



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

JAMES H. TROGDON, III  
SECRETARY

November 6, 2019

CONTRACT: 11925920 and 11927515  
FEDERAL AID: N/A  
WBS ELEMENT: To Be Determined  
TIP NUMBER: N/A  
COUNTY: Beaufort, Greene, Jones, Lenoir and Pitt  
ROUTE: Various  
DESCRIPTION: On-call Construction of Various Concrete Items in District 1 and District 3

TO: Perspective Bidders

**Pre-Bid Meeting Notes**

A Pre-Bid meeting was held for the above referenced project(s) on November 6, 2019 at 9:00am in the Division 2 Conference Room. Those in attendance are on the attached sign in sheet.

Mr. Stroud began the meeting with reviewing the proposal(s). Items that were highlighted were;

- Date, Time and Location of Bid Opening; November 13, 2019 at 2:00pm in the Division 2 Project Development Office on WH Smith Blvd. in Greenville.
- Instructions to Bidders on all of Page 4
- General Provision "**Description**" Page 5
- No Bonds Required for this contract
- This is a Small Business Enterprise (SBE) contract
- General Provision "**Contract Time and Liquidated Damages**" Page 6
- General Provision "**Work Times**" Page 7
- General Provision "**Payment**" Page 7
- No Major or Specialty Items are included in this contract.
- No Minority Business Enterprise (MBE) or Women Business Enterprise (WBE) Goals are required for this contract.
- Roadway Provision "**General**" Page 23
- Roadway Provision "**Driveways and Private Property**" Page 23
- Roadway Provision "**Mobilization**" Page 23-24
- Roadway Provision "**Seeding and Mulching**" Page 25
- Roadway Provision "**Traffic Control**" Page 26

*Mailing Address:*  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION 2  
PROJECT DEVELOPMENT GROUP  
PO BOX 1587  
GREENVILLE, NC 27835-1587

*Telephone:* (252) 439-2800  
*Customer Service:* 1-877-368-4968

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

*Location:*  
105 PACTOLUS HIGHWAY  
GREENVILLE, NC 27835

- Bidders recommended an addendum be made for adding Line Item “Concrete Washout Structure”
- The addendum will result in adding Line Item “Temporary Silt Fence” as this is a separate pay item from the concrete washout structure.
- Addendum to include Special Provision (SP) for Concrete Washout Structure
- Addendum to include revised Bid Form.
- Bidders were made aware to acknowledge the Addendum Page in the proposal(s)
- Any work required on a federal aid project will be agreed upon between the Department and the Awarded Bidder by means through a Supplemental Agreement (SA). All required documentation to preform work on federal aid projects will be requested by the Department from the Awarded Bibber.

Sincerely,

DocuSigned by:

*Mary Voelker Moore*

Mary Voelker Moore, PE

Division Contract Engineer

cc: Mr. Preston Hunter, PE  
Mr. Jeff Cabaniss, PE  
Mr. Jeremy Stroud, PE  
File (11925920 and 11927515)

