

STATE OF NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

ROY COOPER GOVERNOR J. ERIC BOYETTE SECRETARY

August 22, 2023

MEMORANDUM

TO:

Clemmon W. "Win" Bridgers, Jr., PE

Division Engineer

FROM:

Dennis Robertson

Division Roadside Environmental Engineer

SUBJECT:

Tree Cutting, Trimming, Sign Clearing, and Stump Grinding Services as Needed

In Division 1

COPIES:

Marshall Gill, PE Shanna Damron Chris Andresen Carrie Hoyle

Contract Proposal Number: 54-CA-01-12090697

Bids were opened August 18, 2023, for the Tree Cutting, Trimming, Sign Clearing, and Stump Grinding Services as Needed in Division 1. This is to advise that Phelps Tree Service Inc. is the recommended contracting agency for this project with the low bid of \$328,270.00.

The Engineer's estimate for this project was \$350,000.00. I have spoken with Mr. David Phelps and reviewed his bid, and he is agreeable to continue the Tree Cutting, Trimming, Sign Clearing, and Stump Grinding Services as Needed in Division 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

Mailing Address: NC DEPARTMENT OF TRANSPORTATION ROADSIDE ENVIRONMENTAL 427 OCEAN HIGHWAY NORTH HERTFORD, NC 27944 Telephone: 252-426-4180 Fax: 252-426-3653 Customer Service: 1-877-368-4968 Location: 427 OCEAN HIGHWAY NORTH HERTFORD, NC 27944

Website: ncdot.gov



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 8/23/2023

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.

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). CONTACT Ginger M. Smith Towne Insurance Agency, LLC 105 E. Arlington Blvd Suite B & C Greenville, NC 27858 FAX (A/C, No): PHONE (A/C, No, Ext): (252) 317-0936 E-MAIL ADDRESS: GSmith@towneinsurance.com NAIC # INSURER(S) AFFORDING COVERAGE INSURER A: Greenwich Insurance Company 22322 37885 INSURED INSURER B: XL Specialty Insurance Company INSURER C: Carolina Casualty Insurance Co 10510 Phelps Tree Service 320 Furlough Rd. INSURER D Creswell, NC 27928 INSURER E INSURER F: REVISION NUMBER: COVERAGES CERTIFICATE 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. POLICY EFF POLICY EXP ADDL SUBR TYPE OF INSURANCE POLICY NUMBER LIMITS 1,000,000 A X COMMERCIAL GENERAL LIABILITY EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) 100,000 8/28/2023 8/28/2024 CLAIMS-MADE OCCUR NGL100139603 X 5,000 MED EXP (Any one person) 1,000,000 PERSONAL & ADV INJURY 2.000.000 GENERAL AGGREGATE GEN'L AGGREGATE LIMIT APPLIES PER: 2,000,000 X POLICY PROT LOC PRODUCTS - COMP/OP AGG OTHER: COMBINED SINGLE LIMIT (Ea accident) 1,000,000 В AUTOMOBILE LIABILITY Х NBA-1001397-03 8/28/2023 8/28/2024 ANY ALITO BODILY INJURY (Per person) SCHEDULED AUTOS OWNED AUTOS ONLY BODILY INJURY (Per accident)
PROPERTY DAMAGE
(Per accident) HIRED AUTOS ONLY NON-OWNED AUTOS ONLY 4,000,000 Α X UMBRELLA LIAB OCCUR EACH OCCURRENCE 8/28/2023 8/28/2024 NEC600583903 Х **EXCESS LIAB** CLAIMS-MADE AGGREGATE 4.000.000 AGGREGATE DED X RETENTIONS n C PER STATUTE OTH-WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) 8/28/2024 500,000 BNUWC0141400 8/28/2023 E.L. EACH ACCIDENT 500,000 E.L. DISEASE - EA EMPLOYEE If yes, describe under DESCRIPTION OF OPERATIONS below 500.000 E.L. DISEASE - POLICY LIMIT DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Helen Phelps is excluded from Workers Compensation The State of North Carolina is included as additional insured for general liability if required by written contract in accordance with XIL436 attached. CANCELLATION CERTIFICATE HOLDER 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 **NCDOT - Roadside Environmental** 427 Ocean Highway N Hertford, NC 27944