

Upcoming Dates

- DBE Room May 21, '03, Colonial, Helena
- Bid Letting May 22, '03, MDT Helena



New Express Blower Equipment to seed remote locations with access problems or excessive slopes
Quality Landscape, Belgrade, MT

Nancy Warneke Named 2003 Montana SBA Minority Small Business Advocate of the Year

Congratulations!! Nancy is the Director of the Salish Kootenai College, Tribal Business Center in Pablo, MT.

MONTANA DBE PROGRAM

Darren Kaihlanen, DBE Program Manager
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Letter From Darren Kaihlanen

It is with mixed emotions that I ask Rebecca to publish this in the DBE Newsletter. However, I would like to take this opportunity to address all DBE companies as well as those companies that have been supporters of the DBE Program.

Effective May 30, 2003, I am resigning my position at the Montana Department of Transportation as the DBE Program Manager. Over the past few years I have enjoyed watching companies grow and achieve many successes in the program and I will truly miss being part of that opportunity.

I wish all of you the best of luck in your future endeavors and I thank you for allowing me to serve you as a representative of MDT and your state's government.

Darren Kaihlanen

DBE Participation/Goal Comparison

MDT federally-funded projects, as of April 30, 2003:

DBE Participation is 5.43%

DBE Goal is 7.36%

(FY2003, Pending FHWA Approval)

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Montana DBE Company Monthly Update

Newly DBE-Certified Companies:

B & B Diversified Materials, Fairfield, CA -

Owner, Beverly Christensen

Supplier - Miscellaneous railroad materials & tools.

Ethnoscience, Inc., Billings, MT -

Owner, Lynelle A. Peterson

Consultant – Historical & Cultural Resource Assessment, Anthropology, Native American Consulting, Ethnography, Cultural Impact Studies, Archaeology, Resource Inventory & Evaluation, National Register Nominations Research.

Change to DBE Training Workshops

Due to poor attendance at the last workshop, Contractor Quality Control Management, in general, future workshops will have a \$25.00 fee and registration form requirement. If you attend the workshop, your check will be returned.

Training is provided to meet your needs. If you need specific training, please send your suggestions to Rebecca. If we get a positive response from contractors/consultants for specific training, we will do our best to offer the training at a low cost. However, you must commit to attending; otherwise it is a waste of time and money for us to put on workshops that only a few attend.

“Best Practice” Business Tips

Please share your best practice tips for your business with other DBE companies. If we publish your tip, you will receive an MDT coffee cup. Please e-mail your tips to Rebecca.

Reminder -

DBE Companies – Have you filed your Quarterly Activity Report that was due 4/30/03? If not, please help us out and get those in to Rebecca. The form is on DBE Supportive Services web site.

Element K On-Line Courses Offered

Sign up for courses now – deadline is **May 31st**. You can use your reimbursement funds to take courses on your computer. Over 800 courses are offered. www.elementk.com
Check it Out - Call Rebecca today!

As Read MDT April 24, 2003 Bid Letting Results

Project Title and #	Prime Bidder	Low Bid Amt	DBE Participation	\$s	and %
STPHS 56(57) Guardrail - Old US 87	Omo Construction, Inc.	\$ 93,610	\$ 66,962		71.53%
STPHS 14-4(17)140 2000 Signing - 14 KM E of Ryegate	Omo Construction, Inc.	\$ 11,067	\$ 11,038		99.73%
STPS 251-2(7)45 Flaxville - South	Northern Improvement Company	\$ 851,610	\$ 67,221		7.89%
NH 63-2(6)19 1 KM N of Judith Gap - North	Century Companies, Inc.	\$ 931,425	\$ 58,693		6.30%
STPS 0002(664) Shiloh Road/South Frontage Road - Billings	H L Construction, Inc.	\$ 364,592			
STPP 1-2(120)128 Signal - US 2/Birch Grove Road	Montana Lines, Inc.	\$ 358,630	\$ 296,923		82.79%
IM 90-7(85)340 1 KM East of Jct US 89 - East	Riverside Contracting, Inc.	\$ 4,083,989	\$ 249,448		6.11%
NH 50-2(50)48 Big Sky - North	Riverside Contracting, Inc.	\$ 1,827,316			
STPS 229-1(3)5 North Montana Ave - Helena	Helena Sand & Gravel, Inc.	\$ 340,800	\$ 27,781		8.15%
STPP 14-5(16)196 Melstone East & West	Wickens Construction, Inc.	\$ 10,099,238	\$ 313,408		3.10%
STPHS-NH 85-1(8)5 Turn Bays - South of Belgrade	JTL Group, Inc. - Belgrade	\$ 417,335			
NH 1-2(125)143 Signal - Main St. Hungry Horse	Schellinger Construction Co.	\$ 2,143,196	\$ 309,103		14.42%
STPP 39-1(29)12 Colstrip - South	E H Oftedal & Sons, Inc.	\$ 8,292,962	\$ 248,871		3.00%
STPHS 0002(481) 1997 D1 Misc Safety	JTL Group, Inc. - Kalispell	\$ 224,501	\$ 19,324		8.61%
BH 1805(9) Silver Bow Creek - Montana Street - Buttte	Edward T Copps Construction	\$ 427,644			

DBE Supportive Services Survey Results (Feb 2003)

17 surveys received. Ratings were:

- Overall Services - 8 Good, 8 Excellent
- DBE Newsletter - 3 Fair, 5 Good, 9 Excellent
- Reimbursement Program - 2 Fair, 7 Good, 7 Excellent
- One-on-One Consulting Services - 5 Fair, 2 Good, 8 Excellent
- DBE Room - 5 Fair, 7 Good, 2 Excellent
- Training/Workshops - 10 Good, 6 Excellent

Suggested Improvements were: More information on How-To Marketing, Big picture stuff like reauthorization T-3, "best practices" by DBEs; more training on accounting procedures, technical, setting up a company, certified payrolls, marketing, GSA supplier list; higher reimbursement amounts, more money for training; more DBEs attending the DBE room; more opportunity marketing.

Bamby and Rebecca will continue to strive to meet each companies needs in the DBE Program. Please let us know anytime what you need and how we can better meet those needs. We have enjoyed working with each of you and hope we may help your business grow and prosper.

Wage and Hour Issues

Montana Employment Law Letter, April 2003

Although your business might be governed by the federal Fair Labor Standards Act, you're also subject to Montana law. Under state law, you aren't allowed to deduct from an employee's pay for mistakes or breakage or loss. Those may be disciplinary issues, but you can't take away wages.

State law also says you can't require an employee to use electronic deposit for payroll checks unless you have her consent. In fact, you should get a written consent from the employee for any deductions other than those mandated by law.

Montana law doesn't require you to give employees rest breaks. If you do, however, you must continue to pay them during any break of less than 30 minutes. Breaks of 30 minutes or more can be unpaid as long as employees are completely relieved from duty.

One last little tip: Merely paying an employee a salary doesn't make him exempt from the overtime regulations. To be exempt, an employee must meet the tests set out in the law. To make matters more confusing, some employees may be exempt under federal law but not under state law. That's why we advise you to always check before you decide how to categorize an employee.

Montana Job Source Job Link Web Site

Post your job advertisements free on this web site:

<http://jsd.dli.state.mt.us/mjshome.htm>

Quote of the Month

The most important single ingredient in the formula of success is knowing how to get along with people.

THEODORE ROOSEVELT

MDT Request Statement of Qualifications (SOQ)

MDT is requesting SOQ from consulting firms to provide services in environmental investigation, site assessments, and remediation for hazardous materials investigation and remediation. Projects are statewide. The consultant will assist MDT with compliance with laws, rules, and regulations related to hazardous waste, materials, asbestos, solid waste, and air and water quality. Scope of work includes: Investigation of MDT Right-of-Way; Investigation of MDT Maintenance Facilities, Construction, Regulatory Compliance, Solid and Hazardous Waste Identification and Disposal, Consultation, Petro Board Reimbursement, Design, Impaired Streams, Source Water Protection, Compliance, and Project Reporting. Proposal is due June 2, 2003. Please contact me for a complete copy of this request.



Keith Reiss, Northern Improvement Co.,
North Dakota, DBE Room, April 23,

Free Safety Workshops by Montana State Fund (MSF)

May 13 – Glendive, May 14 - Billings
May 15 – Bozeman, May 20 - Helena
May 21 – Lewistown, May 22 – Butte

MSF is helping employers control their rising insurance costs and improve their workplace safety environment. Call 800-332-6102, ext 5892.

Your Credit Score

Credit Scores are the three digit numbers that lenders use to decide whether to lend you money and at what interest rate. Historically, the credit score is a number between 300 and 900. The rationale is that the higher the score the less risk there is to the lender that you will not repay the loan.

Fair, Isaac and Company, the credit scoring standard, provides the major credit bureaus (Equifax, Trans Union and Experian) with a credit score formula. The bureaus use the formula to generate numbers, which are known as FICO scores.

Until now FICO scores have been closely held by lenders and not generally available to consumers. By June 2001, at least one state, California, required that credit bureaus provide the credit scores to state residents who are applying for credit. In addition to the calculation of a credit score, credit bureaus also generate "reason codes" which explain why your score is not higher. California will require lenders to disclose the top 4 reason codes.

How Your Credit Score is Determined:

1. Payment History: Approximately 35%
2. Amounts Owed: About 30%
3. Length of Credit History: About 15%
4. Pattern of Credit Use: About 10%
5. Types of Credit in Use: About 10%

Generally a Credit Score of **650 and above** indicates a very good credit history. People with these scores will usually find the loan process quick and easy, and will have a good chance to obtain a loan at a relatively low interest rate.

Scores between **620 and 650** indicate basically good credit. (Average FICO scores fall into this range.) People with scores in this range have a good chance at a loan at a good rate, but may have to provide additional documentation and explanations to the lender before the loan is approved.

A score below **620** may prevent a borrower from getting the best interest rates, as they may be considered a greater credit risk but it doesn't mean funding can't be found

This information from Consumer Credit Score Online
<http://www.credit-scoreonline.com>

SBA Office of Advocacy

Small businesses...

- Represent more than 99% of employers
- Employ 51% of private-sector workers, 51% of workers on public assistance, and 38% of workers in high-tech occupations
- Represent nearly all of the self-employed, which are 7.0% of the civilian work force
- Provide about 75% of the net new jobs
- Provide 51% of the private sector output
- Represent 96% of all exporters of good
- Obtain 33.3% of federal prime & sub dollars
- Are 53% home-based & 3% franchises

These statistics and other small business frequently asked questions (FAQ's) can be found on their website:

www.sba.gov/advo/stats/sbfaq.html

Credit Scoring...

**A News Release from John Morrison,
Montana's Insurance Commissioner, 4-8-03**

HELENA - State Auditor John Morrison filed an administrative action Tuesday against Farmers Alliance Mutual Insurance for alleged violations of the law involving credit scoring.

Morrison alleges that Farmers Alliance failed to provide a Bozeman consumer with specific reasons for increasing her insurance premiums after she had submitted a request to the company in writing.

"Credit scoring is a consumer issue of national concern, but Montana law allows for its use," said Morrison, Montana's Insurance Commissioner. "If companies are going to use it, consumers have the right to know how it is being used and how it affects their premiums."

The woman referenced in the administrative action, a professor at Montana State University, received a large automobile insurance rate increase. She was directed by her insurer, Farmers Alliance, to look at her credit rating and credit score as potential causes for the rate increase.

Choice Point, a credit scoring entity used by many insurers, reported significantly different credit scores for the consumer and her husband. The woman's credit score was 188 points lower than her husband's.

In its notice of proposed agency action the State Auditor's Office asserts that there has been no change to the couple's financial status over the past two years that could justify a change in financial stability as determined by the insurance company. In fact, the State Auditor's Office found that after more than 20 years of marriage, the consumer and her spouse's credit reports were very favorable and nearly identical. The woman's report noted a "lack of reported information on oil company accounts."

Choice Point provided the woman with a general explanation of items that affect credit scores, including the following:

1. Consumers who use retail accounts to buy merchandise have more insurance losses. Retail accounts include clothing stores, jewelers, furniture, mail order and stores such as J.C. Penney's or Sears.
2. Consumers who have established accounts with oil companies have better loss experience. This includes cards issued by gas/service stations such as Texaco. BP.

Highway Safety and Work Zone Awareness Excerpts - Speaking Points - Dave Galt, Director MDT (April 7, 2003)

Across the nation, travelers are focusing on the start of the construction season and the increased traffic that the summer and fall seasons bring. In calendar year 2001, one thousand seventy-nine (1,079) people were killed in work zone accidents throughout the United States, six (6) of them in Montana.

As if those statistics weren't troubling enough, the Federal Highway Administration reports that four out of five fatalities in work zones are motorists. That's right - motorists. Most people do not realize that motorists are the individuals at highest risk in roadway work zones. By educating our travelers, we can save lives. I am here to ask you to do your part in making our work zones a safe place for motorists and workers alike.

1. Pay attention to the orange signs that indicate you are approaching a work zone, and give your full attention to the roadway.
2. Turn on your headlights.
3. Slow down to the posted speed limit.
4. Keep up with the traffic flow.
5. Minimize distractions, and be patient.
6. And, last but not least, utilize MDT's new 511 traveler information service to learn about roadway construction prior to hitting the road.

Six fatalities in Montana work zones in 2001 was six too many. I challenge the public to help bring that number down to zero this year. I would like nothing more than to stand here one year from now and tell you that we accomplished our goal of zero fatalities in Montana work zones in 2003.

FRAUD IN HIGHWAY CONSTRUCTION

When any program increases significantly in funding as the Federal-aid program did in 1998 under TEA-21 – up 40 percent nationally – the risk of waste and mismanagement increases. That is why the Department of Transportation (DOT) has placed a greater emphasis on fraud prevention and detection. FHWA division offices and State transportation agencies have a responsibility to report suspicions of fraudulent activity in highway construction projects. They also are required to ascertain that the people they do business with are eligible to participate in Federally-assisted projects--that they are not "excluded parties." Excluded parties are individuals/ companies debarred, suspended, proposed for debarment, or declared ineligible by a Federal agency.

REPORTING SUSPICIONS OF FRAUD, WASTE, OR ABUSE

Any suspected fraudulent activity--whether it involves a Federal or State employee, contractor, subcontractor, or any other participant in a Federally-assisted highway project-- should be reported to one of the contacts listed below.

A few examples or indicators of possible fraud are listed below.

- Falsifying DBE Application and/or support documents
- Prime or subcontractors acting as fronts
- Kickbacks, employer takes out unauthorized deduction from employees pay, contractor forces employee to reimburse contractor because they let the employee work on a project or for that company
- Prime contractor making a payment to the subcontractor, but the work is performed by the prime contractor employees
- Questionable documentation-- altered, backdated, modified, or missing information
- Use of multiple or unusual mailing addresses and post office boxes on documents and certifications
- Mismatching or mislabeling of products or materials
- Incomplete contractor or supplier files--missing original delivery records or certifications showing source, specifications, tests
- Consistent cost overruns
- Truck weight tickets showing loads that exceed truck capacity
- Preparing and submitting false certified payrolls and other documents to public contracting agencies
- Evidence of bid rigging
- Falsifying books, records and tax returns of their companies
- Submitting false documentation to various unions and union benefit funds

Federal funds available through grant programs should be used to accomplish the intended goals of the DBE Program. Any indication of fraud, waste, abuse, or mismanagement of the DBE funds, the DBE Program, Labor Compliance, and related Federal-aid programs should immediately be reported to MDT at (406) 444-6331, TTY: (406) 444-7696, FHWA at (406) 449-5307, or the Office of Inspector General at (800) 424-9701, U.S. Department of Transportation. Callers may be anonymous and may request that their identity be protected. To report suspicious activity, call the National OIG hotline (800-424-9047) or e-mail hotline@oig.dot.gov

MDT Highway Construction Projects Invitation for Bids, Letting of May 22, 2003

For the most complete and timely bid information, go to the web site <http://mdt.state.mt.us/cntrct/contract.htm> and click on Invitation for Bids. While the newsletter has notices posted, do not rely on this information alone.

Sealed bids on the following projects will be received by the MDT-Highways Division, Contract Plans Section, Room 101, 2701 Prospect, Helena, MT until 9:00am on May 22, 2003. Bids proposals, plans, cross-sections, and full instructions to bidders are on file for examination, and may be obtained from the Contract Plans Section 406-444-6216, 6212 or 6215, Fax 406-444-7236 or go to web site <ftp://ftp.mdt.state.mt.us/contract/orderform.pdf> for order form.

1. **Battlefield-East, Federal Aid Project No. NH 37-1(23)0** Surface reconstruction, grade, aggregate subbase, cement treated base, plant mix bituminous surface, seal & cover on 13.9 km of Battlefield-East Rd on US 212 in Bighorn County. DBE contract goals at 1.5%.
2. **10th Ave. South-River Drive, Federal Aid Project No. STPP 10-1(22)0** Grading, plant Mix Surfacing, PCCP, sidewalks, signing, signals, water mains, storm drains & sanitary sewers on the 10th Ave. South-River Drive project in Cascade County. DBE contract goals are 4.0%.
3. **Shelby-North, Federal Aid Project No. IM 15-8(56)366** Leveling, plant mix overlay and seal and cover on 23.6 km of the Shelby-North project on I-15 in Toole County. DBE contract goals are 2.0%.
4. **District 2 – Seismic Retrofit, Federal Aid Project No. IM 0002(455)** Seismic retrofit on sixteen structures on the District 2 – Seismic Retrofit project in Gallatin County. DBE contract goals are 0.0%
5. **JCT. MT 44 – North & South, Federal Aid Project No. STPP 3-3(16)84** Plant mix bituminous surfacing overlay, seal and cover on 9.0 km of the JCT. MT 44 – North & South Road on US 89 in Pondera County. DBE contract goals are 2.0%
6. **Pass Creek – 2 Km SW of Wyola, Federal Aid Project No. BR 9002(31)** Construction of a 31.0 meter prestressed concrete beam bridge and grading, aggregate surfacing, plant mix surfacing, seal & cover of approaches on 0.3 km of the Pass Creek – 2 Km SW of Wyola project on a Big Horn County road from RP 0.40 to 0.60. DBE contract goals are 2.0%.
7. **Scott Street - Gardiner, Federal Aid Project No. NH 11-1(42)0** Plant mix bituminous surfacing, seal and cover on 1.7 km of the Scott Street-Gardiner project on US 89 in Park County. DBE contract goals are 5.0%.
8. **Downtown Sidewalk Ramps - Havre, Federal Aid Project No. CM 5799(8)** Vaulted sidewalk, sidewalk ramps on the Downtown Sidewalk Ramps-Havre project in Hill County. DBE contract goals are 0.0%.

MT Contracting Opportunities

MDT Purchasing Department Bid Invitations

[306865](#) Bearmouth Rest Area Maintenance - Opens May 29, 2003 3:00pm

[csd004](#) Hazardous Materials Investigation & Remediation - Opens June 02, 2003

[306869](#) Seeley Lake North Overlay - Opens May 29, 2003 3:00pm

[306867](#) Hanger Doors - Opens May 27, 2003 3:00pm

[306858](#) Wolf Point Janitorial Services - Opens May 28, 2003 3:00pm

The Montana Department of Environmental Quality is seeking assistance from entities interested in providing professional, technical assistance to public water supplies in performing security vulnerability assessments and in preparing emergency response plans. Bid Date: June 3, 2003. RFP 03-605P

<http://www.discoveringmontana.com/dao/gsd/osbs/AllSolListingNew.asp>

Cowell Conservation Easement-Interior Fencing Phase III, 60 miles south of Malta, FWP 7995313. Bid Date: May 29, 2003, Bid Walk Through May 20, 2003, Westside Café in Malta 1:00pm, Montana Fish, Wildlife and Parks, Design and Construction Bureau, (406) 841-4000

Rudyard Park Landscaping, Hill County, Bid Date: May 29, 2003, 1 sprinkler irrigation system. Pre Bid May 15 1:30pm Commission Office, Hill County Commission at Havre, Montana.

The Chippewa Cree Tribe, Tribal Water Resource Department will receive sealed bids on Bonneau Dam Phase II, Aggregate Material Production Contract including the production of approximately 86,000 cy of RCC Aggregate and 51,000 cy of Granular Drain Material. These site visits are schedule for Thursday, May 8, 2003 at 9:00 AM. Contact Jay Eagleman at(406)395-4225 Bid Date: May 29, 2003. For further information call (406) 395-4225 for Jim Morsette.

MT Contracting Opportunities–Continued

Clark's Return Roads, Presolicitation, RFP-R1-02-03-28, Bid Date: June 20, 2003 Forest Service, R-1 Beaverhead-DeerLodge National Forest, Project consists of minor clearing, brushing, excavation for turnouts, spot aggregate placement, construction of roadway drainage features and signs on approximately 15.6 miles of existing single-land road. The project location is approximately 20 miles west of Wisdom, MT, in the Trail Creek, Lost Trail Pass, Gibbons Pass area. A Pre-Bid Meeting is scheduled for June 5, 2003. The solicitation package will be available for bidders approximately the end of May 2003. Lisa Rakich, Procurement Technician, Phone 406-683-3968, Fax 406-683-3844, Email lrakich@fs.fed.us <http://www.epa.gov/spg/USDA/FS/0356/RFP-R1-02-03-28/listing.html>

South Phillips Fences 2003 located in north central Montana, ESQ 030118, Bid Date: June 5, 2003, BLM Montana State Office, Furnishing labor, equipment, supplies and materials, except for specified Government-furnished property to construct approximately 16.5 miles of new fence with appurtenances, and remove approximately 16.5 miles of existing fence. Work is in Phillips County, state of Montana. Lori Mading Purchasing Agent 4068965196 Lori_Mading@blm.gov; <http://www.epa.gov/spg/DOI/BLM/NBC/ESQ030118/listing.html>

Larb Fences in Montana, ESQ030121, Bid Date: June 5, 2003, BLM MONTANA STATE OFFICE. Furnish labor, equipment, supplies and materials, except for specified Government-furnished property to construct approximately 12.7 miles of new fence with appurtenances, and remove approximately 12.7 miles of existing fence. Work is located in Phillips County, State of Montana. Lori Mading Purchasing Agent 4068965196 Lori_Mading@blm.gov; <http://www.epa.gov/spg/DOI/BLM/NBC/ESQ030121/listing.html>

Sheppard Griffin Road Decommissioning on the Flathead NF, RFQ_R1-10-03-21, Bid Date: June 4, 2003, Flathead National Forest, The project consists of reclamation of approximately 17 miles on numerous roads located on the Tally Lake Ranger District, Flathead County, Montana. Items of work include stake re-establishment; construction of road closure berms, rock barriers, waterbars, and removal and disposal of culverts; stream restoration; and seeding, fertilizing, and mulching. Additionally, erosion control blankets and straw wattles are required to be placed as specified. Barbara Venturini, Procurement Technician, Phone 406-758-5318, Fax 406-758-5326, Email bventurini@fs.fed.us - Nola Rice, Procurement Technician, Phone 406-758-5310, Fax 406-758-5326, Email nrice@fs.fed.us <http://www.epa.gov/spg/USDA/FS/0385/RFQ%5FR1-10-03-21/listing.html>

Highway Construction, MT PFH 29-1(1), DTFH70-03-B-0009, Lakeside to Nelson Road, Bid Date: June 5, 2003, Western Federal Lands Highway Division, Helena National Forest, Lewis and Clark County, Montana. This action is being considered for a total hubzone small business set-aside. This work consists of 5.14 km of foamed asphalt base stabilization, asphalt concrete pavement, geogrid reinforced earth fill, guardrail, striping, and signing. Project is located approximately 20 km northeast of Helena, Montana. Western Federal Lands Highway Division, Phone (360)619-7520, Fax (360)619-7932, Email contracts@wfl.fha.dot.gov <http://www.epa.gov/spg/DOT/FHWA/WFL/DTFH70-03-B-00009/listing.html>

Lemhi Pass Road & Sacajawea CG Upgrade, RFP-R1-02-02-34, Bid Date: May 30, 2003, R-1 Beaverhead-DeerLodge National Forest, Lemhi Pass Road Reconstruction and Sacajawea Campground upgrade. Work includes clearing & grubbing, removal of existing metal pipe culverts, installation of silt fence, soil erosion and pollution control, earthwork geotextile, placing aggregate, replacing cattleguards, seeding and removal and installation of signs. Karen Weidenbaugh, Supervisory Contract Specialist, Phone 406-683-3983, Fax 406-683-3844, Email kweidenbaugh@fs.fed.us - Lisa Rakich, Procurement Technician, Phone 406-683-3968, Fax 406-683-3844, Email lrakich@fs.fed.us <http://www.epa.gov/spg/USDA/FS/0356/RFP-R1-02-02-34/listing.html>

Fort Howes Water System, IFB-R1-08-03-14, Bid Date: June 2, 2003, R-1 Custer National Forest, The work consists of constructing a chlorination building & installing PVC water line; furnishing & installing gravity sewer line, one trailer sewer connection, PE water line, Brenda Pretty Paint, Procurement Technician, Phone 406-657-6205 x216, bprettypaint@fs.fed.us The project is located at Fort Howes 25 miles south of Ashland, MT. <http://www.epa.gov/spg/USDA/FS/0355/IFB-R1-08-03-14/SynopsisP.html>

Clarks Return – Signs, RFQ-R1-02-03-25, Bid Date: June 15, 2003, Beaverhead-Deer Lodge National Forest, Hwy. 43 west from Wisdom, MT to Lost Trail Pass, Work includes furnishing, installing and removal of signs. Lisa Rakich, Procurement Technician, Phone 406-683-3968, Fax 406-683-3844, Email lrakich@fs.fed.us - Lisa Rakich, Procurement Technician, Phone 406-683-3968, Fax 406-683-3844, Email lrakich@fs.fed.us <http://www.epa.gov/spg/USDA/FS/0356/RFQ-R1-02-03-25/listing.html>

Construction Materials Testing and Geotechnical Professional services, R1-03-23, Bid Date: May 30, 2003, Forest Service, R-1 Northern Region intends to award an indefinite quantity contract for professional Construction Materials Testing, construction monitoring, and Geotechnical services for the Region. Only firms with Registered Professional Engineers licensed in the States of Idaho, Montana, North Dakota, and South Dakota will be considered. The associated laboratory must be Nationally accredited by AASHTO in Asphalt Testing. The work involves engineering services related to low-volume road design and construction in Region One of the USDA Forest Service. Services required will be primarily in the areas of construction materials testing and inspection with minor emphasis in the investigation and design areas. Sarah Langston, Contract Specialist, Phone 406-329-3657, Fax 406-329-3536, Email slangston@fs.fed.us - Leta Wicka, Purchasing Agent, Phone 406-329-3148, Fax 406-329-3536, Email lwicka@fs.fed.us <http://www.epa.gov/spg/USDA/FS/0343/R1-03-23/listing.html>

Chipseal, Street Patching, City of Billings, Bid Date: May 20, 2003, <http://ci.billings.mt.us/rfps/default.htm>
Sewage Treatment and Conveyance Facilities, City of Billings, Bid Date: May 27, 2003, Pre Bid Date: May 15, 2003, <http://ci.billings.mt.us/rfps/default.htm>

May Business Calendar

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
				1	2	3
4	5	6	7	8	9	10
11	12 <Managing Skills for First-Time Manager Missoula <How to Handle Difficult People Bozeman <How to Balance Priorities Kalispell	13 >Communicating with Tact & Skill Missoula >Making the Most of Media Helena <How to Handle Difficult People Helena <Effective Communication Billings <How to Balance Priorities Missoula	14 >Excelling-1 st -Time Supervisor Gt Falls <Managing Skills for First-Time Manager Helena >Powerful Communication - Workplace Helena <Effective Communication Bozeman <How to Balance Priorities Helena	15 > Communicating with Tact & Skill Helena > How to Handle Difficult People Missoula <Effective Communication Missoula <How to Balance Priorities Bozeman	16 > Powerful Communication Skills-Workplace Missoula <8 Hr. HAZWOPER Refresher Billings <How to Balance Priorities Great Falls	17
18	19 >Fundamentals of Personnel Law for Managers Missoula <CPR/First Aid Billings <Conflict Mgmt Missoula	20 >Fundamentals of Personnel Law for Managers Helena <Managing Skills for First-Time Manager Bozeman <Forklift Instructor Course(PIT)Billings <Conflict Mgmt Helena	21 <Fundamentals of Personnel Law for Managers Billings > Communicating with Tact & Skill Bozeman <Conflict Mgmt Bozeman	22 <Managing. Skills 1st-Time Manager. Billings > Effective Commun. Gt Falls >Managing Conflict Negotiatg Hamilton <Interpreting Unemploymt Rules Missoula <Conflict Mgmt Great Falls	23 > Communicating with Tact & Skill Billings	24
25	26	27 > How to Handle Difficult People Billings	28 >Powerful Communication Skills-Workplace Billings	29	30 <Business Writing Basics for Pros Billings	31
1	June 2 <Criticism & Discipline- for Managers Kalispell	June 3 <Directors Series (Fund. of Safety Management) Billings <Criticism & Discipline- for Managers Missoula <Evaluating a Business Idea Missoula	June 4 <40 Hr. HAZWOPER Training (5 Weds. In a row) Billings <Criticism & Discipline- for Managers Helena	June 5 <Criticism & Discipline- for Managers Bozeman	June 6 <Criticism & Discipline- for Managers Great Falls	7

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40 Hr. HAZWOPER Training, June 4, 11, 18, 25, July 2 (5 Wed. in row)-Billings, Non-member \$450. Associated Employers of Montana, 406-248-6178

8 Hr. HAZWOPER Refresher, May 16-Billings, Non-mem. \$150. Associated Employers of MT, 406-248-6178

Business Writing Basics for Pros, May 30-Billings, \$199. Skillpath Seminars, 800-873-7545, www.skillpath.net

Communicating with Tact & Skill, May 13-Missoula, May 15-Helena, May 21-Bozeman, May 23-Billings, \$179. National Seminars Group, 800-258-7246, www.natsem.com

Conflict Management & Confrontational Skills, May 19-Missoula, May 20-Helena, May 21-Bozeman, May 22-Great Falls, \$99. Fred Pryor Seminars, 800-556-2998, www.pryor.com

CPR/First Aid, May 19-Billings, Non-members \$60 Associated Employers of Montana, 406-248-6178

Criticism and Discipline-Skills For Managers, June 2-Kalispell, June 3-Missoula, June 4-Helena, June 5-Bozeman, June 6-Great Falls, \$149. CareerTrack, 800-556-3009, www.careertrack.com

Directors Series (Fund. Safety Mgmt), June 3-Billings, Non-mem. \$100. Mt Safety Services Co., 406-248-4893.

Effective Communication, May 13-Billings, May 14-Bozeman, May 15-Missoula, May 22- Great Falls, Non-members - \$195. Associated Employers of Montana, 406-248-6178

Evaluating a Business Idea, June 3 (Noon)-Missoula, \$10. Montana Community Development Council, Steve Grover, 406-728-9234, sgrover@mtcdc.org

Excelling-First-Time Supervisor, May 14-Gt Falls, \$199. Skillpath Seminars, 800-873-7545, www.skillpath.net

Forklift Instructor Course (PIT), May 20-Billings, \$100. Associated Employers of MT, 406-248-6178

Fundamentals/Personnel Law for Managers, May 19-Billings, May 20-Helena, May 21-Billings, \$199. Skillpath Seminars, 800-873-7545, www.skillpath.net

How to Balance Priorities and Manage Multiple Projects, May 12-Kalispell, May 13-Missoula, May 14-Helena, May 15-Bozeman, May 16-Gt. Falls, \$145. Fred Pryor Seminars, 800-556-2998, www.pryor.com

How to Handle Difficult People, May 12-Bozeman, May 13-Helena, May 15-Missoula, May 27-Billings, \$139, National Seminars Group, 800-258-7246, www.natsem.com

Interpreting Unemployment Insurance Rules & Reg., May 22-Missoula, ?cost. JSEC-Deb Gass 406-543-5751.

Making the Most of Media, May 13-Helena, Free. Business Resource Center, Stephanie Hilger, 406-443-0800.

Management Skills for First-Time Supervisors, May 12-Missoula, May 14-Helena, May 20-Bozeman, May 22-Billings, \$179. National Seminars Group, 800-258-7246, www.natsem.com

Managing Conflict, Negotiating, and Improving Communication, May 22-Hamilton, ?cost. Rural Institute Ravalli Services-Nancy Maxson, 406-243-2458, maxson@selway.umt.edu

Powerful Communication Skills for the Workplace, May 14-Helena, May 16-Missoula, May 28-Billings, \$139. National Seminars Group, 800-258-7246, www.natsem.com



Antique Grader, Fort Missoula



Lisa Counts, Morning Star Trucking, and Gary Erickson, COP Construction, DBE Room,

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