

## **STATEMENT OF WORK**

### **SUPPLY AND DELIVER ADA ACCESSIBLE KAYAK LAUNCH/DOCK**

**Commonwealth of Pennsylvania  
Department of Conservation and Natural Resources  
Prince Gallitzin State Park  
(Cambria County)**

#### **I. SCOPE OF WORK:**

The Department of Conservation and Natural Resources, Bureau of State Parks, requires vendor to supply and deliver an ADA Accessible Kayak Launch and Dock System with plans approved to meet ADA Compliance and installation instructions/specifications for Prince Gallitzin State Park, 966 Marina Road, Patton, PA 16668-6317 (Cambria County).

Questions regarding the technical aspects of this bid shall be directed to Park Manager, Jessica Lavelua at 814-674-1000 or by email at princegallitzinsp@pa.gov. Questions regarding the bidding or contracting procedures should be directed to Carol Durham at 717-783-3309 or cdurham@pa.gov .

#### **II. CONTRACT TASKS:**

The following requirements shall be met within the performance of this contract.

##### **Plans for ADA Accessible Kayak Launch & Dock System**

Vendor shall provide and deliver, at the earliest possible date and time, a set of complete, pre-printed plans along with detailed installation instructions for an ADA Accessible Kayak Launch & Dock System meeting ADA Compliance Standards. Specifications of the System, installation instructions, and complete, pre-printed plans shall be provided at least 24 hours prior to delivery of dock system components. Completely detailed drawing of the dock system, along with vendor's affirmed delivery date, shall be submitted with vendor bid for Park Manager assurance that components meet specific park needs.

##### **Kayak Launch Specifications**

- Shall be an ADA accessible kayak launch/dock with a one-way left port for launching kayaks & canoes. On the port there shall be a partially submerged chute-style bracket (or roller) system to stabilize the watercrafts and provide easy access by kayak/canoe in and out of the water.
- Shall include an ADA accessible dock with curbing and a transfer system. Curbing or toe-kick shall be securely attached to the dock be at minimum 2.5 inches in height around the perimeter of the main dock and gangway.

- The transfer bench and slide boards shall have two heights (or be adjustable) to allow access to different size watercrafts and wheelchairs. A railing system or roll cage with overhead grab bars is required for the slide board stabilization and transfer support.
- Provide overhead handheld tethers to be mounted to the framework within the loading area to assist paddlers getting into and getting out of watercrafts.
- The main deck of the dock shall be a minimum of 20 feet long by 8 feet wide (or of a comparable size). The deck and structural components shall be designed to support a concentrated load of 400 applied to any 12-inch by 12-inch square. It shall have a floating platform that adjusts to changing water levels.
- Decking material shall be skid resistant and made from marine grade appropriate materials.
- Color of decking shall be pre-approved by park manger prior to delivery.
- Shall have an ADA accessible gangway, 15 feet long by 48 inches wide minimum dimensions or comparable size. Gangway shall be made of grade 6061 aluminum or better. Gangways shall be designed to support 90 pounds per linear foot.
- Handrails shall be continuous along both sides of the of the walking surface and shall extend 12 inches past the walking surface on both ends. The top rail portion shall not be less than 34 inches nor more than 42 inches above the walking surface. The ends of the handrails shall be returned into the handrail body or terminate with no sharp or catching edges. The mounting and components of the handrails shall be capable of withstanding a lateral load of 50 pounds per linear foot.
- Provide hinged connections and hardware to connect gangway and kayak chute to concrete bulkhead.
- Provide connections and hardware to connect gangway, kayak chute and transfer system to main deck.
- Dock/launch system must be designed to allow yearly removal from waterbody.

### **Project Timeline Requirements**

A set of complete, pre-printed plans along with detailed installation instructions for an ADA Accessible Kayak Launch & Dock System meeting ADA Compliance Standards shall be provided and delivered to park manager by the vendor at the earliest possible date and time.

Specifications of the System, installation instructions, and complete, pre-printed plans shall be provided at least 24 hours prior to delivery of dock system components.

Complete detailed drawing of the dock system, along with vendor's affirmed delivery date must be submitted with vendor bid; for Park Manager assurance that components meet specific park needs.

**III. DELIVERY:**

Delivery arrangements shall be made with Park Manager, Jessica Lavelua for delivery and on-site unloading by calling park office at 814-674-1000. General park office hours are from 8:00 am - 4:00 pm; Monday through Friday.

Prince Gallitzin State Park  
966 Marina Road  
Patton, PA 16668-6317

**IV. BID AWARD:**

Bidder must complete and return the following:

1. The electronic Invitation for Bid to be found at [www.pasupplierportal.state.pa.us](http://www.pasupplierportal.state.pa.us).
2. Vendor shall include with his/her bid a set of detailed specifications meeting ADA Compliance Standards for the ADA Accessible Kayak Launch & Dock System including corresponding, pre-printed plans with installation instructions and detailed drawing of the dock system.
3. A properly executed Reciprocal Limitations Act form that lists the state of manufacture for any supplies procured.

The unit price shall include all labor, materials, equipment, tools, insurance, and all items necessary for completion of the project.

The bid will be awarded based on the total sum on the bid.

Please note that the Department will only accept out to two (2) decimal points when entering your pricing.

**V. CONTRACT TERM:**

Contract shall commence upon execution and receipt of Purchase Order and terminate June 30, 2020.

**VI. DELIVERY RECEIPT:**

Itemized delivery receipt(s) shall accompany delivery of all items and shall be provided to the park office.

**VII. PAYMENT TERMS:**

Partial payments will not be issued. Payment shall be made upon receipt and final acceptance of approved product and invoice.

## VIII. INVOICES:

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

All invoices for this contract MUST either be:

1. Emailed to the following for a Paperless Email Invoice Option:

Email a copy of the correctly executed invoice to: [69180@pa.gov](mailto:69180@pa.gov) .

For information on the Commonwealth's E-Invoicing Program, visit:

<http://www.budget.pa.gov/Programs/Pages/E-Invoicing.aspx> .

2. Or mailed to the following address:

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

All invoices MUST contain the purchase order number, as well as vendor's SAP Vendor Number on the invoice. The name and address listed on the purchase order must also be listed on each invoice. Failure to provide this information may result in a delay of payment.

**Please Note:** Vendors are reminded to **NOT** include employer identification numbers, Social Security Numbers, bank account information, or other personally identifiable information on their invoices. That information is uniquely tied to your SAP Vendor Number and, for security purposes, should not be explicitly stated on an invoice.

## IX. RECEIPT AND OPENING OF BIDS:

Bids shall be submitted via the PA Supplier Portal, to be found at [www.pasupplierportal.state.pa.us](http://www.pasupplierportal.state.pa.us). Faxed 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 not properly addressed and identified, or for any reason whatsoever.

## X. BID RESULTS:

Bidder can obtain bid results by accessing <http://www.emarketplace.state.pa.us/BidTabs.aspx> . The bids will be posted within three (3) business days following the bid opening. The results are the apparent bidders, and all bids are under review until final award of the purchase order.