



PAT McCRORY
Governor

NICHOLAS J. TENNYSON
Secretary

June 30, 2016

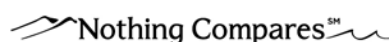
CONTRACT: DB00288
WBS ELEMENT: 36249.3633
FEDERAL-AID NO: State Funded
COUNTY: Carteret
ROUTE: None
DESCRIPTION: Rejuvenating Asphalt at NC Aquarium at Pine Knoll Shores

Pre-Bid Meeting Notes

A Pre Bid meeting was held for the above referenced project on June 23, 2016 at 11:00 am at the North Carolina Aquarium at Pine Knoll Shores. The attached sign in sheet shows those that were in attendance.

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

- All work days will need to be coordinated with the Aquarium.
- Intermediate contract times were discussed and it was agreed that day work could take place, but the areas treated in each phase must be completed within 24 hours of the start time. Each phase also has an area that must be worked first, so that it is available to open first. For Phase 1 Lot #1 has priority for first work, for Phase 2 the Northside of Front Drive has priority, and for Phase 3 the Southside of the Front Drive and then Lot #2 have priority. See addendum.
- The Front Drive is approximately 28' wide with a 4-5' grass shoulder. Mr. Stroud suggested splitting the work on the Front Drive, into the Northside and Southside on different days and having traffic use one side of the drive.
- Phase 2 shall now include the Southside of the Front Drive and Phase 3 shall include the Northside of the Front Drive.
- The Contractor will be required for all traffic control. See addendum.
- The Aquarium will provide a message board to alert the motorists of the narrow driveway.
- The East Staff Parking Lot is gated, but not locked and opens automatically.
- The Contractor may stage equipment and supplies at the Aquarium.
- The drive to the West Staff Parking lot will be the test section area.
- The bump stops (parking stops) were discussed and after the meeting further assessment was made. The requirements for working with the bump stops are addressed in the addendum. See addendum.





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There being no further business, the meeting was adjourned.

Sincerely,

A handwritten signature in black ink, appearing to read "Sarah Lentine".

Sarah Lentine, PE
Division Contract Officer

cc: Mr. Ed Eatmon, PE
Mr. Jeremy Stroud, PE
Mr. Brad McMannen, PE



