REQUEST FOR QUALIFICATIONS
ENGINEERING AND DESIGN SERVICES

CITY OF MOBILE
McNally Park Marine Improvements project
Project No. 2020-3005-04
June 15, 2026

1.0 INTRODUCTION:

The City of Mobile is soliciting qualifications and proposals from qualified engineering and design firms to provide professional engineering design services related to the McNally Park Marine Improvements Project.

2.0 DESCRIPTION OF PROJECT:

This project will be implemented by the City of Mobile. The purpose of this project is to design and update a series of marine elements to improve the functionality, resiliency, accessibility, and overall public use of the McNally Park waterfront. Improvements may include, but are not limited to, dredging, canal maintenance, shoreline stabilization features, boat launch, pedestrian use, fishing piers, drainage considerations, and other associated waterfront infrastructure. See Exhibit A for Immediate Maintenance Area Map. See Exhibit B for Long-Term Improvements Area Map.

3.0 SCOPE OF WORK & DELIVERABLES:

The Scope of Work is anticipated to include, but not be limited to, services associated with the planning, stakeholder and community engagement, design, and preparation of plans, specifications, and related documents for McNally Park Marine Improvements. Scope of Work and Deliverables will be addressed in a phased approach, that may include project planning, public outreach and coordination, conceptualization, design and construction document development, permitting support and technical support. At the discretion of the City of Mobile, the Scope of Work may also include construction-phase services, including construction administration, observation, and oversight to support successful project implementation.

Phase 1

1. Evaluate the existing boat launch facility and identify temporary repair measures necessary to maintain safe and functional operations. The team shall also assess the navigation channel to determine immediate dredging needs, maintenance needs, operational requirements, and permitting requirements.
    a. This evaluation shall consider project requirements and constraints in the context of future City initiatives, ongoing projects, and operational priorities. The review shall include the areas identified in Exhibit A (Immediate Maintenance Area Map) and shall

provide recommendations for near-term maintenance actions and potential interim improvements to support continued operations pending implementation of long-term project solutions.

2. Assist the City with designing and implementing meaningful engagement and communication regarding project and design activities (e.g., compliance, permitting, project implementation, monitoring, adaptive management) as deemed appropriate and as directed by the City, which will include but is not limited to, citizens, local stakeholders, businesses, community organizations, government agencies, etc.

Phase 2

3. Develop location specific design concepts and sustainable solutions and infrastructure enhancements to improve the long-term functionality and resilience of McNally Park Marine infrastructure. Specifically:
    a. Plan and design of a south jetty and a north jetty with access to fishing piers.
    b. Provide solutions to reduce sediment accumulation within the canal, including:
        i. Sediment management strategies to minimize future dredging requirements.
        ii. Identification of the most effective dredging methods.
        iii. Beneficial use and/or disposal alternatives for dredged material.
    c. Design a new or improved boat launch.

    See Exhibit B for Long-Term Improvements Area Map.
4. Outcome of Phase 2 should have the ability to be phased for construction as multiple projects to allow for multiple funding sources over multiple years.
5. Concepts include phasing plan, cost estimates and renderings of completed products for communication purposes.
6. Participate in community engagement meetings as required by the City.

Phase 3

7. Subject to the outcome of Phase 2 and available funding, execute a set of design and construction projects identified with the City of Mobile.
8. The selected team shall be prepared to perform services under future task orders, including but not limited to design, engineering, permitting, bidding support, construction inspection, and other related services as required.

4.0 PROPOSAL REQUIREMENTS:

Firms interested in performing the work will be considered based on a written response to this Request for Qualifications. Please limit this section addressing 1-3 to no more than 10 single-sided pages. The page limit does not include resumes or required Attachments. All proposals should be organized in the following manner:

1. **Cover Letter**

    The Statement of Interest must include a cover letter accompanying the Statement and acknowledging receipt of any issued amendments to the RFQ. The letter should be addressed to:

    Jake Clements, Project Manager
    PROGRAMS AND PROJECT MANAGEMENT DEPARTMENT
    205 Government Street, 2nd Floor, Mobile, AL 36602

    a. The letter should indicate a primary contact for the Statement and that person's title, address, phone number, email address, and the UEI number for the firm. The letter should

introduce the Respondent's project team. The Project Team is defined as the lead plus any key team members who are critical for consideration by the evaluation team and include relevant professional certifications for each.

b. The letter should include a general statement of prior relevant experience and proposed approach for this project.
c. The letter should include a statement that the Project Team is adequately staffed and will execute the Project in a timely manner.
d. The letter should include the following documents: (1) Attachment B: City of Mobile UEI Number Documentation and SAM.gov Verification Form, (2) Attachment C: City of Mobile Federal Funding Accountability and Transparency Act Disclosure Statement.

2. Conceptual Approach, Methodology, & Competencies

The Statement of Interest should provide a description of the methods that will be used to accomplish the following tasks:

a. Waterfront and Marine Infrastructure Competency – Demonstrate expertise in coastal engineering principles, regulatory permitting requirements, environmental stewardship, and the planning and design of public waterfront recreational amenities. The response should also include a strategy for activating and programming the waterfront on a daily basis, developed by professionals with experience in waterfront and marine infrastructure planning, operations, and management. The proposed approach should reflect an understanding of how design, functionality, public use, and long-term management can be integrated to create a successful and sustainable waterfront environment.
b. Design Competency – Experience in waterfront space design, ADA accessible, family- and pet-friendly designs and how spaces are best used is critical. Additionally, for not only the park design but the neighborhood around it, a design team needs to be steeped in civic use and space design.
c. Cultural Competency – Must be able to connect with all potential audiences and be skillful in processing a variety of viewpoints and ideas.
d. Resilience Competency – Understanding how ecosystems work, what land and hardscaping work best in our climate. Addressing normal environmental factors (saltwater, stormwater, coastal winds, humidity, high temperatures) as well as extreme environmental hazards (heavy rain, sunlight, hurricanes).
e. Budget Design and Ongoing Sustainability Competency – An understanding of how to assess costs, construction and phasing is essential to giving the City a plan that it can execute. Emphasis on what is easiest to manage and maintain are important for sustainability.
f. Community Engagement Competency – Must be able to demonstrate a strong background in executing effective community engagement in diverse communities, demonstrate involvement in similar projects where stakeholders are involved in the project design process to create meaningful design concepts, and creating plans for a continuum of community involvement over a project lifecycle
g. Site design including approach to site layout, utilities work, surveying, geotechnical, permitting/environmental compliance, grading and drainage, parking and drives, landscaping, site lighting and signage.
h. Building and structure design, including approach to building plan.
i. LID/GI design, implementation, and education.

3. Experience and Background

Firms interested in performing the work will be considered based on a written response to the RFQ. All applicants must submit their qualifications and list all prior experience with projects similar in nature and scope to the above services being requested. The following information must be submitted in written form:

a. Statement of registration of the firm.
b. Statement of the names, and duties of the individuals that will be involved in this project (when performing professional services) and their experience.
c. Statement of qualifications of individuals who will perform professional work.
d. Statement as to professional standing including any pending or previous controversies. If none exists, such a statement should be made.
e. Statement of experience in the fields that the proposed services are requested and work of a similar nature which the proposed staff for requested services was in responsible charge, including a description of the work, the client for whom it was performed, the location of the work, and dates of performance. Provide proposed staff names and specific experience.
f. Statement of experience within the local jurisdiction, with local utility providers, and knowledge of local standards and specifications.
g. Statement of experience with conducting community engagement and outreach for this type of project. Please include specific examples of successful community engagement.
h. Statement of availability and adequacy, in both number and quality of remaining staff, to perform all other functions needed for the proposed services.
i. List of qualified personnel in other disciplines required for proposed services, both in-house and those to be acquired from outside sources and their experience.
j. Statement as to whether the firm is operating on a sound fiscal basis.
k. Statement of where the work will be accomplished.

4. Project Team / Level of Participation

The Statement of interest shall provide the following information so that it can be clearly understood by the Evaluation Team and City personnel.

a. Identify key Project Team members with responsibility for leading main project tasks, including the percentage of time each is expected to commit through the duration of the planning process. *Prime consultant must be a firm with in-house engineering capabilities and must perform at least 51% of work in-house.*
b. Identify key Project Teams members that qualify as a Minority Owned Business, Women's Business Enterprise, or labor surplus area firm, including the percentage of time each is expected to commit through the duration of the planning process. The City of Mobile aims for 15% or more of total contract spending to go to Disadvantaged Business Enterprise (DBE) businesses. Consultants bidding on city contracts must demonstrate compliance with these DBE utilization goals or make good faith efforts to subcontract portions of the work to qualified DBEs.
c. Minority and women's business enterprises are required to submit a statement of qualifications and are encouraged to make inquiries regarding potential subcontracting opportunities. When subcontracting, all potential contractors must make positive efforts to use small and minority owned business and women business enterprises. Identify key Project Team members that qualify as a Minority Owned Business, Women's Business Enterprise, or labor surplus area firm. Proof of solicitation is required.

d. Include an organization chart of the Project Team showing lines of communication, clearly defined roles, availability and decision-making hierarchy.

5.0 SUBMITTAL OF PROPOSALS:

Questions concerning this Request for Qualifications should be directed to **Jake Clements** at **jake.clements@cityofmobile.gov.** Responses will be received until 12:00 p.m. CST on August 7, 2026. Please limit narrative to 10 pages. Please submit three (3) hard copies and one (1) electronic version to:

Jake Clements, Project Manager
PROGRAMS AND PROJECT MANAGEMENT DEPARTMENT
205 Government Street, 2nd Floor, Mobile, AL 36602

NO SUBMITTALS WILL BE ACCEPTED AFTER THE STATED DEADLINE.

Any items submitted as part of a response to this RFQ shall become property of the City of Mobile. After written proposals have been reviewed, discussions with prospective firms may be required to clarify any portions of the proposal.

The following is a tentative schedule for the selection process. The schedule is subject to change with notice on www.cityofmobile.org/bids.

RFQ TENTATIVE SCHEDULE	
DATE	**DESCRIPTION**
Friday, June 19, 2026	Request for Qualifications advertised
Thursday, July 16, 2026	Mandatory Q&A Meeting online with prospective applicants at 10 a.m. CST with Mandatory Site Visit to follow. Prime consultant must be present to qualify.
Wednesday, July 22, 2026	Final Q&A questions must be submitted via email before 5:00 p.m. CST
Tuesday, July 28, 2026	Final Q&A Addendum released with responses to questions
Friday, July 31, 2026	Final questions must be submitted via email before 3 p.m.
Tuesday, August 4, 2026	Addendum 2 released with responses to final questions
Friday, August 7, 2026	Packages submitted by candidate firms by 12:00 p.m. CST (see instructions above)
Tuesday, August 11, 2026	Short list selected and interview requests sent, if City deems appropriate; those not selected will be notified
Tuesday, August 18, 2026 - Friday, August 21, 2026	Short list interviews (if deemed appropriate)
Wednesday, August 26, 2026	Selection announced
Tuesday, September 15, 2026	Target date for contract approval by City Council
Friday, September 18, 2026	Target date for notice to proceed

6.0 CONTRACT PROVISIONS:

The successful firm or individual practitioner will enter into a contract with City that may at the discretion of the City include the following provisions:

1. Contractor will have current City of Mobile Business License, UEI number and active SAM.gov registration. All subcontractors must have current UEI and active SAM.gov registration.
2. Contractor will be accessible by telephone and available for consultation between the hours of 8:00 AM and 5:00 PM, Monday through Friday.
3. Contractor will furnish proof of Insurance as follows:
   a. General Liability Insurance each in the minimum amount of:
      i. Bodily Injury - $1,000,000 each person / $1,000,000 each occurrence, and
      ii. Property Damage - $1,000,000 per occurrence, or
      iii. Combined single limit - $1,000,000
   b. Automobile Liability Insurance each in the minimum amount of:
      i. Bodily Injury - $1,000,000 each person / $1,000,000 each occurrence, and
      ii. Property Damage - $1,000,000 each occurrence, or
      iii. Combined single limit - $1,000,000
   c. Excess/Umbrella and Employer's Liability Insurance in the minimum amount of:
   d. Combined single limit - $1,000,000 each occurrence for bodily injury and/or property damage
   e. Workmen's Compensation Insurance: Statutory-Amount and coverage required by the State of Alabama
   f. Professional Liability Insurance in the minimum amount of: $1,000,000.
4. Contractor will affirm, for the duration of the contract, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien in the State of Alabama. Evidence of the firm's or individual's enrollment in the federal E-Verify program shall be submitted as a condition of contract approval.
5. *Waiver of Subrogation* - All policies of insurance shall be endorsed to waive rights of subrogation in favor of the City of Mobile.
6. *Additional Insured* - All policies of insurance shall be endorsed to name the City of Mobile as an Additional Insured
7. *Primary Insurance* - All policies of insurance shall be endorsed to provide that all such insurances are primary and non-contributing with any other insurance maintained by the City of Mobile.
8. *Certificates of Insurance* - Prior to commencement of the work, consultant shall deliver to the City of Mobile certificates of insurance certifying the existence and limits of the insurance coverages, noting applicable endorsements, described above and shall deliver same and renewals thereof to the City of Mobile. The certificates shall provide that such insurance shall not be subject to cancellation, non-renewal nor material change without 30 days or more (except 10 days for non-payment) prior written notice thereof to the City of Mobile.
9. EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE REQUIREMENT

   (a) Bid awardee (or "contractor") shall comply with all Federal, State and local laws concerning nondiscrimination, including but not limited to City of Mobile Ordinance No. 14-034 which requires, inter alia, that all contractors performing work for the City of Mobile not discriminate on the basis of race, creed, color, national origin or disability, require that all subcontractors they engage do the same, and make every reasonable effort to assure that fifteen percent of the work performed under contract be awarded to socially and economically disadvantaged individuals and business entities.

   (b) During the performance of this contract, the bid awardee agrees as follows:

(i) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
(ii) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
(iii) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.
(iv) The contractor will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
(v.) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
(vi) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
(vii) In the event of the contractor's non-compliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
(viii) The contractor will include the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The

contractor will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

10. All respondents will be required to certify that they are not on the Federal list of debarred, suspended, or voluntarily excluded contractors and are not in default on any obligations due to the State of Alabama including, but not limited to, payment of taxes, fines, penalties, or other monies due. Selected firm will be required to register with www.sam.gov to confirm debarment/suspension status, provide evidence of required insurance, possess a City of Mobile business license, and be enrolled in the E-Verify program. Selected firm will be required to supply Unique Entity Identifier (formerly DUNS Number) and current registration with www.SAM.gov .
11. The successful firm will be required to keep and maintain documents in compliance 2 CFR 200.333, as well as all other applicable federal, state, and local laws.
12. The successful firm shall comply with the Davis Bacon Act, 40 U.S.C. 3141-3148, as supplemented by Department of Labor regulations at 29 CFR Part 5.
13. The successful firm will be required to comply with applicable federal, state, and local laws relating to lobbying activities including, but not limited to, the Byrd Anti-Lobbying Amendment (31 U.S.C. §1352.)
14. The successful firm will be required to comply with all applicable federal, state and local environmental laws, regulations and policies.
15. The successful firm will be required to comply with the Copeland “Anti-kickback” Act, 40 U.S.C. 3141-3148, as supplemented by Department of Labor regulations (29 CFR Part 5), the Contract Work Hours and Safety Standard Act Section 103 and 107 of the Agreement Work Hours and Safety Standard Act (40 U.S.C. Chapter supplemented by Department of Labor regulation (29 CFR part 5), the requirements of 37 CFR 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” the Clean Air Act (42 U.S.C. 7401-7671), the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), and pursuant to EO 130443, encourage employees and to wear seatbelts when operating any vehicles in connection with performance of activities associated with this Agreement.
16. The successful firm will be required to document compliance with 2 CFR 200.321. In accordance with this section, the prime contractor must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. Affirmative steps must include:
    (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;

    (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;

    (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;

(4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises; and,

(5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

17. City will not agree to any contract provisions seeking to limit liability of contractor for breach of contract, negligence or wrongful acts. City will within the parameters of Alabama law ask contractor to indemnify City for any claims against City related to performance by the Contractor.

7.0 MISCELLANEOUS

1. RFQ is not to be construed as a contract or a commitment of any kind, nor does it commit the City of Mobile to pay for any costs incurred in the preparation of a submission or of any costs incurred prior to the execution of a formal contract.
2. If awarded, a contract will be awarded to the responsible firm whose proposal is deemed most advantageous to the City of Mobile.
3. The City of Mobile will (1) evaluate submittals; (2) waive any irregularities therein; (3) select candidates for selection interviews; (4) request supplemental or additional information as deemed necessary; (5) contact others to verify information provided in the submittal; or (6) reject any and all submittal(s), should it be deemed in the best interest of the City of Mobile.
4. In the event that a mutually agreeable contract cannot be negotiated between the selected consultant and the City, the City reserves the right to select an alternate consultant.
5. The successful firm will have to complete an Affidavit of Ownership or Control prior to completion of contract negotiations. The affidavit certifies that the firm is not delinquent in any debt owed to the City of Mobile (taxes, fines, fees, etc.).
6. Any future agreements arising from this RFQ may be subject to 31 C.F.R. Part 19 compliance.
7. *Applicants (except procurement contracts for goods and services under $25,000 not requiring the consent of a Treasury official) are subject to 2 C.F.R. Part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Non-procurement)." In addition, applicants or bidders for a lower tier covered transaction for a subaward, contract, or subcontract greater than $100,000 of Federal funds at any tier are subject to relevant statutes, including among others, the provisions of 31 U.S.C. 1352, as well as the common rule, "New Restrictions on Lobbying," published at 55 FR 6736 (February 26, 1990), including definitions, and the Office of Management and Budget "Governmentwide Guidance for New Restrictions on Lobbying," and notices published at 54 FR 52306 (December 20, 1989), 55 FR 24540 (June 15, 1990), 57 FR 1772 (January 15, 1992), and 61 FR 1412 (January 19, 1996).*
8. The City utilizes e-Builder as its project management system. E-Builder is a secure data collection site: https://www.e-builder.net. Firms, including subconsultants, shall use e-Builder as an essential component to project management with the City of Mobile.

8.0 Evaluation and Anticipated Schedule

Submittals received will be fully reviewed by an evaluation team and responses will be considered in the following categories:

1. Cover Letter / Comprehensive Project Team (5 %)

a. Completeness of information on proposed project team.
b. Conciseness and ingenuity of the statement of approach.

c. Timeliness of approach.

2. Conceptual Approach & Methodology (20%)

a. Strategy for addressing identifying, researching, and documenting sites.
b. Plan for preparing planning, architectural and construction documents.
c. Demonstration of methods for communication and soliciting community engagement, comments, and suggestions during project development.
d. Strategy for completing the work in a timely manner.

3. Experience and Background (65%)

a. Experience with administration of City of Mobile projects.
b. Experience in waterfront and marine infrastructure planning and design.
c. Experience in regulatory permitting, compliance documentation, and reporting.
d. Coordinating with local utilities and their standard specifications.
e. Diversity of expertise of key team members.
f. Experience with LID/GI design and implementation.
g. Experience with coastal wetland design and construction.
h. Demonstrated team experience in completing projects of the scale and complexity on budget and on schedule.
i. Provision of at least two references.

4. Project Team / Level of Participation (10%)

a. Roles, availability, and time allocation of key Project Team members are clearly defined and reasonable.
b. The level of participation and roles of any MBE, WBE and Labor Surplus firms.
c. Provided organizational chart of key Project Team members that clearly delineates roles/responsibilities, lines of communication and decision-making hierarchy.

9.0 QUESTIONS AND CONTACT

A mandatory Q&A meeting will be hosted online by project managers and appropriate City staff at 10:00 a.m. on July 16, 2026. A mandatory site visit will immediately follow the online meeting. See www.cityofmobile.org/bids for Zoom link to register or copy and paste link below. The Project Manager will answer additional questions via addendum on the schedule provided on Pg. 5.

Zoom mandatory Q&A meeting registration link:
https://us06web.zoom.us/meeting/register/HRefYj-0SC-cQ2bTlkhdag

Questions must be emailed to jake.clements@cityofmobile.gov and receive email confirmation of receipt to be considered accepted. All interested firms should reply an acknowledgement to addendum emails within 24 hours.

EXHIBIT A

Immediate Maintenance Area Map

EXHIBIT B

Long-Term Improvements Area Map