



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

JAMES H. TROGDON, III  
SECRETARY

October 16, 2018

**NOTIFICATION OF AWARD**

Chad Heath Burchfield DBA Burchfield's Tree Service  
20 Hydetown Road  
Robbinsville, NC 28771

Contract No. DN11837859  
TIP No.: N/A  
Federal Aid No.: To Be Determined  
WBS Element: 14.104411, ETC..  
County: Haywood, Jackson, Swain  
Description: On-Call Vegetative Debris Pick-Up on Various Routes Throughout  
Haywood, Jackson, and Swain Counties

Dear Mr. Burchfield:

I am pleased to inform you that **Chad Heath Burchfield DBA Burchfield's Tree Service** has been awarded the contract for the above project based on the bid submitted on **October 9, 2018** in the amount of **\$154,850.00**.

No performance and payment bonds are required for this contract.

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

1. A current certificate of insurance on an **ACORD** form. The certificate of insurance must verify coverage as required by Article 107-15 of the *Standard Specifications* and must name the State of North Carolina as an additional insured on the commercial general

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

*Telephone:* (828) 586-2141  
*Fax:* (828) 586-4043  
*Customer Service:* 1-877-368-4968

*Location:*  
253 WEBSTER ROAD  
SYLVA, NC 28779

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

liability policy. The contract ID must be listed on the form. The certificate of insurance should be returned to me.

2. A properly executed **Execution of Contract Non-Collusion, Debarment and Gift Ban Certification**. The Execution Forms (Post-Bid) are available on the NCDOT web site at <https://connect.ncdot.gov/letting/Pages/Central-Letting-Forms.aspx>.

Please remember that work may not start before the contract has been properly executed.

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. 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. Information regarding these items should be addressed prior to beginning work. Please forward remaining information to the Division Roadside Environmental Engineer, **Keith Blazer**, as soon as possible so that a preconstruction conference can be held. **Keith Blazer's** mailing address is **253 Webster Road, Sylva, NC 28779** and telephone number is **(828) 631-0272**.

If you have any questions, please contact me at (828) 586-2141.

Sincerely,

DocuSigned by:

*Andrew Buchanan*

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Andrew Buchanan

Assistant Division Proposal Engineer

cc: Brian Burch, P.E., Division Engineer  
Ted Adams, P.E., Division Construction Engineer  
Wanda Austin, P.E., Division Project Development Engineer  
Keith Blazer, Division Roadside Environmental Engineer  
Ronald Allen, P.E., Manager of the Schedule Management Office (SMO)  
Steve W. Abbott, Communications Supervisor  
Schedule Management Office