



REQUEST FOR QUALIFICATIONS (RFQ)
PENSACOLA-ESCAMBIA PROMOTION & DEVELOPMENT COMMISSION

Program Name

NEEDS ANALYSIS AND PROJECT FEASIBILITY STUDY
CYBER/SENSITIVE COMPARTMENTED INFORMATION FACILITY (SCIF)
Phase 2

APPLICATION DEADLINE
16 January 2026
5:00 PM, Central Standard Time

**NEEDS ANALYSIS AND PROJECT FEASIBILITY STUDY
CYBER/SENSITIVE COMPARTMENTED INFORMATION FACILITY (SCIF)
Phase 2**

TABLE OF CONTENTS

Section 1.0:	INTRODUCTION	3
1.1	Purpose	3
1.2	Background	4
Section 2.0:	CONTACT AND TIMELINE INFORMATION	4
2.1	Contact Information	3
2.2	Deadline Information	4
Section 3.0:	PROPOSAL SUBMISSION REQUIREMENTS	5
3.1	Required Elements	5
3.2	Consultants Minimum Qualifications	5
Section 4.0:	SCOPE OF WORK	6
	Deliverables	6
	Task 1	7
	Task 2	7
	Task 3	8
	Task 4	8
	Task 5	9
	Task 6	9
Section 5.0:	EVALUATION AND AWARD	10
Section 6.0:	DISCLAIMER	10

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Phase 2

1.0 INTRODUCTION

The Pensacola-Escambia Development Commission (PEDC), in partnership with FloridaWest Economic Development Alliance and other regional stakeholders, invites qualified firms to submit proposals to perform Phase 2 of a comprehensive engineering analysis related to the development of a Sensitive Compartmented Information Facility (SCIF) in the vicinity of Corry Station, Pensacola, Florida.

This RFQ is issued as part of a strategic initiative supported by the Florida Defense Reinvestment Grant (DRG) Program for FY 2025–2026. The purpose of this initiative is to build on the initial assessment of the feasibility and engineering requirements of a public/private SCIF facility to support current and future Department of Defense (DoD) missions and cybersecurity workforce development in Northwest Florida. The Phase 2 project will enable the community to get more justification for funds to build the facility.

Corry Station, a critical national asset located within the Naval Air Station Pensacola complex, hosts agencies including the National Security Agency (NSA), the Defense Information Systems Agency (DISA), the Department of Homeland Security’s Cybersecurity and Infrastructure Security Agency (CISA), and an operational Naval Information Operations Command (NIOC). These missions continue to grow in importance, yet the current infrastructure has not kept pace with evolving training and operational requirements.

In response to increased demands—particularly those resulting from a 2017 National Defense Authorization Act (NDAA) directive assigning Cyber Mission Force training responsibilities to the Navy, a temporary SCIF facility has been leased at significant cost. However, the temporary structure has exceeded its certification period, and proposed permanent military construction (MILCON P-817) has not progressed due to federal budgetary constraints. This situation underscores the urgency of evaluating a community-led, collaborative solution to support military and private sector cyber initiatives through development of a purpose-built SCIF facility.

The selected contractor will be expected to enhance the Phase 2 assessment with detailed engineering and site analysis in coordination with local, state, federal, and military stakeholders, and provide actionable insights that will guide future planning, design, and potential construction efforts.

1.1 PURPOSE

The Pensacola-Escambia Promotion & Development Commission (PEDC) of Escambia County, Florida, is seeking proposals and qualifications from firms with demonstrated expertise in needs assessments and feasibility studies, specifically within the cyber technology sector with an emphasis on Sensitive Compartmented Information Facilities (SCIF). **DO NOT INCLUDE FEE STRUCTURE WITH PROPOSAL.** Fees shall be negotiated upon the tentative award of the contract. If no mutual agreement can be made to the fee schedule(s) offered, PEDC reserves the right to refuse, and to begin negotiations with the next-ranked proposing firm.

The selected Contractor will build upon the Phase 1 feasibility study to evaluate the viability of a public private partnership for the development of a community-led cyber facility. This study will identify and address the specific facility and operational requirements of both Department of Defense (DoD) and private sector stakeholders. All services must be performed in full compliance with the terms outlined in this RFQ.

1.2 BACKGROUND

The Pensacola-Escambia Promotion and Development Commission is Escambia County's economic development authority, a dependent special district, created pursuant to Chapter 67-1365, Laws of Florida. The PEDC is governed by a 9-Member Board of Directors appointed by Escambia County and the City of Pensacola. The purpose of the Commission is to promote industry and commerce in Escambia County and the municipalities therein. PEDC fosters economic development, job creation, enhancement of the economic environment, expansion of the tax base, enticement of industry to the area and growth of existing industry, as well as acquisition of property, lease, and construction of facilities. The PEDC has a contractual relationship with FloridaWest EDA, the community's sole economic development organization, whose purpose is to grow economic prosperity in the greater Pensacola, Florida area.

2.0 CONTACT AND TIMELINE INFORMATION

2.1 CONTACT INFORMATION

Contact:	R. Christopher Platé
Email:	cplate@floridawesteda.com
Phone:	(850) 898-2201

2.2 DEADLINES

Release Project Date:	22 December 2025
Question Submission Deadline:	02 January 2026
Submission Deadline:	16 January 2026
Selection Date:	27 January 2026
Project Completion Date:	30 June 2026

3.0 PROPOSAL SUBMISSION REQUIREMENTS

Firms desiring to provide the described professional services shall submit one (1) electronic copy of your firm's Letter of Interest (LOI) containing all the requested information no later than the date and time specified in this solicitation. Submittals delivered late shall not be considered or accepted. No exceptions will be made.

3.1 REQUIRED ELEMENTS

- A. Letter Of Interest (LOI) - Respondent shall submit a letter of interest signed by a corporate officer, principal, or an authorized representative of the prime consultant authorized to obligate the firm contractually. The letter shall include the business address, telephone number, e-mail address, and the name of the prime consultant that PEDC can contact for additional information.
- B. Company Profile - Respondent shall provide a brief profile of the company, which should include the firm's legal name; history; business structure; designation of the legal entity by which business operates (sole proprietor, partnership, corporate, LLC, etc.); type of ownership (small business, small disadvantaged business or W/MBE business); length of company's existence; locations of the parent company, branch or subsidiary and proposed project team; total number of personnel including personnel by discipline; and firm's field(s) of expertise.
- C. Qualifications of Key Personnel - Describe the education, experience and relevant abilities of key personnel and proposed subcontractors who will be responsible for project completion and identify their precise role(s) in accomplishing the work. Awards, certifications, and other information demonstrating personal and professional integrity and competence should be included.
- D. Approach to Project/Understanding - Demonstrate understanding of proposed project types and the technical approach to be taken in addressing the proposed work.
- E. Similar Project Experience - Identify several projects to demonstrate the firm's prior project experience, within the last ten (10) years.

3.2 CONSULTANTS MINIMUM QUALIFICATIONS

Consultants must demonstrate that they have the resources and capacity to provide the materials and services as described herein.

4.0 SCOPE OF WORK

All proposals must be made on the basis of, and either meet or exceed, the requirements contained herein. All contractors must be able to provide:

DELIVERABLES:

Deliverable 1: Development of Brief/Presentation Package

Utilizing the Needs Analysis and Cost Feasibility Study, further expand the findings and produce a multi-faceted brief and informational package to educate and negotiate with potential investor agencies, governmental and defense organizations, and other stakeholders on the advantages and opportunities associated with this mission-ready, customizable, and accredited SCIF facility located in a highly desirable location.

Deliverable 2: Development of a Facilities Space Plan

Utilizing the findings of the Needs Analysis and Cost Feasibility Study, develop a detailed space plan addressing requirements for various identified needs including non-SCIF classroom and meeting space, and the various levels of physically and electronically secure spaces (SCIF) built to protect classified information, governed by ICD 705 and other federal standards.

Deliverable 3: Architectural & Engineering Specifications

Development of the architectural and engineering specifications needed to meet federal standards for SCIF certification, which address the requirements of DoD and other stakeholders.

Deliverable 4: Grant Administration

Meet the State Requirements for Defense Reinvestment Grant (DRG) reporting and administration, including legal, accounting, and monitoring.

TASKS

Task 1 – Deliverable 1

Development of a Multi-Faceted Project Brief:

Objective:

Develop a concise, professional brief that communicates the purpose, readiness, and strategic value of a mission ready, customizable, and accredited Sensitive Compartmented Information Facility.

Scope of Work:

- Synthesize findings from the Needs Analysis and Cost Feasibility Study.
- Clearly articulate project objectives, target users, security posture, and site advantages.
- Position the project for engagement with investor agencies, governmental entities, and defense organizations.
- Prepare content suitable for executive level presentations and decision makers.

Outcome:

A polished briefing document suitable for direct use in stakeholder meetings and strategic discussions.

Task 2 – Deliverable 1

Development of a Detailed Informational and Presentation Package:

Objective:

Produce a comprehensive informational package that expands upon the project brief and serves as a leave behind tool for potential investors and stakeholders.

Scope of Work:

- Expand on technical, operational, and strategic details introduced in the brief. Incorporate graphics, diagrams, and supporting narrative as appropriate.
- Address mission readiness, customization potential, accreditation pathway, and compliance with federal standards.
- Prepare both digital and print ready formats suitable for formal meetings and follow up communications.

Outcome:

A complete information package that supports education, negotiation, and investment decision making.

Task 3 – Deliverable 2

Facilities Space Planning:

Objective:

Develop a detailed space plan that addresses current and future user requirements for both secure and non-secure environments.

Scope of Work:

- Translate findings from the Needs Analysis and Cost Feasibility Study into spatial requirements.
- Identify space allocations for non SCIF classrooms, meeting rooms, and administrative areas.
- Define requirements for multiple levels of physically and electronically secure spaces.
- Ensure alignment with ICD 705 and applicable federal security standards.

Outcome:

A detailed facilities space plan suitable for architectural design, budgeting, and stakeholder review.

Task 4 – Deliverable 3

Architectural Specifications Development:

Objective:

Prepare architectural specifications required to support SCIF certification and federal compliance.

Scope of Work:

- Develop architectural criteria aligned with ICD 705 and Department of Defense requirements.
- Address physical security, access control, construction materials, and layout constraints.
- Coordinate specifications with the approved facilities space plan.
- Prepare documentation suitable for future design development and certification review.

Outcome:

Architectural specifications that establish a compliant framework for SCIF development.

Task 5 – Deliverable 3**Engineering Specifications Development:****Objective:**

Prepare engineering specifications necessary to meet federal standards for secure facility certification.

Scope of Work:

- Develop mechanical, electrical, plumbing, communications, and security system requirements.
- Address TEMPEST, acoustic, HVAC, power redundancy, and electronic security considerations.
- Ensure integration with architectural specifications and space planning.
- Align all systems with Department of Defense and other applicable federal standards.

Outcome:

Engineering specifications that support certification, construction, and long-term operability.

Task 6 – Deliverable 4**Grant Administration and Compliance:****Objective:**

Ensure full compliance with State Defense Reinvestment Grant requirements throughout the project period.

Scope of Work:

- Manage required reporting, documentation, and performance tracking.
- Coordinate legal and accounting compliance related to grant expenditures.
- Monitor project progress relative to grant milestones and deliverables.
- Support audits, reviews, and agency communications as required by the State.

Outcome:

Compliant grant administration that protects funding eligibility and ensures accountability.

5.0 EVALUATION AND AWARD

Professional Services Consultants will submit their response(s) in accordance with the solicitation. PEDC professional volunteers and staff will review all responses and will provide the recommendation to award to the PEDC Board of Directors. The PEDC Board of Directors will award the contract(s) to the most responsive and responsible vendor(s). The Board of Directors shall consider such factors as the ability/qualifications of professional personnel, past performance, similar projects, specifically in Florida, and willingness to meet time and budget requirements.

6.0 DISCLAIMER

This RFQ does not commit PEDC or FloridaWest to award a contract, pay any costs incurred in preparation of a proposal, or procure services or supplies. PEDC reserves the right to accept or reject any or all proposals received as a result of this RFQ.