



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. 11-00-148 and 11-00-149
WBS Element No. Various
Small Business Enterprise (SBE) Project
11-00-148: Long Arm Mowing in Alleghany, Surry, & Yadkin Counties
11-00-149: Long Arm Mowing in Avery, Caldwell, & Watauga Counties

The pre-bid conference for the above projects was conducted on September 23, 2021, at 10:00 AM 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 proposals 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 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 will 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 proposals. 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

These are Small Business Enterprise Projects 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

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§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 these contracts.

The date of availability is November 1, 2021, and the completion date is October 31, 2022. Liquidated damages shall be \$600.00 per calendar day. These contracts have an option to renew for two additional one-year periods, making the total term of potentially three years. The unit bid price will be increased by three percent for each one-year extension.

The contracts have and 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.

Special Provisions in the proposals were read aloud by Mr. Heavner including the Long-Arm Mowing and Required Mowing Equipment provisions. The five separate pay items on the bid form were detailed along with associated quantities.

All work must be completed during daylight hours, no night work is permitted. 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-2, Long Arm Mowing** needs to be revised. This revision will remove the statement that says “marked maps highlighting specific routes will be provided at the Pre-Bid Conference” and replace it with “marked maps highlighting specific routes will be provided at the Pre-Construction Conference”.
- **Award Limits on Multiple Projects** sheet needs to be added to the proposal between the Addendum(s) acknowledgement sheet and the bid form.

The Award Limits on Multiple Projects sheet may be completed by any contractor who wishes to submit a competitive bid for both contracts but only has the resources to perform the work of one contract during the contract time period. This form may be left blank for contractors who have sufficient resources and would like to perform both projects simultaneously.

*****NOTE: Please complete the Addendum(s) sheet in the proposal acknowledging receipt of Addendum #1. Also, replace Page R-2 with the Revised Page R-2 and add the Award Limits sheet to your proposal prior to submitting your bid.**

Mr. Jamie Wood addressed each of the two contracts individually by stating that it is the Department's desire to renew each contract for the additional two renewal periods, making each contract a three year total term. The quantities for each of the bid items are per year. It is our intent to stay in one county per year. The area for year one of the 11-00-148 contract would be in the northeastern part of Surry County, then next year we'd move to Alleghany, then to Yadkin the third year. The area for year one of the 11-00-149 contract would be the southern part of Caldwell County (south of US 64), then the next year we'd move to Watauga, then to Avery the third year.

The following questions were asked:

Q: Are there any areas that will require flagging?

A: Yes. All primary routes, US and NC routes, will required flagging operations. Some secondary routes with higher traffic volumes may require flagging operations.

Q: Can automated flagging devices be utilized?

A: No. Flagging operations must consist of flaggers and/or pilot vehicles.

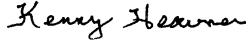
Q: How does the 3% price increase work for the renewal periods?

A: Per the Term of Contract provision on page G-4 of the proposal, the contract may be extended two (2) additional periods of one year each for a maximum total of three (3) years. Both parties, the Department and Contractor, have the option to accept or reject each one-year extension. Upon renewal, or one-year extension, the unit bid prices for each item will be increased by 3% above the previous year's dollar amount.

Q: What is the insurance requirement for these contracts?

A: Per Section 107-15, Liability Insurance, in the *2018 Standard Specifications for Roads and Structures*, "The Contractor shall at its sole cost and expense obtain and furnish to the Department an original standard Association for Cooperative Operations Research and Development (ACORD) form certificate of insurance evidencing commercial general liability with a limit for bodily injury and property damage in the amount of \$5,000,000 per occurrence and general aggregate..."

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
11-00-148 Addendum No. 1 Letter
11-00-149 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 11-00-148
WBS Element - Various
Bid Opening October 7, 2021 @ 2:00 PM

Company

Blue Ridge Mowing, LLC
2908 Harding Steelman Rd
Yadkinville, NC 27055
336-463-5661
blueridgemowing.llc@yahoo.com

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

Karens Lawn Service, LLC
7013 Rock Pointe Pl
Liberty, NC 27298
336-467-0602
kstrickland29@yahoo.com

RC Precision Mowing
2521 Hudson Dr
Yadkinville, NC 27055
336-466-5080
jonathanroyall@yahoo.com

Vegetation Management Specialist, Inc.
3250 Union Cross Church Rd
Yadkinville, NC 27055
336-961-2747
khorne.vms@gmail.com

Company

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

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

McCormicks Machinery Repair
2100 Mahaney Rock Rd
Yadkinville, NC 27055
336-428-5202
imj206@yahoo.com

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

Xxxxtreme Diesel Performance, LLC
3252 Union Cross Church Rd
Yadkinville, NC 27055
336-961-2884
khorne.vms@gmail.com



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J. ERIC BOYETTE
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ADDENDUM NO. 1
SMALL BUSINESS ENTERPRISE PROJECT

September 27, 2021

Contract No.: 11-00-148
WBS Element: Various
Counties: Alleghany, Surry, Yadkin
Description: Long Arm Mowing

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-2, LONG ARM MOWING, has been revised. This revision removed "*Marked maps highlighting specific routes will be provided by the Roadside Environmental Engineer at the Pre-Bid Conference*" and replaced it with "*Marked maps highlighting specific routes will be provided by the Roadside Environmental Engineer at the Pre-Construction Meeting*". Please void **Page R-2** in your proposal and staple **Revised Page R-2** thereto.

AWARD LIMITS ON MULTIPLE PROJECTS, has been added to the proposal. This revision added the Award Limits on Multiple Projects sheet between the Acknowledgement of Addendum(s) sheet and the Bid Form. Please add the **Award Limits on Multiple Projects** sheet in your proposal.

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 revisions 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.

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Page 2
Contract 11-00-148
Addendum No. 1

Sincerely,
Kenny Heavner
Kenny H. Heavner, PE
Division Contract Engineer

Attachments: Revised Page R-2
 Award Limits on Multiple Projects

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

vegetation including brush, limbs, saplings, etc. that are knocked down during the mowing operation shall be mulched. All brush or debris which falls on to a roadway, driveway or developed property shall be immediately removed by the Contractor.

Given the nature of long-arm mowing, operators shall take great care not to damage or destroy property owners' landscaping. Routes should be reviewed by the contractor prior to mowing operations and any questions should be discussed with the Division Roadside Environmental Engineer or his duly authorized representative.

All routes shall be mowed to the satisfaction of Division Roadside Environmental Engineer. Decisions regarding re-mowing of routes or portions thereof are the responsibility of the Division Roadside Environmental Engineer and his decision shall be final. **Any routes or portions requested to be re-mown by the Division Roadside Environmental Engineer will be done so at no further expense to the department.**

Any routes that require a "Full Lane Closure" shall be discussed and approved by the Division Roadside Environmental Engineer prior to the work being performed.

The Contractor is advised that there are no guaranteed minimum quantities and this should be considered prior to bid submittal.

Vicinity Maps

Vicinity Maps are provided as a reference of the approximate location of secondary routes included in the initial contract period. Marked maps highlighting specific routes will be provided by the Roadside Environmental Engineer at the Pre-Construction Meeting.

Additional Long -Arm Mowing

In the course of this contract it may be necessary, at the direction of the Division Roadside Environmental Engineer, to long-arm mow routes outside of the contractors current work area. All work will be done at the request of the Engineer. Notification will be made via fax or email; and will include the location of the work, description of the work to be performed, and the approximate quantities required. Each work request may consist of multiple locations within a general work area.

An intermediate contract time of fourteen (14) calendar days from notification will apply to each work request for Additional Long-Arm Mowing. In the event that the Contractor fails to respond to location(s) requested by the Engineer within fourteen (14) calendar days, liquidated damages in the amount of Three Hundred Fifty Dollars (\$350.00) per working day, or a portion thereof, per work request, will be deducted from the monies due to the Contractor. No extensions will be authorized except as authorized by Article 108-10 of the 2018 Standard Specifications.

Method of Payment

Payment for the work covered under this provision will be paid for as the actual number of Shoulder Miles as measured to the nearest one-tenth (.10) mile. There will be five separate pay items based on the type of route in which the work is performed.

AWARD LIMITS ON MULTIPLE PROJECTS

It is the desire of the Proposer to be awarded contracts, the value of which will not exceed a total of \$ _____, for those projects indicated below on which bids are being opened on the same date as shown in the Proposal Form. Individual projects shall be indicated by placing the project number and county in the appropriate place below. Projects not selected will not be subject to an award limit.

(Project Number)

(County)

(Project Number)

(County)

(Project Number)

(County)

(Project Number)

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*If a Proposer desires to limit the total amount of work awarded to him in this letting, he shall state such limit in the space provided above in the second line of this form.

It is agreed that in the event that I am (we are) the successful bidder on indicated projects, the total value of which is more than the above stipulated award limits, the Board of Transportation will award me (us) projects from among those indicated which have a total value not exceeding the award limit and which will result in the best advantage to the Department of Transportation.

**Signature of Authorized Person

**Only those persons authorized to sign bids under the provisions of Article 102-8, Item 7, shall be authorized to sign this form.

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WBS Element - Various
Bid Opening October 7, 2021 @ 2:00 PM

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2908 Harding Steelman Rd
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336-463-5661
blueridgemowing.llc@yahoo.com

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1805 West Arlington Boulevard
Greenville, NC 27834
404-509-1990
admin@eyelistenga.org

Karens Lawn Service, LLC
7013 Rock Pointe Pl
Liberty, NC 27298
336-467-0602
kstrickland29@yahoo.com

RC Precision Mowing
2521 Hudson Dr
Yadkinville, NC 27055
336-466-5080
jonathanroyall@yahoo.com

Vegetation Management Specialist, Inc.
3250 Union Cross Church Rd
Yadkinville, NC 27055
336-961-2747
khorne.vms@gmail.com

Company

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

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

McCormicks Machinery Repair
2100 Mahaney Rock Rd
Yadkinville, NC 27055
336-428-5202
imj206@yahoo.com

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

Xxxxtreme Diesel Performance, LLC
3252 Union Cross Church Rd
Yadkinville, NC 27055
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