



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

JAMES H. TROGDON, III
SECRETARY

June 22, 2017

CONTRACT: 11707839
WBS ELEMENT: To Be Determined
COUNTY: Pitt
ROUTE: Various
DESCRIPTION: Dead Animal and Trash Removal and Disposal from Various State System Routes

TO: Perspective Bidders

Pre-Bid Meeting Notes

A Pre Bid meeting was held for the above referenced project on May 17, 2017 at 10:00 am and 2 pm in the Division 2 Conference Room. Those in attendance are on the attached sign in sheet.

Ms. Moore began the meeting with reviewing the proposal. Items that were highlighted were;

- Instructions to Bidders
- The contract is for a Small Business Enterprise. All bidders must be pre-qualified as a SBE by the Contractual Services Unit of NCDOT.
- Date of Availability (DOA) July 1, 2017 and Date of Completion (DOC) June 30, 2018.
- Work Times
- No DBE Goals are required for this contract.
- Liability Insurance. **Please note that this includes workers' compensation "irrespective of whether having regularly in service fewer than three employees."**
- Roadway Provision **"Dead Animal Removal and Disposal Provision"**.
- Roadway Provision **"Trash Removal and Disposal Provision"**.
- Roadway Provision **"Basis of Payment Provision"** noting that the price shall be full compensation for all work.
- All quantities are estimates.
- The DOC will not provide litter clean up to the DOT. The Bags will be less than the original contract.

- Typically there are 2-3 calls from citizens a month for pick-ups. Bid as if the Contractor needs to call the Maintenance Yard before each pick up.
- Contractor must provide a GPS camera with time and date stamp on the picture. Nikon AW130 is a capable camera. The burden of payment is on the picture.
- Payment is made per animal. Cat and bear are the same price.
- No Emergency calls at night and weekends.
- Trash Removal and Disposal is not for litter pick-up or storm debris. It is for trash bags to refrigerator size items.
- At this time, the Pitt County Landfill does not charge.
- Contractor would get paid for Emergency Response line item and the line item picked-up if called by DOT. Emergency Response will only be applicable if called and noted by the applicable Engineer.
- According with SP 108A, if a contractor misses 2 calls in a month they are in default of the contract.
- Contract is only for NCDOT maintained roadways. Please note Arlington Blvd is a Greenville City Street from Firetower Road to NC 43.

Sincerely,
DocuSigned by:



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Mary Voelker Moore

Division Contract Engineer

cc: Mr. Preston Hunter, PE
Mr. Jeremy Stroud, PE
Mr. William Kincannon, PE
Ms. Rich Godley
Ms. Claudia Wainwright

