

STATE OF NORTH CAROLINA  
NORTH CAROLINA DEPARTMENT OF TRANSPORTATION  
PURCHASING DEPARTMENT  
1 SOUTH WILMINGTON STREET, ROOM 334B  
RALEIGH, NC 27601

**IMPORTANT BID ADDENDUM**

April 5, 2023

**THE CONTRACTOR MUST SIGN THE ADDENDUM SIGNATURE PAGE AND RETURN WITH THE BID PACKAGE. FAILURE TO RETURN THE EXECUTED SIGNATURE PAGE OF THE ADDENDUM MAY RESULT IN DISQUALIFICATION OF BID:**

Bid Number: **54-SM-01-12070396**      Service/Commodity: **Custodial Operations & Maintenance of Rest Area**  
Addendum Number: **1**      Using Agency: **Roadside Environmental**  
Purchaser: **Sharon McCalop**      Opening Date/Time: **April 12, 2023 at 2:00 PM**

**INSTRUCTIONS:** Please adhere to the following change on the bid referenced above:

**THIS BID ADDENDUM MUST BE SIGNED AND RETURNED PRIOR TO APRIL 12, 2023 AT 2:00 PM.**

The following change is made to the above referenced proposal for the Camden County Rest Area/Visitor Information Center (single) on US 17, One (1) Mile South of the NC/VA Stateline.

**1. Amend Pages 15-16: FULL STAFFING as follows:**

Summer: Staffing hours from May 1 to September 30 shall be as specified below, to include all holidays unless otherwise designated.

~~Monday through Thursday:~~

~~Shift: 7:00 AM to 6:00 PM (10 man hours total)~~

~~Friday through Sunday:~~

~~Shift: 7:00 AM to 7:00 PM (11 man hours total)~~

**Monday through Sunday:**

**Shift: 7:00 AM to 6:00 PM (10 man-hours total)**

Winter: Staffing hours from October 1 to April 30 shall be as specified below, to include all holidays unless otherwise designated.

Monday through Sunday:

Shift: 7:30 AM to 4:30 PM (8 man-hours total)

One (1) hour meal break per shift. The Contractor shall provide qualified personnel to satisfy the contract objective at all times, but not less than one (1) person per shift per shift.

Special Holiday Schedule: On Thanksgiving Day and Christmas Day staffing shall be reduced to one (1) person for a four (4) hour shift from 10:00 AM to 2:00 PM. (4 man-hours total, no meal break)

**EXECUTE ADDENDUM:**

BIDDER: \_\_\_\_\_

ADDRESS (CITY & STATE): \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME and TITLE (Typed): \_\_\_\_\_

Deliver To:

**Bid No. 54-SM-01-12070396**  
**Attention: Sharon McCalop**  
**N.C. Department of Transportation**  
**Purchasing Section**  
**1 South Wilmington Street, Room 334B**  
**Raleigh, N.C. 27601**

1. Check **ONLY** one of the following categories and return one (1) properly executed copy of this addendum and one (1) copy (**all pages**) **prior** to bid opening time and date.
  - Bid has already been sent. Changes resulting from this addendum are as follows:
  - Bid has already been sent. **NO CHANGES** resulted from this addendum.
  - Bid has **NOT** been sent and **ANY CHANGES** resulting from this addendum are included in our bid.