



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

JOSH STEIN  
GOVERNOR

J.R. "JOEY" HOPKINS  
SECRETARY

July 11, 2025

MEMORANDUM TO: Mandatory Pre-Bid Attendees

FROM: Jennifer A. Sour  
Division Contract Engineer

DocuSigned by:  
*Jennifer Sour*  
B213233052CA46B...

SUBJECT: Mandatory Pre-Bid Minutes for Proposal MG00465, MG00467, MG00468, MG00469, MG00470, MG00481, MG00482 – Snow and Ice Removal in Alamance, Guilford, Orange and Rockingham County

On July 09, 2025, a Mandatory Pre-bid Conference was held at North Carolina Department of Transportation's Office located at 1584 Yanceyville Street in Greensboro, NC. The following people were in attendance:

Abdou Salami Yaya	Assistant Division Contract Engineer
Matthew Whitley	Deputy Division Maintenance Engineer
Derek Dixon	Division Maintenance Engineer
Antoine White	Assistant Division Maintenance Engineer
Jimmy Walker	County Maintenance Engineer
Austin Howell	County Maintenance Engineer
Spencer Odell	County Maintenance Engineer
James McHenry	Dixie Lawn Service Inc.
Chris Taylor	Dixie Lawn Service Inc.
David Rogerson	Precision Lawn Care & Landscaping Inc.
	Turf-Builders
Mark Brookshire	Hilco Transport Inc.
Randy Fields	Hilco Transport Inc.
LaPortia McKinley	Administrative Specialist 1 – Project Delivery

This memo, which includes the revised contract sheets, has been placed on the Bidding and Letting Site and must be included in your submittal.

Mailing Address:  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS DIVISION 7  
PO BOX 14996  
GREENSBORO, NC 27415-4996

Telephone: (336) 487-0075  
Fax: (336) 334-3637  
Customer Service: 1-877-368-4968

Website: [www.ncdot.gov](http://www.ncdot.gov)

Location:  
1584 YANCEYVILLE STREET  
GREENSBORO, NC 27405

Derek Dixon opened promptly at 1:00 pm on Wednesday July 9, 2025, with introductions and overview of the meeting. He urged all the attendees to ask questions while Yaya is going through over the contract with them.

Abdou Salami Yaya began with today's agenda by announcing the number of contracts and the respective counties. Yaya pointed out that all the contracts were similar except the number of trucks and only the contractors who were there that day could bid on those contracts. Yaya also added that all the questions must be addressed on the same day, because Jennifer would not be able to answer any questions after the meeting ended.

The meeting minutes will be added to the contract which will become your addendum and the addendum sheet in the contract will need to be signed to acknowledge the meeting minutes.

We will send out the bid minute by Friday July 11, 2025. Yaya mentions the contract time and liquidation damages, term of contract which is: a five (5) year contract. The contract shall be **automatically** extended four (4) additional periods of one (1) year each for a maximum total contract time of **five (5)** years, and the Equipment Operating Rate will be adjusted; no adjustment will be applied to the Outfitting Fee item, or to the payment rate for training sessions, GPS or GPS monitoring software, etc. Also, for each renewal year, the Equipment Operating Rate will be adjusted up or down according to the adjustment percentage provided by the Bureau of Labor Statistics CPI inflation Calculator.

Yaya also talked about equipment requirements on the contract on the R pages of the contract. The pay items were discussed as well on page T-1 of the contract. Yaya mentions that the Bond is required.

Below are the Questions and answers to what was asked during the Pre-Bid meeting on that day July 9, 2025.

Q. Will NCDOT pay for mobilization for the trucks and will NCDOT inspect them?

A. NCDOT will go where the trucks are to inspect them. We will only pay for mobilization when the trucks are brought to the project.

Q. When is the deadline for contractors to ask questions?

A. NCDOT will no longer answer questions pertaining to these projects after this meeting on July 9, 2025

Q. Will the Bid bond work the same way it always has?

A. Yes

# MANDATORY PRE-BID ATTENDANCE ROSTER

Date: 7/9/2025

Time: 1:00 PM

## PLEASE PRINT

**MG00465, MG00466, MG00467, MG00468, MG00469, MG00470, MG00481, MG00482: SIX, TEN, FOURTEEN, FIFTEEN, TWENTY TWO FULLY OPERATED TRUCKS FOR SNOW AND ICE CONTROL for Alamance, Guilford, Orange, Rockingham Counties**

Name <i>Jimmy Walker</i>	Company	Time In/Time Out
Postion <i>CME</i>		
Email Address <i>jmwalker@ncdot.gov</i>	Phone Number	
Name <i>August Huns</i>	Company <i>NC DOT</i>	Time In/Time Out
Postion <i>CME</i>		
Email Address <i>ahuns@ncdot.gov</i>	Phone Number <i>(919) 294-6080</i>	
Name <i>DEREK DIXON</i>	Company <i>NC DOT</i>	Time In/Time Out
Postion <i>DIVISION MAINT. ENGINEER</i>		
Email Address <i>ddixon1@ncdot.gov</i>	Phone Number <i>(336) 290-0210</i>	
Name <i>James J. Siddle</i>	Company <i>NC DOT</i>	Time In/Time Out
Postion <i>CME</i>		
Email Address <i>jsiddle@ncdot.gov</i>	Phone Number <i>(336) 520-6100</i>	
Name <i>Antonia White</i>	Company <i>NC DOT</i>	Time In/Time Out
Postion <i>ADME</i>		
Email Address <i>awhite@ncdot.gov</i>	Phone Number <i>(336) 543-9440</i>	
Name <i>LaPortia J. McKinley</i>	Company <i>NC DOT</i>	Time In/Time Out
Postion <i>Admin Spec I</i>		
Email Address <i>lmckinley@ncdot.gov</i>	Phone Number <i>336-487-0015</i>	



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MG00465, MG00466, MG00467, MG00468, MG00469, MG00470, MG00481, MG00482: SIX, TEN, FOURTEEN, FIFTEEN, TWENTY TWO FULLY OPERATED TRUCKS FOR SNOW AND ICE CONTROL for Alamance, Guilford, Orange, Rockingham Counties

Name Jimmy McHenry	Company Dixie Lawn Service, Inc	Time In/Time Out
Position <del>Dixie Lawn Ser. Inc</del>	P.O. Box 688 Kings Mountain, NC 28885	
Email Address jmcHenry@dixielawn.com	Phone Number (704) 718-1414	
Name Chris Taylor	Company Dixie Lawn Ser. Inc	Time In/Time Out
Position		
Email Address ctaylor@dixielawn.com	Cell 336-504-0312	
Name David Rogerson	Company Precision Lawn & Landscaping Inc	Time In/Time Out
Position	5718 Country Lane Grifton NC 28520	
Email Address Precisionnc@outlook.com	Cell 252-531-1841	
Name Jim M	Company Turf-Builders	Time In/Time Out *
Position	P.O. Box 38192 Greensboro NC 27438	
Email Address turf-builders@ncn.com	Phone Number 336-255-3771	
Name Mark Brookshire	Company Hilco Transport, Inc	Time In/Time Out
Position	7700 Kennel Rd., Greensboro, NC	
Email Address mbrookshire@hilcotransport.com	Phone Number 336-669-3253	
Name Randy Fields	Company Hilco Logistics	Time In/Time Out
Position	7700 Kennel Rd Greensboro NC	
Email Address rfields@hilcotransport.com	Phone Number 336 404 0715	

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Name <u>Matthew Whitley</u>	Company	Time In/Time Out
Postion <u>DDME</u>		
Email Address <u>mpwhitley@ncdot.gov</u>	Phone Number	
Name <u>Abdou Seidami Yaya</u>	Company <u>NE DOT</u>	Time In/Time Out
Postion <u>D7 Assistant Contract Engineer</u>		
Email Address <u>ayayal@ncdot.gov</u>	Phone Number <u>336 487 0079</u>	
Name	Company	Time In/Time Out
Postion		
Email Address	Phone Number	
Name	Company	Time In/Time Out
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Email Address	Phone Number	
Name	Company	Time In/Time Out
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