

YELLOWSTONE COUNTY, MONTANA
Request for Qualifications / Request for Proposals
Lockwood TEDD Infrastructure Master Plan Update

1. Introduction

Notice is hereby given that Yellowstone County is seeking a statement of qualifications and a proposal from qualified engineering firms to identify infrastructure improvements that are most likely to catalyze private industrial investment and accelerate taxable value growth within the TEDD.

2. Submittal Requirements

In order to ensure a complete understanding of the required services, a mandatory, virtual meeting will be held at 10:30am on Tuesday, August 25th, 2026. Please reach out to Darian Armer (darian@bigskyeda.org) for an invitation to the virtual meeting.

Offerors shall submit five (5) hard copies of the statement of qualifications and proposals in separate sealed envelopes. All SOQs and proposals must be labeled “**LOCKWOOD TEDD INFRASTRUCTURE MASTER PLAN UPDATE**”. SOQs and proposals 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
Ostlund Building, Room 419, 4th
Floor 2825 3rd Ave North
Billings, MT 59101

All submittals must be received no later than 3:00 PM on Monday, September 14th, 2026. Bids received after this deadline will not be considered.

Timely submittals will be opened and read aloud at 9:00 AM, on Tuesday, September 15th, 2026, in Room 309 on the 3rd Floor of the Ostlund Building, 2825 3rd Avenue North, Billings, MT 59101.

3. Timeline & Selection Process

Event	Date/Time
Publication Dates	Friday, August 14 th , 2026 Friday, August 21 st , 2026
Mandatory Pre-Proposal Meeting	Tuesday, August 25 th , 2026, at 10:30 AM
Deadline for Submittals	Monday, September 14 th , 2026 by 3:00 PM
Submittal Opening	Tuesday, September 15 th , 2026, at 9:00 AM
Review of Submittals by Selection Committee	Tuesday, September 15 th , 2026 through Thursday, September 17 th , 2026
Notice of Intent to Award Posting	Tuesday, September 22 nd , 2026
Notice of Award	Tuesday, September 29 th , 2026

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

Submissions will be assessed by a selection committee on the following objective / subjective scale. A maximum of three (3) candidates with the highest numeric scores will be “shortlisted” and invited to interview with the selection committee. Unsuccessful candidates will be notified immediately after the selection process is complete. After the interviews, the Owner will enter negotiations with the highest ranked candidate. If negotiations are unsuccessful with the highest ranked candidate, the negotiations will be terminated and start anew with the second ranked finalist, and thus, until a suitable agreement can be reached.

Depending on the number and quality of submittals received, the County reserves the right to make the selection of the preferred firm based on the submittal information alone and may decline to conduct the interview stage of the selection process.

Numerical Evaluations and subsequent selection of written submittals per MCA 18-8-204:

1. Experience with projects of similar size and scope in this region - 35%
2. Key team member qualifications and experience - 25%
3. Capability to meet time and budget requirements - 20%
4. Local professional resources to be utilized for this effort – 10%
5. Recent and current work for Yellowstone County – 5%
6. Current and projected workloads – 5%

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 Darian Armer (darian@bigskyeda.org).

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, 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, 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, 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, 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

Phased Approach Update to the Lockwood TEDD Infrastructure Master Plan Scope of Work

The Lockwood TEDD Advisory Board seeks a consulting engineer to identify infrastructure improvements that are most likely to catalyze private industrial investment and accelerate taxable value growth within the TEDD.

Background

The Lockwood Targeted Economic Development District (TEDD) is located north of Interstate 90 and the Interstate 94 interchange and south of the Yellowstone River in Yellowstone County, Montana. The TEDD encompasses approximately 1,200 acres positioned for future industrial and employment-related development. The district is bisected by an active railroad corridor, existing rail spurs serving multiple properties, providing unique opportunities for rail-served industrial development.

Current access to the district is provided by Johnson Lane, Coulson Road, and the North Frontage Road corridor. Regional accessibility is being significantly enhanced through construction of the Montana Department of Transportation's Billings Bypass project, which will provide direct connectivity between Interstate 90 and transportation routes north of the Yellowstone River and the Billings Heights area. The Johnson Lane interchange serves as a key gateway connecting the TEDD to the regional transportation network.

In 2016, the Yellowstone County Board of County Commissioners established the Lockwood TEDD to facilitate strategic industrial growth, infrastructure investment, and long-term economic development opportunities. Subsequent planning efforts, including the Lockwood TEDD Strategic Plan and the 2017 Infrastructure Master Plan, identified critical infrastructure investments necessary to support development within the district.

Since completion of the original Infrastructure Master Plan, several conditions have evolved, including construction of the Billings Bypass, additional utility planning efforts, and recently awarded infrastructure funding through the U.S. Economic Development Administration (EDA). Current efforts include expansion of water and sewer infrastructure toward the TEDD boundary and potential extension of a 10-inch water line along the North Frontage Road corridor.

The Lockwood TEDD Advisory Board and Yellowstone County seek to build upon these prior planning efforts by exploring the option of a phased infrastructure implementation strategy utilizing the findings, recommendations, and technical analyses contained within previously completed TEDD planning documents. This effort is intended to prioritize infrastructure investments that can accelerate development readiness, including parcels located in flood zones, by providing sewer access and supporting phased industrial growth within the TEDD.

District Goals

The Lockwood TEDD is guided by the following economic development and infrastructure objectives:

- Facilitate development of planned, development-ready industrial land;
- Provide a locally driven funding mechanism for strategic infrastructure investment;
- Foster long-term economic and employment growth opportunities;
- Attract industrial users and encourage private capital investment;
- Support rail-served and transportation-oriented industrial development opportunities;
- Coordinate infrastructure investment with the Billings Bypass and regional transportation improvements;
- Support efficient infrastructure phasing and implementation strategies that maximize development readiness and return on investment;
- Encourage multimodal transportation connectivity and alternative transportation opportunities where appropriate.

Project Intent

This project is intended to update and refine implementation priorities identified within the existing Lockwood TEDD Infrastructure Master Plan and related planning documents. The County does not intend for this effort to recreate or replace previously completed infrastructure planning work.

Rather, the selected consultant shall utilize existing studies, technical memorandums, and infrastructure planning documents as the basis for evaluating current conditions, identifying changed assumptions or opportunities, evaluating the feasibility of a phased development, and providing a phased infrastructure implementation strategy focused on development readiness and strategic infrastructure investment. Upon completion, the phased implementation strategy would integrate all phases into a single system and eliminate any redundant phased infrastructure. The TEDD Documents referenced are available for review at

<https://bigskyeconomicdevelopment.org/community-development/lockwood-tedd/>.

The phased implementation strategy shall include a full Environmental Assessment, including a Phase 1, as well as environmental review and clearance considerations necessary to meet U.S. EPA and U.S. EDA project funding requirements, MEPA, NEPA, State of Montana project funding requirements, and BNSF site-certification requirements, for the entire Lockwood TEDD District Study Area.

The primary outcome of this effort should be an actionable implementation and phasing framework that assists the Lockwood TEDD Advisory Board and Yellowstone County in prioritizing infrastructure investments capable of supporting near-term and long-term industrial development opportunities.

Timeline

Yellowstone County and the Lockwood TEDD Advisory Board expect the completion of the project within six months of the consultant's selection.

Project Scope of Work

The project is intended to provide planning-level evaluation and implementation recommendations sufficient to support infrastructure prioritization, grant readiness, and future engineering decisions. Detailed engineering design, surveying, modeling, and construction documentation are not anticipated as part of this scope.

Task 1 – Review of Existing Planning Documents

Consultant shall review and utilize previously completed planning documents including:

- 2017 Lockwood TEDD Infrastructure Master Plan; (**Attachment A**)
- Lockwood TEDD Strategic Plan; (**Attachment B**)
- Preliminary Infrastructure Technical Memorandum by KLJ; (**Attachment C**)
- Billings Bypass planning and engineering information;
- Existing utility and transportation studies;
- Other relevant TEDD planning documents and technical information.

The consultant shall identify:

- infrastructure recommendations that remain applicable,
- changed conditions impacting implementation priorities,
- opportunities to refine infrastructure sequencing,
- temporary or relocatable facilities required for phasing,
- infrastructure investments most likely to support near-term industrial development.
- Phasing that provides earlier utility access to floodplain properties.

Task 2 – Existing Conditions and Development Readiness Evaluation

Rather than conducting a full redevelopment analysis, the consultant shall:

- evaluate current infrastructure availability and constraints;
- assess transportation and freight access opportunities;
- review rail-served development potential;
- identify development-ready and catalyst areas within the TEDD;
- evaluate the potential need for environmental review/assessment associated with recommended phased infrastructure improvements;
- evaluate infrastructure gaps limiting industrial development potential.

Particular consideration should be given to:

- the Billings Bypass;
- Johnson Lane interchange connectivity;
- frontage road access;
- railroad and rail spur access;
- water rights, types and conversion rates
- utility extension opportunities;
- and industrial development patterns.
- Freight mobility considerations;
- Truck circulation and industrial access;
- Rail-served development opportunities;
- Coordination with MDT access management;
- Connectivity to regional freight corridors.

Task 3 – Infrastructure Phasing Strategy

Consultant shall prepare a phased infrastructure implementation strategy that:

- prioritizes infrastructure investments capable of supporting industrial development readiness;
- identifies logical sequencing of water, wastewater, roadway, stormwater, and utility infrastructure improvements;
- evaluates infrastructure phases based on development potential, cost efficiency, constructability, and economic impact;
- evaluates how environmental review and potential environmental constraints may affect the timing, cost, feasibility, and sequencing of each infrastructure phase;
- identifies infrastructure trigger points for future phases;
- Identifies connectivity of phases into a single system;
- coordinates recommendations with existing and anticipated public infrastructure investments;
- integrates environmental review, clearance requirements, and BNSF site-certification considerations;
- incorporates planning-level cost estimates for each phase.

Task 4 – Environmental Review and Clearance

Consultant shall complete environmental due diligence for the entire TEDD Study Area including:

- a Phase 1 Environmental Site Assessment by a qualified environmental professional;
- environmental review that satisfies applicable U.S. EPA and U.S. EDA project funding requirements, MEPA, NEPA, State of Montana project funding requirements, and BNSF site-certification requirements;
- evaluate how environmental findings and clearance requirements may affect the timing, cost, feasibility, and sequencing of each recommended infrastructure phase;
- incorporate environmental review and clearance considerations into the final phased infrastructure implementation strategy.

Deliverables

Consultant shall identify “early action” infrastructure projects that can reasonably be implemented within the near term to support marketable industrial development sites and private investment attraction efforts.

Midpoint, provide an interim report to the Lockwood TEDD Advisory Board of:

- Existing Conditions Memo;
- Preliminary Phasing Matrix;
- Draft Infrastructure Priorities Map;
- Community Engagement – host a local property owner informational/educational meeting

Completion

- Existing Conditions and Findings Memorandum;
- Infrastructure Phasing Matrix;
- Development Readiness Mapping;

- Phase 1 Environmental Site Assessment;
- Environmental Review and Clearance Memorandum for entire TEDD Study Area;
- Planning-Level Cost Estimates by Phase;
- Infrastructure Prioritization Recommendations;
- Final Phased Infrastructure Implementation Strategy Memorandum;
- Presentation to the TEDD Advisory Board and Yellowstone County Commissioners.

The County encourages efficient use of previously completed planning documents and available technical information to avoid duplication of prior work.

Planning-level opinion-of-probable-cost estimates by infrastructure phase are sufficient for purposes of this project.