

**MILLERSVILLE UNIVERSITY  
STATE SYSTEM OF HIGHER EDUCATION  
COMMONWEALTH OF PENNSYLVANIA**

**SPECIAL INSTRUCTIONS TO BIDDERS**

**PROJECT INFORMATION**

**Project Title:** MI-1213 Pucillo HVAC Renovation

**Location:** 105 Pucillo Drive, Millersville, PA 17551

**Project Scope:** Work under this project entails upgrading HVAC building systems in areas of Pucillo Gymnasium facility. Work of the General Contractor includes selective demolition of support areas, structural upgrades for new units, and replacement of finishes and ceiling, HVAC Work includes selective demolition, HVAC systems, ductwork and appurtenances and building controls. Electrical work includes selective demolition, power, wire, and conduit, light fixtures and lighting controls.

**Contract Time:** Proposed Completion Date: Athletic & Gym Area July 12, 2024 & Other Work Areas August 9, 2024

**Prevailing Wages:** Yes; Prevailing Wage Determination Serial Number

**Liquidated Damages:** Not Applicable

**Contract Cost Ranges:**

MI-1213.G General Construction	\$300,000 - \$500,000
MI-1213.H HVAC Construction	\$1,500,000 - \$2,000,000
MI-1213.E Electrical Construction	\$100,000 - \$300,000

**BIDDING INFORMATION**

**University Point of Contact:** Ruth Sheetz, Procurement Director, 717-871-7884  
ruth.sheetz@millersville.edu

**Contracting Officer:** Nafez Alyan, Vice President for Finance and Administration

**Mandatory Pre-bid Meeting Date/Time:**  
**November 28, 2023, 11:00 AM, Palmer Building, Conference Room**  
153 Creek Drive, Millersville, PA 17551

**Bid Due Date/Time:** **December 15, 2023, 2:00 PM**

**Bid Submission:** Upload electronic documents to PennBid Bonfire website

**Questions:** **Cut-off December 7, 2023, 2:00 PM**  
Questions must be submitted through the Penn Bid Bonfire website

**REAA for Small Diverse Business (SDB) proactive solicitation:**

MI-1213.H HVAC Construction 3%

**Finding Small Diverse Businesses**

A list of Small Diverse Businesses (SDBs) can be found on the online, searchable database at [www.dgs.internet.state.pa.us/suppliersearch](http://www.dgs.internet.state.pa.us/suppliersearch). Use the Quick Search to search by supplier name or number. Use the Advanced Search to further search by UNSPSC code, county, SDB type, and stocking/non-stocking supplier.

**Bid Security Required:** 5% of base bid. System Bid Bond only

**Bid Period:** Bids shall be valid for not less than 60 days

**Items Required to be**

**Submitted with the Bid:** Bid Form  
Bid Bond Form 71-FA-8.0, including Business  
Certification Form  
Small Diverse Business Form

**Performance, Payment,  
and Maintenance Bonds**

**Required with the Contract:** Performance, Payment 100% of awarded Contract Price

**Plans and Specs:** Available for download at the Supporting Documentation area on PennBid's Bonfire site at <https://pennbid.bonfirehub.com>.

Bidders must obtain all bid documents from the PennBid Program website and not other bid exchanges to be eligible to submit a bid proposal.

**Design Professional(s):**

Architect Kautter Kelley Architects 5 Belmont Avenue Wyomissing, PA 19160 610-3729960 Steve Kelley, AIA	Structural Engineer Providence Engineering, Inc. 717-793-3997, ext. 297 Edward Starr, PE
	M/E Engineer Century Engineering 200 Airport Road New Cumberland, Pennsylvania 17070 717-901-7055 Steve G. Heidlauf, PE