



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

July 9, 2022

Ms. Cary Rodriguez
Gaston County

RE: Concurrence with Consultant Selection Process
Gaston County
TIP #C-5606M; WBS Element: 43728.1.14
Project Name: Neal Hawkins Sidewalk

Dear Ms. Rodriguez

This letter is to advise that the Department of Transportation concurs with the selection of Ramey Kemp, and their subconsultants – ESP Associates, Froehling and Robertson, and TELICS – as a result of your recent RFQ process on the subject project. The County should retain documentation related to evaluation and selection of the consultant(s) in the event of an audit. This letter also serves as your authorization to commence negotiations with this firm to perform the required Planning and Design services. We suggest that the ROW service cost be negotiated separately, once the scope of ROW services is known.

Following are directions to the estimate form that must be completed by the consultant as a part of the negotiation process. The Department will need to review the completed document to verify that it is within an acceptable cost range.

Planning and Design:

- Go to <https://connect.ncdot.gov>
- Click on “Doing Business”
- Click on “Consultants”
- Click on “Guidelines and Forms”
- Under Forms, select “NCDOT Scope and Manday Estimate Form”

IMPORTANT: Please use the links provided above and follow directions on forms for downloading, entering, and saving data to ensure that the formulas will work correctly. Do not use a previously saved version of the form as it may have been updated since your last use.

In addition, all consultants must have their rates updated in the Consultant Rate System (CRS) and those rates must match what is entered in the Manday Estimate form. Please work with your consultant to make sure they are aware of this requirement. Failure to have rates entered into CRS or when rates in the form do not match what is in CRS will delay review of the estimate. If your consultant needs more information about CRS, please direct them to the Forms and

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
PROGRAMS MANAGEMENT OFFICE
1595 MAIL SERVICE CENTER
RALEIGH, NC 27699-1595

Telephone: (919) 707-6600
Fax: (919) 212-5711
Customer Service: 1-877-368-4968

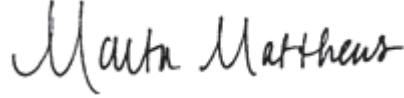
Website: www.ncdot.gov

Location:
1020 BIRCH RIDGE DRIVE
RALEIGH, NC 27610

Guidelines page of the Professional Services website: [Professional Services Management \(ncdot.gov\)](https://www.ncdot.gov/professional-services/management).

After review by the County, please submit the form in EBS under activity type: PEF Tasks and Mandays for further review by the Department. If you have any questions, please contact Ms. Madeline Rawley at mrawley@ncdot.gov or me at mtmatthews@ncdot.gov.

Sincerely,

A handwritten signature in black ink that reads "Marta Matthews". The signature is written in a cursive, flowing style.

Marta Matthews
Local Programs Management Office