



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

JOSH STEIN  
GOVERNOR

DANIEL H. JOHNSON  
SECRETARY

DATE: May 14, 2026  
TO: ME00121 Pre-Bid Meeting Attendees  
FROM: Kayla Cooper, EI, Division Contract Engineer  
SUBJECT: ME00121 Mandatory Pre-Bid Meeting Minutes

Digitally signed by  
Kayla Cooper  
DN: cn=Kayla Cooper, o=North Carolina

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

1:32 PM – Draw attention to the following topics within the ME00121 – NCTA  
Pavement Marking and Marker proposal:

- This is a paper bid contract only and bids must be received within the Century Center office by 2:00pm. Please bring the bids to door B2 at the Century Center.
- 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 stand alone maintenance contract
- This is a single award defined contract in which the low bidder can be awarded the contract
- Liquidated Damages for this contract are \$1,000 per calendar day beyond the date of completion and \$1,250 per hour if operating within the hours or during holidays.
- Schedule of Estimated Completion
- There is no MBE / WBE goal associated with this contract
- Payment and Retainage – Contact the Triangle Expressway Maintenance Supervisor for payment.
- Though this work will all be on toll facilities, tolls will not be directly reimbursed to the contractor for tolls paid during this contract.
- Call attention to the Note to Contractor section
- Reminder that the prime bidder is required to self-perform at least 40% of the work associated with the contract

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

- There are inlaid markings around exit 45 on the map. Are contractors removing those markings?
  - No, the Map detail was pointed out that states that IMP is only applicable for exits 69 to 54.
- On the details provided in the plan set, polyurea is called out as the selected material for installation, however, the bid items are all for IMP. Which product is to be used?
  - IMP will be used and the pages in question on the plan set were proceeded by a page that states that the following plans are “solely for the purpose of location and spacing details”
- In instances where a marker needs to be replaced due to damage, what material should be used to fill the space it leaves behind?
  - Fill with a material that is listed on the Approved Products List (APL) and follow the guidance for new marker installation as found in the contract.
  - All cradle markers should remain where they are and not be replaced

2:00 PM – Meeting Officially Adjourned