



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J.R. "JOEY" HOPKINS  
SECRETARY

August 20, 2024

**NOTIFICATION OF AWARD**

Justin Odom DBA Clean Cuts Tree Service  
PO Box 2089  
Robbinsville, NC 28771

Contract No. DN12138287  
TIP No.: To Be Determined  
Federal Aid No.: State Funded  
WBS Element: 21S.044  
County: Cherokee, Clay, Graham, and Macon  
Description: ID-IQ On-Call Tree Services - District 3 at Various Locations  
Throughout Cherokee, Clay, Graham, And Macon Counties

Dear Justin Odom:

I am pleased to inform you that **Clean Cuts Tree Service** has been awarded the contract for the above project based on the bid submitted on **August 13, 2024** in the amount of **\$712,961.03**.

Payment and Performance bonds are not required at this time; however, those may be at the work-order level.

**Please note:** According to provision SPD 01-800B, on pages G-3 & 4 of the proposal, the work order assignment allows for multiple awards. All four bidders have been awarded this contract. Except for the low bidder, who will retain the original contract number, a different contract number will be issued to each of the other bidders. Likewise, each bidder will receive a unique Purchase Order Number once the contracts have been executed. The contents of the proposal, as bid, remain the same.

**Pay close attention to the instructions in the next sections of this letter to ensure that the appropriate post-award documents are submitted to the correct location.**

*Mailing Address:*  
NC DEPARTMENT OF TRANSPORTATION  
HIGHWAY 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](http://www.ncdot.gov)

## Documents to be submitted to the Division Office

Please provide the following documents to the Division 14 Contract Office within **14** calendar days from the date you receive your award letter:

1. A current certificate of insurance shall be provided on the latest revision of the **ACORD 25** form. The certificate of insurance shall verify coverage as required by Article 107-15 of the *Standard Specifications* as well as by provision SP1 G05, *Liability Insurance* found in the general section of the proposal. Endorsements for additionally ensured shall be included for those types of insurances being used to meet the required liability / umbrella coverages. The certificate of insurance may be sent as an email attachment, directly from your agent or from you, or it may be mailed, shipped, or hand-delivered to the mailing address shown in the footer of the first page of this award letter.
2. A properly executed **Execution of Contract Non-Collusion, Debarment and Gift Ban Certification**; this includes all three pages; don't forget the header information on the last two pages. This document shall be submitted as **hard-copy, originals** to the mailing address shown in the footer of the first page of this award letter; it may be mailed, shipped, or hand-delivered. The Execution Forms (Post-Bid) are available for downloading on the NCDOT web site at:

<https://connect.ncdot.gov/letting/Pages/Central-Letting-Forms.aspx>.

Please remember that work on the project is not to begin before the contract has been properly executed.

## Documents to be submitted to the District 3 Engineer's Office

1. 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.
2. Also, in accordance with Article 104-2 of the *Standard Specifications*, it will be necessary for you to submit the name of those individuals within your organization who will be authorized to sign supplemental agreements that may be necessary in the performance of the work under this contract.
3. Information regarding these items should be addressed prior to beginning work. Please forward the remaining information to the District 3 Engineer, **Andy Russell, P.E.**, as soon as possible so that a preconstruction conference can be held. **Andy Russell's** mailing address is **191 Robbinsville Road, Suite A, Andrews NC 28901** and telephone number is **(828) 321-4105**.

If you have any questions, please contact me at (828) 331-5200.

Sincerely,

DocuSigned by:  
*Laura Greene*  
619ED0237B0F442...

Laura Greene  
Assistant Division Proposal Engineer

cc: Wanda Payne, P.E., Division Engineer  
Wesley Grindstaff, P.E., Deputy Division Engineer  
Josh Deyton, P.E., Division Construction Engineer  
Nathan Tanner, P.E., Division Staff Construction Engineer  
Wes Jamison, P.E., Division Project Development Engineer  
Chris Lee, P.E., Division Maintenance Engineer  
Travis Williamson, Division Staff Maintenance Engineer  
Andy Russell, P.E., District Engineer 3  
Adam Dockery, Resident Engineer - Andrews  
Boyd Tharrington, P.E., Roadway Construction Engineer  
Ronald Allen, P.E., Manager of the Schedule Management Office (SMO)  
Steve W. Abbott, Communications Supervisor  
Schedule Management Office