



PAT McCRORY
Governor

NICHOLAS J. TENNYSON
Secretary

September 1, 2016

CONTRACT: 11633665
WBS ELEMENT: 2.100715, 2.200715, 2.107415, 2.207415
FEDERAL-AID NO: State Funded
COUNTY: Beaufort, Pitt
ROUTE: Various
DESCRIPTION: Cutting and Removal of Vegetation and Debris at Designated Bridges, Culverts, Pipes, Guardrails and Guiderails

TO: Perspective Bidders

Pre-Bid Meeting Notes

A Pre Bid meeting was held for the above referenced project on September 1, 2016 at 10:00 am in the Division 2 Conference Room. Those in attendance are on the attached sign in sheet.

Mr. Godley began the meeting with reviewing the proposal. Items that were highlighted were;

- The importance of following the Instructions to Bidders to ensure your bid documents are correct.
- Penmanship when Bids are hand writing
- Date of Availability (DOA) October 1, 2016 and Date of Completion (DOC) August 31, 2017.
- Intermediate Contract Time Number 1:
No work shall be performed on this project on Sundays and Legal Holidays.
- Intermediate Contract Time Number 2:
Cycle 1 (DOA) October 1, 2016 (DOC) January 31, 2017
Cycle 2 (DOA) May 1, 2017 (DOC) August 31, 2017
- Contractor is responsible for traffic control and meeting the requirements.
- The Contractor's operations are restricted to daylight hours.
- Safety vests must be worn at all times while on the project. The Department may assess a fine of \$100 for each occurrence of a violation. This fine is separate from any fines that may be given by OSHA.
- Contractor shall provide one permanent English speaking employee who shall have authority and capability for overall responsibility of the project and who shall be personally available at the work site within 24 hours' notice.
- Litter pick-up shall be performed on all areas. There shall be no direct payment for litter pick-up, as this work will be considered incidental to the contract.





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- Bid Form quantities are for 2 cycles
- The importance of completely filling out the Execution of Bid and the Bid Form.
- Normal area to be shrubbed includes: underside of bridge and guardrail as reviewed on Detail No.1 & Detail No. 2
- Guiderail limits are 3.0 Feet each side from center of the guiderail.
- Registered Bidders were provided with hard copies of the Bridge Map Grid Sheets and directed to the State Mapping Resources web page link.
https://www.ncdot.gov/travel/statemapping/default.html#county_maps

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Godley', written over a light blue horizontal line.

Rich Godley
Assistant DDC Engineer

cc: Mr. Preston Hunter, PE
Mr. Vann Sparrow
Ms. Claudia Wainwright

