

**STATE SYSTEM OF HIGHER EDUCATION  
COMMONWEALTH OF PENNSYLVANIA**

**SPECIAL INSTRUCTIONS TO BIDDERS, eProcurement Exchange**

**PROJECT INFORMATION**

Project Title: Seth Grove Stadium Repaint – Phase 2

Project No: SU-2018/14

Location: Shippensburg University

Project Scope: Work included under this project consists of repainting the front side, a portion of the back side and ends of the existing stadium, replacement of the railings, and removal of select elements for the existing stadium. It also includes selective painting and repair of the ticket booths. The Work includes stripping existing paint, required preparation, and the application of high performance coatings, as well as demolition and welding of steel elements. Work shall be accomplished by a single prime contractor, and shall include, but is not necessarily limited to, the furnishing of all labor, superintendence, materials, tools and equipment and performing all work necessary to complete all construction identified on the Contract Documents to the satisfaction of, and subject to approval of the Professional and the Shippensburg University.

Contract Time: See Standard Form of Contract

Prevailing Wages: Yes; See Standard Form of Contract

Liquidated Damages: Yes; See Standard Form of Contract

Contract Cost Ranges: SU-2018/14.1: \$200,000 - \$275,000

Directions: See Website: <http://www.ship.edu/Visit/Directions/>.

**BIDDING INFORMATION**

Issuing Office: Purchasing and Contracting  
Old Main, Room 300  
Shippensburg University  
1871 Old Main Drive  
Shippensburg, PA 17257

Contracting Officer: Wesley Light

Design Professional: Shippensburg University

Plans and Specs: Available for download at the Documents Tab on eProcurement Exchange.

Bid Due Date/Time: March 20, 2019 at 2:00 PM

Method of submission of bids for this IFB (see Sections 1 and 7 of the General Instructions to Bidders):

To be submitted electronically at <https://passhe.procureware.com>  
All bidders must be registered in the eProcurement Exchange system to submit bids.

Bid Opening Date/Time: March 20, 2019 at 2:00 PM, EST. Bid results/tabulation will be posted at <https://passhe.procurement.com> Phone or fax inquiries will not be accepted.

Pre-bid Conference Date/Time: February 20, 2019 at 10:00 AM, EST in the Reed Operations Center Conference Room.

Mandatory or Not: While not mandatory for bidding purposes, attendance at the Pre Bid Conference and Site Visit is highly recommended.

Location: Reed Operations Center Conference Room, Shippensburg, PA 17257

Site Visits: Yes, following the Pre-Bid Conference

Point of Contact/Submittal of Bids:

Mr. Wesley Light, Director of Purchasing and Contracting  
Shippensburg University  
Old Main Building, Room 300  
1871 Old Main Drive  
Shippensburg, PA 17257-2299  
Phone: 717-477-1121 FAX: 717-477-4004  
Email: [TSLigh@ship.edu](mailto:TSLigh@ship.edu)

Technical Matters:

Mr. Bruce Herring, PE, Assistant Director for Planning and Engineering  
Shippensburg University  
Reed Operations Center  
1871 Old Main Drive  
Shippensburg, PA 17257-2299  
Phone: 717-477-1123 X3060 FAX: 717-477-4032  
Email: [beherr@ship.edu](mailto:beherr@ship.edu)

Pre-Bid Questions: All questions shall be submitted electronically through the PASSHE eProcurement exchange system. Answers to all questions will be published at same. It is the responsibility of all interested bidders to log into the PASSHE eBid exchange to check for all Addendums and Updates that apply to this bid.

Send to: All questions shall be submitted on the eProcurement Exchange at:  
<https://passhe.procurement.com>

**Cut-off Date for Pre-Bid Questions:** March 6, 2019 at 4:00 PM, EST

REAs for Small Diverse Business (SDB) proactive solicitation: SU-2018/14.1: \$1,000.00

Bid Security Required: 5% of bid price

Bid Security Allowed: Bid Bond or Certified Check

Bid Period: Bids shall be valid for not less than 60 days

Items Required to be

Submitted with the Bid: Bid Form  
Bid Bond or Certified Check  
Small Diverse Business (SDB) Solicitation Form and supporting Documents

Performance, Payment,  
Required with the Contract: 100% of awarded Contract Price

Maintenance Bonds  
Required with the Contract: 10% of awarded Contract Price