



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

JOSH STEIN
GOVERNOR

DANIEL H. JOHNSON
SECRETARY

October 23, 2025

Dixie Lawn Service, Inc.
P.O. Box 688
Kings Mtn., N.C. 28086

Contract No: D12-12191105
WBS Element: 21S.018, Etc.

Federal Aid No: State Funded
TIP No: None
County: Catawba & Lincoln
Description: On-call Emergency Snow & Ice Removal

RE: Notification of Award of Contract

Dear Sir:

I am pleased to inform you that **Dixie Lawn Service, Inc.** has been awarded the contract for the above referenced project based on the bid submitted on **October 14, 2025** in the amount of **\$ 1,289,700.00**

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 Maintenance Engineer, **Mr. Jason Willis**, 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 **980-552-4212**.

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. Travis Jordan, District Engineer**, whose mailing address is **1031 E. Gaston St., Lincolnton, N.C. 28092** and telephone number is **(980) 405-6000**.

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
Cole Gurley, PE, Deputy Division Engineer
Rodney Gantt, Division Construction Engineer
Christian Listoe, PE, Asst. Division Construction Engineer
Travis Jordan, PE, District Engineer