



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

JOSH STEIN  
GOVERNOR

J.R. "JOEY" HOPKINS  
SECRETARY

January 6, 2025

**NOTICE TO PROSPECTIVE BIDDERS - SMALL BUSINESS ENTERPRISE**

**Contract ID:** DN01074  
**TIP:** R-2588BA  
**Federal Aid:** State Funded  
**WBS:** 34473.3.6  
**County:** Henderson  
**Description:** Tree Clearing Operations Along NC-191 (Haywood Rd) From SR 1381 (Mountain Rd) To NC-280 In Henderson County  
**Project Length:** **0 Miles**  
**Letting Date:** January 28, 2025

**Contractors bidding on NCDOT contracts must sign up for the Interested Parties List for each project they intend to submit bids on. As part of this new requirement, Contractors must sign up for the Interested Parties List no later than one business day prior to the letting date. Please see attached pages with further information regarding the Interested Parties List.**

The Department of Transportation does not exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by this program on the basis of race, color, sex, political affiliation/ influence, or national origin.

**SBE PROGRAM INFORMATION**

This is an SBE contract and 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 eligible to bid on 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 online application process can be accessed from the link below, as well as additional information on the program:**

<https://connect.ncdot.gov/business/SmallBusiness/Online-Cert-App-Portal/Pages/default.aspx>

Per G.S. 136-28.10, a NC General Contractor's license may be waived for SBE contracts. For this proposal/contract, the NC General Contractor's license is not required.

*Mailing Address:*  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS - DIVISION 14  
253 WEBSTER ROAD  
SYLVA, NC 28779

*Telephone:* (828) 331-5200  
*Fax:* (828) 331-5201  
*Customer Service:* 1-877-368-4968

*Location:*  
253 WEBSTER ROAD  
SYLVA, NC 28779

*Website:* www.ncdot.gov

Per G.S. 136-28.10, contract payment and performance bonds may be waived. For this proposal/contract, the contract payment and performance bonds are not required.

## **BIDDER REQUIREMENTS**

**Bidders must attend the pre bid meeting and sign the sign in sheet to be considered a valid plan holder; details regarding the meeting day, time, location, and point of contact can be found in the proposal. Bidders should bring a printed copy of the proposal, plans, and any relevant supplemental documentation to the pre-bid meeting, as hard copies of these documents will not be supplied by NCDOT.**

## **BID OPENING**

Sealed bids must be received in the Division 14 Office at 253 Webster Road, Sylva, NC 28779 by 2:00 PM on Tuesday, January 28, 2025. Bids will be opened and publicly read at NCDOT Division 14 Office, 253 Webster Road, Sylva NC, at the above date, shortly after the time that the bids submissions are due. The As-Read Bid Summaries will be posted within 48 hours of the bid opening. Results **will not** be provided by any other means than posting to the website.

## **BID DOCUMENTS**

Proposals, plans, EBSX files, and supplemental project information are available online at <https://connect.ncdot.gov/letting/Pages/Division.aspx>.

The printing of all bid-related documents, including the proposal, plans, and any supplemental project information shall be the responsibility of the bidder. Division 14 no longer provides hard copies of bid documents.

## **SUPPLEMENTAL BIDDING INFORMATION**

### **ADDENDA**

All EBSX addenda files will only be posted online at:  
<https://connect.ncdot.gov/letting/Pages/Division.aspx>

### **ELECTRONIC BID PREPARATION WITH MANUAL DELIVERY**

The bid submittal will be a combination of the traditional paper bid along with electronic bid submission using AASHTOWare Project Bids Entry software. Instructions for this process can be found in the proposal. **PLEASE READ AND FOLLOW THOSE INSTRUCTIONS CAREFULLY.**

Do **NOT** submit bids for the project let by Division 14 to the NCDOT **Statewide** Project Letting Office.

Note: It takes a few minutes for the Division staff to verify the SBE certification status of those vendors who have submitted bids before those can be read aloud.

## **ASSISTANCE**

- Project specific questions should be directed to the Division 14 Contract Office at [d14contracts@ncdot.gov](mailto:d14contracts@ncdot.gov).
- For questions or problems becoming an NCDOT vendor, to get pre-qualified, or to update your work codes, go to:  
<https://connect.ncdot.gov/business/Pages/default.aspx>