



## Pre-Bid Meeting Notes

**Project:** Big Arm State Park Archery Range Project  
**Date/Time:** 11 am, 10/13/2022  
**Location:** Big Arm State Park

The text below contains notes from the Pre-Bid Meeting for the Big Arm State Park Archery Range Project. The meeting agenda is shown below in black text and meeting notes are shown in red.

### Discussion Items:

- **Introduction**

See attached list of attendees.

- **Project Overview**

- General Project Description (Toby):

- This project includes all elements of a new archery range on vacant land. Mainly included is a covered shooting range, paved approach and gravel parking lot, vault latrine, trails through a walking archery course, and one elevated shooting structure.
    - Base bid includes installing gravel up to pavement base course grade in the main parking lot. Some additional gravel will be required to transition to sidewalk, ADA parking, and asphalt apron. Paving from highway 93 to the property line is a part of base bid.

- State Bidding documents and permits (Randi):

- Bid opening Thursday October 20<sup>th</sup> at 3pm in the office of Design and Construction, 1522 Ninth Ave, Helena, MT 59620.
      - It is highly recommended that bids are not “next day mailed” the day before bid opening since they will most likely not be received on time.
    - Specific Contracting requirements
      - Typical state contracting requirements apply. Refer to the project manual. Randi can be contacted with questions.
    - Permits by Owner – MDT Approach Permit, DEQ.
      - MDT Approach Permit, DEQ approval for latrine, and MDT Utility Occupancy permit have been obtained.
  - Contractors to contact CSKT Indian Preference Office for current Plan of Compliance requirements for Construction Projects within the Reservation.

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- The owner is currently working to obtain an easement for the electrical service between Mission Valley Power (MVP) and the DNRC.
- Permits by Contractor – MDT encroachment, traffic control, SWPPP, Septic Permit, etc.
  - The contractor will need to obtain State electrical permit, Lake County Septic permit, SWPPP permit (may be EPA SWPPP).
  - Contractor to contact tribe to make sure additional permits are not required.
  - Contractor to coordinate ROW work with MDT as required to complete the work.
- **Additional Items**
  - Project timing
    - The project will be awarded as soon as possible after bid openings. Typically, a 10-day minimum time period between bid opening and notice to proceed (often dependent on getting bonds etc).
    - A project start date as soon as possible after notice to proceed. FWP realizes that a winter shutdown may happen which would not count towards project duration.
    - Prefabrication of the structures over the winter is allowable.
    - FWP intends for the range to be open by Memorial Day Weekend 2023.
    - Potential delays in electrical service components would not limit use of the archery facility.
  - Site layout
    - A site walk with Amy Grout from FWP and Engineer to occur after the archery trail, shooting stations, and targets are staked and before installation. This will be required to ensure safety and orientation of site elements such as shooting platform.
    - Slight deviations to the routing of the trail in the field will be allowed as necessary to avoid site obstacles or to improve trail grading. The desire is to limit removal of existing trees.
    - Hauling away material associated with construction of the earthen trail are not anticipated. The contractor will be able to dispose of organics alongside the trail, preferably on the downhill slope. Piling of excess organics is not allowed.
    - It is anticipated that fractured bedrock will be encountered during excavation. If solid bedrock requiring hammering for excavation is encountered coordinate with FWP and the Engineer.
  - Bid Alternates FWP hopes that the budget allows for awarding the entire project, but will ultimately dependent on bid results.
    - #1 – Platform Shooting Station
    - Site visit by Engineer or FWP will be required after structure is staked and prior to installation to verify orientation.

- #2 – Main Parking Pavement & Striping
- #3 – Overflow Parking
- #4 – Overflow Parking Pavement
- Testing Requirements
  - Testing requirements are noted in the technical specs and include density testing for the parking areas and concrete testing. Testing is not required on the earthen portion of trail but some is required on ADA trail to ensure a stable surface is provided.
- Utility Coordination
  - The contractor will be required to coordinate with Mission Valley Power for electrical install. Mission Valley Power Fees have been paid by owner.
- Questions?
  - Pressure washing of equipment prior to mobilization to the site and best practices onsite for preventing the spread of weeds is required.

