



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J.R. "JOEY" HOPKINS  
SECRETARY

September 30, 2024

**NOTICE TO PROSPECTIVE CONTRACTORS**

Subject: Invitation to Perform as Fully Operated Rental Equipment Service for Tropical Storm Helene Cleanup

County: Buncombe, Burke, Madison, McDowell, Mitchell, Rutherford, and Yancey

Project Description: Fully Operated Rental Equipment for Emergency Response to Tropical Storm Helene

The North Carolina Department of Transportation is requesting Fully Operated Rental Equipment services for the ongoing emergency response to the Tropical Storm Helene cleanup efforts. This is an open invitation for services and will be closed at the time the need is no longer deemed necessary.

Contractors must be an approved vendor with NCDOT.

Please use forms under the **09-30-2024 Emergency Letting** at the following link to submit your firm's information to provide services and to become an approved vendor.

[https://connect.ncdot.gov/letting/Pages/Letting-List.aspx?let\\_type=13](https://connect.ncdot.gov/letting/Pages/Letting-List.aspx?let_type=13)

The FORE agreement should be completed and submitted to **Chad Loftis** by email at [celoftis@ncdot.gov](mailto:celoftis@ncdot.gov). If you currently are not an approved vendor, the W-9 and NCDOT Vendor Payment forms should be completed and submitted to the following email addresses for processing:

Accounts Payable ([ap@ncdot.gov](mailto:ap@ncdot.gov))  
Missy Evans ([mevans9@ncdot.gov](mailto:mevans9@ncdot.gov))  
Todd Honeycutt ([tkhoneycutt@ncdot.gov](mailto:tkhoneycutt@ncdot.gov))

Include Tropical Storm Helene as the subject of the email for expedited processing.

*Mailing Address:*  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION THIRTEEN  
55 ORANGE STREET  
ASHEVILLE, NC 28801-2340

*Telephone:* (828) 250-3000  
*Fax:* (828) 251-6394  
*Customer Service:* 1-877-368-4968

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

*Location:*  
55 ORANGE STREET  
ASHEVILLE, NC 28801-2340

Chad Loftis, Division Contracts Engineer, can provide additional guidance or information if needed. He can be contacted by email or by phone at (828)250-3022.

Sincerely,

DocuSigned by:  
*Steve Cannon*  
0FECB8ABFE95408...

Steve Cannon, P.E.,  
Division Project Development Engineer

cc: Tim Anderson, P.E., Division Engineer  
Chris Deyton, P.E., Deputy Division Engineer  
Scott Killough, Division Maintenance Engineer  
Anna Henderson, P.E., Assistant Division Maintenance Engineer  
Nathan Moneyham, P.E., Division Construction Engineer  
Jody Lawrence, Assistant Division Construction Engineer  
Chad Young, District 1 Engineer  
Chris Medlin, P.E., District 2 Engineer  
Brendan Merithew, P.E., Division Team Lead  
Gabriel Johnson, P.E., Division Project Manager