



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J. ERIC BOYETTE  
SECRETARY

May 11, 2023

Contract for Incident Management Patrol (IMAP)  
Statewide Sponsorship

**NOTIFICATION OF AWARD**

Travelers Marketing, LLC  
209 West Central Street, Suite 101  
Natick, MA 01760  
ATTN: Brian Lee

To whom it may concern,

This is official notification that the Secretary of Transportation has awarded you the contract for the above project based on the revenue proposal submitted on **May 2, 2023**, in the guaranteed revenue amount of **\$785,000.00 per year**, for the total amount of guaranteed revenue of **\$1,570,000.00 for two (2) years**.

A performance bond or an irrevocable letter of credit in an amount equal to **Thirty-Five Thousand Dollars (\$35,000.00)** is required and if you elect to install signs through private vendors at any time during the term of the Sponsorship Agreement, a payment bond or an irrevocable letter of credit in the amount equal to **Ten Thousand Dollars (\$10,000.00)** is required.

Necessary forms for executing the contract and the contract bonds are set forth in Section A-1.2 of the Request for Proposals and are on the NCDOT website at <https://connect.ncdot.gov/letting/Pages/Central-Letting-Forms.aspx>. Please return two properly executed signature sheets and two original sets of executed bonds within 14 calendar days from the date you received your award letter. Execution of contract shall conform to Section 102 and 103 of the Standard Specifications and shall be sent to:

**N.C. Department of Transportation  
Contract Standards and Development Unit  
Attn: Ronald E. Davenport, Jr., P.E. – Contract Officer  
1020 BIRCH RIDGE DRIVE  
RALEIGH, N.C. 27610**

As soon as possible following the receipt of the properly executed bonds or irrevocable letters of credit, the Department will complete the execution of the contract and return one copy to you. Please remember that **work may not start before the contract has been properly executed**.

*Mailing Address:*  
NC DEPARTMENT OF TRANSPORTATION  
CONTRACT STANDARDS &  
DEVELOPMENT UNIT  
1591 MAIL SERVICE CENTER  
RALEIGH, NC 27699-1591

*Telephone:* (919) 707-6900  
*Fax:* (919) 250-4119  
*Customer Service:* 1-877-368-4968

*Website:* [www.ncdot.gov](http://www.ncdot.gov)

*Location:*  
1020 BIRCH RIDGE DRIVE  
RALEIGH, NC 27610

In addition, I wish to call your attention to Articles 107-15, 108-1, 108-2, and 108-3 of our *Standard Specifications* relative to liability insurance, prosecution of work, progress schedule, and preconstruction conferences. Information regarding these items and other items is available at <https://connect.ncdot.gov/projects/construction/Pages/Construction-Manual.aspx> and should be addressed prior to beginning work. Please forward this information to the State Traffic Systems Operations Engineer **Jennifer Portanova, PE, CPM**, as soon as possible so that a preconstruction conference can be held. The State Traffic Systems Operation Engineer mailing address is **1636 Gold Star Drive, Raleigh NC 27607** and telephone number is **(919) 825-2621**.

In accordance with Article 104-2 of our *Standard Specifications*, it will be necessary for you to submit the name of those individuals within your organization who will be authorized to sign supplemental agreements that may be necessary in the performance of work under this contract. Please furnish this information to the State Traffic Systems Operations Engineer **Jennifer Portanova, PE, CPM**. The State Traffic Systems Operation Engineer mailing address is **1636 Gold Star Drive, Raleigh NC 27607** and telephone number is **(919) 825-2621**.

If clarification is required, I can be reached by telephone at (919) 707-6901.

Sincerely,

DocuSigned by:  
  
F81B6038A47A442...  
R.E. Davenport, Jr., PE  
State Contract Officer

Cc: Bryan Mayhew, PE  
Jennifer Portanova, PE, CPM  
David Stark, PE  
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