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: January 28, 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.sciquest.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 Tuesday, February 17, 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
# MSU-B CISEL HALL HVAC & PIPING UPGRADE
# A/E #2025-03-02

**Project Budget: $4,000,000**

The Architecture & Engineering Division is accepting qualifications for architectural and engineering services for Cisel Hall at MSU-B in Billings, Montana.

**Project Scope:**

Cisel Hall HVAC & Piping Upgrade is a 2025 construction project supporting MSU – Billings. This project will include a new, energy-efficient HVAC system that provides a climate-controlled environment throughout the 40,000-square-foot building designed to protect musical instruments and comfort occupants. The aged plumbing will be removed and replaced with modern piping materials. All upgrades will comply with High-Performance Building Standards. Limited commissioning will be required for project.

**Construction Cost Estimate:**

The construction cost is estimated at $3,200,000.

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

Firm shall submit their Statement of Qualification (Form 115).
Qualifications submittals are due through eMACS on the time and date shown in the eMACS System.

**Construction Execution:**

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

**Additional Documentation and Contact Information:**

- Contact: Nate Cummings A&E Div., (406)444-0349, Nathaniel.Cummings@mt.gov

# PRIORITY CD-14

# CISEL HALL HVAC & PIPING SYSTEM REPLACEMENT

## MONTANA STATE UNIVERSITY - BILLINGS
## $4,000,000

### *Project Highlights*

- Infrastructure improvements to replace aged systems.
- Having the right climate-controlled systems in place will alleviate the impact on the condition of the university-owned and student-owned instruments.

### *Current Challenges*

The age of the HVAC system is difficult to maintain as replacement parts have become obsolete and the water and sewer piping, original to the 1951 construction, is progressively deteriorating, causing damage to interior spaces and unplanned disruptions to the academic schedule. Also, with the recent growth in the music program, MSU-B has become a focal point for music education and performance in the Billings area. This has created a demand for space that allows for performance and practice year-round. As the home for the MSU-B music program, drastic temperature differences wreak havoc on instruments, requiring additional repair work and tuning. Musical instruments have been destroyed by the lack of effective temperature and humidity control, including a high-end cello.

### *Proposed Solution*

This project will include a new, energy-efficient HVAC system that provides a climate-controlled environment throughout the 40,000-square-foot building designed to protect musical instruments and comfort occupants. The aged plumbing will be removed and replaced with modern piping materials. Making these improvements will result in a music building with systems to support its function and have in place reliable infrastructure for the next 30-40 years.

| FUNDING | |
|---|---|
| LRBP Cash | $4,000,000 |
| **TOTAL** | **$4,000,000** |
| **ESTIMATED PROJECT COSTS** | |
| Construction Costs | $3,300,000 |
| Architecture / Engineering Services | $330,000 |
| Non-Construction Costs | $370,000 |
| **TOTAL** | **$4,000,000** |