

## Statement of Work

### I. SCOPE OF WORK:

The Pennsylvania Department of Transportation (PennDOT) requires a Contractor to supply and perform installation, calibration, and programming of a new automatic tank gauge system at the Crawford County Maintenance Facility located at 18492 Smock Highway, Meadville, PA 16335.

Questions regarding the IFB or contracting procedures should be directed to Rosithah Hossen, Purchasing Agent via email at [rhossen@pa.gov](mailto:rhossen@pa.gov).

Vendor questions are due by 3:00 PM EST on Friday, February 16, 2024.

Questions and answers will be posted via an Addendum by 3:00 PM EST on Tuesday, February 20, 2024 at 3:00 PM EST.

Bid Opening will be Friday, February 23, 2024 at 3:00 PM EST.

### II. TANK SPECIFICATIONS and REQUIREMENTS:

The new Automatic Tank Gauge (ATG) System must be in accordance with 25 Pa. Code Chapter 245 specifications.

<https://www.pacodeandbulletin.gov/Display/pacode?file=/secure/pacode/data/025/chapter245/chap245toc.html&d=>

The system will be used to monitor the existing underground diesel fuel storage tanks for volume and leak detection. The new ATG system shall be capable of detecting a 0.2 gallon per hour leak rate and include, but not limited to, the following components:

- ATG monitor with display and printer
- Probes and probe module board
- Float kits
- Tank sensors
- Dispenser sensors

	<b>Tank 1</b>	<b>Tank 2</b>
<b>PennDOT Tank ID</b>	01101T5	01102T6
<b>DEP Tank ID</b>	007	008
<b>Substance</b>	Diesel	Diesel
<b>Capacity</b>	10,000 gallons	10,000 gallons

### III. CONTRACT TASKS:

The Selected Vendor shall provide all equipment, labor, and supervision to satisfy the scope of work for project completion

1. Tank 1's service and materials to include the following:
  - a. ATG System - This will include any and all parts, equipment, and materials.
  - b. Installation - This will include all labor and equipment costs to install the unit, as well as any time required for inspection and training on the new system.
  - c. A post-work completion inspection to ensure functionality and provide brief training on operation of the new system.
  
2. Tank 2's service and materials to include the following:
  - a. ATG System - This will include all parts, equipment, and materials. Also,
  - b. Installation - This will include all labor and equipment costs to install the unit, as well as any time required for inspection and training on the new system.
  - c. A post-work completion inspection is required to ensure functionality and provide a brief training on operation of the new system.

#### **IV. AWARD:**

Award shall be to the lowest responsive and responsible bidder and **MUST** be certified and listed on the Pennsylvania Department of Environmental Protection's (PA DEP) website under the below category for Underground Storage Tanks (UST):

- UMX – Underground storage tank system installation and modification.

[http://cedatareporting.pa.gov/Reportserver/Pages/ReportViewer.aspx?/Public/DEP/Tanks/SSRS/Certified\\_ST\\_Companies](http://cedatareporting.pa.gov/Reportserver/Pages/ReportViewer.aspx?/Public/DEP/Tanks/SSRS/Certified_ST_Companies)

#### **V. PRE-BID SITE VISIT:**

The Bidder shall review and evaluate existing Inspection Report provided with the Scope of Work. A Pre-Bid Site visit is optional upon request. The requested visit will take place at the Crawford County Maintenance Facility located at 18492 Smock Highway, Meadville, PA 16335. A Bidder can view the location between 7:00 am and 3:00 pm Monday through Friday till Friday, February 23rd except February 19<sup>th</sup>.

#### **VI. SAFETY:**

The Selected Vendor shall provide supervision to satisfy the scope of work for project completion.

The work area must be cordoned off to truck and foot traffic.

WORKER PROTECTION AND INVESTMENT CERTIFICATION: 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.

## **VII. INSURANCE:**

The Select Vendor shall purchase and maintain, at its expense, during the term of this contract and any renewals or extensions thereof, the following types of insurance issued by companies acceptable to the Commonwealth of Pennsylvania.

1. Workmen's compensation insurance sufficient to cover all of the employees of the contractor working to perform this contract, as required by the laws of the Commonwealth.
2. Comprehensive general liability insurance, property damage insurance, and where appropriate, automobile liability insurance. 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.
  - a. These coverages shall be occurrence-based. The policy(ies) shall name the Commonwealth as an additional insured and shall contain a provision that the coverages afforded thereunder shall not be cancelled or changed unless at least thirty (30) days prior written notice has been given to the Commonwealth.
  - b. Prior to the commencement of work, the contractor shall provide PennDOT with a current certificate(s) of insurance showing the required coverages and provisions.
3. Your attention is directed to the hold harmless and indemnification provisions: "Contractor agrees to serve harmless and indemnify the Commonwealth, its officers or agents from all damages, costs of expenses that may at any time be imposed or claimed as a result of the performance of this contract."

## **VIII. CONTRACT TERM:**

The Selected Vendor may not begin before receipt of the fully executed Purchase Order (PO).

Work is to be completed within 6 weeks of issuance of fully executed PO. Work can be completed Monday – Friday, 4am – 8pm until April 1st. After that time work can be completed between 7am – 3pm.

The Commonwealth reserves the right, upon notice to the Selected Vendor, to extend of the Contract for up to three (3) months upon the same terms and conditions.

**IX. INVOICING:**

Prior to invoicing Selected Vendor shall submit an Exhibit E - OS-501, Confirmation of Services form for services performed to the Materials Testing Lab Manager for review and approval.

The Selected Vendor shall invoice PennDOT with supporting documentation for actual services performed. Winning bidder will submit all required PA DEP paperwork upon project completion.