

# 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.

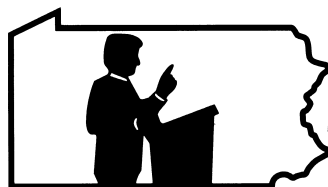
30 days after the later of the receipt of a proper invoice or receipt of goods or services.

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.

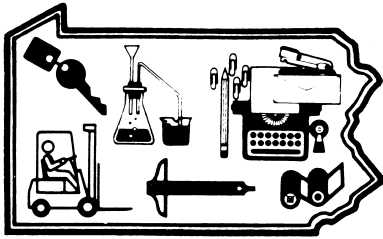
(For commodities) Vendor Services Section (717) 787-2199 or (717) 787-4705

## 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*

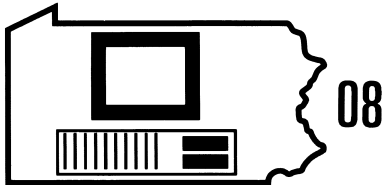


Commodities

**027019** This is second notice for this item of steel grid decking totaling 747 sq. ft. The area will have 4 panels @ 6'3" x 24' long and one panel @ 6'1 1/2" x 24' for a total of 5 panels.

**Department:** Transportation  
**Location:** 1200 West Fourth St., Lewistown, PA 17044  
**Duration:** Within 30 days after receipt of purchase order  
**Contact:** Don Woodward, (717) 436-2187

## SERVICES



Computer Related Services

**TP03** Personal Computer general application and support services.

**Department:** State System of Higher Education  
**Location:** Clarion University of PA, Clarion, PA  
**Duration:** 5 Years Maximum  
**Contact:** Terry Pierucci, (814) 393-2233

**TP01** Computer network equipment, maintenance and repair services.

**Department:** State System of Higher Education  
**Location:** Clarion University of PA, Clarion, PA  
**Duration:** 5 Years Maximum  
**Contact:** Terry Pierucci, (814) 393-2233



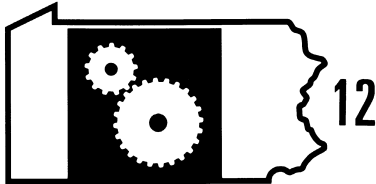
Court Reporting

**CLDGJCR20** Provide court reporting services for the Twentieth Statewide Investigating Grand Jury to be housed in Harrisburg (downtown), Dauphin County, PA. Services are required for the Empanelment Session scheduled for March 25, 2003, and for the first Grand Jury Session beginning the week of April 7-11, 2003. When the Grand Jury sessions begin, services will be required four to five days per week based on the 2003 schedule.

**Department:** Attorney General  
**Location:** Harrisburg, PA - downtown  
**Duration:** March 25, 2003, through August, 2004, with a possible six-month extension through February, 2005.  
**Contact:** Jean Kreiser, (717) 783-2369

**GJPGH-CR21** Provide court reporting services for the Twenty-First Statewide Investigating Grand Jury to be housed in Pittsburgh (downtown), Allegheny County, PA. Services are required for the Empanelment Session scheduled for April 28, 2003, and for the first Grand Jury Session beginning the week of April 29-May 2, 2003. When the Grand Jury sessions begin, services will be required four to five days per week based on the 2003 schedule.

**Department:** Attorney General  
**Location:** Pittsburgh, PA (downtown)  
**Duration:** April 28, 2003, through September, 2004, with a possible six-month extension through March, 2005.  
**Contact:** Jean M. Kreiser, (717) 783-2369

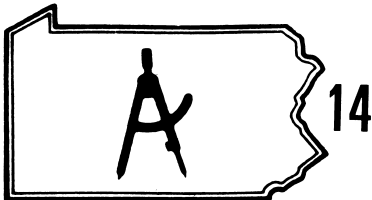


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### Drafting and Design Services

**KURFP-0052R** Kutztown University is seeking interested Professionals for design services for a proposed Campus Recreation Center to be located at Kutztown University. The University will accept and review proposals provided by joint ventures of Architectural, Structural, Mechanical, and Electrical firms in response to this RFP, as well as "full service" firms, defined as firms including all necessary disciplines required to carry out this design except those outlined elsewhere in the RFP as "specialty consultants." All Prime Professionals, whether joint venture or full service, must demonstrate in the proposal that processes, procedures and overall methodologies are in place in order to ensure proper coordination, control, interdisciplinary review, final accountability and overall liability for design components accomplished by any sub-consultants. Standard forms of contracts outlining relationships with any sub-consultants should be provided with the proposal. Negotiations and submission of cost data will only be required from the firm chosen by the Selection Board, based on the selection criteria cited in this RFP. While the State System of Higher Education has no fixed fee schedule, the negotiation of a "fair and reasonable fee" will be a prime consideration in successful negotiations following the slating and selection process. For purposes of this RFP, the benchmark for a "fair and reasonable" fee evaluation will be based in part on the current DGS fee schedule for similar projects, as well as in part on other state's higher education system fee schedules for similar work. RFP packages are available for a nonrefundable fee of \$15.00 from: Barbara Barish, Contract Specialist, Kutztown University, Facilities Office of Planning and Construction, P. O. Box 730, Kutztown, PA, 19530, Phone: (610) 683-4602. RFP packages are available February 24, 2003. A pre-proposal meeting will not be scheduled. Proposals are to be received no later than 3 p.m., March 19, 2003, in Room 229, Facilities Office of Planning and Construction. Nondiscrimination and Equal Opportunity are the policies of the Commonwealth and the State System of Higher Education. All applications submitted are subject to review by Slating and Selection Boards. The System Boards disclaim any liability whatsoever as to their review of applications submitted and in formulating their recommendations for selection. All recommendations for selection made by the Boards shall be final pursuant to the Act of November, 1992, (P.L. 660, No. 188). The System encourages responses from small firms, minority firms, women-owned firms and firms which have not previously performed work for the System, and will consider joint ventures which will enable these firms to participate in System professional service contracts.

**Department:** State System of Higher Education  
**Location:** Kutztown University, Kutztown, PA 19530  
**Duration:** Design to begin on or about July 1, 2003  
**Contact:** Barbara Barish, (610) 683-4602

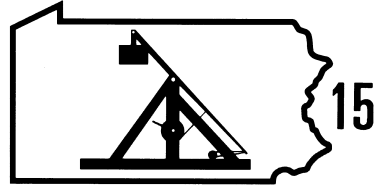


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### Engineering Services

**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)

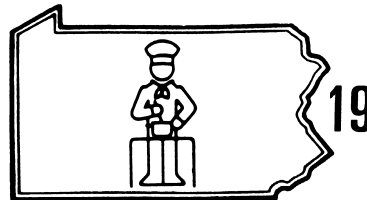


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### Environmental Maintenance Service

**BOGM 02-2** Cleaning Out and Plugging Twelve (12) Abandoned and Orphan Gas Wells (Mark Lawecki, William H. Parson, Jane Noble, Ross S. Miller, David E. Graff, Bonita Mansfield, Douglas P. Plance, Shawn S. Panaro, Norwin School District, Debra C. Orefice, Catherine Grotke, John J. Frydrych and the West Moreland Conservancy Properties). Wells are estimated to be 2,000 and 3,806 feet in depth each; prepare and restore well sites and mobilize and demobilize plugging equipment. This project issues February 28, 2003, and bids will be opened March 27, 2003, at 2 p.m. Payment in the amount of \$10.00 must be received before bid documents will be sent.

**Department:** Environmental Protection  
**Location:** Allegheny, Penn and North Huntingdon Townships and the Borough of Murrysville, Westmoreland County  
**Duration:** 180 calendar days after notice to proceed  
**Contact:** Construction Contracts Section, (717) 783-7994



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### Food

**CN00001663** Miscellaneous Foods.

**Department:** Public Welfare  
**Location:** Danville State Hospital, 200 State Hospital Drive, Danville, PA 17821  
**Duration:** April 1, 2003—June 30, 2003  
**Contact:** Tina Robbins, (570) 271-4578

**CN00001664** Meat and Meat Products.

**Department:** Public Welfare  
**Location:** Danville State Hospital, 200 State Hospital Drive, Danville, PA 17821  
**Duration:** April 1, 2003—June 30, 2003  
**Contact:** Tina Robbins, (570) 271-4578

**CN00001662** Dairy Products.

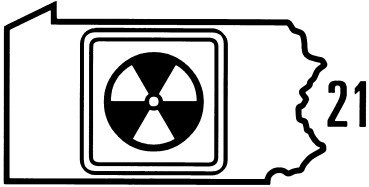
**Department:** Public Welfare  
**Location:** Danville State Hospital, 200 State Hospital Drive, Danville, PA 17821  
**Duration:** April 1, 2003—June 30, 2003  
**Contact:** Tina Robbins, (570) 271-4578

**#17** The bid is for meat, meat products, turkey, chicken and miscellaneous entrees. A copy of the bid packet is available by contacting the Purchasing Department by Phone (610) 740-3425 or FAX (610) 740-3424.

**Department:** Public Welfare  
**Location:** Allentown State Hospital, 1600 Hanover Avenue, Allentown, PA 18190-2498  
**Duration:** April 2003 to June 2003  
**Contact:** Robert Mitchell, Purchasing Agent, (610) 740-3425

**CN00001665** Poultry.

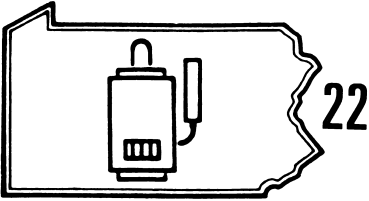
**Department:** Public Welfare  
**Location:** Danville State Hospital, 200 State Hospital Drive, Danville, PA 17821  
**Duration:** April 1, 2003—June 30, 2003  
**Contact:** Tina Robbins, (570) 271-4578



### Hazardous Material Services

**DB06** Asbestos and Infectious Waste Management Services.

**Department:** State System of Higher Education  
**Location:** Clarion University of PA, Clarion, PA  
**Duration:** 5 Years Maximum  
**Contact:** Dinah Bowman, (814) 393-2365



### HVAC Services

**DB05** Air conditioning repair services for Main Campus in Clarion, PA; and branch campus in Oil City, PA

**Department:** State System of Higher Education  
**Location:** Clarion University of PA, Clarion, PA  
**Duration:** 5 Years Maximum  
**Contact:** Dinah Bowman, (814) 393-2365



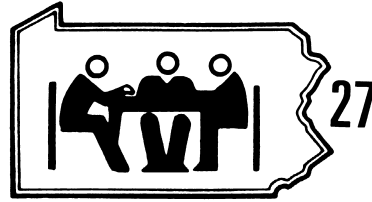
### Janitorial Services

**DB02** Custodial services for main campus, Clarion, PA.

**Department:** State System of Higher Education  
**Location:** Clarion University of PA, Clarion, PA  
**Duration:** 5 Years Maximum  
**Contact:** Dinah Bowman, (814) 393-2365

**DB03** Custodial services for Venango County Branch Campus, Oil City, PA

**Department:** State System of Higher Education  
**Location:** Clarion University of PA, Oil City, PA  
**Duration:** 5 Years Maximum  
**Contact:** Dinah Bowman, (814) 393-2365



### Lodging/Meeting Facilities

**GJPGH-HA21** Provide hotel accommodations for the Twenty-First Statewide Investigating Grand Jury to be housed in Pittsburgh (downtown), Allegheny County, PA. Services are required for April 27, 2003, the evening prior to the scheduled Empanelment Session on April 28, 2003, and for the first Grand Jury Session beginning the week of April 29-May 2, 2003. When the Grand Jury sessions begin, services will be required four to five days per week based on the 2003 schedule.

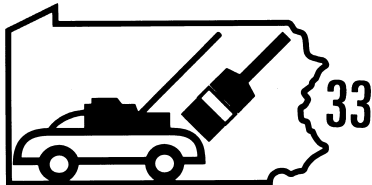
**Department:** Attorney General  
**Location:** Pittsburgh, PA - downtown  
**Duration:** April 27, 2003, through September, 2004, with a possible six-month extension through March, 2005  
**Contact:** Jean M. Kreiser, (717) 783-2369

**SU-02-21** Shippensburg University is seeking vendors interested in submitting bids for Conference facilities in the Hershey, PA, area for the timeframe of June 4-6, 2003. Interested vendors must have facilities for 600 individuals for lodging, meeting rooms, food service and audio/visual equipment for duration of conference. Please fax your request to be added to the bidders list to Attn: Pamela King at (717) 477-1350. Requests must be received by March 5, 2003. 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:** June 4, 5 and 6, 2003  
**Contact:** Pamela A. King, (717) 477-1386

**CLDG.JHA20** Provide hotel accommodations for the Twentieth Statewide Investigating Grand Jury to be housed in Harrisburg (downtown), Dauphin County, PA. Services are required for March 24, 2003, the evening prior to the March 25th, 2003 scheduled Empanelment Session, and for April 6, 2003, the evening prior to the first Grand Jury Session beginning the week of April 7-11, 2003. When the Grand Jury sessions begin, services will be required four to five days per week based on the 2003 schedule.

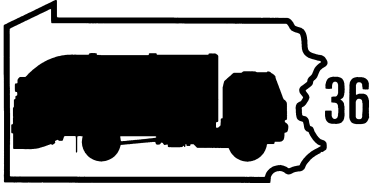
**Department:** Attorney General  
**Location:** Harrisburg, PA - downtown  
**Duration:** March 24, 2003, through August, 2004, with a possible six-month extension through February, 2005  
**Contact:** Jean M. Kreiser, (717) 783-2369



### Property Maintenance

**DES053** Provide snow and ice removal services at the Selinsgrove Driver Exam Site. Bid packages can be obtained by calling (717) 783-3931 or faxing request to (717) 783-7971. Bid opening date is 2-28-03. Service will be needed 11-1-03.

**Department:** Transportation  
**Location:** Selinsgrove Driver Exam Site, 1015 Route 533, Selinsgrove, PA 17870  
**Duration:** 5 years (effective 11-1-03)  
**Contact:** Susan Sobotor, (717) 783-3931



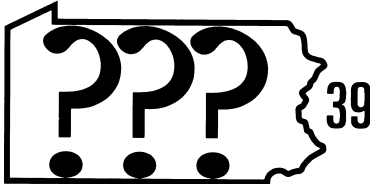
## Sanitation

**DB01** Refuse removal services at Venango County Branch Campus.

**Department:** State System of Higher Education  
**Location:** Clarion University of PA, Oil City, PA  
**Duration:** 5 Years Maximum  
**Contact:** Dinah Bowman, (814) 393-2365

**DB04** Refuse removal services, Main Campus, Clarion, PA

**Department:** State System of Higher Education  
**Location:** Clarion University of PA, Clarion, PA  
**Duration:** 5 Years Maximum  
**Contact:** Dinah Bowman, (814) 393-2365



## Miscellaneous

**TP04** HIV/AIDS Education, prevention and case management services in Erie, Mercer and Lawrence Counties.

**Department:** State System of Higher Education  
**Location:** Clarion University of PA - NW Alliance, Clarion, PA  
**Duration:** 1 Year Max; Renewable  
**Contact:** Terry Pierucci, (814) 393-2233

**DB07** Recyclable waste management services.

**Department:** State System of Higher Education  
**Location:** Clarion University of PA, Clarion, PA  
**Duration:** 5 Years Maximum  
**Contact:** Dinah Bowman, (814) 393-2365

**30004300** Contractor to provide chaplaincy services for inmates of Muslim faith at SCI-Greene and SCI-Waynesburg in Waynesburg, PA. During period of 07/01/2003 through 06/30/2004. Hours of service are estimated at 8 hours weekly at each institution but may increase/decrease during term as determined by facilities' chaplaincy director.

**Department:** Corrections  
**Location:** SCI-Greene, 169 Progress Dr., Waynesburg, PA 15370 and SCI-Waynesburg, 373 Prison Rd., Waynesburg, PA 15370.  
**Duration:** 07/01/2003 through 6/30/2004  
**Contact:** Laura Mohr, Purchasing Agent, (724) 852-5534

**DB08** Cleaning services for blinds, carpet and furniture.

**Department:** State System of Higher Education  
**Location:** Clarion University of PA, Clarion, PA  
**Duration:** 5 Years Maximum  
**Contact:** Dinah Bowman, (814) 393-2365

**TP02** Telephone system repair and installation services.

**Department:** State System of Higher Education  
**Location:** Clarion University of PA, Clarion, PA  
**Duration:** 5 Years Maximum  
**Contact:** Terry Pierucci, (814) 393-2233

**RB01** Bus Transportation services for intercollegiate athletic teams.

**Department:** State System of Higher Education  
**Location:** Clarion University of PA, Clarion, PA  
**Duration:** 1 Year Maximum  
**Contact:** Robin Bish, (814) 393-2233

[Pa.B. Doc. No. 03-382. Filed for public inspection February 28, 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.  
*Acting Secretary*

**Special Notice**

Effective February 1, 2003, the contract awards issued by the Department of General Services (Department), Bureau of Purchases, will no longer be published in the *Pennsylvania Bulletin*. This information will continue to be available on the Department's website at [www.dgs.state.pa.us](http://www.dgs.state.pa.us), DGS KEYWORD "Procurement Awards."

DONALD T. CUNNINGHAM, Jr.,  
*Acting Secretary*

[Pa.B. Doc. No. 03-383. Filed for public inspection February 28, 2003, 9:00 a.m.]

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