



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

JAMES H. TROGDON, III
SECRETARY

CONTRACT: DM11752342

COUNTY: Burke

DESCRIPTION: Vegetation management on I-40 in Burke County.

SUBJECT: Mandatory Pre-bid Meeting

The above noted project pre-bid conference was held at the NCDOT Division 13, District 1 Conference Room in Marion, NC on November 29, 2017 at 10:00 AM.

The following persons were in attendance:

| <u>Name</u> | <u>Company</u> | <u>Phone Number</u> |
|-----------------------|--------------------------|------------------------------|
| Christopher A. Guffey | NCDOT | 828-652-3344 |
| Chad Young | NCDOT | 828-652-3344 |
| Brian Welch | Site Worx | 423-713-9207 |
| Tony Garretson | Lovin Contracting | 931-619-7887 828-479-9462 |
| Justin Ohom | Adams Contracting | 828-735-1541 |
| Blake Anderson | Adams Contracting | 828-735-3616 |
| Rance Adams | Adams Contracting | 828-735-1184 |
| Mitch Beasley | Lovin Contracting | 828-735-9444 828-479-9462 |
| Matthew Smith | Smith Excavating (SMEX) | 336-345-7035 |
| Rodney Arrowood | Arrowood Landscaping | 828-989-9812 |
| T. Applegate | B.H. Graning Landscapes | 828-586-8303 |
| Ben Graning | B.H. Graning Landscapes | 828-586-8303 |
| Jackie Vess | Graham County Land Co | 828-735-3958 |
| Daniel Weaver | Russell Enterprises, LLC | 919-915-1781 |
| James Laughridge | NCDOT | 828-652-3344 |
| Jonathan Keith | Baxley Corporation, LLC | 984-289-5685 |

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION THIRTEEN, DISTRICT ONE
3931 NC 226 SOUTH
MARION, NORTH CAROLINA 28752-8737

Telephone: (828) 652-3344
Fax: (828) 652-8391
Customer Service: 1-877-368-4968

Location:
3931 NC 226 SOUTH
MARION, NC 28752

Website: www.ncdot.gov

| | | |
|---------------|-------|--------------|
| Randall Tritt | NCDOT | 828-298-2741 |
| Josh Mashburn | NCDOT | 828-438-6274 |
| Troy Wilson | NCDOT | 828-298-2741 |

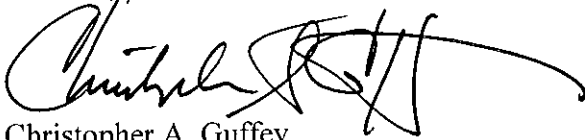
The meeting was conducted by Mr. Christopher A. Guffey, District Engineer, and Jonathan C. Young, Assistant District Engineer, with the following items being discussed.

- ❖ Combined pre-bid for Buncombe and Burke Counties
- ❖ Mr. Guffey opened the meeting and welcomed everyone.
- ❖ Mr. Young stated this meeting was a mandatory pre-bid conference for DM11752342 and intended for prospective bidders to ask questions concerning the contract. He also noted that only those prospective bidders present and registered on the official roster would be allowed to bid. In addition he noted that bid sheets will not to be separated from the proposal, and prices are to be rounded to two decimal places.
- ❖ The clearing locations were defined as being, in Buncombe County, mile marker, 36.5 to 44, east and west bound. In Burke County mile marker 115 to 118, east and west bound.
- ❖ Mr. Young highlighted the following contract provisions. He noted the date and time of bid opening to be December 6, 2017 at 2pm. He noted the contract availability date of January 3, 2018 and completion date of April 20, 2018. He also noted no bond requirement. Mr. Young addressed lane closures and the narrowing of lanes on weekends, holidays, and unexpected occurrences. He noted day and time restrictions being Friday at 4:00 pm to Monday at 6:00 am for Burke County. Mr. Wilson noted Saturday at 11:00 pm to Monday at 8:00 am for Buncombe County. He noted liquidated damages are two hundred dollars per hour. He also noted clearing thirty five feet. Mr. Tritt noted clearing should include cutting behind weigh scale ramps, and one hundred percent brush removal.
- ❖ Mr. Wilson noted the stump height could be no more than six inches and must be treated, as seen on page R-2.
- ❖ Mr. Guffey noted traffic control regulations, along with law enforcement placement. He also noted having a designated person in charge of the project.
- ❖ Mr. Tritt noted the decorative dogwoods in Buncombe County are not to be cut, and that vegetation to remain would be delineated.

- ❖ Mr. Mashburn stated when chipping is used to dispose of trimmings, piles shall not exceed three inches in height. He also stated the contractor is responsible for disposing of all vegetation.
- ❖ Mr. Guffey stated and all present agreed that any required flagging operation would be considered incidental to the other line items in the contract, and would not be released in an addendum.
- ❖ Question was made about the location of Burke County contract limit. Mr. Mashburn expressed east and west bound shoulders between mile marker 115 and 118.
- ❖ Mr. Young again emphasized the importance of the bid package being correct. The bid form should be added correctly, with proper signature placement, sealed by a notary, and includes any addendums.
- ❖ No further questions or discussion at this time, and the meeting was adjourned.

These minutes are prepared as they are documented.

Sincerely,

A handwritten signature in black ink, appearing to read "Christopher A. Guffey", with a long horizontal flourish extending to the right.

Christopher A. Guffey
District Engineer

CAG/maw

cc: Mike Calloway, Division Project Manager
File