

## ADVERTISEMENT FOR BIDS

PROJECT: Renovations to Hellam Township Community Center  
Walnut Springs Rd.  
York, PA 17406

SCOPE OF WORK: Interior and exterior renovations, including but not limited to, new kitchen, new accessible toilet room, new doors, new flooring and paint, new deck, and new roof.

BID DATE: Sealed bids will be received on  
**Monday November 27, 2023 at 3:00pm EST.**

OWNER: Hellam Township  
35 Walnut Springs Rd.  
York, PA 17406

PLACE: Bids will be received by HELLAM TOWNSHIP at their office, where they will be opened and read aloud.

All bids shall be submitted in a sealed envelope bearing legibly on the exterior, the following:

1. "Renovations to Hellam Township Community Center"
2. Architect: Dillow Associates Architects
3. Date
4. Contractor's Name, Address, and Phone Number

A Bid Security in the amount of ten percent (10%) of the Bid must accompany each Bid in the form of a certified check, a cashier's check, or bid bond of a surety company legally authorized to do business in the Commonwealth of Pennsylvania in accordance with the Instructions for Bidders.

Each Bid shall be accompanied by an AIA A305 Contractor's Qualification Statement, that demonstrates experience completing projects of a similar nature in accordance with the Bid Documents.

A Non-Collusion Affidavit shall be completed by the Bidder and returned with their Bid in accordance with the Bid Documents.

No bid may be withdrawn for a period of sixty (60) days after the opening thereof.

The Bidder is hereby informed of the following statutes and regulations applicable under this project:

The Prohibition of Illegal Alien Labor on Assisted Projects Act (P.L 173, No. 43) shall apply to this project. The contractor and all subcontractors are prohibited from knowingly employing or using the labor services of an illegal alien on this project.

The Public Works Employment Verification Act 127 of 2012 requires all public works contractors and subcontractors to utilize the Federal Government's E-Verify system ([www.e-verify.gov](http://www.e-verify.gov)) to ensure that all employees performing work on public works projects are authorized to work in the United States. The Contractor and each Subcontractor shall complete and file with the State a Commonwealth of Pennsylvania Public Works Employment Verification Form as a condition to being awarded the Contract.

The Commonwealth of Pennsylvania Human Relations Act 43 P.S. §51 and Pennsylvania Statutes, 62 Pa. C.S.A. Procurement § 3701, et. seq. shall apply to this project. In the hiring of employees for the performance of work under the contract or any subcontract, no contractor, subcontractor or any person acting on behalf of the contractor or subcontractor shall by reason of age, race, color, ancestry or national origin, familial status, religious creed, gender identity or expression, or disability, discriminate against any citizen of this Commonwealth who is qualified and available to perform the work to which the employment relates.

Further, no contractor or subcontractor or any person on their behalf shall in any manner discriminate against or intimidate any employee hired for the performance of work under the contract on account of age, race, color, ancestry or national origin, familial status, religious creed, gender identity or expression, or disability.

The contractor, all subcontractors, or any person acting on their behalf shall not in any manner discriminate against employees by reason of participation in or decision to refrain from participating in labor activities protected under the Public Employee Relations Act, Pennsylvania Labor Relations Act or National Labor Relations Act, as applicable and to the extent determined by entities charged with such Acts' enforcement, and shall comply with any provisions of law establishing organizations as employees' exclusive representatives.

The contractor or any subcontractor shall establish and maintain a written nondiscrimination and sexual harassment policy and shall inform their employees in writing of the policy.

The contractor and subcontractor must file a Standard Form 100 Employer Information Report ("EEO-1") with the U.S. Equal Opportunity Commission ("EEOC") and shall file an annual EEO-1 report with the EEOC as required for employers' subject to Title VII of the Civil Rights Act of 1964, as amended, that have 100 or more employees and employers that have federal government contracts or first-tier subcontracts and have 50 or more employees.

Pursuant to federal regulations promulgated under the authority of the Americans with Disabilities Act, 28 C.F.R. §35.101 et seq., the contractor understands and agrees that no individual with a disability shall, on the basis of the disability, be excluded from participation in this project. The contractor agrees to comply with the "General Prohibitions Against Discrimination," 28 C.F.R. §35.130, and all other regulations promulgated under Title II of the Americans with Disabilities Act which are applicable to the benefits, services, programs, and activities provided by the Commonwealth through contracts with outside contractors.

The contractor and all subcontractors agree that they shall minimize pollution and shall strictly comply with all applicable environmental laws and regulations.

**Contractor Integrity Provisions:**

Contractor shall not accept, agree to give, offer, confer, or agree to confer or promise to confer, directly or indirectly, any gratuity or pecuniary benefit to any person, or to influence or attempt to influence any person in violation of any federal or state law, regulation, executive order of the Governor of Pennsylvania, statement of policy, management directive or any other published standard of the Commonwealth in connection with performance of work under this contract.

Contractor shall not have a financial interest in any other contractor, subcontractor, or supplier providing services, labor, or materials under this contract, unless the financial interest is disclosed with the Owner in writing beforehand. Financial disclosure must be given at the time of the Bid submission.

Contractor certifies that to the best of its knowledge and belief that within the last five years the contractor has not been indicted or convicted of a crime involving moral turpitude or business honesty or integrity in any jurisdiction; been suspended, debarred or otherwise disqualified from entering into any contract with any governmental agency;

had any business license or professional license suspended or revoked; had any sanction or finding of fact imposed as a result of a judicial or administrative proceeding related to fraud, extortion, bribery, bid rigging, embezzlement, misrepresentation or anti-trust; and has not been, and is not currently, the subject of a criminal investigation by any federal, state, or local prosecuting or investigative agency and/or civil anti-trust investigation by any federal, state, or local prosecuting or investigative agency. If Contractor cannot so certify to the above, then it must submit along with its Bid a written explanation of why such certification cannot be made.

Contractor shall comply with the requirements of the Lobbying Disclosure Act (65 PA. C.S. §13A01 et seq.).

Contractor shall immediately notify the Commonwealth contracting officer or the Office of the State Inspector General in writing if they have reason to believe that any breach of ethical standards as set forth in law, the Governor's Code of Conduct, or these Contractor Integrity Provisions has occurred or may occur, including but not limited to contact by a Commonwealth officer or employee which, if acted upon, would violate such ethical standards.

The Pennsylvania Prevailing Wage Act (43 P.S. § 165-1 et seq.; 34 Pa. Code § 9.101 F. et seq.) shall be applicable to this project. The PPWA requires that not less than the prevailing minimum wages be paid to all workmen employed on "public work" as defined in the Act.

This Project was financed in part by a grant from the Commonwealth of Pennsylvania, Commonwealth Financing Authority.

The successful Bidder will be required to furnish 100% Performance Bond and a 100% Payment Bond.

Complete Bid Documents for this project are available in electronic format. They may be obtained without charge and without deposit from the Architect. Printed copies are not available from the Architect, but arrangements can be made to obtain them through most reprographic firms. Plan holders are responsible for their own reproduction costs. Questions about this procedure shall be directed to the Architect at:

Dillow Associates Architects  
1750 Cloverton Drive  
Columbia, PA 17512  
Phone: (717) 684-0100  
E-mail: [sdillow@dillowassociates.com](mailto:sdillow@dillowassociates.com)  
Contact: Scott Dillow, AIA

**A Mandatory Pre-Bid Conference is scheduled for Monday October 30, 2023 @ 9:00am EST at the project site located at Walnut Springs Road, York, PA 17406. Prospective Bidders shall meet outside the main vestibule.**

Questions concerning the project shall be directed in writing to the attention of the Architect at [sdillow@dillowassociates.com](mailto:sdillow@dillowassociates.com). Phone inquiries are **not** acceptable.

The provisions and requirements stated in the Advertisement for Bids and those required on the Bid Form shall not be considered as informalities and shall not be waived.

Owner reserves the right to reject any or all Bids or to waive any informalities in the bids and bid securities, and to make the award that is determined to be in the best interest of Hellam Township.

HELLAM TOWNSHIP

By: Corina Mann, Township Manager