



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

JAMES H. TROGDON, III
SECRETARY

May 6, 2019

NOTIFICATION OF AWARD

Claussen Construction
13556 N. Lake Road
Engelhard, NC 27824

Proposal No.: 54-01-SM-11888787
WBS Element: 1RE.104818
County: Hyde
Description: Hyde County Rest Area (single) on US 264 located in Engelhard
Custodial Operation and Maintenance including Lawn and Grounds Maintenance

Dear Ms. Claussen:

I am pleased to inform you that **Claussen Construction** has been awarded the contract for the above project on the bid submitted May 2, 2019 in the amount of \$34,700.00.

No performance and payment bonds are required for this contract. Please provide a current certificate of insurance within 14 calendar days from the date you receive your award letter. Certificate of insurance should be returned to me. Please remember that work may not start before the contract has been properly executed.

In addition, your attention is directed to Article 108-3 of the Standard Specifications relative to a preconstruction conference. Please contact this office to schedule a pre-work review. Provide the following information to this office either before or at the pre-work review.

National criminal background checks – The Contractor National Criminal Background Check Certification form and national criminal background record information shall be submitted for all potential employees, including all Contractor officers, owners, partners and/or managers and all personnel who will represent this contracting company.

If a criminal background identifies a possible criminal offense, the criminal background shall include the name of the offense, date of offense, and disposition of the offense. If requested by NCDOT, and at the Contractor's expense, the Contractor shall also provide any additional information regarding the criminal background of any potential employee.

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: www.ncdot.gov

Note: In some situations, A National Criminal Background Check may not include all the necessary information for offenses that occurred in the State of North Carolina. For a list of companies that can provide criminal background checks for offenses in the State of North Carolina, please visit the N.C. Administrative Office of Courts website:
<http://www.nccourts.org/Citizens/GoToCourt/Obtainongoing.asp>

Outline of staffing – Supervisor’s name, address, telephone and mobile number. A resume of the supervisor may be required. Breakdown on staffing by name, shifts, male, female, hours, etc. Written payroll schedule for the contract, outlining the terms and conditions.

Materials list – Completed Rest Area Contract Maintenance Janitorial Supplies list for review and approval. Labels and MSD sheets shall be submitted for each product.

Equipment list – List of equipment to be used on the project – mowers, edgers, string trimmers, vacuum, blowers, sweepers, etc.

Uniforms – List of shirts/coats needed.

Waste Disposal – Copy of Waste Disposal Service Contract from waste disposal service company for trash indicating the number and size of the dumpsters being serviced and the number of days per week scheduled for pick up.

Suppliers – List and contact information of all suppliers to be used in the completion of the contractual requirements contained in this proposal and the materials, equipment, supplies, repair parts, etc. being provided by each.

Pesticide Applicator – Furnish name of pesticide applicator(s) and a copy of current valid pesticide license(s) issued by NCDA.

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 this office. The mailing address is 427 Ocean Hwy. North, Hertford, NC 27944.

If you have any questions, please contact me at 252-426-4182.

Sincerely,



Dennis Robertson
Division Roadside Environmental Engineer

JDR/mlk