

## STATEMENT OF WORK

### SONIC DRILLING

#### Mercer 7.5-Minute Quadrangle, Mercer 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 Mercer 7.5-Minute Quadrangle, Mercer County, PA. 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 [tcjohnson@pa.gov](mailto:tcjohnson@pa.gov). Questions concerning the contracting or bidding procedures should be directed to Jody Russell at (717)783-2566 or [jorussell@pa.gov](mailto:jorussell@pa.gov).

#### II. CONTRACT TASKS

The work to be performed under this Contract will require sonic drilling at two 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 will 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 will be required to be on the work site until work is completed.

The Contractor will be required to furnish at least one sonic drilling rig. When requested by the Department Representative, the Contractor will provide a completely mobilized core-drilling rig on the work-site within thirty (30) days of being notified to proceed. In event of a delay in mobilization the Contractor will 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, 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 will 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 made part of this Statement of Work.

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

1. Mobilization/ Demobilization
2. Sonic PQ Core Drilling
3. Grouting
4. Site restoration
5. Stand-by Time

### **III. SITE INSPECTION**

Interested bidders may visit the work site and acquaint him/herself with the existing conditions and the activity involved after calling Ty Johnson at 717-702-2045 and arranging for the visit.

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

- A.** Pennsylvania License - The contractor must have a license to drill in Pennsylvania. The current and valid 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 define 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 both request references or reject bidders based on inadequate reference will be made solely at the discretion of the Department.

## **VI. INSURANCE**

The Contractor shall 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 shall 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 shall be occurrence rather than claims-made policies and shall 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 shall provide the Commonwealth with current certificates of insurance. These certificates or policies shall name “The Commonwealth of PA–DCNR” as an additional insured and shall 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 shall 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. A copy of the insurance certificates must be emailed to the Procurement Contact at: [jorussell@pa.gov](mailto:jorussell@pa.gov).

## **VII. CONTRACT TERM**

The Contract will commence upon receipt and execution of purchase order and will terminate September 30th, 2024.

## **VIII. BID AWARD**

Bidder will complete and attach the following to their bid:

- 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 of any supplies procured.
- C.** A copy of a current and valid license to drill in Pennsylvania.
- D.** A properly executed Worker Protection and Investment Certification Form.

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

The bid will be awarded based on the total sum of all the blocks as indicated on the Invitation to Bid.

The contract quantities herein are estimated only and may increase or decrease, depending on the needs of the Department. The Contractor will 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.21 CONTRACT-016.2 Automated Clearing House (ACH) Payments (February 2024) of the attached Commonwealth's Terms and Conditions for complete details and contractor responsibilities.

#### **X. INVOICES**

Invoice format will 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: Email a copy of the correctly executed invoice to [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 InvoicePO  
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 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 the contractor.

Attachments:

Attachment A - Technical Specifications

Attachment B - Site Description and Maps

