



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

JOSH STEIN
GOVERNOR

DANIEL H. JOHNSON
SECRETARY

DATE: February 26, 2026
TO: ME00111 Pre-Bid Meeting Attendees
FROM: Kayla Cooper, EI, Division Contract Engineer
SUBJECT: ME00111 Mandatory Pre-Bid Meeting Minutes

1:30 PM – Sign in and Introduction of Meeting Lead

1:32 PM – Draw attention to the following topics within the ME00111 – Traffic Control Proposal:

- Required Prequalification Work Codes: 1105
- This is a paper bid contract only and bids must be received within the Century Center office by 2:00pm
- Outline the requirements of the pre-bid meeting that participants are attending today and ensure that they have signed in under the correct company name for bidding purposes.
- Contract Time for this ID / IQ contract
- This is a multiple award contract in which more than one bidder can be awarded the contract
- Liquidated Damages will be assessed based on the value of the work order and not based on the value of the contract as a whole
- There is no MBE / WBE goal associated with this contract
- Payment and Retainage – for toll road work, please contact the Triangle Expressway Maintenance Supervisor for payment. All non-toll work orders, discuss payment with the assigning party.
- Tolls will not be directly reimbursed to the contractor for tolls paid during performance of Work Zone Traffic Control
- Call attention to the Notes to Contractor section
- Explanation of Emergency Mobilization for ID/IQ

1:42 PM – Open the room to discussion, questions, or concerns regarding the proposal

- No questions, concerns or points of additional discussion were raised to the group.

2:00 PM – Meeting Officially Adjourned