

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: February 27, 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 Thursday, March 19, 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
HIGHLAND COLLEGE ROOF REPLACEMENT
A/E #: 2025-07-04**

Project Budget: \$5,000,000

The Architecture & Engineering Division is accepting qualifications for architectural and engineering services for the Highland College Roof Replacement Project in Butte, MT.

Project Scope:

The existing Highland College Roof is 25 years old. This project will remove over 94,000 square feet of existing roofing materials down to the structural deck and replace with a new energy efficient roof. The replacement project will increase the overall performance of the building envelope, remove hazardous material, and reduce the facility condition index. For additional description please refer to the attached CD-13 write up from the 2026-2027 LRBP Book.

Construction Cost Estimate:

The construction cost is estimated at \$4,270,000.

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.

After discussion with potential firms, the respective Agency, in collaboration with A&E, will submit three 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). The list of 3 firms will then be submitted to A&E with an appointment made by the Director of the Dept. of Administration. Face-to-face or online 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: Nate Cummings A&E Div., (406)202-4415, Nathaniel.Cummings@mt.gov

PRIORITY CD-13

HIGHLANDS COLLEGE ROOF REPLACEMENT

MONTANA UNIVERSITY SYSTEM - HIGHLANDS COLLEGE

\$5,000,000

Project Highlights

- The size of the roof area and scale of the project is the contributing factor for the budget of this request.

Current Challenges

There are 2 issues with the existing roofing system for this building. First, 100% of the 25-year-old membrane has exceeded its expected life and has had leaks in multiple locations for the past 4 years. Temporary repairs have been made for the recurring leaks but are no longer effective to stop the progression of water infiltration. Secondly, the insulation, installed in the mid 1980's, does not meet the requirements of today's energy codes. Postponing replacement will cause accelerated maintenance attention and create risk for the building and its assets.

Proposed Solution

This project will remove over 94,000 square feet of existing roofing materials down to the structural deck and replace with a system chosen to provide a long-lasting solution and maximum energy efficiency. The replacement project will increase the overall performance of the building envelope, give opportunity to remove hazardous materials, and reduce the facility condition index.



FUNDING	
LRBP Cash	\$5,000,000
TOTAL	\$5,000,000
ESTIMATED PROJECT COSTS	
Construction Costs	\$4,270,000
Architecture / Engineering Services	\$340,000
Non-Construction Costs	\$390,000
TOTAL	\$5,000,000