**Announcement - Invitation to Bid**

Standing Stone Stream Project

The Huntingdon County Conservation District (HCCD) at 10605 Raystown Road, Huntingdon is accepting bids for the Standing Stone Stream Project in Huntingdon County. This is a request for qualified contractors to provide a full project bid on constructing the project listed below. This project is to be completed by October 31, 2025.

1. **Location: 40.581534, -77.891943**

Site Showing:

A site showing **will** be conducted on **October 3, 2025, at 10:00 AM** at the site location.

Work Performance Timeframe:

Work may begin after the execution of the agreement and when stream conditions are at low flow. The work at this site must be completed by **October 31st, 2025.**

**Proposal Submittal Details**

**Proposal Requirements**:

Submit an original plus one (1) copy of your written proposal. Please list only the equipment and personnel that will be made available for this work. Those proposals not adhering to these instructions will be removed from consideration. Your proposals should contain the following:

1. A brief overview of your business,

2. Statement of related experience,

3. A general statement of organization and qualifications,

4. The names of at least three (3) references that you have done similar work for over the past five years.

5. Statement of price - Please fill in your bid price for this project on the **Bid Schedule – Standing Stone Stream Project**. Include the date, your company information, your contact information, Tax ID number and sign this document.

**Evaluation and Selection**:

Proposals will be evaluated by the staff of HCCD and its designees and reserves the right to designate secondary contractors and award work at its discretion. HCCD reserves the right to postpone or cancel receipt of bids, and to accept or to reject any and all bids in whole or in part if the best interest of HCCD will be served thereby.

**Submittal of Proposal**:

Proposals will be received by Hand Delivered or Mailed to the address below **before 2:00 PM on October 14, 2025.**

**Bids Submitted to**:

Huntingdon County Conservation District

10605 Raystown Road, Suite A

Huntingdon, PA 16652

ATTN: 2025 EWP - Bid

**Bid Opening Details**

The Bid Opening will take place at the Huntingdon Conservation District office at **2:30 PM on October 14, 2025.**

**General Requirements**

**1.** CONTRACTOR'S REPRESENTATIONS: The contractor, by making a Bid, represents that (a) the contractor has read and understands the proposal documents, terms and conditions, and the bid is made in accordance therewith; and (b) the bid is based upon the materials, equipment, systems, or services specified.

2. SUBMISSION OF PROPOSALS: The bid and other documents required to be submitted with the proposal shall be received via Hand Delivered or Mailed in a sealed opaque envelope. The envelope shall be addressed to the party receiving the proposals. Proposals shall be delivered and deposited at the designated location prior to the time and date for receipt of proposals. Proposals received after the time and the date for the proposal opening will be returned unopened. The vendor shall assume full responsibility for timely delivery at the location designated for receipt of proposals.

3. MODIFICATION OR WITHDRAWAL OF PROPOSALS: Prior to the time and date designated for receipt of proposals, a proposal submitted may be modified or withdrawn by notice to the party receiving proposals at the place designated for receipt of proposals. Such notice shall be in writing over the signature of the vendor and shall be received prior to the designated time and date for receipt of proposals. A modification shall be worded so as not to reveal the amount of the original proposal.

4. REJECTION OF PROPOSALS: HCCD shall have the right to reject any and all bids, in whole or part; and to reject proposals not accompanied by data required by the bid documents; or to reject a bid, which is in any way incomplete or irregular.

5. ACCEPTANCE OF PROPOSAL (AWARD): It is the intent of HCCD to award a contract to the contractor who can demonstrate the necessary experience to complete the scope of work. HCCD shall have the right to waive informalities or irregularities in a bid received and to accept the bid, which in the HCCD's judgment, is in the HCCD's own interests.

6. TAX EXEMPTION: The Huntingdon County Conservation District is exempt from federal and state taxes and will not pay or reimburse such taxes.

7. PREVAILING WAGE:

Successful bidders for this Project will be required to comply with the PA Department of Labor and Industry, Prevailing Minimum Wage (Act422 of 1961, P.L.987 amended).

8. PAYMENT: Upon satisfactory completion of the project, a lump sum payment shall be made within 30 days of receipt of an invoice with copies of certified payroll.

9. INSURANCE: Before the issuance of a contract, and before commencing any work, the vendor shall furnish a certificate, satisfactory to HCCD, from each insurance company showing that the above insurance is in force, stating policy numbers, dates of expiration, and limits of liability thereunder, and further providing that the insurance will not be cancelled or changed until the expiration of at least thirty (30) days after written notice of such cancellation. The Huntingdon County Conservation District must be listed as an “Additional Insured” on all policies.

INSURANCE: Vendor shall furnish proof of coverage of Commercial General Liability Insurance. The minimum amount of insurance coverage required is $1,000,000.

COMPREHENSIVE AUTOMOBILE LIABILITY INSURANCE: Vendor shall furnish proof of Comprehensive Automobile Liability Insurance covering all owned, non-owned, and hired automobiles used in connection with the services agreed upon in this contract. The minimum amount of coverage required is $1,000,000.

WORKMAN’S COMPENSATION INSURANCE: Per Pennsylvania statutory limits.

10. MISCELLANEOUS: Discussions and interviews may be held with contractors under final consideration prior to selection for the award; however, proposals may be accepted without such discussions or interviews. In the event that mutually acceptable terms cannot be reached within a reasonable period of time, HCCD reserves the right to undertake negotiations with the next most advantageous vendor without undertaking a new procurement process,

11. SIGNING OF CONTRACT: The contract MUST be signed and returned to HCCD along with insurance documentation before any transactions take place. Otherwise, the contract will be awarded to the next lowest responsible vendor.

• Before signing the contract, we require the following documents to be completed, signed and submitted:

1. A Non-Discrimination /Sexual Harassment Clause

2. Submittal of a Performance Bond

3. Submittal of a Payment Bond

4. Certificate of Insurance