



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J. ERIC BOYETTE  
SECRETARY

July 11, 2022

**NOTIFICATION OF AWARD – BONDS ARE NOT REQUIRED**

**SMALL BUSINESS ENTERPRISE CONTRACT**

Trinity Pavement Marking, LLC  
Catherine Dufie  
7038 Racine Way  
Raleigh, NC 27615

Contract No.: D3POC0143  
TIP No.: N/A  
Federal Aid No.: State Provisions  
WBS Element: Various  
Counties: Brunswick, Duplin, New Hanover, Onslow, Pender, and Sampson  
Description: Installation of Short Line Pavement Markings

Dear Ma'am:

I am pleased to inform you that **Trinity Pavement Marking, LLC** has been awarded the contract for the above project based on the bid submitted on **July 7, 2022**, in the amount of **\$54,435.00**.

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

- Current Certificate of Insurance *with the contract number D3POC0143 included in the description at the bottom, NCDOT as additionally insured, and the counties where work will be performed. (Example provided)*
- Two (2) original Execution of Contract Forms

These documents should be returned to **Tootie Murphy**. Ms. Murphy's address is **5505 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. Information regarding these items should be addressed prior to beginning work. Please forward remaining information to the **Division Traffic Engineer, Jessi Leonard, PE** as soon as possible so that a preconstruction conference can be held. Ms. Leonard's mailing address is **5504 Barbados Blvd., Castle Hayne, NC 28429**, telephone number is **(910) 341-2200**, and email address is [jleonard6@ncdot.gov](mailto:jleonard6@ncdot.gov).

*Mailing Address:*  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
5505 BARBADOS BOULEVARD  
CASTLE HAYNE, NC 28429-5647

*Telephone:* 910-341-2001  
*Fax:* 910-675-0143  
*Customer Service:* 1-877-368-4968

*Location:*  
5505 BARBADOS BOULEVARD  
CASTLE HAYNE, NC 28429-5647

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

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 Traffic Engineer, Jessi Leonard, PE.**

If you have any questions, please contact me at (910) 341-2001.

Sincerely,

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

JWM/stm

cc: D. Chad Kimes, PE, Division Engineer  
Adrienne Cox, PE, Division Planner  
Katie Hite, PE, Division Project Development Engineer  
David Leonard, PE, Division Project Team Lead  
Anthony W. Law, Division Construction Engineer  
Trevor Carroll, PE, Assistant Division Construction Engineer  
Keith Eason, PE, Division Maintenance Engineer  
Caitlin Marks, PE, Assistant Division Maintenance Engineer  
Jessi Leonard, PE, Division Traffic Engineer