

**Pre-bid Meeting - Roadside Environmental Project – December 18, 2012 10:00am  
DN00209 & DN00210**

**Meeting closed and attendance sheet received at 10:02 AM**

**The following items were discussed:**

**General Contract Requirements – Wanda Austin**

- Bid opening date and time: January 8, 2013 @2:00pm
- Electronic bidding available through ExpediteBid
- Prequalification by NCDOT-bidder must be prequalified at the time of letting
- \$5M Insurance w/ NCDOT listed as additional insured
- Landscaping License will not be required on this project. General Contractor License is not required on this project.
- Availability and Completion dates: (February 11, 2013 & April 25, 2014) LD-\$200/day
- ICT: February 11, 2013 –April 26, 2013) LD-\$250/day
- Work Zone – work zone signs are required and will be incidental to other contract items; lane closures may be required
- Address all further questions to Wanda Austin- [whaustin@ncdot.gov](mailto:whaustin@ncdot.gov)

**Federal and Contract Requirements – Wanda Austin**

- Employment Advertisement-EEO requirements
- Davis Bacon Wages- Contractor must retail all contract records for 3 years from the completion of the contract.
- DBE Goals- 0%
- Contractor is required to submit weekly payroll records for Prime and Subcontractors

**Construction Administration and Inspection –Richard Queen**

- Plant Certification requirements/ Nursery Certification
- Materials testing and certification-Department will ok plant and mulch material before purchase
- Monthly meeting with Inspector

**Description of Work – Richard Queen**

- Project Locations
- Plant Descriptions/Specifications
- Inspection of Plant Materials at the Nursery
- Weed control will be required during the 12 month establishment period
- The Department will require the stumps to be ground and the holes backfilled; tree removal quantities may vary from plan detail
- Plant removal for bed preparation is incidental to other pay items
- Mulch is required to be hydraulically applied

Questions:

1. Is printing the proposal double sided required? No but it is encouraged
2. Will the plant inspection be completed by Kent Kolbe? Yes the Vegetation Management Section will be reviewing the plant certifications
3. Are the trees to be removed marked? Not at the present, trees are in the interchange and mostly pine
4. Are specifications available online? Yes
5. When is the \$5 million insurance required? The insurance is required within 14 days of award and must be carried throughout the life of the contract.

6. When will the replacement trees be planted? Replacement trees and shrubs under the warranty planting will be noted during the monthly meeting then replaced during the dormant season.
7. Why are the licensing requirements waived? The General Contractors license is waived in accordance with the General Statutes. The Landscaping license was waived in an effort to attract and mentor more landscaping companies; however, for pesticide application a pesticide license with ornamental and turf endorsement is required