



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

JOSH STEIN  
GOVERNOR

DANIEL H. JOHNSON  
SECRETARY

January 29, 2026

**PRE-BID MEETING MINUTES COVER SHEET**

Subject: Pre-bid Meeting Minutes for PRB.31799

The meeting was called to order at 10:00 AM.

The minutes are a transcription generated from the Microsoft Teams Meeting and are included on the following pages.

Minutes provided by:

Kristin Moyle,  
Deputy Program Manager Private Roads & Bridges  
N.C. Dept. of Public Safety/Emergency Management

# Transcript

January 28, 2026, 2:59PM

● **Moyle, Kristin (NCEM)** started transcription

**LE** **Loftis, Chad E** 0:12

Folks, we'll get going here in just a few minutes.

Just allowing everyone to be able to join, that's interested.

Miss Kristen Morial has begun the recording for the meeting, just making you aware and if.

You, unless you need to speak or or ask a direct question we we ask that you mute your cell phones or computers at this time.

All right, we're going to go ahead and get kicked off.

**RL** **Reynolds, Linwood** 2:04

No.

**LE** **Loftis, Chad E** 2:06

My name is Chad Loftus.

I'm Division 13 contract engineer.

Be managing the advertisement in the contract opening and award and execution process and this is the pre bid meeting for contract PRB 31799 and on behalf of the NC Department of Public Safety, Emergency Management and NCDOT just appreciate your interest in bidding this project.

One quick thing, just for some housekeeping, if if everyone that is on the meeting would not mind to place their name, company name, phone number and e-mail in the meeting chat that way, we have a way to track who is actually attended the meeting and to be able.

To get in contact with you and also I will be posting the the meeting minutes once they're published for this and they should answer any questions that's asked during this meeting.

And.

Any addendums that are a result of this meeting, I will also be posted as well.  
So with that, I'm gonna be turning everything over to Miss Kristen Moyle.  
She's the project director for NCDPS Emergency Management for the private roads and bridges.

**MK Moyle, Kristin (NCEM) 3:23**

Thank you, Chad. I appreciate.

Appreciate that introduction.

I'm Kristen moyle.

I'm the deputy program manager for the private road and bridge program for state of North Carolina Emergency Management and I just want to point out that on this call, we also have representatives from our project management firms and that they will be here for any questions, comments, any.

Needed during this call.

And with that, we won't go individually and introduce ourselves, but we will.

I will go ahead and turn it over to Jackie so that we can get started. And then just of everybody's time. Thank you.

**MB McSwain (Volkert), Jackie B 4:06**

Thanks, Kristen.

So this morning, like Chad said, we are reviewing PRB 31799.

It is for the replacement of bridges at 11 Softwind Trail in Candler and 5354 Jacks Creek Rd. in Burnsville.

One thing to note.

Those are specific addresses that are near the bridges because these are private roads.

Sometimes it may not be associated.

We do have right of way right of entries for all these sites and they are familiar that you know that you will be coming to look at the site.

So if you've got questions, you know, let one of us, some of us know if you have questions about the property owners as such. But I would like to review it several pages in the proposal.

Again, this is PRB 31799.

In both Buncombe and Yancy.  
Counties.

The instruction of bidders I know this is this is being let even though it is Emergency Management project, it is let through NCDOT.

So it's being passed through as what I call it.

In the past we have used Emergency Management, public safety. I believe Department of purchasing for the those items and it was a little bit different. So make sure if you are not accustomed to bidding with NCDOT.

Pay attention on Page Six of the proposal is the instruction to bidders. With this, there are no computer bids.

It's all paper bids, and with those paper bids, this proposal has 164 pages, so it is the expectation that you would print all 164 pages.

And it, along with your itemized proposal.

Sheet put in envelope and top of the envelope or on the front of the envelope. It says quotation is marked as #12 on the instruction to bidders.

It tells you what to put on the envelope. If by chance you elect not to take it and drop it in the bid box it in the Asheville offices, you can mail it. If you mail it, there needs to be in two envelopes, one with a address to the dot facility and inside that then you would have your envelope with in it.

So make sure that you pay attention to the instructions bidders as I would hate for your bid not to be read by a technicality.

On page eight of the proposal, there is a note about the interested parties list.

It is not required so want to make sure everybody understands you do not have to list on the interested parties list. There is a bid bond that is required.

And let's talk about on G3, which is page ten of the proposal, the contract time and liquidated damages.

So the expectation is the date of availability for these projects would be March the 6th of 2026 and the completion date would be August the 1st of 2026 with that.

The liquidated damages are \$600.00 per calendar day for anything after August the 1st.

I would also like to go in the structures Special provisions.

Please note there is a working drawing submittal, those working.

Some are those working drawings do not need to be submitted through NCDOT. If

you're familiar with doing dot work, there is a website that you will only submit your working drawings through that website.

And it is a JMT website link.

But we'll talk about that more in the pre construction conference, I'm certain.

We are aware of several addendums that we will be coming out with.

One will be item 13, which is a structural steel that will be a lump sum item.

I believe the bridge deck will be square foot.

And Gwen Is there anything else? There will be a revision to the structural plans.

Correct, Gwen.

**PG Pritchard Wilson, Gwen** 8:46

Correct. On sheet S 12.

The note for correction protection will be deleted.

And also, Jackie, I think we're gonna provide with this amendment addendum. Boring logs will be provided to the contractors also.

**MB McSwain (Volkert), Jackie B** 9:01

OK.

Very good.

Any any other bridge items?

Ray. OK, Ray, we're good with permits on this one as well, correct?

**PG Pritchard Wilson, Gwen** 9:10

That was that was it on our part.

**BR Bode, Ray** 9:16

That is correct.

**MB McSwain (Volkert), Jackie B** 9:19

I know many of you were probably on the earlier call.

Is there questions, you know, we'll take any of those questions now concerning these bridges?

**LB** **Liam Boggs** 9:36

Yeah, one one question.

This is Liam Boggs communicating with land owners for lay down area.

Will that be on the contractor or will there be a a Rep from JMT to do that?

**MB** **McSwain (Volkert), Jackie B** 9:51

I'm assuming that would be on the contractor as usual for all state projects.

**LB** **Liam Boggs** 10:03

And then specific right of way or right of entry, I assume we would we would have access to sufficient lay down area.

**EK** **Eason, Keith** 10:23

Jackie, I think along those lines that there has been a property owner agreement entered into between the property owner and the state that does allow for entry onto their property. Now as to lay down, that's something that probably needs to be talked specifically with the property owner.

**MB** **McSwain (Volkert), Jackie B** 10:44

Thank you.

I'm sorry, Keith.

I was writing.

So that goes back to #1.

**LB** **Liam Boggs** 10:51

And for.

**MB** **McSwain (Volkert), Jackie B** 10:52

With it would be the responsibility of the contractor to discuss those lay down areas.

But thank you.

**+18\*\*\*\*\*63** 11:04

This is Chris Davies with Mccall's grading. I was wondering about the temporary access for soft Wind Trail Bridge.

Was there anything?

Established for a temporary access for the homes adjacent.

The bridge.

**EK Eason, Keith** 11:33

Are we talking about access, steering construction or current access?

**+18\*\*\*\*\*63** 11:39

During construction, once the.

Entrance now or the bridge now removed and we're doing construction.

How are they going to access those homes?

Are they going to walk across or park on the other side?

Or is there a temporary roadway?

I didn't.

I couldn't see anything on the plane.

That address that.

**MB McSwain (Volkert), Jackie B** 12:03

There is nothing on the plan that I Keith.

**+18\*\*\*\*\*63** 12:04

Mr. preeta.

**EK Eason, Keith** 12:07

Yeah. So in the agreement with the property owners, there's an understanding that they will be in, you know, inconvenienced for a short while here.

It's it's part of the process of getting on my bridge, so we're not requiring to provide them access.

You know, we have seen some contractors, you know, throw a beam down or something. They can walk across the Creek Park and walk across.  
It's it's a case by case.

 +18\*\*\*\*\*63 12:37

OK.

Thank you.

 **Bode, Ray** 12:40

May I add to that please that if you do decide to provide temp access, remember you you cannot put.

A pipe.

Any other structure in the water without getting in permitting trouble, so as long as you can span the channel, that's fine.

 +18\*\*\*\*\*63 13:00

OK.

 **Mark Newman** 13:05

Hi. This is Mark Newman with NHM constructors.

I had a question generally about when the site requires us to do drilled in pile.

The the on the plan.

For drilled in pile, there's a.

There's a handful of notes on that sheet.

On, say, like SS8.

There's two notes. One says minimum pile penetration of 10 foot into natural ground or channel bottom is required.

And then there's a second note that talks about a minimum rock socket. Depending on the hardness of the rock that we encounter.

So in instance where we get to right below grade and we run immediately into rock.

And it say it's Hard Rock. So I in one condition I have just to go 4 foot. But the other condition would require me to go 10 foot into Hard Rock.

Is there a controlling?

Condition.

That we should follow like like is it always gonna be a minimum 10 foot below?

With with an additional condition of.

In regarding rock.

**PG** **Pritchard Wilson, Gwen** 14:38

This is Glenn Wilson, JMT.

**MB** **McSwain (Volkert), Jackie B** 14:38

Gwen.

**PG** **Pritchard Wilson, Gwen** 14:40

Yeah. As I say, our understanding of the the power needs to be a minimum of 10 foot.

I was trying to look at the boring logs for this, this one that don't have it pulled up.

I don't think we have one yet that the boring log showed that we would have less than a 10 foot pile.

**MN** **Mark Newman** 14:57

OK.

Yeah, the boards will help but.

But they're probably just on one side as well.

So I'm I'm sure the drillers are gonna ask that question.

**PG** **Pritchard Wilson, Gwen** 15:21

Yeah, I think for now, let's go with the 10 foot minimum because that's what our geotech engineer was kind of requiring. And if you find something to fill that's different than that, it'll be like a case by case basis that we can discuss.

**MN** **Mark Newman** 15:28

Oh.

I understand. Thanks.

**MB** **McSwain (Volkert), Jackie B** 15:44

Other questions?

OK.

If anybody doesn't have any more questions, we look forward to seeing your bids on Wednesday, February, the 4th at 2:00 PM. And don't forget if you drop them off, make sure that you and or however you bid it, you turn in your complete package.

Thank you.

● **Moyle, Kristin (NCEM)** stopped transcription