



Bounce Innovation Hub Lab Renovation
Registered Design Professionals RFQ
October 21, 2025

Administration of Project: Bounce Innovation Hub

Project Name	Bounce Innovation Hub Lab Renovation	Response Deadline	11/11/2025 @ 11:59pm local time
Project Location	526 S. Main Street	Project Number	001
City/County	Akron / Summit	Project Manager	Susan Berg Herman
Owner	City of Akron	Contracting Authority	Bounce Innovation Hub (501(c)3 nonprofit corporation)
Delivery Method	CM at Risk	Prevailing Wages	State
No. of paper copies	0	No. of electronic copies requested (PDF)	1

* "Registered Design Professional includes any architect holding a certificate issued under section 4703.10 of the Revised Code, any landscape architect holding a certificate issued under section 4703.36 of the Revised Code, or any engineer holding a certificate issued under section 4733.14 of the Revised Code." (Ohio Building Code section 4101:1-2-01 Definitions)

Submit the requested number of *Statements of Qualifications* directly to Susan Berg Herman at sherman@bouncehub.org. See "RFQ-Submittal Instructions" section for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Susan Berg Herman at sherman@bouncehub.org with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Bounce RFQ web page on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included in the Q&A.

Background

Founded and launched in January 2018, Bounce Innovation Hub ("Bounce") is ground zero for Akron's entrepreneurial and innovation ecosystem. Bounce combines purposeful programming, focused on building the entrepreneur first, with a physical location designed for collaboration and connectivity. Located in an Opportunity Zone, the facility, owned by the City of Akron and operated and managed by Bounce, comprises 300,000 square feet and nine stories of coworking, creative, event, and professional office, light manufacturing, and wet laboratory space with more than 60 resident companies and 500 people working and creating. A core part of the organization's strategic plan is the goal of renovating and optimizing underutilized and underdeveloped spaces within the facility.

Shortly after its launch, the first major strategic initiative for the Bounce organization was renovating the facility's unfinished first floor into an open, collaborative space for people of all backgrounds to connect, meet, and engage with the entrepreneurial and innovation ecosystem in Akron. Dubbed the "Generator", the first floor includes 27,000 square feet of open coworking space, private offices, event and meeting space, and a public cafe. This renovation transformed the former incubator building into an open innovation hub that invites the public into the facility to create meaningful connections and spontaneous synergies. The Generator has since built a growing membership of coworkers and entrepreneurs and rented all of the available offices. In late 2024, the organization completed an expansion of The Generator to the second floor, adding an additional 15,000 square feet of office, coworking and conference room space.

Now, in collaboration with the Polymer Industry Cluster (housed at the Greater Akron Chamber), Bounce is leading support for the commercialization of new advanced materials and polymer startups. The Bounce facility houses ten (10) chemistry laboratories with fume hoods, case work, and varying levels of power supply. The chemistry labs were originally installed in the building in the early 2000s, necessitating upgrades now for functionality and safety compliance.

The Great Akron Chamber received a grant from the State of Ohio's Innovation Hub Program through the Ohio Department of Development, of which Bounce is a Subgrantee. Bounce has been awarded a total of \$1,500,000 from the Innovation Hub Program through the Greater Akron Chamber to design and renovate the laboratories on the building's eighth floor.

Scope of Work

As indicated above, a goal of the organization's strategic plan is renovating and optimizing underutilized and underdeveloped spaces within the facility. This project plans to renovate and upgrade as many of the eighth floor chemistry laboratories as possible with the established grant budget. The upgraded lab spaces will be used by startup polymer and advanced material companies that will enable the commercialization of new technologies. Startups will be producing materials from proof-of-concept to early pilot quantities.

The organization already possesses nearly all of the core chemistry-hood equipment to operate the labs, which were tested by a certified company in August 2025 and found to largely be in good working order. The completed report will be provided upon request and to the selected firm. Further, Bounce also possesses chemical storage cabinets and a variety of equipment that can be installed in the labs. We do anticipate needing to purchase some additional chemistry laboratory infrastructure (ex. Hoods, cabinets) with grant dollars, which will likely be procured second-hand through existing partnerships. The physical space is in need of upgrades in order to make the space more accessible and functional to startup companies. It is estimated that a portion of the existing labs would be converted to shared laboratories, others split into smaller, individual labs, and others receiving light cosmetic upgrades. Further, HVAC upgrades may be necessary in order to ensure that the ventilation and air flow is adequate for the chemistry hoods.

Bounce Innovation Hub proposes a \$1.5M renovation project that will activate between 4,000-10,000 square feet of laboratory space with the goal of furthering Bounce Innovation Hub's and the Polymer Industry Cluster's strategic objectives.

The scope of work includes the following:

- Renovate between 4,000-10,000 square feet of laboratory space in the Canal Place Building known as the Bounce Innovation Hub, consisting of upgrading between 4-8 chemistry laboratories with:
 - Cosmetic updates such as paint, flooring/floor refinishing (as necessary), casework, installation of additional solvent cabinets and fume hoods that fit within budget constraints, sandblasting and powder coating existing solvent cabinets, and other cosmetic upgrades as necessary;
 - HVAC improvements to ensure fume hood airflow is adequate and code-compliant, including repairs and/or upgrades to up to 9 fume hoods, ductwork and 7 rooftop fans (note: this work will be based upon the fume hood and ventilation inspection completed in August 2025);
 - Installation of signage such as exit, lab safety, emergency meeting points, etc.;
 - Evaluation and design for oxygen sensors and intercom systems (if required);
 - Lab emergency features, including installation of 1 additional eyewash station and chemical shower design (if required);
 - Potential electrical upgrades such as 480V power upgrades in up to 3 labs, 120V power installation to support lab bench layout, which may include ceiling drop power design and electrical install behind or above casework;
 - Potential lab plumbing infrastructure such as DI water system hookups in labs or a single central filtered water location, pipe labeling plan, etc.; and
 - Potentially, budget-permitting, Interior design improvements for a large office suite, including new paint and flooring; kitchenette enhancements, including an updated sink, cabinets and dishwasher.

Estimated Budget/Funding

State Funding: \$1,125,000
Other Funding: \$375,000
Construction Cost: \$1,395,000
Total Project Cost: \$1,500,000

Anticipated Schedule

Professional Services Start: November 2025
Construction Notice to Proceed: March 2026
Substantial Completion of all Work: September 2026
Professional Services Completed: November 2026

RFQ – Submittal Instructions

Bounce Innovation Hub is hereby seeking Qualifications from architecture/design consultant firms for the above referenced project. The intent is to improve the Bounce Innovation Hub as described above while meeting all the requirements outlined in the grant guidelines. The selected A/E firm will be expected to provide complete design, documentation, permitting support, and construction administration services in collaboration with a Construction Manager at Risk.

The chosen firm will be expected to provide or perform at a minimum, but not limited to, the following:

- If you are interested in providing professional engineering services to Bounce Innovation Hub for this project, please submit a **maximum** of 8-page package of your firm's qualifications and any partners *electronically* to Susan Berg Herman by **11:59pm**, November 11, 2025 at sherman@bouncehub.org
- The RFQ should include the following minimum information:
 - Background of your firm.
 - Project approach - Approach to cost estimating and a description of your firm's project cost containment methods.
 - Project experience on this type of project.
 - List the project manager and other key staff members, including key sub-Consultant staff. Include project architects for important disciplines and staff members that will be responsible for the work. Address the experience of the key staff members on similar projects, and the staff qualifications relative to the selection sub-factors noted. Provide examples of relevant work the team has on this type of work.
 - Tell us why you are the right team to deliver this project quickly and efficiently as our partner
 - Describe the capacity of the Consultant's staff and their ability to perform the work in a timely manner, relative to present workload, and the availability of assigned staff. Provide a project schedule for various elements of work that will show completing the work by the proposed completion date.
 - See attached score sheet for further information.
 - Identify profession registrations, member ships and credentials including but not limited to: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and others as appropriate.
- Provide a description of Project Approach, not to exceed two pages of the 8 total. Confirm that your team has visited the site and address firm's technical approach, understanding of the project, cost containment practices, innovative ideas and any other relevant information concerning firm's qualification for the project.
- Format requirements for the submittals of qualifications (SOQ) are as follows:
 - Each firm is required to submit one (1) electronic copy of their SOQ in response to this RFQ.
 - Use 8½" x 11" paper only.
 - Minimum Arial font size of 11-point (or similar) with margins of 1" on all four sides.
 - Page numbers must be centered at the bottom of each page.
 - RFQ's shall be a maximum of 8 pages
 - Submit a neat, accurate, and complete SOQ.

Once we review all the qualifications you *may* be notified to provide our team an interview where we can ask more detailed questions, and you can provide additional information prior to our final selection. Interviewee selection is at the discretion of Bounce.

Final selection will be the firm most advantageous to the program as determined by Bounce.

Evaluation Criteria for Selection

- Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects.
- Previous experience compatible with the proposed project (e.g., type, size).
- Relevant past work of prospective firm's proposed consultants.
- Past performance of prospective firm and its proposed consultants.
- Qualifications and experience of individuals directly involved with the project.
- Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed consultants.
- Specification writing credentials and experience.
- Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management resource.
- Approach to and success of using partnering and Alternative Dispute Resolution.
- Proximity of prospective firms to the project site.
- Proposer's apparent resources and capacity to meet the needs of this project.
- The selected A/E and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

See attached Scoresheet.

Additional Information

This procurement will follow the Qualifications-Based Selection (QBS) process and is subject to all applicable state requirements. The selected firm will be required to negotiate a fair and reasonable fee following selection.

If you have any questions or need additional information, please email Susan Berg Herman at sherman@bouncehub.org

A/E SELECTION EVALUATION FORM
Bounce Innovation Hub Lab Renovation

#	Selection Criteria	Description	Max Points	Score
1	Project Fit & Understanding	Demonstrated ability to meet Owner's project vision, scope, budget, and schedule on previous projects.	15	
2	Relevant Project Experience	Previous experience compatible with the proposed project (e.g., type, size, and complexity).	15	
3	Consultant Team Experience	Relevant past work and qualifications of proposed consultant firms.	10	
4	Past Performance	Past performance of firm and consultants on similar projects (quality, timeliness, collaboration).	10	
5	Key Personnel Qualifications	Experience and qualifications of individuals directly involved with the project.	15	
6	Team Collaboration History	Previous experience and success working with proposed consultants on prior projects.	5	
7	Technical Competence	Specification writing credentials and experience.	5	
8	Project Management Approach	Experience and capability using Critical Path Method (CPM) scheduling for project management.	5	
9	Partnering & Dispute Resolution	Approach to and success of using partnering and Alternative Dispute Resolution.	5	
10	Capacity & Resources	Apparent resources and workload capacity to meet project needs.	5	
11	Proximity to Project Site	Location and accessibility relative to project site (Akron, Ohio).	5	
12	Technology & Communication	Capability to effectively use Internet and digital collaboration tools during normal business hours.	5	
		TOTAL POSSIBLE POINTS	100	TOTAL:

Evaluator Information & Notes

Strengths:

Weaknesses / Risks:

Overall Recommendation:

Evaluator Name: _____

Date: _____

Signature: _____