



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J.R. "JOEY" HOPKINS  
SECRETARY

DATE: 8/27/2024  
TO: NC Public Utility Partners  
FROM: Keith T. Garry, State Utilities Manager  
SUBJECT: New Utility Construction Request Form

The NCDOT Central Utilities Office has developed a new Utility Construction Request Form ("Form") for immediate use. The purpose of this Form is to better define the roles, responsibilities, and expectations between NCDOT and public utility providers when including certain work in NCDOT highway contracts.

We feel it is important for our public utility partners to understand their options early in our project development process so that informed decisions can be made. Similarly, the Department wants to position our teams to best meet the requests made by our public utility partners. This new Form is designed to memorialize these requests and mutual understandings.

Moving forward please expect this Form to be presented and discussed with you during the preliminary design phase of our projects. Your organization will be afforded the opportunity to review and select the options that best fit your project needs. A copy of the fully executed Form by NCDOT will be returned to you for your records.

The Department looks forward to our continued partnership with all of our public utility partners. If there are any questions or concerns, please do not hesitate to contact me directly.

DocuSigned by:

*Keith Garry*

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