



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J.R. "JOEY" HOPKINS  
SECRETARY

**NOTIFICATION OF AWARD**

**Contract No.:** 54-CA-14-12127058  
**TIP No.:** N/A  
**Federal Aid No.:** State Funded  
**WBS Element:** 14RE.104513, 14RE.107513, 14RE.108813, ETC...  
**Counties:** Henderson, Polk, & Transylvania  
**Description:** Tree Services (District 1)

Burchfield's Tree Service  
20 Hyde town Road  
Robbinsville, NC 28771

Dear Mr. Burchfield

I am pleased to inform you that **Burchfield's Tree Service** has been awarded the contract for the above project based on the bid submitted on **May 16, 2024** in the amount of \$ **395,520.00**

This letter serves as the notice of award of the contract. Payment and performance bonds are not required for execution of the contract. The issuance of a work order assignment will constitute the notice of award for a specific project.

**Documents to be submitted to the Division Roadside Office**

Please provide the following documents to the Division 14 Roadside Office within 14 calendar days from the date you received your award letter:

1. A current certificate of insurance on an **ACORD** form. The certificate of insurance must verify coverage as required by Article 107-15 of the Standard Specifications and must name the State of North Carolina as an additional insured on the commercial general liability policy. The contract ID must be listed on the form. The certificate of insurance should be returned to me.

*Mailing Address:*  
NC DEPARTMENT OF TRANSPORTATION  
ROADSIDE ENVIRONMENTAL DEPT  
20 DIVISION OF HIGHWAYS  
SYLVA, NC 28779

*Telephone:* (828) 631-0272  
*Fax:* (828) 631-0136  
*Customer Service:* 1-877-368-4968

*Location:*  
ADDRESS 2  
CITY, NC ZIP

*Website:* [www.ncdot.gov](http://www.ncdot.gov)

2. A properly executed Execution of Contract Non-Collusion, Debarment and Gift Ban Certification. The Execution Forms (Post-Bid) are available on the NCDOT web site at <https://connect.ncdot.gov/letting/Pages/Central-LettingForms.aspx>. Please remember that work may not start before the contract has been properly executed.

Sincerely,

A handwritten signature in black ink that reads "Austin Phillips". The signature is written in a cursive style with a large, stylized initial "A".

Austin Phillips  
Division Roadside Environmental Engineer