



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

PAT MCCRORY  
GOVERNOR

ANTHONY J. TATA  
SECRETARY

May 1, 2013

**NOTICE TO PROSPECTIVE BIDDERS**

Subject: Invitation to Bid on Purchase Order Contract

County: Burke

Project Description: Professional Arborist Service to conduct tree health care program

The North Carolina Department of Transportation is requesting bids for the services of a Professional Arborist Company to conduct a tree health care program. The work shall consist of furnishing traffic control, tree removal, root collar excavation, removal of girdling and choking roots, pruning, cabling, soil analysis, soil injection therapy, pest management, and training.

The availability date for this project is September 3, 2013

The completion date is October 4, 2014.

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, June 19, 2013. 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 NUMBER: REQUISITION 11256260 PROFESSIONAL ARBORIST SERVICE TO CONDUCT A TREE HEALTH CARE PROGRAM ON I-240 IN THE MEDIAN PLANTER IN BUNCOMBE COUNTY. TO BE OPENED ON WEDNESDAY, JUNE 19, 2013 AT 2PM.**

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

Firms that wish to perform work on Division Purchase Order Contracts as either the prime contractor or as a subcontractor on the project must be prequalified for the type work they wish to perform. Firms that wish to bid on these projects as the prime contractor must be prequalified prior to submitting your bid.

Firms that wish to perform as a subcontractor to the prime contractor must be prequalified prior to beginning work on the project.

For the purposes of prequalification, any firm that is currently prequalified as a prime or a subcontractor on central let projects for the appropriate work codes are considered eligible to work and/or bid on Purchase Order Contracts as long as other items such as bonding and license requirements for the contract are met. Information regarding the requirements to become prequalified as a Purchase Order Contract contractor, including the application to become prequalified if you are not already prequalified, can be found at the following website: <http://www.ncdot.org/business/howtogetstarted/>.

If you are unsure as to whether your firm is currently prequalified by the Department by the Contractual Services Unit, a search of the Directory of Transportation Firms can be performed at the following website: <https://apps.dot.state.nc.us/vendor/directory/>.

Exceptions to the above prequalification requirements are Small Business Enterprise (SBE) Contracts. The requirements for eligibility on these contracts remain the same and are not affected by the above requirements regarding prequalification.

It shall be the responsibility of the bidder to check our website for any addenda prior to submitting their bids. Bids submitted without project addenda included will not be considered for award.

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.

Statements of Disadvantaged Business Enterprises participation must be presented with the bids.

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. To be considered for award, proposals obtained from the Departments website shall be printed in their entirety and submitted per the Instruction to Bidders directions. For all other request for proposals, please contact Mr. Josh Wortman, Division Staff Engineer at (828) 251-6171.

Cordially,

M.K. Calloway  
Division Project Manager

cc: Mr. J.J. Swain, Jr., P.E., Division Engineer  
Mr. K. A. Wilson P.E., Division Operations Engineer  
Mr. K. Hill Division Roadside Environmental Engineer  
Ms. C.S. Morgan, Environmental Designer