



**ADDENDUM #3 TO
REQUEST FOR PROPOSALS
PROFESSIONAL SERVICES**

**CITY OF MOBILE
DESIGN REVIEW GUIDELINES UPDATES**

Questions Received Through 9/23/2024 and Their Answers:

Q: Does the business license requirement mean that it shall be in place “before a contract is awarded” or “before a proposal is considered”?

A: The City of Mobile business license must be in place before the contract is awarded.

Q: It would seem possible that the various meetings between 10/15 – 11/14 could be strategically scheduled to occur on the same day. Would you concur?

A: That is theoretically possible but depends on the availability of the ARB and MHDC members, as well as representatives from the historic districts. (We are cognizant of significant cost savings that would yield from having all the meetings occur on the same day, and we certainly would endeavor to make that happen.)

Q: Is it expected that the 11/4 presentation to MHDC will be in-person, or might this be virtual?

A: Unfortunately, the meeting on 11/4 must be in person as there is no virtual meeting capability at the meeting facility.

Q: Could you confirm that the requirement for the project lead/team members is to meet the “relevant discipline(s)” outlined in the Secretary of the Interior’s Professional Qualification Standards?

A: The project lead, at minimum, should meet the Secretary of the Interior’s Professional Qualification Standards for Architectural History or Historic Preservation, as outlined in 36 CFR Part 61.

Q: Given the project size, is the DBE required?

A: For a project of this size, we realize DBE involvement may be difficult to achieve. Therefore, if you are not able to involve a DBE, we ask that you simply describe your efforts to involve a DBE and/or explain why such involvement is not possible.

Revision to Section 4, Paragraph 5: Proposed Budget and Fee Proposal:

- The proposed budget breakdown and total fee should closely mirror the scope of work and Deliverables shown in Section 3.0 above. The proposed total fee should not exceed the allotted grant funding through the Alabama Historical Commission's CLG Grant of \$33,718.50.