



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

JOSH STEIN  
GOVERNOR

J.R. "JOEY" HOPKINS  
SECRETARY

August 14, 2025

**Pre-Bid Conference Meeting Minutes**

**Subject: D3POC0235 On Call Signal Maintenance –  
Federal Work  
Division Three**

A Mandatory Pre-Bid Conference was held for the D3POC0235 project on August 13, 2025/ 2pm, at the Division 3 Operations Building.

See Pre-Bid Roster for attendees.

The conference began at 2:00 pm. Introductions were made and the project was presented. It was noted that only contractors that are prequalified as a Bidder or POC Prime Contractor can submit a bid on the project. The proposal was reviewed in full highlighting contract times, multiple awards, work order assignments, bonding requirements, notes to contractor, etc.

If an Addendum is required it will be issued no later than Thursday, August 14<sup>th</sup>, 2025.

Meeting Concluded.

Cc: Trevor Carroll, PE  
Michelle Howes, PE  
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Anthony Law  
Battle Whitley, PE  
Jessi Leonard, PE

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