



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

JOSH STEIN
GOVERNOR

DANIEL JOHNSON
SECRETARY

October 2, 2025

Contract No.: D6BR.SBE.024
WBS No.: 6RE.107814, 6RE.207814 & 6RE.107834
County: Robeson
Route No.: Various
Description: Vegetation Removal & Litter Pickup – Culverts, Pipes, Guardrail & Landscaping

Subject: **Mandatory Pre-Bid Conference**

Gentlemen:

A mandatory pre-bid conference was held on Thursday, October 2, 2025, in the Division 6 Training Room with the following persons in attendance:

<u>Name</u>	<u>Representative of</u>	<u>Name</u>	<u>Representative of</u>
Michael Fisher	NCDOT Bridge	Jody Bullard	Southeastern Life Center
Eric Matuszewski	NCDOT Bridge	Irvin Portugal	Portugal Construction
Brian Knowles	Carlson Landscaping	Jared Penny	Construction & Env. Services
Ryan Young	R Young Enterprises	Joe Yarborough	Cape Fear Lawn Control
Steve Strickland	Strickland Driveline Serv.	David Rodriguez	Total Design Systems, LLC
Randy Gilbert	Snowbird Logging, LLC	Bryan Fisher	FHP Contracting, LLC
Cambrie Anderson	CAM Contracting	Jaime Moore	JMC Cleaning & Mulching

After introductions, Michael Fisher, Division 6 Bridge Maintenance, reviewed the contract and plans with the following comments, discussion, and addendums.

General Items:

Availability & Completion: Availability: December 1, 2025 or Date of Issued P.O.
Completion: March 19, 2026
Contract is for 1 year period (12 month) with a **3 year renewal option and 5% increase in unit cost**. The Department stated that multiple contracts can be awarded to one firm and the completion dates would be the same. Additional crews may be necessary to complete.

Traffic Control: Vegetation Removal operation’s workzone shall be signed with advanced warnings at all times. For overpasses, signs will be required for work along the shoulder of the overpassed road in addition to the road contractor is working on. If at any time the operation impedes traffic, the workzone shall be setup for lane closure and flagged and signed according to standards. No additional compensation is made for additional traffic devices.

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DIVISION 6 BRIDGE MAINTENANCE
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Customer Service: 1-877-368-4968

Location:
549 TRANSPORTATION DRIVE
FAYETTEVILLE, NC 28301

Website: www.ncdot.gov

Operation Time: The Contract time of operations is limited to daylight hours. No work shall be performed on Sundays or State Holidays.

Liquidated damages: Completion date - \$500.00 per calendar day

Litter Pickup: Litter pickup & Removal – Entire cut area shall have litter removed. Any waste material collected shall be hauled at the end of each day to approved dumpsites. No additional composition for dump tickets will be made. Contractor is not responsible for dead animals, or removal of large items requiring equipment.

Vegetation Removal: The Department covered the cut areas as described in the contract. The Department stressed to the contractors the size of cut areas varied depending on location not necessarily based on its route classification. Area of vegetation removal is 20' from furthest point of structure 90°, 20' or to toe of slope whichever is greater forward to the main stream, roadway, or railroad. The Department stated that equipment such as string trimmers, brush cutters, and chainsaws was typical equipment used for vegetation removal. Contractors may use other equipment but would be responsible for any repairs to slopes and structures. Contractors were informed if highwater was present cut area would be modified as needed. All cut debris must be removed by hauling or chipping. The backwall of approach and wings in some areas shall be the point of measure.

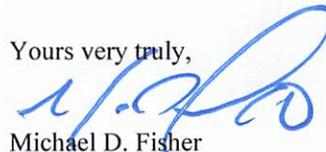
Guardrail: When present, a total of 300' of guardrail, per corner, is included in the normal cut area of the structure. Area is 3' in front and 3' or to shoulder break behind guardrail. This area is considered incidental to the cut area and included in the bid price.

Maps: Bidders asked if maps were available. The Department referenced website containing bridge maps listed in the contract. Upon awarding of contract any additional maps needed would be provided to the contractor.

Representing the Department as Project Administrator will be Eric Matuszewski. The Project Inspector will be determined after Let Date.

These minutes are prepared as they are documented. Any discrepancies with the content of these minutes should be submitted in writing to this office. Failure to do so will be an indication of agreement.

Yours very truly,



Michael D. Fisher
Division Bridge Maintenance Engineer

MDF:ecm

c: File

e: Ken Clark, P.E.
Matt Edwards, P.E.
Neil Butler

