



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

JOSH STEIN  
GOVERNOR

J.R. "JOEY" HOPKINS  
SECRETARY

March 24, 2025

**NOTIFICATION OF AWARD**

Richard Carlson  
Richard J. Carlson LLC DBA Carlsons Landscaping  
2583 Summerlins Crossroad Road  
Mount Olive, NC 28365

CONTRACT ID: MG00459  
WBS ELEMENT NO.: 40251.2.2  
COUNTY: ALAMANCE, CASWELL, GUILFORD, ORANGE AND ROCKINGHAM  
ROUTE: DIVISION WIDE  
LOCATION: DIVISION WIDE  
TYPE OF WORK: TREE CLEARING/CUTTING AS NEEDED

Mr. Carlson,

I am pleased to inform you that **Richard J. Carlson LLC DBA Carlsons Landscaping** has been awarded the contract for the above project based on the bid submitted **March 20, 2025**, in the amount of **\$703,405.00**.

Please provide the following documents to the Division 7 Contract Office 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 liability policy. The contract ID must be listed on the form. The certificate of insurance should be returned to me.

As soon as possible following receipt of the requested documentation, the Department will complete the execution of the contract and return one copy of the contract to you. 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 Construction Engineer, Bojan Cvijetic, PE, as soon as possible so that a preconstruction conference can be held. Mr. Cvijetic's mailing address is 1584 Yanceyville St., Greensboro, NC 27405 and telephone number is (336) 487-0000.

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Mailing Address:  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS DIVISION 7  
PO BOX 14996  
GREENSBORO, NC 27415-4996

Telephone: (336) 487-0075  
Fax: (336) 334-3637  
Customer Service: 1-877-368-4968

Location:  
1584 YANCEYVILLE STREET  
GREENSBORO, NC 27405

Website: [www.ncdot.gov](http://www.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 Resident Engineer, Brian Ketner, PE. The Resident Engineer's mailing address is 1584 Yanceyville, St., Greensboro, NC --and telephone number is (336) 487-0075.

If you have any questions, please contact me at telephone at (336) 487-0075.

Best Regards,

DocuSigned by:

*Jennifer A. Sour*

B213233052CA46B...

Jennifer A. Sour

Division Contract Engineer

JAS

cc: file

ec: W. R. Archer, III, PE., Division Engineer

M. P. Whitley, PE, Deputy Division Maintenance Engineer

S. D. Dixon, Division Maintenance Engineer

C. B. Smitherman, PE, Division Project Delivery Engineer

B.K. Ketner, PE, Division Project Team Lead

SMO