



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

PAT MCCRORY  
GOVERNOR

ANTHONY J. TATA  
SECRETARY

November 13, 2014

Contract No.: 11438236  
WBS Element: 2.105411, 2.205411  
County: Lenoir  
Routes: Various  
Description: Clean-Up Mowing

**Mandatory Pre Bid Meeting Notes**

To: Prospective Bidders

On November 7, 2014 a Mandatory Pre Bid Meeting was held and the following were in attendance:

<b>Name</b>	<b>Company</b>
Preston Hunter	NCDOT
Sarah Lentine	NCDOT
John Wells	NCDOT
Len White	NCDOT
Chris Smith	NCDOT
Pate Williams	Lovin Contracting
Chris Taylor	Dixie Lawn Service Inc
Curtis Wright	Bushwackers Inc
David Rogerson	Precision Lawn Care & Landscaping
David Jenkins	Jacco LLC
Don Howard	Don Howard

Ms. Lentine opened the meeting with the review of the proposal.

**Contract Time**

Mr. Hunter addressed that there have been some comments made about the contract completion date and he is willing adding three weeks to the contract to make a new completion date of February 22, 2015.

**Description of Work**

Ms. Lentine explained that the mowing of areas from the routine mowing to the right of way or an obstruction, such as the tree line, is what is expected in the clean-up mowing. Multiple photos were shown to provide examples of some of the situations that the contractor will see.

**Equipment**

Ms. Lentine noted the new requirement of a light bar for the tractors. She asked that the contractors review the new requirement and if further information was needed to let her know.

**Bid Sheets**

Ms. Lentine reviewed the Execution of Bid sheet and the Bid Form. She asked that the contractors double check them to make sure all information is correct and all signatures needed are there.

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LOCATION:  
1704 N GREENE ST  
GREENVILLE, NC

There being no further business the meeting was adjourned.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sarah Lentine', written in a cursive style.

Sarah Lentine  
Division Contract Officer

cc: Mr. Preston Hunter, PE