

# 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.

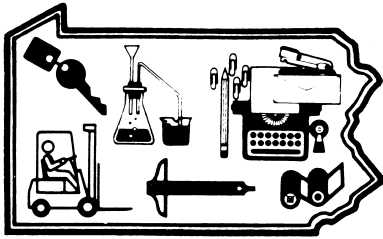
⑦ Contact: (For services) State Department or Agency where vendor inquiries are to be made.  
 (For commodities) Vendor Services Section (717) 787-2199 or (717) 787-4705

## 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

**SU-02-41** Shippensburg University is seeking a vendor to supply various items such as Projector Mounting Equipment, Smart Panel Controllers, Audio Amplifiers, Wall Mounted Speakers, cables, DVD-VCR Recorder/Players, Compact Media carts and all of the necessary labor and equipment required to install the equipment. Vendor must be an authorized distributor and installer of the equipment. Any vendor interested in bidding on this project shall perform a site inspection. Anticipated delivery and installation end of July 2003. 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; email: mmholt@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 Drive, Shippensburg, PA 17257  
**Duration:** Delivery expected on or before 7/31/03.  
**Contact:** Mona M. Holtry, (717) 477-1386

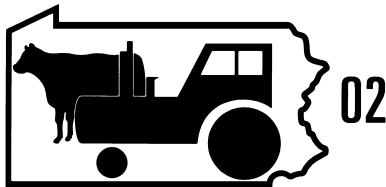
**ADV-185** Indiana University of Pennsylvania (IUP), a member of the Pennsylvania State System of Higher Education, is seeking bids on a multi-year contract for ready-mix concrete to be supplied to the university for projects on an as needed basis for period of three (3) years beginning July 2003 through June 30, 2006. Requests for copies of bid package should be made in writing referencing #ADV-185 and directed to (Mrs.) Roxie M. Johnson, Purchasing Agent, IUP, Purchasing Services, 650 S. 13th Street, Indiana, PA 15705; Fax: (724) 357-2670; or Email: rmjohnsn@iup.edu. Requests for bid packages will be accepted until July 11, 2003. The University encourages responses from small and disadvantaged minority, and woman-owned firms.

**Department:** State System of Higher Education  
**Location:** Indiana University of Pennsylvania, Indiana, PA 15705  
**Duration:** Three (3) years  
**Contact:** Mrs. Roxie M. Johnson, (724) 357-3077

**SU-02-42** Shippensburg University is seeking vendors interested in submitting bids to provide Shippensburg University's Computer Science Department with MIT Handy Boards, Handy Board Expansion Kits and Sensor Kits. Contact Pam King by Fax at (717) 477-1350 or by email at paking.wharf.ship.edu to be added to bidders list. 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:** Through September 2003  
**Contact:** Pamela A. King, (717) 477-1386

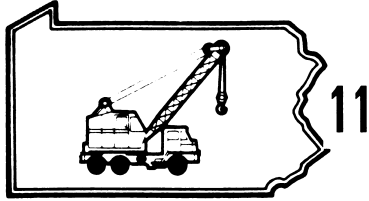
## SERVICES



### Agricultural Services

**10 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 p.m. 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 or by calling Lenny P. Confer at (570) 368-4337 between 7:30 a.m. and 3:30 p.m. EST Monday through 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 around September 12, 2003 with all deer being removed by October 20, 2003. The successful bidder will be responsible for all testing required by the USDA and must enter into a contract with the Commonwealth as well as provide insurance and indemnification. 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 it is in the best interest of the Department. Any information released with the bid forms will supercede the information contained in this ad.

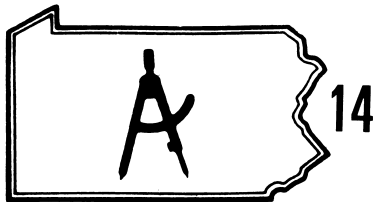
**Department:** Transportation  
**Location:** 715 Jordan Ave., P. O. Box 218, Montoursville, PA 17754  
**Contact:** Lenny P. Confer, (570) 368-4337



### Demolition—Structural Only

**054046** Notice is hereby given that the Department of Transportation is seeking bids for the demolition and removal of (2) houses, (2) Garages and (2) one room frame buildings, in conjunction with the construction of S.R 209-007 and S.R 402-001, in Monroe County, Middle Smithfield and Smithfield Townships. Asbestos removal will be required. For bid Forms, date of inspection, specifications and further information please contact. All Contractors must be Prequalified for this service.

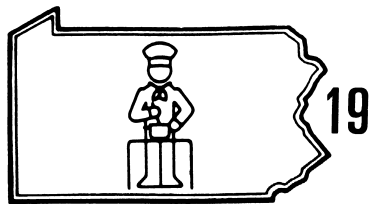
**Department:** Transportation  
**Location:** Monroe County, Middle Smithfield and Smithfield Township.  
**Duration:** 25 working days from Notice to Proceed Date  
**Contact:** John Leinmiller, (570) 426-5164



### 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)



### Food

**CN00003899** Frozen Juice Contract (4 oz. containers) for October, November and December 2003. To request a bid package, please send a fax with your company name, address, telephone and fax numbers, PA state vendor number to 570-587-7108. Bid packages cannot be faxed.

**Department:** Public Welfare  
**Location:** Clarks Summit State Hospital, 1451 Hillside Drive, Clarks Summit, PA 18411-9505  
**Duration:** October 1, 2003—December 31, 2003  
**Contact:** Stanley Rygelski, PA, (570) 587-7291

**CN00003891** Frozen Poultry Contract for October, November and December 2003. To request a bid package, please send a fax with your company name, address, telephone and fax number, Federal ID number and PA vendor number to 570-587-7108. Bid packages cannot be faxed.

**Department:** Public Welfare  
**Location:** Clarks Summit State Hospital, 1451 Hillside Drive, Clarks Summit, PA 18411-9505  
**Duration:** October 1, 2003—December 31, 2003  
**Contact:** Stanley Rygelski, PA, (570) 587-7291

**CN00003895** Dairy Contract for October, November and December 2003. To request a bid package, send a fax with your company name, address, telephone and fax numbers, Federal ID number, and PA vendor number to 570-587-7108. Bid packages cannot be faxed.

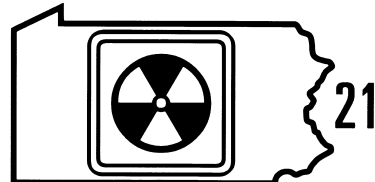
**Department:** Public Welfare  
**Location:** Clarks Summit State Hospital, 1451 Hillside Drive, Clarks Summit, PA 18411-9505  
**Duration:** October 1, 2003—December 31, 2003  
**Contact:** Stanley Rygelski, PA, (570) 587-7291

**CN00003898** Miscellaneous Frozen Foods Contract for October, November and December 2003. To request a bid package, please send a fax with your company name, address, telephone and fax numbers, Federal ID Number and PA state vendor number to 570-587-7108. Bid packages cannot be faxed.

**Department:** Public Welfare  
**Location:** Clarks Summit State Hospital, 1451 Hillside Drive, Clarks Summit, PA 18411-9505  
**Duration:** October 1, 2003—December 31, 2003  
**Contact:** Stanley Rygelski, PA, (570) 587-7291

**CN 00003890** Frozen Meat Contract for October, November and December 2003. To request a bid package, fax your company name, address, telephone and fax numbers, Federal ID Number and PA State Vendor Number to 570-587-7108. Bid packages cannot be faxed.

**Department:** Public Welfare  
**Location:** Clarks Summit State Hospital, 1451 Hillside Drive, Clarks Summit, PA 18411-9505  
**Duration:** October 1, 2003—December 31, 2003  
**Contact:** Stanley Rygelski, PA, (570) 587-7291



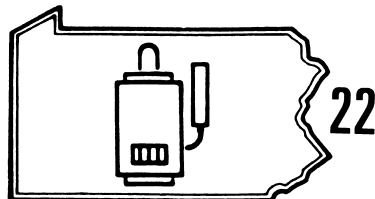
### Hazardous Material Services

**ENV - 102R** Removal and disposal of hazardous and non-hazardous waste material, analytical services, and emergency response cleanup work. There is a six hour response time for the emergency response cleanup work. (Tentative bid opening date for this contract is 2:00 p.m. on July 16, 2003.)

**Department:** Transportation  
**Location:** District 3-0: Columbia, Lycoming, Montour, Northumberland, Sullivan, Snyder, Tioga, Union and Bradford Counties  
**Duration:** This will be a one year contract with up to four renewals. Each renewal will be for a period of one year.  
**Contact:** Sean C. Alexander, (570) 368-4309

**SP3530032431** The Department of Environmental Protection, Bureau of Radiation Protection requires a licensed radioactive material broker/disposal company to collect and dispose of various Radium-226 sources.

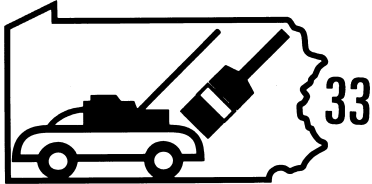
**Department:** Environmental Protection  
**Location:** Various sites throughout the Commonwealth of Pennsylvania.  
**Duration:** Through 6/30/04  
**Contact:** Sherry Morrow, (717) 772-1216



### HVAC Services

**021505** Maintenance of two heating systems. To request bid package e-mail to [jamiel@state.pa.us](mailto:jamiel@state.pa.us) or fax to 814-765-0424 to attention of Janis Miele your company name, address, contact person, phone, and e-mail address.

**Department:** Transportation  
**Location:** One system in Maintenance District 2-1 building at Bellefonte, PA. The second system in Satellite Building four miles East of Philipsburg, PA.  
**Duration:** One-year contract with four separate optional one-year renewals  
**Contact:** Janis Miele, (814) 765-0404



### Property Maintenance

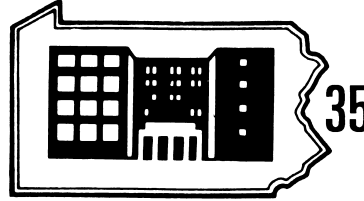
**FM 8653** Furnish all labor, materials and equipment to cut, trim and maintain grass area at the PA State Police, Milton Station, THREE (3) cuttings per month, or as required by the Station Commander. Detailed Work Schedule and Bid must be obtained from the Facility Management Division at 717-705-5951.

**Department:** State Police

**Location:** Troop F, Milton Station, 50 Lawton Lane, Milton, PA 17847 (SR 1031, approx. 1/4 mile north of SR 45)

**Duration:** 07/01/03 to 06/30/06

**Contact:** Sandy Wolfe, (717) 705-5951



### Real Estate Services

**93572** LEASE OFFICE SPACE TO THE COMMONWEALTH OF PA. Proposals are invited to provide the PA Probation and Parole Board with 7,964 useable square feet of office space with a minimum parking for 30 vehicles within the following boundaries: NORTH: I-81 SOUTH: I-83 EAST: I-83 WEST: Susquehanna River, Dauphin County, PA. Downtown locations will be considered. For more information on SFP #93572 which is due on August 18, 2003, visit [www.dgs.state.pa.us](http://www.dgs.state.pa.us) under "Real Estate" to download an SFP package or call (717) 787-4396.

**Department:** Probation and Parole Board

**Location:** 505 North Office Building, Harrisburg, PA 17125

**Contact:** John Hocker, (717) 787-4396

**93604** STATE-OWNED REAL ESTATE FOR SALE: TREVOSE PA STATE POLICE BARRACKS. The Department of General Services will accept bids for the purchase of 15-acres of property and one building located at the northwest intersection of Neshaminy Boulevard and New Road, Bensalem Township, Bucks County. Bids are due on September 23, 2003. Interested parties wishing to download a copy of solicitation #93604 should view the Department of General Services website under "Real Estate" at [www.dgs.state.pa.us](http://www.dgs.state.pa.us) or call (717) 705-5764.

**Department:** General Services

**Location:** 505 North Office Building, Harrisburg, PA 17125

**Contact:** Bradley J. Swartz, (717) 705-5764

**93584** LEASE OFFICE SPACE TO THE COMMONWEALTH OF PA. Proposals are invited to provide the Department of Transportation with 43,763 useable square feet of office space on the site known as the former Harbison Walker Refractory Site, now known as the Clearfield County Technology Park (Lot #6), located at the corner of Rt. 322 and 9th Street, Clearfield Borough, Clearfield County, PA, and include 283 parking spaces. For more information on SFP #93584 which is due on August 18, 2003, visit [www.dgs.state.pa.us](http://www.dgs.state.pa.us) under "Real Estate" to download an SFP package or call (717) 705-5764.

**Department:** Transportation

**Location:** 505 North Office Building, Harrisburg, PA 17125

**Contact:** Bradley J. Swartz, (717) 705-5764

[Pa.B. Doc. No. 03-1340. Filed for public inspection July 3, 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*



