

Statement of Work

PennDOT Drone Graffiti Removal

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1. General Information

The Pennsylvania Department of Transportation (PennDOT) is soliciting electronic bids to procure drone services for the removal of graffiti on its highway appurtenances along state routes in PennDOT Engineering District 6 Initial graffiti removal consisting of approximately 6,105 square feet must be concluded by June 5, 2026.

Refer to Attachment A – District 6 Graffiti Removal Location Details, for charts and photos of the removal locations, along with square feet quantity and paint color. Sites requiring graffiti removal are generally limited to sites with heights of approximately 15' and greater and where a 10' shoulder exists for ease of traffic control, which shall be provided by PennDOT.

Definitions

The following words and terms, when used in this Statement of Work, have the following meanings, unless the context clearly indicates otherwise.

Contract. Purchase Order.

Contractor. The awarded bidder may also be referred to as the "Contractor" in the Statement of Work, Terms and Conditions, and other attachments.

Drone. Unmanned Aircraft System (UAS).

Highway Appurtenances. Includes but is not limited to PennDOT owned: overhead sign structures, concrete retaining walls, sound wall barriers and bridge abutments.

IFB. Invitation for Bid.

2. Scope of Work

The scope of services to be delivered includes:

Task 1: Proposed Work Plan

Upon issuance of a contract and Notice to Proceed, the awarded bidder will work with the PennDOT Project Manager to finalize the awarded bidder's proposed schedule, which will include PennDOT traffic control. The bidder's proposed schedule must include dates when permit approval will be obtained and sequential operation dates to include operational state route sequencing. The awarded bidder will coordinate with the Department to ensure a PennDOT representative is on site during operations.

Graffiti removal work is anticipated to start on Monday, May 4, 2026, and sites must be completed by June 5, 2026. No painting may begin prior to Monday, May 4, 2026, without prior approval by the PennDOT Project Manager. Work will be performed during daylight hours (generally 9:00 AM to 2:00 PM), Monday through Thursdays excluding Commonwealth holidays, which includes Memorial Day (May 25, 2026).

All quantities are estimated, and the Department reserves the right to increase or decrease these quantities based upon need. PennDOT reserves the right to substitute a location(s) for reasons including but not limited to inclement weather. PennDOT reserves the right to modify the agreed upon work schedule.

Task 2: Obtain Necessary Permits or Approvals

The awarded bidder will perform all activities necessary to obtain permits and approvals and comply with all local, state and federal drone regulations. If the awarded bidder is unable to obtain the necessary permits and approvals to comply with all local, state and federal drone regulations, the PennDOT Project Manager must be notified immediately. The awarded bidder must provide copies of the permits or authorizations to PennDOT Project Manager via email prior to commencing work.

Task 3: Procure Paint

Procure all materials including paint to remove graffiti. The awarded bidder must match the paint color as reasonably practicable to the appurtenances using the three listed colors (concrete, silver and green steel) provided in Attachment A – District 6 Graffiti Removal Location Details. Paint type must be in accordance with Attachment B – PennDOT's Bulletin 15 and as specified in the following Publication 408 Sections.

Section 1044 – Concrete Coatings

Section 1045 – Protective Concrete Coatings

Section 1060 – Steel Coatings applied in a shop

Section 1070 – Steel Coatings applied in the field

Section 1071 – Steel Coatings applied in the field

The awarded bidder must submit a completed Attachment C – CS-4171 Certificate of Compliance for the PennDOT Program Manager’s approval prior to graffiti being removed at any location.

Task 4: Graffiti Removal

Mobilize and perform graffiti removal services. The awarded bidder must be able to provide services daily and sequentially based on the scope within the proposed work plan, until all the graffiti is removed, but no later June 5, 2026.

The awarded bidder will not perform work on railroad owned property. Additional details on site locations are located in Attachment A – District 6 Graffiti Removal Location Details.

3. Additional Specifications

At the time of bidding, bidders must have access to a drone capable of performing the necessary scope of work, employ or retain a drone operator with PennDOT Drone Operator Certification, and operate in accordance with Attachment D - PennDOT Publication 832 – Unmanned Aircraft System (UAS) Policy.

Included with the bid submission, bidders must provide PennDOT Drone Operator certifications for their drone operator and a copy of the specifications for the proposed drone the bidder intends to use on the project. Drone specifications should include location where the drone is manufactured.

4. Questions and Answers

Questions regarding this IFB or contracting procedures should be directed to Miranda Alessandrini at mialessand@pa.gov. Bidder questions are due no later than 3:00 PM EST on Wednesday, February 18, 2026. Questions and answers will be posted, via an Addendum, by 3:00 PM EST on Friday, February 20, 2026.

5. Pre-Bid Conference

A virtual pre-proposal conference will be held via Teams on Wednesday, February 18, 2026 from 1:30 to 2:30 PM EST, to discuss the graffiti removal project and address questions received in the written question and answer board. Those who would like to participate in the pre-bid conference can find the meeting information below.

Microsoft Teams meeting

Join: <https://teams.microsoft.com/meet/26666179670857?p=FIU6e8KSqI9PRkqEVB>

Meeting ID: 266 661 796 708 57

Passcode: cu2ZM9KE

Dial in by phone

[+1 267-332-8737](tel:+12673328737), [909861661#](tel:+1909861661) United States, Philadelphia

[Find a local number](#)

Phone conference ID: 909 861 661#

6. Bid Requirements

All Electronic Bids must be submitted at www.pasupplierportal.state.pa.us. The following forms shall be completed in their entirety and electronically attached to the bid submission:

- Worker Protection and Investment Certification Form
- Signed Bid Sheet
- Proposed work plan/schedule for graffiti removal tasks
- PennDOT Certified Drone Operator Certificate(s)

7. Executive Order 2021-06, Worker Protection and Investment

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 shall be made through the Worker Protection and Investment Certification Form (BOP-2201) and submitted with the bid, proposal or quote.

8. Method of Award

The award will be based upon the lowest cost of a responsible and responsive bidder. This bid solicitation has been reserved for Small Business Contracting. Only those bidders certified as DGS Small businesses through the Small Business Contracting Program may submit a bid for these services. PennDOT reserves the right to reject the lowest bidder if PennDOT determines, at its sole discretion, that the bidder's bid fails to meet the Bid Requirements.

9. Contract Term

The term of the contract is anticipated to commence on April 16, 2026 (the Effective Date) and be valid through June 5, 2026. The Issuing Office will fix the Effective Date after the contract has been fully executed, and all approvals required by Commonwealth contracting procedures have been obtained. The awarded bidder shall not commence the performance of any work prior to the Effective Date of the contract, and the Commonwealth shall not be liable to pay the selected bidder for any service or work performed or expenses incurred before the Effective Date of the contract. No work may begin or be reimbursed prior to the issuance of the notice to proceed. The awarded bidder will be paid after submitting invoices.

10. Insurance

The successful bidder shall purchase and maintain, at its expense, during the term of this contract and extensions thereof, the types of insurance listed in Attachment D – PennDOT Publication 832 – Unmanned Aircraft System (UAS) Policy and Attachment E – Terms and Conditions, issued by companies acceptable to the Commonwealth of Pennsylvania.

11. Terms and Conditions

The awarded bidder must comply with all terms and conditions in Attachment E – Terms and Conditions.

In addition, it is understood and agreed that any valid damage claims that result from a drone malfunction including but not limited to the droppage or spillage of paint or the drone crashing into the traveling public, shall be paid for by the awarded bidder.

12. Prime Contractor Responsibilities

The awarded bidder must perform at least 51% of the total contract value. Nevertheless, the contract will require the awarded bidder to assume responsibility for all services offered in its

bid whether it produces them itself or by subcontract. Further, the Issuing Office will consider the awarded bidder to be the sole point of contact with regard to all contractual matters.

13. Strategic Environmental Management Program (SEMP)

PennDOT has implemented a Strategic Environmental Management Program (SEMP) which established a compliance-based Environmental Management System (EMS) designed to ensure PennDOT is able to achieve and maintain regulatory compliance with local, State and Federal environmental. As part of SEM, the Commonwealth of Pennsylvania has established a Green Plan Policy that can be found at www.pa.gov.

Type in 'SEMP' in search field and select the magnifying glass. Then select 'Pollution Prevention' and review site.

The Green Plan Policy is designed protect the environment, conserve resources, and comply with environmental laws and regulations.

The Contractor shall ensure that its personnel are aware of the Commonwealth of Pennsylvania's commitment to protecting the environment, are properly trained about the environmental impacts of their work and are competent (through appropriate work experience, job training or classroom education) to perform the work that they do.

14. Invoicing and Payments

The successful bidder shall submit Attachment F – Confirmation of Services Form (OS-501) to the PennDOT Program Manager for review and verification. The Project Manager will notify the successful bidder if corrections are needed. PennDOT will compare records and be required to approve before any invoice is paid.

Untimely or incomplete submissions of Form OS-501 and required supporting documentation may delay payment as required by the Payment section of the Terms and Conditions.

PennDOT reserves the right, throughout the life of the contract, to make changes to Form OS-501, and its instructions, content, and all other requirements.

PennDOT is tax-exempt and invoices shall not include Pennsylvania State Sales Tax. The awarded bidder will be provided with a tax-exempt form for purchases specific to this contract.

Additional information regarding invoice submission and payments may be found on the Office of Budget [website](#).

15. Attachments

- Attachment A – District 6 Graffiti Removal Location Details
- Attachment B – PennDOT Bulletin 15 - Qualified Products List for Construction
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