



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

JOSH STEIN  
GOVERNOR

J.R. "JOEY" HOPKINS  
SECRETARY

August 13, 2025

**NOTICE TO PROSPECTIVE BIDDERS**

**SMALL BUSINESS ENTERPRISE**

Subject: Invitation to Bid on Purchase Order Contract D13POC.061.27003

County: Mitchell

Project Description: Provide Tree Service Work Upon Request

The North Carolina Department of Transportation is requesting bids for providing tree service work upon request at various locations on primary and secondary routes in Mitchell County to be let at 2:00 PM on Wednesday, September 3, 2025.

The date of availability for this contract is **October 13, 2025**.

The completion date for this contract is **October 12, 2026**.

Sealed bids must be received in the NC Department of Transportation Division Office at 55 Orange Street, Asheville, NC 28801 by 2:00 p.m. on Wednesday, September 3, 2025. Bids must be submitted on the official bid sheet included in the proposal and display the following statement on the front of the envelope:

**QUOTATION FOR – CONTRACT ID D13POC.061.27003 TREE SERVICE WORK UPON REQUEST AT VARIOUS LOCATIONS ALONG PRIMARY, AND SECONDARY ROUTES IN MITCHELL COUNTY TO BE OPENED AT 2:00 PM ON, SEPTEMBER 3, 2025.**

**ATTN: CHAD LOFTIS**

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

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

Location:  
55 ORANGE STREET  
ASHEVILLE, NC 28801-2340

This is a Small Business Enterprise (SBE) contract. To qualify for the NCDOT SBE Program a firm must have an annual gross income of \$1,500,000 or less, exclusive of materials. Only contractors currently certified as an SBE Contractor by the Contractual Services Unit of NCDOT and listed in the Directory of Transportation Firms at bid opening will be considered for award of this project.

Prospective bidders who qualify for the SBE Program and are not currently certified should submit a completed application packet prior to bid submittal to allow for review time. The application packet and additional information on the program may be obtained online at:

<https://connect.ncdot.gov/business/SmallBusiness/Pages/default.aspx>

Per G.S. 136-28.10, a NC General Contractor's license and contract payment and performance bonds may be waived for SBE contracts. For this project, the NC General Contractor's license and contract payment and performance bonds will be waived.

It shall be the responsibility of the bidder to check our website for any addenda prior to submitting their bids. **For each addendum issued, bidders are directed to sign the addendum acknowledgement form located in the contract proposal.**

The North Carolina Department of Transportation, in accordance with the provisions of Title VI of the Civil Rights of 1964 (78 Stat.252) and the Regulations of the Department of Transportation (49 C.F.R., Part 21), issued pursuant to such act, hereby notifies all bidders that it will affirmatively insure that the contract entered into pursuant to this notice will be awarded to the lowest responsible bidder without discrimination on the grounds of sex, race, color, or national origin.

Proposals may be obtained online at: [https://connect.ncdot.gov/letting/Pages/Letting-List.aspx?let\\_type=13&let\\_status=Advertised](https://connect.ncdot.gov/letting/Pages/Letting-List.aspx?let_type=13&let_status=Advertised).

Sincerely,

Chad Loftis

Division Contracts Engineer

DocuSigned by:  
*Chad Loftis*  
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cc: Tim Anderson, P.E., Division Engineer  
Chris Deyton, P.E., Deputy Division Engineer  
Scott Killough, Division Maintenance Engineer  
Anna Henderson, P.E., Assistant Division Maintenance Engineer  
Chad Young, District Engineer  
James Hoadley, Mitchell County Maintenance Engineer  
Gabriel Johnson, P.E., Division Project Manager  
Steve Cannon, P.E., Division Project Development Engineer  
Brendan Merithew, P.E., Division Project Team Lead