

# 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



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

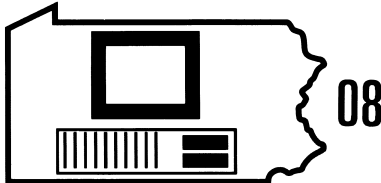
## PA TREASURY BUSINESS OUTLET—PLUG INTO IT!

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@patreasury.org

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

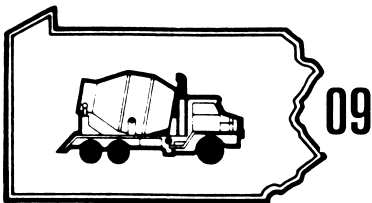
## SERVICES



### Computer Related Services

**DCNR RFP 2005-001** The Department of Conservation and Natural Resources is issuing a Request for Proposal (RFP) for an enterprise-wide information management system to support and manage the Bureau of Forestry's spatial and tabular data and information.

**Department:** Conservation and Natural Resources  
**Location:** DCNR, Rachel Carson State Office Bldg., 400 Market St., Harrisburg, PA 17101  
**Duration:** Three years with two one-year renewal options  
**Contact:** Debra Capasso, (717) 783-5885



### Construction & Construction Maintenance

**1000EG3255** West Chester University will accept sealed proposals on July 8, 2005 at 11:00 a.m. for Repairs to Boiler Plant Smoke Stack including open/eroded mortar joints, lightning protection down leads, aviation warning light system, carbon steel reinforcing bands, step irons, pressure wash exterior, wash down interior. Pre-bid site visit scheduled for Friday, June 24, 2005 at 10:00 a.m. Estimated cost is \$25,000.00. Project is subject to Pennsylvania Prevailing Wage Act. 10% Bid Bond and 100% Contract Bonds are required.

**Department:** State System of Higher Education  
**Location:** West Chester University, 125 University Ave., West Chester, PA 19383  
**Duration:** Work to be completed no later than August 14, 2005.  
**Contact:** Barb Cooper, (610) 436-2706

**MI-917** Project #MI-917: Athletics Weight Room Transitional. Located near Biemesderfer Stadium. The new facility is a pre-engineered metal building system approx. 4,520 SF. Building components shall include exterior insulated metal panels, roof panels, brick work, canopy, gutters and downspouts. The project includes site improvements; and all associated plumbing, mechanical and electrical utilities. Separate prime contracts include: General Construction, Mechanical, Plumbing, and Electrical. Contract Numbers and Cost Range: MI-917-G General Const \$100,000.00 - \$500,000.00; MI-917-H HVAC \$50,000 - \$100,000; MI-917-P Plumbing \$25,000 - \$50,000; MI-917-E Electrical \$50,000 - \$100,000. MBE>BE REAA Participation Levels: MI-917-G General Construction \$28,000.00; MI-917-H HVAC \$4,200.00; MI-917-P Plumbing \$2,000.00; MI-917-E Electrical \$5,600.00. The Pre-bid Conference will be held June 29, 2005, 10:00 AM at Dilworth Bldg., Room 204. Bid documents may be reviewed at the Construction Contracting Office, Dilworth Hall, Room 202B, Millersville University; Harrisburg Builders Exchange Inc., Harrisburg; Industry Exchange, Inc., Reading; and Construction Data Corporation, State College. Bid packet requests accepted on-line: [http://muweb.millersville.edu/~purchase/large\\_construction.html](http://muweb.millersville.edu/~purchase/large_construction.html). Sealed proposals will be officially accepted until 11:30 AM, July 18, 2005, at Dilworth Bldg., Room 202C.

**Department:** State System of Higher Education  
**Location:** Millersville University, Millersville, PA, <http://marauder.millersville.edu/~circlek/directions.html>  
**Duration:** Anticipated Construction Start; September 2005. On-Site Construction - 90 days  
**Contact:** Ruth Sheetz, (717) 872-3829

**MI-914** PROJECT TITLE: MI-914 SOUTH & SOUTHWEST ACADEMIC QUADRANGLES - PHASE 1, Millersville University of the PA State System of Higher Education. BRIEF DESCRIPTION: Site Improvements - work includes selective demolition of existing asphalt and concrete paving, excavating, grading, erosion and sediment control, drainage inlets, and piping. Construction of new parking area, new asphalt paving, new concrete curbs, walks, ramps, steps, new metal handrails, timber retaining walls, steel and wood pergola, foundations for site furniture, landscaping, underground conduit, and manholes. ESTIMATED RANGE: General Construction \$500,000 TO \$650,000, Electrical Construction \$300,000 TO \$400,000. REQUEST BID PACKETS ON-LINE AT: [http://muweb.millersville.edu/~purchase/current\\_bid\\_opportunities.html](http://muweb.millersville.edu/~purchase/current_bid_opportunities.html). There is no cost for the bid packets. PRE-BID/SITE VISIT 07/06/05, 1:30 p.m. PROPOSAL DUE DATE 07/21/05, 11:30 a.m.

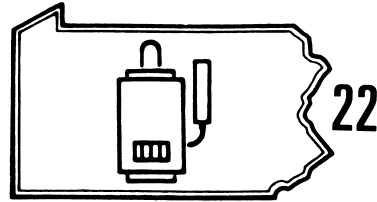
**Department:** State System of Higher Education  
**Location:** Millersville Borough, PA  
**Duration:** 92 calendar days  
**Contact:** Jill M. Coleman, (717) 872-3730



### Financial and Insurance Consulting

**OA-EBD-VOLBEN-2005** Voluntary Benefits, OA-EBD-VOLBEN-2005: The Office of Administration is seeking qualified firm(s) interested in submitting proposals in response to the Office of Administration's Request for Proposal (RFP) for voluntary insurance benefits for permanent full-time employees and permanent part-time employees who work greater than 50% of regular full-time hours. The Contractor will be expected to (1) secure, (2) administer, and (3) communicate fully voluntary (employee-pay-all) Group Long-Term Care (LTC) Insurance, Group Long-Term Disability (LTD) Insurance, and Group Term Life Insurance programs for active employees and qualified dependents subject to rules and regulations promulgated by the Office of Administration pursuant to all relevant sections of the Internal Revenue Code (IRC). RFP packages are available at <http://www.dgsweb.state.pa.us/comod/main.asp>. All questions must be submitted in writing by July 8, 2005 at 12:00 PM, to the attention of Tara Long at [talong@state.pa.us](mailto:talong@state.pa.us). A mandatory pre-proposal conference will be held at 9:00 AM, July 22, 2005, in the Second Floor Auditorium, Rachel Carson State Office Building, Market Street, Harrisburg, PA. Proposals must be received no later than 2:00 PM, August 12, 2005 in Room 513, Finance Building, Harrisburg, PA, 17120.

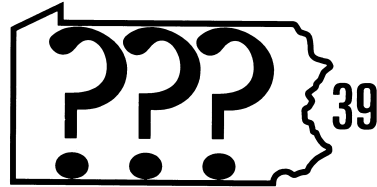
**Department:** Office of Administration/Executive Offices  
**Location:** 513 Finance Building, Harrisburg, PA 17120  
**Duration:** Three years with two optional extensions of one year each.  
**Contact:** Tara Long, (717) 787-9872



### HVAC Services

**1000-503** Provide plumbing and electrical repair services to safely and efficiently operate two (2) rest areas (Sites #25 and #26) on Interstate 80 in Jefferson County. These facilities each have separate drinking water and sewage treatment plants. To request a bid package, please e-mail Diane Spence at [DSpence@state.pa.us](mailto:DSpence@state.pa.us) or fax 724-357-2872 the following information: your company name, name of contact person, company address, telephone number, fax number and e-mail address.

**Department:** Transportation  
**Location:** 2550 Oakland Avenue, Indiana, PA 15701  
**Duration:** One year with two options to renew by letter of mutual consent for an additional two-year renewal period each renewal.  
**Contact:** Diane Spence, (724) 357-7987



### Miscellaneous

**SU-04-28 REBID** REBID SU-04-28 Pillar Enclosure Replacement & Repair. Shippensburg University is seeking vendors who are interested in providing the necessary labor, materials, equipment, supervision, engineering and coordination to remove, rebuild and resecure pillar enclosures in the Steam Plant. Interested vendors may request a bid package by faxing a request to (717) 477-1350 or emailing a request to [kmsmit@ship.edu](mailto:kmsmit@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:** Services to begin upon contract award and should be completed by October 2005.  
**Contact:** Karen Smith, (717) 477-1386

[Pa.B. Doc. No. 05-1290. Filed for public inspection July 1, 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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JAMES P. CREEDON,  
*Acting Secretary*





