

STATEMENT OF WORK

FURNISH FLOATING DOCK MATERIALS YELLOW CREEK STATE PARK INDIANA COUNTY

I. SCOPE OF WORK:

The Department of Conservation and Natural Resources, Bureau of State Parks, requires the services of a contractor to furnish floating dock materials to Yellow Creek State Park, 170 Route 259 Highway, Penn Run, PA 15765-5941 (Indiana County).

Questions regarding the technical aspects of this bid should be directed to James Tweardy at 724-357-7913 or by email at jtweardy@pa.gov. Questions regarding the bidding or contracting procedures should be directed to Casey Moore at 717-783-1896 or by email at casemoore@pa.gov.

II. CONTRACT TASKS:

The tasks to be completed in the performance of this contract are as follows:

1. Furnish all loose materials necessary for the construction and installation of a floating wood dock system, ramps, and connection materials to the bulkhead as specified in the attached Technical Specifications and General Dock Details.
2. The intent is to purchase all loose materials necessary for the construction of the floating wood dock systems. Assembly of dock sections themselves will be the responsibility of the Department.

III. CONTRACTOR REFERENCES:

After the bid opening, and prior to awarding of the contract, the Department has the right to request references (names, addresses, and telephone numbers) of similar work performed in the previous two (2) years as proof of qualifications to perform the work involved in this contract.

IV. SITE INSPECTION:

An **optional** site inspection is available prior to bid opening. Bidders should contact James Tweardy, Park Manager at Yellow Creek State Park, at 724-357-7913 to arrange to visit the work site.

V. CONTRACT REQUIREMENTS:

The contractor agrees to comply with all attachments to this contract as referenced in the Invitation for Bid (IFB) and attached to this Statement of Work.

Invoice format shall be in accordance with the Invitation for Bid (IFB).

VI. DELIVERY:

Delivery shall commence upon execution and receipt of purchase order and terminate on May 1, 2015.

The specific delivery location is to Camp Seth Mack within Yellow Creek State Park. Contractor shall contact James Tweardy at 724-357-7903 prior to delivery of materials to discuss specifics.

VII. BID AWARD:

The bidder shall complete the electronic **Invitation for Bid to be found at www.pasupplierportal.state.pa.us** and complete and attach the following to the electronic Invitation for Bid for award of the bid:

a. Pages 3 and 4 of the Reciprocal Limitations Act Form

Bid will be awarded based on lowest total sum. In the event of a discrepancy between the unit price and extension of figures, the unit price will prevail.

The Department will only accept out to two (2) decimal points when entering your "Unit Price" figures in the Invitation for Bid.

VIII. PAYMENT TERMS:

Payment shall be made upon satisfactory completion of contract.

IX. INVOICES:

All invoices for this contract **MUST** be sent to the following address:

Commonwealth of PA – PO Invoice
PO Box 69180
Harrisburg PA 17106

All invoices **MUST** have the Purchase Order number, an invoice date, an invoice number and the gross/total amount included on each invoice. Failure to provide this could result in the return of the invoice and a delay in payment.

For a paperless Email Invoice Option, visit www.budget.state.pa.us. Click on Vendor Services and select E-Invoicing.

X. RECEIPT AND OPENING OF BIDS:

Bids must be submitted via the PA Supplier Portal, to be found at www.pasupplierportal.state.pa.us. Fax bids and mailed bids **will not** be accepted.

No responsibility will be attached to any employee of the Department for the premature opening of, or the failure to open, a bid for any reason whatsoever.

XI. BID RESULTS:

Bidder may obtain bid results by accessing <http://www.emarketplace.state.pa.us/> . The bids will be posted the morning following the bid opening. The results are the apparent bidders, and all bids are under review until final award of the purchase order.

Attachments