



City of Billings
East Billings Urban Renewal District

Urban Renewal Assistance Information and Application

Effective: **January 11, 2021**

To receive maximum funding all applications must be submitted to the BIRD and approved by the CITY prior to the start of construction. If applications are submitted after the commencement of construction the amount of funds to be awarded will be discounted or denied.

Billings Industrial Revitalization District Inc. (BIRD)

1413 4th Ave N, Suite C

Billings, MT 59101

406.272.4321

TAX INCREMENT FINANCING APPLICATION PROCESS FOR POTENTIAL PUBLIC
INFRASTRUCTURE ASSISTANCE VIA A DEVELOPMENT AGREEMENT AND POSSIBLE
ISSUANCE OF TIFD BONDS

IMPORTANT: The material below outlines the Tax Increment Financing (TIF) application process and Development Agreement and the responsibilities of the person or firm requesting TIF fund assistance (hereinafter known as APPLICANT) and the Billings Industrial Revitalization District, Inc. (hereinafter known as BIRD). Please review this information carefully before submitting the application or finalizing your development plans. Incomplete applications will be returned.

INTRODUCTION

The BIRD is responsible for advising the Billings City Council (hereinafter known as CITY), of the East Billings Tax Increment District, pursuant to Montana Urban Renewal Law (Title 7 Chapter 15 part 4288 Montana Code Annotated). TIF is an important element of the program as it provides a means to finance public urban renewal activities that assist and enhance private development within the district. A TIF program operates by first establishing a base year taxable value for all properties within the urban renewal district. Property taxes continue to be paid to all taxing jurisdictions on the basis of the base year valuation. All increases in property taxes above this base valuation due to new development or reappraisals are assigned to the TIF District (TIFD.) They are then invested in district revitalization activities. Consideration of TIFD assistance is available to private land owners for public infrastructure components of construction projects within the boundaries of the East Billings Urban Renewal District (EBURD).

ELIGIBLE ACTIVITIES

The TIF may be used to finance certain urban renewal activities. The BIRD will review applications and make recommendations to the CITY for assistance to projects eligible under this statute. Requests are evaluated on criteria outlined in the "Criteria for Review" section. Special emphasis will be placed on those projects that exemplify the EBURD Master Plan. This plan is available for download at the BIRD website: www.billingsbird.com

Projects requesting TIFD funds should eliminate blight where development will contribute to increased tax revenue for the TIFD that improve the aesthetics, character, safety and/or quality of life in the area.

This application is intended for eligible increment generating projects. All requests for TIFD funds are subject to approval by the CITY and TIFD fund availability.

Examples of TIF-Eligible Public Infrastructure Improvements

	MCA Statue
Demolition and abatement of structures and removal of blight	7-15-4288 (2)
Relocation of residents from building to be raised	7-15-4288 (3)
Sidewalks, Curbs, Gutters	7-15-4288 (4)
Public Utilities - Water, Wastewater, Storm Water	7-15-4288 (4)
Private Utilities - Electrical, Natural Gas, Telecommunications, Fiber Optic	7-15-4288 (4)
Intersection Signals & HAWK Crossings	7-15-4288 (4)
Street & Alley Surface Improvements	7-15-4288 (4)
Crosswalks	7-15-4288 (4)
Landscaping	7-15-4288 (4)
Green Space & water ways	7-15-4288 (4)
Improvement of Pedestrian Areas	7-15-4288 (4)
Historical Restorations	7-15-4288 (4)
Off Street Parking for public use where there is a need for public parking	7-15-4288 (4)
Bridges & walkways	7-15-4288 (4)
Pollution Reduction	7-15-4288 (12)
Architect, Engineering, Surveys & Appraisals	7-15-4233(n)

Applications must be approved by CITY and a Development Agreement signed before any construction begins to qualify for maximum TIFD funds.

Allow a minimum of 60 days between submitting a complete application to the BIRD and receiving a decision from the CITY.

APPLICATION PROCESS AND TIMELINE

Anyone seeking TIF assistance from the BIRD must submit a written application for each TIF-assisted project. The following procedure has been developed to expedite the review of TIF funding requests.

1. Initial Contact. Contact: BIRD: EBURD Coordinator, 1413 4th Avenue North, Suite C, Billings, MT 59101, 406-272-4321, to discuss the project and determine preliminary eligibility for TIF assistance.
2. Prepare a Written Application. The APPLICANT must prepare a written application for each project assistance request using the most current form. Applications must be received by the BIRD staff in advance of any construction work on the project. Development Agreements must be approved and signed prior to commencement of construction (see #6 below.) Waiver of this requirement can be considered when public safety or other factors warrant. For all TIF requests, the APPLICANT must complete a "Developer's Statement of Qualification and Financial Responsibility" which includes submittal of personal financial statements.
3. Staff Review. Upon submittal of all necessary information, the BIRD staff will review the project and the need for funding. At any point in the review process the staff or BIRD Board may request more information of the APPLICANT or solicit comment on the project from other public agencies. Items included in personal financial statements become public documents and are subject to public review or presentation to or comment by other agencies.
4. TIFD Application Review Committee. The BIRD Board has appointed a review committee that will evaluate the application and staff recommendations. The review committee reserves the right to seek additional project review from supporting committees of the BIRD and from other public agencies. The review committee will issue preliminary approval/disapproval of the assistance request or any part thereof and will make a recommendation to the BIRD Board that will then submit to the CITY, if approved.
5. Billings City Council Review. Projects will be forwarded to the CITY for final approval to proceed to a Development Agreement that will clearly spell out the public investment required to be applied towards public infrastructure on private property and/or development improvements within the public right of way. CITY approval is required before the BIRD and the CITY enter a Development Agreement with the APPLICANT.

6. Development Agreement. The BIRD, the CITY and the APPLICANT must execute a mutual agreeable legally binding Development Agreement which establishes the terms and conditions of TIF assistance. Sample Development Agreements are available at the BIRD office for reference. The Development Agreement may include, but is not limited to, the following:
- Complete architectural design specifications and site plan
 - Time frame for project development, construction, and completion
 - Specifications for release of funds related to public infrastructure
 - Cash flow and pro forma statements for a minimum of five years of the development
 - Terms and conditions of the various financings
 - Commitment letters and loan documents related to the various financings
 - Ownership of completed development
 - Events of default/remedies
 - Zoning approval
 - Tenant commitments
 - Non-liability of CITY officials and BIRD
 - Cause for termination
7. Timing. Following the above process for approval, the APPLICANT can expect a minimum of 60 days between submitting an application to the BIRD and receiving a decision from the CITY.

COMMITMENT OF FUNDS

Upon CITY approval of a project, the BIRD will commit funds to the project from the available TIFD funds and/or potential for Tax Increment Bond issuance. Committed funds will be encumbered for a period of 180 days, by which time construction must have commenced. Commencement of construction means the date on which the first building permit is issued. Projects that have not commenced construction within 180 days risk losing the committed funds. Funds will be released only if the project is developed and constructed as presented in the Development Agreement. Funds will be released as specified by the Development Agreement or following project's receipt of a Certificate of Occupancy from the City of Billings if not specified. When necessary, the BIRD will encumber funds for additional fiscal years to accommodate construction schedules.

CRITERIA FOR REVIEW - Materials contained in TIFD application are used to assess the merits of projects in relation to the goals and objectives of the EBURD Master Plan. The BIRD evaluates projects based on the following criteria. Please prepare written response and provide supporting documentation for each of the applicable criteria areas.

1. Relevance to the EBURD Master Plan – Documentation of the project’s impact in relation to the goals and objectives of the EBURD Master Plan, particularly mixed-use development. Urban design elements will also be considered, including pedestrian emphasis, quality of design, and Billings’ personality.
2. Economic Stimulus – The amount of economic activity to be generated by the project is assessed, as well as the leverage ratio of public to private investment. Applications should contain credible, measurable information substantiating APPLICANT claims of economic stimulus.
3. Tax Generation – The increase in taxable value due to new construction & rehabilitation is estimated by the County Assessor’s office or State Department of Revenue to determine tax increment generation.
4. Employment Generation – Total employment generated by the project assessed in terms of new permanent and part-time jobs, and construction jobs.
5. Elimination of Blight – The project’s direct and indirect impact on the physical and fiscal deterioration within the Tax Increment Financing District and the community.
6. Special or Unique Opportunities – The extent to which the project represents a unique opportunity, meets a special need, or addresses specific BIRD or community goals. The restoration of historic property or the provision of an unmet community need, are examples of special and unique opportunities.
7. Impact Assessment – The extent of both positive and negative environmental impacts, appropriateness of the project design, and impact on existing businesses or residents.
8. Financial Assistance – Other forms of financing available to the APPLICANT, i.e. lender participation and state and federal grant monies, are examined to assess the need for TIF assistance.
9. Project Feasibility – A determination of feasibility is made on the strength of the APPLICANT’s demonstration of market demand for the project as contained primarily on the pro forma and financing commitments.
10. Developer Ability to Perform – An assessment of the APPLICANT’s capability to undertake the relative complexities of the project based on past performance on similar or comparable projects.
11. Timely Completion – The feasibility of completing the project according to the APPLICANT’s project schedule.
12. Payment of Taxes – All property taxes, special improvement district assessments, and other assessments on the project property must be paid to date.



BILLINGS INDUSTRIAL REVITALIZATION DISTRICT, INC.
EBURD APPLICATION

Project Name: AC2 Parking Lot Date Submitted: 12/18/24

APPLICANT INFORMATION

1. Name: Air Controls Billings, Inc
2. Address: 2115 2nd ave north
3. Telephone Number: 406-245-6416 Cell# 406-690-3513

PROJECT INFORMATION

1. Building Address: 2102 1st ave north/2102 2nd ave n
2. Legal Description: Billings orginal townsite, 533,T01N, R26E, Block 86, lot 1-4
3. Ownership: AC Investments
Address: 1118 s 72nd st west, Billings, mt 59106
4. If property is not owned by the APPLICANT, list leasehold interests (Attach evidentiary materials.)
Name: Air Controls Billings, Inc
Address: 2115 2nd ave north
5. Existing/Proposed Business: Air Controls Billings, inc
Business Description: HVAC refrigeration, plumbing, ss contractor
6. Employment: Existing FTE Jobs 110
New Permanent FTE Jobs created by project 10 plus Construction FTE Jobs 20-30
7. Architectural Firm: Collaborative Design Architects
Address: 2280 Grant Road Billings, MT 59102

Architect: Jeff Kanning

- 8. Description of Project: (Attach narrative explanation & plans.)
- 9. Rehabilitation/construction plans: (Attach schematics, site and landscaping plans.)
- 10. Project Schedule: (Attach time line or schedule through completion.)

PROJECT COSTS

*see following reference sheet with items, total expense, notes, and supporting invoice page number

Land and Site Improvements (Itemized)

1.	Site Work	\$	\$375,000
2.	Fencing	\$	\$67,173
3.	Electric	\$	\$1,237
4.	Landscaping	\$	\$6,232
5.	Concrete Package		\$44,650
	Subtotal	\$	\$494,292

Construction/Rehabilitation Costs (Use general construction trade divisions)

1.	General Conditions	\$	\$16,109
2.	Demo Package	\$	\$7,760
3.	Masonry/Stucco Repair	\$	\$7,200
4.	Structural Steel	\$	\$38,350
5.	Framing Package	\$	\$7,763
6.	Roofing Package	\$	\$7,266
7.	Electrical	\$	\$10,151
8.	Garage Door Package		\$14,478
	Dock Systems		\$13,500
	Paint	\$	\$4,630
	Subtotal	\$	\$127,207

Fees

1. Architectural/Engineering	\$	<u>35,040</u>
2. Permits _____	\$	<u>1000</u>
3. GC _____	\$	<u>14,248</u>
Subtotal	\$	<u>50,288</u>
Total Project Development Costs	\$	<u>671,787</u>

PROJECT FINANCING

Please complete Sources of Funds detail and summarize below.

A. Applicant Equity

Cash Invested	\$	<u>269,000</u>
Land & Buildings (if value is more than State of Montana valuation then a current appraisal must be submitted)	\$	<u>793,851</u>
Other _____	\$	_____
_____	\$	_____
A. Subtotal Applicant Equity	\$	<u>1,062,851</u>

B. Lender Commitments (Attach Bank Loan Commitment letter, Letters of Credit or other documentation.)

Lender	Loan Amount	Interest	Term	Payment/Period
Western Sec _____	\$ <u>787,500</u>	<u>6.83</u> %	<u>10</u> yrs	\$ <u>5480</u> /Month
_____	\$ _____	_____ %	_____ yrs	\$ _____ /Month
B. Total Loan Amount	\$			<u>787,500</u>

C. TIFD request for funds for eligible public improvements.

MCA Statute
(office use only)

Demo	\$ 7,760	7-15-4288 (2)
Sidewalks/Curbs/Gutter	\$ 16,430	7-15-4288 (3)
Private Utilities	\$ 1,237	7-15-4288 (4)
Landscaping	\$ 6,232	7-15-4288 (4)
Architect/Engineering	\$ 35,040	7-15-4288 (4)
Fencing	\$ 67,173	unknown
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

C. Subtotal TIFD Funds Requested \$ Standard Ratio, 16.67%: \$111,965

D. Other Source of Funding EBURD Suggestion, 8.44%: \$56,699
\$ _____

Sources of Funds Summary (Post totals from above.)

A. Applicant Equity	\$ 269,000
B. Lender Commitments	\$ 787,500
C. TIFD Funds Request	\$ as noted above
D. Other Funds	\$ 484,500
Total Project Financing	\$ 1,694,983

LAND & SITE	Project Cost	Contractor	Page	Notes
Site Work	\$ 375,000	Overtime Enterprises	30	Site work, gravel, asphalt, boulder pit, concrete
Fencing	\$ 67,173	Jares Fenco Co	31-32	Commercial Fencing + Gate
Electric	\$ 1,237	Northwestern Energy	33	Utility work
Landscaping	\$ 6,232	Bauer Construction	34-37	2 trees, limestone rock, misc landscaping items
Concrete Package	\$ 44,650	Bauer Construction	34-37	Remove/replace the concrete curb/gutter (north end sidewalk)
Subtotal	\$ 494,292			

CONSTRUCTION/REHAB	Project Cost	Contractor	Page	Notes
General Conditions	\$ 16,109	Bauer Construction	34-37	
Demo Package	\$ 7,760	Bauer Construction	34-37	
Masonry/Stucco Repair	\$ 7,200	Bauer Construction	34-37	
Structural Steel	\$ 38,350	Bauer Construction	34-37	
Framing Package	\$ 7,763	Bauer Construction	34-37	
Roofing Package	\$ 7,266	Bauer Construction	34-37	
Electrical	\$ 10,151	Bauer Construction	34-37	
Garage Door Package	\$ 14,478	Bauer Construction	34-37	
Dock Systems	\$ 13,500	Bauer Construction	34-37	
Paint	\$ 4,630	Bauer Construction	34-37	
Subtotal	\$ 127,207			

SOFT COSTS	Project Cost	Contractor	Page	Notes
Engineering	\$ 19,040	Stahly	38-42	Survey, Civil Design Services
Architectural	\$ 16,000	Collaborative Design	43-45	As built, 3D renderings, structural and civil reports
Permits	\$ 1,000	Paid by Owner		
OH&P	\$ 14,248	Bauer Construction	34-37	
Subtotal	\$ 50,288			
Total	\$ 671,787			

TIF REQUEST	Notes
Total at 8.44%	\$ 56,699 New board standards, per Michelle
Total at 16.67%	\$ 111,965 Standard 1/6 ratio per MCA

Eligible	Amt	MCA Statute
Demo	\$ 7,760	7-15-4288 (2)
Sidewalks/Curbs/Gutters	\$ 16,430	7-15-4288 (3)
Private Utilities	\$ 1,237	7-15-4288 (4)
Landscaping	\$ 6,232	7-15-4288 (4)
Architect/Engineering	\$ 35,040	7-15-4233 (n)
Fencing	\$ 67,173	
Subtotal	\$ 133,872	

APPLICANT STATEMENT OF QUALIFICATIONS
AND FINANCIAL RESPONSIBILITY

APPLICANT

Air Controls Billings, Inc

1. Name: _____

Address: 2115 2nd ave n Billings, MT 59101

2. If the APPLICANT is not an individual doing business under his/her own name, the APPLICANT has the status indicated below and is organized or operating under the laws of Montana.

3. _____ corporation/LLC.
 _____ nonprofit or charitable institution
 _____ partnership known as _____
 _____ Other (explain): _____

Date of organization: Feb 1972

4. Names, address, title of position (if any), and nature and extent of the interest of the officers and principal members, principal shareholders, investors, or partners of the APPLICANT.

<u>Name and Address</u>	<u>Nature and Extent of Interest</u>
Allen Schaff 4 Park Plaza Bozeman, MT 59715	Owner Air Controls Billings, Inc

CERTIFICATION

I (we), Chris Schaff
(please print), certify that the statements and estimates within this Application as well as any and all documentation submitted as attachments to this Application or under separate cover are true and correct to the best of my (our) knowledge and belief. I/We certify that I/We will make no application for any other tax abatement that may be available for this real property or building.

Signature Chris Signature _____

Title Pres Title _____

Address 2115 2nd Aven Address _____
Billings, MT

Date 1/13/25 Date _____

FINANCIAL CONDITION

1. Provide a current financial statement (consisting of a Balance Sheet and Profit & Loss Statement) & Current Tax Return for each private entity involved in the project. This application and all financial information become part of the public record when submitted to the BIRD and is available upon request under the State of Montana Public Information Rules.
2. Has the APPLICANT or any individual or entity affiliated with the development of this project been adjudged bankrupt, either voluntary or involuntary, within the past ten (10) years?
No Yes _____ If yes, give date, place, and under what name

3. Has the APPLICANT or any individual or entity affiliated with the development of this project been indicted for or convicted of any felony within the past ten years:
No Yes _____ if yes, give date, charge, place, court and action taken for each case.

CONSTRUCTION CONTRACTOR

1. Identify the construction contractor or builder who will undertake this project.
Name: Bauer Construction
Address: Billings, MT
2. Has named contractor or builder ever failed to qualify as a responsible bidder, refused to enter into a contract after an award has been made, or failed to complete a construction or development contract within the last ten years?
No Yes _____ if yes, explain.
3. Attach copies of bids to application:
4. If Applicant intends to do any of the construction themselves then APPLICANT shall provide three (3) independent contractor bids which must accompany this application for the work to be provided.



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We are a one-stop-shop. Our services are wide ranging and will fit your residential or commercial needs. We'll design, install and maintain your heating, cooling, refrigeration and plumbing needs.

Accessible

We are committed to excellence. Our clients can call us anytime during the day and we're there to fix problems.

Quality and Comfort

We focus on quality and comfort. We improve our clients' lives and are invested in successful projects

Team Effort

We lean on each other for solutions and the best customer plans. Our team mentality leverages each of our strengths and expertise, creating strong ownership in each project.

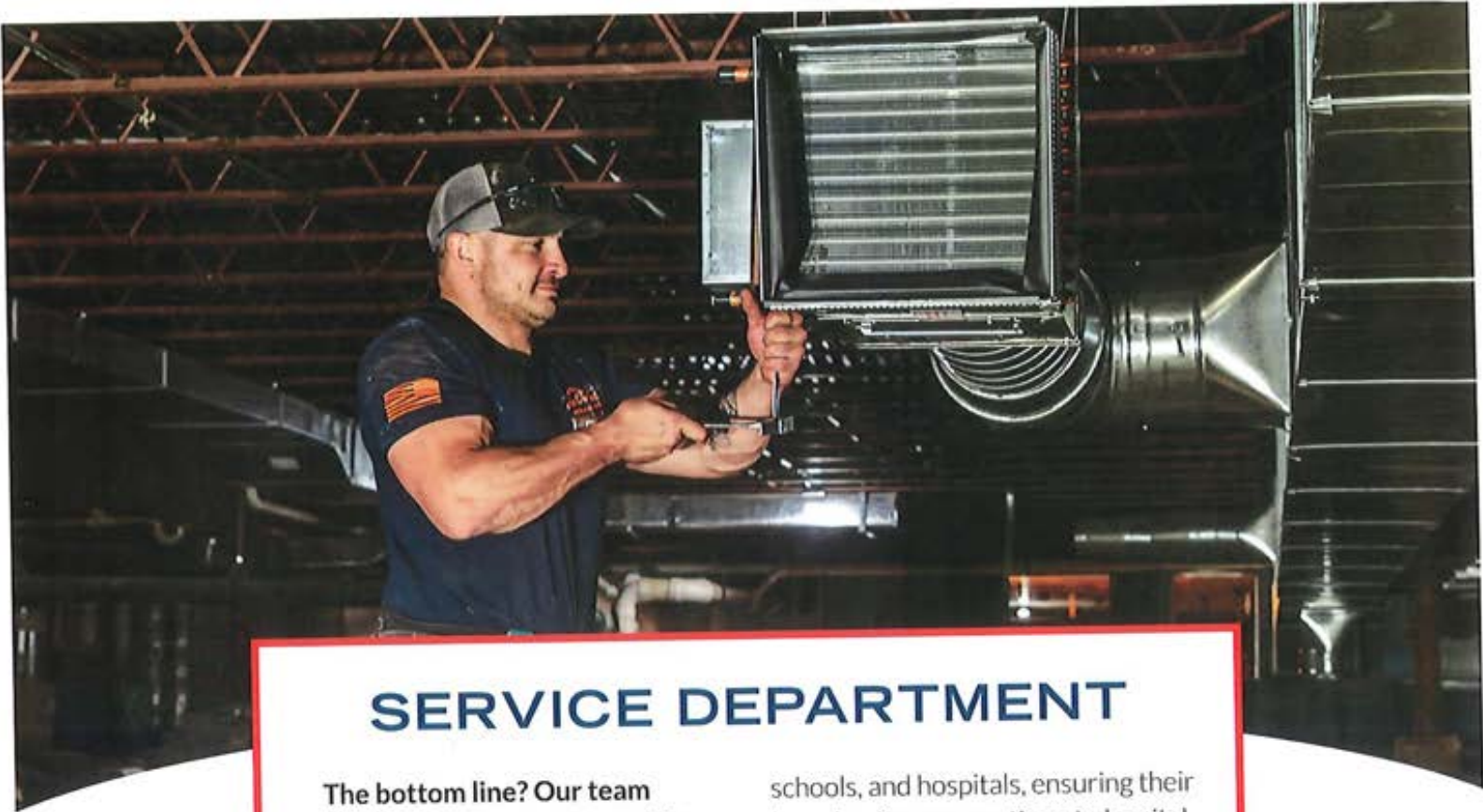
Hard Work Ethic

Our third generation hard work ethic is part of our culture today. We've grown to be one of Montana's premier companies, but continue to perform our services with the integrity we started 50 years ago.

Knowledgeable Staff

We are always learning. We attend continuous service management and technical trainings, and invest in professional development for all employees - from dispatch to leadership team members.





SERVICE DEPARTMENT

The bottom line? Our team members like to fix things. Not only do we install the highest quality systems for business leaders, we are committed to ongoing maintenance and service excellence. Whether you have a small space like a spa, fitness studio, or coffee shop, we offer routine, prompt attention to your questions or calls so you can continue to do business with confidence.

Similarly, we offer personalized attention to clients who operate department and grocery stores,

schools, and hospitals, ensuring their large businesses continue to be vital parts of our community. Routine maintenance is important to the cost and life of your business. Regular HVAC maintenance can reduce the risk of costly breakdowns by as much as 95% and prevents disasters like frozen pipes during the winter months, a leading source of property damage for business owners

When you work with us, you're guaranteed 24/7 service for your heating, air conditioning, plumbing, and refrigeration system.





HVAC

Our Flagship Service

As a business owner, you want to keep everyone comfortable through the hottest summer or freezing winter months. We offer quality installation, repair, and replacement services. We ensure the air you and your employees breathe is clean, an important factor for everyone's overall health.

Professional installation is important. Even with the highest quality product, efficiency, comfort, and service life can be negatively affected without skilled installation. We have decades and generations of experience in HVAC, and are confident to meet your business needs.



Air Controls is a Diamond Commercial Contractor through Mitsubishi Electric US, Inc. Cooling & Heating Division (Mitsubishi Electric), a leading manufacturer of Zoned Comfort Solutions™ and Variable Refrigerant Flow (VRF) cooling and heating systems. Through the program, Mitsubishi Electric establishes an elite network of professional, knowledgeable, and forward-thinking contractors in the commercial HVAC market.

Specific commercial cooling installation services we offer:

- Clean room and controlled environment cooling
- Ventilation
- Air quality filtration
- Refrigeration
- Process cooling

We work with and install all different types of heating systems:

- Furnaces
- Boilers
- Heat pumps
- Roof top units
- Make-up air units



TRANE

CAPTIVEAIRE

LENNOX



MITSUBISHI ELECTRIC

PLUMBING

Whether you have a new business, are building a new home, or want to replace your old plumbing fixtures, we have the expertise to help. We have plenty of experience handling plumbing installation and replacement projects. Regardless of the kind of plumbing services needed, you can trust us for quality results.

We are available to provide:

- Standard water heater maintenance and installation
- Drain repairs and replacements
- Water line repairs and replacements
- Faucet repairs and replacements
- Snow melt system installations
- Bathroom remodels
- Tankless water heater maintenance and installations
- Water pressure troubleshooting



Our Master Plumbing department has numerous specialties and trainings, including:

- A low pressure boilers license
- Factory training in Rinnai tankless water heaters and Lochinvar boilers
- A medical gas certification for medical facilities and dental offices

Like all of our services, our plumbing department works hard to keep your system in good condition. We'll inspect and maintain every part of your plumbing system to ensure that it's working properly.

Rinnai

 **Lochinvar**
PLUMBING, HEATING & WATER HEATERS



REFRIGERATION

Commercial | Industrial | Grocery Store

Air Controls has over 30 years of experience in installing commercial, industrial, and grocery store refrigeration systems. Our team helps with the planning that goes into refrigeration installation, like design and budget. We even have control systems for lighting, environment, and refrigeration plant control. Some of the brands who manufacture the controls are CPC, Novar, Danfoss, and Com-Trol.

Specific refrigeration services we offer include:

- New Construction
- Full Installation
- Remodel
- Refrigerant Conversions
- Energy Management Systems for Lighting, Environment, & Refrigeration Plants
- LED Door Retrofit

Just like all our services, we regularly service your commercial refrigeration system so your business can run successfully.

On a quarterly basis we:

- Clean the condenser coils to maintain optimum heat transfer performance.
- Check to be sure that display case air curtains, grilles, or registers are clean.
- Check door gaskets for leaks and tears.
- Check the refrigerant charge.
- Check the defrost cycle time-clocks to assure they are set and operating properly

On a regular basis it's important to have a professional refrigeration contractor give your system a thorough check-up, paying special attention to the compressors and motors, fans, and refrigerant lines for leaks. Our team takes care of this for you with expertise and dependability.





Skyline Stainless & Specialty Metals

Skyline Stainless specializes in the custom design, fabrication and refined finishing of stainless steel and other specialty metals. As a division of Air Controls, our goal is to provide customers with the most innovative, energy-efficient and unique metal products available on the market today.

We are a member of SMACNA, have NSF approval and are recognized as a Yellow Label Shop by the Sheetmetal Workers Union. We create a host of specialty products for customers in the U.S. and beyond.

Our customers include:

- Restaurants & National Food Chains
- Medical Facilities
- Industrial Accounts
- Architects
- Engineers
- Builders
- Cabinet Makers
- Interior Designers
- Private Resorts
- Homeowners



Food & Restaurant Services

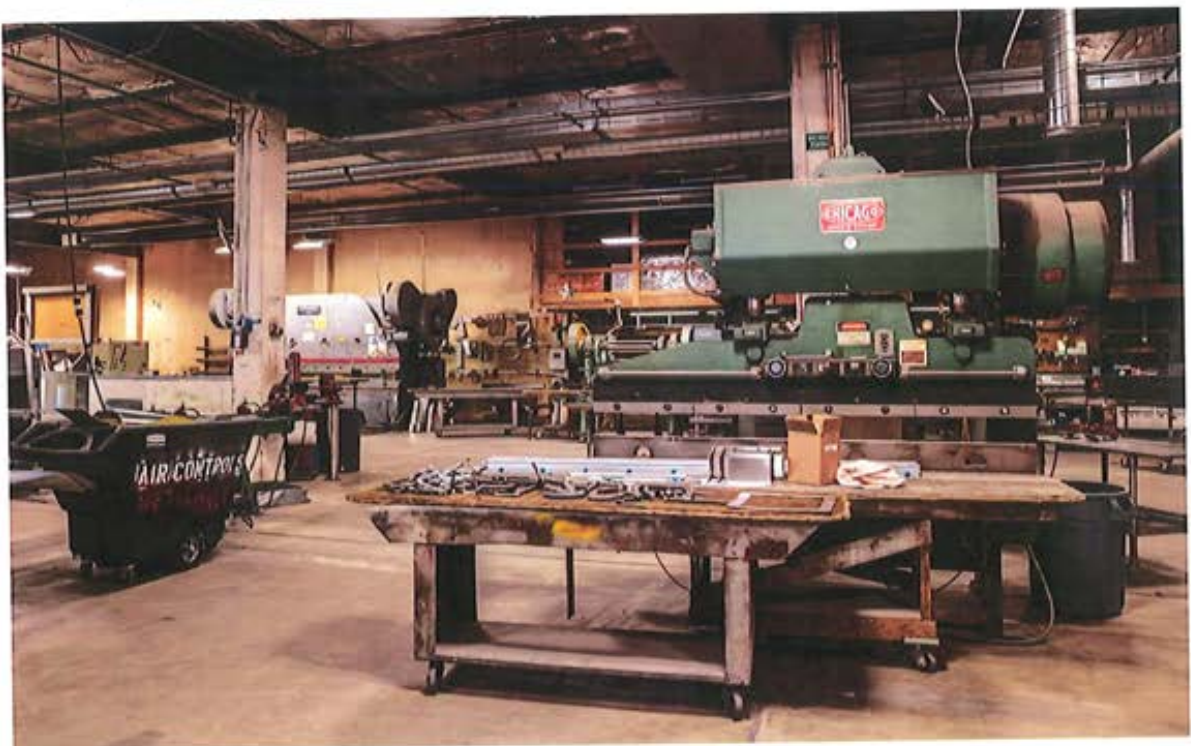
Air Controls offers complete food service equipment repair and maintenance services for full-service restaurants, QSRs, convenience stores and retailers, coffee shops, and concessions operations. We work closely with our clients to meet their needs, including preventive maintenance that's proven to reduce repair costs and unexpected equipment malfunctions.

Like all of our services, we offer skilled maintenance and repair, technical resources, and fast response times for food service equipment.

- Flat top grills
- Fryers
- Shake Machines
- Slushy Machines
- Freezers
- Coolers
- Holding Equipment
- Ovens
- Steamers
- Ice Machines
- Henny Penny systems
- Franke systems
- Taylor systems
- Manitowoc systems
- True systems



SHEET METAL



AVIATION



AIR CONTROLS RECENT PROJECTS

To be updated with current information



Complete Service Installation
HVAC • Routine Service

CORNING COMPANIES

New Construction and Remodeling • HVAC



HVAC • Routine Service • Refrigeration

ROUNDUP SCHOOL DISTRICT

Remodeling • HVAC • Boiler Installation
Controls Installation



New Construction and Remodeling • HVAC
Routine Service • Refrigeration



Remodeling • HVAC
Routine Service • Refrigeration





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DESIGN TO INSTALLATION



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LENNOX



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ELECTRIC**

AIR CONTROLS OUR CAMPUS





09/03/2024

AC Expansion

Hello, my name is Chris Schaff, and I am the president of Air Controls Billings, Inc. I will give a quick summary of Air Controls History and Projected Future of family-owned business.

History

Air Controls Billings Inc, was founded in 1972 by Al Schaff operating as a residential heating and cooling company in Billings. From a family based small garage operation to one of Montana's premier HVAC, refrigeration, stainless steel and plumbing companies with highly experienced service technicians and fabricators, we continue to operate with the integrity of second-generation company we are today. Currently run and operated by Chris Schaff. We currently have 112 full time employees and are licensed in Montana, North Dakota, and Wyoming. We pride ourselves on being a one stop shop for our valued industrial, commercial and residential customers.

Description of Project

Air Controls has doubled in size roughly every 10 years, and to meet the needs of our customer base we needed to increase our footprint. This was not only for Fabrication but warehouse storage as well. We researched moving our operations to other parts of the city but realized the intense cost of relocating and we would have to sacrifice the building size. The AC2 building at 2102 was a thought to purchase and in February of 2023 we acquired the building. As most saw in the past the building had changed hands a few times and in the last few years before acquiring it the building was starting to get very dated and was a hot spot for crime and graffiti. Purchasing AC2 building immediately added 60,000 square feet to our existing 60,000 square foot of floor space. It also came with the lot at 2109 1st Ave north which has turned out to be the main reason for this request.



09/03/2024

Air Controls is on the path to double in size in the next 10 years. This means the rehab of this building and project will allow or to help us increase in manpower and capabilities. Our plan is to add a full-size loading dock to the south of the building which will help free up traffic flow on 2nd Ave North and allow Air Controls to accept full size truck loads. The existing structure on 2109 1st Ave North is to be torn down and construct newly paved parking lot for our employees and fleet. This Project is crucial to the future growth of Air Controls for the next 20 years, hopefully third generation as well. I appreciate your consideration of our project and look forward to helping clean up downtown and the rehab of the historical buildings. We have been downtown since 1984 and don't plan on moving anytime soon!

Thank you!

Projected Schedule:

Notify Tenets of work	Sept -2024
Start Demo of existing building at 2109 1 st Ave North	Fall- 2024
Grade and Pave weather permitting	Fall/Winter 24/25
Construction of Dock and Ramp	Winter/Spring 24/25
Fencing	Winter/Spring 2025
Complete	Spring/Summer 2025

Attached Brochure for reference.

OVERTIME ENTERPRISES INC.

P.O. BOX 206, SHEPHERD, MT

(406) 861-4797

I.D. #81-0533391

Proposal for Chris Schaff

New parking lot and loading ramp

Included in this bid:

- Demo concrete asphalt and building
- Cut parking lot to subgrade
- Install boulder pit and drain line to city main
- Install new loading ramp (concrete)
- Gravel parking lot with inch and half road mix
- Pave parking lot

Not Included in this bid:

- City permits if needed for new parking lot and storm sewer

Total: \$375,000.00

Thank you for the opportunity to bid this project.

Buckley Reynolds

(406) 861-4797

QUOTATION:

DATE: 01/12/2023

CUSTOMER:

JOB LOCATION:

Air Controls
 Chris Schaff (406)245-6416
 2115 2nd Avenue N
 BILLINGS MT 59101

Chris Schaff (406)245-6416
 Ornamental Steel Fence
 2109 1st Avenue N
 Billings, MT 59101

NOTES:

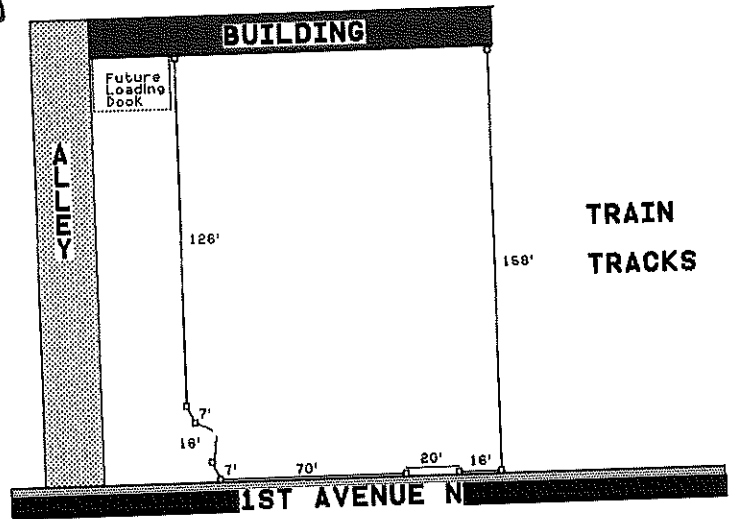
Thank you for allowing Jares Fence Company to bid this project. Please call or email with any questions.

Thanks, Sean

Commercial Curved Top Pressed Spear Ornamental Steel
 Materials and Labor as Shown:

- 384' Commercial 8' Pressed Spear Curved Top
- (1) Commercial 8' x 16' Dbl Drive Gate
- (1) Commercial 8' x 20' Cantilever Gate
- Concrete
- Installation

To include Automation of Cantilever Gate, add \$15,297.00 to contract total.



Subtotal	\$	51876.00
Tax	\$	0.00
Grand Total	\$	51876.00
Down Payment	\$	
BALANCE DUE	\$	51876.00

Handwritten: 67,173

Approved & Accepted for Customer:

_____ Date

Customer

Accepted for Jares Fence Company, Inc.:

_____ Date

Salesperson



PROPOSAL/CONTRACT
Jares Fence Company, Inc.
10640 S. Frontage Rd.
Billings, MT 59101
(406) 652-1924
www.jaresfence.com

QUOTATION:

DATE: 01/12/2023

CUSTOMER:

JOB LOCATION:

Air Controls
Chris Schaff (406)245-6416
2115 2nd Avenue N
BILLINGS MT 59101

Chris Schaff (406)245-6416
Ornamental Steel Fence
2109 1st Avenue N
Billings, MT 59101

TERMS & CONDITIONS

Jares Fence Company, Inc. agrees to guarantee above fence to be free from defects in materials and workmanship for one year. Jares Fence Company, Inc. shall advise the customer as to local zoning regulations but responsibility for complying with said regulations and obtaining any required permits shall rest with the customer. Jares Fence Company, Inc. will assist the customer, upon request, in determining where the fence is to be erected, but under no circumstance does Jares Fence Company, Inc. assume any responsibility concerning property lines or in any way guarantee their accuracy. If property pins cannot be located it is recommended that the customer have the property surveyed. Jares Fence Company, Inc. will assume the responsibility for having underground public utilities located and marked. However, Jares Fence Company, Inc. assumes no responsibility for unmarked sprinkler lines, or any other unmarked buried lines or objects. The customer will assume all liability for any damage caused by directing Jares Fence Company, Inc. to dig in the immediate vicinity of known utilities. The customer will assume all responsibility for excavated materials. The final billing will be based on the actual footage of fencing built and the work performed. Partial billing for materials delivered to the job site and work completed may be sent at weekly intervals. Adjustments for material used on this job and adjustments for labor will be charged or credited at the currently established rates. Additional charges for any extra work not covered in this contract that was requested by the customer will also be added. The full amount of this contract along with any additional charges will become payable upon completion of all work whether or not it has been invoiced. A finance charge of 1 1/2% per month (or a minimum of \$1.00), which is an annual percentage rate of 18%, shall be applied to accounts that are not paid within 10 days after completion of any work invoiced. All materials will remain the property of Jares Fence Company, Inc. until all invoices pertaining to this job are paid in full. The customer agrees to pay all interest and any costs, including reasonable attorney fees, incurred in the collection of this debt. It is agreed that if there is any litigation relating to this contract that the proper venue is Yellowstone County, Montana.

CUSTOMER INITIAL _____

SALESPERSON INITIAL _____

NorthWesternTM Energy

NorthWestern Corporation
NorthWestern Energy
1044 Monad Rd
Billings, MT 59102
Telephone: (406) 655-2552
Fax: (406) 655-2511
www.northwesternenergy.com

January 25, 2023

Air Controls Incorporated
PO BOX 1277
Billings, MT 59103

Re: Request for electric service at 2102 2nd Ave N, Billings, MT

In response to your inquiry for service, we have an estimated cost listed below. This estimate is based on information you provided no frost, machine clean up only, and is valid for the next four months. Please see section 4 of the attached Customer Agreement for description of scope for your project.

ELECTRIC \$ 1,237.00

If you plan to move forward with construction, contact the New Construction Department as soon as ground frost has receded. The following items must be completed before the job is scheduled:

- Establish permanent service requirements. (i.e., well and septic installed or substantial construction in progress.) *Trailers and modular homes require close coordination for new utility service(s), please call myself to discuss your meter location options in more detail.
- Obtain state or city electric permit.
- Post permanent legal address at construction site, visible from the road for emergency response.
- Estimate is based on a single delivery point.
- Pay construction cost in full and sign agreement.
- Contact NorthWestern Energy when electric meter base is installed and ready for connection. Meter base must meet all applicable electric codes. All underground services require a minimum of 200 amp underground rated meter base. Check with NorthWestern Energy for requests over 200 amp and overhead meter base requirements.
- Clear access: clear trees, remove debris and other material from service route, & complete dirt work to grade.
- To schedule work, please sign and return the Customer Agreement to NorthWestern Energy. If advance payment is required prior to scheduling the installation, payments may be made by going to www.NorthWesternEnergy.com/PAYMYBILL or calling Paymentus (third party vendor) toll-free at 833-970-2282 for English or 833-970-2283 for Spanish. Please note that payments made by checking/savings accounts are limited to \$10,000 and credit/debit cards payments are limited to \$2,500 and a \$1.99 processing fee applies. Two payments per customer number can be made every 30 days. Please have your customer number, provided on your quote and customer agreement, available to make your payment. You may email your signed agreement along with the payment confirmation number to local construction group email ecbillings@northwestern.com. Customer agreements paid by check can be dropped off at a customer service location as well.

Normally it will take 3 to 6 weeks to install the utility service after the above items are completed. When all of the above items are complete, please contact me for an expected time frame for the job to be scheduled. I suggest hiring a qualified installer if you are not familiar with state and local codes for electric service.

To ensure work is completed in accordance with your construction schedule, keep in contact with the New Construction Department at 406-655-2552. I am ready to answer specific questions about your project and/or provide the necessary information to keep your project on schedule. New Service Guides are available in our office, and can be obtained by picking one up or call if you would like one mailed to you.

Sincerely,
NorthWestern Energy

Tim Morton
New Construction Department
Billings Division



3333 2nd Ave. N, Suite 240
 Billings, MT. 59101
 406-740-0154
 jess@bauermt.com

Estimate #2

Date: 1/13/2025
 Expiration: 2/12/2025
 Prepared By: Jess Cunningham

Customer: Aircontrols	Job Name: Aircontrols Dock Shelter
Contact: Chris Schaff	Job Address: 2102 2nd Ave.
Phone:	Billings, MT 59101
Email: chris@aircontrols	

Project Breakdown		
Scope of Work		Total Amount
General Conditions	\$	16,109.00
Demo Package	\$	7,760.00
Concrete Package	\$	44,650.00
Landscaping	\$	6,232.00
Masonry/Stucco Repair	\$	7,200.00
Structural Steel	\$	38,350.00
Framing Package	\$	7,763.00
Roofing Package	\$	7,266.00
Electrical	\$	10,151.00
Garage Door Package	\$	14,478.00
Dock Systems	\$	13,500.00
Paint	\$	4,630.00
	8% OH&P	\$ 14,248.00
	Total Amount	\$ 192,337.00

Alternates		
Scope of Work		Total Amount
Alt. #1 - North Canopy Replacement	\$	20,907.00
Alt. #2 - North Stairway Replacement	\$	6,710.00
Alternate's that are Chosen, ADD Price to Base Bid		

Scope of Work

As per site visit and schematic drawings provided by Collaborative Design and dated 3/28/24, Bauer Construction would like to offer the following estimate for your consideration. We will be responsible for managing the scopes listed below and to insure that quality and efficient work is performed. Please see further description of proposal below:

General Conditions

- Dumpster.
- Liability Insurance.
- Concrete Testing.
- Specialty Inspections.
- Scissor lift equipment.
- Fork lift equipment.
- Continual and final project site cleaning.
- Project and subcontractor management.

Demo Package

- Labor and Material to remove and dispose the following:
 - Two offices within new garage door opening
 - Cut and remove concrete foundation wall for 14' x 10' garage door.
 - Cut and remove masonry brick for 10' x 10' garage door
 - Prep Garage Opening to Receive Lintels
- Provide floor and wall protection within areas receiving construction within building.
- Time and material to remove curb and gutter along southern sidewalk.

Concrete Package

- Prep, form, and pour concrete for Dock System and 18' x 10' mono slab as shown on drawings:
 - Rebar and placement.
 - Concrete & concrete pumping.
 - Cure/rebar chairs.
 - Foundation walls.
 - 6" slab
 - Saw cut.
 - Concrete sealing.
- This price also includes blocking out for 6' x 8' pit leveler.
- Prep, Form, & Pour concrete curb and gutter along southern sidewalk.
- Patch crack sidewalk caused by construction as needed.

Landscaping

- Labor and material to provide the following:
 - Prep & Install two 2" caliber tree's.
 - Supply, deliver, & install 1" limestone rock.
 - Connect to underground water sprinkler system and run drip lines to tree systems.
 - Install weed matting underneath all rock areas.
 - Equipment and misc. materials included.

Masonry

- Provide and install the following masonry items:
 - Tooth in Brick around 10' x 10' garage door to support new opening.
 - Grout and Brick Material Included.

Structural Steel

- Supply and install structural package per construction documents.
 - Prefabricated Structural steel columns and beams for 28'x10' canopy.
 - 110 linear feet of preprimed guard rail.
 - Metal Stairs with grab rail.
 - 3/8" angle iron lintel systems above both garage door systems.

Framing Package

- Supply and install all framing materials that are not apart of Structural Steel Package.
 - Canopy Roof System (Cold Steel Framing with OSB Sheeting)
 - Dry-in roof system.
 - Backing as Needed for Garage Door Installation.
 - Temp. bracing and barricades.

Roofing Package

- Provide and install tuff rib roofing, fascia, gutters, downspouts, and soffit.
- Colors to match Air controls main office canopy.

Electrical

- Electrical Permit.
- Labor and material to install the following:
 - Demolition wiring within walls being removed.
 - Relocate interior lights as needed within garage door area.
 - Reroute existing wiring and conduit as needed for 2nd floor garage door area.
 - (3) Exterior Wall Pack Lights
 - Provide wiring to dock pit leveler and control as needed.
 - Wire in (2) garage door systems.
 - Wiring and conduit is included.
- **NOTE: This does not include relocating existing breaker panels or major power sources.**

Garage Doors

- Install (2) garage door systems.
- Provide the following items for 14' x 10' Garage Door:
 - Spreader bars
 - 14'2" x 10' Model 3216, white, R-17.54, urethane injected, RA steel mount track, solid extended shaft. top seal on door.
 - Brush seal package on side jambs.
 - Motor Garage Door Openers
- Provide the following items for 10' x 10' Garage Door:
 - Spreader bars
 - 10'2" x 10' Model 3216, white, R-17.54, urethane injected, RA steel mount track, solid extended shaft. top seal on door.
 - Brush seal package on side jambs.
 - Motor Garage Door Openers

Dock Systems

- Provide and Install (1) 6'W x 8'L x 16"D Hydraulic Dock Leveler - 40,000lb (Model: Poweramp)
- Provide and install metal curb edge systems for dock leveler attachment.
- Provide two sets of dock bumpers (one set for dock leveler and another set for 2nd floor garage door)
- Welder to attach dock leveler to curb edge.
- Miscellaneous Items Included.
- Freight cost for supplies is included.

Paint

- Labor and material to paint the following:
 - Paint structural steel columns and beam.
 - Paint 110 linear feet of guard rail.
 - Paint 3-0 x 6-8 man door and jamb.
 - Paint areas around the new garage door entrances to blend in with existing wall systems.

Alternates

Alternate 1 - North Canopy Replacement (If Chosen, Add Cost to Base Bid)

- Remove and dispose the existing canopy along north dock system. (Steel columns and beam to remain)
- Labor and material to frame in new canopy system with cold steel framing and 5/8" osb sheeting for roof system.
- Labor and Material to Dry-in Roof System.
- Provide and install tuff rib roofing, fascia, gutters, downspouts, and soffit.
 - Colors to match Aircontrols main office canopy.
- Electrical work to include the following:
 - Remove (3) existing light fixtures and conduit running within Canopy.
 - Rerun conduit throughout new canopy system.
 - Provide and install (3) canopy can lights.

Alternate 2 - North Stairway Replacement (If Chosen, Add Cost to Base Bid)

- Remove existing stair system along north dock system entrance.
- Fabricate and install new metal stair systems and ramp.

Exclusions/Notes

- Please note that this estimate is BUDGETARY and pricing could fluctuate based on additional project information, scope of work changes, and material cost fluctuations
- Bonding not included. Please add 1.5% to project price if bonding is needed.
- Assumed normal working hours (7:00 AM - 4:30 PM) Monday-Friday.
- Assumed existing utilities are operational.
- Existing Man Door to Remain.
- Excludes Development Fee's.
- Excludes Architectural and Engineering Fee's.
- Excludes HVAC Work.
- Excludes Civil Work.
- Excludes Plumbing.
- Excludes Hazardous Material Testing & Abatement.
- Excludes Fencing and Electronic Gated Systems
- Excludes Builders Risk Insurance.
- Excludes Winter Condition Work.
- Excludes Building Signage.
- Excludes System Furniture & Appliances.
- Excludes Cabinetry, Casework, & Millwork
- Excludes Fire Sprinkler Systems and Fire Alarms.
- Excludes Security Systems.
- Excludes Telephone and Data.
- Excludes Main Building Permit.
- All other work not explicitly stated on this estimate is not included

Price is Subject to Change Depending on Scope Changes, Unforeseen Conditions, & Material Price Increase

Jess Cunningham

Project Manager

1/13/2025

Submitted By

Title

Date

Accepted By

Title

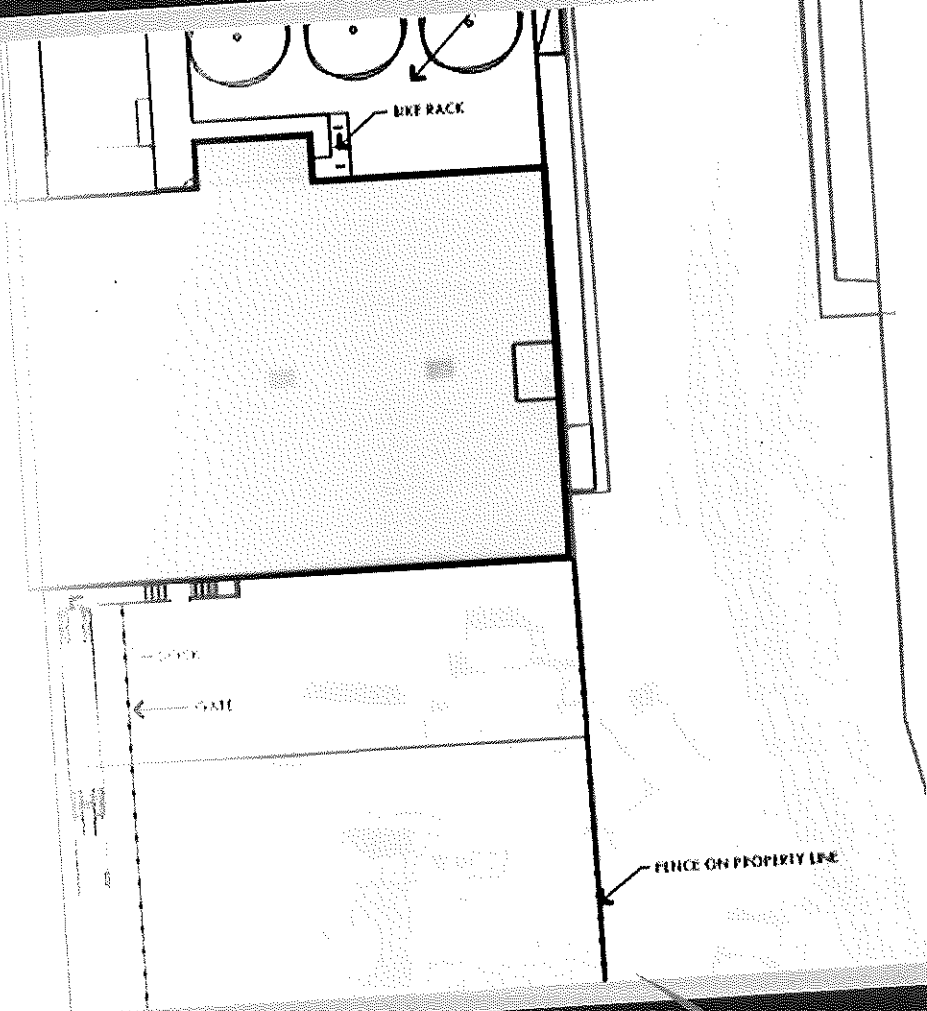
Date

Air Controls Site Plan

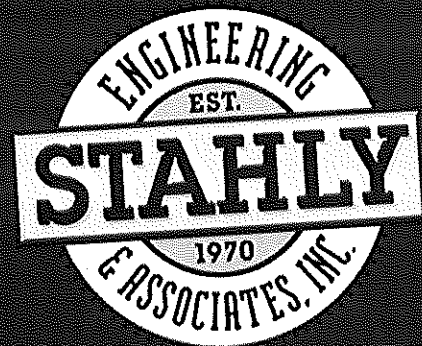
Billings, MT

A proposal to:
Chris Schaff

April 21, 2023



Stahly Engineering & Associates Professional Services Proposal



851 Bridger Drive, Suite 1
Bozeman, MT 59715
(406) 522-8594

2223 Montana Avenue, Suite 201
Billings MT 59101
(406) 601-4055

3530 Centennial Drive
Helena, MT 59601
(406) 442-8594

Engineering Excellence for More Than 50 Years

Introduction

Stahly Engineering & Associates is pleased to submit a professional services proposal for the site civil engineering and surveying services for the proposed site improvements project located in Billings, MT. The following scope of work outlines the individual tasks included and not included in this estimate. Our estimate is based on proceeding on a lump sum basis, with notification to you if budgets are exceeded. We have attempted to be complete in our scope, but additional items may potentially be required. Out of scope additional changes will not be performed without prior authorization from you.

Civil Engineering & Survey Scope of Work

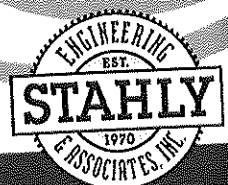
The scope of civil engineering and survey services includes the following:

I) General Services and Assumptions

- We have assumed a project complexity/size per the conceptual site layout provided on March 23, 2023 and our subsequent discussion.
- Provide engineering design and analysis based on local (City of Billings) and State requirements.
- Produce drawings in AutoCAD format for the civil engineering related site work.
- A Traffic Impact Study (TIS) is not anticipated for this project.
- Final Construction Drawing deliverables will be in the form of electronically transmitted plot files. The Owner or Architect will complete reproduction and distribution of the drawings.
- All permit and reviews fees shall be paid by the Owner.
- It is assumed that a zone change and/or land subdivision will not be required for this project.
- It is assumed that the Owner will coordinate any relocation of existing utilities, if required.
- It is assumed that the Owner will provide a geotechnical investigation report for civil design (concrete and asphalt sections) and infiltration testing and soil profile data for the stormwater management design.
- No contingencies to cover significant changes or redesign cause by other parties or factors that are outside of our direct control have been included in the proposed fee. The proposed fee covers the design for one site layout and minor revisions based on review comments. If significant changes outside of our control occur after we have initiated our engineering design, we will require payment for this work as an additional service. Prior to proceeding with any additional work, we will obtain written authorization from you.

II) Survey Services

- Perform Records research for the Lots 1-12, Block 86, Original Billings Townsite.
- Locate 4 existing property corners or set new property corners. It is anticipated this task will take approximately 8 hours to complete. At the end of 8 hours, if the corners have not been located or set, the consultant will meet with the client to discuss what evidence has been found. The consultant will give an estimate of what additional work is anticipated to complete the task of setting up to 4 new property corners. The client can end the contract or agree to be billed additional hours to complete the survey.
- Perform a topographic survey
- Process and deliver a .pdf and .dwg files



III) Civil Design Services

- Develop a final grading and drainage plan for the building and site improvements. In the development of the grading/drainage plan, we have anticipated the Architect will provide the initial site layout (i.e. hardscapes and pedestrian access) for our final design purposes.
- Prepare a Final Drainage Report in accordance with the City of Billings requirements.
- Site grading and drainage will be limited to the area of the subject property that is directly affected by the new construction. Other surface improvements will be specified to be constructed to match existing grading.
- It is assumed that no street improvements will be required to 1st Avenue North or 2nd Avenue North. If the City requires any sidewalk/approach improvements, and/or if any MDT permitting is required for improvements along 1st Avenue North, our scope and fee will be adjusted accordingly.
- It is assumed that no water, storm or sewer main extensions will be required for this project and that the existing water and sewer services to the property will not require any modifications.
- Develop site/civil construction drawings and technical specifications, if necessary, for bidding and construction. The specifications will be based on Montana Public Works Standard Specifications (MPWSS), and local standards as appropriate.
- Proposed site electrical features such as site lighting will be shown on the site/civil drawings in the immediate vicinity of the building and site improvements, but will be designed by others.
- Proposed communications, gas and electrical lines and connections to existing lines will be shown schematically on the civil drawings, but will be designed by others.
- Address questions related to civil design during bidding phase.

The following items, which is not considered to be an exhaustive list, are not included in this scope of work. If any of these are required or desired, additional engineering costs will be provided at that time.

- Traffic Impact Study
- Geotechnical Investigation
- Landscape/Irrigation Design
- Site Lighting and Dry Utility Design (if any).
- Bidding and Construction Phase Services, other than the scope items addressed above.
- Construction Staking.



Expenses

Project expenses, which include mileage, printing, survey supplies, etc. are billed at actual expense.

Construction Administration Services

Construction administration in regard to changes to the plan set and details after construction documents have been released, be it by the architect or contractor, will be billed using our standard hourly rates. Site inspections will also be billed separately, as the number of visits requested by the builder or client can vary greatly.

Fees For Professional Services

The fee for the described engineering and surveying scope of services is estimated at \$19,040 and is broken down below:

Civil Engineering and Survey Scope of Work

Boundary/Topography Survey	\$5,490
Civil Design Services	\$13,550

Following are the hourly billing rates for staff that may be utilized for construction phase services:

Senior Engineer/Project Manager	\$186/hr
Project Engineer	\$147/hr
Staff Engineer	\$114/hr

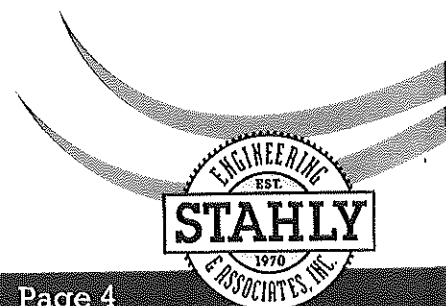
Thank you for this opportunity and we look forward to providing quality professional services delivered on schedule. Please feel free to contact us if you have any questions or concerns.

Sincerely,

STAHLY ENGINEERING & ASSOCIATES



Christopher W. Kosine, PLS





Air Controls Boundary and Topo Survey

2102 2nd Ave. N., Billings, MT 59101

Survey Proposal

Prepared 04/10/23

Stahly Engineering & Associates submits the following proposal to provide survey services on the above referenced project. All work will be performed under the supervision of a Professional Land Surveyor licensed in the state of Montana (Chris Kosine, 41478 LS). Based on our conversation, we anticipate the following list of services to be necessary for this project:

- Perform Records research for the Lots 1-12, Block 86, Original Billings Townsite.
- Locate 4 existing property corners or set new property corners. It is anticipated this task will take approximately 8 hours to complete. At the end of 8 hours, if the corners have not been located or set, the consultant will meet with the client to discuss what evidence has been found. The consultant will give an estimate of what additional work is anticipated to complete the task of setting up to 4 new property corners. The client can end the contract or agree to be billed additional hours to complete the survey.
- Perform a topographic survey
- Process and deliver a .pdf and .dwg files

The estimated cost to perform the above listed work is **\$5,490.00** offered on a Lump Sum basis.

The proposal excludes any survey tasks not explicitly outlined above.

If additional surveying items are requested, or certain items are not necessary, costs can be negotiated accordingly. The proposal accounts for all labor, equipment, materials, and travel required to perform the work.

Thank you for this opportunity. We look forward to providing professional, timely, and quality-driven services on your project.

Sincerely,
Stahly Engineering & Associates

Christopher W. Kosine, PLS
Senior Land Surveyor
Stahly Engineering & Associates, Inc.
2223 Montana Ave., Suite 201 | Billings, MT 59101
Phone: (406) 601-4055 | Direct: (406) 601-4066
Email: ckosine@seaeng.com



January 5, 2023

Chris Schaff
PO BOX 1277
BILLINGS, MT 59103

RE: Pre-Design and Limited Schematic Design Services- Air Controls Warehouse and Shop

Mr. Schaff,

We appreciate the opportunity to submit this proposal for the Air Controls Warehouse and Shop at 2102 2nd Ave. N, Billings, MT for the Pre-Design, and partial Schematic Design phases of work. We have prepared the following proposal to continue conceptualizing and defining the parameters and needs for the project.

PROJECT UNDERSTANDING:

The design team will develop schematic floor plans and site/building design for the existing building. Our engineering partners will prepare narrative documents addressing the anticipated systems required to construct the facility. Our team will develop an approach that meets EBURD zoning and present the concept at a Pre-Application meeting with city planning staff. Further goals of this exercise is to establish the desired programming relationships in floor plan, understand building construction type and systems, understand conceptual design direction, and vet a proposed project site to reduce unknown conditions and costs. This information will be crucial to working with a selected Construction Manager At Risk to build an understanding of total project budget.

PROPOSED FEE STRUCTURE:

To provide the Pre-Design and Schematic Design Services listed below we propose a lump sum fee of \$16,000.00. The proposed fee will be billed incrementally as the work progresses. This fee does not include reimbursable expenses. We advise our clients to allocate an additional \$1,500 to pay for reimbursable project expenses associated with producing printed or web-based materials.

Architectural As-Built:	Lump Sum: \$ 1,500.00
Architectural Planning and Meetings with City:	Lump Sum: \$ 8,500.00
Architectural 3d Renderings:	Lump Sum: \$ 3,500.00
Structural/Civil Engineering Reports:	Lump Sum: \$ 2,500.00
 TOTAL- Pre-Design and limited Schematic Design:	 Lump Sum: \$16,000.00*

*Fees stated above are through the Pre-Design and limited Schematic Design phase and do not include reimbursable expenses, Construction Documents, Bidding and Permitting or Construction Administration.

DELIVERABLES: Pre-Design Services:

- Architectural Services:
 - Design meetings with Collaborative Design site planning staff, design meetings with team engineers
 - Pre-Application meeting with the City of Billings to present zoning code approach to comply with EBURD regulations
 - Preliminary building programming and site layout
 - Conceptual floor plan and building code/ construction type analysis



- Assembly of information to assist with construction cost estimating by Langlas
 - Hypothetical project schedule from design through occupancy
 - Rendered 3D view of the 2nd Ave. N. Side of the building to support meetings with planning dept.
- Structural Engineering:
 - Review of architectural concepts for feasibility and approximately one-page written narrative describing design/construction approach.
 - Civil Engineering:
 - Review of architectural concepts for feasibility and markups and approximately one-page written narrative describing design/construction approach.

EXCLUSIONS

Mechanical, Electrical, Plumbing, IT, Design Development, Construction Documents, Bidding and Permitting, Construction Administration, Staking, Municipal review/permit fees.

STANDARD OF CARE

At Collaborative Design Architects we shall provide you with the professional services as set forth in this agreement consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. We shall perform these services as expeditiously as is consistent with such professional skill and care and the orderly progress of the project.

ALLOCATION OF RISK:

Hourly contracts are not full-service architectural contracts. It is agreed that the client will limit any and all liability for any damage on account of any error, omission, or other professional negligence. In addition, the client agrees to defend, indemnify, and hold Collaborative Design Architects (and our consultants) harmless from any claim, liability or defense cost in excess of the limits determined above for injury or loss sustained by any party from exposure allegedly caused by the Architect's performance of services hereunder, except for injury or loss caused by the sole negligence or willful misconduct of Collaborative Design Architects, Inc.

PROJECT COMMITMENT:

You will be billed monthly for our time along with the reimbursable expenses associated with this project. As is standard in the practice, all invoices are **due upon receipt**. Past-due invoices over 30 days are assessed a service fee of \$250.00 and late fee of 1.5% per month. Past-due invoices over 45 days will result in suspension of project activity. Past-due invoices over 120 days will be sent to Collection. Collection Fees will be added to the outstanding balance.

Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to arbitration or the institution of legal or equitable proceedings by either party. The parties shall share the Mediator's Fee and any Filing Fees equally. The mediations shall be held in the place where the Project is located unless another location is mutually agreed upon.

The drawings and other documents prepared by the Design Team for this Project are instruments of the Design Team's service for use solely with respect to this Project, and Collaborative Design Architects shall retain all common law, statutory and other reserved rights including the Copyright. The Owner shall be permitted to retain paper copies.

The Architecture that we are creating is of a personal nature, and we fully understand that life can take unexpected turns. People sometimes simply change their minds and re-evaluate their investments. Should this happen on your project we will evaluate the time that our team has into the most current phase of the project and invoice you for any unpaid time. You will not be liable to pay the full, remaining, contract value.

If you find that this proposal is agreeable, please sign below as authorization to proceed. Return one copy via email or copy to my office. Once received, we will prepare a schedule for the work. This quote is good for 30 days.



Nick Pancheau, AIA – Collaborative Design Architects, Inc.

01-05-23

Date

Chris Schaff, President- Air Controls-Billings, Inc.

Date

CONSTRUCTION DRAWINGS

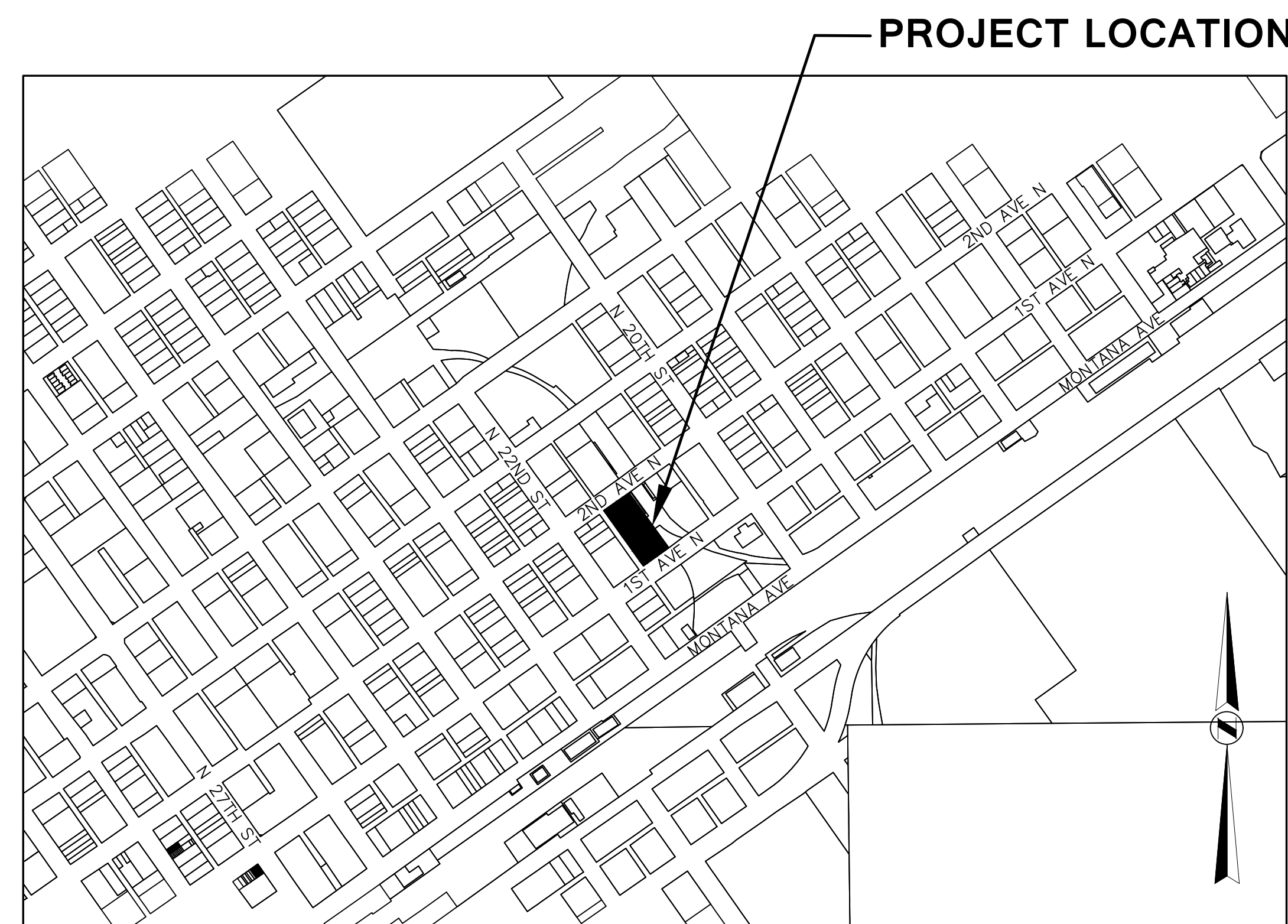
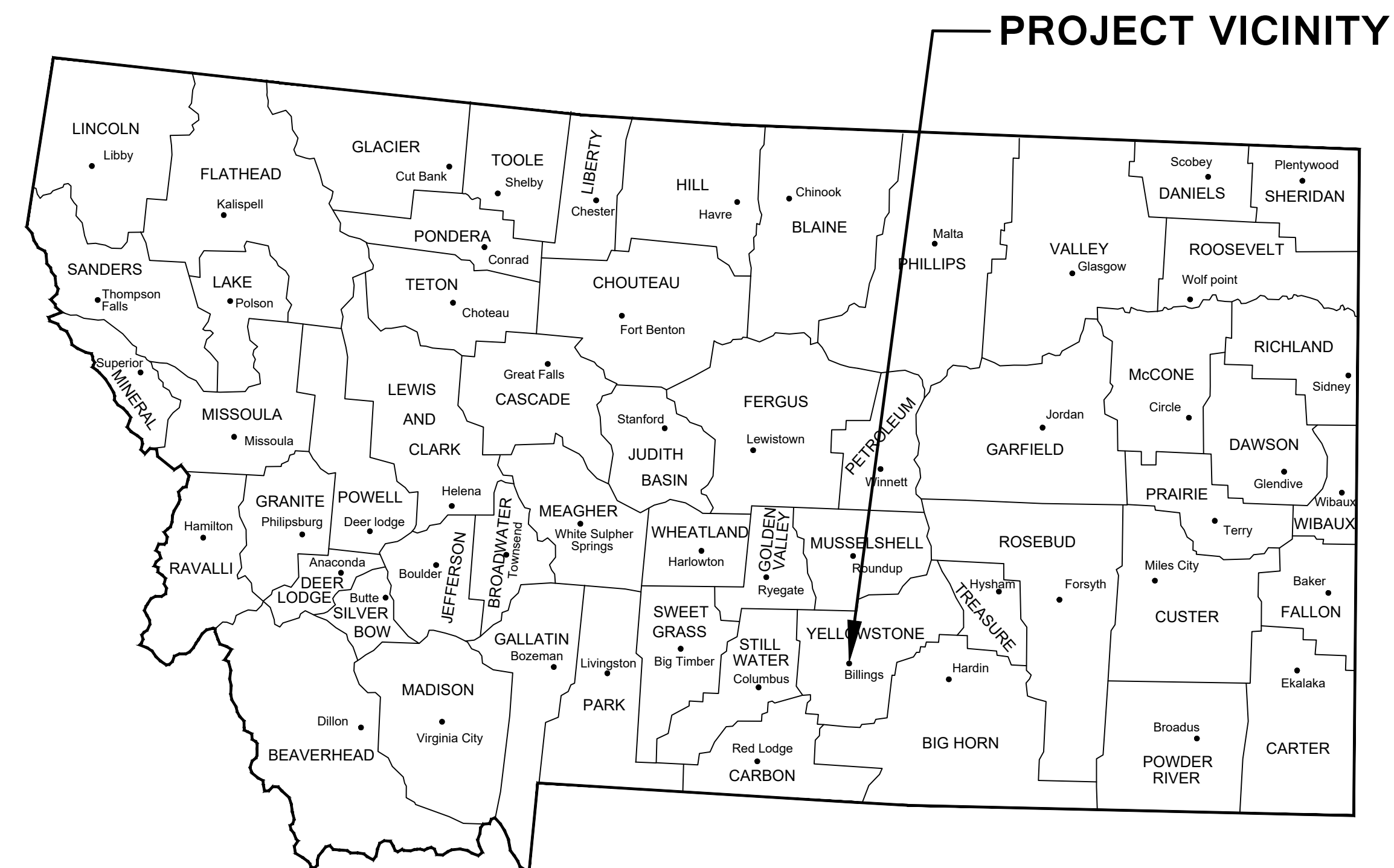
AIR CONTROLS CIVIL SITE DESIGN

AIR CONTROLS, INC.

BILLINGS, MONTANA

SHEET INDEX

Sheet Title	Sheet Number
TITLE	T1.0
CIVIL SPECIFICATIONS	C0.1
EXISTING CONDITIONS	C1.0
DEMOLITION PLAN	C1.1
CIVIL SITE PLAN	C1.2
CIVIL GRADING	C1.3
CIVIL DETAILS	C2.0



CITY REVIEW SET

PROJECT CONTACTS:

<p><u>City of Billings</u></p> <p>Planning Department Dave Green 406-247-8676</p> <p>Fire Department Jamie Fender 406-657-8452</p> <p>Public Works John Zisch 406-657-8234</p>	<p><u>Owner/Developer</u></p> <p>Chris Schaff Owner, Air Controls, INC. Cell: 406-690-3513</p> <p><u>Project Engineer</u></p> <p>Stahly Engineering & Associates Ashley Allinson, P.E. Cell: 406-539-3424 Office: 406-601-4055</p>
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Phone: (406)522-9526

No.	DATE	DESCRIPTION	ISSUE/REVISION
0	8/22/2023	CITY REVIEW SET	OCR
1	8/30/2023	REVISION 1	ANAL
2	1/6/2025	MIRROR LOADING DOCK	ANAL
			BDS
			BDS



AIR CONTROLS

2102 2ND AVE N & 2109 1ST AVE N BILLINGS, MT 59102

TITLE

SHEET
T1.0

ENGINEER OF RECORD: ASHLEY ALLINSON, PE
QUALITY CONTROL REVIEWER: DAX SIMEK, PE

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TECHNICAL SPECIFICATIONS

ALL WORK SHALL BE DONE IN ACCORDANCE WITH MONTANA PUBLIC WORKS STANDARD SPECIFICATIONS (MPWSS) 6TH EDITION AND THE CITY OF BILLINGS MODIFICATIONS TO MPWSS, 6TH EDITION DATED JANUARY 2021.

SOME ITEMS OF MPWSS ARE HIGHLIGHTED FOR IMPORTANCE BELOW. TECHNICAL SPECIFICATIONS ARE AMENDED TO INCLUDE THE NOTES BELOW:

STANDARD GENERAL CONDITIONS OF THE CONSTRUCTION CONTRACT

SECTION 01090	REFERENCES
SECTION 01300	SUBMITTALS
SECTION 01400	CONTRACTOR QUALITY CONTROL & OWNER QUALITY ASSURANCE
	1. QUALITY CONTROL SUBMITTALS AND TESTING REQUIREMENTS ARE SHOWN ON THIS SHEET.
SECTION 02221	TRENCH EXCAVATION AND BACKFILL FOR PIPELINES AND APPURTENANT STRUCTURES
SECTION 02230	STREET EXCAVATION, BACKFILL AND COMPACTION
SECTION 02234	SUB BASE COURSE
SECTION 02235	CRUSHED BASE COURSE
	1. PER GEOTECH RECOMMENDATION.
SECTION 02510	ASPHALT CONCRETE PAVEMENT
SECTION 02528	CONCRETE CURB AND GUTTER
SECTION 02529	CONCRETE SIDEWALKS, DRIVEWAYS, APPROACHES, CURB TURN FILLETS, VALLEY GUTTERS AND MISCELLANEOUS NEW CONCRETE CONSTRUCTION
	1. CONCRETE SHALL BE M-4000.
SECTION 02660	WATER DISTRIBUTION SYSTEMS.
SECTION 02720	STORM DRAIN SYSTEMS
SECTION 02730	SANITARY SEWER COLLECTION SYSTEM

CONSTRUCTION NOTES

- THE LOCATION OF EXISTING UNDERGROUND UTILITIES AND/OR FACILITIES ARE DEPICTED BASED ON INFORMATION PROVIDED BY OTHERS AND SHOULD BE CONSIDERED APPROXIMATE. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF THIS INFORMATION.
- PRIOR TO ANY EXCAVATION, THE CONTRACTOR IS RESPONSIBLE FOR LOCATING, OR HAVING LOCATED, ALL UNDERGROUND FACILITIES SHOWN OR INDICATED IN THE PLANS AND/OR CONTRACT DOCUMENTS. THE CONTRACTOR SHALL USE EXTREME CAUTION WHEN EXCAVATING NEAR UNDERGROUND FACILITIES.
- ANY DAMAGE TO ABOVE OR BELOW GROUND UTILITIES AND/OR FACILITIES SHALL BE IMMEDIATELY REPORTED TO THE UTILITY COMPANY AND THE ENGINEER. ALL SHOWN OR MARKED UTILITIES OR FACILITIES DAMAGED BY THE CONTRACTOR OR ITS SUBCONTRACTOR SHALL BE REPAIRED AT THE CONTRACTORS EXPENSE.
- ALL WATER VALVES AND HYDRANTS TO BE OPERATED BY CITY OF BILLINGS PERSONNEL ONLY.
- CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL PERMITS FOR CONSTRUCTION.
- IMPROVEMENTS SHALL NOT BE COVERED UNTIL INSPECTED AND APPROVED BY THE ENGINEER.
- CONTRACTOR IS RESPONSIBLE FOR REPAIRING ANY ITEMS DAMAGED DURING CONSTRUCTION.
- RESTORE ALL SURFACED AREAS DAMAGED DURING CONSTRUCTION TO EQUAL OR BETTER CONDITIONS AS DETERMINED BY THE ENGINEER.
- ALL NEW SIDEWALK, ACCESSIBLE RAMPS, AND DRIVE APPROACHES MUST BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF BILLINGS STANDARDS AND THE AMERICANS WITH DISABILITIES ACT STANDARDS.
- STORM WATER SHALL NOT AFFECT ADJACENT LOTS. FINAL SITE GRADING MUST REFLECT APPROVED PLANS.
- CONTRACTOR TO ENSURE ALL WATER FLOWS AWAY FROM FOUNDATION, SLOPE GROUND AT A MINIMUM OF 2% AWAY FROM BUILDING FOR FIRST 10 FEET. PROVIDE POSITIVE DRAINAGE TO CONVEY WATER AWAY FROM BUILDING AND ROUTING TO STORM DRAINAGE FACILITIES.
- MAXIMUM 2% SLOPE IN ANY DIRECTION IN ADA PARKING AND ACCESS AISLE AREA. MAXIMUM 5% LONGITUDINAL SCOPE IN SIDEWALK OUTSIDE OF LANDINGS. CONTRACTOR TO VERIFY.
- ALL ATTEMPTS HAVE BEEN MADE TO COORDINATE THIS PLAN SET WITH OTHER DISCIPLINES. IF ANY DISCREPANCIES ARE FOUND THEY SHALL BE BROUGHT TO ENGINEER'S ATTENTION IMMEDIATELY.

MINIMUM QUALITY CONTROL SUBMITTALS AND TESTING REQUIREMENTS

MATERIALS SUBMITTALS REQUIRED

PRODUCT	PARTY RESPONSIBLE FOR SUBMITTAL	REQUIRED SUBMITTALS PRIOR TO MOBILIZATION	REQUIRED SUBMITTALS DURING CONSTRUCTION
SANITARY SEWER COLLECTION MATERIALS	CONTRACTOR	MANUFACTURER'S CUT SHEETS AND PRODUCT MODEL# OR SPECIFICATIONS	SEE MATERIALS TESTING
STORM DRAINAGE MATERIALS	CONTRACTOR	MANUFACTURER'S CUT SHEETS AND PRODUCT MODEL# OR SPECIFICATIONS	NONE
PIPELINE BEDDING MATERIAL	CONTRACTOR	GRADATIONS, PROCTOR, LIQUID/PLASTIC LIMITS, PLASTIC INDEX	ONE REPRESENTATIVE SAMPLE OF MATERIAL IMPORTED TO SITE
SUB BASE COURSE	CONTRACTOR	GRADATIONS, PROCTOR, LIQUID/PLASTIC LIMITS, PLASTIC INDEX	ONE REPRESENTATIVE SAMPLE OF MATERIAL IMPORTED TO SITE
CRUSHED BASE COURSE	CONTRACTOR	GRADATIONS, PROCTOR, LIQUID/PLASTIC LIMITS, PLASTIC INDEX, FRACTURED FACES, WEAR	ONE REPRESENTATIVE SAMPLE OF MATERIAL IMPORTED TO SITE
ASPHALT CONCRETE PAVEMENT	CONTRACTOR	PROJECT MIX DESIGN FROM SUPPLIER	SEE MATERIALS TESTING
CONCRETE	CONTRACTOR	PROJECT MIX DESIGN FROM SUPPLIER	SEE MATERIALS TESTING
GEOTEXTILE FABRIC	CONTRACTOR	MANUFACTURER'S CUT SHEETS AND PRODUCT MODEL# OR SPECIFICATIONS	NONE

ON-SITE MATERIALS TESTING

PRODUCT	PARTY RESPONSIBLE TO OBTAIN TESTS	TEST FREQUENCY	TEST REQUIREMENT & STANDARD
TRENCH EXCAVATION, BACKFILL AND COMPACTION	OWNER	ONE TEST PER 100 LINEAR FEET OF TRENCH*	TEST PER AASHTO T310. OBTAIN 95% BY AASHTO T99
SUB BASE COURSE	OWNER	ONE TEST PER 1000 SQUARE FEET	TEST PER AASHTO T310. OBTAIN 95% BY AASHTO T99
CRUSHED BASE COURSE	OWNER	ONE TEST PER 1000 SQUARE FEET	TEST PER AASHTO T310. OBTAIN 95% BY AASHTO T99
ASPHALT CONCRETE PAVEMENT	OWNER	ONE TEST PER 100 TONS**	93% BY ASTM D2041 PER MPWSS
CONCRETE	OWNER	ONE TEST PER POUR MIN, OR 1 TEST PER 100 C.Y.	TEMP. AIR, SLUMP, 4 CYLINDERS, PER MPWSS

*ADDITIONAL TEST REQUIRED FOR EVERY BACKFILL MATERIAL CHANGE.
 **CONTRACTOR SHALL ESTABLISH A ROLLING PATTERN EARLY IN THE PAVEMENT PROCESS BY TAKING A TEST FOR EVERY PASS AND RECORDING THE PERCENT OF MAXIMUM DENSITY. AT A MINIMUM THAT PATTERN SHALL BE MAINTAINED THROUGHOUT THE ENTIRE PROJECT.

LEGEND

	CONCRETE		WATER MAIN
	ASPHALT		WATER SERVICE LINE
	GRAVEL		WATER VALVE
	EXISTING BUILDING		CURB STOP
	CENTERLINE ROADWAY		STORM DRAIN MAIN
	EDGE OF GRAVEL		STORM DRAIN INLET
	ROADWAY STRIPING		STORM DRAIN MANHOLE
	SIGN		UNDERGROUND COMMUNICATION
	CONTROL POINT		COMMUNICATION PEDESTAL
	UNDERGROUND ELECTRIC		UNDERGROUND GAS
	ELECTRIC METER		GAS METER
	OVERHEAD ELECTRIC		SANITARY SEWER MAIN
	POWER POLE		SANITARY SEWER MANHOLE
	ELECTRIC DROP		CONTOURS (1FT. INTERVALS)
	LIGHT POLE		



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			OCR	FOR
0	8/22/2023	CITY REVIEW SET	ANA	BDS
1	8/30/2023	REVISION 1	ANA	BDS
2	1/6/2025	MIRROR LOADING DOCK	ANA	BDS



AIR CONTROLS
2102 2ND AVE N & 2109
1ST AVE N BILLINGS,
MT 59102

CIVIL SPECIFICATIONS

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BASIS OF BEARING
 ROCKY MOUNTAIN COORDINATE REFERENCE SYSTEM (RMTORS) BILLINGS (INTERNATIONAL FEET), GRID NORTH, NAD83(2011) DATUM, EPSG: 7127
 DERIVED FROM RTK CORRECTIONS FROM MTEI (CORS)

LAMBERT CONFORMAL CONIC SINGLE PARALLEL
 CENTRAL MERIDIAN: 108°25'00"W
 GRID ORIGIN: 45°47'00"N
 FALSE NORTHING: 164041.995'
 FALSE EASTING: 656167.979'
 SCALE FACTOR: 1.0001515

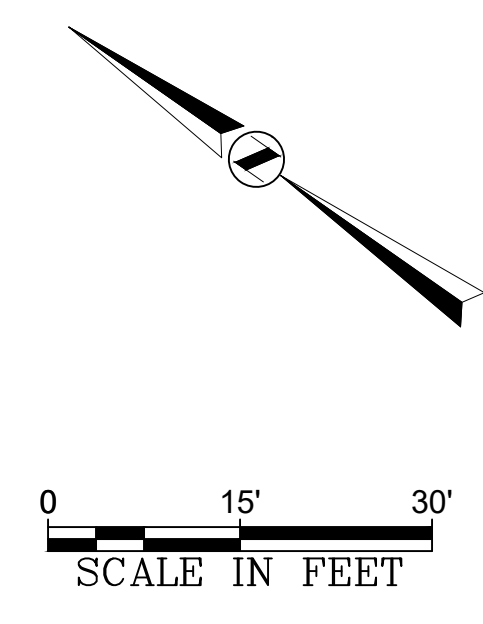
VERTICAL DATUM
 NAVD88(GEIOD12A)

BASIS OF BEARING
 ROCKY MOUNTAIN COORDINATE REFERENCE SYSTEM (RMTORS) BILLINGS (INTERNATIONAL FEET), GRID NORTH, NAD83(2011) DATUM, EPSG: 7127
 DERIVED FROM RTK CORRECTIONS FROM MTEI (CORS)

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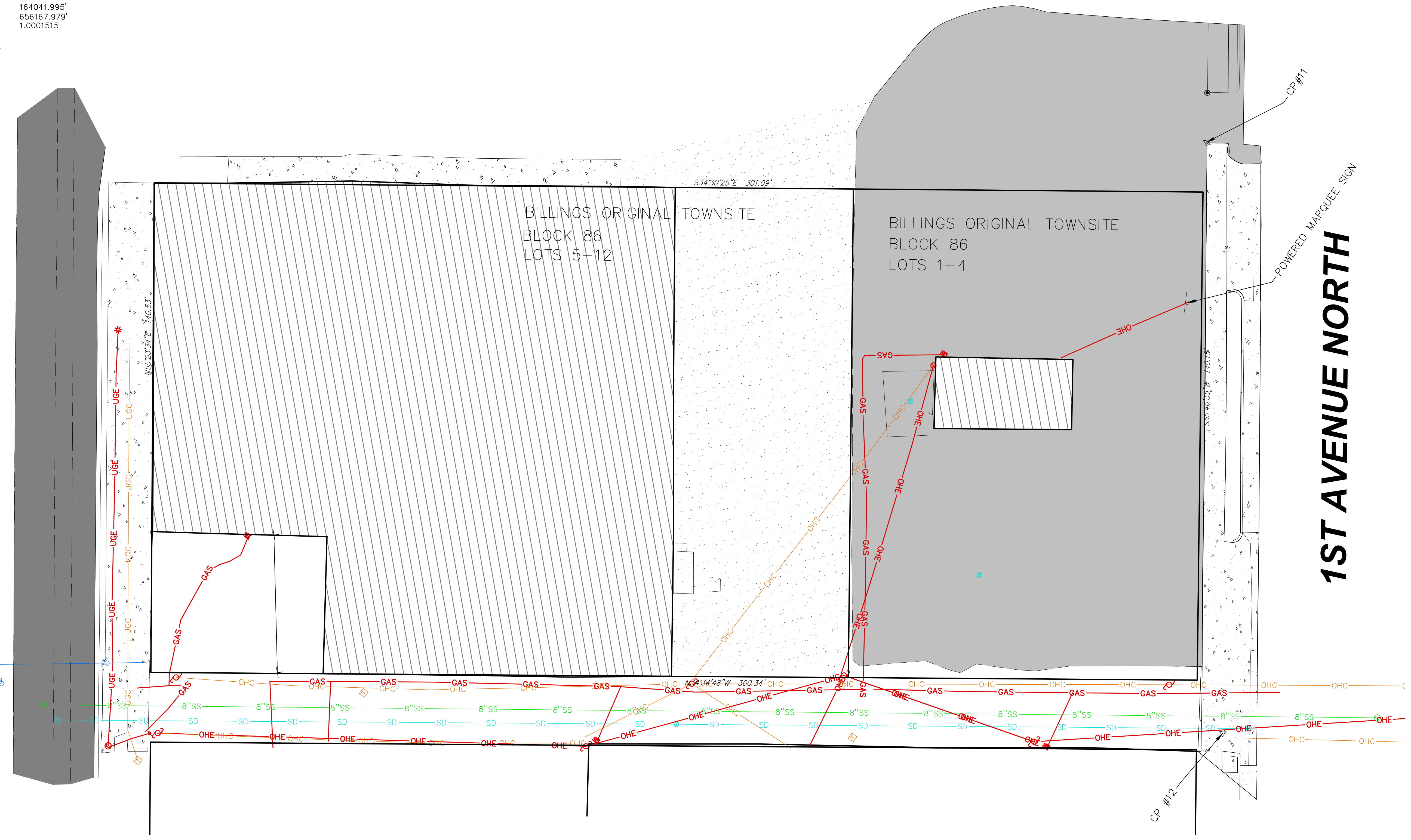
VERTICAL DATUM
 NAVD88(GEIOD12A)

POINT #	NORTHING	EASTING	ELEVATION	DESCRIPTION
11	165131.44'	635585.02'	3120.79'	CP MAG NAIL
12	165030.31'	635448.67'	3119.22'	CP MAG NAIL
13	165357.74'	635242.12'	3119.93'	CP MAG NAIL
14	165437.54'	635368.53'	3120.93'	CP MAG NAIL



2ND AVENUE NORTH

1ST AVENUE NORTH



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No.	DATE	DESCRIPTION	FOR	OCR
0	8/22/2023	CITY REVIEW SET	ANA	BDS
1	8/30/2023	REVISION 1	ANA	BDS
2	1/6/2025	MIRROR LOADING DOCK	ANA	BDS







AIR CONTROLS
 2102 2ND AVE N & 2109
 1ST AVE N BILLINGS,
 MT 59102

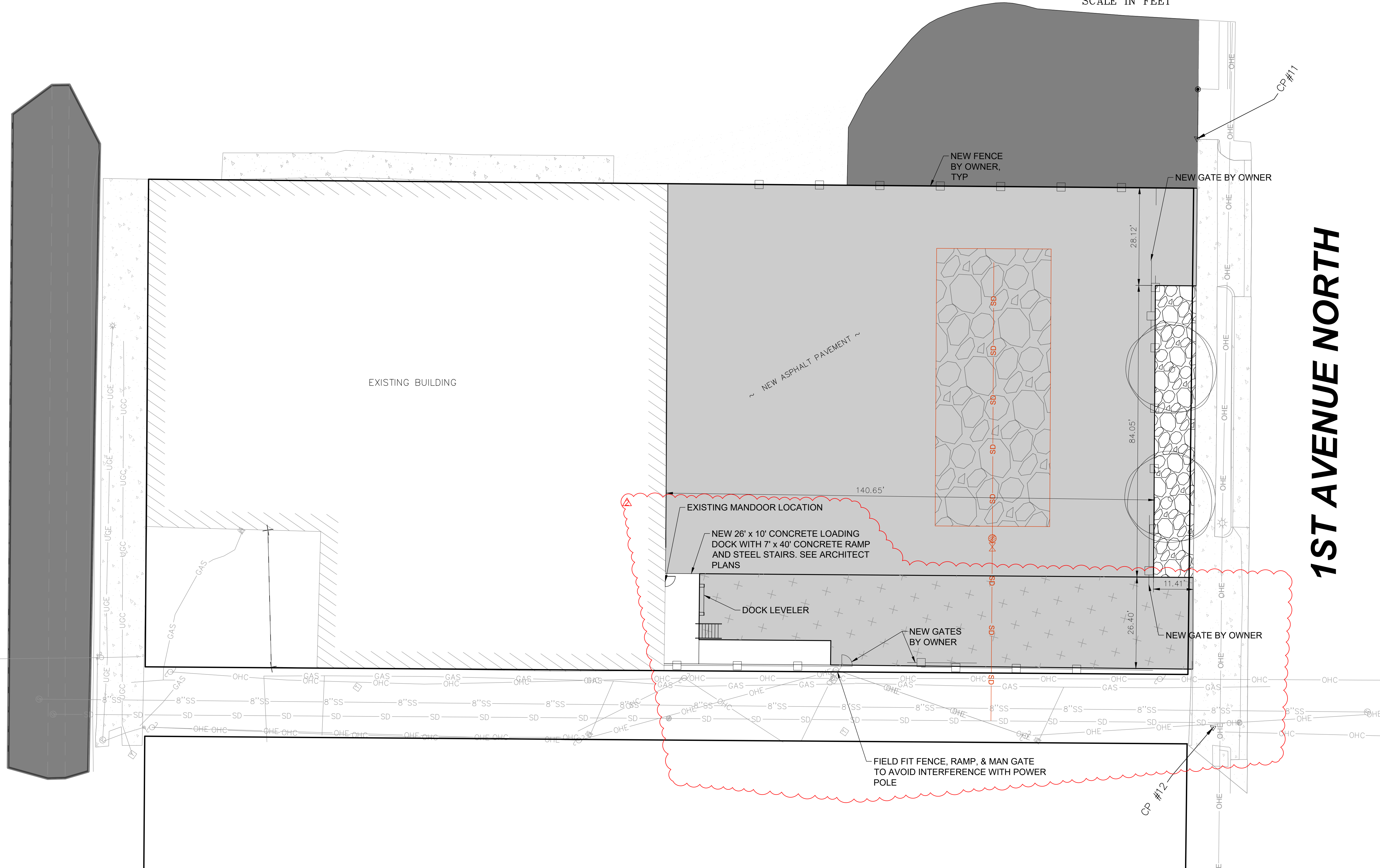
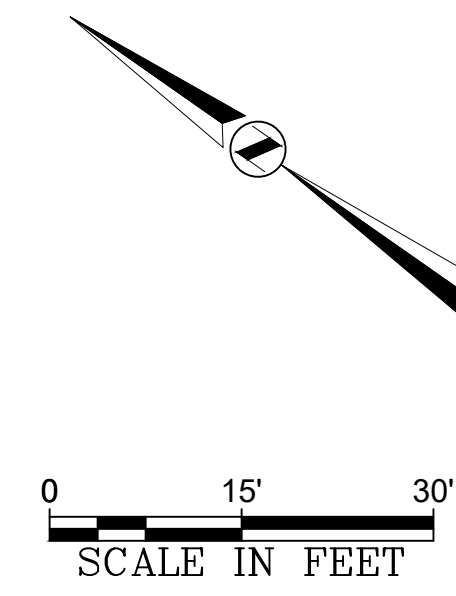
EXISTING CONDITIONS
 SHEET
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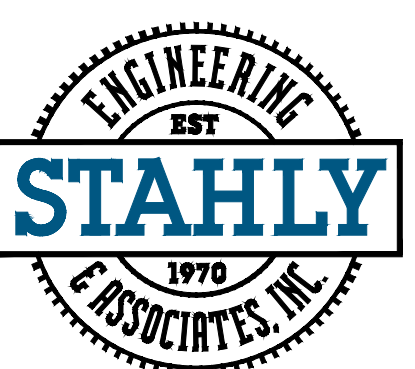
2ND AVENUE NORTH

LEGEND

-  NEW ASPHALT PAVEMENT
-  NEW HEAVY DUTY ASPHALT PAVEMENT
-  EXISTING PAVEMENT
-  EXISTING CONCRETE



1ST AVENUE NORTH



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2	1/6/2025	MIRROR LOADING DOCK	ANA	BDS



AIR CONTROLS

2102 2ND AVE N & 2109
 1ST AVE N BILLINGS,
 MT 59102

CIVIL SITE PLAN

SHEET
C1.2

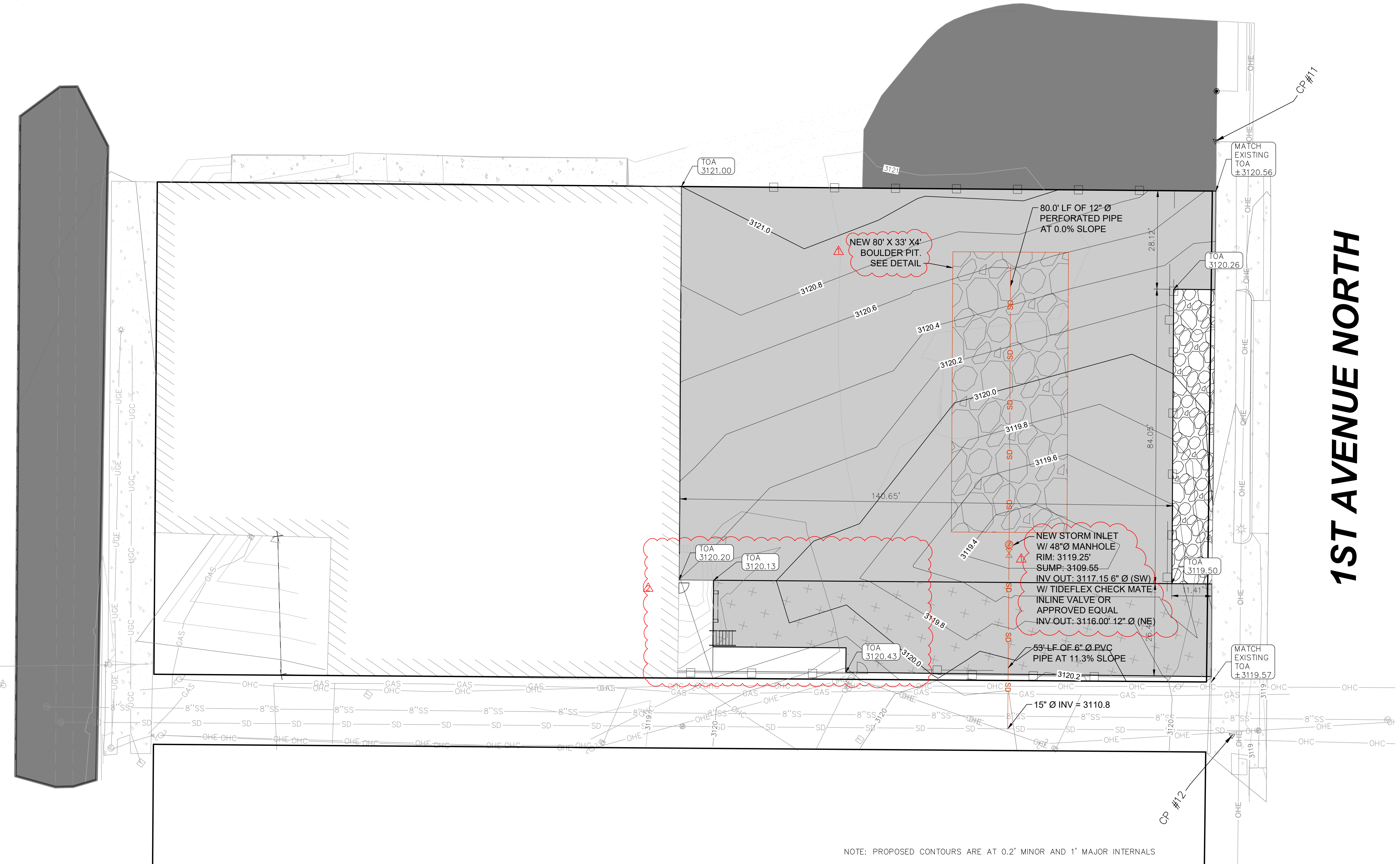
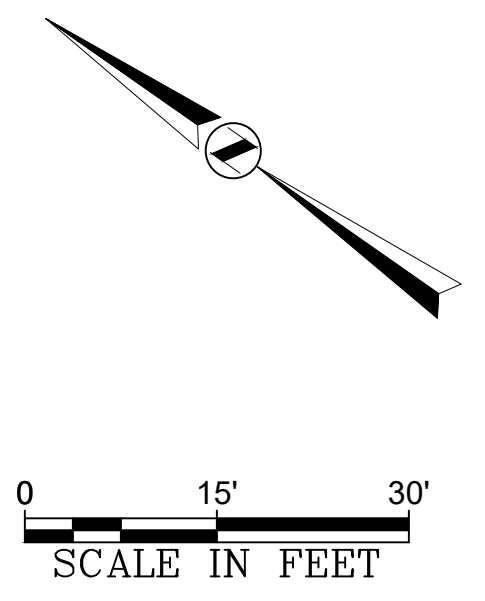
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2ND AVENUE NORTH

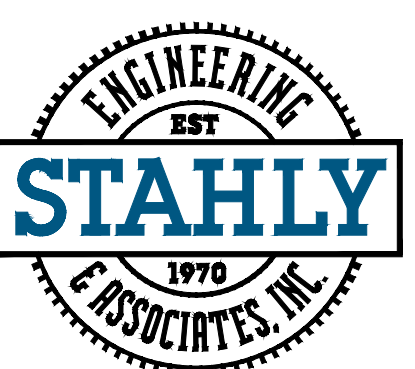
1ST AVENUE NORTH

LEGEND

	PROPOSED MAJOR CONT.
	PROPOSED MINOR CONT.
	CONTOUR ELEVATION
	NEW ASPHALT PAVEMENT
	NEW HEAVY DUTY ASPHALT PAVEMENT
	EXISTING PAVEMENT
	EXISTING CONCRETE



NOTE: PROPOSED CONTOURS ARE AT 0.2' MINOR AND 1' MAJOR INTERNALS



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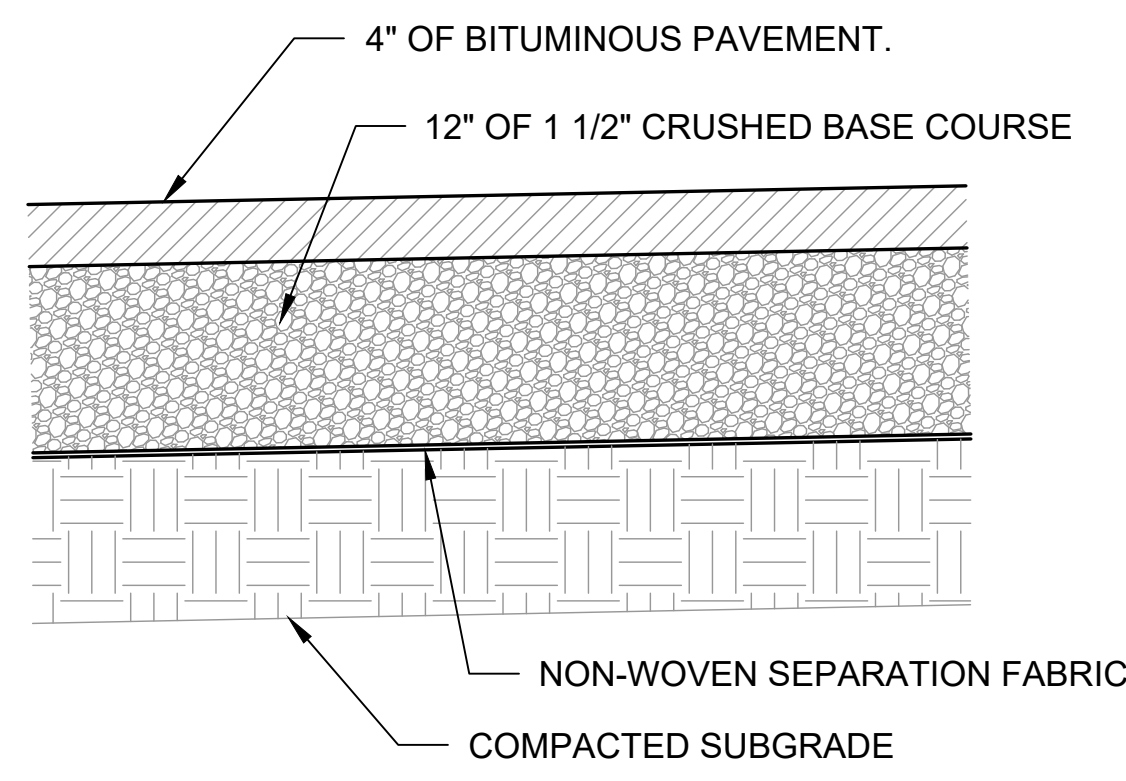
AIR CONTROLS

**2102 2ND AVE N & 2109
 1ST AVE N BILLINGS,
 MT 59102**

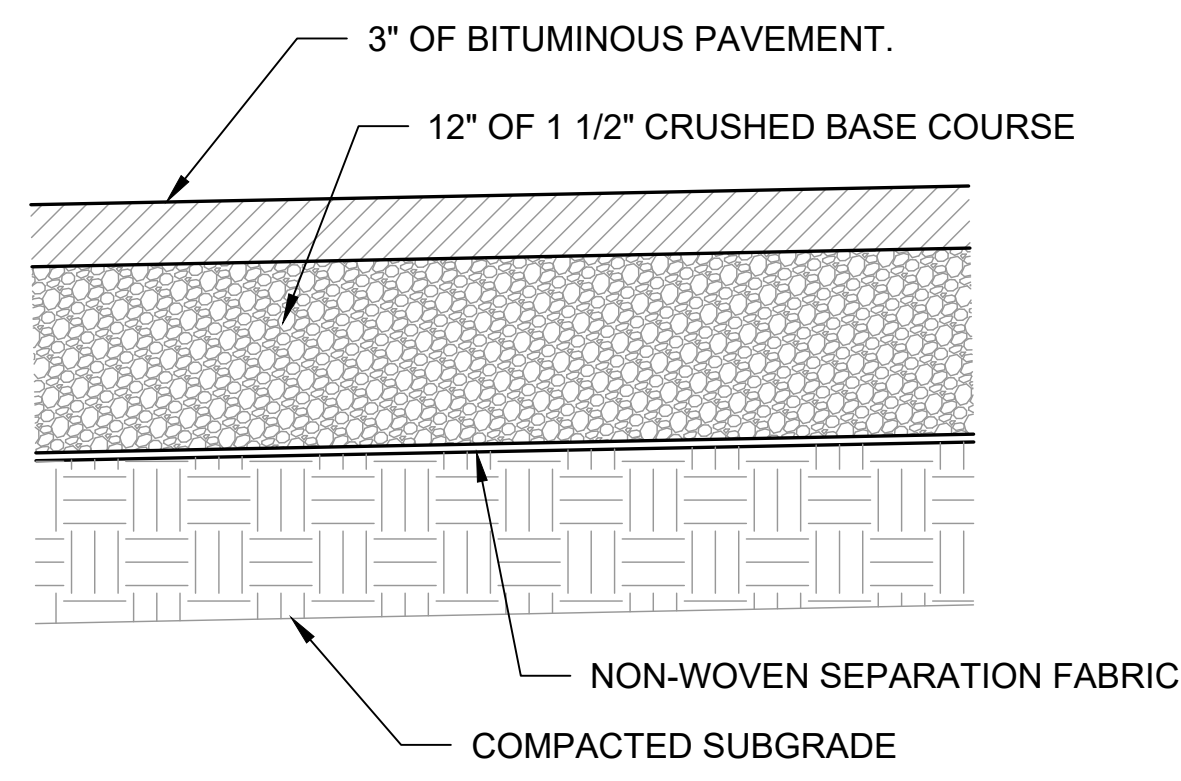
CIVIL GRADING & UTILITY PLAN

SHEET
C1.3

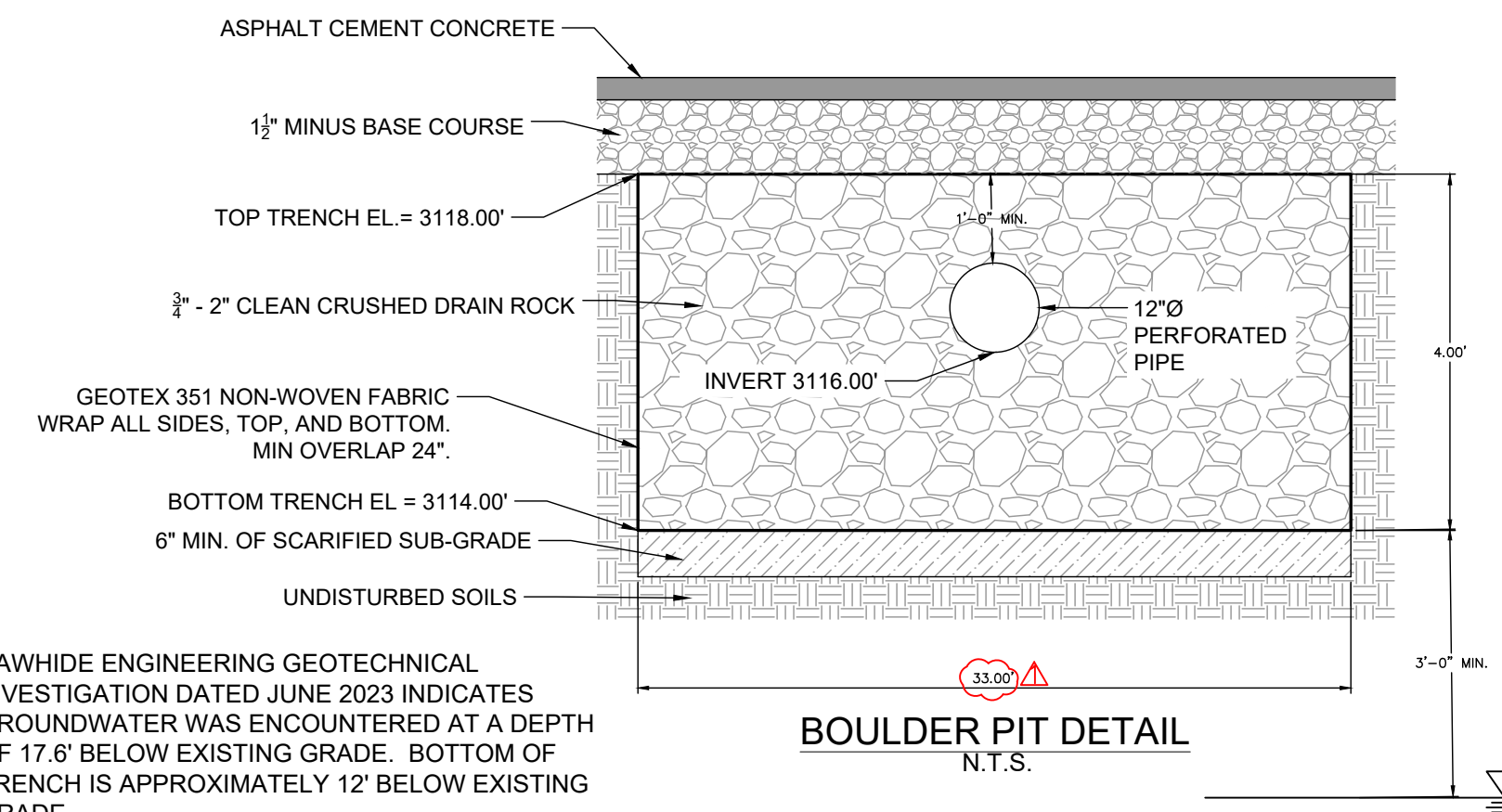
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HEAVY DUTY PAVEMENT SECTION
N.T.S.



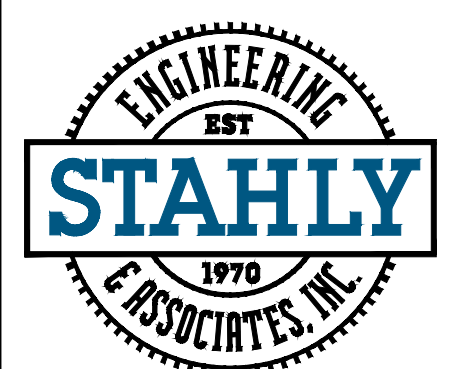
TYPICAL PAVEMENT SECTION
N.T.S.



NOTE:
1. RAWHIDE ENGINEERING GEOTECHNICAL INVESTIGATION DATED JUNE 2023 INDICATES GROUNDWATER WAS ENCOUNTERED AT A DEPTH OF 17.6' BELOW EXISTING GRADE. BOTTOM OF TRENCH IS APPROXIMATELY 12' BELOW EXISTING GRADE.

NOTES

1. SUBGRADE TO BE CONSTRUCTED IN COMPLIANCE WITH MPWSS AND CITY OF BILLINGS MODIFICATIONS TO MPWSS, SECTION 02230, EXCEPT WHERE SPECIFIED ON THIS DETAIL DRAWING.
2. IF SUBGRADE MATERIAL CANNOT MEET COMPACTION OR MOISTURE REQUIREMENTS DUE TO TIMING OF CONSTRUCTION. CONTRACTOR TO INCREASE SUB-BASE SECTION AND ADD STABILIZATION GEOTECH FABRIC AS REQUIRED BY CURRENT SUBGRADE CONDITIONS.
3. SUB-BASE COURSE TO BE CONSTRUCTED IN COMPLIANCE WITH MPWSS AND CITY OF BILLINGS MODIFICATIONS TO MPWSS, SECTION 02234, EXCEPT WHERE SPECIFIED ON THIS DETAIL DRAWING.
4. CRUSHED BASE COURSE TO BE CONSTRUCTED IN COMPLIANCE WITH MPWSS AND CITY OF BILLINGS MODIFICATIONS TO MPWSS, SECTION 02235, EXCEPT WHERE SPECIFIED ON THIS DETAIL DRAWING.
5. BITUMINOUS PLANT MIX SURFACING TO BE CONSTRUCTED IN COMPLIANCE WITH MPWSS AND CITY OF BILLINGS MODIFICATIONS TO MPWSS, SECTION 02510, EXCEPT WHERE SPECIFIED ON THIS DETAIL DRAWING.
6. SIDEWALK, PADS, AND APRONS TO BE CONSTRUCTED IN COMPLIANCE WITH MPWSS AND CITY OF BILLINGS MODIFICATIONS TO MPWSS, SECTION 02529. EXCEPT WHERE SPECIFIED ON THIS DETAIL DRAWING.
7. NON-WOVEN SEPARATION FABRIC TO BE GEOTEX 351 OR APPROVED EQUAL BY ENGINEER.
8. CONCRETE TO BE M-4000 (MPWSS). TYPICAL SIDEWALKS DO NOT REQUIRE REINFORCEMENT.
9. INSTALL PREFORMED EXPANSION JOINT FILLER AT ALL EXPANSION JOINTS, FOR THE FULL THICKNESS OF THE SIDEWALK AND USE AT ALL JOINTS BETWEEN NEW CONCRETE SIDEWALKS AND STRUCTURES IN PLACE.
10. ALL CONCRETE JOINTS MUST BE STRAIGHT AND PERPENDICULAR TO THE CENTERLINE AND THE SURFACE OF THE SLAB OR SIDEWALK. WHERE PRACTICAL, ALIGN ALL JOINTS WITH LIKE JOINTS IN ADJOINING WORK. USE JOINTS TO OUTLINE ALL PANELS IN THE SIDEWALK, WHICH ARE TO BE, SO FAR AS POSSIBLE, SQUARE. THE LENGTHS OF THE PANELS ARE DETERMINED BY THE WIDTH OF THE SIDEWALK.
11. CONTRACTION JOINTS MAY NOT BE MORE THAN 1/8" WIDE AND NOT LESS THAN 1" IN DEPTH AND MAY BE CUT BY A GROOVE FORMING TOOL. MAXIMUM CONTRACTION JOINT SPACING IS 6' FOR 6' WALKS, 5' FOR 5' AND 10' WALKS, AND 4' FOR 8' WALKS.
12. LOCATE EXPANSION JOINTS EVERY 100 FEET (±30 FEET) AT INTERVALS EQUAL TO THE NEAREST MULTIPLE OF THE CONTRACTION JOINT INTERVAL.
13. PAVEMENT SECTION IS FROM THE GEOTECHNICAL REPORT BY RAWHIDE ENGINEERING INC. DATED JUNE 2023.



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AIR CONTROLS

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CIVIL DETAILS

SHEET
C2.0