



LEWIS AND CLARK COUNTY

Public Works Department

MINUTES

Pre-Bid Meeting for 2026 Scrub Seal

Wednesday, May 6, 2026, at 4:00 p.m.

Noxious Weed District Building Conference Room, 3402 Cooney Drive

1. PROJECT MANUAL

- a. Accessible online via Lewis and Clark County website, Bids Page

2. SCOPE & PROJECT DESCRIPTION

- a. The project generally consists of scrub seal surfacing and epoxy paint striping on various county roads and Rural Improvement District (RIDs) in Lewis and Clark County, Montana, as listed in Appendix A – Locations, Descriptions, & Estimated Quantities and must be completed by the date noted in Article 4 of the Agreement.

3. SUBMISSION OF BID

- a. Sealed bids are due by 4:00 p.m., Monday, May 18, 2026 in room 345 of the City County Building at 316 N Park Ave, Helena, MT 59623
- b. Opened and read aloud in Room 330 of the City County Building at 9 a.m. on Tuesday, May 19, 2026.
- c. Bid security not less than 10% is required.
- d. Performance and Payment Bonds are required.
- e. **The envelope containing the sealed bid must be labeled with Bidders Name and “2026 Scrub Seal, Bid Enclosed”.**
- f. If mailing in a bid, the bid must be in a separate sealed envelope inside the outer envelope. The inner envelope must be marked per 3.e.

4. CONTRACT TIME

- a. Completion date listed in Agreement Form is August 31, 2026.
 - i. Substantial Completion by August 31, 2026.
 - ii. Final Payment by September 30, 2026.
 - iii. Work to be performed during daylight hours only.

5. BID

- a. Completed Bid Submittal Package

- i. Bid Security – minimum of 10% of bid. May be bid bond or other form of security as specified in Montana Code Annotated 18-1-203, payable to Lewis & Clark County
- ii. Submit bid submittal package only.
- iii. Acknowledgement of any addenda on Bid Form.
- iv. Bid envelope sealed and properly marked in accordance with instructions.

6. SPECIAL PROVISIONS

- a. All provisions of the Montana Public Works Standard Specifications, Seventh Edition, April 2021, hereafter collectively referred to as the MPWSS, apply to the project, except where portions of the MPWSS are modified or replaced by the Contract Documents.
- b. Provide qualifications for the Contractor and all Subcontractors, Suppliers, or other persons or organizations identified in Technical Specifications per the guidelines in the respective specification sections.
Per Article 3.1 of the Instructions to Bidders, within five (5) days of the Owner’s or Engineer’s request, submit the evidence of qualifications listed in the referenced article as well as the following additional information.
- c. All Bidders are strongly encouraged to visit the site of the work and conduct all field investigations at their disposal to become acquainted with the nature of the work.
- d. It will be the responsibility of the contractor to post notices to alert residents in advance when scrub sealing will take place. Acceptable notice may include publicized notice in the Independent Record, notification delivered to each household, and or “reader boards’ placed at each entrance/exit of a subdivision or signs placed at each entrance. Notice, including type and location of posting will be delivered to Lewis and Clark County one week prior to scrub seal taking place. Notice acceptable to Lewis and Clark County will be required prior to construction activities. All vehicles, boats, campers, etc. are to be removed from the roadway prior to scrub sealing. Remaining vehicles will be towed. Any vehicles requiring towing will be coordinated with the assistance of the County.
- e. Contractors may stage paint at the Public Works Yard at 3402 Cooney Drive, Helena, MT. Chip staging will not be provided by the Owner.
- f. Conduct construction operations within the easement, construction limits, and right-of-way limits.
- g. Construction traffic control will be the sole responsibility of the contractor. Adhere to all traffic control requirements as set forth in the Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD), latest edition, published by the U.S. Department of Transportation, Federal Highway Administration.

In addition, the contractor shall provide “Loose Gravel” signs at all streets accessing recently scrub sealed roads.

Submit a traffic control plan a minimum of two (2) days prior to commencing work. At a minimum, the traffic control plan shall include the entity proposed to perform traffic control, sequence of the planned route, and roadways requiring pilot cars.

Reference the project location maps in APPENDIX B for a graphic description of the location and limits of the work. Specific limits of the work will be marked in

the field by the OWNER prior to construction. Contractor shall familiarize himself with project locations and boundaries. All complaints received by the owner concerning paint on vehicles will be referred to the Contractor for remedial action.

- h. All complaints received by the owner concerning oil on vehicles, paint on vehicles, cracked windshields, or any other type of damage done, will be referred to the Contractor for remedial action.
- i. Prevailing Wages: The calculated distance from the center of the job to the nearest dispatch city is 20 miles.

7. MEASUREMENT AND PAY

- a. Payment for an item will only be made if that item is listed as a Bid Item in Section 00300: Bid Form. If an item is listed as a Bid Item, administrative and procedural requirements will be listed in Section 01275: Measurement and Payment. If an item is not listed as a Bid Item, the item is not required or is considered an incidental cost to other Bid Items.
- b. Any streets done outside of designated boundaries will not be included in project payment.

8. LIQUIDATED DAMAGES

- a. \$500 per day depending on substantial completion or remaining work.

9. SUBMITTED QUESTIONS AND ANSWERS

Q1: Are the arrows included in the quantity for Wylie Drive?

A1: No, the limits of the striping is north of the left turn lane. The quantities in the bid form are correct and do not include arrows.

10. ADDENDUM

- a. Posted online by Friday, May 8, 2026.
- b. No addendum will be posted after May 11, 2026



LEWIS AND CLARK COUNTY

2026 Scrub Seal
Pre-Bid Conference
May 6, 2026
Sign-In Sheet

Name	Company	email	Telephone
Dan Karlin	Lewis & Clark Co	dkarlin@lccountymt.gov	406-447-8034
Brent Mikula	Lewis & Clark Co	bmikula@lccountymt.gov	406-447-8040
Levi Davis	Montana Materials & Construction	Levi.davis@helenasg.com	406-594-4285