



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

JOSH STEIN
GOVERNOR

DANIEL H JOHNSON
SECRETARY

May 1, 2026

Subject: D13POC.D1.33920 Pre Bid Meeting Minutes

County: McDowell County

Project Description: Land Clearing Debris Removal Related to I-40 MM68 Slide Repair at the District 1
McDowell County Woodlawn Maintenance Yard, Hwy 221 N

The meeting was called to order at 10:00 AM by Alan Brown. All attendees were instructed to provide their company names and contact information on the sign-in sheet to be eligible to bid.

- Chad Loftis explained that the contract is a Small Enterprise Business (SBE) contract and only certified SBE firms who are in attendance of the pre-bid meeting will be eligible to bid. Contractors were also advised that they will need to be listed on the Directory of Firms as a certified SBE by 2:00 PM on May 6, 2026.
- Contractors were also advised that only bid packages received by 2:00 PM on May 6, 2026 or before will be accepted for the letting. They were also advised that hand delivered bid packages, should be given to a Division Office employee with instructions to deliver to Chad Loftis or Gabe Johnson as soon as possible.
- It was explained that the contract is federally funded in conjunction with the slope failure located at MM 68 I-40 westbound (WBS 18313.1059011.PR) and that all applicable federal provisions will be in full effect.
- The scope of the work was explained as removing the wood debris pile located at the Woodlawn Maintenance Yard in McDowell County in its entirety. The debris is to be transported to an approved waste or dump site.
- Contract times including total contract period, intermediate contract times, and liquidated damages were explained.
- The material can be hauled away intact or it may be ground on-site and transported off site. No burning is allowed on NCDOT property.
- It is the contractor's responsibility to find an approved dump site. NCDOT does not have an approved site for disposal.

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION THIRTEEN
55 ORANGE STREET
ASHEVILLE, NC 28801-2340

Telephone: (828) 250-3000
Fax: (828) 251-6394
Customer Service: 1-877-368-4968

Location:
55 ORANGE STREET
ASHEVILLE, NC 28801-2340

Website: www.ncdot.gov

- Contractors were allowed to visually inspect the debris pile to make their own quantity assessment. The contract quantity is estimated. An accurate survey of the pile is not possible due to safety concerns.

The following questions were asked before the meeting was adjourned. Answers are in blue text.

- Is there any material inside the pile other than wood, vegetative, or soil material? Any part of the previous catchment system (concrete, cables, etc.)?
The material is all wood, vegetative, or soil material. There is no concrete or other type of construction material present.
- For equipment staging purposes, will the area around the debris pile remain accessible? No other materials or railcar bridges coming in?
The contractor will have full access to the yard as it is now. Equipment can be staged as needed. No modifications can be made to the area.
- Will there be an NCDOT representative on-site during operations to allow access to the yard and facilities?
The contractor will have full access to the area and will be provided a key to access the grounds and facilities. An NCDOT representative may be present at any time during the operation to inspect the work or to check the progress of the contractor.
- The expectation is to removal all material and match the grade of the surrounding area? There is some soil material present. Can that be bladed down to match the existing ground or does it need to be removed as well?
The intent is to remove all wood and vegetative debris and grade the area to match the surrounding ground. The material does have to be transported to an approved waste site to be considered “disposed of”. The material cannot be burned on NCDOT property. It is expected that all material to be removed within reason. Residual soil or earth material may be bladed down to match the surrounding grade once the Engineer has accepted that all material has been satisfactorily removed.

Sincerely,

Chad Loftis
Division Contracts Engineer

DocuSigned by:
Chad Loftis
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cc: Tim Anderson, P.E., Division Engineer
Chris Deyton, P.E., Deputy Division Engineer
Scott Killough, Division Maintenance Engineer
Anna Henderson, P.E., Assistant Division Maintenance Engineer
Steve Cannon, P.E., Division Project Development Engineer
Gabriel Johnson, P.E., Division Project Manager
Chad Young., District 1 Engineer
James Hoadley, McDowell County Maintenance Engineer