

EXHIBIT A – Statement of Work

MAINTENANCE AND REPAIR OF FENCE AND GATES FOR ALL YORK COUNTY PENNDOT LOCATIONS.

CONTACT PERSON:

Sean Smoker
1920 Susquehanna Trail N
York, PA 17404
717-718-6983

CONTRACTOR MAY VISIT SITE BEFORE BIDDING TO BECOME FAMILIAR WITH TYPES OF EQUIPMENT TO BE MAINTAINED.

Tours can be scheduled Monday-Friday (7am-3pm) by calling Sean Smoker at 717-718-6983 or 717-848-6230.

This statement of work shall provide for the maintenance and repair of Fence and Gate Maintenance / Inspections / Repairs ONLY for all York County PennDOT locations, by way of replacement or repair of existing parts as deemed beneficial to the Commonwealth as determined by the Department Representative. The replacement part must be new, of the same exact component or a new upgraded component. All repairs must be authorized by the Department Contract Administrator or Facilities Manager.

1. All preventative maintenance and inspection work will be performed between the hours of 7:00am and 3:00pm daily, except Saturday, Sunday, and Holidays. Call out for non-emergency repairs shall be scheduled within three (3) work days of initial notification.

Contractor shall be available for call-out on a 24-hour basis.

Contractor shall provide names and telephone numbers for individual(s) in the company who may be contacted should an emergency occur.

2. Emergency is defined as:
 - The operational failure of an automatic gate – will not open or close. Emergency service work performed between the hours of 7:00am and 3:00pm daily, except Saturday, Sunday, and Holidays, receive the same labor rate. Emergency service performed at hours other than those above will be billed at an overtime rate.

Department will state during the request notification if the call-out is an emergency.

In an emergency the contractor is responsible to have a technician on site within two (2) hours of the call-out request. Emergency repairs may occur on a limited basis after 3:00pm until 7:00am weekdays and weekends from Friday at 3:00pm until Monday at 7:00am and State Recognized Holidays.

3. Access to the stockpile will include accompaniment by a Department employee during the unoccupied period.
4. Contract period 07/01/2023 to 06/30/2024 shall be 1 year with 2 renewals.
5. Length of time to complete project after given notice to proceed with repairs should not exceed 60 calendar days unless approved by Department Contract Administrator or Facilities Manager.
6. Bid prices shall include all travel, labor, equipment, overhead, and profit. Time starts upon arrival at the jobsite and ends when leaving the jobsite. Award shall be based on the total low bid for all line items.

All quantities are estimated: Number of hours are not guaranteed.

7. This contract provides for a Technician Helper to assist the Technician when necessary.

Technician MUST receive PRE-AUTHORIZATION from the Facilities Manager, Sean Smoker, to utilize the Technician Helper if needed.

8. All labor and materials used at this facility will be documented on a Confirmation of Service Form (OS-501). This form will be signed by the contractor's representative and faxed to the Department Contract Administrator following completions of work assignment. Supporting documentation for materials used will be attached to the OS-501 and the invoice. This form shall serve as backup documentation for payment. Invoices shall be submitted to the Comptroller's Office listed on the Purchase Order within 30 calendar days from the date of service. Untimely or incomplete submissions of the invoice, OS-501, and any required supporting documentation may delay processing of payment.

Contractor must leave all related parts that have no trade-in value with the Facilities Manager.

9. The authorized Department Representative calling for service must provide their name, title, and phone number. This information must appear on the service call work order. The work order is to be completed with a description of work and services needed along with a cost estimate for repairs. The work orders are to be signed by the Department Representative and the Contractor's Service Technician. A copy is to be given to the Department.
10. Two (2) instances of failure to respond within the timed constraints, unless otherwise permitted in writing by the Department Contract Administrator, can constitute a violation of the contract which gives the Department, at its discretion, the right to

cancel the contract and retain services from the next lowest bidder and surcharge the low bidding contractor for cost differences incurred during current contract term.

11. The Contractor shall not use jumpers (illegal wiring connector) to bypass safety controls on automatic gates in order to place them in operation. All existing and new safety controls, programmers, valves, switches, solenoids, etc. installed on any unit must be fully operational and in compliance with UL and FM requirements.

Scope of Work for routine maintenance of Fence and Gate

1. Electronic Open/Close Gates

- Complete Inspection every 6 months March and September

	Monthly Intervals:	6 months	12 months
Drive Chain	Check for excessive slack +	X	X
Brake	Check and adjust as required	X	X
Sprockets	Check set screw tightness	X	X
All Chain	Lubricate ++	X	X
Clutch	Check & adjust as required	X	X
Belts	Check condition & tension	X	X
Manual Disc	Check and operate	X	X
Frame Bolts	Check & tighten as required	X	X
Total Unit	Inspect for wear or damage	X	X
Gate	Inspect for wear or damage	X	X
Electrical	Inspect wire connections, keypads, pavement sensors	X	X

2. Manual Open/Close Gates

- SLIDE GATES
 - Inspect every 12 months September
- SWING GATES
 - Inspect every 12 months September

	Monthly Intervals:	6 months	12 months
Rollers	Check set screw tightness & lubricate		X
Frame Bolts	Check & tighten as required		X
Hinges	Check & adjust as required & lubricate		X
Latches	Check & adjust as required		X
Total Unit	Inspect for wear or damage		X
Gate	Inspect for wear or damage		X

*AWARDED CONTRACTOR MUST CONTACT SEAN SMOKER AT 717-718-6983 BEFORE EACH SCHEULED INSPECTION TO INSURE ACCESS TO STOCKPILE.

APPENDIX A – SLIDE GATES

It is agreed that “to service and put in proper operating condition” includes service to and repair of the following:

- A. Drive Train: check for excessive slack/bearings/shafts
- B. Limit Switches: check and adjust as required
- C. Brake: check and adjust as required
- D. Sprockets: check for wear and set screw tightness
- E. Reducer: check oil level
- F. Chains: lubricate and adjust as required
- G. Clutch: check and adjust as required
- H. Belts: check condition and tension
- I. Manual Disconnect: check and operate
- J. Frame Bolts: check and tighten as required
- K. Safety: check and operate
- L. Controls: check and operate
- M. Electrical: inspect wire connections and relays
- N. Total Unit: inspect for wear and damage
- O. Gate: inspect for wear or damage

A report of the work accomplished and parts used, if any, will be furnished to the Contract Administrator in the form of an invoice and Confirmation of Service (OS-501).

APPENDIX B – SWING GATES

It is agreed that “to service and put in proper operating condition” includes service to and repair of the following:

- A. Hinges: check for excessive slack/shafts
- B. Stop Switches: check and adjust as required
- C. Frame Bolts: check and tighten as required
- D. Safety: check and operate
- E. Controls: check and operate
- F. Total Unit: inspect for wear and damage
- G. Gate: inspect for wear and damage

A report of the work accomplished and parts used, if any, will be furnished to the Contract Administrator in the form of an invoice and Confirmation of Service (OS-501).

APPENDIX C – LOCATIONS

Stockpile #01

1920 Susquehanna Trail – North
York, PA 17404
(Manchester Township)
Gate Type: Manual – Double Slide

Stockpile #02

5900 Route 30 East
York, PA 17406
(Hellam Township)
Gate Type: Manual – Double Swing

Stockpile #03

2230 North George St
York, PA 17402
(Manchester Township)
Gate Type: Electronic – Single Slide

Stockpile #05

6971 Lincoln Highway
Thomasville, PA 17364
(Paradise Township)
Gate Type: Electronic – Single Slide

Stockpile #06

19 Glenwood Road
Dillsburg, PA 17019
(Franklin Township)
Gate Type: Manual - Swing

Stockpile #07

988 E. Forrest Avenue
New Freedom, PA 17349
(Shrewsbury Township)
Gate Type: Manual – Double Slide

Stockpile #08

3441 Blue Hill Rd
Hanover, PA 17331
(Manheim Township)
Gate Type: Manual – Single Slide

Stockpile #10

4321 Fox Run Road
Dover, PA 17315
(Dover Township)
Gate Type: Manual – Single Slide

Stockpile #12

985 Bacon Road
Felton, PA 17322
(Chanceford Township)
Gate Type: Manual – Double Slide

Stockpile #16

250 Alum Rock Road
New Park, PA 17352
(Fawn Township)
Gate Type: Manual – 1 Swing, 1 Slide

Stockpile #17

131 Snodgrass Road
Airville, PA 17302
(Lower Chanceford Township)
Gate Type: Manual – Double Slide

Stockpile #25

1500 Old Trail Road
Etters, PA 17319
(Newberry Township)
Gate Type: Electronic – Single Slide