

TO: **ALL ARCHITECTS/ENGINEERS OF RECORD**

FROM: Russ Katherman, Administrator  
Architecture & Engineering Division  
1500 East Sixth Avenue  
P O Box 200103  
Helena MT 59620-0103

DATE: April 3, 2026

RE: **REQUEST FOR QUALIFICATIONS**

Firms interested in being considered for an interview for project on the attached pages must follow these procedures:

- Submit Form 115 through the State's eMACS system, <https://solutions.scquest.com/apps/Router/SupplierLogin?CustOrg=StateOfMontana>. Information in addition to the 115 is acceptable.
- Submissions must be submitted no later than **2:00 p.m. on Thursday, April 23, 2026**
- Submissions received after the deadline may result in rejection.
- The procedure for selection will be in accordance with 18-8-204 MCA.

Firms selected for an interview:

- Will be given project-specific initial information, interview topics/questions, and the interview schedule.
- Will be asked to present their credentials before an interview committee. The committee will then submit the names of three (3) qualified firms to the Dept. of Administration Director, who will appoint one firm for each project in accordance with 18-2-112 MCA.

*The State of Montana makes reasonable accommodations for any known disability that may interfere with an applicant's ability to compete in the application and selection process or that may interfere with an applicant's ability to perform the essential duties of the job. In order for the State to make such accommodations, applicants must make known any needed accommodation to the individual project managers or agency contacts listed. Persons using TDD may call the Montana Relay Service at 1-800-253-4091.*

**REQUEST FOR QUALIFICATIONS (RFQ) FOR A/E SERVICES  
MONTANA UNIVERSITY SYSTEM  
MONTANA TECH – HPER COMPLEX RENOVATION  
A/E #: 2026-06-01**

**Project Budget: \$4,400,000 (pending Board of Regents authority)**

The Architecture & Engineering Division is accepting qualifications for architectural and engineering services for the Montana Tech – HPER Complex Renovation Project in Butte, MT.

**Project Scope:**

Programming and design of a modernization to the HPER Complex, including but not limited to: a retirement of the existing pool and conversion to an auxiliary student gym; expanded locker rooms, in part to address Title IX expectations regarding gendered facilities; an expansion of support space to meet the needs of a growing student-athlete population; and creating flexible use spaces to address operational efficiency on campus and provide event-hosting capabilities. Further elaboration on scope is provided in an attached document.

Firms wishing to submit an RFQ for this project need to be aware of the accelerated timeline of early design; a concept design needs to be created in June 2026 to be presented to the Board of Regents in July 2026.

**Construction Cost Estimate:**

The construction cost is estimated at \$3,520,000, plus additional project costs.

**Submittal & Selection Process (Ref: MCA 18-2-112):**

Firm shall submit their Statement of Qualification (Form 115).

The following is a tentative timeline for the project:

Firm Selection:

|                                       |                           |
|---------------------------------------|---------------------------|
| Posting date:                         | April 3, 2026             |
| *Onsite Tour and Q&A                  | April 9, 2026 @ 10am-12pm |
| Last Date for Questions:              | April 16, 2026 by 2pm     |
| Receipt of responses:                 | April 23, 2026 @ 2pm      |
| Review & qualify Firms for Shortlist: | Week of April 27, 2026    |
| Phone Interviews and Review:          | Week of May 11 – 15, 2026 |
| Firm Selection:                       | Week of May 18 – 29, 2026 |

\*NOTE: Tour will start at HPER Complex, HPER W Park St., Butte, MT.

Qualifications submittals are due through eMACS on the time and date shown in the eMACS System, noted in the above timeline.

After review of the RFQ documents, the respective Agency, in collaboration with A&E, will create a shortlist of qualified firms based on project requirements, qualifications of professional personnel, related experience, capability to meet time and budget, present and projected workload, and recent/current work for an Agency (ref: MCA 18-8-204). This list of firms will then be scheduled for a

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question-and-answer session by phone, coordinated by A&E. These phone interviews will be scheduled for 20 minutes, with 10 minutes between sessions, and are to be scheduled by random drawing. Following this review a list of 3 firms will be created by the Agency, submitted by A&E for an appointment by the Director of the Dept. of Administration. Face-to-face interviews will not be conducted by A&E.

**Construction Execution:**

This project will be bid and executed as a design-bid-build.

**Additional Documentation and Contact Information:**

- Contact: Nick Franz, Design Project Manager; State of Montana, A&E Div., (406) 594-2957, [Nicholas.Franz@mt.gov](mailto:Nicholas.Franz@mt.gov)

## **Montana Tech – HPER Modernization Project – Background & Description**

The HPER Modernization Project is a critical initiative to address significant space deficiencies within Montana Tech's primary student recreation and athletic facility. The current configuration of the HPER Complex no longer aligns with the evolving needs of a growing campus population and an expanding athletics program, resulting in inefficiencies, equity concerns, and missed opportunities for student engagement and revenue generation.

A primary driver of this project is the underutilization of the existing pool space. Current data indicates that the pool serves approximately 4.25 users per day, while simultaneously limiting access to gym and event space that is in high demand across campus. The facility's primary gym is impacted approximately 34% of total school days due to scheduling conflicts, while the pool serves an average of fewer than four users per day. This imbalance highlights a clear opportunity to repurpose the space into a multi-purpose auxiliary gym that can better serve students, support athletics, and provide a flexible venue for campus and community events such as career fairs, camps, and programming.

The existing shower and restroom infrastructure serving football and men's basketball is outdated, inefficiently configured, and showing signs of wear, including cracking and aging systems. The current layout (open shower areas paired with limited and separate restroom facilities) does not optimize space or meet the needs of current student-athlete usage.

The proposed renovation will reconfigure these adjacent spaces into shared, function-specific areas, with one space dedicated to showers and the other to sinks, urinals, and toilets. This approach improves space utilization, enhances functionality, and creates a more efficient and modern layout. A similar model will be implemented for new women's basketball and volleyball locker areas, allowing each program to maintain dedicated locker space while sharing upgraded shower and restroom facilities. This design supports both operational efficiency and gender equity across renovated and newly constructed spaces.

The need for expanded athletic support space is also significant. Montana Tech has experienced approximately 40% growth in its student-athlete population through the addition and expansion of running sports programs. This growth has placed considerable strain on existing athletic training, storage, and operational spaces. The current athletic training room is undersized for the volume of student-athletes it serves, limiting the effectiveness of care, recovery, and injury prevention services. Similarly, storage areas are insufficient and inefficiently located, impacting daily operations and space utilization throughout the facility.

Beyond addressing immediate deficiencies, the HPER Modernization Project represents an opportunity to improve operational efficiency. By repurposing underutilized space and optimizing facility usage, the university anticipates reductions in annual operating expenses while simultaneously increasing the availability of space for student programming and athletics. The addition of a multi-purpose space will also allow Montana Tech to retain practices on campus, reduce scheduling conflicts, and expand event-hosting capabilities that can generate auxiliary revenue.

Renovation of the athletics office area will create additional office capacity to better align with current staffing needs driven by student-athlete growth. The addition of two new offices will allow coaches and staff to be more effectively collocated, improving collaboration, communication, and day-to-day operations. This renovation will also provide greater flexibility for future construction and reallocation of space within the HPER Complex as additional phases of the project are implemented.

In summary, the HPER Modernization Project is necessary to realign the facility with current campus needs by addressing underutilized space, correcting gender inequities, accommodating significant student-athlete growth and enhancing the overall student experience. This project will create a more functional, equitable, and efficient facility that supports Montana Tech's mission while positioning the university for continued growth and success.