/task
- Technical knowledge of the personnel who will be responsible for performing each service/task
- Suppliers should also outline the proposed arrangements to manage this contract with details of the proposed reporting and liaison arrangements
- Suppliers shall provide details, including curriculum vitae, of all personnel who will be engaged in the management of the services required by this Request for Proposal

Specifically, Suppliers shall provide this information in relation to personnel who will be responsible for:

- Documentation
- Infrastructure setup and management
- Project Management
- Quality Assurance
- Software and Automation Integration
- Training
- Length of time with the Supplier's organization
- Position now held with the Supplier and length of time in this position
- Experience (and role) in providing similar services over the past three years

## 4.17 Format and Number of Proposals

- Provide 3 copies of the proposal in hardcopy and a copy in PDF format on a USB drive.  
**Note: The hardcopy of the proposal is deemed as the official and legally binding version**
- All proposals must be typed and double-spaced, one inch (1") margins, on standard 8 ½" x 11" paper and bound appropriately
- Large paper is permissible for charts and warehouse layout mapping etc.
- Late, faxed, or emailed proposals will be automatically disqualified

## 4.18 Reference Projects

- Provide details of 5 reference projects at which the Supplier has provided similar services as per the proposed specifications

The following information is required for each reference site:

- Name of Company
- Contact name
- Telephone number and/or email address

Summary of building construction, relevance to the current proposal, software, system configuration etc. and other information that Supplier feels is appropriate to this Request for Proposal.

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These references may be contacted to verify the ability of the Supplier to implement the requirements as described in this Request for Proposal.

## 5.0 Deliverables – define in phases

- QM Plan (Quality Management)
- Design Documents – with site safety plan
- Shop drawings and equipment spec sheets
- Hazardous material sheets / binder book

## 5.1 Project Duration

It is anticipated that the project must be completed within a **14-month timeframe** from the design build architect as agreed upon with the supplier. Suppliers are encouraged to propose staged work programs with multiple deliverables where appropriate.

Outline the estimated effort required during the project lifecycle, e.g., number of days required for project management meetings. Chart below is only an example.

	(Man days)	Description of effort required
<b>Project Management</b>		
<b>Explanatory Meeting</b>		
<b>Concept Design</b>		
<b>Documentation</b>		
<b>Business Input</b>		
<b>Sign-Off</b>		
<b>TOTAL</b>		

## 5.2 Skillsets Desired but not mandatory

- Large turn-key projects that include state of the art warehouse utilizing warehouse management technology solutions and conveyor systems
- Past projects in food and beverage distribution centers especially including alcohol distribution
- Project management qualifications – how you would approach and timeline the project and coordinate with the Alabama ABC Board
- Proven communication skills
- Understanding of software development methodologies in discussion with technology providers

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## 5.3 Other Requirements – must be definitive

- All project design sheets must be stamped by licensed professional engineer
- Mandatory requirements that the Supplier MUST provide per Alabama ABC Board and State Requirements.
- Proven expertise in the provision of personnel to meet the requirements
- Track-record in partnering the Issuer and other companies involved
- Available to provide the services required at the time required
- Sufficient staff with the relevant skills for this project

## 5.4 Timescales

- Supplier- plans to have the project substantially completed—in accordance with the specifications in this RFP —by December 30, 2025
- Timeline to be determined and approved by Alabama Department of Finance, Division of Procurement, and the Alabama ABC Board and its directors

## 5.5 Quality Measures

Suppliers must provide a quality installation, provide training, and technical support, including details of the quantifiable measures (including third party involvement) which will ensure that quality services will be provided. Third party includes Petrey Distribution Service (Third Party Trucking Provider) etc.

## 5.6 Sample Requirement -Construction and Technology Solutions

Presentation / sample for design review – example of warehouse, automation, and labor management outline.

## 5.7 Sample Requirement — Training model for facility turnover

Sample of training requirements, e.g., training will be required to enable technical and non-technical staff regarding:

- Integration of new technologies with Microsoft D-365
- Use of new warehouse automation, include PM and service
- Outline sample of Interactions and timelines with Alabama ABC Board and IT staff
- Outline sample with Alabama ABC Board maintenance staff
- Outline sample with Alabama ABC Board security staff



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## 5.8 Sample Requirement — Documentation

Provide a full suite of documentation in relation to the Warehouse Automation Project and Software Integration in printed and electronic format. This MUST include the following:

- Administration Guides – WM / WES and Automation plus ASRS racking solutions, and other racking systems in the design concept
- Installation guides as determined
- Procedures for maintaining the new equipment and technologies
- User Guides
- Any other documentation that the Issuer deems necessary
- Copies of manuals for all software and technology must be provided in printed and electronic format to the Alabama ABC Board Technology Department Head

## 5.9 Sample Requirement — Maintenance and Support

- Supplier must Provide maintenance and technical support services for all systems acquired in this RFP
- Supplier must provide timelines on all warranty items and potential extended warranty options for all equipment

## 5.10 Schedule of Costs

Describe the proposed schedule of costs, e.g., payment schedule, arrangements, costs details, and other conditions that relate to the proposal. Itemize the costs of the project, listing hourly rates, costs of equipment etc. in the schedule.

### 5.11 Payment Schedule

As set up for the Alabama ABC Board’s 6-year purchase to own agreement

### 5.12 Itemized Costs

- Supplier must provide detailed costs itemization for:
  - Software/WM and WES
  - Automation
  - Project Management
  - Training
  - Services
- Below is an example of cost breakdown. Please see section 3.3 “Other Features” bullet point number 14 for reference.

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Resources	Daily Rate	Total \$
<b>Software / WM and WES</b>	<b>Total</b>	<b>\$</b>
	[Cost Per day / user)	\$
	[Cost Per day / user)	\$
	[Cost Per day / user]	\$
<b>Automation</b>	<b>Total</b>	<b>\$</b>
<b>Project Management</b>	[Cost Per day]	\$
<b>Training</b>	[Cost Per day]	\$
<b>Services</b>	[Cost Per day]	\$
<b>Grand Total</b>	<b>Total</b>	<b>\$</b>

### 5.13 Technical Support Costs for Warehouse and Automation

- All charges incurred in respect of communications, e.g., labor, travel and subsistence costs are charged to the customer.
- Example.... Labor rates and ad hoc miscellaneous support are as follows:

Item – Automation Training	Total \$
<b>WMS Training per hour</b>	[ \$ ]
<b>Training – travel cost</b>	[ \$ ]
<b>Training lodging and meals per diem</b>	[ \$ ]
<b>Total – Warehouse Automation Training</b>	[ \$ ]

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## 5.14 Further Conditions

- Additional required items, purchased by the Supplier during the contract, will be considered as part of the contract.
- Any errors or omissions from the proposal, in terms of price, quantity offered, or other relevant information, shall be the responsibility of the Supplier. The Alabama ABC Board will not, in any circumstances, accept requests to amend any item on the proposal once the closing date has been reached.
- To assist in the proposal evaluation process, the Alabama ABC Board may ask Suppliers for clarifications of their proposals, e.g., specific questions in relation to the proposed solution.

## 6.0 Evaluation & Award Criteria

Overall design that fits the needs of the Alabama ABC Board	20%
Meeting specs / requirements	20%
Overall cost per annum	20%
Ability to meet timeline - Meeting the timeline of completion – December 30, 2025	20%
Supplier experience with projects similar in scope / scale (liquor distribution)	20%

- Proposals which do not satisfy all qualification criteria will not be considered including, but not limited to late and incomplete submissions.
- Suppliers should note that only those submissions which meet all the qualifying criteria will be eligible for inclusion in the award process.
- The contract will be awarded from qualifying submissions determined by the Alabama ABC Board to meet the proposal objectives

### 6.1 Confidentiality of Evaluation

All information submitted will be kept confidential unless the board is required to disclose according to the Open Records Act.

### 6.2 Determination of Responsiveness

After the official opening of the proposal, the Alabama ABC Board Evaluation Team will determine whether each proposal is substantially responsive to the Request for Proposal's requirements.

### 6.3 Interference

Any effort by the Supplier to influence the Alabama ABC Board Evaluation Team during the examination, clarification, evaluation of proposals, and during the award of contract, shall result in disqualification in addition to referring the matter to the Alabama Ethics Commission.

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## 7.0 Most Economically Advantageous Proposal

The Alabama ABC Board reserves the right to award the supplier whose proposal meets all criteria and is in the best interest of the State irrespective of cost.

### 7.1 Conformity to Specification

- Suppliers shall provide detailed specification on all products being offered for the contract, which must be acceptable to the Alabama ABC Board.
- All goods, articles and materials being offered must comply with recognized standards during the contract period.
- Acceptance of articles, goods or materials shall be subject to any test, which the Alabama ABC Board may determine.

### 7.2 Product Liability Insurance

Bonding / Liability Insurance is required in respect of all construction, products, equipment, and services being provided. Suppliers must provide the name of underwriter and the indemnity value. Bonding value based on Real Property.

Where applicable, the Alabama ABC Board may order quantities greater or lower than any estimate and may require them to be delivered to places named in the order.

### 7.3 Status of Parties

On acceptance of the contract, the successful Supplier shall be bound to supply the certifications of compliance, articles, goods, or services covered in the RFP in accordance with such specifications as may be issued by the Alabama ABC Board during the contract period.

### 7.4 Contract Performance

The Supplier shall be bound to deliver, at its own expense and risk, all contracted warehouse technology and automation, and all other specifications as required for this project; delivery shall not be complete until these are received and signed on behalf of the Alabama ABC Board.

### 7.5 Technical Obsolescence

If during the contract new products become available which, in the view of the Alabama ABC Board will improve the project, the Supplier will be given the opportunity to substitute for these items.

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## 7.6 Request for Additional Information from Suppliers

The Alabama ABC Board reserves the right to request additional information from the Suppliers after the closing date. If necessary, the supplier may be invited to attend for interview and make a presentation based on the proposal and to answer any questions arising. The Alabama ABC Board nominated support personnel will be among those present during the presentation.

## 7.7 Cost of preparation of proposal

The ABC will not be held responsible for any expenses or losses incurred by the Supplier in the preparation of the document. The Supplier shall bear all costs associated with the preparation and submission of their proposals.

## 7.8 Discussions with Suppliers

Discussions may be conducted with Suppliers whose proposals have the potential for being selected for award to:

- Explore the Alabama ABC Board 's requirements and the Supplier's submission
- Facilitate arriving at a contract that will be most advantageous to the Alabama ABC Board taking into consideration purchase to own schedule and other evaluative factors
- Suppliers with unacceptable submissions will be promptly notified

## 7.9 Contractual Terms and Conditions

- Where a contract is agreed, it becomes binding only upon the approval of the State of Alabama and services cannot be rendered until such time.
- The contract amount will be payable upon completion of the services in a manner determined by the Alabama ABC Board.

## 7.10 Amended Proposals

- The Supplier may submit an amended proposal before the due date. Such amended proposals must be complete replacements for a previously submitted proposal and must be clearly identified as such.
- The Alabama ABC Board will not merge, collate, or assemble any proposal materials.

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## 7.11 Supplier's Rights to Withdraw Proposal

The Supplier may withdraw its proposals at any time prior to the deadline for receipt of the proposal. The Supplier must submit a Written Withdrawal Request signed by its authorized representative(s) addressed to the Alabama ABC Board Procurement Manager.

## 7.12 Termination

- The State reserves the right to cancel this Request for Proposal at any time, and to reject any or all proposals submitted, where such action may be in its best interest.
- If the contracted Supplier fails to comply with the terms and conditions set forth in the contract, the State reserves the right to cancel, terminate, or suspend the contract in whole or part. The State shall be entitled to recover from the contracted Supplier any loss resulting from such termination.

## 7.13 Legal Review

The Alabama ABC Board requires that all Suppliers agree to be bound by the requirements as outlined in this document. It is recommended that Suppliers have these requirements reviewed with its legal counsel.

## 7.14 Contract Deviations

Any terms and conditions which may be the subject of negotiation will be discussed between the Alabama ABC Board and the Supplier. This process will NOT be deemed an opportunity to amend the Supplier's document or adjust the lease cost.

## 7.15 Subcontractors

The role of subcontractors must be clarified in the proposal. Identify the major subcontractors by name. The prime supplier will be wholly responsible for all tax withholdings that may be required on behalf of any of the subcontracts.

## 7.16 Conflict of Interest

The Supplier must agree that it has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner with the performance of services required.

## 7.17 Governing Law

The laws of the State of Alabama will govern this procurement.

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## 7.18 Compliance with the Applicable Law

The Supplier agrees, upon successful contract award, that services will be performed within applicable federal and state laws and applicable regulations of the State of Alabama.

## 7.19 Presentation of Proposal

The completed proposal shall be enclosed in a sealed envelope, sample provided, with return address clearly marked on envelope, and shall be delivered not later than 1700 hours on August 22, 2024, stated in the executive Summary, page 3. Late proposals will be disposed. A Supplier may propose utilizing electronic delivery, or both, which will be followed by a confirmation of receipt

## 7.20 Additional Costs

The Alabama ABC Board may ask the Supplier to make a presentation of their submission. All costs and expenses associated with such presentations shall be borne by the Supplier.

Where samples are required to determine conformity to product specification, fitness for purpose and suitability for contract, these shall be provided free of charge and delivered to the relevant location at the Supplier's expenses.