



# LEWIS AND CLARK COUNTY

## Public Works Department

**SUN CANYON GRAVEL LOAD & HAUL  
Pre-Bid Conference -MEETING MINUTES  
Wednesday, October 23, 2024 @ 3:30 p.m.  
Weed Building Conference Room, 3402 Cooney Drive**

**County Representative:**  
**Kevin Horne /~~Dan Karlin~~**

### INTRODUCTIONS

### SIGN-IN SHEET

### SECTION 00100 – INVITATION TO BID

1. The project generally consists of loading and hauling 20,000 tons of county-owned gravel stockpiled on private property located near Augusta, Montana to place on Sun Canyon Road, Augusta. The limits of the gravel haul will begin at the intersection of Sun Canyon Road and Barr Creek Road and continue six miles up Sun Canyon Road, in Lewis and Clark County.
2. **Bids Due** at 316 N. Park, Room 345, City County Building, Helena, MT 59623, before 4 p.m. on Wednesday October 30th, 2024. Bids will be read aloud at 9 a.m. on Thursday October 31st, 2024.
3. **Bid Submittal** – See Article 15 of Section 00200 Instructions to Bidders

### SECTION 00200 – INSTRUCTIONS TO BIDDERS

#### 1. ARTICLE 7 – INTERPRETATIONS AND ADDENDA

- a. Any addenda issued during the time of bidding must be covered in the Bid and included in the Contract Price in the Agreement. Receipt of each addendum must be acknowledged in the Bid. Any Bid in which all issued addenda are not acknowledged may be considered incomplete.

## **2. ARTICLE 8 – BID SECURITY**

- a. A Bid must be accompanied by Bid security made payable to Owner in an amount of ten percent (10%) of Bidder's maximum Bid and in the form of a certified check, bank money order, or a Bid bond (on the form included in the Bidding Documents) issued by a surety authorized to do business in the State of Montana meeting the requirements of Paragraphs 6.01 and 6.02 of the General Conditions.

## **3. ARTICLE 13 – PREPARATION OF BID**

- a. All blanks on the Bid Form shall be completed in ink and the Bid Form signed in ink. Erasures or alterations shall be initialed in ink by the person signing the Bid Form. A Bid price shall be indicated for each section, Bid item, alternate, adjustment unit price item, and unit price item listed therein.

## **4. ARTICLE 14 – BASIS OF BID**

- a. Bidders shall submit a Bid on a unit price and/or lump sum basis for each item of Work listed in the unit price section of bid schedule included in the Bid Form.
- b. The Bid will not be considered unless the Bid Form is complete, containing all unit prices and/or lump sum prices for each Bid item included in the Bid Form, and Bids and totals are shown legibly in their proper locations. The total amount of the Bid shall be legibly written and numerically presented in the proper place, and the Bid Form shall be manually signed.

## **5. ARTICLE 15 – SUBMITTAL OF BID**

- a. A Bid shall be received no later than the date and time prescribed and at the place indicated in the advertisement or invitation to bid and shall be enclosed in a plainly marked package with the Project title **"Sun Canyon Load & Haul, Bid Enclosed,"** the name and address of Bidder, and shall be accompanied by the Bid security and other required documents. If a Bid is sent by mail or other delivery system, the sealed envelope containing the Bid shall be enclosed in a separate package plainly marked on the outside with the notation **"BID ENCLOSED."** A mailed Bid shall be addressed to the address shown in the invitation or advertisement to bid.

## **6. ARTICLE 22 – STATE LAWS AND REGULATIONS**

- a. See article 22 in Instructions to bidders

## **7. ARTICLE 23 – WAGE REQUIREMENTS**

- a. In accordance with MCA 18-2-401 and 18-2-402, the Contractor and all Subcontractors must pay, as a minimum, the rate of wages as provided in the Montana Prevailing Wage Rates including fringe benefits and applicable zone pay. A copy of the current wage determination is included in the Project Manual.
  - i. 2024 Highway Construction Services
  - ii. Loader operator is required to be paid Montana Prevailing Wages
  - iii. ~~Truck drivers, who do not leave their trucks do not need to be paid Montana Prevailing Wages~~

- b. In accordance with MCA 18-2-422, the Contractor and all Subcontractors must maintain certified payrolls for a period of not less than 3 years from the completion of work and post a statement of all wages and fringe benefits at the site of the work.
- c. The Contractor must submit certified payrolls for all employees and employees of Subcontractors to the Engineer within one week of issuing each respective payroll.

## **SECTION 005200 – AGREEMENT FORM**

### **8. ARTICLE 4 – CONTRACT TIMES**

- a. Complete before June 1, 2025
- b. Notice to Proceed will be issued in the spring.

## **SECTION 00910 – SPECIAL PROVISIONS**

### **SP-04 STOCKPILE LOCATION & ACCESS**

The Owner has stockpiled 20,000 tons of gravel at the Hat Ranch located at 4125 Sun Canyon Road, near Augusta, Montana. The contractor will provide their own equipment to load and haul the material to the project site. The contractor will be required to comply with the terms stipulated in the Storage & Access Agreement for the stockpile included in Appendix A.

The contractor will need to coordinate with the Owner for timeframes of delivery of material to the project site.

### **SP-05 WORK LIMITS AT THE STOCKPILE SITE**

Conduct loading operations within the limits defined by the Owner.

### **SP-06 TRAFFIC CONTROL**

Traffic control will be the sole responsibility of the Owner.

### **SP-07 DAMAGE AND COMPLAINTS**

All complaints received by the owner concerning damages related to hauling will be referred to the Contractor for remedial action.

## **SECTION 01275 – MEASUREMENT AND PAY**

MOBILIZATION: No separate payment will be made for mobilization.

BID ITEM NO. 1 – LOAD AND HAUL STOCKPILED GRAVEL: Provide all labor, tools, equipment, materials, royalties, and incidentals necessary to successfully load and haul 2,000 tons of gravel per day between the hours of 7:00 am and 5:30 pm, Monday through Friday. Coordinate timeframes for delivery with the road department.

## **APPENDICES**

Appendix A – Stockpile Storage and Access Agreement

Appendix B – Project Location Map

## QUESTIONS AND ANSWERS:

Q: Can we watch the bid opening?

A: Yes, in person at the commission chambers or online at Helena Civic TV:

<https://www.helenacivictv.org/watch-live/>

Q: Can we turn in bids electronically?

A: No, per Article 15.02.B of Section 00200 Instructions to Bidders of the Project Manual.

Q: Do we have to do certified payrolls for the owner of the business?

A: Yes, you must attach an owner exemption form.

Q: Where is the entrance to the stockpile?

A: It is shown in Appendix A of the Project Manual. The Owner will grade the road prior to beginning of hauling operations.

3:30 PM: Dan Karlin

[illegible]