



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J.R. "JOEY" HOPKINS
SECRETARY

November 25, 2024

CONTRACT: PR14490
WBS ELEMENT: VARIOUS
COUNTY: BEAUFORT AND CRAVEN
ROUTE: VARIOUS
DESCRIPTION: TREE TRIMMING ALONG US 17 IN BEAUFORT AND
CRAVEN COUNTY

A Pre Bid meeting was held for the above referenced project on November 20, 2024 at 1:00 pm at the Division 2 MOST 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;

- The importance of following the Instructions to Bidders to ensure your bid documents are correct.
- Contractors need to make sure they are a prequalified SBE Contractor prior to bid day.
- Contract time starts February 1, 2025, and the completion day is April 30, 2025.
- No work allowed from Sunset to 8:00 am on weekdays, on Holidays, or for unexpected occurrences per ICT #1. Liquidated damages are \$250 per hour.

Mr. Sparrow continued to highlight the following:

- There is 11.2 lane miles to be trimmed over 15 miles. Areas to be trimmed are mapped. The areas will be flagged and staked on US 17. The GPS coordinates can be found on the maps in the proposal.
- The Contractor is responsible for any damage to adjacent shoulders, ditches, medians, paved area or other facilities whether public or private and shall be repaired to the satisfaction of the Engineer.
- Tree trimming should be done by Telescopic Boom (Giraffe) Trimmer. Trees shall be trimmed to a horizontal clearance of 40 ft. from the edge of travel lane or timber line. For this contract, most places will be trimmed to the timber line.
- The timber line is fully mature trees.
- Trees that are leaning and may die if trimmed shall be cut and removed so they don't fall into the travel way.
- Limbs shall be trimmed as close to the tree trunk as possible.

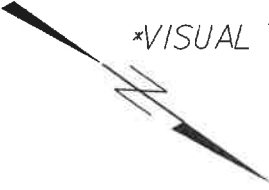
- Debris must be removed from the right-of-way. The method is at the Contractors discretion.
- Wood chips may remain on the right-of-way if spread so that a rotary or flail mower can pass. Some areas that are trimmed will need wood chips moved to other areas.
- All debris produced shall be removed by the end of that workday. A liquidated damage of \$350.00 per occurrence will be assessed if debris are not removed.
- Temporary work zone signs must be maintained.
- Flaggers will be needed for traffic control.
- A pilot car will be needed for the southern intersection of US 17 and NC 43 south of Vanceboro. Traffic control plan for this area was handed out and is attached.
- There is one small area that is close to the roadway. Traffic may need to be stopped so branches can fall into the roadway. Traffic can only be stopped for 7 minutes at a time.
- Stationary Work Zone should be used. Contractor should not be able to trim fast enough to utilize a Mobile Work Zone.
- Safety vests must be worn at all times while on the project. This fine is separate from any fines that may be given by OSHA. The safety vests must have a tag and meet the ANSI/ISEA 107-2004 Class 2 Standards.
- Crash Attenuators are not required.
- Speed Limit is 55 mph.
- US 17 is a main corridor to the beach. Traffic will increase on Fridays beginning in April.
- A boom will mow prior to Contractor beginning to trim.

Sincerely,

DocuSigned by:
Mary Voelker Moore
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

Mary Voelker Moore, PE
Division Contract Engineer

cc: Mr. Vann Sparrow
Mr. Marshall Gibbs
Mr. Jordan Davenport, PE
Ms. Mary Beth Houston, PE
Ms. Heather C. Lane, PE





 VISUAL TMP FOR TREE TRIMMING OPERATION
 US 17-BYPASS
 SOUTH OF VANCEBORO
 CRAVEN COUNTY 1"=100'



GENERAL

 WORK AREA
 FLOW OF TRAFFIC (PILOT CAR GUIDED)
 MAINTAIN A MIN. 11.0' CLEAR
 TRAVEL LANE WIDTH

TRAFFIC CONTROL DEVICES

 BARRICADE (TYPE III)
 CONE
 FLAGGER

STANDARD DRAWINGS

1101.02 - TEMPORARY LANE CLOSURES
 1101.11 - TRAFFIC CONTROL DESIGN TABLES
 1110.02 - PORTABLE WORK ZONE SIGNS
 1135.01 - CONES
 1145.01 - BARRICADES, TYPE III
 1150.01 - FLAGGERS

