



REQUEST FOR QUALIFICATIONS

Architectural, Engineering & Construction Administration Services

for

IHMC Healthspan, Resilience & Performance Research Complex (HRPRC)

BACKGROUND AND PURPOSE

The Florida Institute for Human and Machine Cognition (IHMC) is issuing this Request for Qualifications (RFQ) to select the ideal firm to perform architectural, engineering, and construction administration services for the new IHMC Healthspan, Resilience and Performance Research Complex (HRPRC, the “Project”).

The HRPRC will be a leading-edge laboratory and office building integrating research laboratories with administrative support and outreach/training spaces in what is projected to be an approximately 44,000 sf facility (projected 4 stories with height not exceeding 75 feet) constructed on existing IHMC property at the southwest corner of East Garden Street and South Alcaniz Street in downtown Pensacola, Florida. The new HRPRC will broaden IHMC’s Pensacola campus to three buildings in close proximity, located in the Pensacola Historic District at Romana and Alcaniz Streets, and will be consistent with, and complementary to, the Levin Center for IHMC Research. A variance from the City of Pensacola Architectural Review Board may be required.

The HRPRC will be designed to enable research across the spectrum from molecules to humans, with some research space having a 2-story ceiling height surrounded by overlooking laboratories and offices. The design shall include premanufactured demising walls for future reconfiguration. Preliminary programming concept documents are available upon request via HRPRC@ihmc.org. The anticipated cost of the Project is ~\$20,000,000.

Qualifications packages will be evaluated by the IHMC Selection Committee, resulting in one firm being selected to provide design and construction administration services for the HRPRC. In determining whether a firm is selected, IHMC shall consider such factors as the ability of professional personnel; past performance; willingness to meet time and budget requirements; location of the supporting office; recent, current, and projected workloads of the firm; and other pertinent factors. Key milestone dates for the RFQ and selection processes are provided in **Table 1**.

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|-------------------------------|----------------|
| Issued | 13 Jan 2022 |
| Question period | 13-27 Jan 2022 |
| Proposals due | 11 Feb 2022 |
| Finalists notified | 18 Feb 2022 |
| Finalist presentations | 25 Feb 2022 |
| Selection | 28 Feb 2022 |

MINIMUM QUALIFICATIONS*

At a minimum, each firm submitting a qualifications package shall have at least 10 years of professional architectural experience in work of a similar nature and must provide references of at least three prior successful, similar projects involving clinical facilities, biological research laboratories, and buildings within a historic district. Experience with the City of Pensacola Architectural Review Board is preferred. As an indication of scope experience, among the firm’s relevant past projects, it is expected that at least two completed projects exceeded \$10M in total costs and at least one exceeded \$20M in total costs.

*Minimum qualifications may be met by the combined experiences of partnering firms.

ANTICIPATED TIMELINE

Leveraging the preliminary work summarized in the Programming Document, IHMC anticipates a 5-month design phase (e.g., March – July 2022) followed by an 18-month construction phase with occupancy by January 2024.

COMMUNICATIONS AND QUESTIONS

Questions may be asked regarding the RFQ process or the Project. Submission of all questions shall be via e-mail to HRPRC@ihmc.org. The deadline for receipt of questions is 26 January 2022 at 12:00 pm CST. All questions received by the deadline will be answered via email. No answers given in response to questions submitted shall be binding upon this solicitation process unless released in writing from IHMC to all firms.

APPLICATION INSTRUCTIONS

Qualifications packages are due 11 February 2022 by 2:00pm CST. Each package will be submitted electronically via email to HRPRC@ihmc.org as a single PDF file not to exceed 20 Mb. For a qualifications package to be considered complete, it should include the following sections in the order listed below:

1. Contact information: Point-of-contact name, address, phone, and email
2. General description and history of the firm
3. Statement of financial stability and bonding limit
4. Brief descriptions of completed projects similar in scope and type
 - a. At least two relevant past projects that exceeded \$10M in total costs and at least one that exceeded \$20M
 - b. A list of three references and their contact information
 - c. A list of projects completed within a historic district.
5. Overview of the firm's approach to the Project
 - a. Strategies to deliver the HRPRC within the overall allotted design and construction timeframe
 - b. Approach to budgeting, budget validation, and cost estimating
 - c. Approach to quality control across all phases
 - d. Methods of record keeping and reporting systems used
6. Organizational chart as it relates to the Project
 - a. Indicate key personnel and their roles/responsibilities/effort (%) allotted for this Project
 - b. Include any partners or consultants and their services/roles/responsibilities
7. Resumes of key individuals to be involved in various aspects of the Project
8. Proof of professional licensure in Florida
9. Evidence of required insurance coverage
10. Contact information of three references (i.e. former clients for relevant projects similar in scope)