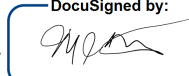


STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

PAT MCCRORY
GOVERNOR

ANTHONY J. TATA
SECRETARY

March 17, 2015

Memorandum To: Potential Bidders and Meeting Attendees
From: Michael Kneis, P.E. 
Division Project Manager
Subject: Meeting Minutes and Addendum Items for DE00116, U-4716A/C,
Clegg Passing Siding and Hopson Rd Grade Separation, WBS
Element: 54000.3.STR01T4A

A mandatory pre-bid meeting was held at the Division Engineer's Office at 2:00 pm on Monday, March 16, 2015. The sign in sheet is attached, showing people in attendance.

Michelle Gaddy opened the meeting with introductions and a brief overview of the project. The following items were discussed and noted:

Setting the Project Up for Success

- On Time / On Budget
- All parties working together
- Lines of Communication
- ARRA project

Information

- Work is on railroad right of way owned by NC Railroad Company
- Tracks are owned by Norfolk Southern Corporation
- Intermittent delays shall be expected throughout the day to ensure safety of personnel, trains, and equipment. Work must be stopped within 25' of track when trains are expected
- Norfolk Southern Railway will have a Roadway Worker In Charge (RWIC) on site at all times when work is ongoing. All work shall be coordinated with RWIC each day to ensure safety for all involved. Track time will be coordinated through the RWIC.
- No claims against NCDOT or the Railroad for delays or costs associated with track time and delays due to train traffic throughout the project
- Anticipated 14 trains per day.
- Prequalification for work code 5090
- Coordination between other on site contractors will be required

Intermediate Completion Times

- Date of Availability – July 1, 2015
- ICT #1 – Can't impact traffic along NC 54

Progress Schedule

- Progress schedule shall be submitted

Safety Guidelines

- Anyone who works in railroad right of way must attend and pass Roadway Worker Training. This course is required on an annual basis. eRailSafe certification shall be required.
- Track time will be established by the RWIC/flagman on site. No work shall take place within 25' of nearest track without active track time. This will include swing radiuses of equipment.
- The contractor and all personnel must follow all railroad rules for conduct, operation of moving vehicles, and FRA roadway worker rules. Failure to follow the rules can result in removal of workers from the railroad right of way.
- No one shall be allowed within 25' of nearest track without authorization of RWIC/flagman.
- PPE must be worn all at times – head, eye, hearing (if required by activity), respiratory protection (if required by activity) and high visibility reflective vest. Steel toed boots which fit snugly around the ankle.
- Safety briefings shall be held daily with all personnel working onsite. Additional safety briefings shall be held should conditions change throughout the day.
- Any injuries shall be reported to the Engineer (Railroad and NCDOT)

Prior to Starting Work

- 10 day advance notice to NSR / NCRR
- Obtain written authorization from NSR / NCRR to begin work. An outline or specific conditions will be provided in the authorization
- Written approval from Railroad of Railroad Protective Insurance Liability coverage as required by the provisions for Railroad Insurance. This will include liability coverage for multiple parties (NCRR, NS). This can take a minimum or 30-45 days
- Furnish a schedule for all work within Railroad right of way
- Obtain railroad's flagging services
- Furnish executed standard construction right of entry agreement to NCRR and NSR for approval

Contractor Furnished Two Way Radios

- Minimum of 3 Push to talk two way radios shall be provided by the contractor – frequency must be separate from NSR.
- Information must be submitted for approval prior to use on the project
- Communication must be established from any location on the project at all times. Failure to have adequate communication can result in limited areas of work available.

Flagging Services

- Will be required to work within 25' of the track
- Contractor's insurance must be reviewed and approved by NSR and NCRR prior to arranging for flagging services
- Minimum 10 days at beginning of project after notification to NSR / NCRR to arrange for flagging.
- If work is suspended for any reason, at least 3 days advance notice will be required prior to resuming work
- The contractor shall reimburse the Railroad for any costs for flagging that is required for work for the benefit of the contractor

Subcontracting

- DBE Contract Commitments: 10.0%
- All work committed to for DBE participation must be performed by the DBE contractor.
- Commercially Useful Function
- Reporting DBE Participation
 - Payment should be reported for all DBE subcontractors, regardless of whether they are being utilized towards the DBE goal amount, on the Department's web based tracking system.

ARRA

- Project is financed with ARRA funds
- Submittal of FHWA 1589 each month within 7 days after the end of the month.

Erosion and Sediment Control/ Stormwater Certification

- On site contractor will perform NPDES reporting – items identified will be provided for corrective actions
- All erosion control Level I and II personnel shall be identified at the preconstruction meeting.
- Expectations are listed in contract.

Roadway / Railroad Special Provisions

- NCDOT will provide surveying. Please submit survey requests at least a week ahead of time to allow NCDOT time to plan and schedule this work.
- Flowable Fill – must be submitted to meet NS/NCRR specifications, 4:1 sand to cement spec
- Embankment
 - Performed in accordance with Section 235, Embankments
 - Lift thickness shall be 6" after compaction. Rock layers may be placed in layers up to 24" thick.
 - Fill layers shall be compacted to 95% maximum density, except that top 2' of fill shall be compacted to 100% maximum density Standard Proctor
 - In fill sections, topsoil and all organic material must be stripped prior to placement of embankment. After removal of organic material, minimum of 6" must be plowed / scarified.

- Top 12” of subgrade in cut sections shall be plowed, scarified, and compacted to 100% maximum density Standard Proctor
- Embankment Construction using Degradable Rock
 - No additional compensation will be provided – incidental to unclassified excavation
- Sub-Ballast
 - Must meet all requirements as shown in contract.
 - Material that fails to meet gradation requirements may be removed and replaced at no expense to the Department. Note that allowing the material to remain in place with a penalty is not an option on this project.
- Excavation
 - All material from within 20’ left and right of existing main track must be used in embankment construction within the railroad right of way
 - Any additional material not incorporated in the project shall be disposed of within the railroad right of way for this project.
 - Contractor is responsible for submitting a plan for all excess material. The plan should provide location of placement, typical section, cross sections, erosion control plans, and any other details required for approval.

General Discussion / Response to Questions

- Submittals must go through all parties for review – be mindful of time frame when submitting anything.
- It is the intent of the Department to quantify unclassified with sections.
- Fred Smith asked about cross sections showing fill over existing sub-ballast. Michelle confirmed this can be incorporated into existing fill. If material has to be manipulated it would be incidental to unclassified excavation.
- Fred Smith inquired about accessing the project in the area shown on Plan Sheet 6. Crossing the MOW Track may be needed in order to access this area. Should an equipment crossing or temporary crossing be required on the project, this would require the Contractor to obtain a RR approved crossing application per the project specifications.
- Blind drain items and surge stone are contingency items. No. 57 stone should not be listed as a major item. **On page 8 of the proposal, Major Contract Items, strike line 0009- Generic Grading Item (No. 57 Stone)**
- Fine grading will be considered incidental to unclassified excavation.
- Due to the nature of this project, Payment and Performance bonds will be required regardless of the bid price for this project. **On page 51 of the proposal, Contract Payment and Performance Bond the reference to projects “contracts \$500,000 or more” should be struck through and should be replaced with “this project”**
- NCDOT does not anticipate blasting on this project. Should it be required, a blasting submittal will be required for review by all parties.
- **On page 32 of the proposal, the contact for Norfolk Southern was listed incorrectly. In the Notice of Starting Work paragraph, strike Mr. Rick Meredith, PE and replace with Dustin Lange, PE. On that same page please change the Number of Tracks information from 1 Main Track, 1 Siding Track to 2 Main Tracks, 1 Siding Track.**

- **On page RR-6 of the proposal, the End Station Shown for the Excavation Limits should be STA 3415+00 in lieu of 3414+00 as shown in provision.**

Meeting Adjourned for Optional Site Visit

Please note that there are no changes to the pay items and bid sheets as a result of this addendum. This Addendum shall be made a part of the plans and bid documents and shall be acknowledged on the Addendum sheet of the proposal. Bids submitted without this addendum attached or acknowledged may be considered non-responsive.

For additional questions prior to bid opening, contact Mike Kneis at (919)220-4600. Any responses to questions will be emailed to all prospective bidders.

Sign Up Sheet for Prebid Meeting Project U-4716A/C Date 3/16/2015

Name	Representing	Email Address
Jennifer Evans	NCDOT	jennifer.evans@ncdot.gov
Michael Kreis	NCDOT	MKWEIS@NCDOT.GOV
DENNIS JERNIGAN	NCDOT	dwjernigan@ncdot.gov
JASON WILLIAMS	FSC	jason.williams@fredsmithcompany.net
CHAUNCEY RADCLIFFE MANN	TRIANGLE	CMANN@TRIANGLEGRADINGPAVING.COM
David Pegg	NCDOT - Rail	djppegg@ncdot.gov
MATT WEBSTER	NCDOT - RAIL	mww@ncdot.gov
ERIC SWANSON	NCDOT - Rail	ekswanson@ncdot.gov
Jeremiah Lanier	Lanier Construction Co	jlanier@lanierconstruction.com
BJ LANIER	LANIER Construction	BJ@LANIERCONSTRUCTION.COM
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JUSTIN MADIGAN	NCRIC	jmadigan@ncrr.com
Michelle Gaddy	Div 5 Construction	mhgaddy@ncdot.gov