



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

PATRICK L. MCCRORY  
GOVERNOR

ANTHONY J. TATA  
SECRETARY

January 7, 2013

WBS NUMBER: To Be Assigned  
CONTRACT NO.: 11-02-513  
COUNTY: Avery, Caldwell & Watauga  
DESCRIPTION: Long-Arm Mowing on Various Routes upon request in  
Specific County, North Carolina

SUBJECT: Prebid Meeting

The Prebid meeting for the above referenced project was held in the break at the Watauga County Maintenance Office on January 3, 2013 with the following in attendance:

Ivan Dishman, PE, District Engineer – NC Dept. of Transportation  
Ken Lisk, Tech. IV – NC Dept. of Transportation  
Jerry Combs, Avery Co. Maint. Engineer – NC Dept. of Transportation  
Kenny Heavner, Caldwell Co. Maint. Engineer – NC Dept. of Transportation  
Kevin Whittington, Watauga Co. Maint. Engineer – NC Dept. of Transportation  
Olivia Pilkington, Assistant District Engineer – NC Dept. of Transportation  
JJ Bales, Transportation Supervisor III – NC Dept. of Transportation

A representative from the following Contractors:

McRae Contracting  
Turf Master Mowing  
Vegetation Management  
Lovin Equipment & Sales  
South East Mowing, LLC  
Matt McRae Contracting  
Blue Ridge Mowing  
Carolina Seeding, Inc.  
Little J's Landscaping & Tree Service

Ivan Dishman advised those present that statements made or verbal agreements entered into, which are not in accordance with the terms of the contract, are not binding upon the Department of Transportation until addendums are created and sent to all parties present.

He states that even though we will not go into detail on each topic within the contract, everything is important.

As a Department, we desire competitive bids.

### **LIQUIDATED DAMAGES AND CONTRACT TIMES, PG 7**

The contract states fourteen (14) calendar days from notification before the two hundred dollars (\$200.00) per working day LDs begin. This can be worked out between the contractor and the, respective, County Maintenance Engineer but must be documented.

This type of contract is for “on call” work, on a need and money basis. We do not guarantee work yet our intention is to give you work.

### **TERMS OF CONTRACT, PG 7**

The contract is renewable for three (3) years with a price increase of three percent (3%) each year. Do not count on this contracts renewal, it is not a guarantee.

### **INTERMEDIATE CONTRACT TIME, PG 8**

The dates and times listed plus whenever traffic is unusually heavy. These times will be designated by the CME.

### **CLAIMS, PG 15**

Contractor is to make a request, in writing, within thirty (30) days for a claim.

### **SUPERVISION BY CONTRACTOR, PG 17**

The NCDOT would like someone on the project who can talk to the inspector and make some decisions for the contractor, such as scheduling, work times, etc. We would like to know who this person is at the preconstruction meeting.

### **UTILITY CONFLICTS, PG 19**

It is the responsibility of the contractor to coordinate with utility companies, as stated in the Roadway Standard Drawings, which is part of the contract.

### **NOTIFICATION OF OPERATIONS, PG 20**

One (1) week notice of beginning work in order to ensure an inspector can be present.

### **LONG-ARM MOWING, PG 21**

CME will make requests and provide maps. All vegetation five inches (5”) in diameter or less shall be mowed to the ground.

Each Pay Item will be paid per Shoulder Mile.

### **MOWING LIMITS, PG 23 AND 24**

The drawings provided will be amended.

We are looking for fifteen (15) feet beyond the shoulder point and fifteen (15) feet from the bottom of the ditch. This works out to be about 3 passes with a mower.

**PRECONSTRUCTION CONFERENCE, PG 25**

These should be arranged with each CME.

**TRAFFIC CONTROL, PG 26**

Traffic control is dependent upon where you are mowing. All traffic control measures are incidentals, no pay items for such.

Flaggers are required to be certified. They are required to keep their certification on them while flagging.

**THE QUESTIONS FROM THE CONTRACTORS:**

A question pertaining to the work that will be given results in the NCDOT restating this is an on call contract, where work will be given on an As Needed basis.

Ivan Dishman advises all to document as much as possible, that way claims can be “granted” as deemed appropriate.

There is a question about utilities and what maintained versus unmaintained looks like. Dishman advised contractors to use the Standard Spec Book, each situation is unique and we are here to help.

It was brought up that Caldwell already has Long-Arm Mowing on unpaved secondary routes in a current contract. This is being removed from the Caldwell bid sheet in the amendments as soon as possible.

Ken Lisk then reminded everyone to sign in. The bid opens in North Wilkesboro on January 17, 2012 at ten AM (10:00). Each county’s bid should be in an individual envelope with the appropriate information. On pg 5, the Office of Contractual Services, the phone number is (919) 707-4800. He reminded the contractors to make sure they are set up as a Small Business Enterprise. The NCDOT reserves the right to make this contract one where multiple companies can be awarded. Lisk explained pg 10, Award Limits. He stated insurance must be acquired prior to beginning work.

There being no further discussion, the meeting was adjourned

Signature: \_\_\_\_\_