

# 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.

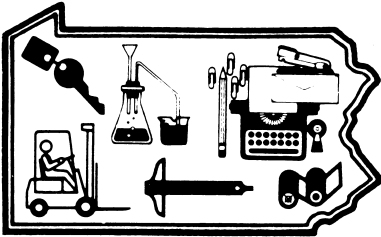
(For commodities) Vendor Services Section (717) 787-2199 or (717) 787-4705

## 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 for the cost of photocopying contracts (15 cents per page); postage; redaction, and certified copies. The bureau may assess reasonable fees for labor and other expenses necessary to comply with the request. 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@ptreasury.org

ROBERT P. CASEY, Jr.,  
*State Treasurer*

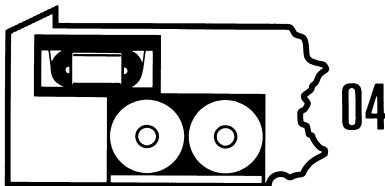


### Commodities

**SU-04-23** Contractor to provide printing of the Undergraduate Catalog 2005-2007 for Shippensburg University in accordance with the specifications provided with the solicitation package. Printer must be able to guarantee that all deadlines can be met. Bids are due 4 p.m. on April 25, 2005. 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 mmholt@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 required no later than June 4, 2005  
**Contact:** Mona M. Holtry, (717) 477-1386

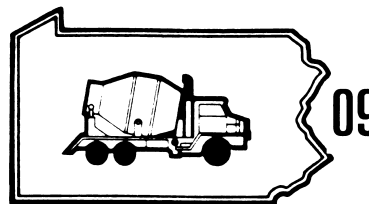
## SERVICES



### Audio/Video

**SU-04-24** Shippensburg University is seeking vendors who are interested in providing a comprehensive Equipment Maintenance Management Program of all copiers, facsimile machines, collators, paper folders/inserters, and mailroom equipment. Interested vendors may submit a request for bid package either by fax to (717) 477-1350 or send an email to kmsmit@wharf.ship.edu.

**Department:** State System of Higher Education  
**Location:** Shippensburg University, 1871 Old Main Drive, Shippensburg, PA 17257  
**Duration:** July 1, 2005 to June 30, 2006 with option to renew for four (4) additional one (1) year periods  
**Contact:** Karen Smith, (717) 477-1386



### Construction & Construction Maintenance

**SSHE 401-BL-767** Work under this project consists of expanding the existing Sutliff parking lot with 32 new stalls asphalt paving parking lot. To obtain a copy of the bid documents submit a \$35.00 non-refundable deposit to Larson Design Group, 1000 Commerce Park Drive, Williamsport, PA 17703-0487, phone (570) 323-6603. The pre-bid conference will be held on April 12, 2005 at 10 a.m. Bloomsburg University, Waller Admin. Bldg., Room 38A, Bloomsburg. The bids will be due April 26, 2005 at 1 p.m.

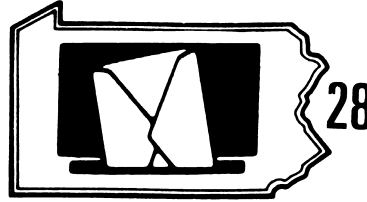
**Department:** State System of Higher Education  
**Location:** Bloomsburg University, 400 E. Second Street, Bloomsburg, PA 17815  
**Duration:** 60 calendar days  
**Contact:** Diann Shamburg, (570) 389-4312

#2004-06 Thaddeus Stevens College of Technology will be accepting bids to construct a new entrance to the running track, replace curb depression at the football field, and construct an ADA sidewalk at the Kreider Building.

**Department:** State  
**Location:** 750 East King Street, Lancaster, PA 17602  
**Duration:** Bid Opening 4/21/05 9 a.m.  
**Contact:** Nancy Froeschle, (717) 299-7787

IN-881 This Project consists of construction of two press box buildings at our South Campus athletic fields, installation of a field drainage system on the varsity soccer field, and associated landscaping work including installation of sod on a portion of the soccer field. Work includes furnishing of all labor, superintendence, materials, tools, and equipment and performing all work necessary to complete the project at the satisfaction of, and subject to approval by IUP Engineering and Construction Group Office.

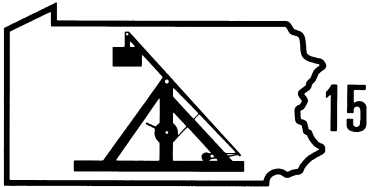
**Department:** State System of Higher Education  
**Location:** Indiana University of PA, South Campus Athletic Fields, University Drive, Indiana, PA 15705  
**Duration:** IUP anticipates issuance of NTP by May 30, 2005. Project completion date is August 1, 2006  
**Contact:** Ray Wygonik, (724) 357-2289



**Mailing Services**

RFP 2005-1 The contractor will provide printing and first-class mailing of assessment reports in February of each year. Additionally, the contractor will provide printing and certified mailing of the Public Utility Commission's assessment invoices about August of each year. The elements of this contract include, but are not limited to, document design, composition, printing, imaging, and mailing.

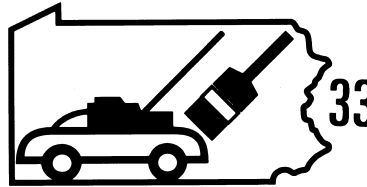
**Department:** Public Utility Commission  
**Location:** Keystone Building, Room N-303, 400 North Street, Harrisburg, PA 17120  
**Duration:** Three(3) years with an option to renew for two (2) additional one (1) year renewal option.  
**Contact:** Joseph Novobilski, (717) 772-0316



**Environmental Maintenance Service**

BOGM 11-101.1 Cleaning Out and Plugging Four (4) Abandoned Gas Wells, (Mr. and Mrs. Bradley S. Regester, Ms. Sandra M. Flack, Mr. David Flack, Mr. Mark A. Flack, Ms. Ora Wakley and Mr. and Mrs. Theodore Wilcox Properties). The principal items of work include cleaning out and plugging four (4) abandoned gas wells, estimated to be between 2,000 and 5,700 feet in depth, to Department specifications, preparing and restoring well sites and mobilizing and demobilizing plugging equipment. Plugging the wells will take an estimated 650 hours while using an estimated 2,300 sacks of well plugging cement. This project issues on April 8, 2005 and bids will be opened on May 3, 2005 at 2 p.m. Bid documents cost \$10.00 per set and will not be mailed until payment has been received. A pre-bid conference is planned for this project but a date has not been set. Please use the contact information contained in this advertisement to find out more about the pre-bid conference.

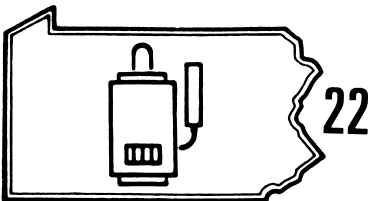
**Department:** Environmental Protection  
**Location:** Rutland, Sullivan, Farmington and Richmond Townships, Tioga County  
**Duration:** 200 calendar days after the official starting date.  
**Contact:** Construction Contracts Section, (717) 787-7820



**Property Maintenance**

W-0501-0401 Replace roof on corridor between Bldgs. Nos. 19-22. Bids can be obtained by calling the purchasing office at 610-740-3425 or fax 610-740-3434.

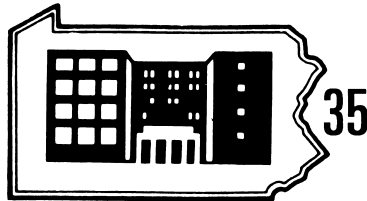
**Department:** Public Welfare  
**Location:** Allentown State Hospital, 1600 Hanover Avenue, Allentown, PA 18109-2498  
**Contact:** Robert Mitchell, Purchasing Agent, (610) 740-3425



**HVAC Services**

CN00014031 Contractor shall provide all tools, labor, cranes, trucks, and certified mechanics to properly remove and dispose of the existing chiller and furnish and install replacement chiller at the Danville Center for Adolescent Females.

**Department:** Public Welfare  
**Location:** Danville Center for Adolescent Females, 13 Kirkbride Drive, Danville, PA 17821  
**Duration:** Unknown  
**Contact:** Dee Kuhn, Purchasing Agent, (717) 789-5509



**Real Estate Services**

93826 State owned real estate for sale in Monroe Township, Snyder County, Pennsylvania. The Department of General Services will accept bids for the purchase of 2.2 acres of land and an "old" mill. Bids are due June 17, 2005. Interested parties wishing to receive a copy of Solicitation #93826 should view the Department of General Services' website at [www.dgs.state.pa.us](http://www.dgs.state.pa.us) or call Victor Piro at (717) 787-5546.

**Department:** General Services  
**Location:** 505 North Office Building, Harrisburg, PA 17125  
**Contact:** Victor Piro, (717) 787-5546

93808 Lease office space to the Commonwealth of PA. Proposals are invited to provide the Department of Labor and Industry with 13,620 useable square feet of office space in Chester County, PA, with a minimum parking for 6 ADA accessible on site vehicles, within Malvern, Paoli, or Exton. Downtown locations will be considered. For more information on SFP #93808 which is due on May 9, 2005 visit [www.dgs.state.pa.us](http://www.dgs.state.pa.us) and click on Real Estate to download an SFP document or call (717) 787-7412.

**Department:** Labor and Industry  
**Location:** 505 North Office Building, Harrisburg, PA 17125  
**Contact:** Jennings Ward, (717) 787-7412

**93825** Lease office space to the Commonwealth of PA. Proposals are invited to provide the Department of Labor and Industry with 32,910 useable square feet of office space in Philadelphia County, PA. with a minimum parking for 8 ADA vehicles in Philadelphia. Downtown locations will be considered. For more information on SFP #93825 which is due on May 16, 2005 visit [www.dgs.state.pa.us](http://www.dgs.state.pa.us) and click on Real Estate to download a SFP document or call (717) 787-7412.

**Department:** Labor and Industry

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

**Contact:** Jennings Ward, (717) 787-7412

[Pa.B. Doc. No. 05-688. Filed for public inspection April 8, 2005, 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*





