



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

November 29, 2021

Pre Bid Conference Meeting Minutes

Subject: DC00324 Surf City Landscape Enhancement Re-Let
Division Three

A Mandatory Pre-Bid Conference was held for the DC00324 project on November 29th, 2021 at 2:00pm at the Division 3 Operations Building main conference room.

In attendance at the Pre-Bid Conference in person was Jonathan Mitchell – NCDOT, Daniel Jones – NCDOT, Bonita Peterson – NCDOT, Keith Groves – NCDOT, Jason Atkins – Natural Choice Contracting, and Matthew Meyerhoeffer – Daniels & Daniels. The following individuals attended via conference call Jeff Lackey – NCDOT, Greg Hall – NCDOT, and Kyle Breuer– Town of Surf City.

The conference began promptly at 2:00pm. No other contractors were allowed to enter the conference after 2:00pm. Introductions were made and the project was presented. It was noted that bonds are not required, and the goals are set at 0% MBE/ WBE for this project. The proposal was reviewed in full highlighting contract times, notes to contractor, licensing requirements, and project special provisions for Landscaping, Traffic Control and Lighting items.

Pre-Bid Conference attendees were informed that if any contractor had additional questions that these should be asked by COB December 1st, 2021. It was noted that an Addendum would be issued by Thursday December 2nd, 2021.

Meeting Concluded.

Cc: Chad Kimes, PE
Bill Kincannon, PE
Anthony Law
Katie E. Hite, PE
Keith Eason, PE
Daniel Jones
Keith Groves

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