

Yellowstone County



FINANCE
(406) 256-2754
(406) 254-7929 (FAX)

P.O. Box 35003
Billings, MT 59107-5003

December 16, 2025

Christalle Thompson, ARPA Grant Specialist
Montana Department of Natural Resources & Conservation
Via: EMAIL

Subject: Yellowstone County Worden-Ballantine Water & Sewer District Water System Improvements
Request for Relief

Dear Christalle :

Worden-Ballantine Water & Sewer District seeks relief from ARPA Grant Agreement AM-22-0063, Section 7, which states that the Subrecipient agrees to submit documentation of its grant expenses to receive reimbursement from DNRC. While the district is anxious to pay our vendors on the project, the district does not maintain reserves for expenditures as large as those that the vendors require.

Invoices from the District accompany this letter to indicate which invoices were submitted with **AM-22-0063 Draw #6 for \$510,336.32** Those expenses shown without warrant numbers have not been paid to date.

The district understands and will comply with the requirement to pay vendors within 7 days of receipt of the funds from DNRC and will provide documentation of that payment within 10 days of receipt of funds from DNRC.

Thank you for promptly releasing funds to Worden-Ballantine Water & Sewer District.

Sincerely,

Mark Morse, Chair
Yellowstone County Commissioners

STATE OF MONTANA	<ul style="list-style-type: none"> VENDOR RETURNS SIGNED ORIGINAL FILE ORIGINAL WITH TRANSFER-WARRANT CLAIM.
VENDOR INVOICE	
VENDOR'S NAME AND ADDRESS	BILLED TO
Yellowstone County 217 North 27th Billings, MT 59101	DNRC-CARDD PO Box 201601 Helena, MT 59620-1601 Attn Grant Manager: Christalle Thompson

PROJECT INFORMATION:

Grant Agreement Number:	AM-22-0063	Project Name	Worden Ballantine WSD Water System Improvements
Period of Performance:	11/01/25 - 11/30/25	Reimbursement Request Number:	6

DESCRIPTION OF GOODS DELIVERED OR SERVICES RENDERED:

Name of Business/Vendor	Invoice Number	Dates of Service/ Invoice Date	Budget Category / Task Number and Description (see Grant Agreement Attachment B Budget)	Amount
Askin Construction, LLS	4	12/1/2025	Construction	\$505,232.96
MT DOR 1% CGR	4	12/1/2025	Construction	\$5,103.36
GRAND TOTAL				\$510,336.32

STATE USE ONLY APPROVED FOR PAYMENT		<i>I certify that this invoice is correct in all respects and that payment has not been received.</i>	
		Authorized Recipient Name	Mark Morse
		Date Processed	
Authorized Signature		Authorized Recipient Signature	
Date		Title	Yellowstone County Commissioner, Chair



1% Contractor's Gross Receipts Gross Receipts Withholding Return

Form CGR-2 is required to be completed and mailed to the Department of Revenue within 30 days after each payment is made to the prime contractor or subcontractor.

1.	Contract awarded by: Enter the federal employer identification number, business name and address. Place an "X" in the "Government Entity" box if you are remitting the 1% contractor's gross receipts payment on behalf of a prime contractor. Place an "X" in the "Prime Contractor" box if you are allocating the 1% contractor's gross receipts from your prime contractor's account to your subcontractor's account. <div style="text-align: center;"> Government Entity <input type="checkbox"/> Prime Contractor <input type="checkbox"/> </div>
Federal Identification Number (FEIN)	
Name	
Address	
City	
State	
Zip Code	
2.	Contract awarded to: Enter the federal employer identification number, business name and address. Place an "X" in the "Prime Contractor" box if you are remitting the 1% contractor's gross receipts on behalf of a prime contractor. Place an "X" in the "Subcontractor" box if you are allocating the 1% contractor's gross receipts from your prime contractor's account to your subcontractor's account. <div style="text-align: center;"> Prime Contractor <input type="checkbox"/> Subcontractor <input type="checkbox"/> </div>
Federal Identification Number (FEIN)	
Name	
Address	
City	
State	
Zip Code	
3.	Enter the Government Issued Purchase Order Number here.3.
4.	Enter the contract award date here.4. ____/____/20__
5.	Enter the month and year this payment was earned.....5. ____/20__
6.	Enter the gross dollar amount due to the prime contractor or subcontractor here.6. \$
7.	Multiply the amount on line 6 by 1% (.01) and enter the result here. This is your 1% Contractor's Gross Receipts7. \$
8.	Subtract line 7 from line 6 and enter the result here. This is the net amount paid to the prime contractor or subcontractor8. \$
9.	Check the box below that identifies the type of return you are filing and enter the date the payment was made to the prime contractor or subcontractor.....9. ____/____/20__ 9(a) <input type="checkbox"/> I am enclosing the amount reported on line 7 for credit to my prime contractor's account. 9(b) <input type="checkbox"/> I am allocating the amount reported on line 7 for credit to my subcontractor's account.
10.	Enter a description of the work performed under this contract.
11.	Enter the location in Montana where this work is performed. Be specific with your description.

Withholding return submitted by: Select the appropriate box identifying which entity is completing this return; sign this return and enter the information requested below. <div style="text-align: center;"> Government Entity <input type="checkbox"/> Prime Contractor <input type="checkbox"/> Subcontractor <input type="checkbox"/> </div>	
Preparer's Signature	
Preparer's Title	Date
Telephone Number	Fax Number

Please mail this registration to:
Department of Revenue, P.O. Box 5835, Helena, MT 59604-5835

Contractor's Application for Payment

Owner: <u>WBYC Water and Sewer District</u>	Owner's Project No.: _____
Engineer: <u>Great West Engineering, Inc.</u>	Engineer's Project No.: <u>2-16103</u>
Contractor: <u>Askin Construction, LLS</u>	Contractor's Project No.: _____
Project: <u>Phase 4 Water System Improvements</u>	
Contract: <u>WBTC Water and Sewer District Phase 4 Water System Improvements</u>	
Application No.: <u>#4</u>	Application Date: <u>12/1/2025</u>
Application Period: From <u>10/25/2025</u> to <u>11/28/2025</u>	

1. Original Contract Price	\$	1,678,963.00
2. Net change by Change Orders	\$	60,024.58
3. Current Contract Price (Line 1 + Line 2)	\$	1,738,987.58
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	1,765,984.58
5. Retainage		
a. <u>5%</u> X <u>\$ 1,765,984.58</u> Work Completed	\$	88,299.23
b. <u>0%</u> X _____ Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	88,299.23
6. Amount eligible to date (Line 4 - Line 5.c)	\$	1,677,685.35
7. Less previous payments (Line 6 from prior application)	\$	1,167,349.03
8. Gross Amount due this application	\$	510,336.32
9. 1% MT Gross Receipts Tax (1% x Line 8)	\$	5,103.36
10. Unscheduled Employment of the Engineer	\$	-
11. Current Payment Due (Line 8-9-10)	\$	505,232.96
12. Balance to finish, including retainage (Line 3 - Line 6)	\$	61,302.23

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

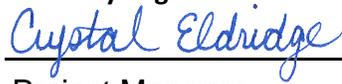
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Askin Construction, LLC

Signature:  **Date:** 12/1/2025

Recommended by Engineer	Approved by Owner
By: <u></u>	By: _____
Title: <u>Project Manager</u>	Title: _____
Date: <u>12/3/25</u>	Date: _____
Approved by Funding Agency	
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	WBYC Water and Sewer District	Owner's Project No.:	
Engineer:	Great West Engineering, Inc.	Engineer's Project No.:	2-14109
Contractor:	Askin Construction, LLS	Contractor's Project No.:	
Project:	Phase 4 Water System Improvements		
Contract:	WBTC Water and Sewer District Phase 4 Water System Improvements		

Application No.: #4 Application Period: From 10/25/25 to 11/28/25 Application Date: 12/01/25

A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information				Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
Change Orders											
CO1	Existing System Isolation	1.00	LS	60,387.00	60,387.00	0.53	32,155.00		32,155.00	53%	28,232.00
CO2	Tie-in at S 15th Rd and E I Rd	1.00	LS	(36,625.00)	(36,625.00)		-		-	0%	(36,625.00)
CO3	Drain Tile Line	1.00	LS	36,262.58	36,262.58	1.00	36,262.58		36,262.58	100%	-
				-	-		-		-		-
				-	-		-		-		-
Change Order Totals					\$ 60,024.58		\$ 68,417.58	\$ -	\$ 68,417.58	114%	\$ (8,393.00)
Original Contract and Change Orders											
Project Totals					\$ 1,738,987.58		\$ 1,765,984.58	\$ -	\$ 1,765,984.58	102%	\$ (26,997.00)