



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

JAMES H. TROGDON, III
SECRETARY

April 18, 2018

CONTRACT: 11790881, 11790889
WBS ELEMENT: TBA
COUNTY: Pitt and Lenoir
ROUTE: Various
DESCRIPTION: Ditch and Shoulder Maintenance Crew

TO: Perspective Bidders

Pre-Bid Meeting Notes

A Pre Bid meeting was held for the above referenced project on April 18, 2018 at 10:00 am in the Division 2 Project Development Conference Room. Those in attendance are on the attached sign in sheet.

Ms. Moore began the meeting with reviewing the proposal. Items that were highlighted were;

- Instructions to Bidders
- Date of Availability (DOA) July 1, 2018 and Date of Completion (DOC) June 30, 2019. Three-year renewal with a 3% increase per year. The renewal must be mutually agreed to by NCDOT and the Contractor.
- No bonds are required. Addendum 1 is attached removing the requirement. Workers Comp insurance is required.
- Time will not be paid if equipment controlling the operation is down. If a piece of equipment is down, but the Contractor can continue to work the contractor will be paid the hourly rate for the Crew and then charged for the piece of equipment not being used.
- Flaggers are not needed if the road is closed. Entire crew should be on site (including flaggers) to receive the full hourly rate
- NCDOT Supervisor will be with the Crew and direct the work. Crew Supervisor should be able to communicate with the Crew.
- Reviewed the Shoulder and Drainage Ditch Maintenance Crew- Special Provision.
- NCDOT will not move equipment to job sites
- Time starts once crew reports to either the County Maintenance Yard or the job site.

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION 2
PROJECT DEVELOPMENT GROUP
PO BOX 1587
GREENVILLE, NC 27835-1587

Telephone: (252) 439-2828
Customer Service: 1-877-368-4968

Website: www.ncdot.gov

Location:
1037 W.H. SMITH BLVD.
GREENVILLE, NC 27835

- Crew is required to have 1 Work Zone Traffic Control Supervisor. Flagger shall have Flagger Certification. This can be provided by ITRE or equivalent.
- While proposal states that work zone equipment needs to be on a trailer, a truck can be utilized if material can safely fit.
- Contractor must provide all equipment necessary for traffic control.
- Contract is for 2 lane 2 way road. No multilane roads are intended.
- Make sure contractor accounts for counter weight with lane closure.
- Multiple flaggers may be requested. Additional payment will be made.
- Pilot truck will be included in the payment for the crew.
- An Erosion Control Supervisor (Level II) is required on the Crew.
- This contract takes the place of the small ditch contracts and piping contracts that are let by the Counties.
- The Work Zone Installer Certification is not needed for this contract.
- Workers on this contract are extensions of the NCDOT. Public is always watching and employees shall act accordingly.
- Contractor is required to haul all dirt and debris to disposal sites as directed.
- Contractor is to provide utility locates.
- All work will be planned in advance.
- No certified payrolls needed for this Contract
- No overtime will be paid by NCDOT
- All materials will be provided by NCDOT and loaded by NCDOT.
- No firearms are allowed on NCDOT property.
- Addendum 1 is attached.

Sincerely,

DocuSigned by:

Mary Voelker Moore

Mary Voelker Moore

Division Contract Engineer

cc: Mr. Preston Hunter, PE
 Mr. Jeremy Stroud, PE
 Mr. Jordan Davenport, PE
 Mr. Jay Sutton
 Mr. Len White
 Mr. William Kincannon, PE
 Ms. Claudia Wainwright



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ADDENDUM 1

TO: PROSPECTIVE BIDDERS

Please note the following revisions to the proposal:

- Revision of the address on the cover sheet.
- Deletion of SPD 01-420A and replace with SPD 01-420B which removes the bonding requirement.

Please make sure to sign the addendum page in the proposal to acknowledge this addendum.

Sincerely,

DocuSigned by:
Mary Voelker Moore
714C11DCCEBC4C6...

Mary Voelker Moore, PE
Division Contract Engineer

cc: Mr. Preston Hunter, PE
Mr. Jeremy Stroud, PE
Mr. William Kincannon, PE
Ms. Claudia Wainwright

STATE OF NORTH CAROLINA
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DIVISION 2

CONTRACT PROPOSAL

CONTRACT: 11790881
WBS ELEMENT: TBA
ROUTE: Various
COUNTIES: Pitt
DESCRIPTION: Ditch and Shoulder Maintenance Crew
BID OPENING: Wednesday, April 25, 2018

NOTICE:

ALL BIDDERS SHALL COMPLY WITH ALL APPLICABLE LAWS REGULATING THE PRACTICE OF GENERAL CONTRACTING AS CONTAINED IN CHAPTER 87 OF THE GENERAL STATUTES OF NORTH CAROLINA WHICH REQUIRES THE BIDDER TO BE LICENSED BY THE N.C. LICENSING BOARD FOR CONTRACTORS WHEN BIDDING ON ANY NON-FEDERAL AID PROJECT WHERE THE BID IS \$30,000 OR MORE, EXCEPT FOR CERTAIN SPECIALTY WORK AS DETERMINED BY THE LICENSING BOARD OR SBE PROJECT. BIDDERS SHALL ALSO COMPLY WITH ALL OTHER APPLICABLE LAWS REGULATING THE PRACTICES OF ELECTRICAL, PLUMBING, HEATING AND AIR CONDITIONING AND REFRIGERATION CONTRACTING AS CONTAINED IN CHAPTER 87 OF THE GENERAL STATUTES OF NORTH CAROLINA. NOT WITHSTANDING THESE LIMITATIONS ON BIDDING, THE BIDDER WHO IS AWARDED ANY PROJECT SHALL COMPLY WITH CHAPTER 87 OF THE GENERAL STATUTES OF NORTH CAROLINA FOR LICENSING REQUIREMENTS WITHIN 60 CALENDAR DAYS OF BID OPENING, REGARDLESS OF FUNDING SOURCES.

NAME OF BIDDER

N.C. CONTRACTOR'S LICENSE NUMBER

ADDRESS OF BIDDER

RETURN BIDS TO:

**N. C. DEPARTMENT OF TRANSPORTATION
Attn: Mary V. Moore
1037 W.H.Smith Blvd.
P O Box 1587
Greenville, NC 27835-1587**

Attendance at the pre-bid conference will not meet the requirements of proper registration unless the individual attending has registered at the pre-bid conference in accordance with the following:

- (A) The individual has signed his name on the official roster no later than thirty (30) minutes after the above noted time for the beginning of the conference.
- (B) The individual has written in the name and address of the company he or she represents.
- (C) Only one company has been shown as being represented by the individual attending.
- (D) The individual attending is an officer or permanent employee of the company they are representing.

Attendance at any prior pre-bid conference will not meet the requirement of this provision.

DIVISION LET CONTRACT PREQUALIFICATION

(07-01-14)

SPD 01-410

Any firm that wishes to bid as a prime contractor shall be prequalified as a Bidder or PO Prime Contractor prior to submitting a bid. Information regarding prequalification can be found at: <https://connect.ncdot.gov/business/Prequal/Pages/default.aspx>.

BOND REQUIREMENTS – No Bonds Required

(06-01-16)

SPD 01-420B

The provisions of Articles 102-10 and 103-7 of the 2012 Standard Specifications for Roads and Structures are waived for this project. No bonds required.

CONTRACT TIME AND RENEWAL

The date of availability for this contract is **July 1, 2018**.

The completion date for this contract is **June 30, 2019**.

This agreement shall commence on the date of availability and shall be effective for a period of one (1) year. At the option of the Department, this contract may be extended for two (2) additional periods of one (1) year each for a maximum period of three (3) years total. If the contract is extended, the unit bid prices will be increased by three (3) percent for each one (1) year extension. No changes in the terms, conditions, etc. of this contract will be made when an extension to the contract is implemented. The Engineer will notify the Contractor in writing no later than 30 calendar days prior to the contract expiration if the contract is to be extended. The Contractor must notify the Engineer in writing within 15 calendar days of his acceptance or rejection of this offer. Failure on the part of the Contractor to reply will be considered as a rejection of contract extension.



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