



Order	63021011
Revision	4
Type	Non-Merchandise Order
Order Date	03-JAN-2022
Purchasing Agent	Novelli, Elizabeth
Revision Date	31-JAN-2023
Revised By	Elizabeth Novelli

Supplier: **HAMMEL ASSOCIATES ARCHITECTS LLC**
25 E GRANT ST STE 102
LANCASTER, PA 17602-2835
US

Ship To: **PLCB CO 8610**
515 NORTHWEST OFFICE BLDG
HARRISBURG, 17124-0001
US

Bill To: **PLCB - AP OFFICE**
COMPROLLER OPERATIONS LCBS
HARRISBURG, 17108-2025
US

Supplier No.	Payment Terms	Freight Terms	FOB	Ship Via
	Net 30			
Supplier Contact and Telephone #	Purchasing Agent, Email Address and Telephone #			
+1 (717) 393-3713	Novelli, Elizabeth			

Notes:

1.26.2023 - BN - CO7 - RENEWING FOR PERIOD
 4.1.2023 THROUGH 3.31.2024. ADDING LINES 29 TO
 42.
 10/25/2022 - BN - CO6 - THE FOLLOWING CHANGES
 ARE BEING MADE TO ROLL OVER FY 21 FUNDS TO
 FY 22.

LINE 9: CANCEL
 LINE 10: CANCEL
 LINE 11: CANCEL
 LINE 12: CANCEL
 LINE 13: CANCEL
 LINE 14: CANCEL
 LINE 15: CANCEL
 LINE 16: CANCEL
 LINE 17: CANCEL
 LINE 18: CANCEL
 LINE 19: CANCEL
 LINE 20: CANCEL
 LINE 21: CANCEL
 LINE 22: ADDING 2 HRS FOR A TOTAL OF 25 HRS.
 LINE 23: ADDING 2 HRS FOR A TOTAL OF 60 HRS.
 LINE 24: ADDING 2 HRS FOR A TOTAL OF 42 HRS.
 LINE 25: ADDING 2 HRS FOR A TOTAL OF 46 HRS.

LINE 26: ADDING 2 HRS, FOR A TOTAL OF 45 HRS.
LINE 27: ADDING 2 HRS FOR A TOTAL OF 10 HRS.
LINE 28: ADDING 2 HRS, FOR A TOTAL OF 11 HRS.
10/24/2022 - BN - CO5 - THE FOLLOWING CHANGES
ARE BEING MADE TO ROLL FY21 FUNDS TO FY22.

LINE 8 - CANCEL
LINE 9 - REDUCING LINE TO 1.
LINE 10 - REDUCING LINE TO 1.
LINE 11 - REDUCING LINE TO 1.
LINE 12 - REDUCING LINE TO 1.
LINE 13 - REDUCING LINE TO 1.
LINE 14 - REDUCING LINE TO 1.
LINE 15: REDUCING LINE TO 1.
LINE 16 - REDUCING LINE TO 1.
LINE 17 - REDUCING LINE TO 1.
LINE 18 - REDUCING LINE TO 1.
LINE 19 - REDUCING LINE TO 1.
LINE 20 - REDUCING LINE TO 1.
LINE 21 - REDUCING LINE TO 1.
LINE 22 - ADDING 19 HOURS FOR A TOTAL OF 24
HOURS.
LINE 23 - ADDING 49 HOURS FOR A TOTAL OF 58
HOURS.
LINE 24 - ADDING 34 HOURS FOR A TOTAL OF 44
HOURS.
LINE 25 - ADDING 34 HOURS FOR A TOTAL OF 44
HOURS.
LINE 26 - ADDING 34 HOURS FOR A TOTAL OF 44
HOURS.
LINE 27 - ADDING 8 HOURS FOR A TOTAL OF 9
HOURS.
LINE 28 - ADDING 8 HOURS FOR A TOTAL OF 9
HOURS.

09/2/2022 - BN - CO4 - THE FOLLOWING CHANGES
ARE BEING MADE TO ROLL FY21 FUNDS TO FY22.

LINE 8 - CANCEL
LINE 9 - CANCEL
LINE 10 - CANCEL
LINE 11 - CANCEL
LINE 12 - CANCEL
LINE 13 - CANCEL
LINE 14 - CANCEL
LINE 15 - CANCEL
LINE 16 - CANCEL
LINE 17 - CANCEL
LINE 18 - CANCEL
LINE 19 - CANCEL
LINE 20 - CANCEL
LINE 21 - CANCEL
LINE 22 - ADDING 20 HOURS FOR A TOTAL OF 25
HOURS
LINE 23 - ADDING 50 HOURS FOR A TOTAL OF 59
HOURS
LINE 24 - ADDING 35 HOURS FOR A TOTAL OF 45
HOURS
LINE 25 - ADDING 35 HOURS FOR A TOTAL OF 45

HOURS
LINE 26 - ADDING 35 HOURS FOR A TOTAL OF 45 HOURS
LINE 27 - ADDING 9 HOURS FOR A TOTAL OF 10 HOURS
LINE 28 - ADDING 9 HOURS FOR A TOTAL OF 10 HOURS

THIS PROCUREMENT DOES NOT VIOLATE THE GOVERNOR'S PURCHASING BAN OF 3/19/2020.

9/9/2021 - TLM (Rev 1): THE FOLLOWING CHANGES WERE MADE TO ROLL FY20 MONIES FORWARD TO FY21 PO LINES:

CANCEL LINES 1-2-3-4-5-6-7
LINE 8 - INCREASE FROM 10 TO 15
LINE 9 - INCREASE FROM 25 TO 40
LINE 10 - INCREASE FROM 20 TO 30
LINE 11 - INCREASE FROM 20 TO 30
LINE 12 - INCREASE FROM 20 TO 30
LINE 13 - INCREASE FROM 3 TO 6
LINE 14 - INCREASE FROM 3 TO 6

PRICING AS PER THE ATTACHED INVITATION FOR BID #260360 AND SPECIFICATIONS FOR DRAFTING AND ARCHITECTURAL SERVICES.

THIS IS AN ESTIMATED CONTRACT.

CONTRACT TERM: 04/01/2021 THROUGH 3/31/2023

THE PLCB RESERVES THE RIGHT TO RENEW THIS CONTRACT FOR TWO (2) ADDITIONAL ONE (1)-YEAR OPTIONS.

RATES MAY BE ADJUSTED AT THE START OF EACH CONTRACT OPTION YEAR IN ACCORDANCE WITH THE PERCENTAGE CHANGE IN THE CONSUMER PRICE INDEX FOR URBAN WAGE EARNERS AND CLERICAL WORKERS (CPI-W) FOR ALL U. S. CITIES.

CONTACT PERSON: THEODORE L. VEDOCK
CONTACT PHONE: [REDACTED]
CONTACT EMAIL: [REDACTED]

PURCHASING AGENT: TAMMY MCQUAID
CONTACT PHONE: [REDACTED]
CONTACT EMAIL: [REDACTED]

REFERENCE: PLCB STANDARD CONTRACT TERMS AND CONDITIONS FOR NON-MERCHANDISE PURCHASE ORDERS FORM 54-FA-2.0

UPON DELIVERY OF THE ITEM(S) OR SERVICE(S), PLEASE MAIL OR EMAIL YOUR INVOICE TO:

MAIL:

PLCB AP OFFICE
COMPTROLLER OPERATIONS LCBS
PO BOX 12025
HARRISBURG, PA 17108-2025

EMAIL: RA-PLCB_Invoices@pa.gov

FAILURE TO COMPLY WITH THE FOLLOWING
REQUIREMENTS WILL DELAY PROCESSING OF
PAYMENT.

- * THE INVOICE MUST BE ITEMIZED BY
PURCHASE ORDER LINE ITEM.
- * THE INVOICE SHOULD ONLY INCLUDE THE
AMOUNTS DUE UNDER THE PURCHASE ORDER.
- * THE PURCHASE ORDER NUMBER MUST BE
INCLUDED ON ALL INVOICES.

Reference Documents: NTP Hammel PO 63021011 exp 3.31.24.pdf
IFB 260360 Attachment 3 PLCB Form 54-FA-2.0 PLCB Standard
Terms Conditions.pdf
IFB 260360 - Hammel Response.pdf
NTP Hammel PO 63021011.pdf

All prices and amounts on this order are expressed in USD

Line	Part Number/ Description	Delivery Date/Time	Quantity	UOM	Unit Price(USD)	Amount(USD)
8	YR 1 FY 21 - ARCHITECTURAL DRAWINGS	Needed: 01-JUL-2021 00:00:00	0	Ea	625	0
Ship To: Use the ship-to address at the top of page 1						
9	YR 1 FY 21 - BLENDED HOURLY RATE FOR ELECTRICAL AND/OR MECHANICAL DRAWINGS	Needed: 01-JUL-2021 00:00:00	0	HR	110	0
Ship To: Use the ship-to address at the top of page 1						
10	YR 1 FY 21 - PRINCIPAL/SENIOR	Needed: 01-JUL-2021 00:00:00	0	HR	125	0

Line	Part Number/ Description	Delivery Date/Time	Quantity	UOM	Unit Price(USD)	Amount(USD)
PROJECT MANAGER						
Ship To: Use the ship-to address at the top of page 1						
11	YR 1 FY 21 - REGISTERED ARCHITECT/PROJECT MANAGER	Needed: 01-JUL-2021 00:00:00	0	HR	120	0
Ship To: Use the ship-to address at the top of page 1						
12	YR 1 FY 21 - GRADUATE ARCHITECT/TECHNICI AN I	Needed: 01-JUL-2021 00:00:00	0	HR	90	0
Ship To: Use the ship-to address at the top of page 1						
13	YR 1 FY 21 - GRADUATE ARCHITECT/TECHNICI AN II	Needed: 01-JUL-2021 00:00:00	0	HR	80	0
Ship To: Use the ship-to address at the top of page 1						
14	YR 1 FY 21 - ADMINISTRATIVE	Needed: 01-JUL-2021 00:00:00	0	HR	45	0
Ship To: Use the ship-to address at the top of page 1						
15	YR 2 FY 21 - ARCHITECTURAL DRAWINGS	Needed: 01-APR-2022 00:00:00	0	Ea	625	0

Line	Part Number/ Description	Delivery Date/Time	Quantity	UOM	Unit Price(USD)	Amount(USD)
<p>Ship To: Use the ship-to address at the top of page 1</p>						
16	YR 2 FY 21 - BLENDED HOURLY RATE FOR ELECTRICAL AND/OR MECHANICAL DRAWINGS	Needed: 01-APR-2022 00:00:00	0	HR	110	0
<p>Ship To: Use the ship-to address at the top of page 1</p>						
17	YR 2 FY 21 - PRINCIPAL/SENIOR PROJECT MANAGER	Needed: 01-APR-2022 00:00:00	0	HR	125	0
<p>Ship To: Use the ship-to address at the top of page 1</p>						
18	YR 2 FY 21 - REGISTERED ARCHITECT/PROJECT MANAGER	Needed: 01-APR-2022 00:00:00	0	HR	120	0
<p>Ship To: Use the ship-to address at the top of page 1</p>						
19	YR 2 FY 21 - GRADUATE ARCHITECT/TECHNICI AN I	Needed: 01-APR-2022 00:00:00	0	HR	90	0
<p>Ship To: Use the ship-to address at the top of page 1</p>						
20	YR 2 FY 21 - GRADUATE ARCHITECT/TECHNICI AN II	Needed: 01-APR-2022 00:00:00	0	HR	80	0

Line	Part Number/ Description	Delivery Date/Time	Quantity	UOM	Unit Price(USD)	Amount(USD)
<p>Ship To: Use the ship-to address at the top of page 1</p>						
21	YR 2 FY 21 - ADMINSTRATIVE	Needed: 01-APR-2022 00:00:00	0	HR	45	0
<p>Ship To: Use the ship-to address at the top of page 1</p>						
22	YR 2 FY 22 - ARCHITECTURAL DRAWINGS	Needed: 01-JUL-2022 00:00:00	25	Ea	625	15625
<p>Ship To: Use the ship-to address at the top of page 1</p>						
23	YR 2 FY 22 - BLENDED HOURLY RATE FOR ELECTRICAL AND/OR MECHANICAL DRAWINGS	Needed: 01-JUL-2022 00:00:00	60	HR	110	6600
<p>Ship To: Use the ship-to address at the top of page 1</p>						
24	YR 2 FY 22 - PRINCIPAL/SENIOR PROJECT MANAGER	Needed: 01-JUL-2022 00:00:00	42	HR	125	5250
<p>Ship To: Use the ship-to address at the top of page 1</p>						
25	YR 2 FY 22 - REGISTERED ARCHITECT/PROJECT MANAGER	Needed: 01-JUL-2022 00:00:00	46	HR	120	5520
<p>Ship To: Use the ship-to address at the top of page 1</p>						

Line	Part Number/ Description	Delivery Date/Time	Quantity	UOM	Unit Price(USD)	Amount(USD)
26	YR 2 FY 22 - GRADUATE ARCHITECT/TECHNICI AN I	Needed: 01-JUL-2022 00:00:00	45	HR	90	4050
<p>Ship To: Use the ship-to address at the top of page 1</p>						
27	YR 2 FY 22 - GRADUATE ARCHITECT/TECHNICI AN II	Needed: 01-JUL-2022 00:00:00	10	HR	80	800
<p>Ship To: Use the ship-to address at the top of page 1</p>						
28	YR 2 FY 22 - ADMINSTRATIVE	Needed: 01-JUL-2022 00:00:00	11	HR	45	495
<p>Ship To: Use the ship-to address at the top of page 1</p>						
29	YR 3 FY22 - ARCHITECTURAL DRAWINGS	Needed: 01-APR-2023 00:00:00	24	HR	669.38	16065.12
<p>Ship To: Use the ship-to address at the top of page 1</p>						
30	YR 3 FY22 - BLENDED HOURLY RATE FOR ELECTRICAL	Needed: 01-APR-2023 00:00:00	59	HR	117.81	6950.79
<p>Ship To: Use the ship-to address at the top of page 1</p>						
31	YR 3 FY22 -	Needed:	41	HR	133.88	5489.08

Line	Part Number/ Description	Delivery Date/Time	Quantity	UOM	Unit Price(USD)	Amount(USD)
	PRINCIPAL/SENIOR PROJEC MANAGER	01-APR-2023 00:00:00				
	Ship To: Use the ship-to address at the top of page 1					
32	YR 3 FY22 - REGISTERED ARCHITECCT/PROJEC T MANAGER	Needed: 01-APR-2023 00:00:00	45	HR	128.52	5783.4
	Ship To: Use the ship-to address at the top of page 1					
33	YR 3 FY22 - GRADUATE ARCHITECT TECHNICIAN I	Needed: 01-APR-2023 00:00:00	44	HR	96.39	4241.16
	Ship To: Use the ship-to address at the top of page 1					
34	YR 3 FY22 - GRADUATE ARCHITECT II	Needed: 01-APR-2023 00:00:00	9	HR	85.68	771.12
	Ship To: Use the ship-to address at the top of page 1					
35	YR 3 FY22 - ADMINISTRATIVE	Needed: 01-APR-2023 00:00:00	10	HR	48.2	482
	Ship To: Use the ship-to address at the top of page 1					
36	YR 3 FY23 - ARCHITECTURAL DRAWINGS	Needed: 01-JUL-2023 00:00:00	1	HR	669.38	669.38

Line	Part Number/ Description	Delivery Date/Time	Quantity	UOM	Unit Price(USD)	Amount(USD)
<p>Ship To: Use the ship-to address at the top of page 1</p>						
37	YR 3 FY23 - BLENDED HOURLY RATE FOR ELECTRICAL	Needed: 01-JUL-2023 00:00:00	1	HR	117.81	117.81
<p>Ship To: Use the ship-to address at the top of page 1</p>						
38	YR 3 FY23 - PRINCIPAL/SENIOR PROJECT MANAGER	Needed: 01-JUL-2023 00:00:00	1	HR	133.88	133.88
<p>Ship To: Use the ship-to address at the top of page 1</p>						
39	YR 3 FY23 - REGISTERED ARCHITECT/PROJECT MANAGER	Needed: 01-JUL-2023 00:00:00	1	HR	128.52	128.52
<p>Ship To: Use the ship-to address at the top of page 1</p>						
40	YR 3 FY23 - GRATUATE ARCHITECT TECHNICIAN I	Needed: 01-JUL-2023 00:00:00	1	HR	96.39	96.39
<p>Ship To: Use the ship-to address at the top of page 1</p>						
41	YR 3 FY23 - GRATUATE ARCHITECT TECHNICIAN II	Needed: 01-JUL-2023 00:00:00	1	HR	85.68	85.68
<p>Ship To:</p>						

Line	Part Number/ Description	Delivery Date/Time	Quantity	UOM	Unit Price(USD)	Amount(USD)
Use the ship-to address at the top of page 1						
42	YR 3 FY23 - ADMINISTRATIVE	Needed: 01-JUL-2023 00:00:00	1	HR	48.2	48.2
Ship To: Use the ship-to address at the top of page 1						
						Total: 79402.53 (USD)



January 26, 2023

Mr. Theodore L. Vedock
Hammel Associates Architects LLC
25 E Grant St. Ste. 102
Lancaster, PA 17602-2835

Re: PO-63021011

Dear Mr. Vedock,

This letter will serve as your authorization to proceed with the requirements of Purchase Order 63021011 effective April 1, 2023, through March 31, 2024.

Upon delivery of service, an invoice itemized by Purchase Order line item should be created and submitted via the PLCB's new Supplier Portal. The invoice should include only the itemized amounts due under the Purchase Order.

If assistance is needed to create and submit an invoice via the new Supplier Portal, please review the course on how suppliers enter an invoice in the PLCB's new Oracle Supplier Portal and/or Quick Reference Guide located on PLCB's public website at the following link, [ERP Resources for Goods and Services Suppliers \(pa.gov\)](https://www.palcb.gov/ERPResourcesforGoodsandServicesSuppliers).

The Purchase Order number must be included on all invoices, packing slips or any paperwork in reference to this order. Failure to reference the Purchase Order number on the invoice will delay processing of payment.

Please contact Betsy Novelli at [REDACTED] if you have any questions.

Sincerely,

Betsy Novelli

Betsy Novelli, Procurement Specialist II
Purchasing & Contract Administration Division