



INVITATION TO BID #486

Luzerne County Community College wishes to solicit bids for the work listed below. Bids must be received in the College's Purchasing Department (Building #5, Room 513) by 12 Noon on Thursday, May 31, 2018.

Luzerne County Community College reserves the right to waive any informalities, irregularities, defects, errors or omissions in, or to reject any or all proposals or parts thereof.

Under the Right to Know Law, the College is required to post to the PA Treasury Website all documents (BPO, PO, contract or agreement) for transactions valued at \$5,000.00 and above.

BID #486

Removal of Underground Gas Tank and Installation of New Above Ground Gas Tank

	<u>Item</u>	<u>quantity</u>	<u>total price</u>
1A.	Underground Gasoline Tank Removal	(1)	\$ _____
1B.	Aboveground Gasoline Tank Installation	(1)	\$ _____
2.	Electrical Work as specified	(1)	\$ _____
TOTAL COST			\$ _____

Three (3) References, please include Company name, contact name and contact number:

1. _____
2. _____
3. _____

PLEASE NOTE: Items (1A and 1B) above will be taken as one (1) contractor and item (2) above could be included or bid upon by a separate Electrical Contractor.

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Company Name _____

Address: _____

Typed Name and Title: _____

Signature: _____

Telephone : (____) _____ FAX : (____) _____

REQUIRED CERTIFICATIONS:

LCCC is requesting bids from PADEP Certified Companies for the Removal of one (1) 1,000 gallon underground gasoline storage tank system and to supply and install one (1) 1,000 gallon aboveground double wall fire rated gasoline tank.

The successful bidder must be certified by and in good standing with PADEP and they must hold both UMR and AMMX certifications and have a minimum of 5 years of experience in both categories. Please provide proof of certification and three (3) references.

Bidder must carry \$3,000,000.00 general liability and \$3,000,000.00 environmental liability insurance.

Bidder shall comply with all applicable Federal, State, and Local laws, regulations and requirements.

SCOPE OF WORK:

Paperwork

- The contractor must (1) prepare and file all PADEP Paper work, such as, but not limited to, notice's, closure reports, amended registration; (2) Apply for and secure the Labor & Industry and local permit before starting any work.

Underground Gasoline Tank Removal

- Carefully remove and set aside the gasoline pump, the tank monitor, the tank probe and floats, for re-use with the new tank.
- Blow back the piping into the tank, pump out the tank sump and place in a drum for disposal.
- Excavate, remove, clean and dispose of the tank and tank bottoms, the concrete fuel island and all of the associated piping.
- The existing electrical conduits for the pump and tank probe are to be stubbed up and capped next to the fence for future use.
- The existing wires are to remain in place in the conduits.
- The price is to include disposal of tank and tank bottoms.
- Collect and Analyze Soil Samples as per PADEP requirements as listed.
 - Two (2) from two feet below the tank,
 - One (1) from the tank top at the piping connection,
 - One (1) from two feet below the suction pump,
 - One (1) from the piping trench,
 - One (1) from the clean backfill,
 - One (1) from the suspected contaminated soil,

NOTE: In the event that ground water is encountered four (4) water samples will be taken in lieu of the two (2) soil samples below the tank.

- Backfill and compact the tank excavation with 2B modified to within six inches of finished grade and the remaining 6 inches is to be backfilled with clean top soil, rolled, raked, reseeded and covered with a hydro-seed mulch and watered on the day of completion.
- The work area is to be secured daily with six foot high temporary safety fencing until completion of the work.

Aboveground Gasoline Tank Installation

- Supply and install one (1) 1,000 gallon double wall fireguard tank with stairs and epoxy paint. Equipped with a spill containment manhole, the required emergency vents, a 2" galvanized atmospheric vent pipe with a pressure/vacuum vent cap. A 4" x 20" galvanized riser for the tank probe, an interstitial sensor for this tank and an overfill alarm, the removed probe and floats will be used but will require a new cap and ring kit. Run 1 1/2" galvanized malleable pipe and fittings for the suction line.
- The suction pump will be placed near the edge of the tank pad to facilitate fueling of the vehicles as directed by the LCCC Representative.
- Re- install the gasoline pump, the tank monitor, the tank probe and floats.

Partial list of equipment – equipment list to be reviewed and determined by contractor:

- 1- One (1) 1,000 gallon double wall UL2085 fireguard tank with emergency vents, with safety stairs and platform, painted white as supplied by Highland Tank.
- 2- One (1) Tank top Spill containment manhole with fill cap and adapter.
- 3- One (1) 2” Pressure vacuum vent cap.
- 4- One (1) 1 ½” Anti- syphon valve with pressure relief.
- 5- One (1) 1 ½” Pressure regulating valve.
- 6- One (1) Each: Veeder-Root Overfill alarm and acknowledge switch, Steel tank interstitial sensor, AST cap and ring installation kit.
- 7- One (1) Pedestal for the suction pump.
- 8- Required placards, decals and signs.
- 9- L&I required labels and signs
- 10- Install the supplied electrical conduit and fittings and wiring from the tank pad to the equipment. All final wiring connections will be by the petroleum contractor.
- 11- Purge, test and calibrate the suction pump.
- 12- Install, program and test the Veeder-Root Tank monitor probe, sensor and the overfill alarm and provide copies of the programming/ set up report and the tests to LCCC.

Electrical Contractor

- The inside conduit placement and all wiring from the building panel to the tank pad will be will be supplied and run by the electrical contractor, with final connections performed by the petroleum contractor.
- Run one 1” ridged conduit for AC power and one ridged ¾” conduit for the Intrinsic safe power
- The required circuit breakers, emergency stop button, contacts and relays.
- Emergency fuel stop button, contact, relays and required breaker.
- Required circuit breakers and controls for all of the equipment related to this fueling station.

Additional work performed by the College

- Saw cut and trench from the building to the location of the tank pad will be performed by the College.
- The College will be responsible for trenching and providing the conduit in the trench.
- The College will form and pour a 9’ x 23’ x 10” concrete tank pad and the fueling pad (to be verified by an engineer).
- The College will supply 4” bollards placed 3’ in the ground and 4’ above ground, spaced 4 feet on center a minimum of 2 feet from the shell of the tank.

LUZERNE COUNTY COMMUNITY COLLEGE GENERAL CONDITIONS OF BID for CONSTRUCTION

In addition to the enclosed material specifications, Luzerne County Community College (LCCC) requires all Bidders to comply with the following:

1. Bids must be sent by Certified Mail, return receipt requested, by shipping company that tracks delivery, or delivered personally to the Purchasing Department and **clearly identified as a bid, including the Bid Number**. Bids must be **sealed** and submitted on the enclosed "**Invitation To Bid**". Send bids to:
PURCHASING DEPARTMENT
LUZERNE COUNTY COMMUNITY COLLEGE
1333 S PROSPECT ST
NANTICOKE PA 18634-3899
2. Bids must be received prior to the bid opening stated on the "Invitation to Bid". The bids will be publicly opened and read aloud at that time. Bids received after that date and time will not be accepted. All Bidders are invited to attend bid openings.
3. A **CERTIFIED CHECK, CASHIER'S CHECK, BANK CHECK, MONEY ORDER, OR BID BOND** payable to LCCC, in the amount of ten percent (10%) of the total bid price must accompany each bid. In the event any Bidder shall upon award of the bid, fail to comply with the conditions guaranteeing the performance of the bid, such certified check or bid bond shall be forfeited to LCCC.
4. Bidder shall provide proof of insurance with bid. Upon award of bid, Successful Bidder shall provide an insurance certificate naming LCCC as an additional insured.
5. Bidder shall identify any and all subcontractors when submitting a bid.
6. All necessary permits are the responsibility of the Successful Bidder.
7. **NO TAX** should be included in the bid price, as LCCC is tax exempt.
8. Quality of goods and specifications must be acceptable to LCCC. **Equivalent** items will be considered UNLESS "No Substitutions" is listed on the Invitation to Bid. However, where substitutes are submitted, the Bidder shall so **indicate in its bid and furnish literature and specifications for the substitute items. Proof of equivalency is the responsibility of the Bidder.** If requested by LCCC, samples of equivalent items must be furnished to LCCC for evaluation. All samples must be supplied and returned at the Bidder's expense.
9. Bidders are requested to submit a bid on all items. A partial bid is acceptable unless "Partial bids will not be accepted" is specifically stated on the Invitation to Bid.
10. Bidder to verify exact dimensions and quantities. It is presumed that Bidder has investigated and examined the plans and all other contract documents and it is assumed the bid is being made with full knowledge and understanding of the conditions of work.
11. The current Pennsylvania Prevailing Wage Rates shall be paid for each craft or classification of all workers needed to perform the contract work. The Successful Bidder shall submit a certified payroll to the Purchasing Office.
12. Bidders on this work will be required to comply with the President's Executive Order 11246 and will be required to insure that employees and applicants for employment are not discriminated against because of their race, color, national origin, sex, religion, age, disability or familial status in employment or the provision of services. LCCC is an equal opportunity employer.
13. The Successful Bidder will be required to furnish and pay for satisfactory Performance Bond and Labor and Material Payment Bond.
14. All items specified in the bid shall have a minimum one (1) year warranty covering all parts, labor, and defects in material and workmanship. The warranty shall be effective from the date of installation. Defective items under warranty that cannot be repaired on site shall be removed from the premises and returned within a reasonable time at no additional cost to LCCC. If requested, a substitute item of like quality shall be provided to LCCC while the repairs of the original equipment are being made.
15. Bid prices shall **INCLUDE** all **SHIPPING AND HANDLING** fees. Items must be shipped prepaid, FOB, Luzerne County Community College, 1333 SOUTH PROSPECT STREET, NANTICOKE, PA 18634.
16. Delivery shall be completed no later than **as listed in the specifications, and if not listed in the specifications, then no later than 30 days after the Purchase Order date.**
17. Questions concerning the material specifications, bid documents or interpretations of plans should be directed to: Keith Graham, Director of Physical Plant, who may be contacted in writing via email at kgraham@luzerne.edu no later than **one (1) day unless otherwise noted** prior to stated bid opening.
18. LCCC reserves the right to reject any or all bids or select a single item; LCCC reserves the right to waive defects in the bidding process.
19. LCCC will award the bid to the lowest responsible Bidder. Responsible Bidder is defined as "in the reasonable discretion of the College based upon considerations to include promptness, faithfulness and the capacity and ability to do the work according to plans and specifications, measured by, among other things, the quality of previous work, record of completing projects on time, history of payments to subcontractors and suppliers, maintenance of permanent place of business, adequacy of equipment and plant to do the work, technical experience and whether the Bidder has a solid financial basis to guarantee contract completion."

Questions concerning any requirements of a bid may be directed to Leonard Olzinski, Director of Purchasing, at (570) 740-0370.

INVITATION TO BID

Notice of the Purchasing and Conflict of Interest Policies in place at Luzerne County Community College ("LCCC")

Each owner/operator/individual/officer submitting a bid or for whom a bid is being submitted on behalf of the owner (each being referred to as a "Provider") to LCCC certifies that he/she/they are not a spouse, child, parent, brother/sister (each being referred to as an "Immediate Family Member") of any LCCC employee or Board of Trustee member at LCCC who owns more than a one (1%) percent ownership interest in the Provider/Provider's business.

If the Provider is an Immediate Family Member, according to College Policy and Procedure, disclosure must be made, and LCCC may decline entering into a business relationship with the Provider. Disclosure shall be made in writing at the time of submitting the bid to the Director of Purchasing.

Violations of any of the policies or procedures may result in rejection of the bid. Additionally, LCCC may have the right to recover damages suffered by LCCC in obtaining an alternative bid, which damages may include, but are not limited to, consequential damages and reasonable attorney's fees.

Copies of these policies and procedures are available from LCCC upon request.

Luzerne County Community College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. For a complete copy of the LCCC non-discrimination policy, contact the Human Resources Office at 800-377-5222, extension 7235. Inquiries may be directed to the Title IX Coordinator, John Sedlak, Dean of Human Resources, LCCC, 1333 South Prospect Street, Nanticoke, Pennsylvania, 800-377-5222 extension 7234 (jsedlak@luzerne.edu). Inquiries related to accessibility services for students may be directed to the Section 504 Coordinator, Rosana Reyes, Vice President of Enrollment Management & Student Development, LCCC, 1333 South Prospect Street, Nanticoke, Pennsylvania, 800-377-5222 extension 7423 (rreyes@luzerne.edu).

Statement of No Bid Submittal

If your company does not intend on submitting a Bid, please complete and return this form prior to the date shown for receipt of Bid to the following:

Bid # 486 Removal of Underground Gas Tank and Installation of New Above Ground Gas Tank
Luzerne County Community College
1333 South Prospect Street
Nanticoke, PA 18634
Attn: Len Olzinski
lolzinski@luzerne.edu

We, the undersigned have declined to propose on the above referenced Bid for the following reasons:

- Scope of Work or Terms and Conditions are too "restrictive." (Please explain below)
- Unable to meet requirements
- Bid was unclear (Please explain below)
- Insufficient time to respond
- We do not offer this type of service or equivalent
- Current workload would not permit us to perform
- Unable to meet insurance requirements
- Other (Please explain below)

Name _____ Title _____

Company _____

Address _____

Telephone _____ Fax _____

Signature _____

Date _____