

# 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.

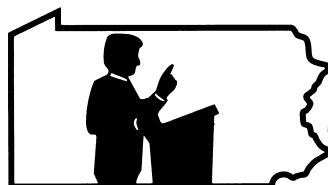
30 days after the later of the receipt of a proper invoice or receipt of goods or services.

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.

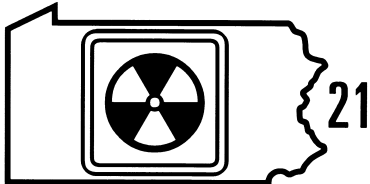
(For commodities) Vendor Services Section (717) 787-2199 or (717) 787-4705

## 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@patreasury.org

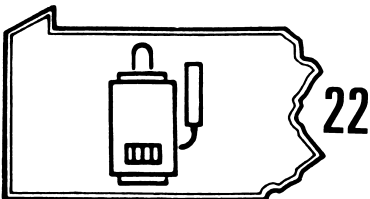
ROBERT P. CASEY, Jr.,  
*State Treasurer*



### Hazardous Material Services

**63-0270** Provide all labor, material, tools and equipment necessary to remove lead paint in specified areas of (4) existing stair towers that service (5) floors of Anderson Hall. Site visit is scheduled for Monday, Feb. 14, 2005 at 9:00 a.m. meeting at the south entrance to Anderson Hall, 725 S. Church St., West Chester, PA 19383. Bids are due on Wednesday, February 23, 2005 at 11:00 a.m. in the Construction Procurement Office, 201 Carter Drive, Suite 200, West Chester, PA 19383.

**Department:** State System of Higher Education  
**Location:** West Chester University Campus, 725 S. Church St., West Chester, PA 19383  
**Duration:** Work must begin on Friday, March 4, 2005 at 5:00 p.m. and proceed around the clock and be completed by Sunday, March 13, 2005.  
**Contact:** Barb Cooper, (610) 436-2706



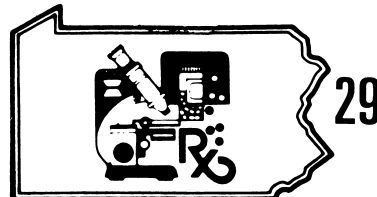
### HVAC Services

**RFP 2005-0850-1** The PHMC administers 25 historic sites and museums throughout the Commonwealth. PHMC seeks a solution to provide a wide range of HVAC services to these sites, including design/build, installation of new equipment and systems, renovation of existing systems, repair and preventive maintenance of HVAC systems and the installation, repair, maintenance and monitoring of direct digital control systems.

**Department:** Historical and Museum Commission  
**Location:** Statewide Contract  
**Duration:** 5 years  
**Contact:** Barry Loveland, (717) 783-5407

**02014** Provide On-Call/As Needed Repairs and Maintenance to the Electrical Systems of the PA Soldiers & Sailors Home.

**Department:** Military Affairs  
**Location:** PA Soldiers & Sailors Home, 560 East 3rd Street, Erie, PA 16507  
**Duration:** 7/01/05 through 6/30/08  
**Contact:** Jenny Nowacinski, (814) 878-4930



### Medical Services

**SP1345041023/RE-BID** Consultant will provide on-site podiatry service to resident veterans of the long-term care facility as required and requested. Professional services will be provided by a licensed podiatrist in the Commonwealth of PA. Services will include initial examinations of the foot and ankle, routine foot and nail care, ingrown/fungal nail care, skin integrity/wound care, bunion/hammer toe care, and other care as needed. Services will be provided in two (2), three hour (3) on-site sessions to the facility weekly. (Details provided in rfq/bid packet). Vendor must have SAP Vendor Number. Please visit Commonwealth of PA website [www.state.pa.us](http://www.state.pa.us) Keyword ImaginePA-Vendor Registration.

**Department:** Military Affairs  
**Location:** Southeastern Veterans' Center, One Veterans' Drive, Spring City, PA 19475  
**Duration:** Contract to begin on or about March 1, 2005 through June 30, 2005 with four (4) options to renew for One (1) Year  
**Contact:** Patricia M. Urban, PA I, (610) 948-2448

**CN00013093** Podiatry Services for patients of Warren State Hospital.

**Department:** Public Welfare  
**Location:** Warren State Hospital, 33 Main Dr., N. Warren, PA 16365-5099  
**Duration:** 07/01/2005 - 06/30/2006  
**Contact:** Ms. Bobbie Muntz, PA III, (814) 726-4496

**02013** Provide Physician Services to the Residents of the PA Soldiers & Sailors Home

**Department:** Military Affairs  
**Location:** PA Soldiers & Sailors Home, 560 East 3rd Street, Erie, PA 16507  
**Duration:** 7/01/05 through 6/30/08  
**Contact:** Jenny Nowacinski, (814) 878-4930

**02012** Lease of Oxygen equipment and related services for the Residents of the PA Soldiers and Sailors Home

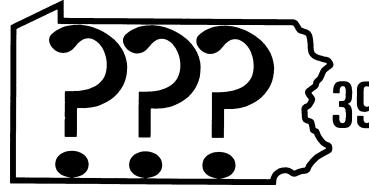
**Department:** Military Affairs  
**Location:** PA Soldiers & Sailors Home, 560 East 3rd Street, P.O. Box 6239, Erie, PA 16507  
**Duration:** 7/01/05 through 6/30/08  
**Contact:** Jenny Nowacinski, (814) 878-4930



Personnel, Temporary

**SU-04-17** Shippensburg University is seeking Bid Proposals for a vendor to provide temporary personnel services for the University. The vendor will employ and pay the temporary staff, mail temporary staff pay checks, withhold all lawful deduction, provide worker's compensation, liability insurances, handle unemployment claims, prepare earnings records, tax reports, etc. Requests for RFP package for Temporary Personnel Services should be emailed to Pamela King at paking@wharf.ship.edu or faxed to 717-477-1350. All requests must be in writing. 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:** Beginning July 1, 2005 through June 30, 2006 with renewals possible through June 30, 2010  
**Contact:** Pamela A. King, (717) 477-1386



Miscellaneous

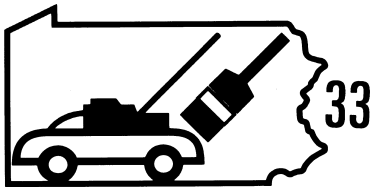
**RFP 03-07-12** This RFP is issued to identify a contractor to provide statewide education and outreach about the services of the PA Quitline, a statewide tobacco cessation quitline and community based cessation programs to healthcare providers and identified disparate populations for a 36-month period. Proposal due no later than 2:30 p.m. on Wednesday, March 9, 2005.

**Department:** Health  
**Location:** Statewide  
**Duration:** 36 Months  
**Contact:** Sandy Titel, (717) 783-6600

**RFP 03-07-11** This RFP is issued to identify a contractor who will provide maintenance and support, as outlined in the RFP, of the Pennsylvania Free Quitline, which is a statewide tobacco cessation quitline. Proposal due no later than 2:30 p.m. on Wednesday, March 16, 2005.

**Department:** Health  
**Location:** Statewide  
**Duration:** 36 months  
**Contact:** Sandy Titel, (717) 783-6600

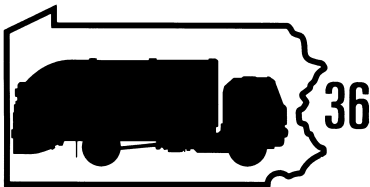
[Pa.B. Doc. No. 05-353. Filed for public inspection February 18, 2005, 9:00 a.m.]



Property Maintenance

**C-42A22-04-016** Provide all labor, material, devices and equipment required for removal of existing and installation of new security fencing to expand the existing motor vehicle storage compound at PA National Guard Armory. For a copy of the bid package, please fax your request to 717-861-2932 or e-mail to the address below. Bid opening will be Wednesday, March 2, 2005 at 2:00 PM.

**Department:** Military Affairs  
**Location:** PA National Guard Armory, 150 Janet St., Beaver Falls, PA 15010  
**Duration:** 90 days from Notice to Proceed.  
**Contact:** Brenda Lower, (717) 861-2118



Sanitation

**CNGRN20205** Garbage collection services for SCI Greene, 169 Progress Dr., Waynesburg, PA 15370 from 7/01/05 through 6/30/08.

**Department:** Corrections  
**Location:** SCI Greene, 169 Progress Dr., Waynesburg, PA 15370  
**Duration:** 7/01/05 - 6/30/08  
**Contact:** Laura Mohr, Purchasing Agent, (724) 852-5534

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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*



