

Appendix B

Construction Forms and Memos



MONTANA
DEPARTMENT OF
TRANSPORTATION

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APPENDIX B

ACCESSING FORMS AND MEMOS

Most forms used daily can be found on the MDT intranet and internet pages. Access various form types online as shown below. The left column of the Construction intranet page also offers links to additional resources.

INTERNAL FORMS

From the intranet home page, click “Resources” on the top banner. Next, click “forms/templates” under General or click “forms” in the left column under “resources”:

Intranet → Resources → Forms (left margin)

EXTERNAL FORMS

On the MDT internet page click “publications” in the top banner then click “forms” on the dropdown list:

Internet → Forms (bottom right)

INTERNAL MEMOS

MDT Intranet > Resources > Memos (left margin)

EXTERNAL MEMOS

Internet > Doing Business > Contracting and Bidding > Construction Memos (bottom left)