



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

JAMES H. TROGDON, III  
SECRETARY

July 18, 2017

**NOTICE TO PROSPECTIVE BIDDERS**

**SMALL BUSINESS ENTERPRISE**

Subject: Invitation to Bid on Purchase Order Contract

County: Mitchell

Project Description: Tree Service, which consists of the pruning or removal of trees using sound and established arboricultural principles, from highway right of way along state maintained roads.

The North Carolina Department of Transportation is requesting bids for Tree Service in Mitchell County. The Contractor is to furnish labor, tools, equipment, and traffic control.

The availability date for this contract is October 2, 2017

The completion date for this contract is October 2, 2018

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 6, 2017. 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# 11719872; TREE SERVICE, WHICH CONSISTS OF THE PRUNING OR REMOVAL OF TREES USING SOUND AND ESTABLISHED ARBORICULTURAL PRINCIPLES, FROM HIGHWAY RIGHT OF WAY ALONG STATE MAINTAINED ROADS IN MITCHELL COUNTY TO BE OPENED AT 2:00 P.M. ON WEDNESDAY, SEPTEMBER 6, 2017.**

**ATTN: MIKE CALLOWAY, DIVISION PROJECT MANAGER**

*Mailing Address:*  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION THIRTEEN  
55 ORANGE STREET  
ASHEVILLE, NORTH CAROLINA 28801

*Telephone:* (828) 251-6171  
*Fax:* (828) 251-6394  
*Customer Service:* 1-877-368-4968

*Location:*  
55 ORANGE STREET  
ASHEVILLE, NC 28752

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

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:

<http://www.ncdot.org/business/ocs/sbe/>

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: <http://www.ncdot.org/doh/operations/division13/notice/>, or from the Division Engineer's office at 55 Orange Street, Asheville, NC 28801. Proposals obtained from the Departments website shall be printed in their entirety and submitted per the Instructions to Bidders directions. For all other request for proposals, please contact Mr. Eddie Douglas, Division Staff Engineer, at (828) 251-6171.

Cordially,

DocuSigned by:



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M.K. Calloway  
Division Project Manager

cc: Mr. J.J. Swain, Jr., P.E., Division Engineer  
Mr. M.T. Gibbs, P.E., Division Maintenance Engineer  
Mr. C.A. Guffey, District Engineer  
Mr. S.W. Tate, County Maintenance Engineer