



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

JAMES H. TROGDON, III
SECRETARY

December 11, 2017

To Prospective Bidders

Subject: Addendum 1 for: Mandatory Pre-Bid Meeting Minutes

Description: Vegetation Management (Clearing)
Contract No.: 11756661
WBS Element: 13RE.105931
County: McDowell County
Route: I-40

This letter is to advise all prospective bidders of the following contract addendum.

- An attachment showing notes of the Mandatory Pre-Bid Meeting held at the NCDOT Division 13 District 1 Conference Room in Marion, NC on December 6, 2017 at 10:00 am.

Contractors are to sign the Addendum Acknowledgement sheet located within the proposal.

This addendum officially becomes a part of the contract bid document. If this office can provide additional information, please feel free to contact me at (828) 251-6171.

Sincerely,

DocuSigned by:

A handwritten signature in black ink that reads "M.K. Calloway".

45D3FED3257B4CA...

M.K. Calloway

Division Project Manager

cc: Mr. J.J. Swain, Jr., P.E., Division Engineer
Mr. M.T. Gibbs, P.E., Division Maintenance Engineer
Mr. C.A. Guffey, District Engineer
Mr. S.W. Tate, McDowell County Maintenance Engineer

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION THIRTEEN
POST OFFICE BOX 3279
ASHEVILLE, NC 28802-3279

Telephone: (828) 251-6171
Fax: (828) 251-6394
Customer Service: 1-877-368-4968

Location:
55 ORANGE STREET
ASHEVILLE, NC 28801-2340

Website: www.ncdot.gov



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

JAMES H. TROGDON, III
SECRETARY

CONTRACT: 11756661
COUNTY: McDowell
DESCRIPTION: Vegetation management on I-40 in McDowell 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 December 6, 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
Wade Tate	NCDOT	828-652-4024
Robert Dennie	NCDOT	828-652-4024
James Laughridge	NCDOT	828-652-3344
Morgan Long	NCDOT	828-652-3344
Daniel Weaver	Russell Enterprise	919-915-1781
Johnny Phillips	Graham County Land Co	828-735-3548
Rodney Arrowood	Arrowood Landscaping	828-206-0772

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

❖ Mr. Guffey opened the meeting and welcomed everyone.

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

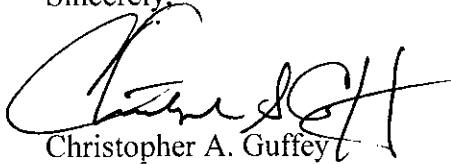
Website: www.ncdot.gov

- ❖ Mr. Young stated this meeting was a mandatory pre-bid conference for 11756661 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 are not to be separated from the proposal, and prices are to be rounded to two decimal places. He noted that the clearing quantities will be paid by the square foot, not shoulder mile, and that the quantities are estimated.
- ❖ The clearing locations were defined as being in McDowell County from mile marker 72.5 to 77, both east and west bound.
- ❖ Mr. Young highlighted the following contract provisions. He noted the date and time of bid opening to be December 20, 2017 at 2 pm. 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. He noted liquidated damages are two hundred dollars per hour during restricted times, and five hundred dollars per day past the completion date. He also noted clearing limit is twenty five feet from edge of paved shoulder and vertical from that point. Clearing at bridges will be fifty feet to C/A fence. He noted one hundred percent brush removal, to an approved waste site. Mr. Tate noted when chipping is used to dispose of trimmings, piles shall not prevent proper drainage of the roadway. Mr. Young also noted work zones cannot exceed two miles.
- ❖ Mr. Young noted the stump height could be no more than six inches and must be treated with state approved blue dye herbicide within one week of cutting. Mr. Young also noted that over hanging limbs may require the cutting of the tree, to prevent safety concerns.
- ❖ Mr. Guffey noted traffic control regulations, along with law enforcement placement. He noted having a designated person in charge of the project. He also noted that no limbs or brush are to be left on the side of the road, due to safety concerns.
- ❖ Mr. Phillips asked about parking equipment on the side of the road. Mr. Guffey and Mr. Tate agreed that equipment is to be parked at least thirty five feet off the white line, protected by cones, or behind the guardrail. They also stated barrels can be left against the guardrail.
- ❖ 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 a separate addendum.
- ❖ 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.

- ❖ Mr. Young noted that the minutes of this meeting would be added as an addendum to the contract. He noted that in order for a bid to be accepted, the bidder must acknowledge the addendum by signing the Addendum Acknowledgement sheet.
- ❖ No further questions or discussion at this time, and the meeting was adjourned.

These minutes are prepared as they are documented.

Sincerely,



Christopher A. Guffey
District Engineer

CAG/maw

cc: Mike Calloway, Division Project Manager
File