

YELLOWSTONE COUNTY, MONTANA
Invitation For Bid
Metra Outdoor Digital Signage

Introduction

Notice of hereby given that Yellowstone County is seeking bids from qualified vendors for the purchase and installation of three digital message centers on the MetraPark campus, located at 308 6th Ave North, Billings, MT 59101. Bids should include the cost of all materials, permits, labor and equipment necessary to complete the project.

Scope of Work/Project Requirements

Vendor will design, supply, install and commission three outdoor LED message signs on the MetraPark campus for effective communication and advertising. The locations are at the entrance to the lower parking lot coming in from 4th Ave., at the entrance to the Expo building and the entrance to the Pavilion building.

Vendor will provide optimal sign sizes based on the locations with specifications prioritizing reasonable pricing, good resolution (via appropriate pixel pitch) and dependability for outdoor environments. The signs will feature full-color programmable digital displays, wireless control, and durable construction to withstand weather conditions.

Preference based on most cost-effective sign sizes and resolutions with demonstrated dependability, lifespan and warranty. Software must be user friendly, easy to program and capable of accepting graphics in commonly used formats.

Bid Submission Requirements

Offerors shall submit five (5) hard copies of the bid in a sealed envelope. All bids must be labeled “**Metra Outdoor Digital Signage IFB**”. Bids may either be mailed to or physically delivered to the following addresses.

Mail To:

Yellowstone County BOCC
PO Box 35000
Billings, MT 59107

Physically Deliver To:

Yellowstone County BOCC
Stillwater Building, Room 3101, 3rd Floor
316 North 26th Street
Billings, MT 59101

All bids must be received no later than 3:00 PM on Monday, June 2nd, 2025. Bids received after this deadline will not be considered.

Timely bids will be opened and acknowledged at 9:00 AM, on Tuesday, June 3rd, 2025 in Room 3108 on the 3rd Floor of the Stillwater Building, 316 North 26th Street, Billings, MT 59101.

The Board of County Commissioners intent to award the contract to the lowest responsive and responsible bid. The Board reserves the right to reject any or all bids received, to waive informalities to evaluate the bids submitted, and to accept the bid that best serves the interests of Yellowstone County.

Any questions regarding the project or bid submittal procedures should be directed to Matt Kessler, Purchasing Agent, at mkessler@yellowstonecountymt.gov.

Compliance With Laws

Each bidder must have a current Montana Public Contractor's Registration number when submitting their bid. The number must appear on the bid. All subcontractors, if any, must obtain a registration number prior to beginning any work on the project. Bid only registrations are acceptable for the bidding process. No bid may be withdrawn for at least 45 days after the scheduled deadline time for receipt of the bids.

The successful bidder will be required to follow all the directives included in section 18-2-422 of the Montana Code Annotated concerning Montana Prevailing Wages for Building Construction 2025. Those directives are as follows:

- (1) The contractor and employers shall pay the standard prevailing wage rate, including fringe benefits, for each job classification as stated in the current prevailing wage rate schedules. The current schedules are available at the State of Montana website. It is the responsibility of the contractors to obtain and use the applicable Wage Rate Schedules.
- (2) each contractor and employer are required to maintain payroll records in a manner readily capable of being certified for submission under statute 18-2-423, for not less than 3 years after the contractor's or employer's completion of work on the project; and
- (3) Each contractor is required to post a statement of all wages and fringe benefits in compliance with 18-2-423.

Statute 18-2-423 is as follows: If a complaint is filed with the department alleging noncompliance with 18-2-422, the department may require the project to submit to it certified copies of the payroll records for workers employed on that project. A contractor or

a subcontractor shall pay employees receiving an hourly wage on a weekly basis. If a wage violation complaint is filed with the department, the contractor or subcontractor shall provide the employee's payroll records to the department within 5 days of receiving the payroll request from the department.

The Contractor is required to comply with all other applicable provisions of Title 18, Chapter 2, and Part 4 of the Montana Code Annotated.

The successful bidder will be required to give preference to the employment of bona fide Montana residents in the performance of the work on this project.

The Contractor must, in performance of work under this contract, fully comply with all applicable federal, state or local laws, rules, and regulations, including the Montana Human Rights Act, Civil Rights Act of 1964, the Age Discrimination Act of 1975, and the American with Disabilities Act of 1990. Any subletting or subcontracting by the Contractor subjects Subcontractors to the same provisions. In accordance with Section 49-3-207, MCA, the Contractor agrees that the hiring of persons to perform the contract will be made on the basis of merit and qualifications and there will be no discrimination based upon race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin by the persons performing under the contract.

Insurance Requirements

The Contractor shall maintain at its sole cost and expense, commercial general liability insurance naming Yellowstone County/MetraPark, as additional insured for this project against liability for damages for bodily injury, including death and completed operations and property damages in a minimum amount of Seven Hundred Fifty Thousand Dollars (\$750,000.00) for each claim and One Million Five Hundred Thousand Dollars , (\$1,500,000.00), in the aggregate arising from incidents which occur as the result of Contractors negligence during the project and for which Yellowstone County/MetraPark, sole basis of liability is vicarious liability for the acts or omissions of the Contractor or/and subcontractors. Contractor shall maintain for this project at its cost and expense, insurance against claims for injuries to persons or damages to property, including contractual liability which may arise from or in connection with the project by Contractor, agents, employees, representatives, assigns and sub-contractors. This insurance shall cover claims as may be caused by any negligent act or omission. The policy of insurance shall be an occurrence policy with a Best Rating of A- or better and must be in force throughout the project.

Contractor shall name on the Certificate of liability insurance Yellowstone County, as additional insured throughout the project. In addition, Contractor will furnish to Yellowstone County, a copy of the policy endorsement, CG 32 87 05 10, indicating that Yellowstone County/MetraPark, are named as an additional insured under the Contractors insurance policy for this project. Contractor agrees to furnish both the Certificate of

insurance and policy endorsement at least ten (10) days prior to beginning work on the project.

Contractor agrees to defend, indemnify and hold harmless Yellowstone County/MetraPark, from and against any and all claims demands, obligations causes of action, lawsuits and all damages and liabilities fines, judgments, costs, (including settlement costs), and expenses associated there with (including reasonable attorney's fees and disbursements), arising from incidents that occur the result of Contractors negligence during this project. And for which Yellowstone County/MetraPark, sole basis of liability is vicarious liability for the acts or omissions of Contractor. The defense and indemnification obligations under this paragraph shall not be limited by any assertions or finding that Yellowstone County, is liable for any damages by reason of a non-delegable duty.

The Board of County Commissioners intend to award the contract to the lowest responsive and responsible bid. The Board reserves the right to reject any or all bids received, to waive informalities to evaluate the bids submitted, and to accept the bid that best serves the interests of Yellowstone County.

Board of County Commissioners
Yellowstone County, Montana

Mark Morse
Chair

Attest:

Jeff Martin
Clerk and Recorder

MetraPark Digital Signage IFB

Bid Sheet

Vendor:_____

Bid Amount: \$_____

Written Amount:_____

Warranty Details:_____

Estimated Start Date:_____

Expected Completion Date:_____

All work must be completed by July 31st

CHECK LIST

Please be sure you have completed the following prior to submitting your bid.

1. Read and understand the specifications.
2. Made yourself familiar with any State laws that pertain to the bid
3. Asked and received any answers to any questions regarding the bid procedure, specifications or general information.
4. Addressed and mailed or delivered your bid to be received at the correct address by the time and date indicated in the Invitation to Bid.

- END OF IFB -