

## **STATEMENT OF WORK**

### **SONIC DRILLING**

#### **Bessemer and New Castle South 7.5-Minute Quadrangles, Lawrence County**

#### **Commonwealth of Pennsylvania Department of Conservation and Natural Resources Bureau of Geological Survey**

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

The Pennsylvania Department of Conservation and Natural Resources (DCNR), Bureau of Geologic Survey (BGS), hereafter designated "the Department," requires a Contractor to conduct sonic drilling in the Bessemer and New Castle South 7.5-minute topographic quadrangles, Lawrence County. The designated area is delineated in Attachment B - Drill-Hole Site Description and Location Maps.

Any questions concerning the technical aspects should be directed to Ty Johnson at (717)702-2045 or [Tjohnson@pa.gov](mailto:Tjohnson@pa.gov). Questions concerning the contracting or bidding procedures should be directed to Jenna English at (717)783-3278 or [Jenenglish@pa.gov](mailto:Jenenglish@pa.gov).

### **II. CONTRACT TASKS**

The work to be performed under this Contract shall require sonic drilling at three sites. A site is defined as an area to be subjected to subsurface investigations by utilizing boreholes, core holes, reamed/cased core holes and/or monitoring wells. At each site, one borehole will be made through the entire unconsolidated sediment profile and into the first five feet of bedrock. The Department Representative may need to halt drilling in order to take water samples from within the boring. Upon completion of the borehole, the Contractor will properly cement and abandon the borehole.

The Contractor shall receive work orders for the specific work site that will be delivered to his/her official address. These work orders will define the work-site location, work-site plan on which will be plotted the approximate borehole location(s), a list of landowners, any special directives or instructions, and general information related to public utilities. The Contractor must be required to be on the work site until work is completed.

The Contractor must be required to furnish at least one sonic drilling rig. When requested by the Department Representative, the Contractor must provide a completely mobilized core-drilling rig on a work site within thirty (30) days of being notified to proceed. In event of a delay in mobilization the Contractor must immediately reach out to discuss with Ty Johnson to determine when mobilization can be in place by.

The Contractor will move the drilling rig to the work site together with all necessary supporting equipment and provide water (if necessary) for drilling. Water will have to be hauled to this site or, where feasible and acceptable and withdrawn from a local water source. The work at the site will include the drilling of a borehole for the purpose of obtaining continuous core of the sediment. Due to the nature of the work, it may be necessary to modify the tasks for a particular work site while the work is being conducted. Such modifications could include, but

are not restricted to, (1) limited relocation of the borehole, and (2) variation (increase or decrease) of the total depth of the borehole originally proposed for each work site.

The Contractor must furnish all necessary labor, technical assistance, tools, materials and equipment, to perform all the work and labor required herein in an expeditious, substantial, professional, and workman-like manner.

The specific contract tasks are identified in the attached Technical Specifications (Attachment A) and is made part of this Statement of Work.

All tasks must be completed in accordance with the attachments as identified:

1. Mobilization/ Demobilization
2. Sonic PQ Core Drilling
3. Grouting (Sealing/Cementing Boreholes)
4. Site Restoration
5. Stand-by Time

### **III. SITE INSPECTION**

Interested bidders may visit the work site and acquaint himself/herself with the existing conditions and the activity involved by calling Ty Johnson at (717)702-2045 and arranging the visit.

### **IV. CONTRACTOR QUALIFICATIONS:**

- A. Pennsylvania License - The contractor must have a current valid license to drill in Pennsylvania. A copy of the license must be submitted with the contractor's Invitation for Bid.
- B. Pursuant to Executive Order 2021-06, Worker Protection and Investment (October 21, 2021), the Commonwealth is responsible for ensuring that every Pennsylvania worker has a safe and healthy work environment and the protections afforded them through labor laws. To that end, contractors and grantees of the Commonwealth must certify that they are in compliance with all applicable Pennsylvania state labor and workforce safety laws. Such certification must be made through the Worker Protection and Investment Certification Form (BOP-2201) and submitted with the bid, proposal or quote. Failure to submit a completed Worker Protection and Investment Certification Form may render your submission as non-responsive.

### **V. CONTRACTOR REFERENCES**

After the bid opening and prior to awarding the contract, the Department has the right to request references (name, address, and telephone number) of similar work defined as advancing a boring using the sonic drilling technique in unconsolidated material such as soil and glacial deposits, performed in the previous two (2) years as proof of qualifications to perform the work involved in this contract.

References are an optional tool available to the Department to help determine bidder capabilities. If any of these references are requested and the bidder cannot supply the necessary documentation and proof of compliance, the Department reserves the right to

reject the bidder. The decision to request references or reject bidders based on inadequate references will be made solely at the discretion of the Department.

## **VI. INSURANCE**

The Contractor must purchase and maintain, at its expense, the following types of insurance, issued by companies acceptable to the Commonwealth.

- A. Workmen's Compensation Insurance for all the Contractor's employees and those of any subcontractor engaged in work at the site of the project as required by law.
- B. Public Liability and Property Damage Insurance to protect the Commonwealth, the Contractor, and any and all subcontractors from claims for damages for personal injury (including bodily injury), sickness or disease, accidental death and damage to property including the loss of use resulting from any property damage, which may arise from the activities performed under the contract, or the failure to perform under the contract, whether such performance or non-performance be by the Contractor, by any subcontractor, or by anyone directly or indirectly employed by either. The minimum amounts of coverage must be \$250,000 per person and \$1,000,000 per occurrence for bodily injury, including death, and \$250,000 per person and \$1,000,000 per occurrence for property damage. Such policies must be occurrence rather than claims-made policies and must not contain any endorsements or any other form designated to limit and restrict any action by the Commonwealth, as an additional insured, against the insurance coverage in regard to work performed for the Commonwealth.

Prior to commencement of the work under the contract and at each insurance renewal date during the term of the contract, the Contractor must provide the Commonwealth with current certificates of insurance. These certificates or policies must name "The Commonwealth of PA-DCNR" as an additional insured and must contain a provision that the coverage's afforded under the policies will not be cancelled or changed until at least thirty (30) days written notice has been given to the Commonwealth. These certificates must include the locations and a brief description of the work to be performed under the contract.

The Commonwealth shall be under no obligation to obtain such certificates from the Contractor(s). Failure by the Commonwealth to obtain the certificates shall not be deemed a waiver of the Contractor's obligation to obtain and furnish certificates. The Commonwealth shall have the right to inspect the original insurance policies.

## **VII. CONTRACT TERM**

The Contract shall commence upon receipt and execution of purchase order and notice-to-proceed letter and shall terminate November 30, 2023.

## **VIII. BID AWARD**

Bidder must complete and include the following with the bid response:

- A. The electronic Invitation for Bid found at [www.pasupplierportal.state.pa.us](http://www.pasupplierportal.state.pa.us).
- B. A properly executed Reciprocal Limitations Act form that lists the state of

manufacture for any supplies procured.

- C. A copy of the bidder's current and valid license to drill in Pennsylvania.
- D. A properly executed Worker Protection and Investment Certification Form.

Bid will be awarded based on lowest total sum.

The unit price must include all labor, materials, equipment, tools, insurance, and all items necessary for the completion of each service item in the project.

The contract quantities herein are estimated only and may increase or decrease, depending on the needs of the Department. The Contractor must be paid at the unit price for the actual work performed.

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

#### **IX. PAYMENT TERMS**

Payment will be made to the Contractor for actual services performed upon satisfactory completion of the core-hole drilling, site restoration, and delivery of core.

This contract will be paid by Automated Clearing House (ACH), commonly referred to as direct deposit. Contractor should review Section v.20 CONTRACT-016.2 Payment – Electronic Funds Transfer of the Commonwealth's Terms and Conditions for complete details and contractor's responsibilities.

#### **X. INVOICES**

Invoice format must be in accordance with the IFB – Invitation for Bid. All invoices for this contract MUST either be:

- A. Emailed to the following for a Paperless Email Invoice Option: [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>

- B. Or mailed to the following address:

Commonwealth of Pennsylvania  
PO Invoice PO Box 69180  
Harrisburg, PA 17106

All invoices MUST have the Purchase Order Number as well as your 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.

#### **XI. RECEIPT AND OPENING OF BIDS**

Bids must be submitted via the PA Supplier Portal, to be found at [www.pasupplierportal.state.pa.us](http://www.pasupplierportal.state.pa.us).

Faxed, emailed 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.

#### **XII. BID RESULTS**

Bidder can obtain bid results by accessing <http://www.emarketplace.state.pa.us/BidTabs.aspx>.

The bid results will be posted as soon as practicable. The results are the apparent bidders with all bids under review until final award of the purchase order to contractor providing the best value to the Commonwealth.

#### **Attachments:**

Attachment A - Technical

Attachment B - Site Description and Maps