

REQUEST FOR PROPOSALS ADVERTISEMENT
MOBILE COUNTY CIVIL RIGHTS MULTIPLE PROPERTY DOCUMENTATION FORM PROJECT
Mobile County, Alabama
November 2024

Mobile County Commission is seeking proposals from qualified historic preservation consultants to develop a Multiple Property Documentation Form (MPDF) for the Civil Rights Movement in Mobile, Alabama. This MPDF will serve as a framework for evaluating and nominating sites associated with the Civil Rights Movement within Mobile to the National Register of Historic Places (NRHP). The goal is to document, assess, and recognize sites and structures that played a significant role in Mobile's Civil Rights history, thus preserving and sharing this important aspect of Mobile, Alabama's cultural heritage.

Firms/Consultants interested in performing the work will be considered on the basis of their written response to the full Request for Proposals document. The selected consultant will be expected to work with the County, its agents and other consultants, diverse stakeholders, and community members. The scope of work will include: research and documentation, historical context development, development of evaluation criteria, identification of property types for inclusion, MPDF documentation, and public and stakeholder engagement.

The evaluation factors to be used during award selection(s) are as follows: Previous Qualifications and Experience - 30 Points; Demonstrated understanding of the project and proposed approach – 25 points; Community engagement strategy and experience with outreach in culturally sensitive contexts – 20 points; Cost and timeline feasibility - 25 Points.

Request for Proposals, Inquiries, Contact Information, and Timeline

Respondents interested in this RFP should contact the Mobile County Environmental Services Department at 251-574-3229 to request placement on the Request for Proposals mailing list to ensure receipt of any amendments or other relevant information. Inquiries and requests for the full RFP document may be directed to Tina Sanchez, tina.sanchez@mobilecountyal.gov.

The COUNTY will receive Proposals via email to Tina Sanchez until 5 p.m. on Friday, January 10, 2025. Submittals received after this deadline will not be considered. Physical delivery of submittals will not be accepted.

The COUNTY reserves the rights to negotiate with any or all respondents to this solicitation. Small and minority businesses, women's business enterprises, Section 3 (as defined by HUD at 24 CFR 135), and labor surplus area firms are encouraged to submit a Statement of Proposals and firms using subcontractors must solicit such firms in the subcontracting process. Awards will be made to the most responsive, responsible, Consultant whose proposal represents the best overall value to the COUNTY when considering all evaluation factors.

The COUNTY reserves the right to make awards to one or more Consultants and to reject any and all offers and waive any minor irregularities or technicalities in Proposals received.

The COUNTY is an equal opportunity employer without regard to race, color, sex, age, religion, national origin, persons with disabilities, or limited English proficiency.

Proposal Timeline:

Solicitation Issuance/Advertising Date	November 27, 2024 & December 4, 2024
Mandatory Pre-Submittal Conference*	December 16, 2024
Proposal Receipt Closing Date	January 10, 2025
Short List Notifications**	TBD
Short List Interviews**	TBD

****Attendance at the Pre-Submittal Conference is mandatory for Proposal consideration.***

***** Mobile County reserves the right to forego Short List Notifications/Interviews***

Mandatory Pre-Submittal Conference

A **mandatory** pre-submittal conference will be held at **9:00 a.m. on Monday, December 16, 2024**, in the Assembly Room of Government Plaza located at 205 Government Street, Mobile, AL, 36602. For those who are unable to attend in person, a virtual meeting option will be available, and the meeting link will be sent to interested parties upon request. Any questions may be emailed to Tina Sanchez, tina.sanchez@mobilecountyal.gov until 5 p.m. on Friday, January 3, 2025. Any addenda to this RFP will be emailed to those respondents which participated in the pre-submittal meeting. It remains the sole responsibility of the offering responders to contact the County prior to submitting a proposal to ascertain if any addenda have been issued, to obtain all such addenda, and acknowledge any addenda with each qualification.

Any contract awarded under this solicitation will be subject to all applicable terms and conditions in 2 C. F. R. Part 200.

Minority and women’s business enterprises are solicited to submit a proposal and are encouraged to make inquiries regarding potential subcontracting opportunities. Mobile County Commission takes all necessary affirmative steps, as set forth in 2 C.F.R. 200.321(b) to assure that minority businesses, women’s business enterprises, and labor surplus area firms are used when possible. **When subcontracting, all potential contractors must make positive efforts to use small and minority owned business and women business enterprises. See 2. C. F. R. §200.321**