

**HACC — Central Pennsylvania’s Community College
Harrisburg, PA**

Request for Proposal

RFP14-05

For

Asphalt Pavement Sealing - Harrisburg Campus

Issued: April 17, 2014

PROPOSAL DUE DATE: May 2, 2014 by 1:00PM

Award of Contract: Following the June 3, 2014 Board of Trustees Meeting

Sealed Proposals Must Be Delivered to: HACC
Procurement and Contracts
Room TL203
One HACC Drive
Harrisburg, PA 17110

All firms who respond to the RFP will receive a notification letter in the mail within one week after the Board of Trustee Meeting.

Bid results will be posted on HACC website: www.hacc.edu –
<http://hacc.edu/Purchasing/BidResultsRFPs/Current-Bid-Results-RFPs-FY14.cfm>

For information concerning the RFP process, required format and the schedule of activities, please direct questions to:

Monique Baylor
Director, Procurement
Telephone: (717) 736-4121
Email: mybaylor@hacc.edu

Contents

Title Page..... 1

I. Background 3

II. Requirements..... 4

 Cover Letter 4

 Provider History and Qualifications 4

 Project Plan – Scope of Work..... 4

III. Exhibit “A” 5

 Statement of Work 5-6

 Evaluation Criteria 6

IV. Terms and Conditions 7-11

V. Proposal Submission 12

 Proposal Deadlines 12

 RFP Clarification 12

 Number of Copies and Mailing Proposals 12

 Addenda to the RFP 13

 Acceptance of Proposals..... 13

 Proposal Pricing Method 13

IV. Bid Certification 14

I. BACKGROUND

HACC is looking to procure asphalt pavement sealing /rejuvenation using **Paverx Asphalt Rejuvenator** from a qualified vendor at HACC Harrisburg Campus and is issuing this Request for Proposal to obtain a proposal of delivered services and pricing from those suppliers capable of meeting HACC's requirements.

All proposers should be aware that this project is highly visible to the residents of the surrounding community and Board of Directors who is looking for a partner that represents constant professionalism and consistent deliverables.

Deciding factors will be quality of workmanship, ease of doing business, experience, references, and price competitiveness.

The location of the campus is at:

HACC – Harrisburg Campus
One HACC Drive
Harrisburg, PA 17110

Proposers may visit the Harrisburg Campus during daytime hours to look over the parking areas that will need to be treated. All Proposers must check in with Security, located in the Whitaker building.

II. REQUIREMENTS

The proposal shall be clear, concise and address each of the three requirements. The title page accompanying the proposal shall be signed by the person or persons required and authorized to legally bind the firm to the proposal and shall specifically state that the firm shall complete all services set forth in the proposal within the proposed time limits to the satisfaction of the College. Proposal shall be on 8 ½ x 11 paper only.

Cover Letter

The cover letter shall contain a brief introduction of the provider and the proposal. The letter shall be concise and need not repeat any of the detailed information set forth in the proposal; however, any terms or conditions of this RFP to which the provider objects and/or does not accept shall be clearly stated in the cover letter along with any alternatives or further explanation. At a minimum, the cover letter page shall be on company letterhead and shall include the name and working address of the firm submitting a proposal, the name and telephone number of the primary company representative to be contacted with reference to the proposal, and the date of submission.

Provider History and Qualifications

Each proposal must contain a complete proposal. The College reserves all rights as to the evaluation of any and all responses submitted by each provider and to the College's determination of the provider's qualifications.

Each proposal must include a brief (one page) profile demonstrating an established, successful track record of past performance in providing services closely related to the requirements specified in this RFP. Explain the firm's experience with projects of similar size and scope, number of years in business, and history of the firm.

In addition, provide three references containing data regarding projects the firm is currently under contract with that are similar in total size. This description of previous projects shall include overall size, value, owner's name, address and telephone number. HACC's Evaluation Team will physically do drive by visits of the referenced sites provided in the RFP responses.

Project Plan – Scope of Work

All proposals must meet or exceed mandatory requirements as outlined below. Please provide detailed descriptions for the way that your firm plans to address the items in this section. Additional emphasis should be made in addressing the following criteria.

**EXHIBIT “A”
STATEMENT OF WORK**

1. General Conditions:

- A. The Contractor shall supply his own tools for maintaining his equipment and will not use HACC’s shops. HACC will supply electrical power necessary for operation of Contractor’s equipment.
- B. All fuels will be stored off-site. Fueling will not be permitted indoors.
- C. It shall be the obligation of the Contractor to monitor the sites to assure that all specifications are adhered to in every detail.
- D. All Contractor personnel shall present an appearance and dress as to not be offensive to the Owner, its agents, employees or clients. Proper appearance and dress is defined as employees of the maintenance Contractor being fully clothed at all times during the maintenance operation to include the wearing of a uniform, consisting of a contractor’s company shirt, trousers or shorts, and shoes. Any Contractor’s employee(s) within HACC’s building and/or on the grounds during HACC’s working hours with objectionable appearance and/or dress will result in the contractor being notified. If future occurrences persist, this will be grounds for termination of the contract.
- E. Contractor will maintain on file with Facilities Department such necessary telephone numbers and/or other forms of contact so as to remain readily contactable at all times. It will also be his obligation to monitor conditions at all times so as to schedule necessary work without contact from HACC.
- F. Water necessary for the maintenance contracts will be furnished by the HACC; however, any temporary extensions of this service to the site of need shall be provided by the Contractor(s). All temporary water facilities shall be made safe from trip hazards for pedestrians; further, such temporary facilities shall be protected against damage by vehicles at driveway crossings.
- G. The Contractor shall provide continuous supervision of all work embraced in the contract by a duly authorized and competent superintendent having experience in this type of work and who shall be acceptable to the HACC. HACC may demand the dismissal of the superintendent or any person employed by the Contractor who is, about or upon the work, incompetent or guilty of misconduct or who neglects or refuses to comply with any directions given by HACC, so long as such directions are in accords with the intent of the specifications. Such person shall not be employed upon HACC’s property again without the written consent of HACC. Should the Contractor continue to employ such person without the written consent of HACC, HACC may withhold all payments which are or may become due; or HACC may suspend the work at the expense of the Contractor until such orders are complied with.
- H. Personnel of the Prime Contractor must sign in and out, at the Facilities Department during normal and closed hours of HACC.

2. Proposer will Clean approximately 159,000 SY of surface prior to application.

3. Proposer will apply Paverx Asphalt Rejuvenator on 159,000 SY according to manufacturer specifications.

4. Proposer will seal cracks that are 3/8” or larger, totaling 48,000 LF.

5. Work must be completed prior to August 12, 2014

Evaluation Criteria for the Project Plan:

Proposals will be evaluated using the following criteria:

1. Describe in detail the process in which your firm will handle the application. This should include what type of equipment that will be used and the anticipated number of personnel that will be used.
2. The willingness to commit to complete in the required time.
3. Price

III. EVALUATION

Proposal Process

1. After the date established for receipt of proposals, a register of proposals shall be prepared which shall include the name of each Proposer. The register of proposals shall be open to public inspection only after proposal opening. No additional proposals will be accepted after the opening date.
2. The evaluation shall be based on the evaluation factors set forth in this RFP. Factors not specified in the RFP shall not be considered.
3. Discussions may be held with one or more Proposers to:
 - a. Promote understanding of the College’s requirements and the provider proposals;
 - b. Facilitate arriving at a contract that will be most advantageous to the College taking into consideration all factors set forth in the RFPs;
 - c. Discussions may include oral presentations, interviews, and demonstrations, responses to specific questions, modifications, and negotiations. Offers shall not be informed of their rank at the time of discussions. The College reserves the right to visit and inspect other sites of the potential provider;
 - d. Proposers must be prepared to send qualified personnel to discuss technical and contractual aspects of the proposal;
 - e. One or more Proposers may be provided an opportunity to submit a “best and final” offer.
4. References and the credit and financial responsibility of the proposals may be verified as appropriate.

Evaluation Criteria

All proposals must meet or exceed mandatory requirements outlined in this RFP in order to be reviewed. Those proposals meeting the minimum mandatory requirements will be considered.

IV. TERMS AND CONDITIONS

Before submitting a proposal, the provider shall be thoroughly familiar with all contract conditions referred to in this document, and any addenda issued before the proposal submission date. Such addenda shall form a part of the RFP and shall be made a part of the contract. It shall be the provider's responsibility to ascertain that the proposal includes all addenda issued prior to the proposal submission date.

By submitting a response to this RFP, the Proposer represents that the Proposer has read and understands the contract specifications and conditions.

ASPHALT PAVEMENT SEALING AGREEMENT
between

and
HARRISBURG AREA COMMUNITY COLLEGE
HARRISBURG CAMPUS

This Agreement is made between Harrisburg Area Community College (HACC), whose primary address is One HACC Drive, Harrisburg, PA 17110 and _____ (Contractor), whose address is _____, is made and entered into for the Contractor to provide services as stipulated below on the Terms and Conditions set forth.

- 1) **Facilities Covered:** Harrisburg Campus, One HACC Drive, Harrisburg, PA 17110
- 2) **Statement of Work:** The Contractor hereby agrees to furnish and provide appropriate supervision, labor, material, tools and all other items necessary to perform the services herein specified and described in Exhibit “A” to the Asphalt Pavement Sealing Agreement.
- 3) **Purchase Order:** All authorizations for the Contractor’s Services will be issued by HACC to the Contractor in the form of a Purchase Order which will incorporate the Agreement by reference.

All Purchase Orders issued shall be subject to the Terms and Conditions set forth in this Agreement and any special Terms and Conditions which may be included in a Purchase Order; in the event any general terms and conditions provided with a Purchase Order conflict with any Terms and Conditions in the Agreement, the Terms and Conditions of this Agreement shall prevail.

- 4) **Term of Agreement:** The initial term of this Agreement shall be in effect during the rejuvenation process unless terminated earlier as set forth in this Agreement.
- 5) **Payment Terms and Changes:** The payment for services to be provided by the Contractor will be detailed in the assigned purchase order and paid within thirty (30) days. All invoices must be mailed to Accounts Payable Department, at One HACC Drive, Harrisburg, PA 17110.

Invoices must be descriptively itemized and must clearly indicate the applicable HACC Purchase Order number, including the Project Name and Location as well as the HACC account number, and must be submitted at the time of project completion before payment can be authorized.

- 6) **Indemnification:** The Contractor shall hold Harrisburg Area Community College harmless from any liability, costs, or penalties in any way resulting from the performance of the services related to this

Contractor from the conduct or actions of any persons provided by the Contractor for performance of this agreement and will indemnify the College for any costs of defense paid because of actions of the Contractor or its employees in the performance of this agreement.

- 7) **Insurance:** The Contractor shall maintain Comprehensive General Liability Insurance in the amount of \$1,000,000 per claim, \$3,000,000 aggregate and Combined Single Limit (Bodily Injury & Property Damage) that will protect him from claims for damages and personal injury, including death, which may arise from operation under this Contract, whether such operations be by himself or by any subcontractor or anyone directly or indirectly employed by either of them. The certificates of insurance coverage shall name Harrisburg Area Community College as additional insured. Certificates of such insurance shall be filed with the Director of Purchasing and shall be subject to his approval for adequacy of protection prior to commencing work.

Pennsylvania Law requires that the Contractor shall provide statutory worker's compensation insurance for employees. The Contractor shall also require the same insurance when the work is to be performed by a subcontractor. Certificates of such insurance shall be filed with the Harrisburg Area Community College's Director of Purchasing prior to commencing work.

- 8) **Force Majeure:** Neither party to this Agreement will be liable to the other for any failure or delay in performance under this Agreement due circumstances beyond its reasonable control including, without limitation, Acts of God, accident, labor disruption, acts, omissions and defaults of third parties, and official governmental and judicial action not the fault of the party failing or delaying in performance.
- 9) **Conduct on HACC's Property:** The Contractor shall at all times maintain good order among its employees and persons brought upon HACC's premises. The Contractor shall confine its employees and all other persons who come onto HACC's premises at Contractor's request or for reasons relating to this Agreement, and its equipment, to that portion of HACC's premises where the work under this Agreement is to be performed, and to roads and gates leading to and from such sites, and to any other area which HACC may designate, and shall comply with all HACC's vehicle and security regulations. The Contractor must be issued ID Badges or sign in an out at the security desk whenever performing work upon HACC's premises.
- 10) **Termination for Default:** HACC may, by written notice to Contractor, terminate the Agreement in whole or in part for default if Contractor fails to perform in accordance with any of the requirements of this Agreement or any related purchase order or to make sufficient progress as to endanger performance of this Agreement or any related purchase order. Any such termination will be at no cost to HACC except for completed Services delivered to and accepted by HACC, prior to said termination, and Contractor shall repay to HACC any progress payments made in excess thereof. Termination hereunder shall not relieve Contractor of performing any un-terminated portion of this Agreement or any related purchase order. In the event of termination pursuant hereto, HACC may procure or otherwise obtain, upon such terms and in such manner as HACC may deem appropriate, Services similar to those terminated, and Contractor shall be liable to HACC for any damages arising therefrom, including attorney's fees and excess costs incurred by HACC in obtaining similar services.
- 11) **Termination for Convenience:** HACC may, by written notice to Contractor, terminate all or part of this Agreement or any related purchase order for HACC's convenience. Contractor's termination claim proposal shall be based on non-recurring costs not recovered and inventories and materials not usable on other projects, and shall be received by HACC within thirty (30) days of the effective date of termination. HACC shall have the option to verify supporting detail and records of such proposals and negotiate an equitable settlement. No amount for anticipated profit on Services not performed

shall be allowed. In no event shall the sum of the negotiated termination adjustment and the amounts paid and/or due Contractor for the un-terminated portion of this Agreement or resultant purchase order exceed any Agreement or purchase order total price. Any termination shall not effect either party's obligation as to any un-terminated portion of the Agreement or related purchase order. Upon receipt of a termination notice, Contractor shall stop work to the extent specified in the notice and take other such action as may be necessary or as HACC may direct to minimize the cost of termination to HACC. In addition, Contractor shall take such actions as may be necessary or as HACC may direct for the transfer, protection, or preservation of property and other rights which become HACC's as a result of termination. Supplier shall promptly refund HACC any payments in excess of the sum of payments due for (a) accepted Services (b) the un-terminated portion of the Agreement or any related purchase order, and (c) termination charges hereunder.

- 12) **Insolvency:** Should Contractor become insolvent, make an assignment for the benefit of creditors, be adjudicated as a bankrupt, admit in writing inability to pay its debts generally as the same become due, or should any proceedings be instituted by Contractor under any State and Federal law for relief of debtors or for the appointment of a receiver, trustee or liquidator of Contractor, or should a petition in bankruptcy or for a reorganization or for an adjunction of Contractor as an insolvent or as a bankrupt be filed, or should an attachment be levied upon Contractor's equipment and not be removed within five (5) days therefrom, then upon the occurrence of any such event, HACC shall thereupon have the right to cancel this Agreement and to terminate all Services then being performed by Contractor hereunder.
- 13) **Rights Upon Orderly Termination:** Upon termination or other expiration of the Agreement, or any related Agreement made hereunder, each party shall forthwith return to the other all papers, materials, and properties of the other held by such party and required to be returned by this Agreement or any such related Agreement. In addition, each party will assist the other party in the orderly termination of this Agreement and the transfer of all aspects hereof, tangible and intangible, as may be necessary for the orderly, non-disrupted business continuation of each party.
- 14) **Arbitration:** All disputes between the parties to this agreement arising out of or in connection with the contract documents shall be submitted for arbitration. If arbitration is selected by HACC, HACC shall also select the number of arbitrators and the manner of arbitration, which shall be either: (1) arbitration according to the rules of the American Arbitration Association; or (2) referral to one or more arbitrators mutually agreed upon by the parties.

When a written decision of HACC states that (1) the decision is final but subject to arbitration and (2) a demand for arbitration of a claim covered by such decision must be made within thirty (30) days after the date on which the party making the demand received the final written decision, then failure to demand arbitration within said thirty (30) days' period shall result in HACC's decision becoming final and binding upon HACC and Contractor.

In responding to a claim brought by a Contractor, HACC shall have a minimum of forty-five (45) days in which to respond to a revised claim prior to the arbitration hearing.

- 15) **Assignment or Transfer:** This contract may not be assigned or transferred in whole or in part, without the written permission of HACC's Purchasing and Business Services Office, nor may any rights to any monies due or to become due hereunder be assigned. The Contractor(s) is an independent contractor providing services for HACC.
- 16) **Compliance with Laws:** The Contractor agrees that it will comply with all applicable federal, state, county, and local laws, ordinances, rules, regulations, and codes in the performance of this

Agreement, including the procurement of permits and certificates where needed. The Contractor further agrees to and hereby does indemnify and hold harmless HACC against loss or damage that may be sustained by reason of the failure of the Contractor or its employees or agents to comply with the aforementioned federal, state, county, and local laws, ordinances, regulations, and codes.

This Agreement is subject to applicable laws and executive orders relating to equal opportunity and nondiscrimination in employment. Neither Contractor nor its agents or subcontractors shall discriminate in its employment practices against any person by reason of handicap, race, religion, color, sex, or national origin. The Contractor agrees to comply, and to cause its agents and subcontractors to comply, with the provisions of said laws and orders (including without limitation the provisions of the Americans with Disabilities Act of 1990), as well as other laws and orders relating to the employment of the handicapped, the employment of veterans, and the use of minority business enterprises, to the extent any such laws and others are applicable in the performance of work or furnishing or services, materials or supplies hereunder. For this purpose, the provisions of such laws and orders and pertinent regulations issued thereunder shall be deemed an integral part of this Agreement to the same extent as if written at length herein.

- 17) **Equal Opportunity and Non-Discrimination:** Harrisburg Area Community College is committed to providing opportunities for woman and minority owned businesses. Harrisburg Area Community College encourages WMBE's to participate in the bidding process but does not grant special status to WMBE's when making procurement decisions. Harrisburg Area Community College is committed to non-discrimination and equal employment opportunity. Harrisburg Area Community College will not knowingly contract with any firm that is not an equal opportunity employer.
- 18) **Right To Audit:** HACC and appropriate designated representatives reserve the right to audit HACC account records and other financial records of the Contractor, as they pertain to HACC. Auditors selected by HACC shall perform such audits.
- 19) **Criminal Background Check:** The Contractor will conduct a thorough criminal background/history check of every employee it intends to assign to work at HACC; and be able to provide such information if requested. The costs associated with conducting such checks will be born by the Contractor.
- 20) **Confidentiality:** The Contractor agrees that all information obtained by or provided to Contractor in carrying out the Services provided for hereunder, including the contents of the Agreement, will be maintained in confidence by the Contractor and the Contractor will not publish nor disclose to third persons nor otherwise make use of such confidential information except for the performance of such Services hereunder. This obligation shall not apply with respect to any information (a) which is already in the possession of the Contractor prior to acquiring the information hereunder, (b) which is or becomes in the public domain through no fault of either party, or (c) which is rightfully obtained on a non-confidential basis from a third party.
- 21) **Independent Contractor:** HACC and Contractor intend that an independent contractor's relationship shall be created by this Agreement and neither herein shall be construed as creating an employer / employee relationship. Contractor shall be solely responsible for the payment of wages, salaries and other amounts due its employees in connection with this agreement and shall be responsible for all reports and obligations related to Social Security, income taxes, unemployment and other withholding taxes, Workers Compensation and similar matters.

- 22) **Paragraph Headings:** All paragraph headings used are for the convenience of the parties only and shall not be considered a part of this Agreement nor used to interpret or construe the intent of the parties hereunder.
- 23) **Advertising or Publicity:** Neither HACC nor the Contractor shall use the name of the other in publicity releases or advertising without securing the prior written consent of the other, provided, however, that the Contractor may refer to HACC in any list of its customers.
- 24) **Non-Waiver:** No term or provision of this Agreement shall be deemed waived and no breach or default shall be deemed excused, unless such waiver or consent shall be in writing and signed by the claimed to have waived or consented. No consent by any party to, or waiver of, a breach or default by the other, whether express or implied, shall constitute a consent to, waive of, or excuse for any different or subsequent breach or default.
- 25) **Severability:** If any provision of the Agreement is in conflict with any statute or rule of law or may be determined by a court of competent jurisdiction to be illegal or unenforceable, then such provision will be deemed inoperative to the extent that it may conflict therewith or be illegal or unenforceable, and each provision not so affected will be enforced to the full extent provided by law.
- 26) **Governing Law:** The terms and conditions herein constitute the sole and entire agreement among parties and the laws of the State of Pennsylvania shall govern any disputes. The Dauphin County Court of Common Pleas shall have exclusive jurisdiction over any and all litigation arising from the terms of this agreement.
- 27) **Entire Agreement:** This Agreement and all resultant purchase orders, supplements, attachments, and incorporations constitute Agreement and agreement between HACC and the Contractor. No conversations, understandings, or agreements varying, extending, or affecting in any way the terms or provisions of this Agreement will be binding on either party unless reduced to writing and duly executed by an authorized representative of each party.

IN WITNESS WHEREOF, the undersigned has caused this Agreement to be executed as of the day and year indicated on the first page hereof.

_____	Harrisburg Area Community College
By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

V. PROPOSAL SUBMISSION

Any term or condition stated in this RFP document shall be considered accepted by the provider unless specifically objected to by the provider. The College may accept or reject provider's alternative proposals to the terms of this RFP. A proposal may be rejected if it is incomplete or conditional.

Proposal Deadline

To be considered for selection, proposals should be emailed directly to mfmccenan@hacc.edu by 1:00PM on or before **May 2, 2014**. Non-emailed Proposals must be in a sealed container, clearly marked "Request for Proposal #RFP14-05, Asphalt Pavement Sealing – Harrisburg Campus", and must include pricing. Allow time for normal mail delivery to ensure timely receipt of proposals by HACC's Procurement and Contracts Office. Proposals arriving after the deadline will not be considered. All proposals become the property of the College.

RFP Clarification

Proposers may request an explanation of the intent or content of this RFP and clarification of procedures used for this procurement. No interpretation made to any Proposer as to the meaning of the RFP shall be binding on the College unless repeated in writing and distributed as an addendum by the College's Procurement and Business Services Office. Official written responses to all relevant written questions will be emailed or faxed by the College's Procurement and Business Services Office.

Requests for written explanation, clarification, and/or questions shall be made via email marked "Questions Related to RFP14-05" to mfmccenan@hacc.edu. Such requests must be received no later than April 25, 2014.

Failure of the Proposer to make appropriate inquiries, evaluate any special conditions, or verify requirements of this RFP shall not relieve the provider of responsibility for fulfilling the contract in accordance with the terms of this RFP.

Oral communication with any College employee, unit, department, or organization concerning this RFP is not binding on the College and shall in no way modify the RFP or the obligation of the College or the provider.

Number of Copies and Mailing of Proposal

One (1) copy of the general proposal will be emailed to mfmccenan@hacc.edu (preferred method) or submitted in an envelope clearly marked with the name of the proposal and labeled "Request for Proposal RFP14-05, Asphalt Pavement Sealing – Harrisburg Campus" and mailed in a sealed envelope to HACC's Procurement and Contracts Office, One HACC Drive, Room TL203, Harrisburg, PA, 17110

Addenda to the RFP

In the event that it becomes necessary to revise any part of this RFP, HACC’s Procurement and Business Services Office will provide addenda in writing to the Proposers who indicate that they are interested by returning the Acknowledgment Form of this document (page 2). All addendums and notices will be posted on HACC’s website: <http://hacc.edu/Purchasing/RequestforProposals/Current-RFPs-FY14.cfm> . No oral statements, explanations, or commitments by whosoever made shall be of any effect except as the College’s Procurement and Business Services Office has confirmed the same in writing.

Acceptance of Proposals

The College reserves the right in awarding the contract to consider the competency, responsibility, and suitability of the Proposer, as well as the services to be provided. The College further reserves the right to accept or reject any or all proposals, to waive any irregularities or informalities, and to award the contract in the best interest of the College. Neither the College nor any agent thereof on behalf of the College will be obligated in any way by any Proposer’s response to this RFP.

The College also reserves the right to allow the Proposer to correct a defect in its Bid provided that correction of the defect does not alter the amount of the Bid or the scope of work required under the Bid.

The College will review all proposals. The College reserves the right to cancel the selection process or the negotiations when a selection is made or at anytime prior to entering into a formal written agreement with the provider.

The College intends to execute a contract with the provider submitting the proposal which the College determines to best meet the College’s requirements. The College will be the sole judge of the acceptance of any and all proposals.

Proposal Pricing Method

The cost proposal will be submitted electronically via email to mfmccenan@hacc.edu (preferred method) or mailed in a sealed envelope to HACC’s Procurement and Contracts Office, One HACC Drive, Room TL203, Harrisburg, PA, 17110.

Pricing must be provided as follows:

Total Cost for complete project: \$ _____

VI: BID CERTIFICATION

(date)

Procurement and Business Services Department
HACC, Central Pennsylvania Community College
One HACC Dr.
Harrisburg, PA 17110

The undersigned certifies that to the best of his/her knowledge: (check one)

- () There is no officer or employee of HACC, Central Pennsylvania Community College who has, or whose relative has, a substantial interest in any contract award pursuant to this proposal/bid.

- () The names of any and all public officers or employees of HACC, Central Pennsylvania Community College who have, or whose relative has, a substantial interest in any contract award pursuant to this proposal/bid are identified by name as part of this submittal.

The undersigned further certifies that their firm (check one) _____ IS or _____ IS NOT currently debarred, suspended, or proposed for debarment by any state or federal entity. The undersigned agrees to notify the College of any change in this status, should one occur, until such time as an award has been made under this procurement action.

In compliance with Request for Proposal RFP14-05 for Asphalt Pavement Sealing – Harrisburg Campus and after carefully reviewing all the terms, conditions and requirements contained therein, the undersigned agrees to furnish such goods/services in accordance with the specifications/scope of work.

(firm)

(address)

(signature required)

(phone no.)

(print name)

(fax no.)

(title)

(fed. tax id no.)