

Exhibit 3A

Recently, the Department has cancelled numerous bid solicitations because the bids received either exceeded budgets and/or were nonresponsive for reasons including, but not limited to:

- Failure to submit all required documentation with the bid (*e.g.*, the equipment list);
- Failure to properly complete the equipment list with all equipment required per the specification (*e.g.*, including trimmers, work zone traffic control equipment, etc.);
- Failure to provide equipment required by the specifications or necessary to complete the work (*e.g.*, required size mower deck, specialized equipment, attenuators, shadow vehicles, etc.);
- Failure to meet the requirement of bringing all listed equipment to the equipment demonstration/inspection;
- Providing equipment which does not pass the equipment demonstration/inspection due to safety concerns, failing to meet the specifications and/or not conforming or functioning to manufacturer specifications;
- Failure to properly submit electronic bids, including where a bid is saved but not submitted; and
- Submission of a bid for which the vendor does not have the capacity to perform.

Please note that the term “responsive bid” is defined by law. A “responsive bid” is “a bid which confirms in all material respects to the requirements and criteria in the invitation for bids.” 62 Pa. C.S. § 103. Please note that the above list is illustrative but not intended to be exhaustive, as bids can be found nonresponsive for reasons other than those listed above.