



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J. ERIC BOYETTE  
SECRETARY

May 13, 2021

**NOTIFICATION OF AWARD – BONDS ARE NOT REQUIRED**

Custom Tree Care Inc.  
Attn: Greg Gathers  
6021 SW 29<sup>th</sup> Street  
Topeka, KS 66614

Contract No.: D3POC0112  
TIP No.: N/A  
Federal Aid No.: N/A  
WBS Element: 3.107111 and 3.207111  
Counties: Pender  
Description: Cut and Shove Crew for Removal of Storm Related Debris from State Maintained Roadways

Dear Sir:

I am pleased to inform you that **Custom Tree Care Inc.** has been awarded the contract for the above project based on the bid submitted on May 6, 2021 in the amount of **\$48,384.00**.

Please provide a current Certificate of Insurance *with the contract number D3POC0112 included in the description at the bottom*, and two (2) original Execution of Contract Forms (if you did not include the Execution of Bid form in the contract) within 14 calendar days from the date you receive your award letter. These documents should be returned to **Tootie Murphy, Ms.** Murphy's **new** mailing address is **5505 Barbados Blvd, Castle Hayne, NC 28429**. 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. Please forward remaining information to the **County Maintenance Engineer, Jeff Garrett** as soon as possible so that a preconstruction conference can be held. Mr. Garrett's mailing address is **401 N. Smith Street, Burgaw, 28425**, telephone number is **(910) 259-5413**, and email address is **jlgarrett@ncdot.gov**.

Mailing Address:  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
5505 BARBADOS BOULEVARD  
CASTLE HAYNE, NC 28429-5647

Telephone: 910-341-2001  
Fax: 910-675-0143  
Customer Service: 1-877-368-4968

Location:  
5505 BARBADOS BOULEVARD  
CASTLE HAYNE, NC 28429-5647

Website: [ncdot.gov](http://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 the **County Maintenance Engineer, Jeff Garrett**.

If you have any questions, please contact me at (910) 341-2001.

Sincerely,

DocuSigned by:  
  
029404268BC84C2  
Jonathan W. Mitchell  
Division Contracts and Proposals Engineer

JWM/stm

cc: D. Chad Kimes, PE, Division Engineer  
Bill Kincannon, PE, Deputy Division Engineer  
Katie Hite, PE, Division Project Development Engineer  
Anthony W. Law, Division Construction Engineer  
Trevor Carroll, PE, Assistant Division Construction Engineer  
Robert Vause, PE, Division Maintenance Engineer  
Gerard Taylor, Assistant Division Maintenance Engineer  
Jeff Garrett, County Maintenance Engineer