***RFLOI for 2025 Trade Academies – Addendum # 1***

***Questions and Answers***

1. Q: Do you have prior program information available?

A: **Current and Former Academy Sites (Host)**

**⮚Ahoskie (Roanoke Chowan Community College)**

**⮚Charlotte (Urban League and CAF)**

**⮚Fayetteville (Hardy Group)**

**⮚Morganton (Olive Hill)**

**⮚Raleigh (Passage Home)**

**⮚Rocky Mount (OIC)**

**⮚Robeson Community College**

1. Q: Will PowerPoint be on the NCDOT Website?

A**: No, the PowerPoint will Not be made available to external stakeholders.**

1. Q: Will the Operational Guide be made available to external stakeholders?

A**: Yes, it will be available to external stakeholders via addendum # 1.**

1. Q: Do you anticipate any more HCTA’s in the Charlotte area?

A**: Urban League contract has expired, and Charlotte Area Fund is at the end of**

**their contract but more concentration in the West divisions.**

***How to Obtain an NCID***

The LOI should be submitted via NCDOT LOI Submittal Management System (LOISS) using the link provided at the top of RFLOI page 10. OCR now utilizes its online ***LOI Submittal Management System (LOISS).*** To submit an LOI utilizing this system, the "submitting employee" at each "submitting Firm" must have their own, individual NCID (as a note, each prequalified Firm should already have an individual in the company with an NCID - as required by the online Prequalification System). NCIDs may be obtained at this website: [i**dpprod.nc.gov:8443/nidp/saml2/sso?id=6&sid=3&option=credential&sid=3**](https://idpprod.nc.gov:8443/nidp/saml2/sso?id=6&sid=3&option=credential&sid=3) (locked NCIDs may also be unlocked via the self-service portion of the NCID website). Once the "submitting employee" has their complete NCID, they may proceed to upload their firm's

LOI to OCR's LOISS. This site is very similar to other web-based upload and form-fill sites.

**\*NCID sync issues** - **Help contact: Once a user has an NCID (whether prior to this advertisement, or pursuant to this advertisement) and said user receives an error message, or has issues, when attempting to login to LOISS, please contact NCDOT** - **LOISS Help <loisshelp@ncdot.gov>to have your NCID synchronized. Please explain that you are trying to access the LOISS application on the OCR site and include your NCID do not include your password) and the error message you are receiving. This syncing of your NCID to LOISS should be a one-time occurrence. Firms' users are urged to early create an NCID (if needed) and have it synced with LOISS (if (if necessary) to avoid**

**any potential delays or missed deadlines when submitting your firm's LOI.**

**NCDOT strongly urges Firms to use Google Chrome browser to access LOISS in order to ensure the best experience possible.**

Once logged into LOISS, the Firm should locate and click the 'LOI Submission' button in the left menu bar. After clicking the 'LOI Submission' button, the Firm should identify the specific Opportunity for which they wish to submit an LOI. The Firm will click the link for their desired Opportunity, and **UPLOAD** one copy of their LOI, as a .pdf file, to OCR's LOISS at the Advertisement/Opportunity-Specific 'LOI Submittal' LINK shown in the section above entitled **'LETTER of INTEREST (LOI) Submittal Link'.**

***The LOI should be submitted via NCDOT LOI Submittal Management System (LOISS):***

[Pages - LOI Submission](https://connect.ncdot.gov/sites/ocr/Pages/LOI-Submission.aspx)