

ALABAMA STATE BOARD OF CHIROPRACTIC EXAMINERS  
SEEKING REGULATORY INVESTIGATOR  
(Request for Proposals)

1. Purpose. The Alabama State Board of Chiropractic Examiners (ASBCE) is seeking proposals from qualified individuals to provide contract investigative services related to the Board's disciplinary complaints, etc. Pursuant to Alabama Act. No. 2001-956, the Board is providing this notice of its intent to develop a list of firms/ individuals qualified to provide the above-related services. Any person interested in providing these services should submit the information itemized below.
2. Scope of Services. The provider will conduct investigative work and submit periodic investigative reports to the Executive Director for the complaint committee. Investigations may include but are not limited to gather information: list potential witnesses, take witness statements, collect evidence, criminal background checks, surveillance and photography. The provider will also serve subpoenas and testify in disciplinary hearings on an as needed basis. Provider will file a final report with the Executive Director upon completions of each assignment.
3. Qualifications. Peace Officer training and experience in interview and interrogative techniques. Possess exceptional written, verbal and presentation skills, surveillance and counter surveillance skills. Shall be able to travel throughout Alabama with short notice to conduct investigations in the state.
4. Experience. A minimum of five years of experience in investigating alleged professional misconduct. The provider shall provide the Executive Director with a list of names and locations where the provider is providing the services described in Section 2 above.
5. Fees. Proposals must disclose an Investigative Rate Quote Sheet for Services to include any and all fees, costs or expenses to be charged for the services described in Section 2 above.
6. Submission of Proposals. The information shall be directed to the contact address as follows: Alabama State Board of Chiropractic Examiners, Sheila Bolton, Executive Director, 126 Chilton Place, Clanton, AL 35045. The deadline for receipt of information will be 4 pm on Tuesday, May 31, 2016.
7. Selection of Professional Service Provider. Upon review and evaluation of all proposals received on or before the deadline will be evaluated in accordance with objective criteria developed by the Board. Final selection of the person will depend upon the successful negotiation of a contract between the Board and the person. The Board reserves the right to reject any and all proposals. This notice in no way shall be considered an offer or in any way shall obligate the Alabama State Board of Chiropractic Examiners.
8. Professional Services Contract. The professional service provider selected must enter into a written contractual agreement to provide services to the Board.
9. Compliance with Alabama's Immigration Law. The professional service provider selected must provide the required documentation to prove it is in compliance with Alabama's Immigration Law.
10. Legislative Contract Review. Any professional service contract resulting from this RFP may be subject to review by the Permanent Legislative Contract Review Oversight Committee in accordance with Section 29-2-40, et seq., Code of Alabama (1975).

This notice is hereby given May 12, 2016, by authority of the Alabama State Board of Chiropractic Examiners.



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Brian Wells, D.C., President