



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

MEMORANDUM TO: Pre-Bid Conference Attendees

SUBJECT: Minutes of Pre-Bid Conference

Contract No.: 11-00-150
WBS Element No.: 11RE.108635
Small Business Enterprise (SBE) Project
11-00-1450: Tree Trimming along I-77 in Surry County

The pre-bid conference for the above project was conducted on September 23, 2021, at 1:00 PM with all interested parties at the Division 11 Roadside Environmental Engineer's Office. All contractors in attendance were asked to sign the Pre-Bid Sign-In Sheet. Copies of the contract proposal were made available to all contractors requesting a copy. Representing NCDOT were Wayne Atkins (Project Development Engineer), Kenny Heavner (Contract Engineer), Jamie Wood (Roadside Environmental Engineer), and Jeremiah (Roadside Environmental Technician).

All attendees were instructed that they must be present throughout the entire mandatory pre-bid conference to be pre-qualified to bid, and that the Sign-Out Sheet would be available at the end of the meeting. Attendees were informed that both the Sign-In and Sign-Out sheets must be signed in order for the firm they were representing to be eligible to submit a valid bid.

All attendees were advised that all questions relative to this project must be addressed during the course of the conference and no other questions would be addressed following the conclusion of the meeting. All were advised that agreements and changes made during the course of this showing become a part of the contract. All attendees were advised that minutes of the meeting would be provided for his/her records.

Mr. Heavner informed all attendees that the bid opening date and time for these projects would be held on Thursday October 7, 2021 at 2:00pm. Traditional Paper Bids shall be prepared and submitted in accordance with the *2018 Standard Specifications* and with the Instructions to Bidders in the contract proposal. The bids will be opened in the Division 11 Office at 801 Statesville Road, North Wilkesboro, NC. The letting is open to the public for anyone who would like to attend. As-read bid results will be posted on the Division 11 Letting page at the following link:

https://connect.ncdot.gov/letting/Pages/Letting-List.aspx?let_type=11

This is a Small Business Enterprise Project and bidders must be certified as a Small Business Enterprise through the NCDOT Contractual Services Unit to be eligible to bid. In accordance with General Statute

Mailing Address:
NC DEPT. OF TRANSPORTATION
DIVISION ELEVEN
P. O. BOX 250
NORTH WILKESBORO, NC 28659

Telephone: (336) 903-9101
Website: www.ncdot.org

Location:
NC DEPT. OF TRANSPORTATION
DIVISION ELEVEN
801 STATESVILLE RD
NORTH WILKESBORO, NC 28659

§136-28.10, contract award is limited to \$500,000 per year and no payments in excess of this amount will be disbursed.

Contract Payment and Performance Bonds are not required for this contract.

The date of availability is November 1, 2021, and the completion date is June 3, 2022. Liquidated damages shall be \$600.00 per calendar day.

The contract has an Intermediate Contract Time (ICT #1) that restricts lane closures during Holidays and Holiday Weekends. This includes any unexpected occurrence that creates unusually high traffic volumes, as directed by the Engineer. Liquidated Damages for ICT #1 is \$250.00 per hour. Historically, I-77 has a tendency for sudden traffic congestion causing extensive back-ups. If such an unexpected occurrence that creates high traffic volumes occur, then the Contractor will need to remove any lane closures in place and open the lane to traffic.

Special Provisions in the proposals were read aloud by Mr. Heavner including the Notes to Contractors, Tree Trimming, and Required Equipment provisions. The single pay item for Telescopic Boom Trimming on the bid form was noted along with the quantity for this item of 25 shoulder miles.

No direct payment will be made for Traffic Control or Mobilization, this shall be considered incidental to the other bid items in the contracts.

It was noted that an **Addendum No. 1** would be issued to address the following:

- **Page R-6, Intermediate Contract Time Number 2 and Liquidated Damages** needs to be added to the proposal. This revision will add Lane Closure and Shoulder Closure Restrictions. Shoulder closures shall be limited to daylight hours only. Lane Closure shall be restricted such that the Contractor shall not close or narrow a lane of traffic on any road during Monday thru Thursday from Sunset to 8:00 AM and from 12:00 PM Friday until Monday 8:00 AM. Liquidated Damages are \$250.00 per hour.

*****NOTE: Please complete the Addendum(s) sheet in the proposal acknowledging receipt of Addendum #1. Contractors will need to add Page R-6 sheet to your proposal prior to submitting your bid. Page R-6 will be attached to the Addendum No.1 letter.**

The limits of the project were discussed in detail and are to include all Northbound and Southbound Outside Shoulders, Spread Median Shoulders, and Ramp Shoulders from Mile Marker 93 to the Virginia State Line on I-77 in Surry County.

The following questions were asked:

Q: What locations will lane closures be required?

A: Sections with guardrail will likely force the equipment to be too close to the travel lane to keep the travel lane open to traffic, hence, most section with guardrail will require a lane closure. Any other locations where a shoulder closure would not be in compliance with the MUTCD.

Q: What is maximum length of shoulder closure in a single work zone?

A: Work zones and lane closures shall be limited to a maximum of 2 miles long. All traffic control devices shall be removed at the end of each workday. Lane closures within the project limits shall be limited to one lane closure per direction of travel at any time. Multiple work zones in

same direction of travel shall be spaced such that the end of any work zone has a minimum distance of 2 miles from the beginning of the next work zone.

Q: Can debris be left lying where it was dropped overnight?

A: No. Per page R-2, Tree Trimming, in the proposal, Contractor shall remove from the tree trimming limits all trimmings, laps, brush, and other debris produced during the Contractor's performance of work by the end of each workday.

Q: Who decides if the shoulders are too soft to work following rain events?

A: The Engineer will make this determination and his decision shall be final.

Q: What happens if there is an overrun of the bid item quantity with respect to the Contract Time?

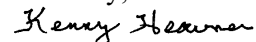
A: Per the *2018 Standard Specifications for Roads and Structures*, there will be a pro-rata rate added to the Contract Time if there is an overrun of quantities.

Q: Is there a mulch yard nearby?

A: The Department personnel are not aware of a mulch yard nearby. The proposal allows for disposal of debris within the project limits. Mulch may be placed on the cut slopes, but must be distributed evenly and no piles are left at the end of each work day.

No further questions were raised. The Sign-Out sheet was provided for attendees to sign, and the pre-bid conference was concluded. It was noted that the same number of participants were present at the end of the meeting as there were at the beginning.

Sincerely,



Kenny H. Heavner, PE
Division Contract Engineer

Attachments: Pre-Bid Attendees List
11-00-150 Addendum No. 1 Letter

cc: M. A. Pettyjohn, PE, Division Engineer
W. O. Atkins, PE, Division Project Development Engineer
J. D. Wood, Division Roadside Environmental Engineer

Pre-Bid Attendees List
Contract 11-00-150
WBS Element: 11RE.108635
Bid Opening October 7, 2021 @ 2:00 PM

Company

Cam Contracting, LLC
PO Box 607
Robbinsville, NC 28771
828-479-9090
cam.contracting@aol.com

ICRO Enterprises, Inc.
1805 West Arlington Boulevard
Greenville, NC 27834
404-509-1990
admin@evelistenga.org

Little J's Enterprise, LLC
PO Box 1527
Forest City, NC 28043
828-429-5722
campchubby1@aol.com

Company

Carver Contracting, LLC
750 Tallulah Road
Robbinsville, NC 28771
828-479-3581
quinn@carvernc.com

J Henry Consultant Firm, LLC
313 Clifton Street
Greenville, NC 27858
252-382-1720
jjproworker@gmail.com

Richey Grading & Hauling, LLC
367 Icard Ridge Road
Taylorsville, NC 28681
828-234-8708
kristinbarnes09@gmail.com



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

ADDENDUM NO. 1
SMALL BUSINESS ENTERPRISE PROJECT

September 27, 2021

Contract No.: 11-00-150
WBS Element: 11RE.108635
County: Surry
Description: Tree Trimming along I-77

October 7, 2021 Bid Opening

To Whom It May Concern:

Reference is made to the Contract Proposal recently furnished to you on the above-mentioned project. The following revisions have been made to the Contract Proposal:

Page R-6, *Intermediate Contract Time Number 2 and Liquidated Damages*, has been added. This revision added "*Intermediate Contract Time Number 2 and Liquidated Damages*" to the contract proposal. Please add **Page R-6** in your proposal prior to submitting you bid.

The Acknowledgement of Receipt for Addendum No. 1 in the proposal shall be signed by an authorized agent of the company and returned with the bid proposal. Bid Proposals submitted without this Addendum shall be considered irregular and will not be considered for award.

The complete proposal that includes the revision of this Addendum is available at the Division 11 Letting page under the '10-07-2021' Letting at the following link:

https://connect.ncdot.gov/letting/Pages/Letting-List.aspx?let_type=11

If you have any questions regarding this matter, please feel free to contact me at 336-903-9115.

Sincerely,

Kenny H. Heavner

Kenny H. Heavner, PE
Division Contract Engineer

Mailing Address:
NC DEPT. OF TRANSPORTATION
DIVISION ELEVEN
P. O. BOX 250
NORTH WILKESBORO, NC 28659

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DIVISION ELEVEN
801 STATESVILLE RD
NORTH WILKESBORO, NC 28659

Page 2
Contract 11-00-150
Addendum No. 1

Attachments: Page R-6 of Contract Proposal

cc: M. A. Pettyjohn, PE, Division Engineer
W. O. Atkins, PE, Division Project Development Engineer
J. D. Wood, Division Roadside Environmental Engineer

INTERMEDIATE CONTRACT TIME NUMBER 2 AND LIQUIDATED DAMAGES:

(2-20-07)

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All work is restricted to daylight hours. The Contractor shall complete the required work of installing, maintaining and removing the traffic control devices for lane closures and restoring traffic to the existing traffic pattern. The Contractor shall not close or narrow a lane of traffic on **Any Road** during the following time restrictions:

DAY AND TIME RESTRICTIONS**Monday thru Thursday from Sunset to 8:00 AM****AND****From 12:00 PM Friday until Monday 8:00 AM**

The time of availability for this intermediate contract time will be the time the Contractor begins to install traffic control devices required for the lane closures according to the time restrictions stated herein.

The completion time for this intermediate contract time will be the time the Contractor is required to complete the removal of traffic control devices required for the lane closures according to the time restrictions stated herein and restore traffic to the existing traffic pattern.

The liquidated damages are **Two Hundred Fifty Dollars \$ 250.00** per hour.