

**Bid #6100029003**  
**Attachment 2 - Statement of Work**

**I. PURPOSE**

The Department of Corrections (DOC) is soliciting bids to provide asbestos/lead related, chemical and environment soil/air and dielectric quality testing and monitoring services for all of the Department's correctional facilities, training academy, boot camp and community corrections sites. Other locations may be added during the contract period as acquired by the DOC.

**II. ANTICIPATED CONTRACT PERIOD**

Anticipated start date is 7-01-14 and anticipated end date will be 6-30-17, the contract is to run for a period of three (3) years. PO may be renewed for two (2) additional one-year terms by mutual agreement between the Department of Corrections and the Contractor with the final termination date 6/30/2019. Contract renewal years' costs will be negotiated. Any yearly increases cannot exceed 2% of the prior year rate.

**III. CONTRACT AWARD**

The contractor shall be awarded on unit cost, based on the following formula:

30% on personnel costs and other expenses  
70% on analytical services

The Department shall not be held to a minimum or maximum amount of personnel costs or analytical services, as need will necessitate the actual work that shall be conducted.

**IV. SERVICES TO BE PROVIDED**

The contractor shall provide asbestos/lead related, chemical and environmental soil/air and dielectric quality testing and monitoring services as requested by the DOC at any of the DOC's designated sites.

The contractor shall provide not only the analyses and services specifically identified by this bid but also any other analyses and/or services needed at or below the current standard rate for that analysis or service.

The contractor shall provide advice and consultation to the DOC concerning analytical results and shall provide expert witness testimony in proceedings related to this analytical activity if required.

The contractor shall provide a consolidated computerized invoice for each requested service call. Each invoice shall include an itemized account of the personnel costs and other expenses as well as the number and type of each analytical service performed.

The contractor shall provide any other reports as requested by the DOC.

## V. CONTRACTOR QUALIFICATIONS

The contractor shall be certified to perform the requested analytical services in all cases. The contractor shall provide a portfolio of his certifications to the DOC with his response to this bid proposal.

## VI. COSTS

Each service category has been listed on **Attachment 3 – Cost Sheet**. The contractor shall provide a cost for each unit listed. The “Cost Per Analysis” price in each of the Analytical Services sections shall include all contractor costs for supplies, forms, travel expenses should be in accordance with Management Directive 230.10. An amount of \$5,000 per contracted year will be allotted for travel expenses. The contractor is reminded that the list of analytical services is not all inclusive. Therefore, the contractor shall provide the percentage discount off of the current standard rate that he will honor for any analyses requested, but not listed, on **Attachment 3 – Cost Sheet**.

Upon contract award, the successful contractor shall provide a complete listing of all possible analytical services that he can provide along with the current standard rates for each.

**DEPARTMENT OF CORRECTIONS**  
**Delivery Addresses & Telephone Numbers**

SCI Albion  
10745 Route 18  
Albion, PA 16475  
(814) 756-5778

SCI Cambridge Springs  
451 Fullerton Ave.  
Cambridge Springs, PA 16403  
(814) 398-5100

SCI Camp Hill  
P. O. Box 8837  
2500 Lisburn Road  
Camp Hill, PA 17011  
(717) 737-4531

SCI Chester  
500 E. 4<sup>th</sup> St.  
Chester, PA 19013  
(610) 490-5412

SCI Coal Township  
1 Kelley Drive  
Coal Township, PA 17866  
(570) 644-7890

SCI Cresson  
P.O. Box A  
Old Route 22  
Cresson, PA 16699  
(814) 886-8181

SCI Dallas  
Drawer K  
Follies Road  
Dallas, PA 18612  
(570) 675-1101

SCI Fayette  
421 LaBelle Road  
East Millsboro, PA 15433  
(724) 785-3541

SCI Forest  
1 Woodland Drive  
P.O. Box 307  
Marienville, PA 16239  
(814) 621-2110

SCI Frackville  
1111 Altamont Boulevard  
Frackville, PA 17931  
(570) 874-4516

SCI Graterford  
P.O. Box 246  
Route 29  
Graterford, PA 19426  
(610) 489-4151

SCI Greene  
169 Progress Drive  
Waynesburg, PA 15370  
(724) 852-2902

SCI Greensburg  
R.D. 10, Box 10 – Route 119 South  
Greensburg, PA 15601  
(724) 837-4397

SCI Houtzdale  
P.O. Box 1000  
State Route 2007  
Houtzdale, PA 16698  
(814) 378-1000

SCI Huntingdon  
1100 Pike Street  
Huntingdon, PA 16654  
(814) 643-2400

SCI Laurel Highlands  
PO Box 631  
5706 Glades Pike  
Somerset, PA 15501  
(814) 445-6501

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SCI Mahanoy  
301 Morea Road  
Frackville, PA 17932  
(570) 773-2158

SCI Mercer  
801 Butler Pike  
Mercer, PA 16137  
(724) 662-1837

SCI Muncy  
P.O. Box 180  
Route 405  
Muncy, PA 17756  
(570) 546-3171

SCI Pine Grove  
189 Fyock Road  
Indiana, PA 15701  
(724) 465-9630

SCI Pittsburgh  
3001 Beaver Ave.  
Pittsburgh, PA 15233  
(412) 761-1955

Quehanna Boot Camp  
4395 Quehanna Hwy.  
Karthaus, PA 16845  
(814) 263-4125

SCI Retreat  
660 State Route 11  
Hunlock Creek, PA 18621  
(570) 735-8754

SCI Rockview  
Box A  
Route 26  
Bellefonte, PA 16823  
(814) 355-4874

SCI Smithfield  
1120 Pike Street  
Huntingdon, PA 16652  
(814) 643-6520

SCI Somerset  
1590 Walters Mill Road  
Somerset, PA 15510  
(814) 443-8100

SCI Waymart  
P.O. Box 256  
Route 6  
Waymart, PA 18472  
(570) 488-2516

Department of Corrections  
Training Academy  
1451 N. Market St.  
Elizabethtown, PA 17022  
(717) 367-9070

## Community Correction Centers

### REGION I REGIONAL OFFICE

Manuael A. Arroyo – Director  
1355 West Cheltenham Avenue  
Elkins Park, PA 19027  
Telephone: (215) 560-1600

### PHILADELPHIA CCC #2

Paul M. Bivins – Director  
407 North 8<sup>th</sup> Street  
Philadelphia, PA 19123  
Telephone: (215) 560-3041

### PHILADELPHIA CCC #3

Stephanie R. Smith – Director  
219 East High Street  
Philadelphia, PA 19144

### PHILADELPHIA CCC #4

Robert M. Sunshine – Director  
1628-1630 North 15<sup>th</sup> Street  
Philadelphia, PA 19121  
Telephone: (215) 560-5328

### PHILADELPHIA CCC #5

Hilliard Preston – Director  
1221-1223 Bainbridge Street  
Philadelphia, PA 19147  
Telephone: (215) 560-4543

### REGION II REGIONAL OFFICE

Paul M. O'Connor – Director  
33 North Cameron Street  
Harrisburg, PA 17101  
Telephone: (717) 787-8127

### ALLENTOWN CCC

Luis Resto - Director  
608-610 Hamilton Mall  
Allentown, PA 18101  
Telephone: (610) 821-6741

### HARRISBURG CCC

Jeffrey A. Troutman – Director  
27 North Cameron Street  
Harrisburg, PA 17101  
Telephone: (717) 787-4427

### JOHNSTOWN CCC

Robert B. Young – Director  
301 Washington Street  
Johnstown, PA 15901  
Telephone: (814) 533-2416

### SCRANTON CCC

John W. McGuire – Director  
240 Adams Avenue  
Scranton, PA 18503  
Telephone: (570) 963-4215

### YORK CCC

Richard J. Manning – Director  
317 West Market Street  
York, PA 17401  
Telephone: (717) 771-1342

### REGION III REGIONAL OFFICE

Robert V. Belcik – Director  
1301 Beaver Avenue  
Pittsburgh, PA 15233  
Telephone: (412) 565-5657

### PITTSBURGH CCC #1

Bill Dolata – Director  
915 Ridge Avenue  
Pittsburgh, PA 15212  
Telephone: (412) 322-6806

### PITTSBURGH CCC #2

Ken Dehus – Director  
501 North Negley Avenue  
Pittsburgh, PA 15206  
Telephone: (412) 565-5360

### PITTSBURGH CCC #3

Gail L. Harris – Director  
535 South Aiken Avenue  
Pittsburgh, PA 15232  
Telephone: (412) 681-1202

### ERIE CCC

John Hannah – Director  
423 West 8<sup>th</sup> Street  
Erie, PA 16502  
Telephone: (814) 871-4281

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SHARON CCC  
Marcia Combine – Director  
300 West State Street  
Sharon, PA 16146  
Telephone: (724) 983-5135