

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

FROM: Russ Katherman, Administrator
Architecture & Engineering Division
1520 East Sixth Avenue, Rm 33
P O Box 200103
Helena MT 59620-0103

DATE: November 18, 2024

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, December 19, 2024**
- 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
BUNDLED PROJECTS FOR MONTANA UNIVERSITY SYSTEM
A/E #'s – Assigned after appointment

The Architecture & Engineering Division is accepting qualifications for architectural and engineering services for the following prioritized bundles of projects. Due to the unprecedented number of projects appropriated during the 68th Legislative Session, individual projects have been bundled together and organized by waves to minimize the impact on the design and construction industry. In this RFQ you will find a bundle of projects for the MAES campuses of the Montana University System with individual project budgets ranging from \$600,000 - \$10,696,000 within the bundle. Firms that respond to this RFQ are to have relevant experience and expertise with similar projects, be able to work on multiple projects concurrently, and have strong organizational and project scheduling skills. Detailed project descriptions and locations for each project can be reviewed in this link, [Long-Range Building Program 2024-2025 \(mt.gov\)](#), and individual RFQ's that follow.

Bundle Descriptions for Sixth Wave:

Montana's Agricultural & Experiment Station (MAES) Bundle

- MR-43 WARC Shop Renovation & Safety Upgrades - Project Budget: \$600,000
- SUP CD-09 Research Labs – Project Budget \$10,696,000 (allocated per subproject)

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

Firms to submit one Statement of Qualifications (Form 115) for the MAES bundle of projects. At the discretion of the Department, projects may be added or removed from a bundle.

Following in-person interviews for the MAES bundle, a list of 3 firms will be submitted to A&E with a single firm appointment made by the Director of the Dept. of Administration for the bundle.

Qualifications submittals are due through eMACS on the time and date shown in the eMACS System.

Preliminary Schedule:

- | | |
|--|---------------------------------|
| • Short-listing of firms for interviews: | January 2025 |
| • In person Interviews: | within 4 weeks of short-listing |
| • Selection of Firm: | within 2 weeks of interviews |
| • Kickoff Meeting: | within 4 weeks of selection |
| • Planning & Design: | As coordinate with the Owner |
| • Bidding & Construction: | As coordinate with the Owner |

Construction Execution:

At the discretion of the Department, projects within the bundle may be bid together or individually and may be executed as design-bid-build projects or by alternative delivery method (General Contractor/Construction Manager).

Additional Bundle Documentation and Contact Information:

Montana's Agricultural & Experiment Station (MAES) Bundle

- Contact: Nick Franz, A& E Div., (406) 594-2957, Nicholas.Franz@mt.gov .

Western Ag Research Center (WARC) – Horticulture and Shop Projects

Summary: MSU-WARC has two building projects that should be coordinated by consultants, including a new Horticulture research and teaching lab, and a new farm shop and equipment storage building.

- **WARC Horticulture Research and Teaching Building:**
 - Location:
 - Corvallis, MT
 - Budget:
 - \$3,696,000
 - Purpose:
 - The building will include space for classes/workshops for ~50 stakeholders (farmers, food manufactures, ag. educators, general public) that is equipped for video conferencing and in-person events.
 - Demolition of two small buildings will be done by MSU prior to construction of new facility.
 - The building will be connected to an existing greenhouse and provide space to prepare materials for/and from the greenhouse: i.e., pot washing and storage, potting soil mixing and storage, two growth chambers (and steam sterilization if budget allows).
 - Requirements:
 - Workspace for faculty and staff: Office space for seven permanent faculty and staff and (if budget allows) an additional office for graduate students, visiting faculty.
 - Breakroom/lunchroom for seasonal (summer) staff (4-6).
 - ADA compliant restrooms that accommodate faculty, staff, and students/stakeholders.
 - Loading dock (at rear) to allow staff to move samples (some on pallets) in and out of labs and cold storage. Loading dock should be covered and large enough to include paved grain, fruit washing/processing area (messy tasks that can be done outdoors during the growing season).
 - Cold storage-located near loading dock: Walk-in cooler and freezer space.
 - Storage room for seed and equipment: located near loading dock.
 - Greenhouse prep area (see below) located near loading dock.
 - Sample drying room: 100-200 ft² room located near loading dock that can maintain ~120° F to dry plant and soil samples with required ventilation.
 - Three research labs: estimate 500- 600 ft²/lab. Labs should be equipped with 1-2 computer workstations for data entry/analysis. **All labs shall attain Biosafety Level 1.**
 - A wet-lab for chemical/microbiological work with fume hoods and other required ventilation. Lab should include an autoclave to sterilize lab samples and equipment.
 - A food processing lab built to specifications of commercial kitchen and winery. MSU-WARC conducts research value-added food products. This should include floor drains, triple sinks, washable walls, etc.
 - A plant sample processing lab used to prepare and process seed, plant, and soil samples.

- Teaching/outreach/extension classroom (see below).
- **WARC Shop Renovation & Safety Upgrades:**
 - Location:
 - Corvallis, MT
 - Budget:
 - \$600,000
 - Purpose:
 - Service and repair farm equipment, similar to other MSU-MAES facilities' shops. However, tractors and other equipment at MSU-WARC is relatively small (no large tractors, combines).
 - Demolition of two small buildings (Existing shop in single car garage and tractor storage) will be required.
 - Requirements:
 - Heated, insulated space with tool/parts storage, welding (240 service), and wood shop area. A restroom and sink preferred but would require addition of water and septic.
 - Unheated storage (out of the weather) for farm equipment (tractors, seeders, plot combine, other implements). Rough estimate 2000 ft².

Montana Ag Experiment Stations (MAES) – Chemistry & Instrumentation Research Labs

Summary: Various MAES locations will provide new labs to address outdated facilities, provide modern standards of research, and generally enhance facilities to attract faculty and students to provide competitive research to benefit Montana's agricultural infrastructure and output.

- **Central Ag Research Center (CARC) – Chemistry & Instrumentation Research Lab**
 - Location:
 - Moccasin, MT
 - Budget:
 - \$1,400,000
 - Purpose:
 - Microbiology, including inoculant testing, isolation and characterization of novel microorganisms, and plant-microbe interaction studies.
 - Molecular biology, including DNA sequencing and enzyme activity assays.
 - Requirements:
 - Biosafety Level 1
 - New lab equipment, including incubators, walk-in cooler, autoclave, fume hood, compressed air, and potentially other gases, as needed.
- **Northern Ag Research Center (NARC) – Chemistry & Instrumentation Research Lab**
 - Location:
 - Havre, MT
 - Budget:
 - \$1,400,000
 - Purpose:
 - Beef cattle and agronomic research, including chemistry work with acids and bases for digestion trial or soil analyses, and weighing very small amounts for sampling.
 - Enzyme activity assays with mild acids and bases.
 - Requirements:
 - Biosafety Level 1

- New lab equipment, including chemistry top counters, casework, fume hood, compressed air, and other potential gases.
 - Addition to current NARC office lab constructed in 2010, with ground-source heat pump system, requiring an additional heat pump for the proposed 2400 square feet.
- **Southern Ag Research Center (SARC) – Chemistry & Instrumentation Research Lab**
 - Location:
 - Huntley, MT
 - Budget:
 - \$1,400,000
 - Purpose:
 - Agronomic research, weed science, plant pathology, and possibly plant DNA extraction.
 - Use of mild acids and bases to analyze.
 - Requirements:
 - Biosafety Level 1
 - New lab equipment, including chemistry counters and casework, compressed air, fume hood, and other potential gases.
 - Would be addition to current SARC office lab constructed in 2006; may involve minor renovations to hot and cold water supply or existing adjoining space and HVAC systems to accommodate said addition.
- **Western Triangle Ag Research Center (WTARC) – Chemistry & Instrumentation Research Lab**
 - Location:
 - Conrad, MT
 - Budget:
 - \$1,400,000
 - Purpose:
 - Crop and plant analysis, including amylase assays, falling number analysis, gene verification, remote sensing, and imaging.
 - Requirements:
 - Biosafety Level 1
 - New lab equipment, including vacuum filtration for large and small particles, autoclave, fume hood, Millipore water purifier, liquid nitrogen storage, specialized chemical storage, chemical disposal tank, and emergency eyewash station and/or shower.
 - Would be an addition to the north side of the existing WTARC office building.
- **Northwestern Ag Research Center (NWARC) – Chemistry & Instrumentation Research Lab**
 - Location:
 - Kalispell, MT
 - Budget:
 - \$1,400,000
 - Purpose:
 - Plant and seed tissue analysis, such as amylase assays, falling number analysis, marker-assisted selecting, and gene or QTL confirmation work.
 - Requirements:
 - Biosafety Level 1

- New lab equipment including fume hood, chemical disposal tank, distillation unit, PCR machine, gel box and gel readers, -20 degree upright freezer, lab camera system, laboratory chemical resistant benches and countertops.
- Would be an addition west side of the existing seed lab, with modification to allow access between the seed lab and the new chemistry lab.