



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
P.O. BOX 25201, RALEIGH, N.C. 27611-5201

JAMES B. HUNT JR.  
GOVERNOR

March 15, 1996

MEMORANDUM TO: J. D. Goins, P.E.  
Chief Engineer - Operations

FROM: Whitmel H. Webb, P.E. *Whit H Webb*  
Manager, Program Development Branch

SUBJECT: Revised Procedures for Funding Projects  
Administered by the Division

It has been brought to my attention that my memorandum to you dated December 2, 1994 regarding this subject inadvertently omitted procedures required by the Federal Highway Administration for awarding of purchase order contracts on Federal-aid Projects classified as "Non-Exempt".

Non-exempt projects are those federally funded projects which require FHWA project oversight, commonly referred to as "step-by-step" approval.

Revised procedures are attached. Please use these guidelines on current and future projects. If you have any questions or need additional information, please advise.

WHW/rg

Attachments:

cc: Mr. L. R. Goode, Ph.D., P.E.  
Mr. C. W. Leggett, P.E.  
Mr. B. G. Jenkins, Jr., P.E.  
Mr. H. F. Vick, P.E.  
Mr. D. R. Morton, P.E.  
Mr. J. M. Lynch, P.E.  
Mr. L. K. Barger, P.E.  
Division Engineers