



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

JOSH STEIN
GOVERNOR

J.R. "JOEY" HOPKINS
SECRETARY

October 21, 2025

NOTIFICATION OF AWARD – BONDS NOT REQUIRED

Garrett James Company LLC
P.O. Box 339
Summerfield, NC 27358

Contract No. ME00088
TIP No.: N/A
Federal Aid No.: Various
WBS Element: Various
County: Durham, Franklin, Granville, Person, Vance, Wake and Warren
Description: Signals and Loops Federally Funded On-Call

Dear Sir or Madam:

I am pleased to inform you that **Garrett James Company, LLC** has been awarded the contract for the above project based on the bid submitted on **October 15, 2025**, in the amount of **\$2,989,725.00**.

Please provide a current Certificate of Insurance and Execution of Contract Forms (if not already provided) within 14 calendar days from the date you receive your award letter. Execution Forms and Certificate of Insurance should be returned to the Division Contract Engineer, Kayla Cooper. Ms. Cooper's mailing address is **1573 Mail Service Center, Raleigh, NC 27699-1573**, and her physical/courier address is **1020 Birch Ridge Dr., Raleigh, NC 27610, Door B15**. 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. 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 Maintenance and Operations Support Manager, **Michael Biedell, PE**. Mr. Biedell's mailing address **1573 Mail Service Center, Raleigh, NC 27699-1573** and telephone number is **(919) 707-7392**.

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION 5 OFFICE
2612 NORTH DUKE STREET
DURHAM, NC 27704

Telephone: (919) 317-4700
Fax: (919) 317-4710
Customer Service: 1-877-368-4968

Location:
2612 NORTH DUKE STREET
DURHAM, NC 27704

Website: www.ncdot.gov

For questions, please contact me at (919) 707 - 7391 or at kncooper@ncdot.gov.

Sincerely,

Kayla Cooper

Kayla Cooper, EI
Division 5 Contract Engineer

//knc

cc: Rebecca Gallas, PE, Division Engineer
Doug McNeal, PE, Division Maintenance Engineer
Michael Biedell, PE, Division Maintenance and Operations Support Manager
Schedule Management Office