

# STATE CONTRACTS INFORMATION

## DEPARTMENT OF GENERAL SERVICES

Act 266 of 1982 provides for the payment of interest penalties on certain invoices of "qualified small business concerns". The penalties apply to invoices for goods or services when payments are not made by the required payment date or within a 15 day grace period thereafter.

Act 1984-196 redefined a "qualified small business concern" as any independently owned and operated, for-profit business concern employing 100 or fewer employees. See 4 Pa. Code § 2.32. The business must include the following statement on every invoice submitted to the Commonwealth: "(name of business) is a qualified small business concern as defined in 4 Pa. Code 2.32."

A business is eligible for payments when the required payment is the latest of:

The payment date specified in the contract.

30 days after the later of the receipt of a proper invoice or receipt of goods or services.

The net payment date stated on the business' invoice.

A 15-day grace period after the required payment date is provided to the Commonwealth by the Act.

For more information: contact: Small Business Resource Center  
PA Department of Community and Economic Development  
374 Forum Building  
Harrisburg, PA 17120  
800-280-3801 or (717) 783-5700

### Reader's Guide



Legal Services & Consultation

① Service Code Identification Number

② Commodity/Supply or Contract Identification No.

**B-54137.** Consultant to provide three 2-day training sessions, covering the principles, concepts, and techniques of performance appraisal and standard setting with emphasis on performance and accountability, with a knowledge of State Government constraints.

Department: General Services

Location: Harrisburg, Pa.

Duration: 12/1/93-12/30/93

Contact: Procurement Division  
787-0000

③ Contract Information

④ Department

⑤ Location

⑥ Duration

⑦

(For Commodities: Contact:  
Vendor Services Section  
717-787-2199 or 717-787-4705

### REQUIRED DATA DESCRIPTIONS

- ① Service Code Identification Number: There are currently 39 state service and contractual codes. See description of legend.
- ② Commodity/Supply or Contract Identification No.: When given, number should be referenced when inquiring of contract of Purchase Requisition. If more than one number is given, each number represents an additional contract.
- ③ Contract Information: Additional information for bid preparation may be obtained through the departmental contracting official.
- ④ Department: State Department or Agency initiating request for advertisement.
- ⑤ Location: Area where contract performance will be executed.
- ⑥ Duration: Time estimate for performance and/or execution of contract.
- ⑦ Contact: (For services) State Department or Agency where vendor inquiries are to be made.

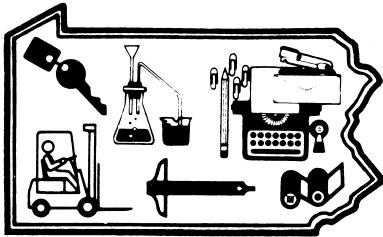
(For commodities) Vendor Services Section (717) 787-2199 or (717) 787-4705

## GET A STEP AHEAD IN COMPETING FOR A STATE CONTRACT!

The Treasury Department's Bureau of Contracts and Public Records can help you do business with state government agencies. Our efforts focus on guiding the business community through the maze of state government offices. The bureau is, by law, the central repository for all state contracts over \$5,000. Bureau personnel can supply descriptions of contracts, names of previous bidders, pricing breakdowns and other information to help you submit a successful bid on a contract. We will direct you to the appropriate person and agency looking for your product or service to get you "A Step Ahead." Services are free except the cost of photocopying contracts or dubbing a computer diskette with a list of current contracts on the database. A free brochure, "Frequently Asked Questions About State Contracts," explains how to take advantage of the bureau's services.

Contact: **Bureau of Contracts and Public Records**  
 Pennsylvania State Treasury  
 Room G13 Finance Building  
 Harrisburg, PA 17120  
 717-787-2990  
 1-800-252-4700

BARBARA HAFER,  
*State Treasurer*



### Commodities

**CN00002918** Needed quote on the following: I/R 5GT3A tower feed pump. A complete new assembly to include impellers, glands, gland bolts/nuts/washers, packing and gaskets. Any questions can be directed to the purchasing department at 610-740-3425.

**Department:** Public Welfare  
**Location:** Allentown State Hospital, 1600 Hanover Avenue, Allentown, PA 18109-2498  
**Duration:** Must be delivered by 6/30/03.  
**Contact:** Robert Mitchell, (610) 740-3425

**SU-02-34** SU-02-34: Shippensburg University is seeking vendors interested in submitting bids for (4) Advanced Teaching System Units, ECG Switch Box for Dual Bio Amp/Teaching Units, Skin Surface Thermistor, Needle Electrodes (5) 1.5 pins and Tendon Hammer. Interested bidders may fax or email their request to be added to bidders list by May 20, 2003. Fax request to Attn: Pam King (717) 477-1350 or email requests to paking@wharf.ship.edu. All responsible bidders are invited to participate including MBE/WBE firms.

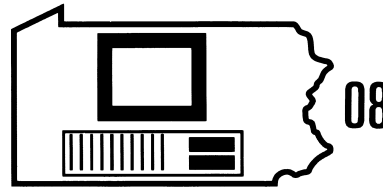
**Department:** State System of Higher Education  
**Location:** Shippensburg University, 1871 Old Main Dr., Shippensburg, PA 17257  
**Duration:** 8/31/03  
**Contact:** Pamela A. King, (717) 477-1386

**SU-02-35** SU-02-35: Shippensburg University is seeking a vendor to supply a new or used Oriel/HTG Aligner/Photolithography System. Vendors interested in receiving a bid package must fax a request to Mona Holtry, Shippensburg University, 1871 Old Main Drive, Shippensburg, PA 17257; Fax (717) 477-1350.

**Department:** State System of Higher Education  
**Location:** Shippensburg University, Shippensburg, PA 17257  
**Duration:** Request delivery to be made as soon as possible.  
**Contact:** Mona M. Holtry, (717) 477-1386

**330040** Gateway bundles (including Firewall-1), VPN and Firewall-1 Modules plus an Enterprise Management Console—For Multiple Security Enforcement Points—that protect an unlimited number of IP Addresses—GOLD PLUS SUPPORT. To obtain a copy of the bid package, call the contact person listed below.

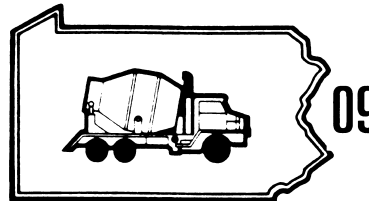
**Department:** Transportation  
**Duration:** This will be a 1-year contract with four annual renewals.  
**Contact:** Sissy Bowles, (717) 705-5856



### Computer Related Services

**ME-2003-02-018** Lease of instant ticket vending equipment for the Pennsylvania State Lottery. Services will include: machine leases costs, maintenance costs and routine servicing to include stocking tickets. The vending machines will be installed at new and/or existing Lottery retailer locations across the state of Pennsylvania.

**Department:** Revenue  
**Location:** Department of Revenue, Pennsylvania Lottery, 2850 Turnpike Industrial Drive, Middletown, PA 17057-5492  
**Duration:** The contract will be five (5) years in length, with possible extensions.  
**Contact:** William R. Powell, (717) 986-4650



### Construction & Construction Maintenance

**MI-882 Ganser Library Masonry Repair** Cut out and replace approx. 350 SF of damaged bricks, point approx. 100 SF of mortar joints, install approx. 300 LF of control joints, and patch approx. 825 SF of damaged concrete. Estimated Range: \$38,000 to \$45,000. Bidding Documents: Requests are made on-line at [http://muweb.millersville.edu/~purchase/current\\_bid\\_opportunities.html](http://muweb.millersville.edu/~purchase/current_bid_opportunities.html). Bidders must register to obtain a bid packet. Register at [http://muweb.millersville.edu/~purchase/contractor\\_registration.html](http://muweb.millersville.edu/~purchase/contractor_registration.html).

**Department:** State System of Higher Education  
**Location:** Main Campus, Millersville University, Millersville, PA 17551  
**Duration:** 08/15/03—10/15/03, 60 calendar days  
**Contact:** Bernadette Wendler, (717) 872-3570

**MI-806 Campus Identification Sign** Furnish and install masonry/concrete to construct an entrance sign at the corner of George Street and Cottage Avenue. The project includes minor electrical and plumbing work. Estimated range: \$36,000 to \$42,000. Bidding Documents: Requests are made on-line at [http://muweb.millersville.edu/~purchase/current\\_bid\\_opportunities.html](http://muweb.millersville.edu/~purchase/current_bid_opportunities.html). Bidders must register to obtain a bid packet. Register at [http://muweb.millersville.edu/~purchase/contractor\\_registration.html](http://muweb.millersville.edu/~purchase/contractor_registration.html).

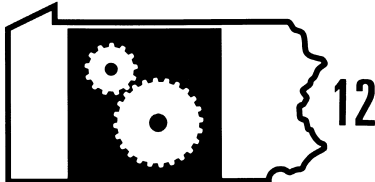
**Department:** State System of Higher Education  
**Location:** Main Campus, Millersville University, Millersville, PA 17551  
**Duration:** 08/01/03—09/15/03, 45 calendar days  
**Contact:** Bernadette Wendler, (717) 872-3570

**MI-847 Perimeter Road PROJECT TITLE:** Perimeter Road. **BRIEF DESCRIPTION:** field layout and proper tie-in to existing roadways; excavation of soil for erosion and sediment control; relocate underground utilities, storm drainage, piping and connection to existing system; install retaining wall; traffic control devices, light fixtures, poles and wiring; modification of existing light fixtures. **ESTIMATED RANGE:** \$340,000.00—\$400,000.00 General Construction; \$34,000.00—\$40,000.00 Electrical Construction. **BIDDING DOCUMENTS:** written requests for bidding documents will be accepted at one of the following addresses **EMAIL—**Construction.Contracting@millersville.edu; **FAX** 717-871-4887 or 717-871-5622; **WEB ADDRESS—**http://muweb.millersville.edu/~purchase/current\_bid\_opportunities.html. There is no cost for the bidding documents. However, bidders requesting special express mailings are to provide their account number and the name of the courier with their written requests. **BID DATE:** Friday, May 30, 2003, at 10:00 a.m. Two Pre-Bid Conferences have been scheduled for Tuesday, May 6, 2003, at 10:00 a.m. and Thursday, May 15, 2003 at 2:00 p.m. Meet at the site for both scheduled meetings. All bidders must be registered to secure plans and specifications. Register at [http://muweb.millersville.edu/~purchase/contractor\\_registration.html](http://muweb.millersville.edu/~purchase/contractor_registration.html).

**Department:** State System of Higher Education  
**Location:** Millersville University of PA, Main Campus, Millersville, PA 17551  
**Duration:** 90 calendar days from the date of the Notice to Proceed  
**Contact:** Jill M. Coleman, (717) 872-3730

**401-BL-690 ROTC Parking Lot—**Provide all labor, material and equipment necessary to construct a new 124 stall parking lot on the upper campus of Bloomsburg University. Work includes site grading, storm drainage, utility relocations, cement concrete curb and sidewalk, bituminous paving, line painting, landscaping, miscellaneous signing, and the installation of new area lighting. There will be two primes on this project, General and Electrical. To obtain a copy of the bid documents, submit a \$50.00 non-refundable deposit to Larson Design Group, 1000 Commerce Park Drive, P.O. Box 487, Williamsport, PA 17703-0487—Phone: (570) 323-6603. All information on the pre-bid and bid specifications will be included in the package.

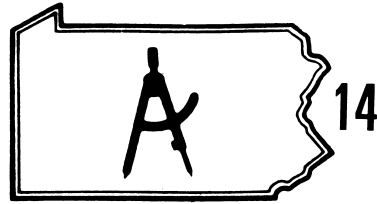
**Department:** State System of Higher Education  
**Location:** Bloomsburg University, Bloomsburg, PA  
**Duration:** 60 Days  
**Contact:** Joe Quinn, (570) 389-4311



## Drafting and Design Services

**RFP2003-MU 001 REVISED** Millersville University of Pennsylvania of the State System of Higher Education is issuing Request for Proposal (RFP) No. 2003—MU 001 for Renovation of the Dining, Servery, and Kitchen Facilities located in the Charles H. Gordinier Hall Student Dining Facility. The selected professional shall provide full dining facility design services to prepare schematic design, design development, and construction contract documents. Bidding and Construction Services are to be provided as requested by the University. The total estimated funding for this project is \$2,500,000.00. The selected Professional will have completed at least three (3) food service design and/or renovation projects for colleges/universities within the last 3 years. These projects must have consisted of at least a 250-seat capacity dining room with multi-service platforms. All applications submitted are subject to review by University Selection/Negotiation Boards. The System Boards disclaim any liability whatsoever as to their review of the applications submitted and in formulating their recommendations for selection. All recommendations for selection made by the Board shall be final pursuant to the Act of November, 1982, (P.L. 660, No. 188). Professionals may be required as part of the process to be interviewed by the Selections Board. If an interview is required, the professional will be notified by the Board as to the date, time and place. The System encourages responses from small firms, minority firms, woman-owned firms, and firms which have not previously worked for the System, and will consider joint ventures which will enable these firms to participate in System professional services contracts. Responding firms must meet the experience requirements as stated in this ad. Non-Discrimination and Equal Opportunity are the policies of the Commonwealth and the State System of Higher Education. Interested professionals should obtain an RFP by faxing their request to 717-871-2000 or via e-mail at [John.Cox@millersville.edu](mailto:John.Cox@millersville.edu). There will be a non-mandatory Pre-proposal Meeting and scheduled site visit at 2:00 PM on May 6, 2003. Proposals are due no later than 4:00 p.m. on May 21, 2003. Late responses will not be considered.

**Department:** State System of Higher Education  
**Location:** Millersville University of PA, Millersville Borough  
**Duration:** Phased over 1.5 years  
**Contact:** John Cox, (717) 871-2083



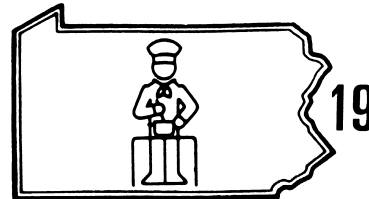
## Engineering Services

**PennDOT-ECMS** The Pennsylvania Department of Transportation has established a website advertising for the retention of engineering firms. You can view these business opportunities by going to the Department of Transportation's Engineering and Construction Management System at [www.dot2.state.pa.us](http://www.dot2.state.pa.us).

**Department:** Transportation  
**Location:** Various  
**Contact:** [www.dot2.state.pa.us](http://www.dot2.state.pa.us)

**IN-848 Design Renovations—Langham & Wahr** Indiana University of Pennsylvania State System of Higher Education will select a firm for the purpose of providing professional design services for the Langham and Wahr Renovations. Interested professionals should obtain a Request for Proposal (RFP) from Robert L. Marx, Director of Engineering and Construction at IUP by phone (724) 357-2289, Fax (724)357-6480, e-mail [bobmarx@iup.edu](mailto:bobmarx@iup.edu), or see website at [www.iup.edu/engconstruction/list.shtm](http://www.iup.edu/engconstruction/list.shtm). RFPs are due at 4:00 p.m. June 5, 2003. The University encourages responses from small firms, minority firms, women owned firms and firms which have not previously worked for the System, and will consider joint ventures which will enable these firms to participate in the System's professional services contracts.

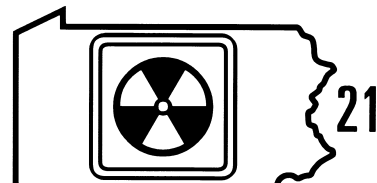
**Department:** State System of Higher Education  
**Location:** Indiana University of Pennsylvania, Engineering & Construction Group, Indiana, PA  
**Duration:** Request for Proposal is due at IUP Eng & Construction Office on June 5, 2003, by 4:00 p.m.  
**Contact:** Robert L. Marx, (724) 357-2289



## Food

**05010 Liquid Coffee, Frozen.**

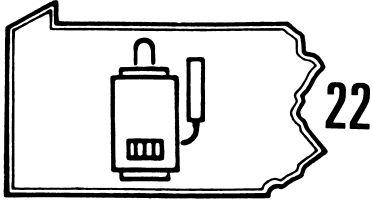
**Department:** Military Affairs  
**Location:** PA Soldiers & Sailors Home, 560 East 3rd Street, P.O. Box 6239, Erie, PA 16507  
**Duration:** 07/01/03 through 06/30/04  
**Contact:** Jenny Nowacinski, (814) 878-4930



## Hazardous Material Services

**08-102021** PennDOT, Butler County, District 1020, is soliciting the service of quantifier contractor for the removal and transporting of hazardous and non-hazardous waste material in drums or bulk containers, according to bid specifications. For a bid package, please fax a contact name and your company name along with your complete address and Federal ID # to 724-283-3573 or e-mail your request to [askunda@state.pa.us](mailto:askunda@state.pa.us).

**Department:** Transportation  
**Location:** Department/Agency: Transportation  
**Location:** 351 New Castle Road, Butler, PA 16001  
**Duration:** Two (2) year contract: By mutual consent of both parties, this contract is renewable for a one (1) year period  
**Contact:** Andy Skunda, 724-284-8226



### HVAC Services

**FM-8644** Provide emergency and routine repair work for the heating, electrical, plumbing, and air-conditioning systems. Contractor to respond to call within four (4) hours of receipt, either directly or via a recording device. Replacement parts must be as originally installed or of equal quality and function. The contractor must agree to redeem manufacturer's warranty of parts, where applicable, and further agree to guarantee workmanship and replacement parts provided by their firm for ninety days. Materials and parts are to be billed at vendor cost. Remarks: Bidding to be done on labor rate per hour for Mechanic plus travel.

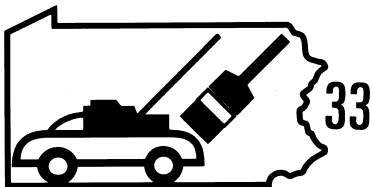
**Department:** State Police  
**Location:** Troop G, Hollidaysburg Headquarters and Garage, 1510 N. Juniata Street, Hollidaysburg, PA 16628  
**Duration:** July 1, 2003, through June 30, 2006. Bid opening 6/16/03, not accepting requests for bids after 6/9/03.  
**Contact:** Stacey Logan-Kent, (717) 705-5952



### Janitorial Services

**sbc#724166** Janitorial services for Flight Services facility located at 611 Ross Avenue, New Cumberland, PA 17070. Services outlined as: Three days per week janitorial services; sweep/dry mop hangar floor; wet mop shop area; internal and external window cleaning; scrub hangar with machine provided by Bureau of Aviation; strip and polish restroom floors; shampoo carpets; sweep and dust loft area; clean external surfaces of lockers, shop and hangar wall storage units. Please refer to Exhibit D for detailed occurrences of services. Bids must be received by May 15, 2003 at 2:00 p.m. Please contact Terry Sipe at 717/783-8952 for further information.

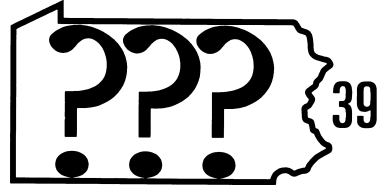
**Department:** Transportation  
**Location:** Flight Services, Capital City Airport, 611 Ross Avenue, New Cumberland, PA 17070  
**Duration:** One year contract with a four year renewable option  
**Contact:** Terry Sipe, (717) 783-8952



### Property Maintenance

**FM 8643** Furnish all labor, materials and equipment to cut, trim and maintain grass area at the PA State Police, Somerset Station, THREE (3) cuttings per month, or as required by the Station Commander. Detailed Work Schedule and Bid must be obtained from the Facility Management Division at 717-705-5951.

**Department:** State Police  
**Location:** Troop A, Somerset Station, 142 Sagamore Street, Somerset, PA 15501 (SR0031, .5 mile east of Somerset Borough)  
**Duration:** 07/01/03 to 06/30/06  
**Contact:** Sandy Wolfe, (717) 705-5951



### Miscellaneous

**ADV#178** Indiana University of Pennsylvania is seeking qualified vendors to respond to a Request for Quotation to provide on-site, full service maintenance for Minolta copiers located at the main and branch campuses of Indiana University of Pennsylvania. Requests for copies of the bid package should be made in writing referencing ADV#178 and directed to the attention of Barbara Cerovich, Contracts Administrator, IUP, Robertshaw Building, 650 S. 13th Street, Indiana, PA 15705; Fax No. (724) 357-2670; e-mail Cerovich@iup.edu. Interested vendors must submit their requests to be placed on the bidders list no later than Friday, May 23, 2003. The University encourages responses from small and disadvantaged, minority and women-owned firms.

**Department:** State System of Higher Education  
**Location:** Indiana University of Pennsylvania, Indiana, PA 15705  
**Duration:** 3 years  
**Contact:** Barbara Cerovich, (724) 357-2301

**04 SALE OF DEER HERD IN LAWRENCEVILLE, TIOGA COUNTY, PA.** Sealed bids for the sale of 120-160 whitetail deer will be opened in the District Office of the Pennsylvania Department of Transportation, 715 Jordan Ave, Montoursville, PA 17754 at 1:00 PM on September 4, 2003. The herd contains trophy bucks and has been a closed herd for the past 4 years. We will be photographing and videotaping the herd in late July at which time a more specific count will be available. The video and photos can be viewed by appointment at the District Office by calling Lenny Confer at 570-368-4337 between 7:30 AM and 3:30 PM EST, Monday-Friday after August 4, 2003. No live inspections will be permitted. Bid forms and specifications can also be obtained from Mr. Confer. The following conditions also apply: All bids will be considered. The successful bidder will take possession of the herd no later than September 12, 2003, and all deer are to be removed from the property by October 20, 2003. The successful bidder will be responsible for all testing required by the USDA. All deer are to be sold as one lot, and none may be released into the wild. No bids will be accepted unless they are on the Pennsylvania Department of Transportation approved bid form and in the approved sealed bid envelope. The Department of Transportation reserves the right to reject any and all bids for any reason, and to waive any technicalities when in the best interest of the department. Any information released with the bid forms will supercede the information contained within this ad.

**Department:** Transportation  
**Location:** Lawrenceville area  
**Contact:** Lenny P. Confer, (570) 368-4337

[Pa.B. Doc. No. 03-972. Filed for public inspection May 16, 2003, 9:00 a.m.]

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## DESCRIPTION OF LEGEND

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| <p><b>1</b> Advertising, Public Relations, Promotional Materials</p> <p><b>2</b> Agricultural Services, Livestock, Equipment, Supplies &amp; Repairs: Farming Equipment Rental &amp; Repair, Crop Harvesting &amp; Dusting, Animal Feed, etc.</p> <p><b>3</b> Auctioneer Services</p> <p><b>4</b> Audio/Video, Telecommunications Services, Equipment Rental &amp; Repair</p> <p><b>5</b> Barber/Cosmetology Services &amp; Equipment</p> <p><b>6</b> Cartography Services</p> <p><b>7</b> Child Care</p> <p><b>8</b> Computer Related Services &amp; Equipment Repair: Equipment Rental/Lease, Programming, Data Entry, Payroll Services, Consulting</p> <p><b>9</b> Construction &amp; Construction Maintenance: Buildings, Highways, Roads, Asphalt Paving, Bridges, Culverts, Welding, Resurfacing, etc.</p> <p><b>10</b> Court Reporting &amp; Stenography Services</p> <p><b>11</b> Demolition—Structural Only</p> <p><b>12</b> Drafting &amp; Design Services</p> <p><b>13</b> Elevator Maintenance</p> <p><b>14</b> Engineering Services &amp; Consultation: Geologic, Civil, Mechanical, Electrical, Solar &amp; Surveying</p> <p><b>15</b> Environmental Maintenance Services: Well Drilling, Mine Reclamation, Core &amp; Exploratory Drilling, Stream Rehabilitation Projects and Installation Services</p> <p><b>16</b> Extermination Services</p> <p><b>17</b> Financial &amp; Insurance Consulting &amp; Services</p> <p><b>18</b> Firefighting Services</p> <p><b>19</b> Food</p> <p><b>20</b> Fuel Related Services, Equipment &amp; Maintenance to Include Weighing Station Equipment, Underground &amp; Above Storage Tanks</p> <p><b>21</b> Hazardous Material Services: Abatement, Disposal, Removal, Transportation &amp; Consultation</p> | <p><b>22</b> Heating, Ventilation, Air Conditioning, Electrical, Plumbing, Refrigeration Services, Equipment Rental &amp; Repair</p> <p><b>23</b> Janitorial Services &amp; Supply Rental: Interior</p> <p><b>24</b> Laboratory Services, Maintenance &amp; Consulting</p> <p><b>25</b> Laundry/Dry Cleaning &amp; Linen/Uniform Rental</p> <p><b>26</b> Legal Services &amp; Consultation</p> <p><b>27</b> Lodging/Meeting Facilities</p> <p><b>28</b> Mailing Services</p> <p><b>29</b> Medical Services, Equipment Rental and Repairs &amp; Consultation</p> <p><b>30</b> Moving Services</p> <p><b>31</b> Personnel, Temporary</p> <p><b>32</b> Photography Services (includes aerial)</p> <p><b>33</b> Property Maintenance &amp; Renovation—Interior &amp; Exterior: Painting, Restoration, Carpentry Services, Snow Removal, General Landscaping (Mowing, Tree Pruning &amp; Planting, etc.)</p> <p><b>34</b> Railroad/Airline Related Services, Equipment &amp; Repair</p> <p><b>35</b> Real Estate Services—Appraisals &amp; Rentals</p> <p><b>36</b> Sanitation—Non-Hazardous Removal, Disposal &amp; Transportation (Includes Chemical Toilets)</p> <p><b>37</b> Security Services &amp; Equipment—Armed Guards, Investigative Services &amp; Security Systems</p> <p><b>38</b> Vehicle, Heavy Equipment &amp; Powered Machinery Services, Maintenance, Rental, Repair &amp; Renovation (Includes ADA Improvements)</p> <p><b>39</b> Miscellaneous: This category is intended for listing all bids, announcements not applicable to the above categories</p> |
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DONALD T. CUNNINGHAM, Jr.  
*Secretary*

