



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J.R. "JOEY" HOPKINS
SECRETARY

October 30, 2024

NOTICE TO PROSPECTIVE BIDDERS

Small Business Enterprise

Contracting Opportunity

MANDATORY PRE-BID CONFERENCE

Division Three

CONTRACT ID: D3POC0223

WBS #: 3RE.101013, 3RE.106513, 3RE.1071133, and 3RE.106713, 44601.03

F.A. #: STATE FUNDED

COUNTY: Brunswick, New Hanover, Pender and Onslow Counties

The North Carolina Department of Transportation is requesting bids for **PRIMARY PROFESSIONAL LANDSCAPE PLANT BED AND MOWING MAINTENANCE SBE**. The contractor must furnish all labor, materials, personnel, equipment, and traffic control.

SBE PROGRAM INFORMATION:

This is a SBE contract and to qualify for the NCDOT SBE Program a firm must have an annual gross income of \$1,500,000 or less, exclusive of materials. **Only contractors currently certified as a SBE Contractor by the Contractual Services Unit of NCDOT and listed in the Directory of Transportation Firms at bid opening will be eligible to bid on this project.**

Prospective bidders who qualify for the SBE Program and are not currently certified should submit a completed application packet prior to bid submittal to allow for review time. The application packet and additional information on the program may be obtained online at:

<https://connect.ncdot.gov/business/Pages/default.aspx>

Bid Bonds are not required for this project.

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
5505 BARBADOS BOULEVARD
CASTLE HAYNE, NC 28429-5647

Telephone: (910) 341-2001
Fax: (910) 675-0143
Customer Service: 1-877-368-4968
Website: www.ncdot.gov

Location:
5505 BARBADOS BOULEVARD
CASTLE HAYNE, NC 28429-5647

Per G.S. 136-28.10, a NC General Contractor's license may be waived for SBE contracts. For this project, the NC General Contractor's license will be waived.

Per G.S. 136-28.10, Contract Payment and Performance bonds may be waived. For this project, the Contract Payment and Performance bonds will be waived.

BID OPENING:

Sealed paper bids must be received at **NCDOT Division Operations located at 5501 Barbados Blvd., Castle Hayne, NC 28429** by **2:00 pm on Thursday, November 21, 2024**. Bids must be submitted on the official bid form included with the entire contract proposal and shall display the following statement on the front of the bid envelope:

QUOTATION FOR D3POC0223:

PRIMARY PROFESSIONAL LANDSCAPE PLANT BED AND MOWING MAINTENANCE (SBE) TO BE OPENED AT 2:00 PM – NOVEMBER 21, 2024.

Include the following information:

- a. Name of corporation, partnership, Limited Liability Company, joint venture, individual or firm, submitting bid.
- b. Name of individual or representative submitting bid and position or title held on behalf of the bidder.
- c. Address of corporation, partnership, Limited Liability Company, joint venture, individual or firm, submitting bid.
- d. SAP Vendor Number of corporation, partnership, Limited Liability Company, joint venture, individual or firm, submitting bid.
- e. Contractor Number, if applicable, of corporation, partnership, Limited Liability Company, joint venture, individual or firm, submitting bid

NOTE: The Bid Opening is accessible in Person OR using Conference Call by dialing 1 (877) 336-1829 and enter the following Access Code 4500785# to hear the bid results live.

CONTRACT AVAILABILITY INFORMATION:

The Availability Date for this project is **January 6, 2025**.
The Completion Date for this project is **January 5, 2026**.

MANDATORY PRE-BID CONFERENCE AND PROPOSAL REVIEW

Early arrival is strongly recommended, as latecomers will not be admitted, and therefore not eligible to bid on this project.

In order for all prospective bidders to have an extensive knowledge of the project, **ALL PROSPECTIVE BIDDERS SHALL ATTEND A MANDATORY PRE-BID CONFERENCE AS SHOWN BELOW:**

Date: Wednesday, November 13, 2024

Time: 2:00 PM

Place: NCDOT Division 3 Operations Building - Conference Room

Location: 5501 Barbados Blvd

County: New Hanover

Contact for Directions: 910-341-2000

NOTE: BRING A COPY OF THE CONTRACT PROPOSAL TO THE CONFERENCE. PROPOSALS WILL NOT BE PROVIDED. BIDDERS ARE EXPECTED TO READ THE PROPOSAL PRIOR TO THE CONFERENCE. Please be prepared to ask questions.

This conference will be conducted by Department personnel to ensure all prospective bidders are given an opportunity to obtain information relevant to the project and given an opportunity to ask any questions they may have. The pre-bid conference will include a thorough discussion of the plans, contract pay items, special provisions, etc. The Engineer will explain areas of responsibility, standards of performance and expected results.

Any changes made to the contract during the pre-bid conference will be documented and included in an addendum to be posted the Division 3 Web Site.

https://connect.ncdot.gov/letting/Pages/Letting-List.aspx?let_type=3

You must sign the Addenda acknowledgment page in the proposal when submitting your bid package. Failure to do so will result in disqualification of bid.

CONTACT INFORMATION:

Please refer to the Contract Description referenced when making requests or inquiries regarding this project. If you have questions, or need additional information concerning this project, you may contact **Keith Groves, 910-789-6190** or email bkgroves@ncdot.gov

Visit <https://connect.ncdot.gov/letting/Pages/Division.aspx> and select a division number from the state map for other projects in Division 3 and throughout the state.

Sincerely,

DocuSigned by:

Jonathan W Mitchell

Jonathan W. Mitchell

Division Contract Engineer

cc: Trevor Carroll, PE, Division Engineer
Katie Hite, PE, Division Project Development Engineer
David Leonard, PE, Assistant Division Project Development Engineer
Anthony W. Law, Division Construction Engineer
Daniel Cumbo, PE, Assistant Division Construction Engineer
Battle Whitley, PE, Division Maintenance Engineer
Jessi Leonard, PE, Assistant Division Maintenance Engineer
Adrienne Cox, Division Planning Engineer
Michelle Howes, PE, Division Corridor Engineer
Keith Groves, Div. Roadside Environmental Engineer