



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

PAT MCCRORY  
GOVERNOR

DIVISION OF HIGHWAYS  
May 8, 2015

ANTHONY J. TATA  
SECRETARY

Mr. Dennis Russell  
Russell Enterprises, LLC  
350 Westerman Place  
Smithfield, NC 27577

Project: Litter Removal on Various Primary & Secondary Roads  
County: Union  
TIP No: -NA-  
WBS No.: 10.109011, 10.209011

Dear Mr. Russell:

Your firm submitted the responsive low bid on May 6, 2015 for the subject blanket purchase order project to remove litter on various primary and secondary roads in Union County. NCDOT shall proceed with the award of the above project to Russell Enterprises, LLC in the amount of \$35,100.00. Zero percent MBE and WBE goals were established for this project. Before a final recommendation can be submitted for approval, we must receive the following item from you:

- A Certificate of Public Liability and Property Damage Insurance for the coverage as stated in Section 107-15 of the NCDOT Standard Specifications. This certificate must include the NC Department of Transportation as an additional insured on the policy.

Please submit the above item to the following address:

Mr. Ritchie Hearne, PE  
NCDOT Project Manager  
716 West Main Street  
Albemarle, NC 28001

Work under this contract shall be coordinated with Mr. David Gillette, Union County Maintenance Engineer. If you have any questions, please contact me at (704) 983-4400.

Sincerely,

Ritchie Hearne, PE  
Project Manager

cc: Terrie Glover, Internal Monitoring & Reporting Section  
Lee Ainsworth, PE, Acting District Engineer

