PRE-BID MEETING MINUTES FOR CONTRACT DN00320

On Monday, May 19, 2014, at 10:00 A.M., a pre-bid meeting was held at the proposed construction site along S.R. 1870 (Shady Brook Road).

The following people were in attendance:

- Jeffrey Alspaugh — Assistant District Engineer, District 2, Division 14, DOH, NCDOT
- Jonathan Woodard — District Engineer, District 2, Division 14, DOH, NCDOT
- Matt Mullen — Project Geological Engineer, Geotech Eng. Unit, Western Region, DOH, NCDOT
- Tyler Smith — ECS Carolinas (not bidding, but offering his services to the prospective bidders)
- Jim Blevins — Graham Co Land Co
- Troy Gilreath — Gilreath & Parker
- Mike Talley — Gilreath & Parker

Contact information, for each attendee, is available on the attached sign-in sheet.

Proposals and associated plans were distributed and discussed; those items that were called to the attention of the prospective bidders were as follows:

Proposal Topics

- Let date and time
- Contract time and liquidated damages
- 0% requirement for MBE/WBE goals
- Special provisions for each wall construction option, as well as the other special provisions within the contract proposal
- Pay item quantities, particularly those items which are lump sum

Plans Topics

- Standard Drawing and Specification references on sheet 1-A
- Typical section on sheet 2 - noted that proposed paving shown is to be performed by other parties and is separate from the wall construction work.
- Plan sheet 4 - shows the plan view as well as the retaining wall envelope
- The two sheets, following sheet 4, contained those drawings, supplied by the Geotech Unit - show the details for each wall construction option
- Sheet TCP-1 - traffic control – one lane of traffic must be maintained at all times
- Sheet X-1 - cross-section sheets (Jonathan Woodard pointed out the face of the proposed wall in relation to the existing silt fence on site)
- Noted that there are no erosion control plans - erosion control measures are currently in place and will be maintained by NCDOT Maintenance forces - contractor would be expected to contact the District 2 office should these measures fall into a state of disrepair

The proposed construction site was walked, noting areas of interest or concern.

Topics of concern/interest:

- Pointed out the general area where construction will begin and terminate (survey staking will properly delineate these points, once completed)
- Drainage, on wall side of the road, must be maintained
- Pointed out the existing drainage pipes that empty from the house basement and the house gutter downspout, to which contractors will be connecting
- Identified the existing tree stump that is not to be removed, as noted on the plans, due to an existing septic line that would be damaged, as it runs thru the stump's roots system
- Noted that the existing driveway would require some regarding, after the wall is constructed
- Noted approximate area of existing septic tank for house

Questions that arose and answers that were given:

Q - How close to the foundation of the existing house can the wall be?

A – Neither the wall nor any excavation activities can be closer than 3 feet to the existing house foundation.

Q – Will NCDOT provide the survey stakes?

A – Yes. District 2 offices will attempt to schedule this work to be done this week.

Q – Is it permissible to leave the lane closure in overnight?

A – Yes, provided one lane of traffic is properly maintained.

Q – When a length of apparent of scrap pipe was noticed within the construction limits, it was asked if its removal would be paid for separately.

A – No. It would be part of lump sum grading.

Q – Why is there only a few feet of 4" pipe in the pay items, when the plans call for drainage pipe, behind the wall for its length?

A – The drainage pipe for the wall, along with the associated stone and the filter fabric, are incidental to the construction of the wall.

Q – Is a moisture barrier for the wall required?

A – No.

Prospective bidders were advised that any additional questions that arise, after the pre-bid meeting had adjourned, would need to be directed to Wanda Austin at the Division 14 office. She would ensure that both the question asked and the answer given would be published to all prospective bidders in attendance.

The meeting adjourned.