



MEMORANDUM

TO: Attendees and Planholders

FROM: Carl H. Smith, P.E.

SUBJECT: Pre-Bid Conference Minutes
Greenville Utilities Commission / RFB 25-64
MacGregor Downs Regulator Station Construction

DATE: 10/15/2025

A Pre-Bid Conference for the subject project was held in Conference Room 4 of Greenville Utilities Commission (GUC) at 3355 NC HWY 43 N, Greenville, NC 27834 on Wednesday, October 15, 2025 at 10:00 a.m. Attendance was documented on a sign-in sheet, a copy of which is attached to this memorandum.

Following the welcome, and introductions; Carl Smith provided a short project overview and shared the following information with the attendees:

- Safety - All work on the natural gas distribution system shall be performed in accordance with:
 - Title 49 of the Code of Federal Regulations, Chapter I, Part 192 (49 CFR 192), "Transportation of Natural and other Gas by Pipeline: Minimum Federal Safety Standards"
 - Title 29 of the Code of Federal Regulations, Chapter I (29 CFR 1926), "Occupational Safety and Health Standards for the Construction Industry"
 - GUC's Operation and Maintenance Plan (An Electronic Copy will be provided)
 - Any other applicable standards which are hereby incorporated into the Specifications by reference
 - All employees and visitors to the jobsite are required to wear proper PPE (hard hats, safety vests (Type 2) and safety shoes at a minimum while on site. FR rated clothing when necessary).
- The scope of the project generally includes:
 - Construct, test, and purge, of the new MacGregor Downs Regulator Station, as part of GUC's generator addition project.
 - Construction will be within GUC owned property and/or utility easements.

- Worked included under this contract includes equipment foundations; AC Mitigation Installation; equipment, piping; final station atmospheric corrosion prevention; final station stone; and maintenance of erosion and sedimentation controls.
- Gas up will need to be coordinated with the GUC.
- The Owner shall be responsible for the tie-in to the existing system. The Contractor will install an 8-inch steel-to-PE transition fitting. GUC Gas personnel will then fuse a 5-foot PE pup with an end cap to the transition fitting.
- Any additional questions should be directed to Cleve Haddock at haddocgc@guc.com and submitted before 5:00 pm, October 21, 2025.
- Schedule
 - All owner supplied materials have been ordered and started arriving.
 - Radiographic inspection RFB due 11/06/2025
 - Bids will be received on Tuesday, November 4, 2025 at 2:00 p.m., at 401 S. Greene St. Greenville NC 27834. Refer to the Advertisement for Bids for details on submitting the Bid.
- Although the Owner will make a sincere effort to answer all questions to the best of their ability, Proposers are reminded to rely only on written information contained in the Contract Documents and Addenda. One set of Questions and Answers have been issued for this project, with additional detail drawings, it is encouraged that each Proposer review each Question and Answer issued.
- Attendance at the Pre-Bid Conference is not mandatory. Minutes of the Pre-Bid will be prepared and issued to all plan holders.
- Upon receipt of satisfactory Bids, GUC expects to proceed with awarding the contract and beginning construction. The contract time limit for this project will be 60 consecutive calendar days.
- This will be a unit price contract (refer to Pricing, Page 37).
- Bid bond or Bid deposit in an amount equal to not less than five percent (5%) of the Bid **is required**.
- Performance bond and payment bond are required.
- Properly completed and executed Bid Package with original signatures and seals, is required.
- Compliance with the Greenville Utilities Commission M/WBE Program is required. The appropriate completed MB forms must be submitted with the bid.
- GUC will provide the materials listed in the Bill of Materials sheets 1 and 12 of the Issued for Construction Drawings. Any errors in the anticipated quantities should be brought to the

Owner's attention. Any materials not included in the Bill of Materials is considered incidental.

- The contract does not include any provisions for rock excavation as it is not anticipated on this project.
- The Contractor shall submit a current copy of their Operator Qualifications, as per, Specifications and Bid Documents section (1.4, pg 72), Drug Testing (section 1.5, pg 73) programs in accordance with the project specifications. GUC may require Contractor's personnel to re-qualify on certain items such as welding.
- Owner will provide personnel to inspect the construction progress, Contractor will collect as-built information for this project (section 3.5.1, pg 80). GUC Gas crews' normal work hours are 7:00 AM – 5:30 PM Monday through Friday. The contractor may be allowed to perform non-covered tasks outside of normal work hours.
- GUC Gas personal will need to be present for critical components of the project such a gassing up and pressure testing.
- Project site is located behind a GUC locked gate. GUC will give contractor access to the site.
- Previous questions and answers can be found with the Request for Bid at <https://www.guc.com/doing-business-us/current-bids>
- Contractor will be required to abide by North Carolina's 811 law's for safe digging. 811 tickets must be called in and utilities located before excavation can take place. GUC will mark all GUC owned facilities in the area.

After the Owner concluded their presentation, the floor was opened for questions:

1. Are bids to be hand delivered or can they be emailed?
As per Advertisement for Bids, bids are required to be sealed and delivered to 401 S. Greene St. Greenville NC 27834, no later than Tuesday, November 4, 2025 at 2:00 p.m. Late bids or emailed copies will not be accepted.
2. Is a Cashier's Check required for bid bond?
Per General Instructions for Formal Bids, Section 5, Bid Security provides instructions for each Bid to be accompanied by a cashier's check or Certified check or an original signed/sealed Bid Bond.
3. Will contractor be required to provide X-Ray Services and what percentage of the welds will be x-rayed?
GUC will provide the X-Ray Services. This portion of the project is currently being bid. 100% of the welds will be nondestructively tested.

4. How will the Erosion Control maintenance be handled and what parts of the site does it apply to?

Erosion Control measures are not anticipated for this project. However, contractor is expected to maintain clean and orderly work area. Any erosion issues that arise should be addressed using appropriate erosion control measures.

5. Will Saturday work be allowed?

GUC Gas crews' normal work hours are 7:00 AM – 5:30 PM Monday through Friday. The contractor may be allowed to perform non-covered tasks outside of normal work hours.

6. Will contractor be required to perform any electrical, gas regulator tubing, or conduit (SCADA) work?

No, GUC will perform all of this work internally.

7. Will excavation via Hydro excavation be required?

No, excavation should be bid as mechanical excavation. If preferred, contractor may excavate by hydro excavation at the contractors own expense.

8. Can the regulator station be prefabricated off site?

It is GUC's preference that all work be performed on site.

9. Will a Certified Weld Inspector (CWI) be required for this job?

No, a CWI will not be required to be on site. Nondestructive x-ray testing will be required and performed for each weld before commissioning the station. Bids should not include cost for a CWI.

10. Who is responsible for coordinating and paying T.D. Williamson (TDW)?

It is the responsibility of the contractor to coordinate and pay TDW. The part number for the TDW fitting is located on Sheet 1 of the plans.

11. Can trenching spoils be left onsite?

Yes, trenching spoils can be left onsite and be used for backing filling operations assuming excavated spoils are suitable.

12. Will site be available to be used as laydown yard?

There will be available space on site for a laydown yard. The area west of the existing temporary meter set may be used, as well as any open space along the rock driveway. The driveway and all entrance and exit points must remain accessible at all times. Any lifting operations within 20 feet of the overhead power lines must be coordinated with the Electric Department.

13. Are there any specific welding qualifications?

Contract welders shall provide evidence of being qualified in accordance with the procedures listed in Section 6, Section 12, Appendix A or Appendix B of the API Standard 1104 or Section IX of the ASME Boiler and Pressure Vessel Code, "Welding and Brazing Qualifications". Welds made for the initial qualification shall satisfy destructive test requirements. (1) The Gas Department may require contract welders or welding operators to qualify specifically for welding on the Gas Department's facilities. If so, all testing and qualification requirements shall match the requirements of Section 3.1.1 of F-4 Welding in GUC's Operations and Maintenance Plan.

14. Will bollards be required for this job?

Bollards do not need to be included in the bid.

15. Do subcontractors need to be included on the bid?

All subcontractors should be included on page 64 of the bid documents.

16. Will traffic control be needed for this project?

Traffic control will not be needed for this project.

17. Can holes from excavation be left open overnight?

Holes can be left open overnight if they are barricaded with T-post and netting. This will be an active construction site for the regulator station construction and for the construction of the generators.

18. What is the wall thickness of the 6" steel that will be hot tapped?

Specification for pipe installed: Steel Pipe, 0.280" w.t, API-5L Grade X52, ERW, 12-14 Mils Fusion Bonded Epoxy Thinfilm Coated.

19. Where will material be delivered?

All material will be delivered to the GUC warehouse at 711 Utility Way. GUC can assist with the loading of materials between the hours of 8:30 AM and 4:00 PM.

20. Will GUC provide EZ Line pipe supports?

EZ Line pipe supports will be provided by GUC.

21. Will contractor be performing any PE work?

No, all work pipe work performed by the contractor will be on steel pipe. The scope of work for the contractor will end at the steel to PE transition. GUC Gas crews will make the connection to PE.

22. What are the coatings on the pipe?

Above ground pipe will be bare and below ground pipe will be epoxy coated. Coatings for joint repair and fittings can be found in Section 4.1 Pipe of the RFB. GUC will provide joint repair coatings. Wax tape will be provided for underground welds and fittings.

23. What are the extents that stone will need to be installed?

Stone will encompass an approximately 40 ft by 60 ft area. This area is outlined by the bollards on sheet 4 of the plans. Bollards will be installed by GUC.

24. What is the test medium for the pipe?

Air or nitrogen is the test medium that is specified in the RFB in section 5.3.2 of the technical specifications at a pressure of 840 psi for no less than 4 hours. If contractor chooses to use water as the test medium, discussions regarding the drying of the pipe will be required.

25. Who is providing the gradient control mat?

GUC is providing the gradient control mat.

26. Will GUC provide valve box for the underground 4" steel ball valve?

Yes

27. Is GUC providing test stations?

Yes, GUC is providing test stations and materials.

28. What is the depth of the existing 6" steel?

The existing steel is approximately 4 ft deep. Attached are the as-builts for when the 6" steel was installed. Near station 25+00 is where the TDW fitting will be installed. Grade conditions could have changed since the installation in 2016.

29. What is the soil type where the project is located?

A geotechnical report for the area is attached. Bore B-7 is located in close proximity to the regulator station construction.

Following a visit to the construction site the meeting was adjourned at 11:15 a.m.