



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J.R. "JOEY" HOPKINS  
SECRETARY

February 19, 2024

J.T. Russell & Sons, Inc.  
P.O. box 670  
Albemarle, N.C. 28002

Contract No: DL00319  
WBS Element: 2024CPT.12.11.20022, Etc.

Federal Aid No: State Funded  
TIP No: None  
County: Alexander & Catawba  
Description: 0.75" of ACSC, Type S4.75A on Various Secondary Routes.

**RE: Notification of Award of Contract**

Dear Sir:

I am pleased to inform you that **J.T. Russell & Sons, Inc.** has been awarded the contract for the above referenced project based on the bid submitted on **February 13, 2024** in the amount of **\$ 936,739.70**

Necessary forms for executing the contract and the contract bonds are available on the NCDOT web site at <https://connect.ncdot.gov/letting/Pages/Central-Letting-Forms.aspx> Please provide two (2) properly executed signature sheets, two (2) original sets of executed bonds and a current certificate of insurance (COI) within 14 calendar days from the date you received your award letter. Please ensure the COI lists the State of North Carolina as additional insured in regards to the commercial general liability policy. Signature sheets, bonds and certificate of insurance should be mailed to:

NCDOT – Division 12  
Attn: Greg Brittain  
P.O. Box 47  
Shelby, N.C. 28151-0047

or delivered to the Division 12 Office located at 1710 E. Marion Street, Shelby, N.C. 28152.

*Mailing Address:*  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION 12  
PO BOX 47  
SHELBY, NC 28151-0047

*Telephone:* (980) 552-4200  
*Fax:* (704) 480-5401  
*Courier:* 06-53-03  
*Website:* www.ncdot.gov

*Location:*  
1710 E. MARION STREET  
SHELBY, NC 28152

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

In addition, your attention is directed to Articles 107-16, 108-1, 108-2 and 108-3 of the Standard Specifications relative to liability insurance, prosecution of work, progress schedule and preconstruction conference. 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 Division Construction Engineer, **Mr. Rodney Gantt**, as soon as possible so that a preconstruction conference can be held. Mr. Gantt's mailing address is **P.O Box 47 Shelby, N.C. 28151-0047** and telephone number is **980-552-4204**.

In accordance with Article 104-2 of the *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 the work under this contract. Please furnish this information to **Mr. Jonathan Barnette, District Engineer** whose mailing address is **124 Prison Camp Rd. Statesville, N.C. 28625** and telephone number is **(704) 380-6040**.

If you have any questions, please contact me at 980-552-4222.

Sincerely,



Greg Brittain

Division Contract Engineer

cc: Mark E. Stafford, PE, Division Engineer  
Larry Carpenter, PE, Deputy Division Engineer  
Rodney Gantt, Division Construction Engineer  
Jonathan Barnette, District Engineer  
Anil Paniker, Division Planning Engineer