



N.C. Department of Agriculture and Consumer Services



N.C. Forest Service



Aleen Steinberg Visitor Center at DuPont State Recreational Forest Annual Report for Fiscal Year 2023-2024

Oct. 1, 2024

Steve Troxler, Commissioner
Greg Hicks, Assistant Commissioner
David Lane, State Forester

Pursuant to the funding agreement executed March 18, 2021, between the N.C. Department of Transportation (NCDOT) and the N.C. Department of Agriculture and Consumer Services (NCDA&CS), certain funds are provided for the operation of DuPont State Recreational Forest's Aleen Steinberg Visitor Center in Transylvania County.

Reporting requirement

The following information is to accompany the annual request for payment appropriation and disbursement of funds for the Aleen Steinberg Visitor Center, hereafter referred to as the visitor center:

- A. Overview of DuPont State Recreational Forest and Aleen Steinburg Visitor Center**
- B. Visitor counts: Monthly visitor counts and methodology**
- C. The visitor center annual budget**
- D. Copies of operating and maintenance agreements**
- E. The visitor center operating plan for FY 24-25**

A. Overview of DuPont State Recreational Forest

DuPont State Recreational Forest (DSRF) encompasses more than 12,400 acres in Transylvania and Henderson counties. The forest is managed for natural resource conservation, scenic enjoyment and recreational purposes including horseback riding, hiking, bicycling, hunting, fishing and other activities that are sustainable within the context of natural resource protection. DSRF strives to provide an exemplary model of scientifically sound, ecologically based natural resource management for the social and economic benefits of a diverse community of users. DSRF is also required to protect and restore natural areas to meet the intent of a grant agreement that designates most of the forest as a dedicated nature preserve.

DSRF has more than 20 miles of multiuse roads and nearly 60 miles of multiuse trails supporting the forest's recreational opportunities. In addition, DSRF features four waterfalls on the Little River, two waterfalls in the Grassy Creek watershed, six mountain lakes, and unique low elevation granitic domes and slickrock formations.

DSRF's popularity stems from many sources. There are three waterfalls located within 3.5 miles of the visitor center and the forest's topography is not quite as steep or technical as other nearby public lands, making the forest accessible to a wider variety of visitors. The forest also has a unique limited mobility vehicle permit program that increases the diversity of visitors by enabling individuals with disabilities to drive in to view one of the larger waterfalls. In addition, DSRF receives heavy visitation from local, regional, national and international guests who come to enjoy the forest's trails and experience the natural features that have been present in a variety of publications, movies, websites and social media outlets.

During the 2018-2019 fiscal year, DSRF installed a more reliable system of estimating the number of visitors, and recorded data suggested that previous years had been undercounted, especially in those access areas not directly linked to the popular waterfall access points. Visitation estimates for DSRF are shown in Figure 1.

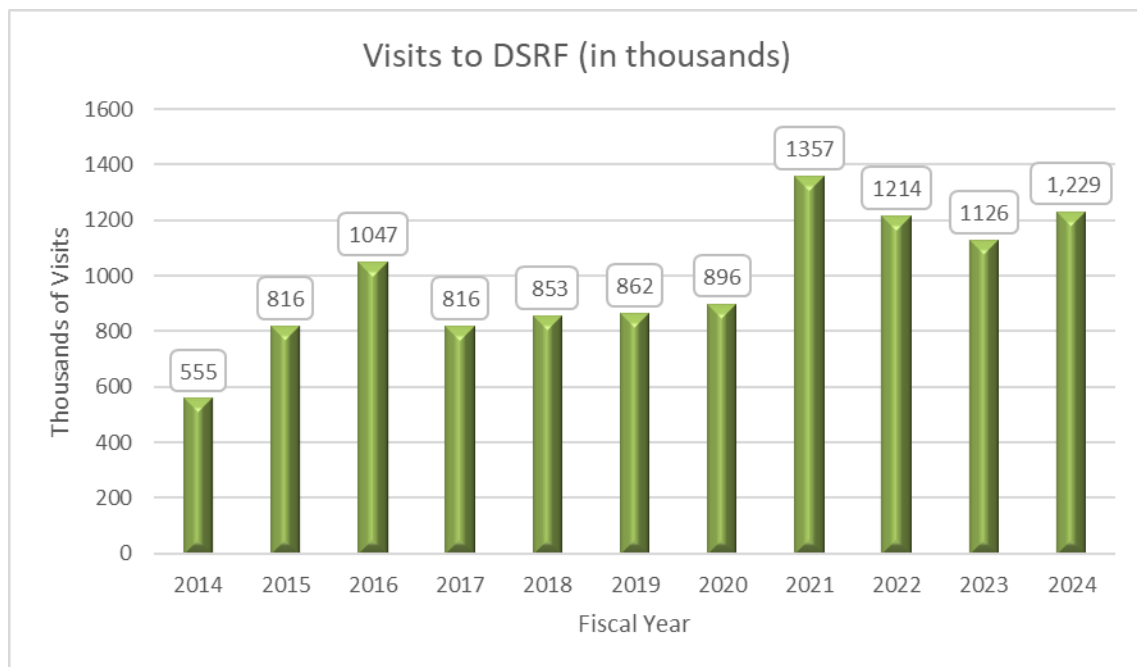


Figure 1: DSRF visitation by fiscal year.

The visitor center is one the most important stops for a guest to DSRF. Visitors drop by to acquire important information about:

- updated trail maps and map reading;

- safety and outdoor preparedness;
- DSRF rules and regulations;
- directions to waterfalls;
- recreational opportunities within the forest;
- multiuse trail etiquette;
- educational offerings;
- general area information;
- permits for vehicles for disabled visitors; and
- picnic shelter reservations.

More than 1 million visitors have come to the visitor center since its opening in 2013. Its classroom serves as a meeting place for various community groups, educational programs, staff meetings, field trips and programs for volunteers. The visitor center also provides forest and local information through an outside self-service information station and an indoor information desk staffed by volunteers.

During fiscal year 2023-2024 (FY23-24), the visitor center was managed by:

- a visitor center coordinator (temporary) - John Helbling
- a maintenance construction technician (temporary) - Bob Twomey
- housekeepers (temporary) - Kayla Cartwright, Mary Ann Hamilton and Andrew Warren
- a DSRF education and outreach coordinator - Katelyn Keller
- a DSRF information and education supervisor - Kirsten McDonald

In addition to these staff members, the visitor center coordinator and DSRF education and outreach coordinator recruited, trained and provided support for a core group of 25 volunteers to greet visitors, answer questions, provide safety information and help relay important communications.

B. Visitor counts

During FY23-24, the visitor center added high-speed internet access. This technology upgrade significantly reduced connectivity issues for door counters; therefore, visitation data for FY23-24 is based on door counter placement at the two entrances to the visitor center. These counters are inside the visitor center and only count people who enter the

building. Additional visitors come to the building to access the self-service station on the larger of the two porches. At the self-service station, visitors get trail maps and area tourism publications as well as gain access to a message board with important announcements such as trail closures, hunting/fishing information and much more.

Fiscal Year 2023-2024	
Month	Visitors
July 2023	10,612
Aug. 2023	7,401
Sept. 2023	6,773
Oct. 2023	9,310
Nov. 2023	4,642
Dec. 2023	3,367
Jan. 2024	758
Feb. 2024	1,365
March 2024	5,017
April 2024	6,030
May 2024	6,281
June 2024	7,735
Total	69,291

Figure 2: FY23-24 monthly count of people entering the visitor center.

C. Visitor center budget for FY23-24

During FY23-24, the visitor center staff collaborated with DSRF staff and outside vendors to accomplish two major projects: an outdoor amphitheater and an indoor information display center.

Amphitheater for the outdoor classroom

The new amphitheater at the visitor center significantly increases seating in the outdoor classroom. School groups, area organizations and the N.C. Forest Service (NCFS) have all used this space for classes and workshops. In addition, numerous visitors often choose this convenient location for picnicking.



Figure 4: The amphitheater constructed at the visitor center during FY23-24.

Information display center

Many visitors that come to the visitor center at DSRF are looking for area tourism information. During FY23-24, the visitor center commissioned a local woodworker to build and install a new information display for the building. The new display includes ample shelving for local tourism materials to be displayed as well as shelf space for North Carolina maps, tourism materials and NCFS publications. In addition, the new information display includes significant storage below the shelving for volunteers to easily restock publications.



Figure 5: The information display built and installed at the visitor center during FY23-24.

D. Copies of operating and maintenance agreements

Figure 6 is a summary of the expenses used to operate the visitor center for FY23-24. The \$135,000 allocation provided per the NCDOT-NCDA&CS agreement was used in full. The appendix to this document contains figures 7–13, which are copies of contracts for services and maintenance at the visitor center during the same fiscal year.

NCD&CS | N.C. Forest Service
Aleen Steinberg Visitor Center at
DuPont State Recreational Forest
Annual Report for Fiscal Year 2023-2024

	A	B	E	F
1	1510-5226-1016			
2	ACCOUNT	Visitors Center ACCOUNT DESCRIPTION	authorized budget	spent to date
3	51310000	REG(N S) TEMP WAGES-RECP	62,754	62,753.18
4	51410000	OT PAY - RECEIPTS	144	143.97
5	51420000	HOLIDAY PAY - RECEIPTS	604	603.47
6	51510000	SOCIAL SEC CONTRIB-RECPT	4,858	4,857.82
7	51099999	PERSONAL SERVICES	68,360	68,358.44
8	52185000	WASTE REM/RECY SER AGREEMENT	1,585.00	1,585.00
9	52199017	MISC-WATER IMPROVMT STUD	588.00	588.00
10	52210000	ENRG SER -ELECTRICAL	8,586.00	8,585.04
11	532310	REP BLDG	1,303	1,302.95
12	53230000	REPAIRS-OTHER STRUCTURES	24,195.00	24,195.00
13	532390	REPAIRS-OTHER	575	575.00
14	52524000	RENT/LEASE-GEN OFF E	1,574	1,573.62
15	552721000	LODGING- IN STATE	944	943.40
16	532727	MISC - IN STATE	15	15.00
17	52811000	TELEPHONE SERVICE	371.00	370.40
18	52814000	CELLULAR PHONE SERVICES	378.00	376.44
19	52817000	INTERNET SERV PROV C	895.00	894.15
20	52850000	PRINT,BIND,DUPLICATE	443	442.04
21	52099999	PURCHASED SERVICES	41,452	41,446.04
22	53110000	GENERAL OFFICE SUPPLIES	1,714.00	1,713.94
23	53120000	DATA PROCESSING SUPPLIES	130.00	129.39
24	53150000	SECURITY & SAFETY SUPP	108.00	107.29
25	533190	OTHER ADMIN SUPPLIES	0.00	(59.48)
26	53210000	JANITORIAL SUPPLIES	337.00	336.68
27	53240000	CARPENTRY & HARDWARE SU	131.00	130.39
28	53260000	SAND,GRAVEL,CONCRETE SU	741.00	740.12
29	53200000	OTHER FACILITY & HARDWAR	4,639.00	4,638.89
30	53510000	CLOTHING & UNIFORMS	537.00	537.00
31	53720000	EDUCATIONAL SUPPLIES	3,418.00	3,417.13
32	53900000	OTHER MATERIALS & SU	2,343	2,342.18
33	53099999	SUPPLIES	14,098	14,033.53
34	534539	OTHER EQUIPMENT	10,709	10708.09
35	54099999	PROPERTY PLANT & EQUIP	10,709	10,708.09
36	55890000	OTHER ADMIN EXPENSES	944	943.38
37	535900	OTHER EXPENSES	1	0.35
38	55099999	OTHER EXPENSES	945	943.73
39		TOTAL NON-SALARY ITE	67,204	67,131.39
40		current BD701	67,204	67,131.39
41		difference	0	0
42		EXPENDITURES	135,564	135,489.83
43			135,564	135,489.83
44				
45	438115	TRANSFER FROM DMV		135,000.00
46		TOTAL REVENUES	0	135,000.00
47		PERSONAL SERVICES	68,360	68,358.44
48		OPERATING COST	67,204	67,131.39
49		REMAINING BALANCE	135,564	(490)

Figure 6: Summary of expenditure by account for the visitor center at DSRF for FY23-24.

E. Visitor center operating plan for FY24-25

Introduction

This plan is designed to provide guidance for the operation of the visitor center located in DSRF and to meet the intent of the visitor center funding agreement between the NCDOT and the NCDA&CS, dated March 18, 2021.

The visitor center staff will be responsible for the management and maintenance of the following facilities and infrastructure as noted in Figure 14:

- the Aleen Steinberg Visitor Center on Buck Forest Road, Cedar Mountain, NC (Transylvania County),
- the restroom facilities associated with the visitor center.
- the entrance road and parking lots of High Falls Access Area adjacent to the visitor center,
- the trails and picnic shelters connected directly to visitor center services,
- the electronic gate and pumphouse that provide direct services to the visitor center and
- the storage facilities that support visitor center maintenance staff.



Figure 14: Aerial view of the visitor center's facilities and infrastructure.

Staffing

During FY24-25, the visitor center staff will include a visitor center coordinator, a maintenance construction technician and two housekeepers. These positions will be temporary employees with the NCFS. The visitor center coordinator will be supervised by the DSRF education and outreach program coordinator and the DSRF information and education supervisor, both of whom are full-time, permanent NCFS positions and funded through appropriations outside of the visitor center's funding agreement. Additional operational support for the visitor center will come from DSRF and the NCFS safety, human resources and budgeting/accounting services.

The visitor center coordinator's main responsibilities will be to:

- maintain a spreadsheet of visitor counts for the most recent calendar year including monthly visitor counts and an explanation of how data was collected,

- attend training related to visitor center management,
- coordinate with the maintenance construction technician and housekeepers regarding visitor center functions and needs,
- recruit, train, schedule and support volunteers who assist with visitor center operations and maintenance,
- monitor the physical condition of visitor center facilities and infrastructure and complete or arrange for repairs and renovations as needed and
- contribute to the development and implementation of sections in the DSRF educational plan focused on visitors to the visitor center.

The visitor center will employ a maintenance construction technician. This position will be a full-time temporary NCFS employee with 60% of duties dedicated to the visitor center. The remaining 40% of duties will be dedicated to the entirety of DSRF and to the responsibilities of the NCFS. As such, the funding for this position will be split between the visitor center funds (60%) and those of the NCFS (40%). The maintenance construction technician's main responsibilities will be to:

- assume responsibility for building repairs, maintenance and grounds maintenance;
- assist with managing service contracts associated with visitor center operations, e.g., utility services;
- maintain parking lots, kiosks and trailheads in the immediate vicinity of the visitor center;
- maintain the picnic areas and shelters at High Falls; and
- supplement custodial/janitorial work as needed.

The housekeeper positions will perform service to the visitor center and associated public facilities including:

- maintain all floors, windows, doors and fixtures in the High Falls Access Area visitor center;
- remove litter and provide general maintenance of areas around restrooms and the visitor center; and
- general cleanup around the High Falls Access Area parking lot.

Funding for housekeeper positions will be split between visitor center funds (70%) and those of the NCFS (30%).

Annual operating plan

In a typical year, the visitor center's activity level closely mirrors DSRF's visitation levels. Summer visitation levels are the highest due to summer breaks for schools and colleges, vacationers, summer camps and special organizational uses. October usually ranks second for number of monthly visitors as people come to view the fall leaves. During winter, visitation to DSRF drops significantly with most of the visitors coming on weekends. Visitation to DSRF is at its lowest on weekdays during the winter and inclement weather.

Based on this usage, the planned dates and hours of operation for the visitor center for the FY24-25 will be:

- March 15 through Dec. 31, open seven days a week, 9 a.m. to 5 p.m.
- Jan. 1 through March 14, limited to weekends only, 10 a.m. to 4 p.m.
- All holidays except Thanksgiving day, Christmas Eve, Christmas day and New Year's day.

During days of inclement weather, i.e., snow/ice on roadways, flooding, etc., the visitor center will be closed.

Training schedule for employees and volunteers

Employee training will be provided by DSRF's work unit. Orientation and recurring training will consist primarily of safety and health programs as required by NCDA&CS guidelines, the NCFS and the Occupational Health and Safety Administration (OSHA). The trainings will also include sessions focused on customer service, diversity and managing conflict.

Training for the visitor center employees for FY24-25 will include:

- general policies, procedures and expectations review,
- preventing slips, trips and falls,
- fire extinguisher use,
- safe lifting,
- universal precautions,
- active shooter safety,
- lock-out/tag-out,
- diversity and inclusion,
- conflict de-escalation and

- other health, safety and customer service topics.

Volunteers will be provided orientation training by the visitor center coordinator and other DSRF staff members. Training will explain visitor center operations including:

- opening and closing procedures;
- operation of DSRF radios and phone systems;
- emergency response plans;
- distribution and explanation of tourism and publications;
- general background on DSRF's attractions, trail system and mission;
- safety and preparedness information about recreational activities, e.g., mountain biking, hiking near waterfalls, horseback riding, multiuse trail system, trail difficulty information, etc.;
- communication procedures and strategies during visitor related incidents;
- procedures for updating the daily information board providing weather, trail closures and safety considerations; and
- policies and procedures for picnic shelter reservations and for limited mobility vehicle and commercial use permits.

Volunteers and employees of the visitor center will be provided training on the principles of hospitality and hosting when opportunities arise. The visitor center has working relationships with the tourism development authorities and chambers of commerce for Henderson and Transylvania counties. The visitor center and DSRF staff will seek training assistance from these entities and from the NCD&CS throughout FY24-25 to enhance the visitor center's focus on providing high quality customer service to the public.

Proposed budget for FY24-25

The proposed budget for the visitor center for FY24-25 is illustrated below. It assumes funding in the amount of \$135,000 will be restored to this budget cycle. Given the amount of public service offered at the visitor center, the budget is weighted toward personnel costs.

	A	B	D	E	F	G	H	I	J	K	L
1	1510-5226-1016										
2	ACCOUNT	Visitors Center ACCOUNT DESCRIPTION	authorized budget	spent to date	encumbered	amt needed to finish yr	current charges not in Xtnd	balance	needed for sfy25	revision needed	balance after revision
3	51310000	REG(N S) TEMP WAGES-RECP				0.00		(68,151.43)	0		(68,151.43)
4	51510000	SOCIAL SEC CONTRIB-RECPT				0.00		(5,690.87)	0		(5,690.87)
5	51099999	PERSONAL SERVICES	0	0.00		0.00		(73,842.30)	0.00	0	(73,842.30)
6	52185000	WASTE REM/RECY SER AGREE			425.00			(425.00)			(425.00)
7	52199000	MISC CONTRACTUAL SERVICE			11,232.00			(11,232.00)			(11,232.00)
8	52199017	MISC-WATER IMPROVMT STUD			1,655.00			(1,655.00)			(1,655.00)
9	52210000	ENRG SER -ELECTRICAL			8,500.00			(8,500.00)			(8,500.00)
10	52320000	REPAIRS-OTHER STRUCTURES			18,522.00			(18,522.00)			(18,522.00)
11	52524000	RENT/LEASE-GEN OFF E			2,255.28			(2,255.28)			(2,255.28)
12	52811000	TELEPHONE SERVICE			370.00			(370.00)			(370.00)
13	52814000	CELLULAR PHONE SERVICES			375.00			(375.00)			(375.00)
14	52850000	PRINT,BIND,DUPLICATE			5,000.00			(5,000.00)			(5,000.00)
15	52099999	PURCHASED SERVICES	0	0.00	48,334.28	0.00	0.00	(48,334.28)		0	(48,334.28)
16	53150000	SECURITY & SAFETY SUPP			10,000.00			(10,000.00)			(10,000.00)
17	53510000	CLOTHING & UNIFORMS			750.00			(750.00)			(750.00)
18	53099999	SUPPLIES	0	0.00	10,750.00	0.00	0.00	(10,750.00)		0	(10,750.00)
19	54539000	OTHER EQUIPMENT			8,495.00			(8,495.00)			(8,495.00)
20	54099999	PROPERTY PLANT & EQUIP	0	0.00	8,495.00	0.00	0.00	(8,495.00)		0	(8,495.00)
21	55900000	OTHER EXPENSES						0.00			0.00
22	55099999	OTHER EXPENSES			0.00	0.00	0.00	0.00		0	0.00
23		TOTAL NON-SALARY ITE	0	0.00	67,579.28	0.00	0.00	(67,579.28)		0	(67,579.28)
24		current BD701		0.00	67,579.28	0.00	0.00	(67,579.28)			
25		difference	0	0.00	0.00			0.00			
26		EXPENDITURES	0	0.00	67,579.28	0.00	0.00	(141,421.58)	0	0	(141,421.58)
27											
28	48115000	TRANSFER FROM DMV		135,000.00							
29		TOTAL REVENUES	0	135,000.00							
30											
31											
32		REMAINING BALANCE	0	135,000						0	

Figure 15: Proposed FY24-25 budget for the visitor center.

Operational support and facilities

As noted above, the visitor center coordinator will be directly supervised by the DSRF education and outreach program coordinator and will be further supported by the DSRF information and education supervisor. Additional operational support will be provided to the visitor center by the following DSRF and NCFS branches and services:

- human resources;
- budgets and accounting;
- purchasing and contracts;
- safety programs; and
- vehicle assignment, fuel and maintenance.

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Contact information

Jason I. Guidry

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N.C. Department of Agriculture and Consumer Services

Jason.Guidry@ncagr.gov

828-877-6527, ext. 201

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Michael Cheek

N.C. Forest Service – Region 3 Mountain Division Director

N.C. Department of Agriculture and Consumer Services

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828-665-8688

12 Gaston Mountain Road, Asheville, NC 28806

F. Appendix: Services and maintenance agreements FY23-24

Figure 7: FY23-24 contract for the dumpster rental and trash removal for the visitor center.

NORTH CAROLINA ePROCUREMENT

ORDER NO. EP5479887
 Issued on Friday, June 16, 2023 EDT
 Created on Friday, June 16, 2023 EDT by Kimberly A Watson

SUPPLIER:	TOTAL AMOUNT
BCDA, LLC	\$2,055.00000 USD
PO Box 2764	
Cashiers, NC 28717	
United States	
Contact: Benjamin Woods	

SHIP TO:	BILL TO:
745	10PT
NCDA&CS NC Forest Service	NCDA & CS / Accounts Payable
Dupont State Forest Welcome Center	1001 Mail Service Center
89 Buck Forest Road	Raleigh, NC 27699
Cedar Mountain, NC 28718	United States
United States	Phone: +1 919-707-3064
Phone: +1 828-877-6527	

DELIVER TO:
 Kimberly A Watson
 Company:
 Name: 1001
 Project Company:
 Project Code:
 Cost Center:
 Department Name: 151052261016 - DUPONT STATE FOREST/VISITOR CENTER
 Account:
 Account Description: 532185 - WASTE REM/RECY SER AGREEM
 Federal Award Number:

Title: PLK-NCFS DSRF Visitor's Center Dumpster Service - SFY24
 Pass To Budget Officer: No
 FOB Code: (NCAS) 001 - Destination freight paid by vendor and included in price. Title passes upon receipt. Vendor files any claims.
 Entity: 10 - Department of Agriculture
 Requester: Kimberly A Watson
 PR No.: PR12619410
 Contract Type: No Contract
 Bid Number:
 Blanket Purchase Order? : No
 Stock Keeping Unit:
 Terms Of Payment: N30

LINE ITEM DETAILS (2 LINE ITEMS)

NO.	DESCRIPTION	PART NUMBER	QTY	NEED- BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDER CONFIRMATION STATUS

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1	ASC Visitor Center- One (1) 8 cubic yard ...	1,815 - dollar	\$1.00000 USD	\$1,815.00000 USD	\$0.00000 USD	\$1,815.00000 USD	Unconfirmed
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Full Description: ASC Visitor Center- One (1) 8 cubic yard dumpster @ \$230.00/month for weekly pickup and \$125.00/month for bi-weekly pickup.

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Accounting:
 Req. Line No.: 1
 Recycled Content Indicator: No

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDER CONFIRMATION STATUS
2	Extra Service for Visitor Center @ \$120.00 ...		240	-	\$1.00000 USD		\$240.00000 USD		\$0.00000 USD	\$240.00000 USD	Unconfirmed

Full Description: Extra Service for Visitor Center @ \$120.00 for each additional service, X2

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Accounting:
 Req. Line No.: 2
 Recycled Content Indicator: No

TOTAL AMOUNT
\$2,055.00000 USD

Figure 8: Contract for cleaning of the public restrooms at the visitor center, DSRF and Holmes Educational State Forest (ESF).

Order NC516822

<https://s3.ariba.com/Buyer/render/YSXUR62RDDBT>



ORDER NO. NC516822

Issued on Friday, April 26, 2024 EDT
 Created on Friday, April 26, 2024 EDT by Kimberly A Watson

SUPPLIER:

Blink Facility Solutions
 6104 Westgate Rd Suite 102
 Raleigh, NC 27617
 United States
 Contact: Jason Potts

TOTAL AMOUNT
\$35,856.00000 USD

SHIP TO:

745
 NCDA&CS NC Forest Service
 Dupont State Forest Welcome Center
 89 Buck Forest Road
 Cedar Mountain, NC 28718
 United States
 Phone: +1 828-877-6527

BILL TO:

10PT
 NCDA & CS / Accounts Payable
 1001 Mail Service Center
 Raleigh, NC 27699
 United States
 Phone: +1 919-707-3064

DELIVER TO:

Kimberly A Watson

Title: TT - NCFs Daily Cleaning and Disinfecting Restroom Facilities 5/24
 Bypass Approval Flow:
 Entity: 10 - Department of Agriculture
 Requester: Kimberly A Watson
 PR No.: RQ106107
 Contract Type: No Contract
 Stock Keeping Unit:
 Unit Of Measure: DOL
 incoTerm: 002
 Payment Terms: Net 30 - PAY IN 30 DAYS

LINE ITEM DETAILS (8 LINE ITEMS)

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT OF COST
1	High Falls Restroom - 89 Buck Forest Road, ...		11,232	-	\$1.00000		\$11,232.00000		\$0.00000	\$11,232.00000 USD

Full Description: High Falls Restroom - 89 Buck Forest Road, Cedar Mountain, NC 28718
 The Vendor shall provide janitorial cleaning disinfecting service seven(7) days a week, one(1) time a day during the months of Mach through November.
 This daily service will take place either between 5:00 am and 9:00 am or between 6:00 pm and 10:00 pm. Vendor will select one of these two time frames for the routine, daily schedule of service calls and inform agency of the agreed-upon time frame. \$1092.00 monthly charge
 The vendor shall provide janitorial cleaning and disinfecting service three(3) days a week

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<https://s3.ariba.com/Buyer/render/YSXUR62RDBBT>

during the months of December, January and February. This service will take place either between 5:00 am and 9:00 am or between 6:00 pm and 10:00 pm. Vendor will select one of these two time frames for the routine, daily schedule of service calls and inform agency of the agreed-upon time frame. \$468.00 monthly charge.

May \$1092.00
 June \$1092.00
 July \$1092.00
 August \$1092.00
 September \$1092.00
 October \$1092.00
 November \$1092.00
 December \$468.00
 January \$468.00
 February \$468.00
 March \$1092.00
 April \$1092.00
 Total \$11232.00

TAX CODE	TAXES	RATE	TAX AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: MISC CONTRACTUAL SERVICES
 Agency Program:
 Name: 1001016 - VISITOR CENTER
 Agency Management Unit:
 Department Name: DUPONT STATE FOREST
 Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 0000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:
 ID: 000000
 Name: 000000 - DEFAULT
 Future 3:
 ID: 00000
 Name: 00000 - DEFAULT
 Multi Year Indicator ID : Unspecified

Req. Line No.: 1

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES TAXES	AMOUNT	OR CO ST.
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NCDA&CS | [N.C. Forest Service](#)
 Aleen Steinberg Visitor Center at
 DuPont State Recreational Forest
 Annual Report for Fiscal Year 2023-2024

Order NC516822

<https://s3.ariba.com/Buyer/render/YSXUR62RDBDT>

2	Hooker Falls Restroom - 900 Staton Road, ...	11,232 - dollar	\$1.00000 USD	\$11,232.00000 USD	\$0.00000 USD	\$11,232.00000 USD	Un
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Full Description: Hooker Falls Restroom - 900 Staton Road, Cedar Mountain, NC 28718
 The Vendor shall provide janitorial cleaning disinfecting service seven(7) days a week, one(1) time a day during the months of Mach through November.
 This daily service will take place either between 5:00 am and 9:00 am or between 6:00 pm and 10:00 pm. Vendor will select one of these two time frames for the routine, daily schedule of service calls and inform agency of the agreed-upon time frame. \$1092.00 monthly charge
 The vendor shall provide janitorial cleaning and disinfecting service three(3) days a week during the months of December, January and February. This service will take place either between 5:00 am and 9:00 am or between 6:00 pm and 10:00 pm. Vendor will select one of these two time frames for the routine, daily schedule of service calls and inform agency of the agreed-upon time frame. \$468.00 monthly charge.
 May \$1092.00
 June \$1092.00
 July \$1092.00
 August \$1092.00
 September \$1092.00
 October \$1092.00
 November \$1092.00
 December \$468.00
 January \$468.00
 February \$468.00
 March \$1092.00
 April \$1092.00
 Total \$11232.00

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: MISC CONTRACTUAL SERVICES
 Agency Program:
 Name: 0000000 - DEFAULT AGENCY PROGRAM
 Agency Management Unit:
 Department Name: DUPONT STATE FOREST
 Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 00000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:
 ID: 000000
 Name: 000000 - DEFAULT

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Order NC516822

<https://s3.ariba.com/Buyer/render/YXSUR62RDBBT>

Future 3:
 ID: 00000
 Name: 00000 - DEFAULT
 Multi Year Indicator ID : Unspecified

Req. Line No.: 2

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	OR CC ST.
3	Guion Farm Restroom - 2130 Sky Valley Road, ...		11,232	-	\$1.00000 USD		\$11,232.00000 USD		\$0.00000 USD	\$11,232.00000 USD	Un

Full Description: Guion Farm Restroom - 2130 Sky Valley Road, Hendersonville, NC 28739

The Vendor shall provide janitorial cleaning disinfecting service seven(7) days a week, one(1) time a day during the months of March through November. This daily service will take place either between 5:00 am and 9:00 am or between 6:00 pm and 10:00 pm. Vendor will select one of these two time frames for the routine, daily schedule of service calls and inform agency of the agreed-upon time frame. \$1092.00 monthly charge

The vendor shall provide janitorial cleaning and disinfecting service three(3) days a week during the months of December, January and February. This service will take place either between 5:00 am and 9:00 am or between 6:00 pm and 10:00 pm. Vendor will select one of these two time frames for the routine, daily schedule of service calls and inform agency of the agreed-upon time frame. \$468.00 monthly charge.

May \$1092.00
 June \$1092.00
 July \$1092.00
 August \$1092.00
 September \$1092.00
 October \$1092.00
 November \$1092.00
 December \$468.00
 January \$468.00
 February \$468.00
 March \$1092.00
 April \$1092.00
 Total \$11232.00

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: MISC CONTRACTUAL SERVICES
 Agency Program:
 Name: 0000000 - DEFAULT AGENCY PROGRAM
 Agency Management Unit:

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DuPont State Recreational Forest
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Order NC516822

<https://s3.ariba.com/Buyer/render/YSXUR62RDDBT>

Department Name: DUPONT STATE FOREST
Funding Source:
Name: 0000 - UNDESIGNATED
Project:
Name: 0000000000 - DEFAULT PROJECT
Inter-fund:
Name: 000000 - DEFAULT BUDGET FUND
Future 1:
ID: 0000
Name: 0000 - DEFAULT
Future 2:
ID: 000000
Name: 000000 - DEFAULT
Future 3:
ID: 000000
Name: 000000 - DEFAULT
Multi Year Indicator ID : Unspecified

Req. Line No.: 3

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDE CONF STATI
4	Holmes Restroom - 1299 Crab Creek Road, ...		1,872	-	\$1.00000		\$1,872.00000		\$0.00000	\$1,872.00000	Uncon USD

Full Description: Holmes Restroom - 1299 Crab Creek Road, Hendersonville, NC 28739
The Vendor shall provide janitorial cleaning disinfecting services one(1) day a week.
This daily service will take place either between 5:00 am and 9:00 am or between 6:00 pm and 10:00 pm. Vendor will select one of these two time frames for the routine, daily schedule of service calls and inform agency of the agreed-upon time frame. \$156.00 monthly charge
Total \$1872.00

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Agency:
Name: 1000 - DEPARTMENT OF AGRICULTURE
Budget Fund:
Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
Natural Account:
Account Name: MISC CONTRACTUAL SERVICES
Agency Program:
Name: 0000000 - DEFAULT AGENCY PROGRAM
Agency Management Unit:
Department Name: FIELD OR-HOLMES EDUC FOREST
Funding Source:
Name: 0000 - UNDESIGNATED

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Order NC516822

<https://s3.ariba.com/Buyer/render/YSXUR62RDDBT>

Project:
 Name: 0000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:
 ID: 000000
 Name: 000000 - DEFAULT
 Future 3:
 ID: 00000
 Name: 00000 - DEFAULT
 Multi Year Indicator ID : Unspecified

Req. Line No.: 4

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDER CONFIRMATION STATUS
5	High Falls Restroom - 89 Buck Forest Road, ...		72	-	\$1.00000 USD		\$72.00000 USD		\$0.00000 USD	\$72.00000 USD	Unconfirmed

Full Description: High Falls Restroom - 89 Buck Forest Road, Cedar Mountain, NC 28718
 Extra service if needed @\$72.00

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: MISC CONTRACTUAL SERVICES
 Agency Program:
 Name: 1001016 - VISITOR CENTER
 Agency Management Unit:
 Department Name: DUPONT STATE FOREST
 Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 0000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:

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Order NC516822

<https://s3.ariba.com/Buyer/render/YSXUR62RDBBT>

ID: 000000
 Name: 000000 - DEFAULT
 Future 3:
 ID: 000000
 Name: 000000 - DEFAULT
 Multi Year Indicator ID : Unspecified
 Req. Line No.: 5

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDER CONFIRMATION STATUS
6	Hooker Falls Restroom - 900 Staton Road, ...		72	-	\$1.00000		\$72.00000		\$0.00000	\$72.00000	Unconfirmed
				dollar	USD		USD		USD	USD	

Full Description: Hooker Falls Restroom - 900 Staton Road, Cedar Mountain, NC 28718
 Extra Service if needed @ \$72.00

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: MISC CONTRACTUAL SERVICES
 Agency Program:
 Name: 0000000 - DEFAULT AGENCY PROGRAM
 Agency Management Unit:
 Department Name: DUPONT STATE FOREST
 Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 00000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:
 ID: 000000
 Name: 000000 - DEFAULT
 Future 3:
 ID: 000000
 Name: 000000 - DEFAULT
 Multi Year Indicator ID : Unspecified
 Req. Line No.: 6

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Order NC516822

<https://s3.ariba.com/Buyer/render/YSXUR62RDBBT>

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDER CONFIRMATION STATUS
7	Guion Farm Restroom - 2130 Sky Valley Road, ...		72	-	\$1.00000 USD		\$72.00000 USD		\$0.00000 USD	\$72.00000 USD	Unconfirmed

Full Description: Guion Farm Restroom - 2130 Sky Valley Road, Hendersonville, NC 28739
 Extra Service if needed @ \$72.00

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: MISC CONTRACTUAL SERVICES
 Agency Program:
 Name: 0000000 - DEFAULT AGENCY PROGRAM
 Agency Management Unit:
 Department Name: DUPONT STATE FOREST
 Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 0000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:
 ID: 000000
 Name: 000000 - DEFAULT
 Future 3:
 ID: 00000
 Name: 00000 - DEFAULT
 Multi Year Indicator ID : Unspecified
 Req. Line No.: 7

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDER CONFIRMATION STATUS
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 Annual Report for Fiscal Year 2023-2024

Order NC516822

<https://s3.ariba.com/Buyer/render/YSXUR62RDBBT>

8	Holmes Restroom - 1299 Crab Creek Road, ...	72 -	\$1.00000	\$72.00000	\$0.00000	\$72.00000	Unconfirmed
		dollar	USD	USD	USD	USD	

Full Description: Holmes Restroom - 1299 Crab Creek Road, Hendersonville, NC 28739
 Extra Service if needed @ \$72.00

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: MISC CONTRACTUAL SERVICES
 Agency Program:
 Name: 0000000 - DEFAULT AGENCY PROGRAM
 Agency Management Unit:
 Department Name: FIELD OR-HOLMES EDUC FOREST
 Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 0000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:
 ID: 000000
 Name: 000000 - DEFAULT
 Future 3:
 ID: 00000
 Name: 00000 - DEFAULT
 Multi Year Indicator ID : Unspecified
 Rcq. Line No.: 8

TOTAL AMOUNT
\$35,856.00000 USD

Order NC516822

<https://s3.ariba.com/Buyer/render/YSXUR62RDBBT>

COMMENTS

• COMMENT by **Tammie R Taylor** on *04/26/2024*
Please see the "Deliver To/Ship To" sections for name/phone number to contact for questions, additional information, and delivery dates regarding this purchase.

*****SEND ALL INVOICING TO THE "BILL TO" ADDRESS INDICATED AND INCLUDE PURCHASE ORDER NUMBER TO EXPEDITE PAYMENT*****

It is essential that the Purchase Order Number appears on all correspondence, packing slips, delivery tickets, and invoices.

Approved by Tammie Taylor, Procurement Specialist 919-707-3055. (Tammie R Taylor, Friday, April 26, 2024 EDT)

ATTACHMENTS

- ATTACHMENT by **Kimberly A Watson** on *Monday, April 15, 2024 at 3:01 PM*
Blink Facility Solutions_10-IFB-1000907693-TT.pdf (2033317 bytes)

TERMS AND CONDITIONS OF PURCHASE

CONDITIONS AND INSTRUCTIONS

1. This purchase order was issued through the Statewide eProcurement Service and is therefore subject to a fee of 1.75% (.0175) on the total dollar amount of goods (excluding sales tax). The following exemptions apply: (A) Purchases from a term contract that has not yet been implemented on the Statewide eProcurement Service; (B) Purchases from an agency-specific term contract that has not yet been implemented on the Statewide eProcurement Service. Note: Fees will be invoiced monthly based on purchase order activity during the prior month.
2. This order is placed subject to shipment at prices, amounts and transportation rates not in excess of those indicated on the face of this order.
3. Each shipment must be shipped to the SHIP TO address printed on the face of this order and marked to the attention of the individual, if any, indicated in that address. Each shipment must be labeled plainly with our PURCHASE ORDER number, and must show gross, tare and net weight.
4. Complete packing list must accompany each shipment.
5. Drafts will not be honored.
6. Materials received in excess of quantities specified herein may, at our option, be returned at shipper's expense. Substitutions are not permitted.
7. Invoices must be submitted on the date of shipment to the INVOICE TO address indicated on the face of this purchase order. Invoices must include the INVOICE TO name and address, the PURCHASE ORDER number, terms of payment and routing.
8. On all invoices subject to discount, the discount period will be calculated from the date a correct invoice is received in this office.
9. Each invoice must be accompanied by the following papers: A. Original bill of lading when shipment is made by freight or express. B. Signed delivery receipt when delivery is made by other means. C. Parcel post insurance when shipment is made by parcel post and value is over \$1.00.
10. In cases where parties other than you ship materials against this order, shipper must be instructed to show our PURCHASE ORDER number on all packages and shipping manifests to insure prompt identification and payment of invoices.
11. By accepting this electronic purchase order, you agree that these CONDITIONS AND INSTRUCTIONS are legally binding.
12. By accepting this electronic purchase order, you confirm that this purchase is governed by the version of the North Carolina General Terms and Conditions agreed to by the parties in the executed solicitation document or as otherwise found here if no solicitation document has been issued. (<https://www.dca.nc.gov/form-north-carolina-general-terms-and-conditions-11-2023/open>).

State Agency Tax Exempt Number: 400013

Figure 9: Contract for quarterly inspections of wastewater treatment system at the visitor center and other locations at DSRF.

Order NC497182

<https://s3.ariba.com/Buyer/render/TEL28FG3HXZI>



ORDER NO. NC497182

Issued on Monday, January 22, 2024 EST
 Created on Monday, January 22, 2024 EST by Kimberly A Watson

SUPPLIER:

Bond H20
 2766 Crab Creek Rd
 Penrose, NC 28766
 United States
 Phone: +1 8282266666
 Contact: Keith Bond

TOTAL AMOUNT
\$10,000.00000 USD

SHIP TO:

745
 NCDA&CS NC Forest Service
 Dupont State Forest Welcome Center
 89 Buck Forest Road
 Cedar Mountain, NC 28718
 United States
 Phone: +1 828-877-6527

BILL TO:

10PT
 NCDA & CS / Accounts Payable
 1001 Mail Service Center
 Raleigh, NC 27699
 United States
 Phone: +1 919-707-3064

DELIVER TO:

Kimberly A Watson

Title: Water and Wastewater Treatment Bond H2O SFY24
 Bypass Approval Flow:
 Entity: 10 - Department of Agriculture
 Requester: Kimberly A Watson
 PR No.: RQ78780
 Contract Type: No Contract
 Stock Keeping Unit:
 Unit Of Measure: DOL
 Payment Terms: Net 30 - PAY IN 30 DAYS

LINE ITEM DETAILS (4 LINE ITEMS)

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDI CONI STAT
1	Monthly Inspections of the Wastewater ...		4,800	-	\$1.00000		\$4,800.00000		\$0.00000	\$4,800.00000	Unco-
			dollar		USD		USD		USD	USD	

Full Description: Monthly Inspections of the Wastewater Treatment System at the Hooker Falls restrooms \$400.00/month, \$4800.00/year

TAX CODE	TAXES	RATE	TAX AMOUNT

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Order NC497182

<https://s3.ariba.com/Buyer/render/IEL28FG3HXZI>

US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$
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Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: MISC-WATER IMPROVMT STUDY
 Agency Program:
 Name: 0000000 - DEFAULT AGENCY PROGRAM
 Agency Management Unit:
 Department Name: DUPONT STATE FOREST
 Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 0000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:
 ID: 000000
 Name: 000000 - DEFAULT
 Future 3:
 ID: 00000
 Name: 00000 - DEFAULT
 Multi Year Indicator ID : Unspecified

Req. Line No.: 1
 incoTerm: 002

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDE CONF STATI
2	Monthly Inspections of the Wastewater ...		4,000	-	\$1.00000		\$4,000.00000		\$0.00000	\$4,000.00000	Uncon
			dollar		USD		USD		USD	USD	

Full Description: Monthly Inspections of the Wastewater Treatment System at Guion Farm restrooms starting in March 2024 \$400.00/month, \$4800.00/year - \$800.00 for SFY24

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:

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Order NC497182

<https://s3.ariba.com/Buyer/render/IEL28FG3HXZI>

Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: MISC-WATER IMPROVMT STUDY
 Agency Program:
 Name: 0000000 - DEFAULT AGENCY PROGRAM
 Agency Management Unit:
 Department Name: DUPONT STATE FOREST
 Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 0000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:
 ID: 000000
 Name: 000000 - DEFAULT
 Future 3:
 ID: 00000
 Name: 00000 - DEFAULT
 Multi Year Indicator ID : Unspecified

Req. Line No.: 2
 incoTerm: 002

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDER CONFIRM STATUS
3	Quarterly Inspections of the Wastewater ...		800	-	\$1.00000 USD		\$800.00000 USD		\$0.00000 USD	\$800.00000 USD	Unconfirm

Full Description: Quarterly Inspections of the Wastewater Treatment System at High Falls restrooms March: \$200, June \$200.00, September: \$200, December: \$200. \$800/year

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: MISC-WATER IMPROVMT STUDY
 Agency Program:
 Name: 1001016 - VISITOR CENTER
 Agency Management Unit:
 Department Name: DUPONT STATE FOREST

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 Aleen Steinberg Visitor Center at
 DuPont State Recreational Forest
 Annual Report for Fiscal Year 2023-2024

Order NC497182

<https://s3.ariba.com/Buyer/render/IEL28FG3HXZI>

Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 0000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:
 ID: 000000
 Name: 000000 - DEFAULT
 Future 3:
 ID: 00000
 Name: 00000 - DEFAULT
 Multi Year Indicator ID : Unspecified

Req. Line No.: 3
 incoTerm: 002

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDER CONFIRM STATUS
4	Quarterly Inspections of the Wastewater ...		400	-	\$1.00000		\$400.00000		\$0.00000	\$400.00000	Unconfirm
			dollar		USD		USD		USD	USD	

Full Description: Quarterly Inspections of the Wastewater Treatment System at High Falls Office: March: \$100, June \$100.00, September: \$100, December: \$100. \$400/year

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: MISC-WATER IMPROVMT STUDY
 Agency Program:
 Name: 1001016 - VISITOR CENTER
 Agency Management Unit:
 Department Name: DUPONT STATE FOREST
 Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 0000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:

Order NC497182

<https://s3.ariba.com/Buyer/render/IEL28FG3HXZI>

ID: 0000
Name: 0000 - DEFAULT
Future 2:
ID: 000000
Name: 000000 - DEFAULT
Future 3:
ID: 00000
Name: 00000 - DEFAULT
Multi Year Indicator ID : Unspecified

Req. Line No.: 4
incoTerm: 002

TOTAL AMOUNT
\$10,000.00000 USD

COMMENTS

- Latrena N Smith, 01/22/2024:
Approved by LaTrena Smith Procurement Specialist with the NCDA&CS Purchasing; latrena.smith@ncagr.gov

Contact the person listed in the "Ship To" section for name and phone number for questions, additional information, and delivery dates regarding this purchase.
Send all/any Invoices to accounts payable address indicated above & include the PO number to expedite the payments. It is essential that the Purchase Order Number appears on all correspondence, packing slips, delivery tickets, and invoices. (Latrena N Smith, Monday, January 22, 2024 EST)

ATTACHMENTS

- ATTACHMENT by **Kimberly A Watson** on *Thursday, January 18, 2024 at 2:44 PM*
Bond H2O Water and Wastewater Systems.pdf (25663 bytes)

TERMS AND CONDITIONS OF PURCHASE

CONDITIONS AND INSTRUCTIONS

1. This purchase order was issued through the Statewide eProcurement Service and is therefore subject to a fee of 1.75% (.0175) on the total dollar amount of goods (excluding sales tax). The following exemptions apply: (A) Purchases from a term contract that has not yet been implemented on the Statewide eProcurement Service; (B) Purchases from an agency-specific term contract that has not yet been implemented on the Statewide eProcurement Service. Note: Fees will be invoiced monthly based on purchase order activity during the prior month.
2. This order is placed subject to shipment at prices, amounts and transportation rates not in excess of those indicated on the face of this order.
3. Each shipment must be shipped to the SHIP TO address printed on the face of this order and marked to the attention of the individual, if any, indicated in that address. Each shipment must be labeled plainly with our PURCHASE ORDER number, and must show gross, tare and net weight.
4. Complete packing list must accompany each shipment.
5. Drafts will not be honored.
6. Materials received in excess of quantities specified herein may, at our option, be returned at shipper's expense. Substitutions are not permitted.
7. Invoices must be submitted on the date of shipment to the INVOICE TO address indicated on the face of this purchase order. Invoices must include the INVOICE TO name and address, the PURCHASE ORDER number, terms of payment and routing.
8. On all invoices subject to discount, the discount period will be calculated from the date a correct invoice is received in this office.
9. Each invoice must be accompanied by the following papers: A. Original bill of lading when shipment is made by freight or express. B. Signed delivery receipt when delivery is made by other means. C. Parcel post insurance when shipment is made by parcel post and value is over \$1.00.
10. In cases where parties other than you ship materials against this order, shipper must be instructed to show our PURCHASE ORDER number on all packages and shipping manifests to insure prompt identification and payment of invoices.

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DuPont State Recreational Forest
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Order NC497182

<https://s3.ariba.com/Buyer/render/IEL28FG3HXZI>

11. By accepting this electronic purchase order, you agree that these CONDITIONS AND INSTRUCTIONS are legally binding.

12. By accepting this electronic purchase order, you confirm that this purchase is governed by the version of the North Carolina General Terms and Conditions agreed to by the parties in the executed solicitation document or as otherwise found here if no solicitation document has been issued. (<https://www.doa.nc.gov/form-north-carolina-general-terms-and-conditions-11-2023/open>).

State Agency Tax Exempt Number: 400013

Figure 10: Contract for pest control services for the visitor center and its public restroom as well as for the other facilities at DSRF.

Order EP5473558

<https://s3.ariba.com/Buyer/render/119NX12AP3BK4>



ORDER NO. EP5473558

Issued on Saturday, October 7, 2023 EDT
 Created on Saturday, October 7, 2023 EDT by Kimberly A Watson

SUPPLIER:
 DODSON BROS EXTERMINATING CO
 1739 Smokey Park Hwy
 Candler, NC 28715
 United States
 Contact: Steve Peeno

TOTAL AMOUNT
\$3,620.00000 USD

SHIP TO:
 745
 NCDA&CS NC Forest Service
 Dupont State Forest Welcome Center
 89 Buck Forest Road
 Cedar Mountain, NC 28718
 United States
 Phone: +1 828-877-6527

BILL TO:
 10PT
 NCDA & CS / Accounts Payable
 1001 Mail Service Center
 Raleigh, NC 27699
 United States
 Phone: +1 919-707-3064

DELIVER TO:
 Kimberly A Watson

Title: TT / PS1 - NCFS DSFS Dodson Pest Control Service SFY24
 Legacy PO ID: EP5473558
 Bypass Approval Flow:
 Entity: 10 - Department of Agriculture
 Requester: Kimberly A Watson
 PR No.: RQ37798
 Contract Type: No Contract
 Stock Keeping Unit:
 Unit Of Measure: DOL
 incoTerm: 001
 Payment Terms: Net 30 - PAY IN 30 DAYS

LINE ITEM DETAILS (2 LINE ITEMS)

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDI CONI STAT
1	Core Service Areas: Dodson Pest Control will ...		3,150	-	\$1.00000		\$3,150.00000		\$0.00000	\$3,150.00000	Unco USD

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 Aleen Steinberg Visitor Center at
 DuPont State Recreational Forest
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Order EP5473558

<https://s3.ariba.com/Buyer/render/119NX12AP3BK4>

Full Description: Core Service Areas: Dodson Pest Control will inspect and treat as necessary in the following areas of each location at least once per quarter: • Hanger • Pole shed • Visitor center • High falls restroom • Hooker falls restroom • Lake Julian office Kitchen • Guion farm Kitchen • Guion farm restroom • Golden Hill Kitchen • Golden Hill Well house • LE cabin • Barn • Superintendent resident • LE residence • Airstrip resident no one lives in SERVICE FEE SCHEDULE (PLUS ANY REQUIRED TAX): \$1,050.00 per service (4x per year)

TAX CODE	TAXES	RATE	TAX AMOUNT	
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: MISC CONTRACTUAL SERVICES
 Agency Program:
 Name: 0000000 - DEFAULT AGENCY PROGRAM
 Agency Management Unit:
 Department Name: DUPONT STATE FOREST
 Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 0000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:
 ID: 000000
 Name: 000000 - DEFAULT
 Future 3:
 ID: 00000
 Name: 00000 - DEFAULT
 Multi Year Indicator ID : Unspecified

Req. Line No.: 1

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDER CONFIF STATUS
2	ADDITIONAL CHARGEABLE SERVICE A. Rodent ...		470	-	\$1.00000 USD		\$470.00000 USD		\$0.00000 USD	\$470.00000 USD	Unconfi

Full Description: ADDITIONAL CHARGEABLE SERVICE A. Rodent Equipment- Exterior stations \$35.00 each B. Social Stinging Insect Nests (above 15 feet): \$350.00 minimum C. Carpenter Bees: Priced in proposal D. Extra service calls: \$85.00 per trip

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
----------	-------	------	------------	--------

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Order EP5473558

<https://s3.ariba.com/Buyer/render/119NX12AP3BK4>

US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD
-----------	--------------------	------	---------------	---------------

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: MISC CONTRACTUAL SERVICES
 Agency Program:
 Name: 0000000 - DEFAULT AGENCY PROGRAM
 Agency Management Unit:
 Department Name: DUPONT STATE FOREST
 Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 00000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:
 ID: 000000
 Name: 000000 - DEFAULT
 Future 3:
 ID: 00000
 Name: 00000 - DEFAULT
 Multi Year Indicator ID : 24
 Req. Line No.: 2

TOTAL AMOUNT
\$3,620.00000 USD

COMMENTS

- COMMENT by **Kimberly A Watson** on *10/07/2023*
 This PO is being transmitted for conversion purposes. 5/30/2023 12:31 PM Tammie R Taylor: Please see the "Deliver To/Ship To" sections for name/phone number to contact for questions, additional information, and delivery dates regarding this purchase. *****SEND ALL INVOICING TO THE "BILL TO" ADDRESS INDICATED AND INCLUDE PURCHASE ORDER NUMBER TO EXPEDITE PAYMENT***** It is essential that the Purchase Order Number appears on all correspondence, packing slips, delivery tickets, and invoices. Approved by Tammie Taylor, Procurement Specialist 919-707-3055.; 5/30/2023 10:39 AM Budget Integration User: 1:Transaction passed, 2:Transaction passed (Kimberly A Watson, Saturday, October 7, 2023 EDT)

TERMS AND CONDITIONS OF PURCHASE

CONDITIONS AND INSTRUCTIONS

1. This purchase order was issued through the Statewide eProcurement Service and is therefore subject to a fee of 1.75% (.0175) on the total dollar amount of goods (excluding sales tax). The following exemptions apply: (A) Purchases from a term contract that has not yet been implemented on the Statewide eProcurement Service; (B) Purchases from an agency-specific term contract that has not yet been implemented on the Statewide eProcurement Service. Note:

NCD&CS | [N.C. Forest Service](#)
Aleen Steinberg Visitor Center at
DuPont State Recreational Forest
Annual Report for Fiscal Year 2023-2024

Order EP5473558

<https://s3.ariba.com/Buyer/render/119NX12AP3BK4>

Fees will be invoiced monthly based on purchase order activity during the prior month.

2. This order is placed subject to shipment at prices, amounts and transportation rates not in excess of those indicated on the face of this order.

3. Each shipment must be shipped to the SHIP TO address printed on the face of this order and marked to the attention of the individual, if any, indicated in that address. Each shipment must be labeled plainly with our PURCHASE ORDER number, and must show gross, tare and net weight.

4. Complete packing list must accompany each shipment.

5. Drafts will not be honored.

6. Materials received in excess of quantities specified herein may, at our option, be returned at shipper's expense. Substitutions are not permitted.

7. Invoices must be submitted on the date of shipment to the INVOICE TO address indicated on the face of this purchase order. Invoices must include the INVOICE TO name and address, the PURCHASE ORDER number, terms of payment and routing.

8. On all invoices subject to discount, the discount period will be calculated from the date a correct invoice is received in this office.

9. Each invoice must be accompanied by the following papers: A. Original bill of lading when shipment is made by freight or express. B. Signed delivery receipt when delivery is made by other means. C. Parcel post insurance when shipment is made by parcel post and value is over \$1.00.

10. In cases where parties other than you ship materials against this order, shipper must be instructed to show our PURCHASE ORDER number on all packages and shipping manifests to insure prompt identification and payment of invoices.

11. By accepting this electronic purchase order, you agree that these CONDITIONS AND INSTRUCTIONS are legally binding.

12. By accepting this electronic purchase order, you confirm that this purchase is governed by the version of the North Carolina General Terms and Conditions agreed to by the parties in the executed solicitation document or as otherwise found here if no solicitation document has been issued. (https://files.nc.gov/ncdoa/pandc/OnlineForms/Form_North-Carolina-General-Terms-and-Conditions_11.2021.pdf).

State Agency Tax Exempt Number: 400013

Figure 11: Contract for uniforms for the visitor center, DSRF and Holmes ESF.

Order NC511979

<https://s3.ariba.com/Buyer/render/118OKMJBWW5DV>



ORDER NO. NC511979

Issued on Thursday, April 4, 2024 EDT
 Created on Thursday, April 4, 2024 EDT by Kimberly A Watson

SUPPLIER:

MES
 6701-C Northpark Boulevard
 Charlotte, NC 28216
 United States
 Contact: Kevin Halstead

TOTAL AMOUNT
\$14,500.00000 USD

SHIP TO:

745
 NCDA&CS NC Forest Service
 Dupont State Forest Welcome Center
 89 Buck Forest Road
 Cedar Mountain, NC 28718
 United States
 Phone: +1 828-877-6527

BILL TO:

10PT
 NCDA & CS / Accounts Payable
 1001 Mail Service Center
 Raleigh, NC 27699
 United States
 Phone: +1 919-707-3064

DELIVER TO:

Kimberly A Watson

Title: TT - NCFS DSRF/HESF/ASC Blanket Uniform Order SFY24
 Bypass Approval Flow:
 Entity: 10 - Department of Agriculture
 Requester: Kimberly A Watson
 PR No.: RQ102800
 Contract Type: Agency Specific Term Contract
 Agency Contract ID: 10-IFB-718216751-SMD
 Stock Keeping Unit:
 Unit Of Measure: DOL
 incoTerm: 002
 Payment Terms: Net 30 - PAY IN 30 DAYS

LINE ITEM DETAILS (3 LINE ITEMS)

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	UO
1	DSRF Uniform order SFY24		12,250	-	\$1.00000		\$12,250.00000		\$0.00000	\$12,250.00000	USD
	15@750.00										
	1@1000.00										

Full Description: DSRF Uniform order SFY24
 15@750.00
 1@1000.00

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 Aleen Steinberg Visitor Center at
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Order NC511979

<https://s3.ariba.com/Buyer/render/1180KMJBWW5DV>

TAX CODE	TAXES	RATE	TAX AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: CLOTHING & UNIFORMS
 Agency Program:
 Name: 0000000 - DEFAULT AGENCY PROGRAM
 Agency Management Unit:
 Department Name: DUPONT STATE FOREST
 Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 0000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:
 ID: 000000
 Name: 000000 - DEFAULT
 Future 3:
 ID: 00000
 Name: 00000 - DEFAULT
 Multi Year Indicator ID : Unspecified

Req. Line No.: 1

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDE CONF STATI
2	HESF Uniform order SFY24 2@750.00		1,500	-	\$1.00000 USD		\$1,500.00000 USD		\$0.00000 USD	\$1,500.00000 USD	Uncon

Full Description: HESF Uniform order SFY24 2@750.00

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

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 DuPont State Recreational Forest
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Order NC511979

<https://s3.ariba.com/Buyer/render/118OKMJBWW5DV>

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: CLOTHING & UNIFORMS
 Agency Program:
 Name: 0000000 - DEFAULT AGENCY PROGRAM
 Agency Management Unit:
 Department Name: FIELD OR-HOLMES EDUC FOREST
 Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 0000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:
 ID: 000000
 Name: 000000 - DEFAULT
 Future 3:
 ID: 00000
 Name: 00000 - DEFAULT
 Multi Year Indicator ID : Unspecified

Req. Line No.: 2

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDER CONFIRM STATUS
3	ASC Uniform order SFY24 1@750.00		750	-	\$1.00000 USD		\$750.00000 USD		\$0.00000 USD	\$750.00000 USD	Unconfirm

Full Description: ASC Uniform order SFY24 1@750.00

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: CLOTHING & UNIFORMS
 Agency Program:
 Name: 1001016 - VISITOR CENTER
 Agency Management Unit:
 Department Name: DUPONT STATE FOREST

Order NC511979

<https://s3.ariba.com/Buyer/render/118OKMJBWW5DV>

Funding Source:
Name: 0000 - UNDESIGNATED
Project:
Name: 0000000000 - DEFAULT PROJECT
Inter-fund:
Name: 000000 - DEFAULT BUDGET FUND
Future 1:
ID: 0000
Name: 0000 - DEFAULT
Future 2:
ID: 000000
Name: 000000 - DEFAULT
Future 3:
ID: 00000
Name: 00000 - DEFAULT
Multi Year Indicator ID : Unspecified

Req. Line No.: 3

TOTAL AMOUNT
\$14,500.00000 USD

COMMENTS

• COMMENT by **Tammie R Taylor** on *04/04/2024*
Please see the "Deliver To/Ship To" sections for name/phone number to contact for questions, additional information, and delivery dates regarding this purchase.

*****SEND ALL INVOICING TO THE "BILL TO" ADDRESS INDICATED AND INCLUDE PURCHASE ORDER NUMBER TO EXPEDITE PAYMENT*****

It is essential that the Purchase Order Number appears on all correspondence, packing slips, delivery tickets, and invoices.

Approved by Tammie Taylor, Procurement Specialist 919-707-3055. (Tammie R Taylor, Thursday, April 4, 2024 EDT)

ATTACHMENTS

- ATTACHMENT by **Kimberly A Watson** on *Wednesday, April 3, 2024 at 2:14 PM*
Executed-+10-IFB-718216751-SMD-Uniforms+for+NCFS+(002).pdf (3415454 bytes)

TERMS AND CONDITIONS OF PURCHASE

CONDITIONS AND INSTRUCTIONS

1. This purchase order was issued through the Statewide eProcurement Service and is therefore subject to a fee of 1.75% (.0175) on the total dollar amount of goods (excluding sales tax). The following exemptions apply: (A) Purchases from a term contract that has not yet been implemented on the Statewide eProcurement Service; (B) Purchases from an agency-specific term contract that has not yet been implemented on the Statewide eProcurement Service. Note: Fees will be invoiced monthly based on purchase order activity during the prior month.
2. This order is placed subject to shipment at prices, amounts and transportation rates not in excess of those indicated on the face of this order.
3. Each shipment must be shipped to the SHIP TO address printed on the face of this order and marked to the attention of the individual, if any, indicated in that address. Each shipment must be labeled plainly with our PURCHASE ORDER number, and must show gross, tare and net weight.
4. Complete packing list must accompany each shipment.
5. Drafts will not be honored.
6. Materials received in excess of quantities specified herein may, at our option, be returned at shipper's expense. Substitutions are not permitted.

Figure 12: Contract for testing water at the visitor center, DSRF and Holmes ESF.

Order EP5522895

<https://s3.ariba.com/Buyer/render/ZRARDEUJOEDG>



ORDER NO. EP5522895

Issued on Saturday, October 7, 2023 EDT
 Created on Saturday, October 7, 2023 EDT by Kimberly A Watson

SUPPLIER:
 Statesville Analytical Holdings LLC
 122 Court Street
 Statesville, NC 28677
 United States
 Contact: Tracy Moore

TOTAL AMOUNT
\$1,365.00000 USD

SHIP TO:
 745
 NCDA&CS NC Forest Service
 Dupont State Forest Welcome Center
 89 Buck Forest Road
 Cedar Mountain, NC 28718
 United States
 Phone: +1 828-877-6527

BILL TO:
 10PT
 NCDA & CS / Accounts Payable
 1001 Mail Service Center
 Raleigh, NC 27699
 United States
 Phone: +1 919-707-3064

DELIVER TO:
 Kimberly A Watson

Title: NCFS DSRF & HESF Water Sample Testing SFY24
 Legacy PO ID: EP5522895
 Bypass Approval Flow:
 Entity: 10 - Department of Agriculture
 Requester: Kimberly A Watson
 PR No.: RQ46148
 Contract Type: No Contract
 Stock Keeping Unit:
 Unit Of Measure: EA
 incoTerm: 001
 Payment Terms: Net 30 - PAY IN 30 DAYS

LINE ITEM DETAILS (3 LINE ITEMS)

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDER CONFIRM STATUS
1	Hooker Falls		455	-	\$1.00000		\$455.00000		\$0.00000	\$455.00000	Unconfirm
	Total		each		USD		USD		USD	USD	
	Coliform 4 @ \$55, Nitrate ...										

Full Description: Hooker Falls Total Coliform 4 @ \$55, Nitrate 1 @ \$27, Sample Grab 4 @ \$52

TAX CODE	TAXES	RATE	TAX AMOUNT	A

NCDA&CS | [N.C. Forest Service](#)
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Order EP5522895

<https://s3.ariba.com/Buyer/render/ZRARDEUJOEDG>

US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.000
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Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: MISC-WATER IMPROVMT STUDY
 Agency Program:
 Name: 0000000 - DEFAULT AGENCY PROGRAM
 Agency Management Unit:
 Department Name: DUPONT STATE FOREST
 Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 0000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:
 ID: 000000
 Name: 000000 - DEFAULT
 Future 3:
 ID: 00000
 Name: 00000 - DEFAULT
 Multi Year Indicator ID : Unspecified

Req. Line No.: 1

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDER CONFIRM./ STATUS
-----	-------------	-------------	-----	--------------	------------	----------	------------	---------	-------	--------	------------------------

2	DuPont Visitor's Center Total Coliform 4 @		455	-	\$1.00000 USD		\$455.00000 USD		\$0.00000 USD	\$455.00000 USD	Unconfirm
---	--	--	-----	---	------------------	--	--------------------	--	------------------	--------------------	-----------

Full Description: DuPont Visitor's Center Total Coliform 4 @ \$55, Nitrate 1 @ \$27, Sampling Grab 4 @ \$52

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:

NCDA&CS | [N.C. Forest Service](#)
Aleen Steinberg Visitor Center at
DuPont State Recreational Forest
Annual Report for Fiscal Year 2023-2024

Order EP5522895

<https://s3.ariba.com/Buyer/render/ZRARDEUJOEDG>

Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
Natural Account:
Account Name: MISC-WATER IMPROVMT STUDY
Agency Program:
Name: 1001016 - VISITOR CENTER
Agency Management Unit:
Department Name: DUPONT STATE FOREST
Funding Source:
Name: 0000 - UNDESIGNATED
Project:
Name: 0000000000 - DEFAULT PROJECT
Inter-fund:
Name: 000000 - DEFAULT BUDGET FUND
Future 1:
ID: 0000
Name: 0000 - DEFAULT
Future 2:
ID: 000000
Name: 000000 - DEFAULT
Future 3:
ID: 00000
Name: 00000 - DEFAULT
Multi Year Indicator ID : Unspecified

Req. Line No.: 2

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDER CONFIRM STATUS
3	HESF Total Coliform 4 @ \$55, Nitrate 1 @ \$27...		455	-	\$1.00000		\$455.00000		\$0.00000	\$455.00000	Unconfirm
			each		USD		USD		USD	USD	

Full Description: HESF Total Coliform 4 @ \$55, Nitrate 1 @ \$27, Sampling Grab 4 @ \$52

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Agency:
Name: 1000 - DEPARTMENT OF AGRICULTURE
Budget Fund:
Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
Natural Account:
Account Name: MISC-WATER IMPROVMT STUDY
Agency Program:
Name: 0000000 - DEFAULT AGENCY PROGRAM
Agency Management Unit:
Department Name: FIELD OR-HOLMES EDUC FOREST
Funding Source:
Name: 0000 - UNDESIGNATED

Order EP5522895

<https://s3.ariba.com/Buyer/render/ZRARDEUJOEDG>

Project:
Name: 0000000000 - DEFAULT PROJECT
Inter-fund:
Name: 000000 - DEFAULT BUDGET FUND
Future 1:
ID: 0000
Name: 0000 - DEFAULT
Future 2:
ID: 000000
Name: 000000 - DEFAULT
Future 3:
ID: 00000
Name: 00000 - DEFAULT
Multi Year Indicator ID : Unspecified

Req. Line No.: 3

TOTAL AMOUNT
\$1,365.00000 USD

COMMENTS

- COMMENT by Kimberly A Watson on 10/07/2023
This PO is being transmitted for conversion purposes. 9/12/2023 11:19 AM Latrena N Smith: **3 different address for water services is \$455.00/yearly** *Approved by LaTrena Smith Procurement Specialist with the NCDA&CS Purchasing; latrena.smith@ncagr.gov* Contact the person listed in the "Ship To" section for name and phone number for questions, additional information, and delivery dates regarding this purchase. **Send all/any Invoices to accounts payable address indicated above & include the PO number to expedite the payments**. It is essential that the Purchase Order Number appears on all correspondence, packing slips, delivery tickets, and invoices.; 9/7/2023 12:26 PM Budget Integration User:
1:Transaction passed, 2:Transaction passed, 3:Transaction passed (Kimberly A Watson, Saturday, October 7, 2023 EDT)

TERMS AND CONDITIONS OF PURCHASE

CONDITIONS AND INSTRUCTIONS

1. This purchase order was issued through the Statewide eProcurement Service and is therefore subject to a fee of 1.75% (.0175) on the total dollar amount of goods (excluding sales tax). The following exemptions apply: (A) Purchases from a term contract that has not yet been implemented on the Statewide eProcurement Service; (B) Purchases from an agency-specific term contract that has not yet been implemented on the Statewide eProcurement Service. Note: Fees will be invoiced monthly based on purchase order activity during the prior month.
2. This order is placed subject to shipment at prices, amounts and transportation rates not in excess of those indicated on the face of this order.
3. Each shipment must be shipped to the SHIP TO address printed on the face of this order and marked to the attention of the individual, if any, indicated in that address. Each shipment must be labeled plainly with our PURCHASE ORDER number, and must show gross, tare and net weight.
4. Complete packing list must accompany each shipment.
5. Drafts will not be honored.
6. Materials received in excess of quantities specified herein may, at our option, be returned at shipper's expense. Substitutions are not permitted.
7. Invoices must be submitted on the date of shipment to the INVOICE TO address indicated on the face of this purchase order. Invoices must include the INVOICE TO name and address, the PURCHASE ORDER number, terms of payment and routing.
8. On all invoices subject to discount, the discount period will be calculated from the date a correct invoice is received in this office.
9. Each invoice must be accompanied by the following papers: A. Original bill of lading when shipment is made by freight or express. B. Signed delivery receipt when delivery is made by other means. C. Parcel post insurance when shipment is made by parcel post and value is over \$1.00.
10. In cases where parties other than you ship materials against this order, shipper must be instructed to show our PURCHASE ORDER number on all packages and shipping manifests to insure prompt identification and payment of invoices.

NCD&CS | [N.C. Forest Service](#)
Aleen Steinberg Visitor Center at
DuPont State Recreational Forest
Annual Report for Fiscal Year 2023-2024

Order EP5522895

<https://s3.ariba.com/Buyer/render/ZRARDEUJOEDG>

11. By accepting this electronic purchase order, you agree that these CONDITIONS AND INSTRUCTIONS are legally binding.

12. By accepting this electronic purchase order, you confirm that this purchase is governed by the version of the North Carolina General Terms and Conditions agreed to by the parties in the executed solicitation document or as otherwise found here if no solicitation document has been issued. (https://files.nc.gov/ncdoa/pandc/OnlineForms/Form_North-Carolina-General-Terms-and-Conditions_11.2021.pdf).

State Agency Tax Exempt Number: 400013

Figure 13: Contract for the rental of copier equipment for the visitor center, DSRF and Holmes ESF.

Order EP4903741

<https://s3.ariba.com/Buyer/render/Y4P4VLE0SMA>



ORDER NO. EP4903741

Issued on Saturday, October 7, 2023 EDT
 Created on Saturday, October 7, 2023 EDT by Kimberly A Watson

SUPPLIER:
 SYSTEL BUSINESS EQUIPMENT CO.
 PO Box 35870
 Fayetteville, NC 28303-0870
 United States
 Contact: Lynn Sutton

TOTAL AMOUNT
\$4,510.56000 USD

SHIP TO:
 745
 NCD&CS NC Forest Service
 Dupont State Forest Welcome Center
 89 Buck Forest Road
 Cedar Mountain, NC 28718
 United States
 Phone: +1 828-877-6527

BILL TO:
 10PT
 NCDA & CS / Accounts Payable
 1001 Mail Service Center
 Raleigh, NC 27699
 United States
 Phone: +1 919-707-3064

DELIVER TO:
 Kimberly A Watson

Title: NCFS-DuPont Visitor's Center Bizhub C360i Color Copier 60 Month Lease
 Legacy PO ID: EP4903741
 Bypass Approval Flow:
 Entity: 10 - Department of Agriculture

Requester: Kimberly A Watson
 PR No.: RQ17867

Statewide Contract ID:
 Name: 204D: Printer/Multifunction Device Equipment for Purchase or Lease with Support
 Contract Type: Statewide Term Contract
 Stock Keeping Unit:
 Unit Of Measure: DOL
 incoTerm: 001
 Payment Terms: Net 30 - PAY IN 30 DAYS

LINE ITEM DETAILS (5 LINE ITEMS)

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDER CONFIRMATION STATUS
1	Rental, Copier, SYSTEL, AA2J011-Konica ...	AAJ011	0	-	\$1.00000 USD		\$0.00000 USD		\$0.00000 USD	\$0.00000 USD	Unconfirmec

Full Description: Rental, Copier, SYSTEL, AA2J011-Konica Minolta Bizhub C360i 60 Month Lease @ \$59.20 a month,included AATHWY1 (DF-632 Reverse Automatic Document Feeder), A883012 (FK-514 Fax Kit); XGPCS15DKM (ESP

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<https://s3.ariba.com/Buyer/render/Y4P4VLE0SMA>

Diagnostic Power Filter 120V/15A) for \$2.72 per month; AAV5WY2 (PC-2016 2-way Paper Feed Cabinet) @ \$11.79; A3ETW11 (PK-520 2/3 Hole Punch Unit) @ \$4.32 per month; A87JWY2 (RU-513 Relay Unit) @ \$2.08 per month; A0PD11T (LK-105 v4 i-Option License Kit-Searchable PDF) @ \$6.61 per month; A87GWYE (FS-536 with SD-511 Finisher with Saddle Stitcher) @ \$30.64 per month; 7640019089 (bizhub SECURE Healthcare) @ \$3.96 per month; KMC360i1YR4HR (SYSTEL MINT 4 HR NBD INC PARTS, LABOR, SUPPLIES (EXCEPT PAPER AND STAPLES) Includes 240,000 Copies Annually, Overage of .0065 Mono,.0420 Color) @ \$66.62 per month. This is a total of \$187.94 per month lease. SFY21 July 1, 2020 - June 30, 2021

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: RENT/LEASE-GEN OFF EQUIP
 Agency Program:
 Name: 1001016 - VISITOR CENTER
 Agency Management Unit:
 Department Name: DUPONT STATE FOREST
 Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 0000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:
 ID: 000000
 Name: 000000 - DEFAULT
 Future 3:
 ID: 00000
 Name: 00000 - DEFAULT
 Multi Year Indicator ID : Unspecified

Req. Line No.: 1

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDER CONFIRMAT STATUS
2	Rental, Copier, SYSTEL, AA2J011-Konica ...	AA2J011	0	-	\$1.00000 USD		\$0.00000 USD		\$0.00000 USD	\$0.00000 USD	Unconfirmed

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<https://s3.ariba.com/Buyer/render/Y4P4VLE0SMA>

Full Description: Rental, Copier, SYSTEL, AA2J011-Konica Minolta Bizhub C360i 60 Month Lease @ \$59.20 a month, included AATHWY1 (DF-632 Reverse Automatic Document Feeder), A883012 (FK-514 Fax Kit); XGPCS15DKM (ESP Diagnostic Power Filter 120V/15A) for \$2.72 per month; AAV5WY2 (PC-2016 2-way Paper Feed Cabinet) @ \$11.79; A3ETW11 (PK-520 2/3 Hole Punch Unit) @ \$4.32 per month; A87JWY2 (RU-513 Relay Unit) @ \$2.08 per month; A0PD11T (LK-105 v4 i-Option License Kit-Searchable PDF) @ \$6.61 per month; A87GWYE (FS-536 with SD-511 Finisher with Saddle Stitcher) @ \$30.64 per month; 7640019089 (bizhub SECURE Healthcare) @ \$3.96 per month; KMC360i1YR4HR (SYSTEL MINT 4 HR NBD INC PARTS, LABOR, SUPPLIES (EXCEPT PAPER AND STAPLES) Includes 240,000 Copies Annually, Overage of .0065 Mono,.0420 Color) @ \$66.62 per month. This is a total of \$187.94 per month lease. SFY22 July 1, 2021 - June 30, 2022

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Agency:

Name: 1000 - DEPARTMENT OF AGRICULTURE

Budget Fund:

Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700

Natural Account:

Account Name: RENT/LEASE-GEN OFF EQUIP

Agency Program:

Name: 1001016 - VISITOR CENTER

Agency Management Unit:

Department Name: DUPONT STATE FOREST

Funding Source:

Name: 0000 - UNDESIGNATED

Project:

Name: 0000000000 - DEFAULT PROJECT

Inter-fund:

Name: 000000 - DEFAULT BUDGET FUND

Future 1:

ID: 0000

Name: 0000 - DEFAULT

Future 2:

ID: 000000

Name: 000000 - DEFAULT

Future 3:

ID: 000000

Name: 000000 - DEFAULT

Multi Year Indicator ID : Unspecified

Req. Line No.: 2

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	ORDER CONFIRMAT STATUS
3	Rental, Copier, SYSTEL,	AA2J011	0	-	\$1.00000		\$0.00000		\$0.00000	\$0.00000	Unconfirmed
			dollar		USD		USD		USD	USD	

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<https://s3.ariba.com/Buyer/render/Y4P4VLE0SMA>

**AA2J011-
Konica ...**

Full Description: Rental, Copier, SYSTEL, AA2J011-Konica Minolta Bizhub C360i 60 Month Lease @ \$59.20 a month, included AATHWY1 (DF-632 Reverse Automatic Document Feeder), A883012 (FK-514 Fax Kit); XGPCS15DKM (ESP Diagnostic Power Filter 120V/15A) for \$2.72 per month; AAV5WY2 (PC-2016 2-way Paper Feed Cabinet) @ \$11.79; A3ETW11 (PK-520 2/3 Hole Punch Unit) @ \$4.32 per month; A87JWY2 (RU-513 Relay Unit) @ \$2.08 per month; A0PD11T (LK-105 v4 i-Option License Kit-Searchable PDF) @ \$6.61 per month; A87GWYE (FS-536 with SD-511 Finisher with Saddle Stitcher) @ \$30.64 per month; 7640019089 (bizhub SECURE Healthcare) @ \$3.96 per month; KMC360i1YR4HR (SYSTEL MINT 4 HR NBD INC PARTS, LABOR, SUPPLIES (EXCEPT PAPER AND STAPLES) Includes 240,000 Copies Annually, Overage of .0065 Mono, .0420 Color) @ \$66.62 per month. This is a total of \$187.94 per month lease. SFY23 July 1, 2022 - June 30, 2023

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: RENT/LEASE-GEN OFF EQUIP
 Agency Program:
 Name: 1001016 - VISITOR CENTER
 Agency Management Unit:
 Department Name: DUPONT STATE FOREST
 Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 0000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:
 ID: 000000
 Name: 000000 - DEFAULT
 Future 3:
 ID: 00000
 Name: 00000 - DEFAULT
 Multi Year Indicator ID : Unspecified
 Req. Line No.: 3

NO.	DESCRIPTION	PART NUMBER	QTY	NEED- BY DATE	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	OR CO ST/
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<https://s3.ariba.com/Buyer/render/Y4P4VLE0SMA>

4	Rental, Copier, SYSTEL, AA2J011-Konica ...	AA2J011	2,255.28 - dollar	\$1.00000 USD	\$2,255.28000 USD	\$0.00000 USD	\$2,255.28000 USD	Unit
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Full Description: Rental, Copier, SYSTEL, AA2J011-Konica Minolta Bizhub C360i 60 Month Lease @ \$59.20 a month, included AATHWY1 (DF-632 Reverse Automatic Document Feeder), A883012 (FK-514 Fax Kit); XGPCS15DKM (ESP Diagnostic Power Filter 120V/15A) for \$2.72 per month; AAV5WY2 (PC-2016 2-way Paper Feed Cabinet) @ \$11.79; A3ETW11 (PK-520 2/3 Hole Punch Unit) @ \$4.32 per month; A87JWY2 (RU-513 Relay Unit) @ \$2.08 per month; A0PD11T (LK-105 v4 i-Option License Kit-Searchable PDF) @ \$6.61 per month; A87GWYE (FS-536 with SD-511 Finisher with Saddle Stitcher) @ \$30.64 per month; 7640019089 (bizhub SECURE Healthcare) @ \$3.96 per month; KMC360i1YR4HR (SYSTEL MINT 4 HR NBD INC PARTS, LABOR, SUPPLIES (EXCEPT PAPER AND STAPLES) Includes 240,000 Copies Annually, Overage of .0065 Mono, .0420 Color) @ \$66.62 per month. This is a total of \$187.94 per month lease. SFY24 July 1, 2023 - June 30, 2024

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Agency:
 Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: RENT/LEASE-GEN OFF EQUIP
 Agency Program:
 Name: 1001016 - VISITOR CENTER
 Agency Management Unit:
 Department Name: DUPONT STATE FOREST
 Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 0000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:
 ID: 000000
 Name: 000000 - DEFAULT
 Future 3:
 ID: 00000
 Name: 00000 - DEFAULT
 Multi Year Indicator ID : 24

Req. Line No.: 4

NO.	DESCRIPTION	PART NUMBER	QTY	NEED-BY	UNIT PRICE	DISCOUNT	NET AMOUNT	CHARGES	TAXES	AMOUNT	OR CO
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<https://s3.ariba.com/Buyer/render/Y4P4VLE0SMA>

			DATE					ST/
5	Rental, Copier, SYSTEL, AA2J011-Konica ...	AA2J011	2,255.28 - dollar	\$1.00000 USD	\$2,255.28000 USD	\$0.00000 USD	\$2,255.28000 USD	Unr

Full Description: Rental, Copier, SYSTEL, AA2J011-Konica Minolta Bizhub C360i 60 Month Lease @ \$59.20 a month, included AATHWY1 (DF-632 Reverse Automatic Document Feeder), A883012 (FK-514 Fax Kit); XGPCS15DKM (ESP Diagnostic Power Filter 120V/15A) for \$2.72 per month; AAV5WY2 (PC-2016 2-way Paper Feed Cabinet) @ \$11.79; A3ETW11 (PK-520 2/3 Hole Punch Unit) @ \$4.32 per month; A87JWY2 (RU-513 Relay Unit) @ \$2.08 per month; A0PD11T (LK-105 v4 i-Option License Kit-Searchable PDF) @ \$6.61 per month; A87GWYE (FS-536 with SD-511 Finisher with Saddle Stitcher) @ \$30.64 per month; 7640019089 (bizhub SECURE Healthcare) @ \$3.96 per month; KMC360i1YR4HR (SYSTEL MINT 4 HR NBD INC PARTS, LABOR, SUPPLIES (EXCEPT PAPER AND STAPLES) Includes 240,000 Copies Annually, Overage of .0065 Mono, .0420 Color) @ \$66.62 per month. This is a total of \$187.94 per month lease. SFY25 July 1, 2024 - June 30, 2025

TAX CODE	TAXES	RATE	TAX AMOUNT	AMOUNT
US-EXEMPT	0.00% Sales Tax	0.0%	\$0.00000 USD	\$0.00000 USD

Agency:

Name: 1000 - DEPARTMENT OF AGRICULTURE
 Budget Fund:
 Name: 101336 - AGRI 1510 NC FOREST SERVICE BC 13700
 Natural Account:
 Account Name: RENT/LEASE-GEN OFF EQUIP
 Agency Program:
 Name: 1001016 - VISITOR CENTER
 Agency Management Unit:
 Department Name: DUPONT STATE FOREST
 Funding Source:
 Name: 0000 - UNDESIGNATED
 Project:
 Name: 0000000000 - DEFAULT PROJECT
 Inter-fund:
 Name: 000000 - DEFAULT BUDGET FUND
 Future 1:
 ID: 0000
 Name: 0000 - DEFAULT
 Future 2:
 ID: 000000
 Name: 000000 - DEFAULT
 Future 3:
 ID: 00000
 Name: 00000 - DEFAULT
 Multi Year Indicator ID : 25

Req. Line No.: 5

TOTAL AMOUNT

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<https://s3.ariba.com/Buyer/render/Y4P4VLE0SMA>

\$4,510.56000 USD

COMMENTS

- COMMENT by Kimberly A Watson on 10/06/2023
This PO is being transmitted for conversion purposes. 7/13/2020 6:07 AM Sally Duncan: Contact the person listed in the "Ship To" section for name and phone number for questions or additional information regarding this purchase. *****SEND ALL INVOICING TO THE ACCOUNTS PAYABLE ADDRESS INDICATED ABOVE AND INCLUDE PURCHASE ORDER NUMBER TO EXPEDITE PAYMENT***** Approved by Sally Duncan, Purchasing 919-707-3128 (Kimberly A Watson, Friday, October 6, 2023 EDT)

TERMS AND CONDITIONS OF PURCHASE

CONDITIONS AND INSTRUCTIONS

1. This purchase order was issued through the Statewide eProcurement Service and is therefore subject to a fee of 1.75% (.0175) on the total dollar amount of goods (excluding sales tax). The following exemptions apply: (A) Purchases from a term contract that has not yet been implemented on the Statewide eProcurement Service; (B) Purchases from an agency-specific term contract that has not yet been implemented on the Statewide eProcurement Service. Note: Fees will be invoiced monthly based on purchase order activity during the prior month.
2. This order is placed subject to shipment at prices, amounts and transportation rates not in excess of those indicated on the face of this order.
3. Each shipment must be shipped to the SHIP TO address printed on the face of this order and marked to the attention of the individual, if any, indicated in that address. Each shipment must be labeled plainly with our PURCHASE ORDER number, and must show gross, tare and net weight.
4. Complete packing list must accompany each shipment.
5. Drafts will not be honored.
6. Materials received in excess of quantities specified herein may, at our option, be returned at shipper's expense. Substitutions are not permitted.
7. Invoices must be submitted on the date of shipment to the INVOICE TO address indicated on the face of this purchase order. Invoices must include the INVOICE TO name and address, the PURCHASE ORDER number, terms of payment and routing.
8. On all invoices subject to discount, the discount period will be calculated from the date a correct invoice is received in this office.
9. Each invoice must be accompanied by the following papers: A. Original bill of lading when shipment is made by freight or express. B. Signed delivery receipt when delivery is made by other means. C. Parcel post insurance when shipment is made by parcel post and value is over \$1.00.
10. In cases where parties other than you ship materials against this order, shipper must be instructed to show our PURCHASE ORDER number on all packages and shipping manifests to insure prompt identification and payment of invoices.
11. By accepting this electronic purchase order, you agree that these CONDITIONS AND INSTRUCTIONS are legally binding.
12. By accepting this electronic purchase order, you confirm that this purchase is governed by the version of the North Carolina General Terms and Conditions agreed to by the parties in the executed solicitation document or as otherwise found here if no solicitation document has been issued. (https://files.nc.gov/ncdoa/pandc/OnlineForms/Form_North-Carolina-General-Terms-and-Conditions_11.2021.pdf).

State Agency Tax Exempt Number: 400013



**N.C. Department of Agriculture
and Consumer Services**
N.C. Forest Service



**DuPont State Recreational Forest
Annual Legislative Report**

Oct. 1, 2024

Steve Troxler, Commissioner
Greg Hicks, Assistant Commissioner
David Lane, State Forester

Pursuant to G.S. 106-887 (i), the North Carolina Forest Service, a division of the North Carolina Department of Agriculture and Consumer Services, respectfully submits this annual report on DuPont State Recreational Forest for fiscal year 2023-2024.

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Statutory requirement

No later than Oct. 1 of each year, the department shall report to the Joint Legislative Commission on Governmental Operations, the House and Senate Appropriations Subcommittees on Natural and Economic Resources, the Fiscal Research Division and the Environmental Review Commission on the department's management activities at DuPont State Recreational Forest during the preceding fiscal year and plans for management of DuPont State Recreational Forest for the upcoming fiscal year (2011-145, s. 13.25(o)).

Overview of DuPont State Recreational Forest

DuPont State Recreational Forest (DSRF) encompasses more than 12,400 acres in Transylvania and Henderson counties. The forest is managed for natural resource conservation, scenic enjoyment and recreational purposes including horseback riding, hiking, bicycling, hunting, fishing and other activities that are sustainable within the context of natural resource protection. DSRF strives to provide an exemplary model of scientifically sound, ecologically based natural resource management for the social and economic benefits of a diverse community of users. DSRF is also required to protect and restore natural areas to meet the intent of a grant agreement that designates most of the forest as a dedicated nature preserve.

DSRF has more than 20 miles of multiuse roads and nearly 60 miles of multiuse trails supporting the forest's recreational opportunities. In addition, DSRF features four waterfalls on the Little River, two waterfalls in the Grassy Creek watershed, six mountain lakes and unique low elevation granitic domes and slickrock formations.

DSRF's popularity stems from many sources. There are three waterfalls located within 3.5 miles of the visitor center and the forest's topography is not as steep or technical as other nearby public lands, making the forest accessible to a wider variety of visitors. The forest also has a unique limited mobility vehicle permit program that increases the diversity of visitors by allowing for individuals with disabilities to drive into the forest to view the High Falls area. In addition, DSRF receives significant visitation from local, regional, national and international guests who come to enjoy the forest's trails and experience the natural features that have been promoted in a variety of publications, movies, websites and social media outlets.

19 full-time employees and four temporary employees manage the DSRF work unit. FY23-24 staff included:

- Jason Guidry, DuPont State Recreational Forest supervisor
- Michael Santucci, assistant forest supervisor
- Kimberly Watson, office manager
- Greg Hall, administrative associate
- Jordan Luff, management forester
- Jeremy Waldrop, forestry technician
- Jane Dauster, recreational specialist
- Eric Folk, recreation technician
- Jimmy Patterson, firefighting equipment operator
- Nathan Sweat, facility maintenance supervisor
- Sammy Breeden, maintenance technician
- Jacob Robinson, vehicle and equipment repair technician
- Bob Twomey, maintenance technician (temporary)
- Mary Ann Hamilton, housekeeper (temporary)

- Kayla Cartwright, housekeeper (temporary)
- Andrew Warren, housekeeper (temporary)
- Katelyn Keller, education and outreach coordinator
- Kirsten McDonald, information and education supervisor
- John Helbling, visitor center coordinator (temporary)
- Susan Fay, Holmes Educational State Forest supervisor
- EJ Dwigans, educational ranger
- Andy Norman, law enforcement agent
- Daniel Britt, law enforcement agent
- Josh Kujawa, law enforcement agent

The DSRF forest supervisor also supports the operation and staff at Holmes Educational State Forest (HESF) in Henderson County. The DSRF supervisor reports to Mountain Division Director Michael Cheek, who is based in the N.C. Forest Service (NCFS) regional office in Asheville.

The Aleen Steinberg Visitor Center

The visitor center is one the most important stops for a guest to DSRF. Visitors can acquire important information about:

- updated trail maps and map reading;
- safety and outdoor preparedness;
- DSRF rules and regulations;
- directions to waterfalls;
- recreational opportunities within the forest;
- multiuse trail etiquette;
- educational offerings;
- regional area information;
- permits for vehicles for disabled visitors; and
- picnic shelter reservations.

More than 1 million visitors have come to the visitor center since its opening in 2013. Its classroom serves as a meeting place for various community groups, educational programs, staff meetings, field trips and programs for volunteers. The visitor center also provides forest and local information through an outdoor self-service information station and an indoor information desk staffed by volunteers. Figure 1 provides the monthly visitor estimates to the visitor center for FY23-24.

Fiscal Year 2023-2024	
<i>Month</i>	<i>Visitors</i>
July 2023	10,612
Aug. 2023	7,401
Sept. 2023	6,773
Oct. 2023	9,310
Nov. 2023	4,642
Dec. 2023	3,367
Jan. 2024	758
Feb. 2024	1,365
March 2024	5,017
April 2024	6,030
May 2024	6,281
June 2024	7,735
Total	69,291

Figure 1: FY23-24 monthly count of people entering the visitor center.

Public use of the forest

During FY23-24, more than 1 million people visited DSRF. This number represents a slight increase in visitation from the previous year, which is attributed to the Guion Farm Access Area being opened for all of FY23-24. July, October and June remain the most popular months for visiting DSRF, and only January and February see fewer than 60,000 visitors.



Figure 2: Visitors to DSRF per fiscal year since 2014.

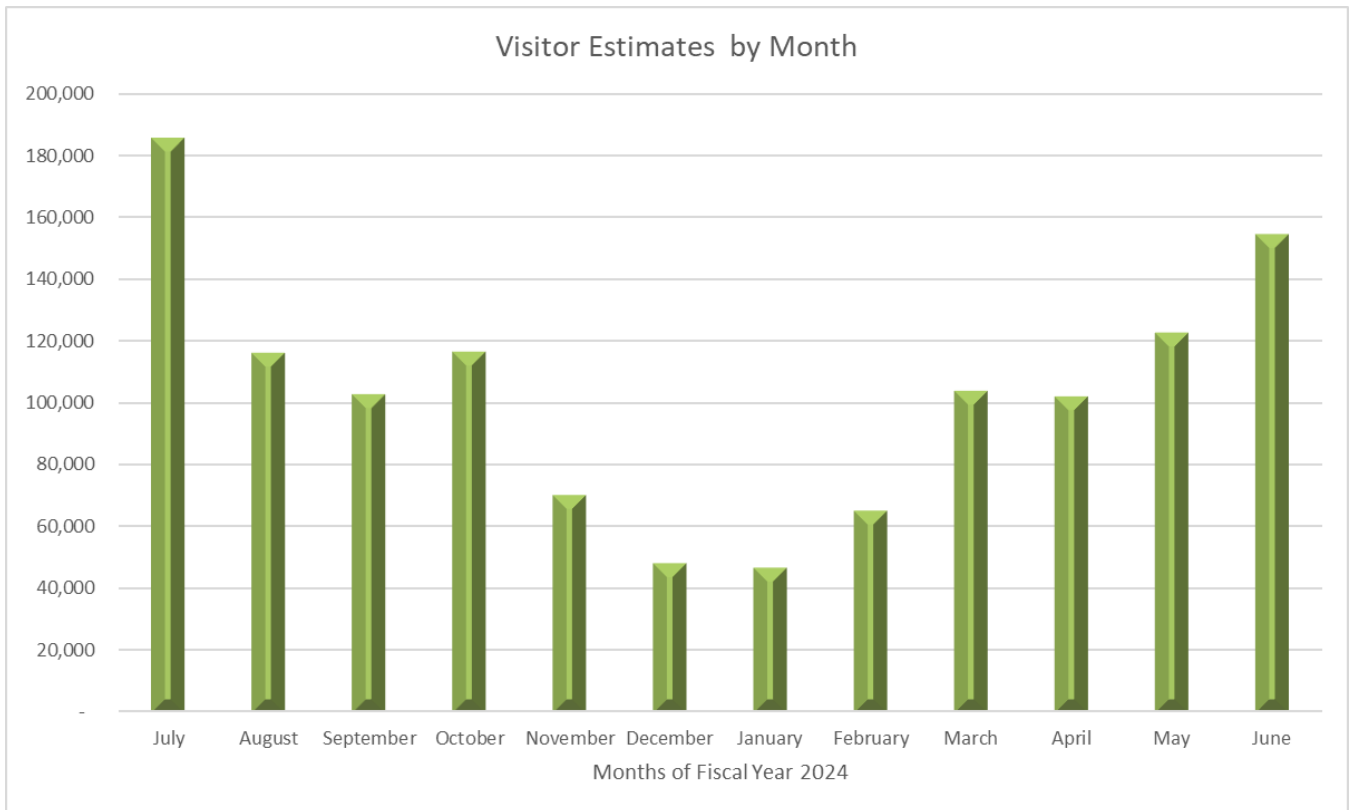


Figure 3: Visitors by month for FY23-24.

Public safety enhancement

DSRF staff and county emergency personnel are dispatched to a variety of emergency incidents in the forest throughout the year. These incidents may involve trauma, illness, search and rescue or medical emergency evacuation. In general, emergencies are linked to visitors engaging in risky behaviors such as entering restricted areas, climbing on rocks, sliding on or jumping off waterfalls and using intoxicating substances. Despite high visitation numbers, incidents at DSRF have continued to decline.

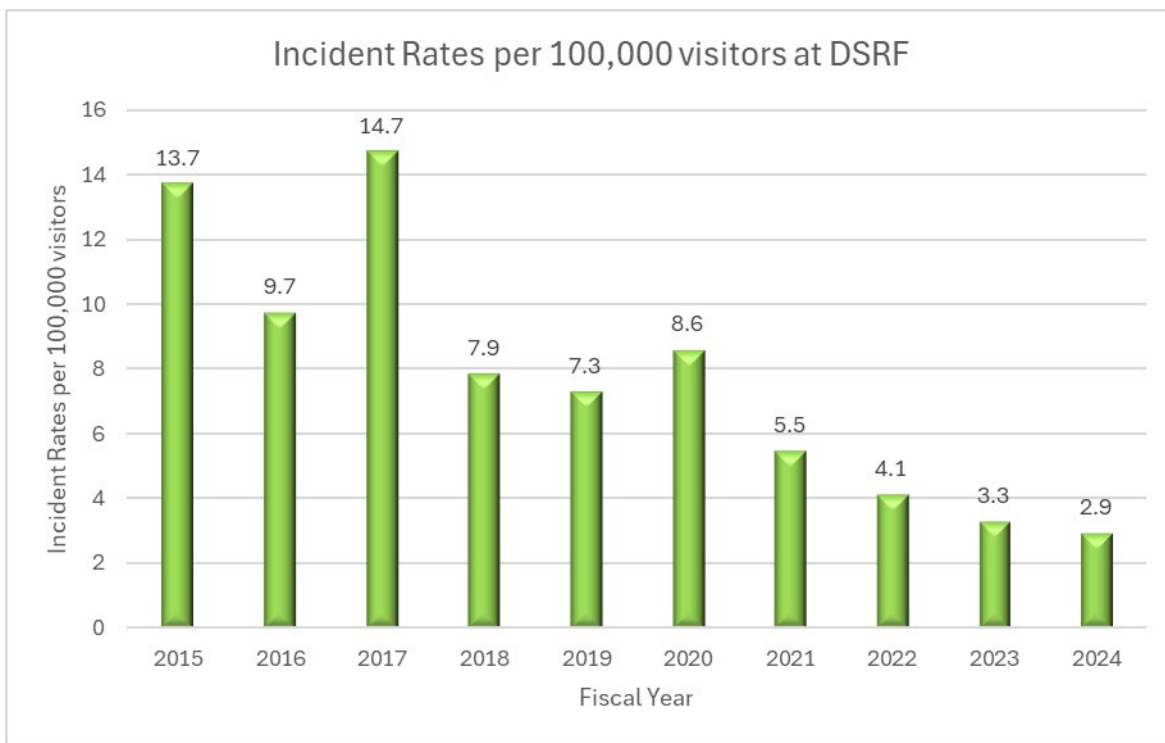


Figure 4: Visitor incident rates per fiscal year since 2015.

DSRF law enforcement agents and forest rangers provide routine patrols of the forest during normal operating hours and enforce forest rules when actionable violations are observed. Enforcement actions included issuing written and/or verbal warnings, citations and expulsions from the forest. Most of these actions occur at High Falls, Triple Falls, Fawn Lake and Hooker Falls, and primarily consisted of verbal warnings resulting in visitor compliance. The ability for the staff at DSRF to intervene and gain rule compliance has been made possible by having the staff trained to respond with effectiveness and efficiency. Improved kiosk, trailside and roadside signage as well as messaging through social media and the DSRF website are attributed to the relative decline in incidents.

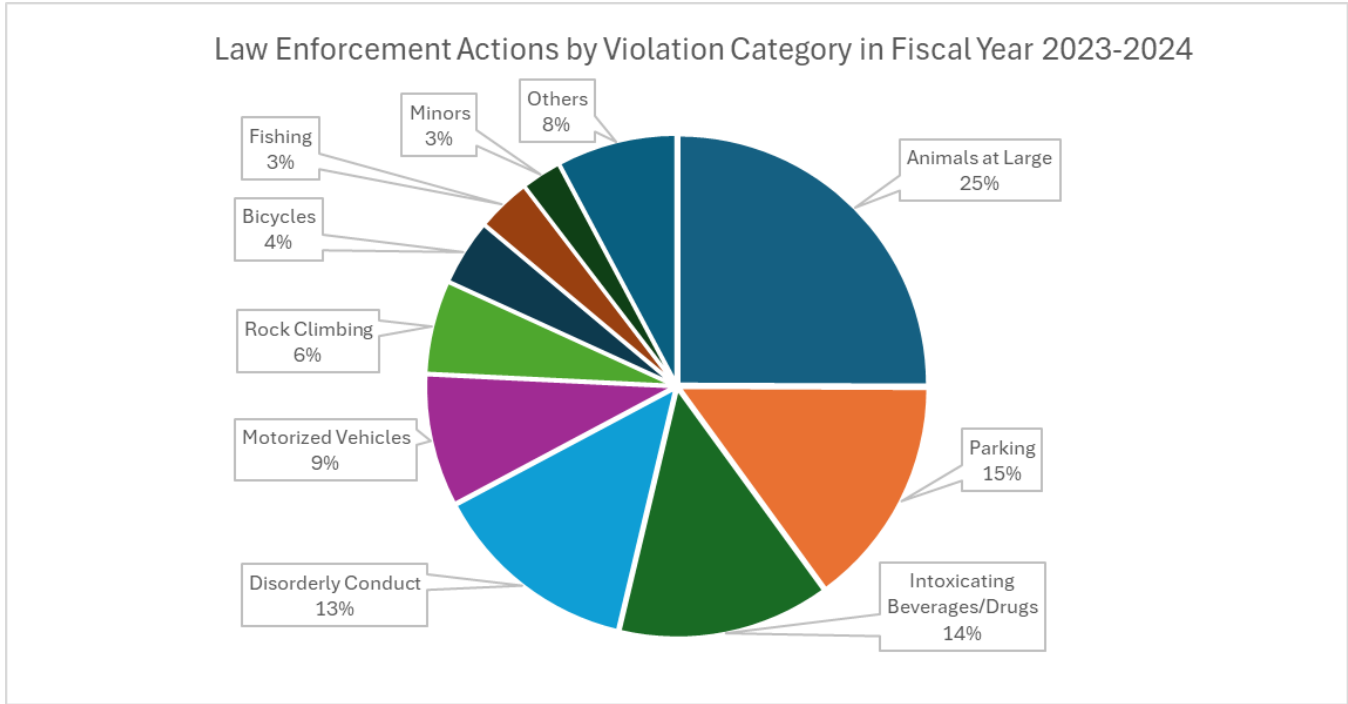


Figure 5: Categories of forest rule violations in FY23-24.

Permit programs and forest revenue

Staff at DSRF utilize permits to manage uses that are prohibited by administrative rules (02 NCAC 60B .1002-.1036). Each permit request is evaluated by a DSRF ranger to determine impacts to the forest’s natural resources, road/trail system and the overall visitor experience. The number of permits issued during FY23-24 remained consistent with those issued in previous years. The one category to note is *After Hours* permits. This permit was phased out during FY23-24 due to lack of demand and to streamline forest operations. Figure 6 compares the type and number of permits issued during FY22-23 and FY23-24.

Permit Type	Permit Use	Permits in Fiscal Year 2022-2023	Permits in Fiscal Year 2023-2024	% Change
After Hours	Recreational trail use after 10 p.m. and before 5 a.m.	12	0	-100%
Commercial Use	Youth camps and businesses using DSRF as part of commercial enterprises	69	78	+13%

Film/Videography	Filming/videography for use in TV, internet and feature length films	7	0	-100%
Limited Mobility Anglers and Hunters	Vehicle access to select areas of DSRF for limited mobility anglers and hunters	30	30	0%
Limited Mobility Visitors	Provides vehicular access to High Falls and the covered bridge	34	26	-24%
Picnic Shelter	Picnic shelters at High Falls, Triple Falls, Lake Dense, Lake Imaging and Guion Farm	27	36	+34%
Special Use	Foot race events, equestrian facility rentals, firewood, research permits, etc.	42	54	+29%
Total		221	224	

Figure 6: Comparison of permits issued in FY22-23 and FY23-24.

DSRF saw a large increase in revenue for FY23-24. This increase is due to the white pine timber harvests in the Flatwoods Unit and the Laurel Unit. Commercial use permits and picnic shelter reservations provided the remainder of the FY23-24 revenue. Figure 7 illustrates reimbursement revenue since 2015.

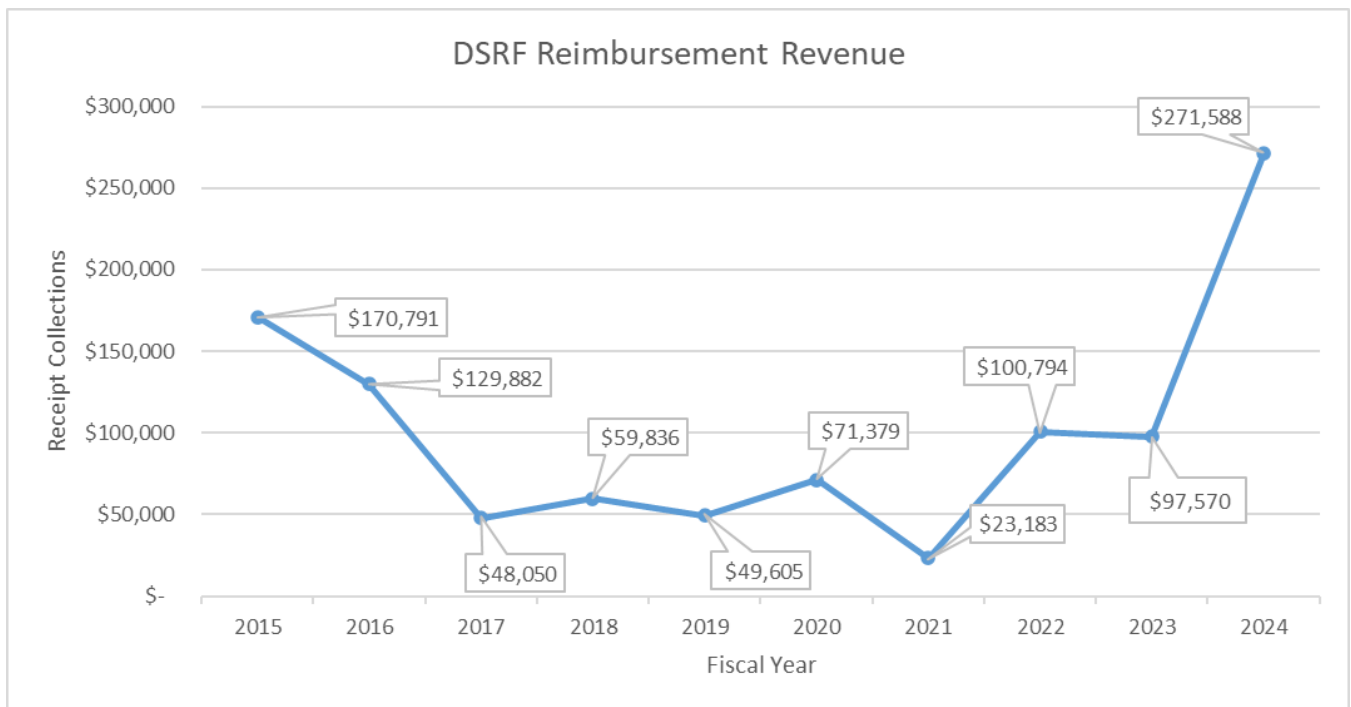


Figure 7: Reimbursement revenue generated through DSRF programs since FY14-15.

Promoting forest resources

Education and outreach opportunities at DSRF

During FY23-24, DSRF provided a variety of educational and outreach opportunities both on and off site. The information and education branch offered 25 onsite classes to school and community groups and participated in seven offsite educational programs such as Envirothons and STEAM expos. In addition, the information and education branch planned and coordinated the exhibits and shift signups for the 2023 Mountain State Fair. The recreation branch offered six education and outreach programs on topics such as building trails for equestrians, the DSRF master recreation plan and best practices for sustainable trails. The DSRF forest management branch offered 17 field tours and workshops to community groups, professional organizations and colleges and universities. These programs covered topics ranging from forest ecology to prescribed burning to environmental careers. DSRF law enforcement rangers provided five educational programs including overviews of forest rescues for local emergency service organizations, collaboration with the Transylvania County sheriff’s office for K-9 training and local school visits to teach classes on forest and fire safety, drone use and NCFS careers. Finally, educational programming hosted at DSRF also increased during FY23-24 with additional programs offered by the Friends of DuPont Forest, offsetting the N.C Wildlife Resources Commission (NCWRC) discontinuing the types of programs previously hosted by DSRF. Figure 8 illustrates the increase in programs and participants since last fiscal year but does not include the N.C. Mountain State Fair (estimated attendance more than 147,00 people) and the Friends of DuPont Forest Festival (estimated attendance of 800).

Presenter	Educational Programs 2022-2023	Educational Programs 2023-2024	Change	Participants 2022-2023	Participants 2023-2024	Change
DSRF staff	63	65	+3%	3,081	2,475	-20%
NCWRC	12	0	-100%	168	0	-100%
Friends of DuPont Forest	23	43	+87%	1,100	1,500	+36%
Muddy Sneakers	23	20	-13%	1,526	1,312	-14%
Total	191	128		9,190	5,287	

Figure 8: Educational offerings provided by DSRF in FY22-23 and FY23-24 – excluding the N.C. Mountain State Fair with an estimated attendance of 147,278 people in 2023 and the Friends of DuPont Forest Festival with an estimated attendance of 800.



A professional trail builder leads a class on sustainable trail building for the DSRF volunteer trail crew.



DSRF program participant uses water scope to collect data about water quality.



A DSRF ranger leads a hike focused on the history of the forest.



A DSRF ranger provides the Certified Burner Class participants with an overview before heading into the forest.

Another major educational initiative for FY23-24 was the introduction of the Environmental Passport Hike program. Through this program, DSRF visitors are exposed to a variety of environmental and forestry topics such as the need for forest diversity, the benefits of prescribed burns and the reasons why visitors should stay on the trails. All visitors on the popular High Falls loop encounter the trailside signage associated with the Environmental Passport Hike, and visitors can pick up a free passport to collect rubbings from the tokens affixed to each of the program's trailside signs.



DSRF rangers install a post for the Environmental Passport Hike trailside signs.



One of the Environmental Passport Hike trailside signs created by the DSRF Information and Education branch.

Managing forest resources at DSRF

The DSRF forest management program is guided by the forest’s Land and Resource Management Plan, a document developed by a multidisciplinary group of natural resource agencies and citizen stakeholder groups. Protection and promotion of the long term integrity of the natural communities, in balance with outdoor recreation and aesthetic considerations, drive the forest management decisions at DSRF. Because of this foundational planning, DSRF has developed a renowned program of forest management demonstrations firmly rooted in the concepts of multiple use and sustainability. DuPont’s forest management program actively manages natural resources using mechanical (harvesting), biological (prescribed fire) and chemical (pesticide application) methods that generations of forestry research have proven to be effective. The primary objectives of the program are to increase species and structural diversity, maintain or improve forest health, protect water quality and enhance land and water habitats. Figure 9 highlights the forestry practices across DSRF since 2011, which have created more than 500 acres of multiage forest and returned natural fire disturbance to more than 1,800 acres to the forest communities across DSRF.

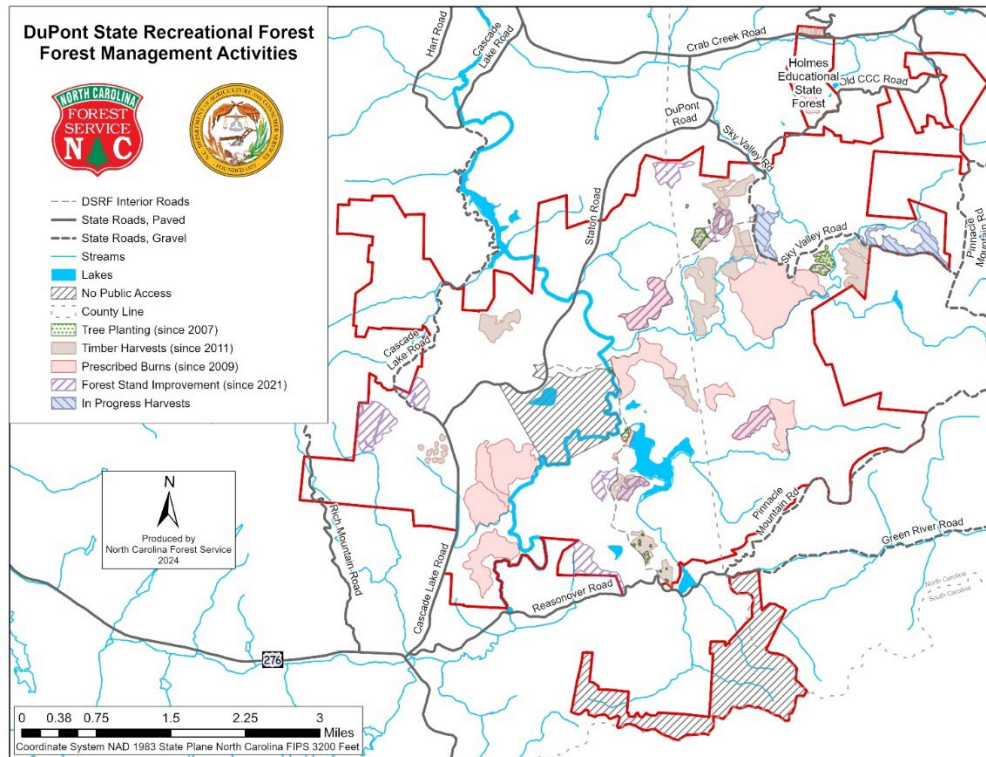


Figure 9: Forest management activities from 2011 to FY23-24.

Forest stand improvements

FY23-24 marked the end of the second year and the beginning of the third year of the Wildlife Conservation Society grant-funded collaboration between DSRF, The Nature Conservancy (TNC) and Headwaters State Forest. Through this grant, midstory removal projects to improve oak and hickory regeneration were implemented across 194 acres in five forest stands. The grant also enabled the hiring of a private forestry contractor who used scientifically based methods to reduce the prevalence of fire intolerant species in established burn units and encourage the growth of fire adapted species in the understory.

Timber harvests

During FY23-24, DSRF sold two stands (112 acres) of deteriorating white pine. The first area, known as the Flatwoods Unit (48 acres), saw harvest activity beginning in November 2023. The forest unit is located along Sky Valley Road, Flatwoods Trail,

Farmhouse Trail and Shoal Creek Trail and contains white pines that were planted in the late 1950s in what was at the time an open pasture landscape. These trees are overmatured and have become more susceptible to diseases, insect outbreaks and death, all of which were occurring in the Flatwoods Unit. Additionally, the white pines in this stand were experiencing a new insect and disease complex: white pine bast scale and a fungal pathogen called *Caliciopsis pinea*. The Flatwoods Unit harvest combined a shelterwood harvest interspersed with a series of small group selection cuts of varying size. The goals of this harvest technique were to regenerate the overmature monoculture of white pines into a different mix of species and create structural and age-class diversity within the Flatwoods Unit.

The second of the two white pine harvests (64 acres) is in the Laurel Unit, which is along Sky Valley Road between Frank Street and Pinnacle Mountain Road. This stand of predominantly white pines was planted in the mid to late 1960s in what was then an open pasture. The Laurel Unit timber harvest began during FY23-24 and is scheduled for completion in May 2025. Like the Flatwoods Unit, this stand was showing signs of disease, insect outbreak and excessive mortality, all of which were encouraged by the overcrowded condition of white pines that had been damaged in an ice storm. The Laurel Unit harvest has been prescribed a traditional thinning and salvage harvest to remove storm damaged white pines in an area with high value green salamander habitat. The thinning, called a variable density thinning, will remove about 50% of the white pines while retaining oaks and other hardwoods with a no-cut buffer and a 20-30% removal buffer around the green salamander habitat. The goals of the Laurel Unit timber harvest are to restore the overall health and vigor of the stand, enhance its structural diversity, increase the balance of hardwood species and improve wildlife habitat across the stand.



The logging deck for the Flatwoods Unit timber harvest.



Harvested timber being loaded onto a transport truck.

Prescribed burning

One of the main goals of the DSRF forest management program is to reintroduce fire into fire adapted forest communities on the forest. Nine prescribed burns were conducted across a total of 543 total acres between February and April 2024. Those 543 acres are nearly double the number of acres treated during FY22-23 and are the most acres ever burned on DSRF in a 12-month period. This amount of prescribed fire was especially noteworthy because significant drought, high fire danger and numerous large wildfires in Fall 2023 eliminated the fall prescribed burning season. These burning operations were accomplished across a variety of fire adapted ecosystems, including wildflower and grass meadows, oak/hickory forests, pitch pine, oak mixed woods and low elevation granitic domes. TNC's Southern Blue Ridge burn crew assisted with nearly every prescribed burn as part of ongoing collaboration between organizations. The treated areas during FY23-24 include:

- Big Rock: 79 acres
- Bridal Veil Falls Road/Conservation Road fields: one acre
- Burnt Mountain: 95 acres
- Guion Farm north field: one acre
- Joanna Mountain NW: 89 acres
- Lake Julia dam and Spillway Field: eight acres
- Little Grassy Mountain/Grassy Dam: 269 acres



A DSRF ranger uses a drip torch to light a prescribed burn along Conservation Road.



A DSRF ranger manages the spread of the prescribed burn along a fireline.



Aerial view of the prescribed burn on Joanna Mountain NW.

Forest meadow restorations

During FY23-24, the DSRF forest management program began converting approximately 12 acres of fields dominated by nonnative grass species, to meadows composed of native warm season grasses and pollinator friendly wildflowers. The meadows are located along the airstrip and in a portion of the open areas adjacent to the Guion Farm Access Area. The meadow restoration project promotes native pollinator species such as bees and butterflies as well as provides habitat for songbirds and various other animals. The plants and animals that will flourish in the restored meadows will, in turn, support a healthier and more biodiverse ecosystem in the adjacent woodlands. In addition, the meadow restoration projects will allow visitors to see a rarely observed suite of species and habitat in the mountains.



Numerous native plants bloom in one of the restored meadows.



Pollinators taking advantage of native plants blooming in the restored meadow.

Trail planning and maintenance

During FY23-24, the DSRF recreation branch performed repairs, renovations and heavy maintenance on 18 forest trails to protect the forest resources and improve the visitor experience. A combination of small trail equipment and hand tools were used to complete the work which focused on trail sections with severe erosion, water quality concerns and safety issues. The trails and recreation features that received repairs and extensive maintenance during the past fiscal year included:

Base of Falls Trail
Big Rock Trail
Boundary Trail
Corn Mill Shoals Trail
Farmhouse Trail
Fawn Lake Loop
Flatwoods Trail
High Falls Loop
Hooker Creek Trail

Hooker Falls staircase
Lake Imaging Road/Trail
Mine Mountain Trail
Reasonover Creek Trail
Rifle Trail
Ruffed Grouse Trail
Shoal Creek Trail
Three Lakes Trail
Triple Falls Trail



A DSRF ranger repairs severe erosion on Lake Imaging Road.



Two DSRF rangers use machines designed for narrow locations to work on trail.

DSRF recreation branch also collaborated with the maintenance and forest management branches to design and build a gravel trail between the newly redesigned Guion Farm parking lot and the forest's trail and road system. This project repaired existing sections

of trail and replaced poorly aligned sections with new ones. The result of the collaborative work is a trail that is highly sustainable in terms of its trail surface, its alignment with the area's topography and its ability to direct visitors from the parking lot to the trail system.



A DSRF ranger prepares the trail surface before the application of gravel to the new connector trail.



A DSRF ranger uses hand tools to clear debris from the prepared trail bed and adjacent meadow.

During FY23-24, DSRF recreation staff collaborated with a regional equipment operator to make repairs to Triple Falls Trail. The collaborative project installed new drainage features and re-established old drainage features along this steep and popular trail. The project also included re-grading to restore the trail surface and the application of gravel to the trail so that it can sustainably accommodate the more than 700,000 visitors that walk it each year.



NCFS equipment operator reshapes the surface of the Triple Falls Trail prior to the gravel application.



A DSRF ranger applies gravel to Triple Falls Trail.

During FY23-24, the recreation branch also collaborated with other forest branches to repair a partial collapse of the airstrip. They repaired a section of embankment that had given way during heavy spring rains and turned a portion of the paved airstrip into a gravel trail. New fencing was installed at the scenic overlook to keep visitors away from the repaired area, and the surrounding fields were sown with native wildflower and grass seed as part of the forest meadow restoration project.



The airstrip after the removal of a section of asphalt.



DSRF rangers installing fencing at the end of the airstrip.

Master Recreation Plan

In November 2021, the N.C. General Assembly's state budget allocated \$750,000 for the development and implementation of a master recreation plan for DSRF. During FY22-23, DSRF hired Mattern & Craig to develop a master recreation plan for the forest. The planning process continued for the duration of FY23-24 and included onsite evaluations of the trail system, visitor use trends, sensitive ecological areas and existing recreational facilities. The planning process also included approximately 11 months of public engagement consisting of online and in-person surveys, focus group meetings with traditional user groups, four public meetings and extensive stakeholder engagement.

The consultant for the project analyzed the data gleaned from the public input sessions and surveys and is using it to draft a master recreation plan. The plan will include recommendations for trail system management, interventions to lessen the impacts of high visitation, new and extended trail segments, trail improvements, trail sustainability

and trail consolidations and closures. When completed, the DSRF Master Recreation Plan will also include recommendations for the forest's recreational infrastructure based on trail density analyses, input from user groups, wildlife management and natural resource preservation objectives.



More than 475 individuals attended the DSRF Master Recreation Plan Public Input sessions.



Participants at the DSRF Master Recreation Plan Public Information session review proposed recommendations for the forest.

Promoting, protecting and managing forest resources at Holmes Educational State Forest

Holmes Educational State Forest (HESF) has been providing North Carolina citizens a living outdoor classroom where visitors of all ages can learn about the local natural forest environment since 1977. The forest, which started out as a nursery developed by the Civilian Conservation Corps, has now become one of six educational state forests located throughout the state.

During FY23-24, more than 46,000 people came to HESF for individual or group visits. Two full-time employees manage HESF, which is part of the DSRF work unit. The FY23-24 staff at HESF included:

- Susan Fay – forest supervisor
- EJ Dwigans – educational ranger

The work of these two rangers was supplemented by help from seven volunteers who contributed a total of 88.25 hours of work for the forest. These volunteers completed a variety of tasks ranging from removing invasive plants to caring for bluebird boxes to data entry.

Education and outreach opportunities at HESF

During FY23-24, HESF offered a variety of programs including guided hikes, curriculum related school field trips and day camp outings. A total of 1,863 people participated in onsite programming at HESF while HESF rangers provided offsite programming to an additional 1,395 individuals. Programs included subjects such as forestry, forest soils, fire weather, insects, mushrooms, birds, wildflowers and Smokey Bear. HESF also had a presence at community events such as the Henderson County Farm City Day and the Mountain Science Expo, and HESF hosted nine events and programs sponsored by organizations such as the North American Mycological Association, Riverlink and Muddy Sneakers.

Presenter	Educational Programs 2022-2023	Educational Programs 2023-2024	Change	Participants 2022-2023	Participants 2023-2024	Change
HESF staff	70	91	+30%	3,315	3,528	+6%

Figure 10: Summary of onsite and offsite educational offerings provided by HESF during FY22-23 and FY23-24, excluding the N.C. Mountain State Fair with an estimated attendance of more than 140,000 people.



A HESF ranger working with middle school students at a STEAM Expo.



A HESF ranger teaches about parts of a flower prior to a wildflower hike.

Forestry center renovations at HESF

During FY23-24, HESF received grant funds from the Sustainable Forestry Initiative (\$20,000) and the Henderson County Tourism Development Authority (\$20,000). These funds were used to renovate the HESF Forestry Center. The renovation project included replacing the four barn doors with windows and patio doors. The interior and exterior were cleaned and painted and new gutters went up on four sides. In addition, drainage issues were addressed and new steps were installed on the trail leading to the forestry center. The project also included replacing former exhibits with new ones such as interactive features, a digital display and site information. The new space provides the HESF staff with a teaching space that is filled with light and sheltered from wind and rain.



HESF Forestry Center interior before renovation.



HESF Forestry Center interior during renovation.



HESF Forestry Center interior after renovation.

Forest management at HESF

During FY23-24, the DSRF forest management program updated the forest stewardship management plan for HESF. This plan describes overall forest conditions and defines objectives for wildlife habitat and for the distinct north and south portions of the forest. The plan includes recommendations for managing the forest through activities such as prescribed burning and timber harvests. The plan also provides a discussion of and recommendation for issues such as nonnative invasive plant removal and hemlock woolly adelgid. HESF's updated forest stewardship management plan will serve as a guide for managing diverse aspects of the forest for years to come.

Throughout FY23-24, volunteers worked alongside HESF and DSRF rangers to remove nonnative invasive species such as multiflora rose, oriental bittersweet, Chinese privet and Japanese honeysuckle. Removal of these species is essential because they grow quicker than native species and rapidly crowd them out.



A volunteer crew ready to remove nonnative invasive species from HESF.



A pile of nonnative, invasive species removed from HESF.

FY23-24 also saw the return of fire to the HESF landscape. During the spring, 20 acres along the Shortcut Trail were burned by members of DSRF and HESF, the NCFS B.R.I.D.G.E. program and volunteers from TNC. In addition to returning fire to the landscape, the HESF prescribed burn served as a “Learn and Burn” session, which provides an opportunity for non-fire line certified individuals and private forest landowners to gain a safe and up-close look at how a prescribed burn is managed.



Prescribed burn crew walks to the ignition zone.



A DSRF ranger uses a drip torch to ignite a prescribed fire at HESF.

Teamwork and collaboration

In accordance with the agency core value of teamwork and collaboration, DSRF staff came together with a variety of government, nonprofit and private agencies ranging from TNC to N.C. State University.

DSRF and HESF staff collaborated with national, state, regional and local resources to help suppress three local wildfires during FY23-24: the Poplar Drive Fire and the Pinnacle Mountain Road Fire in Henderson County and the Cascade Lake Road Fire in Transylvania County. The Poplar Drive Fire was a large fire that required an incident management team (IMT). The Cascade Lake Road Fire and the Pinnacle Mountain Road Fire both started on private property adjacent to DSRF and spread onto DSRF property. For these fires, DSRF and HESF staff served in both initial attack and incident command roles throughout the duration of the incidents.

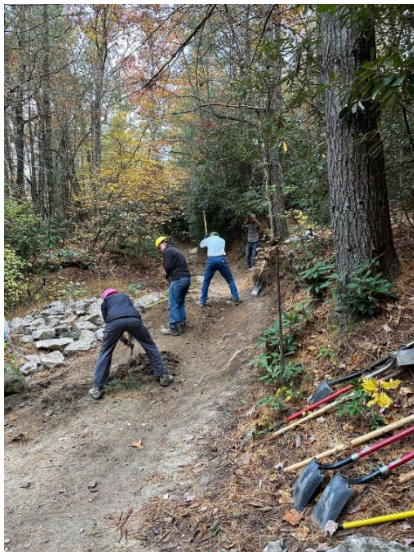


NCFS ranger operates the pump for firefighting efforts on the Cascade Lake Road Fire.



NCFS ranger applies water during mop-up operations for the Cascade Lake Road Fire.

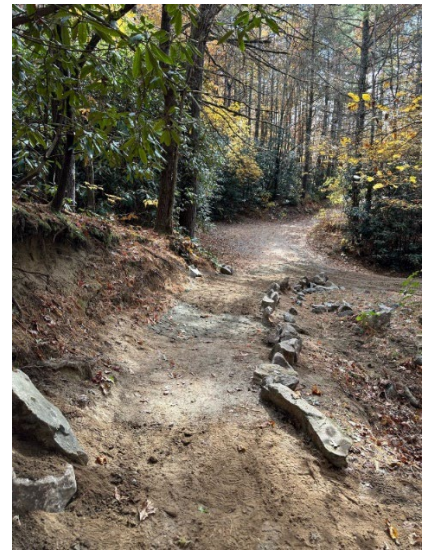
During FY23-24, the DSRF recreation branch focused on collaborating with volunteer crews and professional trail builders. This collaboration designated days for collaborative trail repairs and maintenance projects as well as several trail building workshops designed to further the volunteers' knowledge, skills and safety. One of these trail maintenance workshops focused specifically on trail repair with rock armoring completed with hand tools. The DSRF recreation staff coordinated the training opportunities, staged materials and provided the land management perspective and input to the trainings.



Volunteers start the rock armoring workshop project on Big Rock Trail.



Volunteers midway through the rock armoring project.



The completed work on Big Rock Trail.

The DSRF recreation branch also saw a significant increase in the number of equestrians collaborating with traditional volunteer trail crews in FY23-24. The equestrians participated in training about trail maintenance with hand tools as well as a collaborative trail maintenance day with the Friends of DuPont Forest trail crew and DSRF staff. The shared maintenance of the trail system by all user groups build relationships among diverse user groups while fostering a sense of stewardship of the trail system.

	FY22-23	FY23-24	Change
Volunteer hours	1,961	2,321	+18%
New volunteers	106	132	+25%
Trail drainage features repaired by volunteers	697	1,763	+153%
Miles of trail improved	19	65	+244%

Figure 11: Growth in trail volunteers and their collaborative work

During FY23-24, the DSRF recreation branch implemented a systematic approach to volunteer crew's trail maintenance. The result is a rotating trail maintenance strategy that is systematic rather than reactionary and allows for every mile of trail at DSRF to receive an inspection each year.

DSRF also collaborated with the Friends of DuPont Forest, Transylvania Always Committee and Henderson County Tourism Development Authority to secure grant funding for the purchase of a mini excavator. This unique piece of equipment has been used on more than fifty miles of multiuse trails for tasks such as repairing narrow trails,

restoring trail drainage, clearing small stream culverts and placing rocks for trail armoring and hardening.



A DSRF ranger uses the grant funded mini excavator to perform work on a narrow multiuse trail.

In cooperation with the NCWRC Game Lands Program, during FY23-24 DSRF maintained wildlife food plots, assisted with wildlife law enforcement, supported the trout stocking of Little River and provided important hunting and fishing opportunities across the forest. The NCWRC also oversaw seasonal hunting permits at DSRF through a lottery system for various game species while DSRF staff provided limited mobility vehicle permits to assist disabled hunters and anglers with accessing the forest's interior.

Figure 12 reveals deer harvests almost doubled during the FY23-24. A variety of factors influence annual deer harvests such as weather, skill level of hunters, community interest in hunting and food and gas prices. While these factors are beyond DSRF's control, deer and other wildlife populations typically thrive in managed forest settings where the plant communities vary in structure and age. This diversity is a keystone objective in DSRF's Land and Resource Management Plan and the planning recommendations in the NCWRC's Wildlife Action Plan.

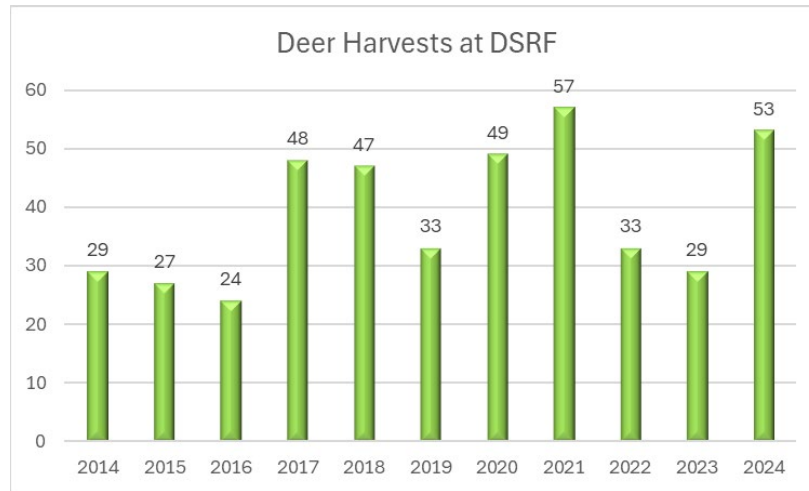


Figure 12: Deer harvest levels at DSRF since 2014.



Stocking DSRF's Little River with brook, brown and rainbow trout in collaboration with the NCWRC.

FY23-24 marked the third year of a highly impactful, collaborative effort at DSRF to control the spread of nonnative invasive species, which have the potential to displace native species and habitats. Access areas and the roads and trails that radiate from them are the most common entry points for nonnative invasive plants at DSRF, and were the areas targeted for collaborative work with the volunteer groups and DSRF staff. During FY23-24, more than 160 acres were treated for nonnative, invasive plant species such as Oriental bittersweet, multiflora rose, Japanese spirea, Japanese stiltgrass, shrubby lespedeza, kudzu and many others. The work was accomplished with assistance from the

Friends of DuPont Forest Invasive Plants Crew, which held 14 events that resulted in a total of 230 volunteer hours. The NCFS Forest Health Branch also helped treat invasive plants in one of the stands of white pine currently being harvested. Additional invasive species removal events included Haywood Community College forestry students treating dense infestations on Rock Quarry Road, and Gaia Herbs staff removing numerous invasive plants at the overflow parking area.



DSRF rangers use chain saws and chemical treatments to eradicate Bradford pears, a nonnative invasive species.



Volunteers work to remove nonnative invasive species at DSRF.

During FY23-24, the DSRF forest management program also partnered with NCFS Forest Health Branch and the Hemlock Restoration Initiative (HRI) to continue the Hemlock Woolly Adelgid (HWA) Mitigation Program. Collaboration with HRI included two volunteer events with forestry students from Haywood Community College and local volunteers with Friends of DuPont Forest. This group treated 2,713 trees representing 15,680 diameter inches across 202 acres. This includes a 31-acre hemlock treatment unit on the Continental Divide property that had never been treated for HWA. By targeting both new and previously treated areas, the group improved conditions for hemlock trees suffering from years of HWA infestation and at risk of death, as well as ensuring the continued survival and vigor of the hemlock trees that are crucial to maintaining the ecological integrity of DSRF.

Near the end of the fiscal year, NCFS Forest Health Branch and HRI assisted DSRF staff with a new project to enhance potential insectary sites for HWA predator beetles. This project included thinning overstory and midstory trees along with the near complete removal of understory trees and brush that were competing with hemlock regeneration. These activities improved the habitat for HWA predatory beetles, encouraged the spread of the beetles across the forest and increased sunlight to and growth rates of dense clusters of hemlock seedlings in the understory.

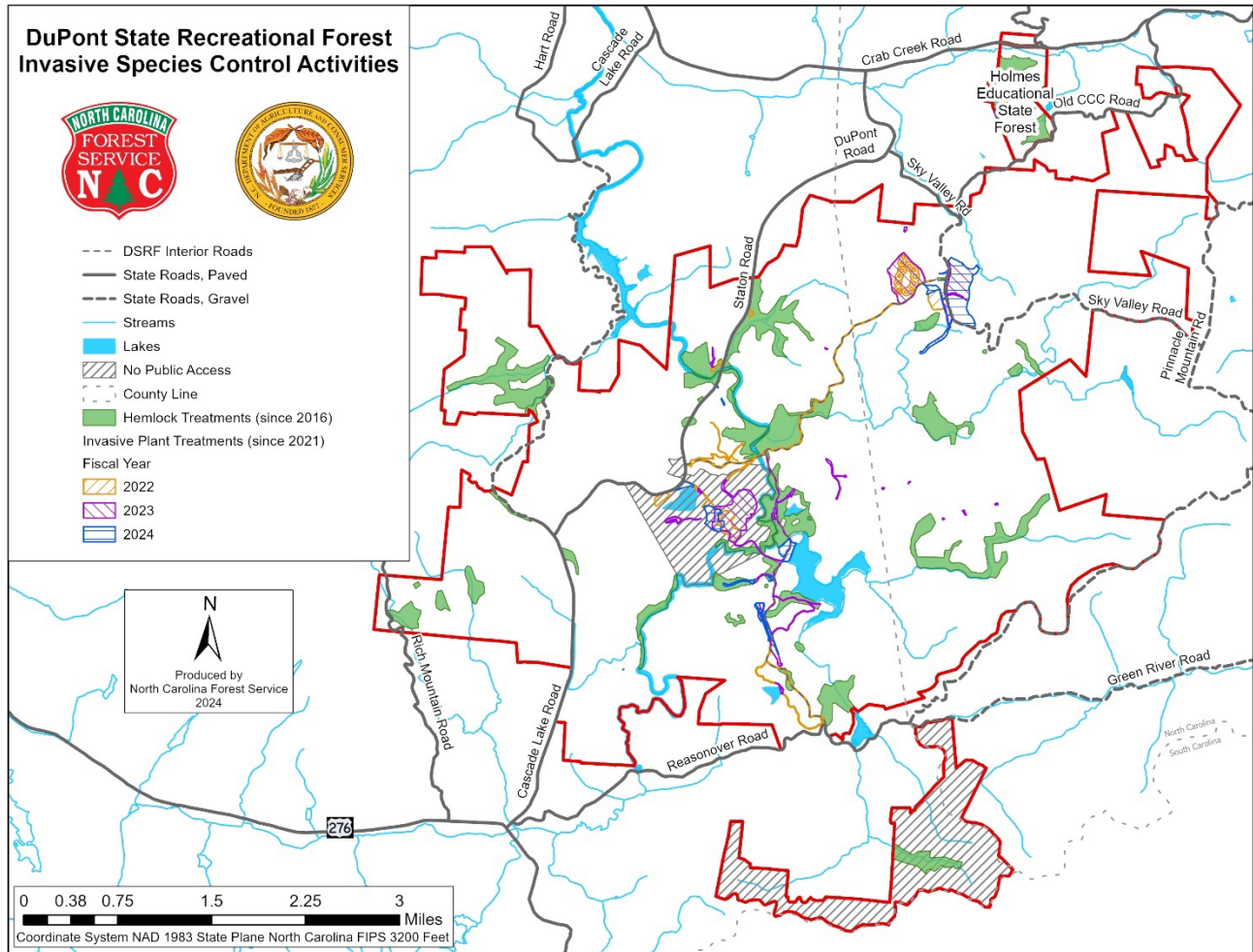


Figure 13: Areas that have been treated for invasive species or HWA between 2022 and 2024.

Lastly, DSRF continued facilitating multiple new and ongoing research projects on the forest for the UNC-Asheville Biology Department, U.S. Forest Service Southern Research Station, N.C. State University, Clemson University, George Washington University, NCWRC and the U.S. Geological Survey Wetland and Aquatic Research Center. All approved research projects on the forest assist with forest management decisions and support the DSRF mission.

Improving forest infrastructure: Capital projects

N.C. Parks and Recreation Trust Fund (PARTF)

In 2017, the North Carolina General Assembly authorized DSRF access to the PARTF for the purposes of capital improvements, repair and renovation of facilities and land acquisition. Forest staff made progress on capital improvement projects supported by PARTF funds during FY23-24, expending \$452,314.00. Figure 14 provides a summary of expenditures, and figure 15 provides a comparison of total capital expenditures for the past five years.

Capital project	Expenditures
Briery Fork, Turkey Knob, Grassy Creek and Wintergreen Falls Trail renovation	\$117,942.30
Conservation Road renovation	\$167,181.70
Fiber internet installation	\$150,000.00
Law enforcement cabin chimney renovation	\$5,800.00
Lake DERA and Lake Julia dam engineering analyses	\$11,390.00
Total	\$452,314.00

Figure 14: Summary of FY23-24 PARTF expenditures at DSRF.

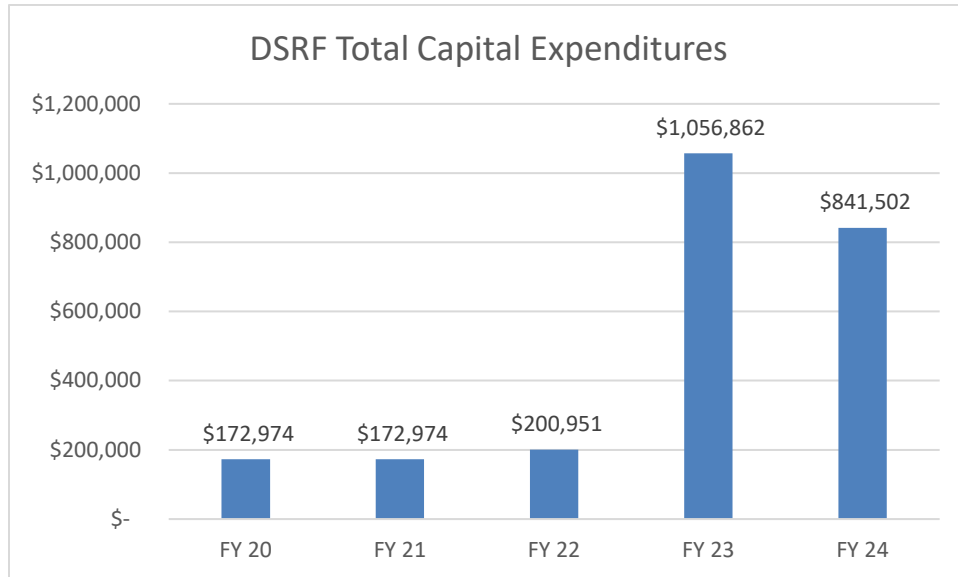


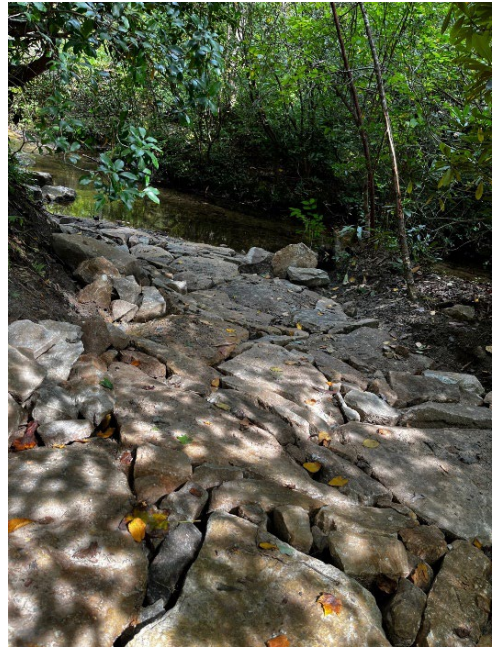
Figure 15: Capital Expenditures for the most recent five fiscal years.

Briery Fork, Turkey Knob, Grassy Creek and Wintergreen Falls Trail renovation

During FY23-24, DSRF hired a trail contractor to make significant repairs and renovations to Briery Fork Trail, Grassy Creek Trail, Turkey Knob Trail and Wintergreen Falls Trail. The contractor rerouted a section of Briery Fork Trail to improve its sustainability and reduce its impact on waterways and sensitive habitat in the area. The reroute also allowed the Briery Fork and Turkey Knob trails to be combined into a single continuous trail. The contractor provided surface reconstruction to Grassy Creek Trail by constructing turnpikes, installing sections of rock armoring to correct significant erosion and stabilizing the trail bed and other trail improvements. Lastly, the contractor repaired sections of Wintergreen Falls Trail where deep ruts had developed to improve visitor safety while simultaneously increasing the trail's sustainability and protecting trailside habitat.



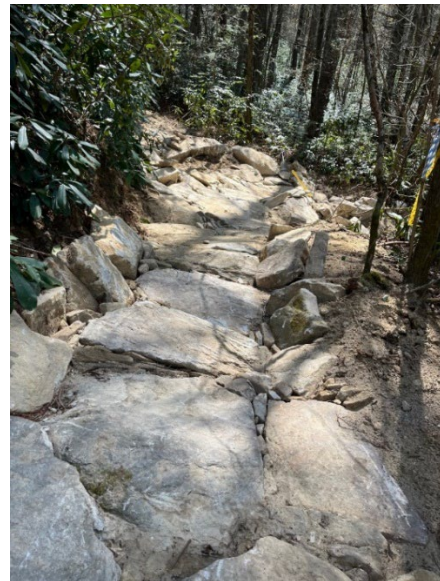
Removal of protruding rocks and repair of the trail surface to promote safety and sustainability of Grassy Creek Trail.



Rock armoring installed at the Briery Fork creek crossing stabilizes the trail surface and protects water quality.



Construction of a turnpike along Grassy Creek Trail eliminates a chronically wet area and improves trail experience for visitors.



Rock armoring along a section of Grassy Creek Trail reduces erosion and increases trail stability.

Conservation Road renovation and gravel

During FY23-24, more than 8,000 tons of gravel was brought in for repairing and improving Conservation Road. Conservation Road is a primary 2.6-mile route that connects hikers, bikers and equestrians to a variety of popular locations within the forest such as Lake Dense, Lake Julia and Bridal Veil Falls. The work on Conservation Road will continue into FY24-25 and includes improvement of drainage structures, removal of invasive species, cutting back of encroaching plants and tree limbs and repairing and rebuilding the road's base, shoulders and surface.



Erosion on Conservation Road creates potential impacts to visitor and vehicles.



Gravel stockpiled for repairing and improving Conservation Road.

Fiber internet installation

Before 2024, DSRF visitors and staff have relied on low-speed internet access for services such as office phone networks, internet access and mobile phone connectivity. With the installation of high-speed fiber cable at certain locations, visitors can easily download trail maps, access the DSRF website and use internet calling to coordinate travel needs. The upgrade to fiber internet access provides DSRF with a critical utility that benefits all administrative needs and allows DSRF staff to complete online tasks significantly faster by using cloud based and large data tools such as document storage and video conference calling.



Fiber internet increases operational efficiencies at DSRF.



Visitors can more easily download trail maps and access information through the fiber powered internet access.

Law enforcement cabin chimney renovation

The law enforcement cabin was previously used as an educational space by the Summit Camps for Boys and Girls. Renovations completed in fiscal years 2021-2022 and 2022-2023 converted this space into a secure location for investigatory files, evidence and office space for law enforcement officers assigned to DSRF. The chimney repair completes the renovation of this facility so that it can be used to support the activities of the DSRF law enforcement officers.



The chimney at the law enforcement cabin was repaired to eliminate leaks.



The chimney repair on the law enforcement cabin marks the final step in this building's renovation.

Lake DERA and Lake Julia dam engineering analyses

The two largest lakes at DSRF, Lake DERA (approximately seven acres) and Lake Julia (approximately 100 acres), were constructed by private landowners before state forest ownership. The Lake DERA dam was originally built in the early 1970s by the former DuPont Corporation and was repaired in 2017 by the Corteva Corporation, before a transfer of that property to the state. The Lake Julia dam was constructed in the late 1960s by the Summit Camps for Boys and Girls and has never been fully assessed by an engineer. The assessment reports for both dams include a thorough examination of the structural integrity and safety feature improvements needed to ensure the dams continue to comply with safety regulations. Renovation design is expected to begin in FY24-25 with construction to be scheduled in subsequent years.



A portion of Lake DERA dam was last repaired and improved in 2017.



The Lake Julia dam has never been repaired or improved since its original construction in the late 1960s.

Plans for FY24-25

Forest trails and roads

Forest trails and gravel roads at DSRF constitute one of the most extensive outdoor recreational systems in North Carolina. These natural surface pathways endure traffic from bicyclists, equestrians, hikers and forest ranger vehicles. In addition, these trails and roads are exposed to significant rainfall contributing to continuous erosion and sedimentation. Trail and road system maintenance is a year-round operation and requires a significant investment of materials and labor. During FY24-25, DSRF will use PARTF funds to purchase gravel, fencing and erosion control materials to repair, maintain

and improve access areas, trails and roads. In addition, DSRF will use PARTF funds to hire a professional trail builder to improve, repair and realign Reasonover Creek Trail and realign a section of Mine Mountain Trail that is currently not sustainable. This contracted trail work will help the trails withstand a high level of use, improve sustainability, protect water quality, reduce environmental impacts and improve visitor safety.

Forest facilities: Repair and renovation

DSRF will continue work on several critical infrastructure improvement projects during FY24-25. The restroom facility at the Guion Farm Access Area, the largest capital building project on DSRF to date, is expected to be completed in early FY24-25. The Guion Farm Access Area parking lot portion of the project was completed in FY22-23 and has provided improved equestrian access to the Henderson County side of the forest, with pull through parking lanes that allow more space for animals during the unloading and loading into trailers. The restroom facility is part of a multi-year effort to provide basic sanitary services at DSRF access areas. Meeting this need will both accommodate visitor needs and protect the surrounding natural areas from the impacts of littering and waste disposal.

During FY24-25, the maintenance facility known as “the hangar” will be upgraded to include an employee restroom, improved exhaust system and an additional emergency exit. This facility provides office space for the maintenance staff, storage for cleaning and paper products and an area for maintaining and repairing equipment and vehicles that are essential for maintaining forest roads, trail and grounds.

Also, during FY24-25 DSRF will install a floating dock at Fawn Lake. The new dock will be configured in a t-shape to better meet the needs of anglers, swimmers and boaters and will replace an aging structure frequently used by DSRF’s visitors. The improvement goals are reducing visitor hazards while simultaneously reducing the maintenance needs in this popular area of the forest.

Forest management

During FY24-25, the DSRF forest management branch will initiate a forest inventory in preparation of reviewing and updating the DSRF Land and Resource Management Plan. The branch will also prepare for potential 2025 timber harvests that will be focused on increasing stand diversity, improving forest health and creating wildlife habitat.

The forest management branch also plans to meet the annual objective of burning at least 200 acres. Four burns for 241 acres are planned for Fall 2024, and another seven burns totaling nearly 400 acres are slated for Spring 2025. Because elements such as staffing,

weather and forest conditions determine the viability of prescribed burns, the forest management branch may consider additional or alternative areas for burning.

Finally, the forest management branch will continue making strides against nonnative invasive species through retreatment of several areas of hemlocks for HWA, evaluation of two new areas for initial HWA treatment and continued focus on combatting invasive plants such as multiflora rose, kudzu and Japanese honeysuckle.

Information and education

During FY24-25, the DSRF information and education branch will continue to offer onsite and offsite educational programming as well as continue to provide the leadership for the Mountain State Fair and the Friends of DuPont Forest Festival. In addition, the branch will produce a new Junior Forest Ranger booklet that includes activities aimed at children ages 5-10 and ties in with the Environmental Passport Hike signage on the High Falls Loop. The information and education branch will also refine plans for new exhibits for the visitor center and research vendors to implement those plans. During FY24-25, responsibility for the commercial use permit program will migrate from the recreation branch to the information and education branch. Finally, the information and education branch will research and coordinate the installation of a modern security system at the visitor center.

Recreation

Throughout FY24-25, the DSRF recreation branch will continue to collaborate with the Friends of DuPont, Pisgah Trailblazers and other area organizations to support shared stewardship and maintenance of the multiuse trail system at DSRF. This collaborative trail maintenance will improve trail surfaces, repair drainage features, improve water quality and reroute trails to make them more sustainable. In addition, DSRF staff will support and further the work of volunteer hand crews by using small equipment such as compact utility loaders and the mini excavator. Additionally, the recreation branch will lead the initial stages of implementing the DSRF Master Recreation Plan throughout FY24-25. This will mark the beginning of the plan's 15-year vision for the forest's recreational needs.

Contact information

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