



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

PAT MCCRORY
GOVERNOR

ANTHONY J. TATA
SECRETARY

November 5, 2013

Memorandum To: Potential Bidders and Meeting Attendees
From: Michael Kneis, P.E. 
Division Project Manager
Subject: Meeting Minutes and Addendum Items for
ER-2973, US 1 Landscape Planting in Wake County

A mandatory pre-bid meeting was held at the Roadside Environmental Engineer's Office at 10:00 am on Thursday, October 31, 2013. The sign in sheet is attached showing people in attendance.

Corey Sudderth opened the meeting with introductions and began the review of the proposal documents and plans. The following items were discussed and noted:

On Page 7 of the proposal the first sentence of the General section refers to sod. This is a landscape planting job. The first sentence should read "This contract is for soil preparation, installation of plantings per plans along the US 1 Corridor in Wake County." (See Addendum Number 1)

Corey reiterated the seasonal limitations on plantings and pointed out the different season for contract grown grasses.

Attention was drawn to the 48 hour source information requirement for the low bidder on Page 7.

On page 10 Prosecution and Progress it was noted that Saturday work would not be allowed in addition to Sundays and weekends.

On page 19 Herbicides Corey stressed the importance of letting his office know what and when herbicides are going to be used so an inspector can be on-site at the time of application.

On page 19 Final Acceptance it was noted that the reference to sod was incorrect and should be replaced with plantings. (See Addendum Number 1)

On page 20 the sentence at the top of the page discusses tree and shrub removal. This sentence is not applicable since we have vegetation removal contracts currently underway

in this area. (See Addendum Number 1) Corey stated that most of these areas should be freshly grubbed. It was later discussed that clearing and grubbing may not be performed on the selective vegetation removal contracts. If clearing and grubbing is required NCDOT forces will take care of that work. The Contractor will NOT be required to perform clearing and grubbing within this project scope.

On page 20 Corey reiterated that the pesticide license should be submitted with the package at bid opening. Corey also clarified that "Turn-key" mulching is mulching performed on the whole project at one time. It is the desire of the Department at that mulching be performed on as "as you go" basis.

Jeff stressed that Traffic Control is a lump sum pay item and that it is important for the Contractor to look at the areas where work is required and get an idea of what traffic control their operations will require. He also noted that anyone traffic control installation requires a certified installer and a qualified work zone supervisor. If the Contractor is not certified to perform traffic control work they should contact subcontractors to perform this work.

It was noted that this project has a three year establishment period but that only 24 cycles of monthly warranty work were included. The Department does not intend to have the Contractor perform warranty work in the winter months of November, December, January and February.

The question of tolerance and deviation from sizes was brought to the group. All plants should be provided as per the bid sheet. The Department will allow the contractor to provide the contract grown grasses to be provided 32 count per flat. (See Addendum Number 1)

Calvin spoke about the monthly warranty work to be performed and the checklist that will be provided to the Contractor each month outlining the warranty work to be performed. It was noted that the description for the pay item "Monthly Warranty Work" is found on page 21 of the proposal. The description of that pay item has been updated and clarified to better reflect the work required and the reference to the standard and special provisions. (See Addendum Number 1)

There were several clarifications to the provided plan set concerning plant size references and installation instructions. (See Addendum Number 1)

Installation of the Class B Rip Rap and the Geotextile was discussed. Per the bidsheet these items shall be provided per Section 876 of the 2012 Standard Specifications. The Contractor will be required to key in the rip rap as directed by the Engineer and the Contractor will be responsible for removing the waste material produced from the installation. The gradation of the rip rap will dictate the coverage of the geotextile.

For additional questions prior to bid opening, contact Mike Kneis at (919)220-4600. Any responses to questions will be emailed to all prospective bidders.