



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

JOSH STEIN  
GOVERNOR

J.R. "JOEY" HOPKINS  
SECRETARY

June 23, 2025

**NOTIFICATION OF AWARD – BONDS ARE REQUIRED**

Bay Electric, INC.  
P.O. Box 297  
Dollar Bay, MI 49922

Contract No.: DC00483  
TIP No.: N/A  
Federal Aid No.: State Funded  
WBS Element: 15BPR.138.3  
Counties: Pender  
Description: Bridge 16 Repair Lighting Division Re-Let 3

Attn.:

I am pleased to inform you that **Bay Electric, INC.** has been awarded the contract for the above project based on the bid submitted on **June 19, 2025**, in the amount of **\$789,000.00**.

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

- A. One (1) ORIGINAL current Certificate of Insurance *with the following three items included in the Description of Work section:*
1. *The contract number and description of work listed above,*
  2. *County(ies) of contract, and*
  3. *NCDOT listed as additionally insured.*

**This certificate must now be mailed or emailed directly from your provider to Jonathan Mitchell.**

- B. Two (2) ORIGINAL sets of Executed Payment and Performance Bonds  
C. One (1) ORIGINAL Subcontractor Letter(s) of Intent for each subcontractor  
D. Two (2) ORIGINAL Execution of Contract forms  
E. One (1) ORIGINAL SPA-1 form if applicable

If applicable to this contract, documents listed directly above (B-E) should be returned **as one package** to **Jonathan Mitchell**. Mr. Mitchell's address is **5501 Barbados Blvd, Castle Hayne, NC 28429**. The Execution of Contract Forms 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.

Mailing Address:  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
5501 BARBADOS BOULEVARD  
CASTLE HAYNE, NC 28429-5647

Telephone: 910-341-2000  
Fax: 910-675-7827  
Customer Service: 1-877-368-4968

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

Location:  
5501 BARBADOS BOULEVARD  
CASTLE HAYNE, NC 28429-5647

Information regarding these items should be addressed prior to beginning work. Please forward remaining information to the **Division Bridge Maintenance Engineer, Daniel Perry**, as soon as possible so that a preconstruction conference can be held. Mr. Perry's mailing address is **5501 Barbados Blvd., Castle Hayne, NC 28429** and his telephone number is **(910) 341-2000**.

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. Please furnish this information to the **Division Bridge Maintenance Engineer, Daniel Perry**.

If you have any questions, please contact me at (910) 341-2000.

Sincerely,

Signed by:  
  
02B404268BC84C2  
Jonathan W. Mitchell  
Division Contract Engineer

cc: Trevor Carroll, PE, Division Engineer  
Michelle Howes, PE, Deputy Division Engineer  
Katie Hite, PE, Division Project Development Engineer  
David Leonard, PE, Assistant Division Project Development Engineer  
Anthony W. Law, Division Construction Engineer  
Daniel Cumbo, PE, Assistant Division Construction Engineer  
Battle Whitley, PE, Division Maintenance Engineer  
Jessi Leonard, PE, Assistant Division Maintenance Engineer  
Adrienne Cox, Division Planning Engineer  
Eric Ritzel, Division Corridor Development Engineer  
Daniel Perry, Division Bridge Maintenance Engineer