1. RAILROAD COORDINATION AND FLAGGING [107] (REVISED 4-25-24 M)

Schedule work and coordinate flagging requirements as set forth by a separate agreement between the corresponding railroad and the contractor. The Department will reimburse the Contractor for railroad flagging and inspection required in accordance with Subsection 107.07. Submit flagging and inspection invoices to the Department’s Project Manager for review. Flagging and inspection charges incurred due to the Contractor’s failure to provide the necessary notice to the railroad and the Department will be at no cost to the Department.

User Note-Select the applicable paragraph below

Contact Mary Ann Monaldi – BNSF Manager Public Projects at [maryann.monaldi@bnsf.com](mailto:maryann.monaldi@bnsf.com) to begin the process of executing the Railroad Agreement (C1). Begin this process upon receipt of Notice of Award as it may take 8 to 12 weeks to complete the process. There will be no additional fees associated with this document. Prior to submitting insurance contact BNSF Manager Public Projects. For reference, the Agreements can be accessed online at <https://www.bnsf.com/in-the-community/public-projects/index.page>. See Appendix B for links to Contractor Requirements (Exhibit C) and Contractor Right-of-Entry Agreement (Exhibit C-1).

The agreement can be accessed online at <https://bnsf.railpermitting.com>. There will be additional fees associated with this process. The Department will pay for the approved processing fee. Begin this process upon receipt of Notice of Award as it may take 8 to 12 weeks to complete the process. The Contractor may choose to pay the Rush Fee; however, the Department will only pay regular processing fees. If you need assistance or have questions, contact Melissa Woodruff at (817) 230-2626 or email [melissa.woodruff@am.jll.com](mailto:melissa.woodruff@am.jll.com).

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| --- | --- |
| Railroad Information: | |
| RR DOT# | Enter DOT# |
| RR Mile Post | Enter Mile Post |
| RR Subdivision | Enter Sub |
| RR Line Segment | Enter LS |
| Cost of Work on RR RW | Enter $$Amount |

Attend a mandatory railroad preconstruction meeting at a mutually agreeable date and time at least 30 calendar days in advance of any work within railroad right-of-way. The meeting may involve travel to each location to determine the nature of staging areas, access, or any temporary crossings needed for the project.

Prior to entering or beginning work within railroad right-of-way, the completed railroad Agreement and the associated insurance certificates must be submitted to the Construction Engineering Services Bureau in Helena. Email documents to [mdtcontractadminsec@mt.gov](mailto:mdtcontractadminsec@mt.gov). Failure to provide this documentation can result in contractor work operations within railroad right-of-way being shut down until they have been received.