



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J.R. "JOEY" HOPKINS
SECRETARY

September 23, 2024

NOTIFICATION OF AWARD – BONDS ARE NOT REQUIRED

JayR Services, LLC
PO Box 39412
Greensboro, NC 27438

Contract No.: D3POC0218
TIP No.: N/A
Federal Aid No.: STATE FUNDS
WBS Element: 3107115, 3.207115, 3.207125
Counties: Pender
Description: Long Arm Mowing – SBE

Attn.:

I am pleased to inform you that **JayR Services, LLC** has been awarded the contract for the above project based on the bid submitted on **September 19, 2024**, in the amount of **\$130,893.20**.

Please provide the following within 14 calendar days from the date you receive your award letter:

- A. One (1) ORIGINAL current Certificate of Insurance *with the following three items included in the Description of Work section:*
- 1. The contract number and description of work listed above,*
 - 2. County(ies) of contract, and*
 - 3. NCDOT listed as additionally insured.*

This certificate must now be mailed or emailed directly from your provider to Jonathan Mitchell.

- B. Two (2) ORIGINAL sets of Executed Payment and Performance Bonds
C. One (1) ORIGINAL Subcontractor Letter(s) of Intent for each subcontractor
D. Two (2) ORIGINAL Execution of Contract forms
E. One (1) ORIGINAL SPA-1 form if applicable

If applicable to this contract, documents listed directly above (B-E) should be returned **as one package** to **Jonathan Mitchell**. Mr. Mitchell's 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.

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
5501 BARBADOS BOULEVARD
CASTLE HAYNE, NC 28429-5647

Telephone: 910-341-2001
Fax: 910-675-7827
Customer Service: 1-877-368-4968

Location:
5501 BARBADOS BOULEVARD
CASTLE HAYNE, NC 28429-5647

Website: ncdot.gov

Information regarding these items should be addressed prior to beginning work. Please forward remaining information to the **Division Roadside Environmental Engineer, Keith Groves** as soon as possible so that a preconstruction conference can be held. Mr. Grove's mailing address is **803 Penderlea Hwy., Burgaw, NC 28425** and his telephone number is **(910) 789-6190**.

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 **Division Roadside Environmental Engineer, Keith Groves**

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

Sincerely,

DocuSigned by:

02B404268BC84C2
Jonathan W. Mitchell
Division Contract Engineer

cc: Trevor Carroll, PE, Division Engineer
Katie Hite, PE, Division Project Development Engineer
David Leonard, PE, Assistant Division Project Development Engineer
Anthony W. Law, Division Construction Engineer
Daniel Cumbo, PE, Assistant Division Construction Engineer
Battle Whitley, PE, Division Maintenance Engineer
Jessi Leonard, PE, Assistant Division Maintenance Engineer
Adrienne Cox, Division Planning Engineer
Michelle Howes, PE, Division Corridor Engineer
Keith Groves, Division Roadside Environmental Engineer