



## Red Lodge Fire Rescue Fire Station Expansion & Modernization RFQ

Jan 23, 2026

Red Lodge Rural Fire District 7 is soliciting Requests for Qualifications (RFQs) for architectural and related engineering services to provide professional design services for the **expansion and modernization of the Red Lodge Fire Station**.

*Submittals must be received by email to [RFQ@redlodgefire.com](mailto:RFQ@redlodgefire.com)  
no later than 10:00 AM Mountain Time on February 17, 2026*

### **Project Background**

Red Lodge Fire Rescue provides fire suppression, EMS, technical rescue, and wildland fire response to the City of Red Lodge and a large surrounding rural service area in Carbon County, Montana. Grant funding has been awarded to support a comprehensive improvement project.

The existing fire station has the following deficiencies:

- Was not designed for modern apparatus, staffing, or life-safety needs.
- Lacks adequate space for apparatus bays, training, decontamination, PPE storage, and administration.
- Needs improvements for health, safety, and operational efficiency.

The project anticipates remodeling parts of the current station, located at 801 Broadway Ave N in Red Lodge, MT, and constructing an addition of **3 new fire station bays totaling approximately 4,500 sq feet**. The total budget for the project is **2.8 million dollars**.

### **Project Goals**

The selected architect will support RLFR in delivering a facility that:

- Improves response readiness and firefighter safety.
- Supports career and volunteer staffing.
- Provides separate clean/dirty circulation and decontamination.
- Provides for adequate ventilation and exhaust removal.
- Accommodates modern apparatus and future growth.
- Includes community/training space.
- Is architecturally compatible with the community.
- Meets all applicable building, fire, accessibility, and energy codes.
- Is deliverable within the awarded grant budget and timeframe.

## **Anticipated Project Scope**

The architect will provide services that may include:

- **Design:**
  - Review and provide recommendations on the concept RLFR has developed.
  - Schematic Design
  - Design Development
  - Provide renderings and 3D modeling as needed to convey design intent
  - Construction Documents
  
- **Support Services:**
  - Cost estimating and control throughout all phases.
  - Value engineering support.
  - Coordination with Authorities Having Jurisdiction (AHJs) and permitting through all AHJ's.
  - Support for environmental and procurement documentation as required by federal funding.
  - Assistance responding to grant-related design conditions.
  - Site visits.
  - Public Bidding/Alternative Project Delivery.
  - Construction Administration.
  - Construction delivered via competitive bid or CM/GC (to be determined).

**Note:** This project is funded in part by Federal Community Project Funding and must comply with all applicable federal requirements, including but not limited to 2 CFR 200, applicable Buy America/Build America provisions, and related grant conditions.

### **Estimated Schedule (Subject to Change)**

<b>Activity</b>	<b>Date</b>
RFQ Issued	1/23/26
Project/Site Walk Through (Optional)	2/4/26 at 10:00 AM
Submittals Due	2/17/26 at 10:00 AM
Shortlist / Interviews	2/20/26
Architect Selection begin negotiations with highest ranked firm	2/24/26
Construction Start	September 2026

*Attendance at the site walk is optional and not required for submission*

### **Submittal Requirements**

1. Cover letter / Statement of interest.
2. Description of firm's relevant experience with projects of similar size and scope.
  - a. Fire stations or public safety facilities (especially rural or volunteer-based).
  - b. Projects funded with federal or state grants.
  - c. Projects delivered within constrained budgets.
3. Firm's specific experience with programming, designing and completing projects of similar scope and size on time and on budget.
  - a. Experience designing for firefighter health and safety.
4. References and contact numbers from previous representatives of projects completed of similar size and scope. Minimum of three (3) public-sector clients.
5. Proposed staff and relevant experience.
  - a. Principal In Charge
  - b. Project Manager
  - c. Lead architect
  - d. Key consultants (structural, mechanical, electrical, civil)
  - e. Fire station or emergency-services experience of team members and consultants
6. Firm's current workload and its ability to focus on this project.

### **Selection Process**

Late Submittals will not be accepted. Submissions will be assessed by a selection committee. A maximum of three (3) candidates with the highest numeric scores may be invited to interview.

#### **Numerical Evaluations (per MCA 18-8-204):**

1. Experience, especially with projects of similar size and scope in this region: **35%**
2. Key team member qualifications and experience with similar projects: **30%**
3. Capability to meet time and project budget requirements: **20%**
4. Local professional resources to be utilized for this effort: **5%**
5. Familiarity with Carbon County permitting processes and local AHJs: **5%**
6. Current and projected workloads: **5%**

**Negotiation:** After interviews, the final scope and compensation will be negotiated with the highest-ranked firm. If negotiations are unsuccessful, they will terminate and start with the second-ranked finalist, and so on.

**Waiver of Interview:** Depending on the number and quality of submittals, the Fire District reserves the right to make the selection based on the submittal information alone and may decline to conduct the interview stage.

## **Submission Instructions**

RFQs shall be submitted electronically in PDF format,  
Email subject line shall read: 'Fire Station RFQ – "Firm Name"  
Sent to:

[RFQ@redlodgefire.com](mailto:RFQ@redlodgefire.com)

Tom Kuntz, Fire Chief  
Red Lodge Fire Rescue  
406-855-6198 (cell)

***Submittals must be received no later than:***

***10:00 AM Mountain Time on February 17, 2026***

The fire district reserves the right to reject any or all submittals received, to waive informalities, to evaluate the proposals submitted and to accept the proposal that best serves the interests of the fire district. The District will not be responsible for any costs incurred in responding to this RFQ. All submittals become the property of the District and may be subject to public disclosure under Montana public records law.