

REQUEST FOR PROPOSALS  
MOBILE COUNTY GOLF COURSE WEBSITE DESIGN  
Mobile County, Alabama

Mobile County is soliciting proposals from qualified firms and individuals interested in providing professional web-design and site services for the Mobile County Golf Course. The interactive website will stand on its own and also have the capacity to link to the main Mobile County Commission website for consumer ease of use. The County expects this system to be fully functional and user friendly at the time of the driving range opening in September 2024 and to require very little management from the County. The County expects the website to be user-friendly, modern and attractive, and to seamlessly provide the County with the ability to schedule and manage play times and offer merchandise and other services. This software must also have fully functional, internal accounting capabilities.

Firms interested in performing the work will only be considered based on a written response to the full Request for Proposals document which can be obtained by email request to [Shane.Allen@mobilecountyal.gov](mailto:Shane.Allen@mobilecountyal.gov).

Proposals will be rated according to the following criteria:

1. Contractor's previous related experience in designing interactive websites and point of sale software for golf courses or similar venues. (15 points)
2. Quality of plan of operations including details as to the ease of use for Mobile County employees and external website users, including compatibility with other County website(s), inventory tracking and accounting functions. (25 points)
3. Quality of product and technical support from vendor, including hardware recommendations and also pricing proposals for first year start-up and annual costs for licensures, system monitoring, maintenance and updating. (15 points)
4. Current client recommendations. Detailed reference checks may be conducted, especially with facilities similar to that of the Mobile County Golf Course, such as any Robert Trent Jones golf courses located in Alabama, Mississippi and Florida. (10 points)
5. Quality and presentation of overall proposal package. (5 points)
6. Cost of Service (30 points)

A shortlist of the top firms will be compiled and shortlist interviews will be conducted to determine the firm that is the most advantageous to the project and the County, taking into consideration the criteria that are set forth in this RFP. The selected firm will be notified and a term of contract negotiated, with a minimum of three (3) years and any allowable renewals, pursuant to Alabama law.

Mobile County reserves the right to reject any or all proposals, and to waive any irregularities or informalities in the proposal process. Additionally, Mobile County reserves the right to forego the shortlist process and make a selection based solely off the submitted response to the RFP.

The submitted proposal should be not more than fifteen 8.5" X 11" single-sided pages, Times New Roman 11-point font, and should be divided by section with a Table of Contents. Table of Contents and title pages do not count against the page total.

A mandatory pre-submittal conference will be held at 2:00 p.m., CST on May 31, 2024, in the Assembly Room on the ground floor at 205 Government Street, Mobile, Alabama 36644. Virtual attendance also will be available. A login link will be provided to those who request the full RFP document. Following the

conference, a tour of the Golf Course will be conducted. Proposals will not be accepted from those who do not attend the conference virtually or in person.

Proposals will be received via email only and shall be emailed to [Shane.Allen@mobilecountyal.gov](mailto:Shane.Allen@mobilecountyal.gov). The deadline for the submittal of written sealed proposals is 10:00 a.m. CST on June 12, 2024. Proposals timestamped in the County email system as received after this time will not be accepted.

**IMPORTANT NOTE:** Under Alabama law, out-of-state proposers must qualify with the Alabama Secretary of State to do business in the State of Alabama prior to the award of any contract. Failure to so qualify as of the date of the award will result in disqualification.

**E-Verify.** Prior to the award of a competitively procured contract to a consultant having one or more employees in the State of Alabama, Alabama law requires proof be provided to the County of enrollment in E-Verify (see [www.uscis.gov/everify](http://www.uscis.gov/everify)). All applicants must furnish an affidavit attesting they are enrolled in E-Verify and to execute a certificate of compliance with the Beason-Hammon Alabama Taxpayer and Citizen (Act 2011-535) as amended by Act 2012-491.

**Non-Commitment of Funds.** Any contract related to this proposed project is subject to the availability of funds and/or the needs of the Mobile County Commission and therefore the COUNTY, at its discretion, may or may not issue a final contract as a result of this RFP. Further, even in the event an initial selection is made by the County, no selection is final until full execution of a written agreement detailing an agreed upon scope of work. If the County deems, at its sole discretion, that a satisfactory agreement cannot be reached in accordance with an initial selection, the County reserves the right to proceed with efforts to make another selection based upon Statements submitted pursuant to this RFP.

**Drug Free Workplace.** Respondent shall comply with all provisions of the Drug-Free Workplace Act of 1988, as amended by Public Law 105-85, Div. A, Title VIII, Sec. 809, as codified at 41 USC 8102.

**Open Records Act.** All responses received will be subject to the Alabama Open Records Act, Ala. Code § 36-12-40, (1975), as amended, and may be subject to public disclosure upon request.