



LEWIS AND CLARK COUNTY

Public Works Department

MINUTES

Pre-Bid Meeting for

2025 Chip Seal

Wednesday, May 21, 2025, at 3:30 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. Project consists of:
 - i. Chip seal of County (items 1 & 2) and RID (item 3) locations
 - ii. Fox seal of County (item 4) and RID (item 5) locations
 - iii. Epoxy Paint striping County (items 6 & 7) and RID (item 8)
 - iv. Temporary reflective tabs of County (item 9)

3. SUBMISSION OF BID

- a. Sealed bids are due by 4:00 p.m., Monday, June 2, 2025 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, June 3, 2025.
- 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 "2025 Chip 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 June 15, 2025.
 - i. Substantial Completion by August 31, 2025.
 - ii. Final Payment by September 30, 2025.
 - 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.
- v. Notarized signature.

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. 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.
- c. It will be the responsibility of the contractor to post notices to alert residents in advance when chip sealing/fog sealing will take place. Notice, including type and location of posting will be delivered to Lewis and Clark County one week prior to chip seal/fog seal taking place. Notice acceptable to Lewis and Clark County will be required prior to construction activities.
- d. Staging Areas discussion.
- e. Conduct construction operations within the easement, construction limits, and right-of-way limits.
- f. 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.
 - i. In addition, the contractor shall provide “Loose Gravel” signs at all streets accessing recently chip sealed roads.
 - ii. Submit a traffic control plan a minimum of two (2) days prior to commencing work.
- g. 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.
- h. Prevailing Wages: The calculated distance from the center of the job to the nearest dispatch city is 20 miles.

7. WORK AND SERVICES BY OTHERS

- a. Sub-contractors
 - i. Distributor
 - ii. Others?

8. 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. County representatives can mark and measure cracks according to contract designation.

- b. Any streets done outside of designated boundaries will not be included in project payment.

9. LIQUIDATED DAMAGES

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

~~**10. SUBMITTED QUESTIONS AND ANSWERS**~~

- ~~a. See attached Q&A in section 12.~~

11. ADDENDUM

- a. Any addendum will be posted online by Wednesday, May 28, 2025.
- b. No addendum will be posted after May 28, 2025 at 5:00 pm.

2025 Chip Seal
Pre-Bid Conference
May 21, 2025
Sign-In Sheet

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