

February 12, 2026

## **Request for Qualifications**

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RE: Construction Manager at Risk – Request for Qualifications Notice  
Humboldt County Memorial Hospital (HCMH)  
MRI/Surgery Addition & Renovations  
1000 North 15<sup>th</sup> Street  
Humboldt, IA 50548

Humboldt County Memorial Hospital intends to retain the services of a qualified Construction Manager at Risk (CMaR) for a new MRI Suite, additional Pre/Post Op rooms, & surgery lobby addition. As well as the renovated areas associated with those spaces. As such, they are initially requesting Qualification Statements from qualified firms to determine which firms will be offered the opportunity to submit their proposed fees for the project.

After evaluation of the RFQs, the owner will release a Request for Proposals (RFP) to the qualified firms. Proposals will be evaluated and ranked in relation to the criteria set forth in the RFP to be able to select the CMaR that provides the best value for the owner. Once selected, the owner will enter into a contract with the CMaR utilizing the AIA A133-2019 contract.

ATURA architecture has been retained to provide design services for the project. Currently the project is in the design development phase and will be into the construction document phase when the CMaR is selected. The CMaR's expectation on the project is to assist the design professional in finalizing the design and specification development, and provide CMaR services throughout construction to completion.

## **Project Overview**

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The project will be a 2,400 s.f. addition for an MRI suite and Pre/Post Op rooms, and renovating approximately 4,500 s.f. of the existing adjacent surgery center space. The project will be phased to allow the surgery center to remain operational throughout the construction, and coordination with the owner will be critical.

A preliminary cost estimate of \$5,500,000 has been determined.

Construction is intended to begin June 2026 and be completed in July 2027.

## **Scope of Services**

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The project is in the Design Development Phase and will be in the Construction Document Preparation phase upon selection of the CMaR. General scope of services would be to perform preconstruction services through the CD phase and attend approximately three design meetings. Specific responsibilities would include working as part of the design team to help keep project on budget and schedule through estimating, value engineering, and constructability expertise. Once design is completed it would be the responsibility of the CMaR to receive quotes on the bid packages through a competitive bidding process (as required by state law), provide a guaranteed maximum price (GMP), and perform construction management services throughout the construction of the project.

## CMAR Selection Schedule

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|---------------------------------------|----------------------|-----------------------------|
| • Public Notice of RFQ                | January 29, 2026     |                             |
| • Issuance of RFQ                     | February 19, 2026    |                             |
| • <b>Qualification Statements Due</b> | <b>March 6, 2026</b> | <b>2:00 p.m. local time</b> |
| • Issuance of RFP                     | March 12, 2026       |                             |
| • Proposals Due & Opened              | March 19, 2026       | 2:00 p.m. local time        |
| • CMaR Selection & Board Approval     | March 24, 2026       |                             |

## Selection Criteria & Qualifications

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All CMaR's meeting the qualifications will then be afforded the opportunity to respond to the Request For Proposal (RFP). Qualification ranking criteria will be based on a 100 point system and evaluated that day. Firms responding to the RFQ should respond with clear and concise content following each of the five categories outlined below. Additional information such as distinguishing factors are not required but will be considered by the committee when determining best value and differentiators among firms.

- *Firm Profile and Background (15 Points)*
  - Firm: name and address of principal office and any branch offices, including brief history of the firm. If more than one office, identify the "Contact Office" for the project.
  - Locality: years that the firm has been involved with projects within Humboldt city limits or surrounding areas.
- *Applicable Project Experience, Qualifications, and References (25 Points)*
  - Provide a minimum of three (3) projects completed by the firm that are similar to the proposed project, particularly projects that include MRI and/or imaging suites. Include photographs and a brief description of the project.
  - Provide a list with a brief description of hospital/clinic projects where your firm has been retained as the Construction Manager at Risk or General Contractor.
  - Provide a list with a brief description of projects completed for HCMH.
- *Proposed Project Team Members, Qualifications, and Involvement (25 Points)*
  - List proposed personnel for the project along with an organizational chart to indicate project roles, responsibilities, and their location.
  - Provide a list of hospital/clinic projects that the project team has been involved with.
- *Approach and Methodology During Design and Construction Phases (25 Points)*
  - Outline your process including a general schedule of events based on preconstruction services as well as construction.
  - What would some considerations be for the surgery and pain center area scheduling to minimize or eliminate "down time"?
  - Do you plan to have regular on-site project supervision during the duration of the construction?
  - Will the Project Manager/main point of contact be the same person throughout the entirety of the project?
  - Provide an overview of how your firm will take measures to comply with Infection Control Risk Assessment (ICRA) and HCMH's work procedures requirements.

- *Safety Record and Approach (10 Points)*
  - Provide an overview of your firm's safety program, including its core principles, policies, and procedures. Describe your organization's risk management staffing and capabilities.
  - Provide the firm's EMR score.

Higher or reduced scores are based on how well the information submitted relates to the project and qualification criteria. Grounds for disqualification include:

- a score of 0 in any one category
- statements received after the deadline

Following evaluation, the owner will notify all respondents of the results. Firms that have been scored with more than 75 points will be considered a qualified firm and will be issued an RFP and asked to submit a proposal for the project, which will include its qualifications and proposed fees.

### **Submission & Response Instructions**

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Qualification Statements shall be limited to sixteen (16) 8.5"x11 pages maximum, not including cover letter and table of contents. Provide four (4) hard copies and one digital copy.

The **responses will be received publicly at the Humboldt County Memorial Hospital, 1000 North 15<sup>th</sup> Street on Friday, March 6, 2026, 2:00 p.m. local time, at the main reception desk**, and the names of the firms submitting will be read aloud. Qualification Statements received after that time will be regarded as nonresponsive and rejected.

Responding firms will bear all costs related to the preparation and delivery of their Qualification Statement.

Responses and questions surrounding the RFQ shall be directed to the design team representative listed below. Any and all questions shall be submitted by Monday, March 2, 2026, 2:00 p.m. local time. After that time, the questions and responses will be emailed to the interested firms. Please email questions to:

Mark Kroemer, Project Architect  
ATURA Architecture  
markk@aturaarchitecture.com