



City of Mobile
Request for Proposals
Addendum 1 to RFQ Number: 6053
Unarmed Guard and Protective Services

The City of Mobile is seeking proposals for Unarmed Guard and Protective Services

The City is providing this Addendum 1 in response to questions received regarding the original RFQ.

The due date for submitted written proposals remains **4:00 pm, June 11, 2026.**

As an edit to the original RFQ requirement, submit one paper original and one digital copy (CD or flash drive) of the qualification package.

The full contents of the original Request for Qualifications (RFQ), and any subsequent Addenda to this RFQ may be found on the City Bid page at <https://www.cityofmobile.org/bids>.

QUESTIONS AND ANSWERS:

The follow are questions that have been received and City responses to those questions. The questions are included generally verbatim as received relating to the overall RFQ requirements where the City determined that an answer to all potential proposers was merited. Where you remain unclear or uncertain of the City's requirements, please use your judgment as to the City's intent, and state any questions or assumptions you made in interpreting the City's RFQ. All timely submitted RFQs will be fully considered and scored by the City.

1. Who is the current incumbent?

Answer: The City does not have an incumbent performing all of the service requirements in this RFQ.

2. When was the current incumbent awarded the contract? Could you please provide a copy of the current contract?

Answer: Not applicable to this RFQ (NA)

3. Are there any subcontractors being used for the current contract?

Answer: NA

4. Are there any other rates billed separately (e.g. equipment, vehicles, etc.)

Answer: NA

5. Are there any significant modifications from the previous contract to the new one? For instance, an increase in hours, a change in guard type (e.g. armed vs unarmed), a need for additional resources?

Answer: Refer to the current RFQ.

6. What is the current bill rate for each position?

Answer: NA

7. Are there any additional services that may be needed that are not listed in the RFP? For instance, the need of additional sites, seasonal required security, etc.

Answer: As a matter of clarity, the museum needs listed in Paragraphs II.D and II.E. each may require approximately 25 hours of guard support for larger events every month. Actual hours may vary considerably from month-to-month. Additionally, special museum exhibits are being considered that may require guard services during museum operating hours. These guard services may also require the operation of special security screening equipment (like a metal detector). We recognize that these fluctuating requirements place unique flexibility demands on the selected contractor. See also paragraphs IV.A.e. and VII.B.c. of the RFQ. Qualifications statements should indicate your experience, competence, and agility to meet the City's fixed and flexible guard requirements.

8. Beyond the state and federal minimum wage, is there a prevailing wage, living wage ordinance, local mandated wage, or contract-specific wage?

Answer: No.

9. Is there a specific way you would like the response to be prepared? For example: bound, unbound, 3-ring binder(s), pages limited, paper type, etc.

*Answer: No. Use the method that most effectively and efficiently provides the information requested. **Also include an electronic version on a CD or flash drive.***

10. Is there a pricing form or format?

Answer: No. Indicate the rate / rate schedules you propose charging for services. The City prefers a simple hourly rate structure. Actual rates will be negotiated with the selected provider.

11. What was the start date of the initial contract?

Answer: NA

12. What was the amount spent in the last 12 months?

Answer: NA

13. Can the City provide historical annual hours and average staffing requirements for all “as needed” event coverage, including the Museum of Art and Maritime Museum locations?

Answer: See answer to question 7.

14. Does the City allow separate overtime, holiday, or emergency call-out billing rates, or are all labor hours required to be billed at a single flat hourly rate?

Answer: See answer to question 10.

15. What are the City’s expectations regarding emergency or supplemental staffing response times, and will additional emergency staffing requests be billed separately from standard contract hours?

Answer: Provide your proposal for these service options.

16. Can the City provide the anticipated contract award date, expected start date, and any planned transition or mobilization period for contractor onboarding and staffing implementation?

Answer: The City anticipates contract award in August 2026, with services to begin as expeditiously as selected provider can mobilize.

17. What reporting formats and submission requirements are expected by the City for Daily Activity Reports, Incident Reports, visitor logs, and any other operational documentation?

Answer: None at this time, but the use of basic incident reports and visitor logs will be implemented Reports could be paper or digital. You may indicate a preferred or suggested log solution you could provide as part of the guard services.

18. What are the City's expectations for supervisory response times, after-hours management accessibility, and onsite supervisor availability during emergencies or operational incidents?

Answer: See paragraphs IV.A.c and IV.A.d of the RFQ.

19. Does the City require dedicated patrol or supervisory vehicles for this contract, and if so, are there any specific operational, marking, or reimbursement requirements associated with vehicle usage?

Answer: No vehicles required.

20. Does the City require or prefer the use of any specific electronic reporting systems, guard tour technology, QR patrol verification systems, scheduling software, or other operational technology platforms?

Answer: No, but the City is open to suggestions.

21. Are there any specific uniform color, style, badge, or appearance requirements the City prefers or prohibits for contractor security personnel assigned to this contract?

Answer: See paragraph IV.B.b. of the RFQ.

22. Can you describe the duties of the municipal garage?

Answer: The Municipal Garage is the City's fleet/equipment storage and repair facility. The contractor will be responsible for managing property access control from a guard shack to include monitoring incoming property traffic and verifying visitor identification. All vehicles should be stopped at the entrance when the vehicle is not easily identified as a City of Mobile vehicle. Non-city vehicle occupants should be identified and should have a legitimate business purpose for accessing the property. Legitimate purposes include, but are not limited to, delivery, pick-up, or a meeting, etc.

23. Does the municipal garage guard ever collect money?

Answer: No.

24. Who is the current provider of this contract?

Answer: See answer to Question 1.

25. Can you provide the current contract?

Answer: See answer to Question 1.

26. What posts are required to work Holidays?

Answer: Municipal Garage, Oakleigh House if opened to the public on a holiday. Other museums only for special exhibits or special events occurring on holidays.

27. Is there any equipment the contractor will need to provide? Cell Phone? Guard Touring Platform?

Answer: Cellphone, flashlight, pen, and notepad.

28. How often are guards needed at Museum of Art or Maritime Museum? What is the duration?

Answer: See the answer to question 7.