



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J. ERIC BOYETTE  
SECRETARY

August 21, 2023

MEMORANDUM

TO: Clemmon W. "Win" Bridgers, Jr., PE  
Division Engineer

FROM: Dennis Robertson  
Division Roadside Environmental Engineer

SUBJECT: Award of Professional Landscape Plant Bed & Mowing Maintenance Contract  
District 1 – Camden, Currituck, Dare, Pasquotank and Perquimans Counties

COPIES: Marshall Gill, PE  
Shanna Damron  
Chris Andresen  
Carrie Hoyle

Contract Proposal Number: 54-CA-01-12089855

Bids were opened August 9, 2023, for the "Professional Landscape Plant Bed & Mowing Maintenance" in District 1 – Camden, Currituck, Dare, Pasquotank and Perquimans Counties. This is to advise that East Carolina Land Services LLC is the recommended contracting agency for this project with the low bid of \$171,400.00.

The Engineer's estimate for this project was \$197,850.00. I have spoken with Mr. Brian Carson and reviewed his bid, and he is agreeable to accept the PBM & Mowing operations in District 1 on September 1, 2023. I believe his bid to be reasonable, and therefore recommend that we award the contract for this project to his company.

Please have funds set up for the above referenced proposal number. Attached is a copy of the COI.

Attachment



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/17/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Weatherly Insurance Agency, Inc. PO Box 192  Columbia NC 27925-0192		<b>CONTACT NAME:</b> Pam Swain <b>PHONE (A/C, No, Ext):</b> (252) 796-5811 <b>E-MAIL ADDRESS:</b> pam@weatherlyinsurance.com <b>FAX (A/C, No):</b> (252) 796-0160	
<b>INSURED</b> East Carolina Land Services LLC 178 Old Beach House Rd  Columbia NC 27925		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> AmWINS Group, Inc. <b>INSURER B:</b> <b>INSURER C:</b> NCRB-NCRF-NCIGA <b>INSURER D:</b> Progressive <b>INSURER E:</b> <b>INSURER F:</b>	
		<b>NAIC #</b> 38784	

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		MP003201210000900	10/21/2022	10/21/2023	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
D	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> Comp Ded <input checked="" type="checkbox"/> Coll Ded	Y	Y	962530496	10/14/2022	10/14/2023	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
							Hired Auto Value	\$ 275,000
								\$
								\$
								\$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	28485260	10/19/2022	10/19/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
							E.L. EACH ACCIDENT	\$ 100,000
							E.L. DISEASE - EA EMPLOYEE	\$ 100,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
The State of NC is named as additional insured on the commercial general liability policy

**CERTIFICATE HOLDER**                      **CANCELLATION**

NCDOT - Roadside Environmental 427 Ocean Highway N Hertford, NC 27944	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE Pamela Swain
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