



April 23, 2024

Memorandum to: Attendees

From: Clinton Pruett, PE
TGS Engineers

SUBJECT: HL-0004, 17th Street Extension Pre-Bid Conference Minutes

HL-0004 Pre-Bid Conference Attendee List

Name	Organization	E-mail
Will Hamblin	City of Hickory	whamblin@hickorync.gov
Jimmy Terry	TGS Engineers	jterry@tgsengineers.com
Clinton Pruett	TGS Engineers	cpruett@tgsengineers.com
Elijah Cook	Midstate Contractors	elijahcook@midstatecontractors.net
Jody Robinson	Midstate Contractors	jodyrobinson@midstatecontractors.net
Nick Snyder	Mountaineer Contractors	nicholas.snyder@mciwv.com
Elliott Roberson	Neill Grading and Construction	elliott@neillinc.com
Ted Harmon	Zoladz Construction	TEDH@zoladz.com

A nonmandatory pre-bid conference was held on Wednesday, April 17, 2024, at 2:00 PM in the City of Hickory City Hall Council Chamber Room. Attendees of the meeting were from the City of Hickory, TGS Engineers, and various construction firms interested in this project. The purpose of this meeting was to review the plans, give bidding firms the opportunity to ask for additional information or clarification in regards to the project, and to give those same firms the opportunity to visit the project site in-person.

- Meeting began with introductions of all attendees.
- TGS gave a brief overview of the contract. Highlighting the key elements along the way (ex: Bond requirements, DBE requirements, Contract Time, ICTs, etc.).
- After the overview of the contract, floor was opened for questions.
- TGS gave a status update regarding the utility relocations on this project.
 - Utilities are in the process of being relocated and are still expected to be adjusted prior to the date of availability.
- Question was raised regarding the fencing around Signature Holdings LLC (Parcel 1) and if the relocation of this fence was part of the work of the project?
 - TGS explained that the relocation of this fence was to be done by Others (the property owner) and would not be part of the scope of work of this project.

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- Question was raised in regards to junction boxes for the lighting conduits and if those would be a separate pay item or considered incidental to the conduit installation.
 - City of Hickory and TGS agreed that this would be paid as a separate pay item.
 - The Bid Form in the Contract Proposal has been updated as part of Addenda #1 to include this pay item for the junction boxes.
- Question was asked in regards to accessing the project site before the bid date.
 - City of Hickory noted that the project site was easily accessible by foot from any of the neighboring businesses but if a Potential Bidder needed further access into the site, to just notify the City ahead of time and they would unlock the gates to let them in.