

# 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.

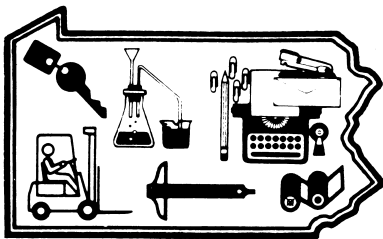
(For commodities) Vendor Services Section (717) 787-2199 or (717) 787-4705

## PA TREASURY BUSINESS OUTLET—PLUG INTO IT!

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. 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 explains how to take advantage of available services.

Contact: **Bureau of Contracts and Public Records**  
 Pennsylvania State Treasury  
 Room 201 Finance Building  
 Harrisburg, PA 17120  
 717-787-4586  
 1-800-252-4700  
 BizOutlet@patreasury.org

BARBARA HAFER,  
*State Treasurer*



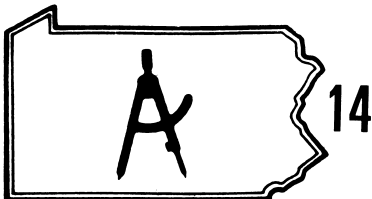
Commodities

**SU-03-25** Shippensburg University is seeking vendors interested in providing 71947 TI-84 Plus Calculators Package. (Package includes 30 calculators, viewscreen package, connectivity kit and hard suitcase for 30 graphing calculators.) P/N 70251 TI-15/TK-2 Calculator Package. (Package includes 20 calculators w/instruction book.) P/N 78010 TI-15 Overhead Calculator. 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 or email mmholtr@wharf.ship.edu. Package will be available 5/28/04 and bid responses will be due tentatively 6/21/04 by 4:00 PM. 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 required by the beginning of August 2004.  
**Contact:** Mona M. Holtry, (717) 477-1386

## SERVICES



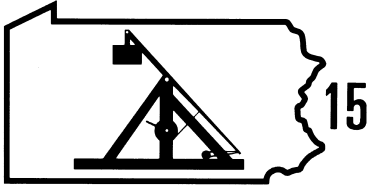
Engineering Services

**SU-2003/12B** RFP 2003/12B—Student Recreation Building Professional Services for Design and Construction, SSHE, Shippensburg University, Shippensburg Township, Cumberland County, Pennsylvania. The university plans to construct a Student Recreation Building of approximately 63,200 gross square feet in the fall of 2005. The facility will consist of the following: 4 multi-activity courts, indoor track, fitness center, 2 racquetball courts, equipment storage rooms, men's and women's locker rooms, and administrative offices. Proposing firms shall demonstrate expertise in design of recreational facilities. Track record should indicate integrated design practices including energy efficiency, future maintenance requirements, and evaluation of alternatives on a life-cycle cost basis. To be responsive, firms must be full-service, capable of providing all necessary architectural and engineering disciplines, and located less than 150 miles from Shippensburg University. All applications submitted are subject to review by a System Selection Board at Shippensburg University. The System Boards disclaim any liability whatsoever as to their review of the applications submitted and in formulating their recommendations for selection. SSHE encourages responses from small firms, minority firms, and firms which have not previously performed work for the System. To be considered, firms must submit proposals in accordance with RFP, enclosing Commonwealth forms 150-ASP current within one year of the response date. To request RFP, contact Debbie Martin, phone 717-477-1121; fax 717-477-4004. Deadline for submission is July 2, 2004 at 4:00 PM.

**Department:** State System of Higher Education  
**Location:** Shippensburg University, Shippensburg, PA 17257  
**Duration:** Multiple years  
**Contact:** Deborah K. Martin, (717) 477-1121

**RFP CLA-2004-1** Clarion University of Pennsylvania is soliciting from professionals specializing in investigation and design services for projects to identify, document, and design corrections for Inflow and Infiltration (I/I) problem areas and I/I amounts within wastewater facilities. The University will contract with one firm to provide these services on an as-needed basis under an open-ended professional design services agreement. Actual design work will be scheduled by individual work order. Professionals may request a proposal package by contacting Judy McAninch, 218 Carrier Hall, Clarion University, Clarion, PA 16214, (814) 393-2240, jmcaininch@clarion.edu. The complete request for proposal is also available on the University web site at the following address: <http://www.clarion.edu/admin/facilitiesmanagement/planning/rfpinfo.htm>. Proposals must be submitted no later than 4:00 p.m., June 17, 2004. The University encourages responses from small firms, minority business enterprises and womens business enterprises capable of performing the work solicited by this RFP to submit proposals. The University will consider joint ventures, which will enable these firms to participate.

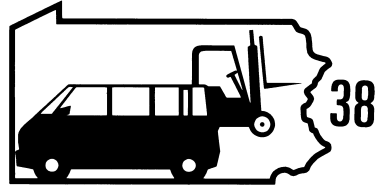
**Department:** State System of Higher Education  
**Location:** Clarion University  
**Duration:** 2 year contract with option for 2 renewals  
**Contact:** Judy McAninch, Contract Specialist, (814) 393-2240



### Environmental Maintenance Service

**OSM 26(0151)202.1** Dunbar Township Mine Fire Control Project, Stormwater Management. The principal items of work and approximate quantities include constructing a stormwater detention pond, 140 cubic yards of ditch excavation, 670 square yards of high velocity erosion control mulch blanket, 600 linear feet of PA DOT Type 1 right-of-way fence and 3 acres of seeding. This project issues on June 11, 2004 and bids will be opened on July 8, 2004 at 2:00 p.m. Payment in the amount of \$10.00 must be received before bid documents will be sent. Funding for this project is made available through the \$24.7 million for Pennsylvania's 2002 AML Grant.

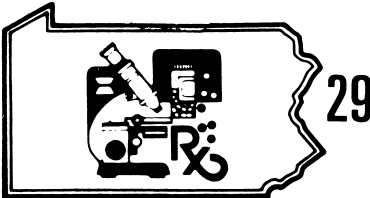
**Department:** Environmental Protection  
**Location:** Dunbar Township, Fayette County, PA  
**Duration:** 270 calendar days after the official starting date.  
**Contact:** Construction Contracts Section, (717) 783-7994



### Vehicle, Heavy Equipment and Powered Machinery Services

**045154** The PENNDOT Maintenance facility in Montrose is seeking vendors to provide sandblasting, priming and refinishing services for various types of equipment including, but not limited to Tandem Trucks, single axle trucks, and plows. A complete listing of equipment will be provided in bid package. Bidders facilities must be located within a 35 mile radius of Montrose, PA.

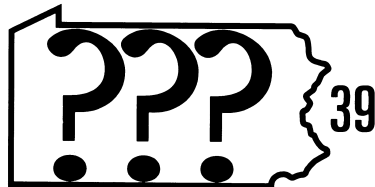
**Department:** Transportation  
**Location:** Pa. Department of Transportation, PO Box 40, Montrose, Pa. 18801  
**Duration:** 1 Year  
**Contact:** Frank Anderson, (570) 278-1171



### Medical Services

**CN00009342** Vision examinations for individuals of the Polk Center by a physician who is a specialist in the diseases of the eye or by an optometrist, certified to practice in the Commonwealth of Pennsylvania.

**Department:** Public Welfare  
**Location:** Polk Center, P. O. Box 94, Polk, PA 16342  
**Duration:** November 1, 2004 through June 30, 2009  
**Contact:** Amy Tatarek, (814) 432-0229

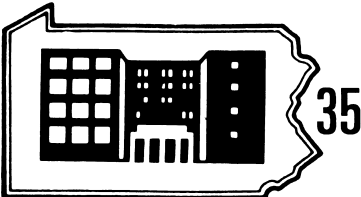


### Miscellaneous

**CN00009343** Service and calibrate fifty-eight (58) sets of scales on Polk Center grounds.

**Department:** Public Welfare  
**Location:** Polk Center, P. O. Box 94, Polk, PA 16342  
**Duration:** September 1, 2004 through August 31, 2009  
**Contact:** Amy Tatarek, (814) 432-0229

[Pa.B. Doc. No. 04-1054. Filed for public inspection June 11, 2004, 9:00 a.m.]



### Real Estate Services

**93712** State-owned real estate for sale, Latrobe Armory. The Department of General Services will accept bids for the purchase of 0.32-acres of property and one building located at the northwest intersection of Ridge Avenue and Spring Street, City of Latrobe, Westmoreland County. Bids are due on August 11, 2004. Interested parties wishing to receive a copy of solicitation #93712 should view the Department of General Services' website at [www.dgs.state.pa.us](http://www.dgs.state.pa.us), and click on "Real Estate" to download an SFP package or call 717-783-0228.

**Department:** General Services  
**Location:** 505 North Office Building, Harrisburg, PA 17125  
**Contact:** Stephen J. Squibb, (717) 783-0228

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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*



