



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

JOSH STEIN
GOVERNOR

DANIEL H. JOHNSON
SECRETARY

December 2, 2025

CONTRACT: PR29627
WBS ELEMENT: VARIOUS
COUNTY: BEAUFORT, CARTERET, CRAVE, GREENE, JONES,
LENOIR, PAMLICO, AND PITT
ROUTE: VARIOUS
DESCRIPTION: IDIQ PROPOSAL FOR ROADWAY MAINTENANCE CREW
IN DIVISION 2

ADDENDUM 1

TO: PROSPECTIVE BIDDERS

Please note the following revision to the proposal:

- Revision on page R-2 that the traffic control that is incidental to the Light Duty Maintenance Crew is for all equipment to close one lane of a multi lane, high speed roadway. Please see the attached pages R-1 to R-5.

Please make sure to sign the addendum page in the proposal to acknowledge this addendum.

Sincerely,

DocuSigned by:

714C11DCCEBC4C6...
Mary Voelker Moore, PE
Division Contract Engineer

cc: Mr. Rhett Gerrald, PE
Mr. Jordan Davenport, PE
Ms. Heather C. Lane, PE

PROJECT SPECIAL PROVISIONS

ROADWAY

LIGHT DUTY MAINTENANCE CREW:

The Contractor shall provide a crew to perform Maintenance Operations on state-maintained roadways in accordance with these specifications, and as directed by the Engineer. When notified, the Contractor, with a full complement of the required personnel and equipment, shall report to the appropriate location within the specified time frame. Typical work items may include, but not be limited to, ditch cleanout, small pipe installation, debris/tree removal, asphalt repair, and other road maintenance activities.

The Engineer will identify the proposed work locations for the Contractor. NCDOT Personnel will monitor the Contractor's operations to ensure compliance with the NCDOT *Standard Specifications for Roads and Structures* and the *Roadway Standard Drawings*.

The Contractor shall comply with all applicable Federal, State, and local laws, ordinances, and regulations governing safety, health, and sanitation. The Contractor shall take any other needed actions that are reasonably necessary to protect the life and health of its employees on the job and the safety of the public, and to protect property in connection with the performance of the work covered by the contract.

A Maintenance Crew shall consist of a minimum of five (5) workmen with sufficient abilities, skills, hand tools and equipment capable of performing the typical road maintenance activities described elsewhere. Contractor shall be required to provide all of the necessary tools and equipment to perform the work, including transporting material such as borrow, stone, asphalt, and pipe to the jobsite.

The NCDOT will provide all necessary materials that are to be incorporated into the work. These materials are generally stored at the County Maintenance Facilities, or at remote permitted locations such as borrow pits or waste sites.

The required minimum equipment will consist of the following

LIGHT DUTY MAINTENANCE CREW		
PERSONNEL	NO. REQUIRED	DESCRIPTION
Crew Supervisor/Operator	1	Job Site Leader / Excavator Operator / Truck Driver. Must be available to communicate with NCDOT personnel. Must also be Certified as a Work Zone Supervisor or Work Zone Installer and Erosion Control Level 2.
Operator	2	Excavator Operator / Truck Driver. May also serve as a Flagger, or General Laborer.
Laborer	2	General Laborer / Flagger

EQUIPMENT	NO. REQUIRED	UNITS	DESCRIPTION
Excavator with a Thumb*	1	Each	Workload Rating between 25,000 lbs. to 35,000 lbs.
Dump Truck	2	Each	Tandem Axle Minimum
Trailer	1	Each	Capable of transporting the required Equipment and Material.
Crew Truck	1	Each	Capable of transporting necessary hand tools, traffic control and personnel

* A similar/lesser piece of equipment may be utilized for assigned work/tasks upon approval of the Engineer

The crew shall be trained, properly certified and equipped with all required signs, cones, stop/slow paddles or other traffic control items necessary to close one lane of a multi lane, high speed roadway. There will be no direct payment for traffic control, it will be considered incidental to the pay item.

All Contractors' personnel must wear a reflective vest or outer garment meeting OSHA requirements at all times while on the project.

The Contractor shall furnish all equipment in good operating condition and shall be operated by properly trained and qualified personnel. The Contractor shall be responsible for all costs or charges by personnel, or incurred in the operation and maintenance of the equipment during the performance of this contract. These costs shall be considered to be incidental to the other contract bid items. Upon request, the contractor shall provide any and all state and federal certifications for equipment safety.

Each hauling truck shall be properly licensed and shall meet all applicable motor vehicle/motor carrier standards required by law. All operators shall be skilled and knowledgeable and be properly licensed as required by law. All open bed trucks must be equipped with a tarp that meets the requirements outlined in G.S. 20-116(g) and a tailgate within 12" of the top of the body.

Crew will report to the work site as directed by the engineer. The work site could be located anywhere within the County jurisdiction. There will be **no payment for mobilization** of labor and equipment, as it will be **considered incidental** to the bid items of this contract. Time will begin at the actual time the Contractor is fully mobilized and ready to perform work at the location designated by the Engineer. When directed by the Engineer, the Contractor may be required to move to a different work site during the same workday. The hourly rate will apply while moving between work sites during that workday.

The Engineer or his duly authorized representative will maintain a time sheet. The Department's representative and the Contractor's supervisor shall review and agree on the recorded time on a daily basis. All charges shall be determined to the nearest one-quarter (1/4) hour based upon the time the crew was in actual productive operation. The contractor will not be paid for downtime due to meals, equipment failure, unsatisfactory weather, nor any other conditions.

Payment will be made under:

Pay Item

Light Duty Maintenance Crew

Pay Unit

Hour

TRAFFIC CONTROL AND WORK ZONE SAFETY:

The Contractor shall be responsible for any traffic control installation and maintenance of road closures that may be required for any operation. The Contractor shall maintain traffic, provide traffic control, and conduct all phases of his work in accordance with Section 1101 of the *Standard Specifications*, the current edition of the *Manual on Uniform Traffic Control Devices (MUTCD)*, the North Carolina Supplement to the MUTCD, and per direction of the Engineer. Traffic control items shall include all cones, drums, signing, changeable message signs, flashing arrow boards, truck mounted impact attenuators, flaggers and incidentals included to install, shift, and remove the lane closure as shown in *Roadway Standard Drawing 1101.02 Sheets 1 thru 15* and shoulder closure as shown in *Roadway Standard Drawing 1101.04 Sheet 1 of 1*.

The Contractor is required to conduct his construction activities in a manner that will be safe to the traveling public, and which will not impede motorists, while also maintaining existing pedestrian facilities, at all times.

The Contractor shall utilize complete and proper traffic control during all operations. All traffic control and traffic control devices required for any operation shall be functional and in place prior to the commencement of that operation.

All personnel when working in traffic areas, or areas in close proximity to traffic, shall wear an OSHA approved reflective vest or outer garment at all times while on the project.

Maintain traffic in accordance with Divisions 10, 11 and 12 of the 2024 Standard Specifications.

Refer to Standard Drawing No. 1101.02, 1101.03, 1101.04, 1101.05, 1101.11, 1110.01, 1110.02, 1115.01, 1130.01, 1135.01, 1145.01, 1150.01, 1165.01, and 1180.01 of the 2024 *Roadway Standard Drawings* when closing a lane of travel in a stationary work zone such as pavement patching or resurfacing. Properly ballasted cones and skinny drums may be used instead of drums. However, drums are required for the upstream taper portion of lane closures in all applications. The stationary work zone shall be a maximum of 1 mile in length at any given time on 2 Lane, 2 Way facilities unless otherwise approved by the Engineer. Traffic movements through lane closures on roads with two way traffic shall be controlled by flaggers stationed at each end of the work zone. In situations where sight distance is limited, the Contractor shall provide additional means of controlling traffic, including, but not limited to, two-way radios, pilot vehicles, or additional flaggers. Flaggers shall be competent personnel, adequately trained in flagging procedures, and furnished with proper safety devices and equipment, including, but not limited to, safety vests and stop/slow paddles.

A pilot vehicle operation may be used in conjunction with flaggers and the appropriate pilot vehicle warning signing as directed by the Engineer. During periods of construction inactivity, return the traffic pattern to the existing alignment and remove or cover any work zone signs. The Contractor is required to leave the project in a manner that will be safe to the traveling public and which will not impede motorists. When covering work zone signs, use an opaque material that prevents reading of the sign at night by a driver using high beam headlights. Use material, which does not damage the sign sheeting. Replace any obliterated markings as required by other sections of the 2024 Standard Specifications and the Engineer.

When personnel and/or equipment are working on the shoulder adjacent to and within 5 feet of an open travel lane, close the nearest open travel lane using Standard Drawing No. 1101.02 of the *2024 Roadway Standard Drawings*. When personnel and/or equipment are working within a lane of travel of an undivided facility, close the lane according to the traffic control plans, *2024 Roadway Standard Drawings* or as directed by the Engineer. Conduct the work so that all personnel and/or equipment remain within the closed travel lane. Do not work simultaneously on both sides of an open travel way, within the same location, on a two-lane, two-way road. Perform work only when weather and visibility conditions allow safe operations as directed by the Engineer.

In addition, the Contractor shall maintain pedestrian access at all times in accordance with Section 1101-16 of the *2024 Standard Specifications* and the attached pedestrian details. When existing pedestrian facilities are disrupted, closed or relocated, provide temporary facilities that are detectable and include accessibility features consistent with the features present in the existing pedestrian facility.

The Contractor shall comply with all applicable Federal, State, and local laws, ordinances, and regulations governing safety, health, and sanitation, and shall provide all safeguards, safety devices, and protective equipment, and shall take any other needed actions, on his own responsibility that are reasonably necessary to protect the life and health of employees on the job and the safety of the public, and to protect property in connection with the performance of the work covered by the contract. Failure to comply with any of the requirements for safety and traffic control of this contract shall result in suspension of work as provided in Article 108-7 of the *Standard Specifications*.

Failure to comply with any of the requirements for safety and traffic control of this contract shall result in suspension of work as provided in Sub article 108-7(B) of the *Standard Specifications*.

No direct payment shall be made for traffic control and work zone safety items, as they shall be considered incidental to other contract items.

FLAGGERS:

Provide the service of properly equipped and qualified flaggers, in accordance with Section 1150 of the *Standard Specifications* and *Roadway Standard Drawing* 1150.01, at locations and times for such period as necessary for the control and protection of vehicular and pedestrian traffic. Anyone who controls traffic is required to be qualified. Qualification consists of each flagger receiving proper training in the set-up and techniques of safely and competently performing a flagging operation. Qualification of flaggers is to be done by an NCDOT approved training agency. For a complete listing of these, see the Work Zone Traffic Control's webpage, <https://connect.ncdot.gov/projects/WZTC/Pages/Training.aspx>.

Prior to beginning work on the project, a Qualification Statement that all flaggers used on the project have been properly trained through an NCDOT approved training resource shall be provided to the Engineer.

Flagging operations are not allowed for the convenience of the Contractor's operations. However, if safety issues exist (i.e. sight or stopping sight distance), the Engineer may approve the use of flagging operations. Use flagging methods that comply with the guidelines in the MUTCD.

WORK ZONE INSTALLER:

(7-20-21)(Rev. 8-16-22)

1101, 1150

SP11 R04

Provide the service of at least one qualified work zone installer during the setup, installation, and removal of temporary traffic control within the highway right of way. The qualified work zone installer shall serve as crew leader and shall be on site and directing the installation and removal of temporary traffic control. If multiple temporary traffic control installations or removals are occurring simultaneously, then each shall have a qualified work zone installer.

The work zone installer shall be qualified by an NCDOT approved training agency or other NCDOT approved training provider in the safe and competent set up of temporary traffic control. For a complete listing of approved training agencies, see the Work Zone Safety Training webpage.

A work zone supervisor, in accordance with Article 1101-13 of the *Standard Specifications*, may fulfill the role of the work zone installer during the setup, installation, and removal of temporary traffic control within the highway right of way provided they are on site and directing the installation and removal of temporary traffic control.

All other individuals participating in the setup, installation, and removal of temporary traffic control within the highway right of way shall be certified as a qualified flagger in accordance with Article 1150-3 of the *Standard Specifications*, even if flagging is not being performed as part of the traffic control.

Provide the name and contact information of all qualified work zone installers to the Engineer prior to or at the preconstruction conference. Additionally, provide a qualification statement that all other individuals participating in the setup, installation, and removal of temporary traffic control are qualified flaggers that have been properly trained through an NCDOT approved training agency or other NCDOT approved training provider.

All certification records for qualified work zone installers and flaggers shall be uploaded by the approved training agency or other NCDOT approved training provider to the Department's Work Zone Education Verification App (WZ-EVA) prior to the qualified work zone installer or flagger performing any traffic control duties on the project. For more information about WZ-EVA, see the Work Zone Safety Training webpage.