

# SPECIFICATIONS

## Drums Elementary/Middle School & Freeland Elementary/Middle School Card Access and Security System (CASS) Project

LUZERNE COUNTY, PENNSYLVANIA

PREPARED FOR

HAZLETON AREA SCHOOL DISTRICT  
1515 WEST 23<sup>RD</sup> STREET  
HAZLE TOWNSHIP, PA 18202-1647

July 2015

PROJECT NO. 30205.19



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**ADDENDUM No. 1**

**July 23, 2015**

**HAZLETON AREA SCHOOL DISTRICT-  
Drums Elementary/Middle School &  
Freeland Elementary/Middle School  
Card Access and Security System (CASS) Project**

**Project No. 30205.19**

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To: All Prospective Bidders

From: Michael A. Cera, P.E. Alfred Benesch & Company

This Addendum forms a part of the Contract Documents and modifies the Bidding Documents dated July 8, 2015. The Addendum will make the Freeland School the base bid and the Drums School an Alternate Bid. The following revisions are the result of discussions with the Owner:

1. SECTION 00300 BID FORM –Has been revised to accommodate this Addendum.
2. BID FORM EXHIBIT A – Has been revised as follows to accommodate this Addendum:

Base Bid - Freeland School

Alternate Bid No. 1 - Drums School.

A copy of the revised Bid Form Exhibit A is attached.

3. SECTION 01230 ALTERNATES – Has been added to accommodate this Addendum.
4. SECTION 01270 UNIT PRICES – PART 3.1 UNIT PRICE SCHEDULE

ITEM A: FREELAND SCHOOL - Has been revised to accommodate this Addendum.

Please acknowledge receipt of this Addendum No.1 by completing the information below and attaching a signed copy to your proposal. Failure to do so may subject Bidder's to disqualification at the discretion of the Owner.

Arc Electric Construction Company, Inc.

Company Name

Signature of Acknowledgement

July 23, 2015

Date

**Hazleton Area School District - Drums School & Freeland School Cass Project - Project No. 30205.19**  
**PENAL SUM FORM**

**BID BOND**

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

**BIDDER (Name and Address):**

Arc Electric Construction Co., Inc.  
123 N. Warren St.  
W. Hazleton, Pa. 18202

**SURETY (Name and Address of Principal Place of Business):**

Western Surety Company  
CNA Plaza, 333 S. Wabash Ave.  
Chicago, IL 60604

**OWNER (Name and Address):**

Hazleton Area School District  
1515 West 23rd. St.  
Hazleton, Pa. 18201

**BID**

Bid Due Date: 7/28/15

Description (Project Name and Include Location):  
Project #30205.19

Drums School & Freeland School Cass

**BOND**

Bond Number: n/a

Date (Not earlier than Bid due date): 7/28/15

Penal sum Ten percent of amount bid

(Words)

\$ 10%

(Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

**BIDDER**

Arc Electric Construction Co., Inc. (Seal)

Bidder's Name and Corporate Seal

By:

Signature

Print Name

Title

Attest:

Signature

Title

**SURETY**

Western Surety Company (Seal)

Surety's Name and Corporate Seal

By:

Signature (Attach Power of Attorney)

Joan M. Evans

Print Name

Attorney-in-Fact

Title

Attest witness:

Signature

n/a

Title

Note: Above addresses are to be used for giving any required notice. Provide execution by any additional parties, such as joint venturers, if necessary.



**Hazleton Area School District –Drums School & Freeland School Cass Project – Project No. 30205.19**  
**PENAL SUM FORM**

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1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
  - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
  - 3.2 All Bids are rejected by Owner, or
  - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.



**THIS POWER OF ATTORNEY IS NOT VALID UNLESS IT IS PRINTED ON RED BACKGROUND.**

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Certificate No. 6874634

American Fire and Casualty Company  
The Ohio Casualty Insurance Company

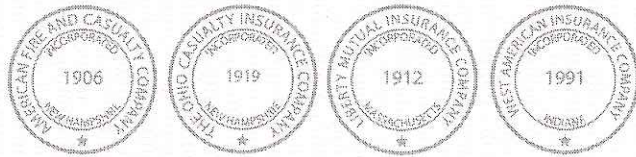
Liberty Mutual Insurance Company  
West American Insurance Company

**POWER OF ATTORNEY**

KNOWN ALL PERSONS BY THESE PRESENTS: That American Fire & Casualty Company and The Ohio Casualty Insurance Company are corporations duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Joan M. Evans; Mary Jo Davis; Ronald M. Metcho

all of the city of Taylor, state of PA each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 18th day of February, 2015.



American Fire and Casualty Company  
The Ohio Casualty Insurance Company  
Liberty Mutual Insurance Company  
West American Insurance Company

By: David M. Carey  
David M. Carey, Assistant Secretary

STATE OF PENNSYLVANIA ss  
COUNTY OF MONTGOMERY

On this 18th day of February, 2015, before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of American Fire and Casualty Company, Liberty Mutual Insurance Company, The Ohio Casualty Insurance Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



Notarial Seal  
Teresa Pastella, Notary Public  
Plymouth Twp., Montgomery County  
My Commission Expires March 28, 2017  
Member, Pennsylvania Association of Notaries

By: Teresa Pastella  
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of American Fire and Casualty Company, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

**ARTICLE IV – OFFICERS** – Section 12. Power of Attorney. Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

**ARTICLE XIII – Execution of Contracts – SECTION 5. Surety Bonds and Undertakings.** Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

**Certificate of Designation** – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

**Authorization** – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Gregory W. Davenport, the undersigned, Assistant Secretary, of American Fire and Casualty Company, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 28th day of July, 2015.



By: Gregory W. Davenport  
Gregory W. Davenport, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.



**THIS POWER OF ATTORNEY IS NOT VALID UNLESS IT IS PRINTED ON RED BACKGROUND.**

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Certificate No. 6874635

American Fire and Casualty Company  
The Ohio Casualty Insurance Company

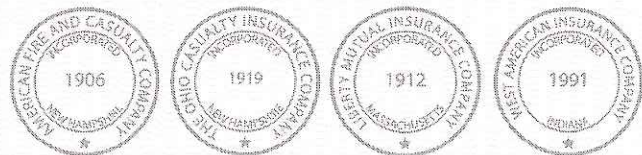
Liberty Mutual Insurance Company  
West American Insurance Company

**POWER OF ATTORNEY**

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all of the city of Taylor, state of PA each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

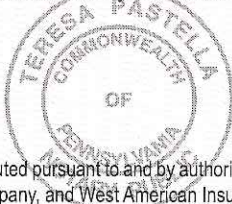
IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 18th day of February, 2015.



STATE OF PENNSYLVANIA ss  
COUNTY OF MONTGOMERY

On this 18th day of February, 2015, before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of American Fire and Casualty Company, Liberty Mutual Insurance Company, The Ohio Casualty Insurance Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



Notarial Seal  
Teresa Pastella, Notary Public  
Plymouth Twp., Montgomery County  
My Commission Expires March 28, 2017  
Member, Pennsylvania Association of Notaries

American Fire and Casualty Company  
The Ohio Casualty Insurance Company  
Liberty Mutual Insurance Company  
West American Insurance Company

By: David M. Carey  
David M. Carey, Assistant Secretary

By: Teresa Pastella  
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of American Fire and Casualty Company, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

**ARTICLE IV – OFFICERS** – Section 12. Power of Attorney. Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

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I, Gregory W. Davenport, the undersigned, Assistant Secretary, of American Fire and Casualty Company, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 28th day of July, 2015.



By: Gregory W. Davenport  
Gregory W. Davenport, Assistant Secretary

To confirm the validity of this Power of Attorney call  
1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.



**Hazleton Area School District - Drums School & Freeland School CASS Project - Project No. 30205.19**  
**AGREEMENT OF SURETY**

(Note: This Agreement must be properly executed and must accompany the certified check or bid bond, whichever is furnished as proposal security).

**AGREEMENT OF SURETY**

KNOW ALL MEN BY THESE PRESENTS, that we Western Surety Company, as Surety, a corporation existing under the laws of the State of SD and authorized to transact business in the Commonwealth of Pennsylvania, hereby agree to execute within the time limit specified in the Contract, the Bonds, in the forms and in the amounts required for to faithful performance and proper fulfillment of the Contract for the Drums & Freeland School CASS project on behalf of Arc Electric Construction Co., Inc.

hereinafter called the Bidder, provided that the above Contract be awarded to the Bidder within sixty (60) days after the date of receipt of Bids; unless required approval of another government agency or funding source on uses delays, then, provided that the contract be awarded to the bidder within (120) days after the date of receipt of the bids; and the Surety further agrees that should the Surety, after notification of such award, omit or refuse to execute the required bonds, then the Surety shall pay to Hazleton Area School District, any difference between the total amount specified in said Bidder's proposal for the required work and the amount for which said Owner may procure the same work, if the latter amount be in excess of the former, and after deduction therefrom of payment made by reason of the forfeiture of the Proposal Security.

7/28/15  
**DATE**

Western Surety Company  
**CORPORATE SURETY**

**CORPORATE SEAL**

BY



**TITLE** Joan M. Evans, Attorney-in-Fact

109 N. Main St., Taylor, Pa. 18517  
**BUSINESS ADDRESS**

**AS-1**

**APPENDIX**

INFORMATION SHEET

BID BOND

PERFORMANCE BOND

PAYMENT BOND

NON-COLLUSION AFFIDAVIT

STATEMENT OF BIDDER'S QUALIFICATIONS FORM

BIDDERS COMMENTS/QUESTIONS FORM

AGREEMENT OF SURETY FORM

PLAN SHEETS 1 TO 5

PROJECT TARGET DATES



**Hazleton Area School District – Drums School & Freeland School CASS Project – Project No. 30205.19**  
**NON-COLLUSION AFFIDAVIT**

**NON-COLLUSION AFFIDAVIT**

STATE OF Pennsylvania  
COUNTY OF Luzerne  
Contract 30205.19

I state that I am President of Arc Electric Construction Company, Inc.  
[Title] [Name of Firm]

and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this bid.

I state that:

- (1) The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder or potential bidder.
- (2) Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder, and they will not be disclosed before bid opening.
- (3) No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complementary bid.
- (4) The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive bid.
- (5) Arc Electric Construction Company, Inc., its affiliates, subsidiaries, officers, directors  
[Name of my Firm]  
and employees and have not in the last four years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

I state that Arc Electric Construction Company, Inc. understands and acknowledges that the above  
[Name of my Firm]  
representations are material and important, and will be relied on by Hazleton Area School District in awarding the contract(s) for which this bid is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from Hazleton Area School District of the true facts relating to the submission of bids for this contract.

Elaine Judd, President  
[Name and Company Position]  
[Signature] July 28, 2015  
[Date]

SWORN TO AND SUBSCRIBED BEFORE ME  
THIS 28th DAY OF July, 2015

Jean E Solon

Notary Public  
(SEAL)

My Commission Expires:  
11-9-15



Arc Electric Construction Company, Inc.

BIDDER

BID FORM

TO: Hazleton Area School District – Drums School & Freeland School CASS Project –  
Project No. 30205.19

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Times indicated in the Contract Documents.
2. Bidder accepts all of the terms and conditions set forth in the Instructions to Bidders, which are incorporated herein by reference, including without limitation those terms and conditions regarding the disposition of Bid security. After the commencement of opening of Bids, no Bid may be withdrawn during the period specified for the holding of Bids as hereinafter set forth, except as provided in Pennsylvania Act 4 of 1974, P.L. 9, relating to withdrawal of a Bid in the event of a mistake. The Owner shall award the Contract to the lowest responsive and responsible Bidder, or shall reject all Bids within sixty (60) days of the date of Bid opening, and no Bidder may withdraw his Bid before the expiration of such sixty (60) day period; provided however, if the award of the Contract is delayed by required approval of another government agency, the sale of bonds, closing on project loans or the award of a grant or grants, the Owner shall reject all Bids or award the Contract to the lowest responsible Bidder within one hundred twenty (120) days of the date of Bid opening, and in such event no Bidder may withdraw his Bid before the expiration of such one hundred twenty (120) day period. Extensions of the date for the award of the Contract may be made by the mutual written consent of the Owner and lowest responsible Bidder.
3. In submitting this Bid, Bidder represents, as more fully set forth in the Agreement, that:

- (a) Bidder has examined copies of all the Contract Documents and hereby acknowledges receipt of the following addenda:

Addendum No.

1

Addendum Date

July 23, 2015

- (b) Bidder further covenants and warrants that he has had sufficient time to examine the Site of the Work; that he has examined the Site of the Work; and that he has based the within contract prices on his own independent examination and investigation of the Site and conditions.
- (c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over Owner; and



- (d) Bidder hereby states that he has available adequate equipment and finances to properly and expeditiously prosecute the Work as Bid, and is prepared to present further information to substantiate this statement.
- (e) Bidder is familiar with and is satisfied as to all federal, state and local Laws and Regulations that may affect cost, progress and performance of the Work.
- (f) Bidder has obtained and carefully studied (or assumes responsibility for having done so) all additional or supplementary examinations, investigations, explorations, tests, studies and data concerning conditions (surface, subsurface and Underground Facilities) at or contiguous to the Site which may affect cost, progress, or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents to be employed by Bidder, and safety precautions and programs incident thereto.
- (g) Bidder does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Bidding Documents.
- (h) Bidder has given ENGINEER written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by ENGINEER is acceptable to Bidder.
- (i) Bidder has correlated the information known to Bidder, information and observations obtained from visits to the Site, reports and drawings identified in the Bidding Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Bidding Documents.

4. Bidder will complete the Work for the following price(s) included in **Exhibit A**:

The following are a list of specifications that are considered incidental to ALL the items:


01060 MOBILIZATION/DEMobilIZATION  
 01100 SUMMARY OF WORK  
 01250 CONTRACT MODIFICATION PROCEDURES  
 01270 UNIT PRICES  
 01290 PAYMENT PROCEDURES  
 01310 PROJECT MANAGEMENT AND COORDINATION  
 01320 CONSTRUCTION PROGRESS DOCUMENTATION  
 01330 SUBMITTAL PROCEDURES  
 01400 QUALITY REQUIREMENTS  
 01420 REFERENCES  
 01600 PRODUCT REQUIREMENTS  
 01700 PROJECT CLOSEOUT  
 01740 WARRANTIES AND BONDS  
 01781 PROJECT RECORD DOCUMENTS

- 5. Bidder agrees that the Work will be substantially completed and finally completed on or before the dates or within the number of calendar days indicated in the Agreement.
- 6. Bidder accepts the provisions of the Bid Documents as to liquidated damages in the event of failure to complete the Work on time.

Name (typed or printed): Gregory Judd

Title: Secretary/Treasurer

(CORPORATE SEAL)

Attest:  (Signature of Corporate Secretary)

Business address: 123 N. Warren street, West Hazleton, PA 18202

Phone No.: 570-455-2370 FAX No.: 570-455-2680

Date of Qualification to do business is October 1974

**A Joint Venture**

Joint Venturer Name: N/A (SEAL)

By: \_\_\_\_\_  
(Signature of joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): \_\_\_\_\_

Title: \_\_\_\_\_

Business address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ FAX No.: \_\_\_\_\_

Joint Venturer Name: \_\_\_\_\_ (SEAL)

By: \_\_\_\_\_  
(Signature -- attach evidence of authority to sign)

Name (typed or printed): \_\_\_\_\_

Title: \_\_\_\_\_

Business address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ FAX No.: \_\_\_\_\_

Phone and FAX Number, and Address for receipt of official communications:

\_\_\_\_\_  
\_\_\_\_\_

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)



7. Communications concerning this Bid shall be addressed to the address of BIDDER indicated below.
8. The terms used in this Bid which are defined in the General Conditions of the construction contract included as part of the Contract Documents have the meaning assigned to them in the General Conditions.
9. Bidder understands that the OWNER reserves the right to reject any or all bids, reject any or all items, and further reserves the right to delete any item or parts of items.
10. Bidder understands that the OWNER shall award the contract on the basis of the lowest total sum bid submitted, which total sum bid shall include the total of the base bid plus any alternates selected by the OWNER.
11. The following documents are attached to and made a part of this Bid:
  - a. Certified Check or Bid Bond in the amount of 10% of the GRAND Total bid amount as specified within this document
  - b. Completed and Notarized Non-Collusion Affidavit found in the appendices within this document.
  - c. Completed Statement of Bidder's Qualifications Form found in the appendices within this document.
  - d. Exhibit A
  - e. Completed Information Sheet found in the appendices within this document.

SUBMITTED on July 28, 2015.

State Contractor License No. \_\_\_\_\_ (If applicable)

If Bidder is:

**An Individual**

Name (typed or printed): N/A

By: \_\_\_\_\_ (SEAL)  
*(Individual's signature)*

Doing business as: \_\_\_\_\_

Business address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ FAX No.: \_\_\_\_\_

**A Partnership**

Partnership Name: N/A (SEAL)

By: \_\_\_\_\_  
*(Signature of general partner -- attach evidence of authority to sign)*

Name (typed or printed): \_\_\_\_\_

Business address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ FAX No.: \_\_\_\_\_

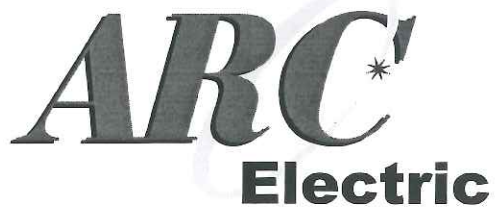
**A Corporation**

Corporation Name: Arc Electric Construction Company, Inc. (SEAL)

State of Incorporation: Pennsylvania

Type (General Business, Professional, Service, Limited Liability): S-Corporation


By: Elaine Judd  
*(Signature -- attach evidence of authority to sign)*

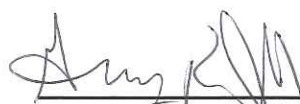


123 North Warren Street  
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FAX: 570.455.2680  
[info@getarcelectric.com](mailto:info@getarcelectric.com)  
[www.getarcelectric.com](http://www.getarcelectric.com)

### **CORPORATE RESOLUTION**

**Be it resolved this 28th day of July 2015, that the corporation, Arc Electric Construction Company, Inc., authorized Elaine Judd, President, to act on its behalf and bind it to contract and any other action.**

  
\_\_\_\_\_  
**Elaine Judd**  
**President**

  
\_\_\_\_\_  
**Gregory R. Judd**  
**Secretary/Treasurer**

**Corporate Seal**



**Hazleton Area School District -**  
**Project No. 30205.19**  
**Drums Elementary/ Middle School and Freeland Elementary/ Middle School**  
**Card Access and Security System (CASS) Project**

Item No.	Quantity	Item Title	Unit Price in Words	Unit Price (\$)	Total Amount (\$)
<b>BASE BID</b>					
<b>Drums Elementary/Middle School</b>					
A	1 LS	Upgrade existing CASS & Alarm System Components	FIFTY THREE THOUSAND ~ 0 ~	\$ 53,000. <sup>00</sup> \$ 53,000.	\$ 53,000. <sup>00</sup> \$ 53,000.
<b>Freeland Elementary/Middle School</b>					
B	1 LS	Upgrade existing CASS & Alarm System Components	FIFTY SEVEN THOUSAND ~ 0 ~	\$ 57,000. <sup>00</sup> \$ 57,000.	\$ 57,000. <sup>00</sup> \$ 110,000.00
				Total Contract Bid Price	\$ 110,000.00

*cm*  
*DL*  
*DL*  
*DL*

## **INFORMATION SHEET**

Arc Electric Construction Company, Inc.

COMPANY NAME

Project No. 30205.19

BID REF. # (for P.O.)

123 North Warren Street

ADDRESS (1)

ADDRESS (2)

West Hazleton, PA 18202

CITY, STATE ZIP CODE

www.getarcelectric.com

WEBSITE

570-455-2370

TELEPHONE NUMBER

325

EXTN.

570-455-2680

FAX NUMBER

Jamie Butler

CONTACT PERSON

570-579-6192

MOBILE PHONE

jamiebutler@getarcelectric.com

E-MAIL ADDRESS

***(IF APPLICABLE) – For current &  
future bid considerations***

Use your Grand Total amount to come with the required 10% bid bond or certified check amount. Any questions please contact Bob Krizansky at 570-459-3111 Ext. 3128.

**If interested, please submit the requested information to:**

**Hazleton Area School District  
c/o Mr. Anthony Ryba  
1515 West 23rd Street  
Hazle Township, PA 18202-1647**

**Bids are due no later than Tuesday, July 28, 2015 at 11:00 A.M.**

**SEALED BIDS MUST BE MARKED "BID FOR DRUMS SCHOOL & FREELAND  
SCHOOL CASS PROJECT"**

**NOTE:** This bid, along with other additional bids and past bid results, could be printed off our website at the following addresses:

**<http://www.hasdk12.org/webbids> (Add'l Bids)  
<http://www.hasdk12.org/bidtabs> (Past Bid Results)**



**Hazleton Area School District – Drums School & Freeland School CASS Project – Project No. 30205.19**  
**STATEMENT OF BIDDER'S QUALIFICATIONS**

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**STATEMENT OF BIDDER'S QUALIFICATIONS**

All questions must be answered and the data given must be clear and comprehensive. If necessary, questions may be answered on separate attached sheets. The bidder may submit any additional information he desires.

1. Name of Bidder. Arc Electric Construction Company, Inc.
2. Permanent main office address. 123 North Warren Street, West Hazleton, PA 18202
3. When organized. 1986
4. If a corporation, where incorporated. Pennsylvania
5. How many years have you been engaged in the contracting business under your present firm or trade name? 41 years
6. Contracts on hand: (schedule, showing amount of each contract and the appropriate anticipated dates of completion.) See Attached
7. General character of work performed by your company. Electrical Contracting
8. Have you ever failed to complete any work awarded to you? If so, for whom and why? No
9. Have you ever defaulted on a contract? If so, for whom and why. No
10. List the more important projects recently completed by your company, stating the approximate cost for each, and the month and year completed. See Attached
11. List your major equipment available for this contract? N/A
12. Experience in construction work similar in importance to this project. Berwick Hospital Center-New emergency room remodel including nurse call, fire alarm and communication system. Alliance Health Care Services: Installed phone system, security system & electrical upgrades.
13. Background and experience of the principal members of your organization, including the officers. See Attached
14. Credit available: (\$ 500,000.00 )
15. Give Bank references. Susquehanna Bank-David McCarthy Senior VP 570-450-3772
16. Will you, upon request, complete a detailed financial statement and furnish any other information that may be required by Hazleton Area School District? Yes
17. The undersigned hereby authorizes and requests any persons, firm, or corporation to furnish any information requested by Hazleton Area School District, Luzerne County, Pennsylvania, in verification of the information provided in this STATEMENT OF BIDDER'S QUALIFICATIONS.

Dated this 28th day of July, 20 15.

Arc Electric Construction Company, Inc.

(Name of Bidder)

By: Elaine Judd

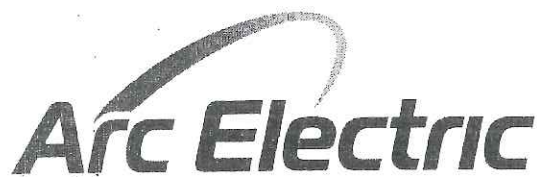
Title: President



**CURRENT CONTRACTS  
AS OF 6-1-15**

NAME	AMOUNT	APPROXIMATE COMPLETION DATE
ATLANTIC PACKAGING	\$ 88,725.00	Jul-15
BIMBO STROEHMANS HAZLETON	\$ 70,000.00	Aug-15
BLOOMSBURG GENERATOR	\$ 81,743.00	Sep-15
HERSHEY ILLINOIS	\$ 220,597.00	Jul-15
HERSHEY ILLINOIS CRUNCHY CLUSTERS	\$ 381,000.00	Sep-15
JOHN'S MANVILLE COMPRESSOR ROOM	\$ 25,806.00	Jun-15
DUNHAM'S SPORTS FIT-OUT LAUREL MALL	\$ 218,000.00	Sep-15
WEILER CORP NEW SWITCHGEAR	\$ 70,950.00	Sep-15
<b>TOTAL CONTRACT COMMITMENTS</b>	<b>\$ 1,156,821.00</b>	





## JOB HISTORY LIST

Positive Energy. Positive Solutions.

123 North Warren Street West Hazleton, PA 18202

PROJECT NAME & OWNER	CUSTOMER / ENGINEER	CONTRACT AMOUNT	% COMPLETE	DATE COMPLETED
Bell Marque 103 Rotary Dr. West Hazleton, PA 18202 Electrical installation infrastructure for additional equipment	Bell Marque	\$50,955.00	96	May 2015
Freeland YMCA 600 Front St. Freeland, PA 18224 Upgraded lighting	Freeland YMCA	\$35,000.00	92	May 2015
GT Elevator 39 Elm Rd. Hazleton, PA 18202 City of Hazleton elevator repair	Gottstein Contracting	\$34,500.00	85	July 2015
Hershey Foods Illinois Plant 1401 W Main St. Robinson, IL 62454 Electrical portion of chocolate tank expansion	Hershey Chocolate 19 E. Chocolate Ave P.O. Box 806 Hershey, PA 17033	\$220,597.00	81	June 2015
Killian Mohegan Sun 2664 East Kearney Springfield, MO 65803 Panel Replacement	Mohegan Sun	\$83,018.00	98	May 2015
PPL Chemical PO Box 25223 Lehigh Valley, PA 18002 Lab Relocation	PPL Electric Utilities	\$111,595.00	92	May 2015
RCP Presto Products 1900 West Field Ct 3W Lake Forest, IL 60045 Installed new line	Trans Western Polymers	\$98,000.00	98	May 2015



## Education

Berwick Area – Berwick, PA  
Continuing ED-LCCC, Hazleton Campus,  
PSU, Hazleton Campus

## Certifications

Dale Carnegie Graduate, 1999  
Finance and Budget development  
WC Law  
Human Resource, safety and HAZ MAT courses

## Profile

Elaine joined the company in 1996 as co-owner/partner to her husband Robert. She became secretary/treasurer and took over responsibilities as CFO and office manager. She established working relationships with their bank, bonding and insurance companies and accounting firms. After much research she chose and implemented a specialized, integrated, accounting software and computerized the whole process of job costing, all payroll functions, AP, AR, GL, and inventory. She has since added a PO module and service and dispatch to accommodate their growing needs. She took on the responsibility of developing a formal personnel policy/employee handbook and safety handbook under the direction of a risk management company. In November of 2011 she became sole owner and president of Arc Electric.

## Management Experience

- 2012 spearheaded training for management team-communication, team building, organized company wide launch of new purpose statement, strategic plan, culture, organized written/electronic campaign to ensure smooth transition of new ownership to clients, vendors, business associates.
- 2013 adopted new co. logo to convey a professional growing co. offering positive energy & positive solutions to our clients, staff, and associates.
- 2013 facilitated meeting with reps from international bakery firm, their engineering/PM firm prior to award of a \$3 million project for the purpose of presenting the reputation, qualifications, and stability of company
- 2013 spearheaded/organized company information for the production of professional brochure, folder, fact sheets for marketing needs and pre-qual requests.
- 2013 creation of professional TV ads for marketing THE WIRE GUYS, residential electrical service division
- Management of residential electrical and home standby generator divisions of company.
- Facilitate annual planning meeting, weekly management meetings, job cost review and bid list and review prior to submission
- Oversee preparation of all financial docs at year end prior to release to accounting firm
- Oversee daily management of company operations to ensure, monitor financial health and strong cash flow of company.

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[ejudd@arcelectric.biz](mailto:ejudd@arcelectric.biz)

[www.getarcelectric.com](http://www.getarcelectric.com)

**PRESIDENT**



# GREG R. JUDD



## Education

Lincoln Technical Institute, Associate Degree Electronic Technologies

## Certifications

- BICSI Certified Installer
- Siemon Home Cabling Systems
- Fiber Optic Certification

## Profile

Mr. Judd has been with company since 2000. He serves as the company's IT administrator and provides training to field personnel in communication installations. His years of field experience especially with fire alarm systems, security systems, and communication cabling, has afforded many of our clients great confidence in his design and management expertise.

## Project Experience

A brief list of Project Experience gained by Mr. Judd includes,

- Simplex Grinnell Fire & Security – Hershey Chocolate USA Plant, Hazleton, PA – Plant wide fire alarm system.
- EAM Mosca, Hazleton, PA – Designed and installed structured cabling systems.
- George Weston Bakery, Hazleton, PA – Estimate and manage a complete electrical fit out for food processing plant, including tele/data, over \$1.8 million project.
- Hanover Housing Authority, Nanticoke, PA – Estimate and manage the renovation of 250 HUD apartments, removal of outdated aluminum wiring and replace with code compliant copalum connectors.



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888.202.4620 Toll Free  
570.455.2680 Fax

gregjudd@getarcelectric.com  
[www.getarcelectric.com](http://www.getarcelectric.com)

SECRETARY / TREASURER



## Education:

LLC Electrical Technologies

## Certifications:

5 Year program/certificate of completion NJATC/PA Bureau of apprentice training

Code of excellence steward

OSHA 30, NFPA-70E

Rigger, Signal person, Ariel lift training, all types

## Profile:

Mr. Evans has been with the company since 2004 and has served the company as journeyman, foremen, and currently as a Project Manager. He has earned the respect of the journeymen he supervises and has gained the trust of many of our large manufacturing clients. The company's growth and expanding markets required an additional Project Manager and Mr. Evans handely fit the needs of our company thanks to his solid customer relationships. Our clients can rely on him for his attention to detail, organized, and his can do attitude that meets the customer's needs within their time constraints and budgets.

## Project Experience:

*A brief list of project experience gained by Mr. Evans includes,*

- Wilkes Barre Parking Garage ~ Fire alarm/rescue assistance
- Panther Creek Energy Facility ~ Distribution and controls.
- Lot 68 ~ Fit out for warehouse and offices.
- Polyglass ~ Air Purification system
- Hershey Chocolate USA ~ Power, automation, networking, site lighting
- Lord and Taylor ~ Conveyor automation and power
- General Mills ~ Power quality installations, lighting upgrades
- White Haven Center ~ Water treatment upgrades
- Project Manager of food processing plants ~ Hershey, Bimbo Bakeries, Otis Spunkmaier (partial list)

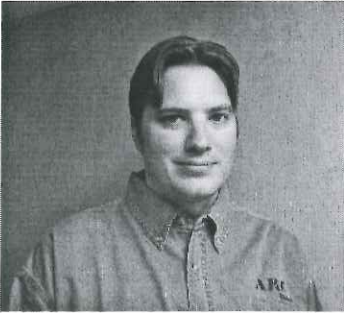
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570.455.2680 Fax

[ryanevans@getarcelectric.com](mailto:ryanevans@getarcelectric.com)

[www.getarcelectric.com](http://www.getarcelectric.com)

## PROJECT MANAGER





## Education:

HAHS/VOTECH-Electrical ~  
5 year NJATC Graduate

## Certifications:

- \* OSHA 30
- \* Certified Solar Installer
- \* NFPA 70E Electrical Hazards
- \* Comprehensive Practices for Effective Project Management

## Profile:

Mr. Olivieri has been with the company since 2000. He completed his apprentice training in 2007 and became a journeyman electrician. He has worked in all divisions of the company, residential, commercial, and industrial. His expertise in troubleshooting and great customer relations makes him a very proficient service technician. Mr. Olivieri was instrumental in assisting the company in revamping and improving it's delivery of residential services. As of 2010 he serves the company as a Project Manager and handles the needs of our Commercial/industrial clients on many of their compressed schedule projects.

## Project Experience:

*A brief list of project experience gained by Mr. Olivieri includes,*

Jeddo Coal ~ Hazleton, PA – Breaker expansion  
Graham Packaging ~ Hazleton, PA – New construction  
Providence Place ~ Drums, PA – New construction, security, NSG call systems  
CanDo, Inc ~ Hazleton, PA – Service to various multi tenant building.  
Berwick Hospital ~ Berwick, PA - Power to x-ray machines  
Citterio USA ~ Freeland, PA – Food processing plant  
DBI, Inc ~ Hazleton, PA – Installed 2 80KW generators  
Alliance Oncology ~ Hazleton, PA – CT Scanner  
TOSCA ~ Hazleton, PA – Maintenance, Wash Bay  
Polyglass ~ Hazleton, PA – Fire Alarm and Process upgrade  
Michaels Warehouse ~ Hazleton, PA – Maintenance upgrade  
PPL ~ Hazleton, PA – Multiple projects, Control work and Service upgrade  
Schuylkill Housing Authority ~ Schuylkill, PA – Lighting upgrade  
Norfolk Southern Railroad ~ Hazleton, PA – Maintenance Service Contract  
Otis Spunkmeyer ~ Hazleton, PA – New process line  
Cargill ~ Hazleton, PA – Maintenance upgrade

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[jolivieri@getarcelectric.com](mailto:jolivieri@getarcelectric.com)

[www.getarcelectric.com](http://www.getarcelectric.com)

## PROJECT MANAGER



### Education

HAV-T School 3 year graduate electricity.  
IBEW local union apprenticeship training program

### Certifications

- 4 Year Program/Certificate of Completion NJATC/PA bureau of apprentice training
- Completed effective foremanship workshop
- Completed course work: effective supervision I, OSHA30, NFPA-70E
- Fiber Optic Cabling Certification.
- OSHA, Rigging and Signaling Class.
- Generac generator repairs and installations.

### Profile

Mr. Shultz has been a construction manager since 1996 and has been with the company since 1987. Customers have come to rely on Tom for his problem solving capabilities. He manages million dollar plus projects, bringing jobs in on time and on budget. He establishes good customer relationships in the process. Tom also serves on the safety committee and is the company go to guy for his electrical knowledge.

### Project Experience

*A brief list of Foreman/Manager experience gained by Mr. Shultz includes,*

- All Steel Company, Hazleton, PA – High voltage industrial installations and expansion.
- Summit Manufacturing
- NADCO I & II (Now Quebecor, Inc.)
- Federal Paperboard
- Inland Container
- Mideast Aluminum Products
- Pharmakon Research
- Pocono PET Inc.
- Penn State Police – Troop N (DGS Project)
- General Mills
- Graham Packaging
- George Weston Bakeries
- Coordinates and overseas 4-6 foreman and up to 60 workers
- Hazleton Area High School District – Various Jobs
- Frackville SCI (DGS Project)
- Polyglass
- Hershey Chocolate USA
- Bradley Caldwell
- Pro Con
- Hilton Reservations
- Excel case Ready Packaging
- Always Bagels Bakery
- Prime Trucking Inc. Plaza

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## FOREMAN/CONSTRUCTION MANAGER

**Hazleton Area School District – Drums School & Freeland School CASS Project – Project No. 30205.19**  
**BIDDERS' COMMENTS/QUESTIONS FORM**

**OWNER:** Hazleton Area School District  
**PROJECT NAME:** Drums School & Freeland School CASS Project  
**Project No.** 30205.19

**LOG #** \_\_\_\_\_

**BIDDERS' COMMENTS/QUESTIONS**  
**Alfred Benesch & Company's FAX NO. (570) 454-2757**

**BIDDER INFORMATION**

**Contract Number:** 30205.19      **Contract Name:** Drums Elementary/Middle School Card Access and Security System (CASS) Project  
**Company Name:** Arc Electric Construction Company, Inc.  
**Telephone Number:** (570) 455-2370      **Date** July 28, 2015  
**Facsimile Number:** (570) 455-2680  
**Company Name:** Arc Electric Construction Company, Inc.  
**Company Address:** 123 N. Warren Street  
West Hazleton, PA 18202

**COMMENT/QUESTIONS (Limited to one subject per sheet)**

**Contract Number:** \_\_\_\_\_      **Project Manual Number:** \_\_\_\_\_  
**Specification Section No.** \_\_\_\_\_      **Part No.** \_\_\_\_\_  
**Paragraph No.** \_\_\_\_\_      **Page No.** \_\_\_\_\_  
**Drawing Sheet No(s)** \_\_\_\_\_ , \_\_\_\_\_ , \_\_\_\_\_ , \_\_\_\_\_

**Alfred Benesch & Company COMMENTS:**

**Follow-Up Work Performed by:**

**Forward to Subconsultant::** ☐ YES ☐ NO      **DATE FORWARDED:** \_\_\_\_\_  
**Firm:** \_\_\_\_\_ ; **Contact Person:** \_\_\_\_\_  
**INCLUDE IN ADDENDUM** ☐ YES ☐ NO

**See Instructions to Bidders:**

Only questions answered by formal written Addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.