

YELLOWSTONE COUNTY, MONTANA
Invitation For Bid
Metra Upper Lot Crack Sealing

1. Introduction

Notice is hereby given that Yellowstone County is seeking bids from qualified vendors for the crack sealing project on the upper parking lot of MetraPark, located at 308 6th Ave N, Billings, MT 59101. Bids should include the cost of all materials, permits, labor and equipment necessary to complete the project. Please see the scope of work and specifications for this project attached to the end of this IFB as “Exhibit A”.

2. Bid Submission Requirements

To ensure a complete understanding of the project, a mandatory, in-person pre-bid meeting will be held on-site at 11:00AM on Tuesday, October 14th, 2025. For bids to be considered, participants must sign the sign-in sheet provided by the Purchasing Agent. Failure to sign in at the meeting will result in disqualification.

Offerors shall submit five (5) hard copies of the bid in a sealed envelope. All bids must be labeled **“Metra Upper Lot Crack Sealing”**. Bids may either be mailed 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, October 20th, 2025. Bids received after this deadline will not be considered.

All bids must include a Bid Security made in favor of Yellowstone County in an amount equal to 10% of the total bid. The security may consist of a bid bond, cash, a cashier’s check, a certified check, a bank money order, a certificate of deposit, a money market certificate, or a bank draft. The security must be: a) drawn and issued by a federally chartered or state chartered bank or savings and loan association that is insured by or for which insurance is administered by the Federal Deposit Insurance Corporation; or b) drawn and issued by a credit union insured by the National Credit Union Share Insurance Fund; or

c) a bid bond or bonds, original only, no photocopies, executed by a surety company authorized to do business in the State of Montana. Facsimiles, personal and/or business checks are not an acceptable form of security.

Timely bids will be opened and read aloud at 9:00 AM, on Tuesday, October 21st, in Room 3108 on the 3rd Floor of the Stillwater Building, 316 North 26th Street, Billings, MT 59101.

3. Timeline & Selection Process

Event	Date/Time
Publication Dates for IFB	Friday, October 3 rd , 2025 Friday, October 10 th , 2025
Mandatory Pre-Bid Meeting	Tuesday, October 14 th , 2025, at 11:00 AM
Deadline for Bids	Monday, October 20 th , 2025, by 3:00 PM
Bid Opening	Tuesday, October 21 st , 2025, at 9:00 AM
Review of Bids by Selection Committee	Tuesday, October 21 st , 2025, through Thursday, October 23 rd , 2025
Notice of Intent to Award Posting	Tuesday, October 28 th , 2025
Notice of Award	Tuesday, November 4 th , 2025

Yellowstone County reserves the right to modify the above timeline as needed.

A selection committee will be formed and review all bids that meet the submittal requirements. The committee will review to ensure that minimum specifications are clearly met and make a recommendation of award which will be submitted to the BOCC. Bids that do not meet minimum specifications provided will be considered non-responsive.

The Board of County Commissioners intend to award the contract to the lowest responsive and best 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.

4. Amendments to Solicitation

Any interpretation, correction, or addition of this request will be published on the County website at <https://www.yellowstonecountymt.gov/purchasing/>.

5. Contact Information & Questions

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

6. Miscellaneous

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

Metra Upper Lot Crack Sealing

Bid Sheet

Use this bid sheet to provide bid information. If participants would like to present multiple options, please use multiples sheets and clearly label *Base Bid, Alternate #1, and so on*.

Vendor: _____

Bid Amount: \$ _____

Written Amount: _____

Warranty Details: _____

Estimated Start Date*: _____

Expected Completion Date: _____

* Estimate start date using November 4th, 2025, as the earliest start date. This is the targeted date of award but may be subject to change.

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 -

Exhibit A

Crack Seal Special Provisions

1. Description: This item shall consist of preparing the paved surface for crack sealing upon the upper parking lot of MetraPark. Bids should also include site cleanup after the project is finished.

2. Crack Seal General: This item shall consist of the cleaning and sealing of cracks before the application of other surfacing (chip seal, micro slurry seal, pavement overlay, etc.)

Crack Seal Materials: The crack sealant used must meet or exceed the following specifications:

Crack Sealant

Use sealant meeting the following specifications when sampled and prepared in accordance with ASTM D 3405 specifications, or an approved equal that will produce the desired finished product and meets all the required specifications:

Cone Penetration, 77°F (25°C), dmm (ASTM D3407)	90 max.
Flow, 140°F (60°C), (ASTM D3407)	3 mm max.
Resilience, (ASTM D3407)	60% min.
Bond, 0°(-18°), 100% ext. (ASTM 3407)	Pass 3 cycles
Bond, -20°F (-29°C), 50% ext. (ASTM D3407)	Pass 3 cycles
Recommended Pour Temperature	380°F
Safe Heating Temperature	400°F
Asphalt Compatibility (ASTM D3407)	Pass

Sampling

Testing of material will be at the discretion of the engineer or inspector on the job site. Testing may be completed by an independent certified testing firm. If there is a failure of the installed crack seal, or if the engineer or inspector has concerns of failure of the installed crack seal material, testing will be required, and the cost of said testing will be the responsibility of the contractor.

2a. Construction Methods: Contractor shall coordinate the closure of the upper parking lot with MetraPark staff. It is likely that all crack seal work may be done under the closure. Traffic can use the road as soon as the crack is filled and covered with blotter sand (or other approved blotter material) and the crack fill material has “cured”.

Surface Preparation: The cleaning and preparation of the parking lot surface required by the specifications shall include the removal of grass and other vegetative matter growing in any cracks in the parking lot surface. Any vegetative material in the parking lot area where cracks are to be sealed must be sprayed with appropriate materials with a color dye additive to allow visual observation of the engineer or other authorized representative of the Owner that said vegetative material has been sprayed.

- (1) When blowing the cracks clean, material cannot be blown into the open traffic lanes.
- (2) Ensure that both the reservoir and crack are dry and free of dust, dirt and loose materials immediately before applying the sealant.
- (3) Use air equipment producing at least 100 CFM and a continuous line of pressure of at least 125 PSI. The air must be oil and water free.
- (4) The subsequent crack sealing process shall not proceed until a reasonable period of time has passed so as to allow full kill of all vegetative material. The Contractor shall clean the parking lots to be crack sealed prior to the crack seal. No measurement or payment shall be made for this item, but it shall be included in the cost of the other bid items.

Sweeping After Crack Sealing: After a reasonable crack sealing cure time, all parking lot areas shall be swept by the Contractor to remove excess blotter sand (or other blotter materials – if used), and any other materials from the surface of the parking lot. No measurement or payment shall be made for this item, but it shall be included in the cost of other bid items.

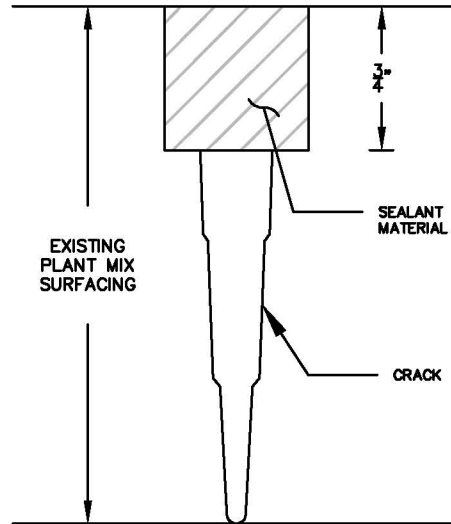
Routing: Routing will be required for cracks of 1/8 inch wide up to 3/4 inch wide. Cracks of width greater than 3/4 inch in width up to 1 1/2 inches in width may be filled without routing (see the attached detail drawing of a typical section).

3. Method of Measurement and Basis of Payment: This item shall be measured and paid for by the lump sum basis for the parking lot area being crack sealed and used in the completed work, at the contract lump sum price bid. The price and payment shall constitute full compensation for all storage, handling, and other charges, materials (including sand, blotter materials, etc.), tools, equipment, labor, and the performance of all work necessary or incidental to complete this work.

CRACKS 1/8" TO 3/4" WIDE

ROUT 3/4" WIDE X 3/4" DEEP
PRIOR TO APPLYING SEALANT

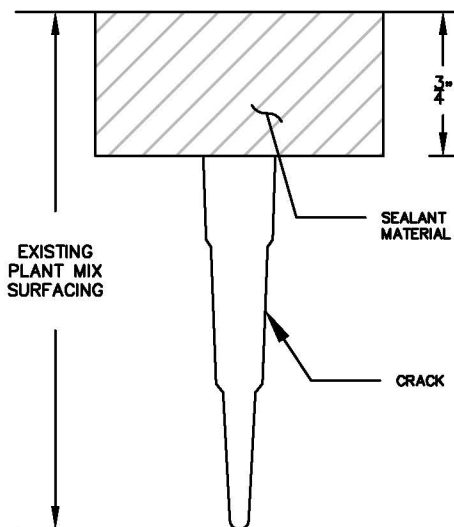
→ 1/8" - 3/4" ←



CRACKS WIDER THAN 3/4" TO 1 1/2" WIDE

NO ROUTING REQUIRED

→ 3/4" - 1 1/2" ←



SCALE NTS	DRAWN BY: <u>DS</u> DESIGNED BY: <u>MB</u> CHECKED BY: <u>MB</u> FILE NAME: <u>PUBLICWORKS-FS/DARIN S/AUTOCAD DWG'S/CRACK SEAL.PDF</u> JUNE - 2011	YELLOWSTONE COUNTY  TITLE TYPICAL SECTION FOR HOT CRACK SEALING	SHEET STANDARD DRAWING 1 OF 1
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