



TOWN OF SYLVA, NORTH CAROLINA

## ADDENDUM 1

September 19, 2025

TO: ALL POTENTIAL RESPONDENTS/BIDDERS  
FROM: JAKE SCOTT, PROJECT MANAGER, TOWN OF SYLVA  
SUBJECT: ADDENDUM 1 FOR DESIGN AND CONSTRUCTION OF NEW TRAILS AT PINNACLE PARK – RECREATIONAL TRAIL PROGRAM DESIGN-BUILD

The following changes, revisions, additions, and/or clarifications to the plans and/or specifications are hereby made a part of the original solicitation.

### PRE-RESPONSE MEETING:

A Pre-Response Meeting will be held on site to discuss the project. Questions from potential respondents will be recorded at this meeting and responses will be provided in the form of an Addendum. This Pre-Response Meeting is optional will be held at:

**1:00 PM Eastern Time on Thursday, September 25<sup>th</sup>**

at the

**Pinnacle Park Parking Area and Trailhead  
northern terminus of Fisher Creek Road**

**Sylva, NC 28779**

**Lat: 35.422557, Long: -83.191247**

Respondents are not required to attend this Pre-Response Meeting and answers to questions from the meeting will be available to all respondents after the meeting is held.

### QUESTIONS & ANSWERS:

The following questions were asked by potential respondents:

**1. Will these trails be hiking only or will bikes also be allowed?**

The trails to be constructed by this project will be designed and built for hiking only.

**2. Will a state contracting license be required?**

No, a state contracting license will not be required, as long as proof of applicable insurance is provided.

**3. Is there any information on what permits may be required for this project?**

This North Carolina Recreational Trails Program (RTP) project was submitted for Environmental Review to state and federal agencies. This Environmental Review response, which contains recommendations on best practices, will be provided to the selected contractor, and the Town of Sylva will work with the selected contractor to determine what may be needed.

The following information was provided by these agencies. This response is not comprehensive and not all of this will necessarily apply to the project. This response is provided only for context:

- Any open burning associated with subject proposal must be in compliance with 15 A NCAC 2D.1900
- The Sedimentation Pollution Control Act of 1973 must be properly addressed for any land disturbing activity. An erosion & sedimentation control plan will be required if one or more acres are to be disturbed. Plan must be filed with and approved by applicable Regional Office (Land Quality Section) at least 30 days before beginning activity. A NPDES Construction Stormwater permit (NCG010000) is also usually issued should design features meet minimum requirements.
- Sedimentation and erosion control must be addressed in accordance with Jackson County's Local Government's approved program. Particular attention should be given to design and installation of appropriate perimeter sediment trapping devices as well as stable Stormwater conveyances and outlets.
- Compliance with 15A NCAC 04B .0125 – Buffers Zones for Trout Waters shall have an undisturbed buffer zone 25 feet wide or of sufficient width to confine visible siltation within the twenty-five percent (25%) of the buffer zone nearest the land-disturbing activity, whichever is greater.
- Compliance with 15A NCAC 2H .0126 - NPDES Stormwater Program which regulates three types of activities: Industrial, Municipal Separate Storm Sewer System & Construction activities that disturb  $\geq 1$  acre.
- Compliance with 15A NCAC 2H 1000 -State Stormwater Permitting Programs regulate site development and postconstruction stormwater runoff control. Areas subject to these permit programs include all 20 coastal counties, and various other counties and watersheds throughout the state.
- 401 Water Quality Certification: Compliance with the T15A 02H .0500 Certifications are required whenever construction or operation of facilities will result in a discharge into navigable water as described in 33 CFR part 323.

**4. Please clarify whether the project is a design/build or simply building what's already been designed.**

The preferred trail alignments have been mapped, but no flagging has occurred on the ground. It is the responsibility of the selected contractor to flag the final trail alignment and present a general design of trail specifications. The selected contractor should follow the provided alignment to the best of their ability, as this alignment has been approved by the RTP grantor.

As shown in Exhibit B of the RFP, the North Carolina Land and Water Fund (NCLWF) holds a conservation easement on the project site. The Town of Sylva will coordinate with the NCLWF for final approval of the trail alignment and design.

**5. Will the city or other overlapping authorities require a local business license prior to the project beginning?**

No.

**6. For the bridge, will a stamped design be required, or will a simple drawing suffice?**

A pedestrian bridge construction is governed by the North Carolina State Building Code as well as regulations from Jackson County. All permits must be obtained through the Jackson County Permitting and Code Enforcement Office, which handles applications for all land development projects in the area.

A bridge over Fisher Creek is required as part of the construction of Trail A (shown in Exhibit A of the RFP), and another type of crossing is not permitted.

**7. Is there flexibility with the project timeline? Particularly, there is concern of delays due to weather and conditions in the winter months (snow, ice, mud, etc.) on a project site which is greater than 4,000 feet in elevation which would affect the timeline and quality of finish.**

While the project timeline stated in the RFP is based on the preference to have the project work completed during a period of low usage of Pinnacle Park, the Town of Sylva is open to negotiating a project timeline that is realistic for the selected contractor. This includes the begin date for mobilization and prep work as well as the project completion date.

While the slopes of the project area are south-facing and exposed to sunlight in the winter, it is recognized that winter weather may pose unavoidable delays in construction. However, as stated in the RFP, project schedule and timeline are a factor that may be used when comparing proposals.