

Request for Qualifications (RFQual)



Construction Manager at Risk (CM) Services for Health Sciences Complex Buildout RFQual 26-001

Released: **February 26, 2026**

Deadline for Questions*: **March 10, 2026, at 5:00 p.m., ET**

Statements of Qualifications Due*: **March 27, 2026, 3:00 p.m., ET**

Procurement Officer:

Stephanie Velar, Procurement Analyst

*Timeline subject to change. Changes will be communicated through an addendum to this ITB (see Section 1.8)

Request for Qualifications (RFQual)

Construction Manager at Risk Selection

Project Name: Interior Construction/Buildout of the JU Health Services Complex Third Floor

Section 1: Overview

Jacksonville University (University or JU) was awarded funding by the Florida Department of Education for capital improvements to its health sciences programs. As such, JU is seeking qualifications from Construction Management (CM) firms to provide construction management services, including pre-construction services, for the interior construction of the 3rd floor of the University's Health Science Complex to support the growth and expansion of the Keigwin School of Nursing. The construction budget is estimated at **\$3,675,000**, including permitting, demolition, and construction.

The University has already engaged an architectural firm to complete the design. The University seeks a firm that can demonstrate experience, innovation, and professional skills in working collaboratively with a design partner and the University, in construction services, and in ensuring that specifications are met and costs are controlled.

All interested Firms should provide a Qualifications Statement to Jacksonville University, Procurement Services, by **March 27, 2026, at 3:00 p.m.** Eastern Time.

Section 2: Project Description

Jacksonville University, founded in 1934, is a private, secular university that prepares each of its more than 4,000 students for lifelong success in learning, achieving, and serving. Its 240-acre main campus is located on the St Johns River in Jacksonville, Florida. Led by President Tim Cost, the University is committed to strengthening and broadening its mission, purpose, and outreach.

To meet growing demand, the Keigwin School of Nursing will need to expand into a larger space before **September 14, 2026**. The University is seeking to build out 21,000 square feet (sq), within the existing 3rd floor of the Health Sciences Complex, located at 5491 Dolphin Point, Jacksonville, FL 32211. The planned facility is intended to be a state-of-the-art simulation center featuring bays/rooms, debriefing and control rooms with AV technology, a fully equipped skills lab, and an interactive multi-purpose space. JU has engaged PQH Group Design, Inc. to provide architectural/design and engineering services for this project. Site description and building fundamentals are included in PDF form as **Attachment A**.

The preferred method of delivery will be a Construction Management at Risk contract utilizing the AIA-133 Agreement. Please include a proposed Preconstruction Fee. It is expected that the selected CM will provide two progress budgets and one guaranteed maximum price (GMP).

Section 3: General Instructions

1. A mandatory site visit will be held on **March 6, 2026, at 10:00 a.m.** We will meet at the Health Services Complex ([interactive JU campus map](#)) in the main lobby (enter through the front door). You can park in any of our parking lots.
2. Any questions concerning this Request for Qualifications Statement should be directed in writing to purchasing@ju.edu, prior to 5:00 p.m. Eastern Time, on **March 10, 2026**.

Reminder of the page is intentionally blank

3. Qualification statements should be submitted electronically to purchasing@ju.edu, and physical proposals shall be submitted using an express delivery service (UPS, FedEx, etc.), not USPS, to the following address, **no later than March 27, 2026, at 3:00 p.m. Eastern Time.**

Beverly Reid
Executive Assistant to CFO / Insurance Claims Manager
Jacksonville University
Howard Administration Building, 3rd Floor
2800 University Blvd N
Jacksonville, FL 32211

4. Responses received after the time indicated will be considered late and may not be considered. The University's clock will determine the official time Firms' responses are received.
5. Responses must contain an original signature of an authorized representative of the responding Firm. Proposals should include an office address and the name of the responding Firm's contact person.
6. Members of the selection committee will not be available to discuss any details of the project. All inquiries must be submitted in writing as stated in Section 3.2.
7. The University is not liable for any costs incurred by any Firm prior to the issuance of an executed Contract.
8. Firms responding to this RFQual must be available, if requested, for presentations and/or interviews, at any time during the week of **March 30, 2026, through and including April 3, 2026**. Presentations and/or interviews will be in-person in Jacksonville, FL.
9. Firms responding to this RFQ are required to have a current, active Florida Professional Registration Certificate for General Contractor's license in good standing and be licensed to work in the State of Florida.
10. Any corrections made by a Firm, prior to the opening, must be signed and dated. No changes or corrections will be allowed after the deadline.
11. Responses found to be non-responsive shall not be considered. Responses may be rejected if found to contain material deviations or if found not to be in conformance with the requirements of this RFQual.
12. The University, at its sole discretion, may waive minor informalities or irregularities in responses received, where the correction or waiver is not prejudicial to other Firms.
13. Information provided in the Firms' responses will be used for negotiation purposes. The contents of the Qualification Statement from the successful Firm will become part of the resultant Contract.

Section 4: Required Submittals

The following information represents the minimum content required for the Statement of Qualifications and will be used to compare and evaluate Firms. Qualification Statements must be organized in a tabulated format, numbered, and titled as shown below:

1. **Table of Contents (Tab 1):** Clearly identify all sections referenced below.
2. **General Information (Tab 2)**
 - a. Name, address, phone, email, Federal tax ID#, and website address, if applicable.
 - b. Date the Firm was established under the name given.
 - c. Type of ownership or legal structure of the Firm (Corporation, joint venture, partnership).
 - d. Incorporation by the Florida Secretary of State,

e. Current Florida Professional Registration Certificate for General Contractor Certification.

3. Company overview (Tab 3)

- a. Brief history of the Firm.
- b. Overview of Professional Services provided.
- c. Number of years the Firm has been providing Construction Management Services.

4. Personnel (Tab 4)

- a. An organizational chart and resumes for all key personnel who will be part of the Construction Management Team (project/administrative staff), and all office addresses. This will include management, technical, and support staff.
- b. Resumes of personnel to be assigned to the project, including but not limited to the following information:
 - Name
 - Job assignment for other projects
 - Percentage of time to be assigned full-time to this project
 - How many years with the Firm
 - How many years with other firms
 - Experience
 - Types of projects
 - Size of projects (dollar value & square footage of project)
 - Their role/involvement in the projects
 - Education
 - Active registration (P.E., G.C., etc.)
 - Other experience and qualifications relevant to this project
- c. Describe the capabilities of the Firm's staff to provide the technical services required for:
 - Budget estimating
 - Value Engineering
 - Life-cycle cost analysis
 - Construction scheduling
 - Quality control (Design & Construction)
 - Constructability analysis
 - Cost control
 - Change Order negotiation
 - Claims management
 - Project closeout
 - Transition planning
 - A/V equipment such as screens, projectors, sound equipment, etc.
- d. Provide an organizational chart for the proposed on-site Project Team structure, which would be established for this project, and a brief resume for all on-site staff to be assigned to the Project including, but not limited to, the following information:
 - Name
 - Title
 - Job assignment for other projects
 - Percentage of time to be assigned full time to this project
 - How many years with the Firm

- How many years with other firms
 - Experience
 - Types of projects
 - Size of projects (dollar value & square footage of project)
 - Their role/involvement in the projects
 - Education
 - Active registration (P.E., G.C., etc.)
 - Other experience and qualifications relevant to this project
- e. List total number of the Firm's personnel by position, identifying any management staff included.
 - f. Provide a chart of individual staff members with their assigned responsibilities, and the allotted number of days for each staff member to complete those responsibilities.
 - g. Describe how the organizational structure will ensure orderly communication, distribution of information, effective coordination of activities, and accountability.

5. List of partners, consultants and/or subcontractors, if applicable. (Tab 5)

- a. Name any partners, consultants, or subcontractors who are included as part of the proposed Construction Management Team. Describe the role of any person (outside the company), and any related experience, including projects on which the person has worked with the Firm in the past.
- b. If a joint venture, or prime/subcontractor arrangement of two or more firms, indicate how the work will be distributed between the partners.

6. Project History (Tab 6)

Major consideration will be given to the successful completion of comparable projects in terms of design, scope, and complexity.

List past or current projects that best illustrate the experience of the Company, and current staff to be assigned to this project. List no more than 10 projects, and no projects that were completed more than 10 years ago.

Each project described should include:

- a. Name and location of the project
- b. The nature of the Firm's responsibility on the project
- c. Project owner's representative's name, address, email address, and phone number
- d. Date project was completed, or is planned to be completed
- e. Size of project (gross SF of construction)
- f. Cost of project (construction cost)
- g. Work for which the staff was responsible
- h. Present status of this project
- i. Project Manager and other key professionals involved and assigned to this project

7. Scheduling and Cost Control (Tab 7)

In this Tab, the Firm's scheduling system and cost control system should be described. Methods for ensuring subcontractors adhere to schedules should be highlighted. A comparison of the Firm's project profile should indicate its ability to hold to original schedules and budgets.

- a. Do you use or provide computer-generated schedules for the management of construction projects?
- b. To what level of detail should a construction schedule be defined? How do you schedule the processing of shop drawings?
- c. How do you coordinate the development of schedule information from subcontractors?
- d. State the Firm's experience in handling crew loading and coordinated construction scheduling.
- e. State the Firm's experience in cost loading of schedules.
- f. Attach a sample schedule that best illustrates your overall scheduling capabilities.

8. List references (Tab 8)

Supply references from organizations for which you have provided similar services. Include the following information:

- a. Name of owner and architect/engineer
- b. Project location
- c. Project size
- d. Final or projected construction cost of the project
- e. Duration of pre-construction and construction
- f. Name, email address, and phone number of Project Administrator

9. Office Location (Tab 10)

What is the primary location of the Firm's field office that will have direct responsibility for this project? How far away (in miles) is the field office from the Project Site?

10. Litigation, Disputes, Default & Liens (Tab 11)

The information contained within this Tab should describe and explain any litigation, major disputes, contract defaults, and liens in the last 10 years.

11. Financial Capability and Insurance (Tab 12)

- a. Provide a comprehensive outline of current insurance policies relevant to this project, including carriers, coverage periods, coverage limits, etc.
- b. Bonding Capacity: Within this Tab, a "Letter of Commitment" shall be furnished by the Firm from a qualified Surety Company and signed by an authorized Florida Licensed Resident Agent for a 100% Performance and 100% Labor and Material Payment Bond in the amount of \$3,675,000.
- c. Financial Statements: Provide a complete set of audited financial statements for each of the last two fiscal years.

Section 5: Evaluation (100 points total)

From the Firms responses submitted in response to the RFQ, the Selection Committee will objectively evaluate the Firms' abilities to provide services, in accordance with the criteria listed below.

1. Related Building Experience (30 points)
2. Project Management Approach and Experience (15 points)
3. Financial Capability (10 points)
4. Scheduling and Cost Control (20 points):
5. Project Staff (On-Site and Office Team) (25 points):

The ability and experience of the field staff will be evaluated with specific attention to project-related experience. It shall be a contract requirement that those individuals indicated as being members of the Onsite Project Team in this RFQ response, execute the project.

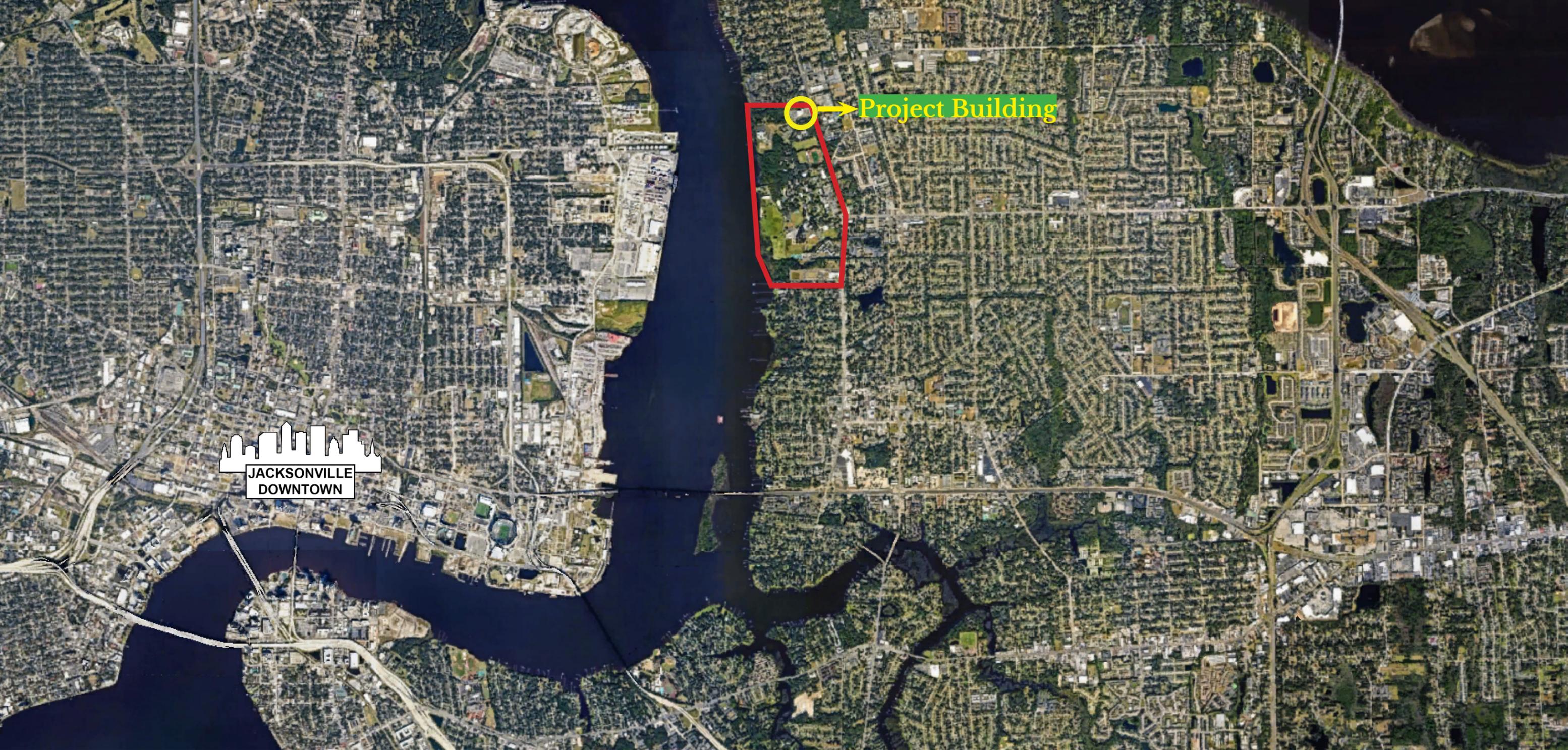
Section 6: Interviews and Selection

1. After the Firms responses have been evaluated, based on their written applications, the Firm(s) with the highest score(s) may be more closely considered through a presentation of their approach to perform this particular project. Time will be allowed for questions and answers after the presentation. The selected Firms will be expected to address the following for a total of 100 points:
 - References
 - Company history and experience
 - Knowledge of the site and local conditions (such as permitting, ordinances, etc.)
 - Insurance
 - Proposed staff
 - Overall approach and methodology
 - Project scheduling
 - Cost control
2. Contract negotiations will begin with the Firm deemed most qualified by the Selection Committee based on their Grand Total Score. Should negotiations with the first Firm be unsuccessful, the University will commence negotiations with the next most qualified Firm.

Section 7: Terms and Conditions

1. The University reserves the right to reject any Firm response that is submitted late, fails to meet the minimum submission requirements, or is not in the best interest of the University.
2. The University reserves the right to award a subsequent Contract to the next most qualified Firm, if the successful Firm does not begin the contracted services within fifteen (15) days from Contract award, or if an acceptable fee cannot be negotiated.
3. The successful Firm shall not discriminate against any person in accordance with Federal, State, or local law.

Reminder of the page is intentionally blank



Project Building

JACKSONVILLE
DOWNTOWN



Jacksonville University Main Campus
2800 University Blvd N, Jacksonville, FL 32211



Health and Science Building - Project Site
5491 Dolphin Point Blvd, Jacksonville, FL 32211



Jacksonville University Health and Science Building 3rd Floor Build-out





SITE PLAN - JU MAIN CAMPUS



Jacksonville University
Health and Science Building 3rd Floor Build-out



OCCUPANCY AREA LEGEND

- ANATOMY LAB
- CLASSROOMS
- FLEXIBLE TEACHING SPACE
- TEAL CLASSROOM
- RESTROOM
- UTILITY
- EXISTING SHARED STORAGE (NOT IN SCOPE)
- NOT IN SCOPE



OVERALL FLOOR PLAN



Jacksonville University

Health and Science Building 3rd Floor Build-out

