



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

JOEY HOPKINS  
SECRETARY

December 5, 2024

Contract No.: D13POC.TS.14190  
F. A. Number: 4492312  
TIP No.: R-5793KB  
WBS Element: 13.1011SM,13.1012SM,13.1057SM,13.1059SM, 13.1061SM, 13.1081SM, &  
13.1100SM,  
Route: Various Primary and Secondary Routes  
Counties: Buncombe, Burke, Madison, McDowell, Mitchell, Rutherford and Yancey

**Subject:** Mandatory Pre-Bid Meeting Minutes for Traffic Signal Repair Construction Upon Request

The above subject pre-bid meeting was held on site at the NCDOT Division 13 Conference Room, 55 Orange St, Asheville, NC 28801 as described in the proposal and the Notice to Prospective Bidders on Thursday, December 5, 2024. Attendee roster is attached for reference.

Mr. Chad Loftis called the meeting to order at 10:35 AM after all attendees were signed in. Mr. Loftis explained that any questions asked of him after this meeting and any answers would be distributed to all parties in attendance.

Meeting topics discussed were as follows:

**Proposal:**

- Pre-qualified bidders
- Bid Bonds not Required unless work order assignments reach the required monetary amounts
- Federal Wages Rates apply
- Contract time January 27, 2025, to January 26, 2026
- Liquidated Damages are measure per the table in the contract.
- Holiday and Holiday Weekend Lane Closures restrictions
- Due to specialty of this work the DBE goals of this project are 0%
- ID/IQ dispute resolutions will be per the standard in the proposal
- Restrictions on ITS Equipment and Services
- Use of Unmanned Aircraft System (UAS)
- **Special Provisions**
  - **Certified Payrolls will be required for this project.**
  - **Mobilization is incidental to the work except in the case of emergency work.**
  - **Consumer Price Index (CPI) was discussed and the process for determining the CPI was demonstrated on the NCDOT Connect website.**

*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](http://www.ncdot.gov)

- **Bid Form**

- Some Quantities and price are Pre determined on the bid form. Do not alter the bid for any reason.

This completes the minutes for the pre-bid meeting as recorded. Any questions concerning the proposed contract prior to letting can be directed to Mr. Chad Loftis. at the following number (828)250-3000.

Sincerely,

DocuSigned by:  
*Chad Loftis*  
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Mr. Chad Loftis  
Division Contracts/Proposal Engineer

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  
Gabriel Johnson, P.E. Division Project Manager  
Randy Tritt, Division Traffic Engineer  
Kevin Sexton, Deputy Division Traffic Engineer  
Chris Blanton Assistant Division Traffic Engineer  
Ethan Pressley Engineering Specialist Engineer  
Tyler Nix Electronics Technician III  
Alan R Brown, Division Staff Engineer