

REQUEST FOR PROPOSALS

PROFESSIONAL SERVICES

The Mobile County Commission is soliciting Statements of Interest from qualified Design Professional/Code Compliance firms and individuals interested in providing professional evaluation, design, and administrative services related to the implementation of permanent emergency generator systems. Firms and individuals must have a Certificate of Authorization in compliance with the Code of Alabama Section 34-2-35, as required by the State of Alabama Board for Registration of Architects, or a copy of the Certificate of Authorization in compliance with the Code of Alabama 34-11-9, as required by the State of Alabama Board of Licensure for Professional Engineers and Land Surveyors. This service will be paid by funds provided by the Alabama Department of Economic and Community Affairs (ADECA) and is subject to final review and approval.

The project, Permanent Generators for Critical Facilities Program, will consist of the evaluation, design, and administration including request for bids, contract oversight and installation for permanent generators at facilities throughout Mobile County.

Firms interested in performing the work will be considered on the basis of information noted and submittal of the following in written form:

1. All applicants must submit their qualifications and list any prior experience with Federal and State programs, especially CDBG or HUD-funded projects, particularly projects similar in nature and scope to the above services being requested. Include information to demonstrate actual versus target project time and budget.
2. A copy of the Certificate of Authorization in compliance with the Code of Alabama Section 34-2-35, as required by the State of Alabama Board for Registration of Architects, or a copy of the Certificate of Authorization in compliance with the Code of Alabama 34-11-9, as required by the State of Alabama Board of Licensure for Professional Engineers and Land Surveyors shall be submitted. Also, include the names and registration numbers of individuals involved in this project when performing professional services.
3. A statement of office location where work will be performed and must demonstrate in the proposal the ability to respond to the site within a two (2) hour time frame once notified of the need for assistance.
4. All applicants must furnish proof of enrollment in E-Verify, and an affidavit attesting that they will not knowingly hire, employ or continue to employ an unauthorized alien in the manner and form available in the Engineering Department or online at www.uscis.gov/everify.

Proposals must include all requested information and will then be rated according to the following criteria:

Prior experience with CDBG and/or HUD-funded projects – 25 pts

Professional Qualifications – 25 pts

Experience with inspection, planning, and administration of projects of similar scope – 25 pts

Ability to meet production schedule within budget – 25 pts

These proposals are being requested in accordance under 24 CFR 85.36 (D) 3, issued by the Office

of Management and Budgets.

The firm that is selected will be notified and a contract negotiated. The contract will be for a period coinciding with the completion and closeout of the project for which services are being requested. Additional services related to this, or other projects of a similar nature may be contracted under this solicitation at the option of the County. The County reserves the right to reject any or all proposals, and to waive any irregularities or informalities in the proposal process.

Proposal will be limited to six (6) one-sided printed pages, equal to three (3) pages front and back. Cover and certificates are not included in the page count. three (3) copies of the proposal must be sealed and properly labeled and may be mailed or hand-delivered to Jessica Johnson, Mobile County Grants Department, Mobile Government Plaza, 8th Floor, South Tower, 205 Government Street, Mobile, Alabama, 36644. Proposals should be labeled "Proposal for Design Professional/ Code Compliance Services related to Permanent Generators for Critical Facilities Program". All proposals shall contain original signatures; facsimile copies will not be accepted. Proposals must be received no later than 12:00 PM, Tuesday, September 2, 2025. All proposals will be evaluated, and a selection will be made and approved by the Mobile County Commission. Mobile County Commission is an Equal Opportunity Employer.

ADVERTISE FOR ONE TIME ONLY IN LAGNIAPPE, BIRMINGHAM NEWS AND MONTGOMERY ADVERTISER:

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