

STATEMENT OF WORK

FLOATING DOCK COMPONENTS

COMMONWEALTH OF PENNSYLVANIA DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES MORaine STATE PARK BUTLER COUNTY, PENNSYLVANIA

I. SCOPE OF WORK:

The Department of Conservation and Natural Resources, Bureau of State Parks, requires a vendor to supply and deliver floating dock components to replace floating docks at Moraine State Park, 225 Pleasant Valley Road, Portersville, PA 16051-2031 (Butler County).

Questions regarding the technical aspects of this bid should be directed to Dustin Drew at 724-368-8811 or by email at dudrew@pa.gov. Questions regarding the bidding or contracting procedure should be directed to Natalia Truitt at 717-783-3332 or by email at ntruitt@pa.gov.

II. CONTRACT TASKS:

The following tasks are to be completed in the performance of this contract:

- Supplier to furnish floating dock components and hardware necessary for the installation of four (4) floating docks at Watts Bay Marina. Three (3) docks will be a total length of Seventy (70) feet each. The fourth dock will be a total of Forty (40) feet. Dock sections are to be provided as twenty-five (25) ten-foot (10') sections. Further details are provided in the Technical Specifications and General Dock Details as well as Drawings C-101 and C-102.
- The intent is to purchase unassembled dock components, including steel truss frames, floats, hardware and synthetic decking with fasteners. Anchor pipe, rub-rail mounting boards, assembly, and installation will be provided by others.
- Dock components are to be shipped with a maximum load height of ten (10) feet from ground to top of highest item to allow for unloading with existing equipment.

III. SITE INSPECTION:

An optional site inspection, to view location and existing docks of similar style, is available prior to submitting bids. Any bidders wishing to visit the site should contract Dustin Drew, Park Manager, at 724-368-8811 to arrange the visit.

IV. DELIVERY:

The awarded contractor is responsible for delivery to:

Moraine State Park
Watts Bay Marina
342 North Shore Drive
Portersville, PA 16051

Prior arrangements must be coordinated with Dustin Drew, Park Manager, 724-368-8811, at least one (1) week prior to arrival. DCNR will assist with unloading products using forklift or tractor with forks.

V. DELIVERY TERM:

The delivery term shall commence upon execution and receipt of purchase order and terminate November 15, 2025.

VI. CONTRACT REQUIREMENTS:

The contractor agrees to comply with the Reciprocal Limitations Act (attached to the solicitation) and the Steel Products Procurement Act (outlined in the Terms and Conditions).

Contractor shall not sub-contract work unless written approval is given from the Park Manager.

VII. BID AWARD:

Bidder must complete and return the following:

1. The electronic Invitation for Bid to be found at www.pasupplierportal.state.pa.us.
2. A properly executed Reciprocal Limitations Act form that lists the state of manufacture for any supplies procured.
3. A properly executed Worker Protection and Investment Certification Form.

The unit price must include all materials and items necessary for product specifications. Bid price must also include all shipping, transportation, environmental handling, and any other associated charges for delivery.

The bid will be awarded based on lowest total sum.

The Contract quantities herein are estimated only and may increase or decrease, depending on the needs of the Department. The Contractor shall be paid at the unit price for the actual items received.

Please note that the Department will only accept out to two (2) decimal points when entering your pricing.

VIII. PAYMENT TERMS:

Payment shall be made on a reimbursement basis following delivery and final acceptance of floating dock components.

This contract will be paid by Automated Clearing House (ACH), commonly referred to as direct deposit. Contactor should review Section V.23 CONTRACT-016.2 Automated Clearing House (ACH) Payments of the Commonwealth's Terms and Conditions for complete details and contractor's responsibilities.

IX. INVOICES:

Invoice format shall be in accordance with the IFB – Invitation for Bid.

All invoices for this contract MUST either be:

Emailed to the following for a Paperless Email Invoice Option:

Email a copy of the correctly executed invoice to: 69180@pa.gov.

For information on the Commonwealth's E-Invoicing Program, visit:
<http://www.budget.pa.gov/Programs/Pages/E-Invoicing.aspx#.VnmrO6Mo6Uk>.

Or mailed to the following address:

Commonwealth of PA – PO Invoice
PO 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 explicitly stated on an invoice.

X. LIQUIDATED DAMAGES:

The Department of Conservation and Natural Resources may collect "Liquidated Damages" if the contractor fails to meet the terms of the contract. This contract stipulates delivery of floating docks by November 15, 2025.

Should Supplier fail to meet the November 15, 2025, delivery timeframe, Liquidated Damages will be assessed at the rate of \$1,000.00 per day until delivery has been completed.

The Supplier should discuss any potential delays with the program immediately upon determination of any issues. Any delays will be handled on a case by case basis, but Suppliers should be aware of the possible penalties and plan accordingly.

XI. CONTRACTOR REFERENCES:

After the bid opening, and prior to awarding of the contract, the Department has the right to request references (names, addresses and telephone numbers) of similar work performed in the previous two (2) years as proof of qualifications to perform the work involved in this contract. Similar work is defined as manufacturing and furnish floating dock components and hardware necessary for the installation docks for marina mooring.

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.

XII. RECEIPT AND OPENING OF BIDS:

Bids must be submitted via the PA Supplier Portal, to be found at www.pasupplierportal.state.pa.us. Fax, emailed, or 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 for any reason whatsoever.

XIII. BID RESULTS:

Bidder can obtain bid results by accessing www.emarketplace.state.pa.us/bidtabs.aspx. The bid results will be posted as soon as practicable. The results are the apparent bidders, and all bids are under review until final award of the purchase order.