



SHELBY COUNTY
HIGHWAY DEPARTMENT
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November 14, 2022

MEMORANDUM

TO: Prospective Bidders

FROM: Cody Long, P.E., PTOE
Chief Civil Engineer

RE: Project SCP 59-889-18
Right Turn Lane on County Road 17 at County Road 44
Grade, Drain, Base and pave, Widening, and Traffic Signal

The following is a summary of the Mandatory Pre-Bid Meeting discussion and meeting minutes.

Date & Location of Meeting: 11/10/2022 10:00AM Shelby County Highway Department Office

Those Present:

Cody Long, Shelby County
Tilman Holloway, Wiregrass Construction
Justin Shade, Dunn Construction

Drew Windham, McElhenney Construction
Scott Holladay, Shelby County
Ty Wilson, Shelby County

Minutes prepared by: Cody Long

Items Discussed:

1. Cody Long introduced the project team. Cody Long and Ty Wilson will be the primary points of contact for the project.
2. Cody Long stated a Bid Addendum would be distributed to modify the bid quantities to add grid for soil stabilization. There are no known areas of bad materials in the area of construction, however the item is being added due to proximity of wetland areas.
3. Scott Holladay noted that proper erosion control installation and maintenance is very important for this project due to the proximity to wetlands.
4. Scott Holladay mentioned to be sure to observe lane closure restrictions as noted in the project plans.
5. Cody Long stated that per previous questions, the Bidder may submit their own Bid Bond form as a part of the bid package.
6. Cody Long stated the project would be set up for 180 calendar days. Traffic signal procurement is included in the 180 calendar days.

7. Cody Long stated the plans call for specific traffic signal equipment to be used. If there is any questions regarding traffic signal requirements, Bidders should contact Cody Long and submit an RFI.

This concludes the substance of the meeting. If there are any errors or omissions, please contact the author of these minutes.

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