



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

JOSH STEIN  
GOVERNOR

J.R. "JOEY" HOPKINS  
SECRETARY

February 24, 2025

**NOTIFICATION OF AWARD**

Karen's Lawn Service LLC  
7013 Rock Pointe Pl  
Liberty NC 27298

Contract No.: D13POC.RE.16739  
F. A. Number: State Funded  
TIP No.: N/A  
WBS Element: 13RE.108115, 13RE.208115, 13RE.208125  
Route: Various Primary and Secondary Routes  
Description: Long Arm Mowing Upon Request  
County: Rutherford

Dear Sir or Madam,

I am pleased to inform you that Karen's Lawn Service LLC has been awarded the contract for the above project based on the bid submitted on **February 19, 2025**, in the amount of **\$365,800.00**. This award does not constitute an exclusive contract. Work orders will be assigned based on the lowest work order cost for the line items and estimated quantities necessary to complete the work order as well as the availability of the contractor to perform assigned work orders.

Performance and payment bonds **are not** required for this contract. Please provide the current certificate of insurance within **14 calendar days** of receiving this letter. The certificate of insurance must verify coverage as required by Article 107-15 of the *Standard Specifications* and must name the State of North Carolina as an additional insured on the commercial general liability policy. The execution of bid and certificate of insurance should be returned to **Chad Loftis at NCDOT, Div. 13, 55 Orange Street, Asheville, NC 28801**. Please remember work may not start before the contract has been properly executed and a preconstruction conference has been held.

In addition, your attention is directed to Articles 107-16, 108-1, 108-2 and 108-3 of the *Standard Specifications* relative to prosecution of work, progress schedule and preconstruction conference.

Mailing Address:  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION THIRTEEN  
55 ORANGE STREET  
ASHEVILLE, NC 28801-2340

Telephone: (828) 250-3000  
Fax: (828) 251-6394  
Customer Service: 1-877-368-4968

Location:  
55 ORANGE STREET  
ASHEVILLE, NC 28801-2340

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

Information regarding these items should be addressed prior to beginning work. Please forward the remaining information to the Division Roadside Environmental Supervisor, Jeff Wait, as soon as possible to schedule a preconstruction conference. **Mr. Wait's** mailing address is **NCDOT, Div. 13, 55 Orange Street, Asheville, NC 28801-2340**, and **Mr. Wait's** telephone number is **828-225-2763**.

In accordance with Article 104-2 of the *Standard Specifications*, it is required to submit the name(s) of individuals within your organization authorized to sign supplemental agreements potentially necessary to complete the work under this contract. Please provide this information to the Division Roadside Environmental Supervisor, Jeff Wait, mailing address is **NCDOT, Div. 13, 55 Orange Street, Asheville, NC 28801-2340**, and telephone number is **828-225-2763**.

If you have any questions, please feel free to contact me at (828) 250-3000.

Sincerely,

DocuSigned by:  
  
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Chad Loftis  
Division Contracts Engineer

cc: Tim Anderson, P.E., Division Engineer  
Chris Deyton, P.E., Deputy Division Engineer  
Scott Killough, Division Maintenance Engineer  
Anna G. Henderson, P.E., Assistant Division Maintenance Engineer  
Jeff Wait, Division Roadside Environmental Supervisor  
Chad Young, District 1 Engineer  
Jacob Zimmerman, Rutherford County Maintenance Engineer  
Gabriel Johnson, P.E., Division Project Manager