

Town of Mayodan
ADDENDUM NUMBER 1
REQUEST for LETTERS of INTEREST (RFLOI)

TITLE: Mayodan Multi-Use Trail Design (EB-5891)

ORIGINAL RFLOI ISSUE DATE: September 1, 2026

LOI SUBMITTAL DEADLINE (UNCHANGED): October 2, 2026, 12:00 PM

This Addendum consolidates responses to questions received from McCormick Taylor, Timmons Group, and TGS Engineers, and is provided to all firms on record as having received the RFLOI or requested to be added to the correspondence list. All other terms, conditions, and requirements of the original RFLOI remain unchanged except as specifically modified below.

1. Prequalification Code 168 – Project Management

Question: Code 168 appears to relate to Right of Way services rather than overall project management. Is Code 168 required for this project?

Answer: Yes. Code 168 is required and is intended to cover general project management services for the overall project, which also includes management/oversight of any right-of-way related activities. No change is made to the RFLOI.

2. Prequalification Code 192 – ROW Appraisals

Question: Code 192 has been removed from NCDOT's current prequalification list. Will it be removed from the RFLOI? Is there a replacement code?

Answer: Confirmed – Code 192 has been removed from NCDOT's current prequalification discipline list and is no longer applicable. No replacement code has been identified at this time. The intent of this requirement is to ensure that all right-of-way appraisal-related activities for the project are covered by the responding team's qualifications. Appraisers must be on the approved ROW Appraisal list maintained by the ROW unit.

3. Prequalification Code 207 – Signal Design

Question: Please clarify the intent of Code 207. Is a traffic signal anticipated as part of the project?

Answer: No new traffic signal is proposed as part of this project. Code 207 is included because potential updates to existing signals may be required to accommodate pedestrian crossings associated with the multi-use path.

4. Prequalification Code 541 – Traffic Management Plan (Level 1 & 2)

Question: Code 541 is specific to interstates/freeways and other controlled-access facilities. It was recommended that this be replaced with Code 247 – Traffic Management Plan (Level 3 & 4), which better aligns with US-220 Business's functional classification.

Answer: Agreed. Code 541 is hereby replaced with Code 247 – Traffic Management Plan (Level 3 & 4) as a required discipline code for this RFLOI.

5. Prequalification Code 362 – Easement Surveying (listed twice)

Question: Code 362 is listed twice on Page 1. Is there another code that needs to be included for survey, other than 362, 199, and 235?

Answer: The intent is to ensure all potential surveying needs for the project are covered under the contract through Codes 362 (Easement Surveying), 199 (Route Location Surveys), and 235 (SUE). No additional survey discipline code has been identified at this time.

6. Project Limits

Question: The RFLOI identifies Madison Street as the starting location, while NCDOT's project listing identifies Jackson Street. Please confirm the correct project limits.

Answer: NCDOT has confirmed that its system currently shows Jackson Street as the beginning project limit. The Town and NCDOT are working together to request that the STIP be adjusted to extend the beginning limit to Madison Street, to address a segment of roadway between Jackson and Madison Streets that currently lacks sidewalk on either side. This STIP adjustment is expected to take approximately a few months to process. The project will continue moving forward on its current schedule while this adjustment is in process.

7. LOI Submittal Method

Question: Does the RFLOI require both an electronic copy and hard copies, or is one method sufficient?

Answer: Both are required: one electronic copy (PDF) to mshuler@mayodannc.org AND hard copies by mail or hand delivery to Town Hall, no later than 12:00 PM on October 2, 2026. The number of required hard copies is hereby reduced from eight (8) to THREE (3). All other submittal requirements remain unchanged.

8. Preliminary Corridor Information

Question: Is a preliminary map available showing which side of US 220 Business the multi-use path is anticipated to be on?

Answer: A map of the full corridor is not available at this time. The multi-use path is being proposed on the left side of the road when traveling from Downtown Mayodan toward Mayo River State Park.

9. Notice to Proceed Date

Question: Page 7 identifies an anticipated Notice to Proceed date of October 2026, while Page 9 identifies November 13, 2026. Please confirm the correct date.

Answer: November 13, 2026 (as stated on Page 9) is the correct anticipated Notice to Proceed date. The design milestone table on Page 7 is hereby corrected to reflect a Notice to Proceed of November 2026. Respondents should base their proposed schedules on the corrected date.

10. Standard Professional Services Agreement

Question: Please provide a copy of the Town's standard agreement, including applicable terms and conditions.

Answer: The Town does not currently maintain a standardized professional services agreement template for this scope of work. The agreement will be negotiated with the selected firm following selection, consistent with NCDOT Local Programs Management requirements applicable to federally funded LAP consultant contracts, including all required federal-aid contract clauses.

All other terms of the RFLOI remain in full force and effect.

Melody Shuler, Town Manager
Town of Mayodan