

STATEMENT OF WORK
TRUCK WASH TENSION FABRIC REPLACEMENT
Carbon County, Leighton Stockpile #01
Project #11267312A
Building # 0520111

I. SUMMARY

- A.** The Department of Transportation (PennDOT) is issuing a solicitation to provide for **Replacement of Tension Fabric Roof Structure**. The following list of documents made part of this procurement will provide the bidder with the information needed to bid:
- Attachment A, Project Specification (Truck Wash Tension Fabric Demolition)
 - Attachment A-1, Site Specific Project Specification
 - Attachment A-2, Project Specification (Design)
 - Attachment B, Design Build Projects
 - Attachment C, GSPUR89, Reciprocal Limitations Act Requirements
 - Attachment D, GSPUR95, Bidding Preference for Recycled Postconsumer Material
 - Attachment E, Green Plan
 - Attachment F, Prevailing Wage
 - Attachment G, STD168 MBE/WBE Subcontractor and Contractor Commitment Form
 - Attachment H, Location Map, Directions, GPS Coordinates
 - Attachment I, Original Drawings & Site Plan
- B.** All work completed under this solicitation must be in accordance with all documents referenced above and the terms and conditions in the Invitation to Bid.

II. GENERAL REQUIREMENTS

- A.** All prospective bidders, before submitting a bid, must thoroughly familiarize themselves with the existing conditions at the project site. This opportunity will be provided at the Walk-Through. Should any discrepancies arise between the existing conditions and the plans and specifications, they shall be reported to the Bid Contact prior to the Bid Submission Due Date and Time.
- B.** The **Mandatory Walk-Through** will begin at the designated time and location identified in the bid project delivery schedule below.
- C.** Within **five (5) days** of the Contractor receiving the notice to proceed, an Initial Job Conference will be scheduled with the District Facilities Administrator.
- D.** PennDOT will provide clear access to the work area and relocate materials and equipment stored at the designated work area of the facilities site.
- E.** STD168 – MBE/WBE Subcontractor & Contractor Solicitation and Commitment Form is a requirement for this project, if a bidder's total bid amount exceeds \$50,000, including renewals. If a bidder's total bid amount exceeds \$50,000, including renewals, an STD-

STATEMENT OF WORK
TRUCK WASH TENSION FABRIC REPLACEMENT
Carbon County, Leighton Stockpile #01
Project #11267312A
Building # 0520111

168 form must be fully completed and submitted with the bid. Failure to provide the STD-168 with a bid that exceeds \$50,000 may be sufficient reason for the bid being deemed non-responsive.

To ensure proper completion, contact the Department of Transportation's Bureau of Equal Opportunity at (800) 468-4201 or the Department of General Services' Bureau of Minority and Women Business Opportunities (BMWBO) at (717)787-7380 for assistance. It is strongly recommended you contact the Bureau of Equal Opportunity or the BMWBO for a listing of certified MBE/WBEs for subcontracting opportunities. If the low bidder is found non-responsive, PENNDOT will contract with the next, lowest bidder who is responsive and responsible.

Failure to answer and complete all requested information under the attributes tab, including the last four questions not marked "mandatory", will be sufficient cause for rejection of the bid as NOT RESPONSIVE.

III. BID AND PROJECT DELIVERY SCHEDULE

Time is of the essence. It is critical that prospective bidders understand and adhere to the following timeline for bidding and project completion.

1. Bid Timeline

Mandatory Walk Through	Monday, June 25, 2012 @ 10:00 AM
Bid Submissions Due	Tuesday, July 3, 2012 @ 10:00 AM (Electronic via the Portal)

2. Project Timeline

Project Completion:	Must be completed and approved by the District Facilities Administrator by close of business Monday, December 31, 2012.
Project Photos as Described In the Project Specifications:	Must be completed and approved by the District Facilities Administrator prior to the start of demolition and upon completion of construction.

STATEMENT OF WORK
TRUCK WASH TENSION FABRIC REPLACEMENT
Carbon County, Lehigh Stockpile #01
Project #11267312A
Building # 0520111

IV. BIDS, AWARDS & INVOICING

Awards will be made to the lowest responsive and responsible bidder. A bid amount must be entered for each **Base Bid**. PennDOT reserves the right to remove individual Base Bid rows prior to award.

Progress payment will be permitted at 25%, 50%, 75% and 100% for each bid row. 25% payment will be made when the awarded Contractor has completed all designs, obtained Department approval, obtain an L&I Building Permit. The final 25% will not be approved for payment until all deliverables have been received and accepted as complete by the FA.

Payment breakdown:

- A. 25% includes – Completed design, L&I approved Building Permit, provide submittals, and site mobilization
- B. 50% includes – all items for 25% and completed demolition, approved submittals, wood superstructure installed and exterior sheeted with plywood.
- C. 75% includes – all items for 50% and completed installation of roof system, garage doors, exhaust system and approved electrical inspection.
- D. 100% includes – all items for 75% and all deliverables provided and accepted as completed, L&I Occupancy permit and/or signed/approved inspector log, site clean-up, all equipment removed from the site, final inspection punch-list items completed and accepted

V. BONDS

The successful bidder for this project is required to furnish bonds from a surety company authorized to do business in the Commonwealth of Pennsylvania. The bonds are as follows:

- E. Performance Bond in a sum equal to one hundred percent (100%) of the contract amount conditioned on the performance of the contract in accordance with the plans, specification, and conditions of the contract.
- F. Payment Bond in a sum equal to one hundred percent (100%) of the contract amount, conditioned on the prompt payment of all material furnished and labor supplied or performed in connection with the work contracted for the project.

The award may be conditional if the contractors are required to furnish the above mentioned two (2) bonds. Notice to proceed for a project will not be given until all bonds are received. The bonds will be retained until the project is completed to the satisfaction of PennDOT and will not be returned unless requested.

STATEMENT OF WORK
TRUCK WASH TENSION FABRIC REPLACEMENT
Carbon County, Lehigh Stockpile #01
Project #11267312A
Building # 0520111

VI. DEPARTMENT CONTACTS

A. All administrative and technical questions prior to the Walk-through must be submitted to the Bid Contact identified below. Questions at the Walk-through will be directed to the Facilities Administrator. Any questions after Walk-through must be submitted by **12:00 Noon on June 28, 2012** to the Bid Contact. The official questions and answers will be posted to www.emarketplace.state.pa.us no later **June 29, 2012**.

B. Bid Contact

Shirley A. Morales | Purchasing Agent 1
PA Department of Transportation
Bureau of Office Services | Materials and Services Management Division
400 North Street | Harrisburg, PA 17120
Phone: 717.783.8868 | Fax: 717.783.7971
smorales@pa.gov

C. Project Contacts – **Do not contact prior to award.** After award, all project questions, concerns and correspondence, except for change orders, as well as documents for review and approval should be directed to the Facilities Administrator.

John Kieffer- District Facilities Administrator
PA Department of Transportation
Bureau of Office Services | Facilities Management Division
1002 Hamilton Boulevard, Allentown PA 18101
Phone: 717-480-0104
Email: jkieffer@pa.gov

D. Project Change Order – **all change orders must be submitted in writing and approved by PennDOT prior to the change order work being initiated. All change order requests must be sent to:**

Shirley A. Morales | Purchasing Agent 1
PA Department of Transportation
Bureau of Office Services | Materials and Services Management Division
400 North Street | Harrisburg, PA 17120
Phone: 717.783.8868 | Fax: 717.783.7971
smorales@pa.gov

E. Facility Design Unit – After award, the contractor will have all **Engineered Drawings** submitted for review and approval prior to final L&I submission, along with questions and submissions related to L&I permit applications shall be provided to:

STATEMENT OF WORK
TRUCK WASH TENSION FABRIC REPLACEMENT
Carbon County, Lehighon Stockpile #01
Project #11267312A
Building # 0520111

Ronald D. Osborne, AIA, NCARB | Architectural Supervisor
PA Department of Transportation
Bureau of Office Services
400 North Street | Harrisburg PA 17120
roosborne@pa.gov
Fax: 717.787.0462

VII. TERMS AND CONDITIONS

The awarded contractor shall comply with the Terms and Conditions set forth in the Invitation to Bid.

It is critical that bidders review and understand Terms and Conditions prior to submitting a bid.