



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J.R. "JOEY" HOPKINS  
SECRETARY

June 12, 2024

**NOTIFICATION OF AWARD**

Renee Melvin  
JayR Services, LLC  
PO Box 39412  
Greensboro, NC 27438

CONTRACT ID: MG00440  
WBS ELEMENT NO.: 7.101711, 7.201711  
COUNTY: CASWELL  
LOCATION: PRIMARY AND SECONDARY STATE MAINTAINED ROADS  
TYPE OF WORK: LITTER /DEBRIS REMOVAL AS NEEDED

Ms. Melvin,

I am pleased to inform you that **JayR Services, LLC** has been awarded the contract for the above project based on the bid submitted **June 6, 2024**, in the amount of **\$97,600.00**. 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, description and county must be listed on the form. The certificate of insurance should be returned to me.

**Jennifer Sour, Division Proposal Engineer**  
**N.C. Department of Transportation**  
**1584 Yanceyville St.**  
**Greensboro, N.C. 27405**

Next page

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.

Your point of contact for this Contract is the District Engineer, Tim Pruitt. The County Maintenance mailing address is 191 NC 65, Reidsville NC 27320 and telephone number is (336) 520-6100.

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

Best Regards,

DocuSigned by:  
*Jennifer A. Sour*  
B213233052CA46B...  
Jennifer A. Sour  
Division Proposal Engineer

JAS/bcj

cc: file

ec: W. R. Archer, III, PE., Division Engineer  
M. P. Whitley, PE, MPA, Division Maintenance Engineer  
S. D. Dixon, Division Maintenance Staff Engineer  
C. B. Smitherman, PE, Division Project Team Lead  
T. H. Pruitt, County Maintenance Engineer