

COVER PAGE

NOTICE TO BIDDERS - THIS BID AT A GLANCE

1. Bidders must be licensed, insured (with minimum thresholds as outlined on Page 6), and bonded.
2. This is not a multi-prime solicitation. General Construction (GC) only.
3. There are no pre-qualification requirements (i.e., no pre-qualification period or pre-qualification process).
4. This project is funded and already secured by a state grant, the Local Share Account through the PA Commonwealth Finance Authority.
5. This project is expected to **start 10/1/2026** (Notice to Proceed) and **end 12/31/2026** (Final Inspection).
6. PA Prevailing Wages must apply.
7. Permit costs to be paid by the Contractor.
8. Bidders are **highly encouraged to attend** the on-site pre-bid/walk-thru meeting on 7/30/2026 at 11:30 am. The project lead and engineers will be available.
 - a. Online RSVP Registration required by 5 pm 7/29/26. ([click here](#))
9. The American Institute of Architect (AIA) Contract template will be administered with the awarded bidders.
10. The City will award to the lowest-cost, most-responsible bidder.
11. The City of Chester uses PennBid to procure products and services. Any vendor/company can register with PennBid, for free, by clicking on the "Register" button in the upper right hand corner at [PennBid](#).
12. Sealed electronic bids will be received via PennBid (<https://PennBid.net>). Physical paper bid copies will not be accepted.
13. There is no physical public bid opening ceremony for this solicitation; a written recording of the electronic bid opening will be posted via a PennBid Public Notice.
14. All electronic bid submissions must be accompanied by a Bid Bond equal to the amount of 10% of the total bid price.
15. The successful Bidder who is awarded a Contract will be required to pay "PennBid" a fee of 0.0033% (1/3 of 1 percent) up to a maximum of \$6,000 of the Contract award value.
16. All prospective bidder questions and the corresponding answers from the City regarding this solicitation will be posted on PennBid via the "Messages" menu under the "Public Q&A" Tab by the posted deadline.
17. The awarded bidders will not be able to commence work until an approved Council resolution in a public meeting; a mutually-signed contract by the Mayor; approval by the City Solicitor, and a Notice-to-Proceed Letter has been issued by the City of Chester. No exceptions.
18. The City appreciates Diverse Business Proposals but they are not required for this solicitation.
19. All bidder submissions require a minimum of 17 (seventeen) requested documents as specifically outlined on Page 11. **These are simple and straightforward and required for grant compliance.** These forms can be found in the "Public Folders" tab within the bid on PennBid.
20. The City of Chester reserves the right to reject any and all bids and the right to waive any technicalities that may be required in the best interest of the City of Chester. The City will also consider price, competency, and responsibility of the bidder before the intent to award notification is posted.
21. This is not a contract, but an intention to contract without any obligations to contract.
22. The City is not at liberty to provide specific feedback to those bidders who did not win the award.

Thank you in advance for your time and effort to submit a proposal to meet the City's needs.



BID PACKET

CHESTER POLICE STATION - 3rd FLOOR INTERIOR RENOVATIONS

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I. INTRODUCTION

This Invitation for Bids/Request for Quote (RFQ) is broken down into two sections:

1. a SUPPLEMENTAL section and
2. a MASTER section.

The MASTER is the standard terms and conditions applicable to all projects within the City of Chester. The SUPPLEMENTAL section is specific to the particular project.

About the Organization:

The City of Chester municipality, located in Delaware County, Pennsylvania is an estimated \$65M annual operation primarily led by [five elected officials](#) including a Mayor. The municipality has approximately 300 employees across 5 departments, serving 35,000+ residents. Chester is an ACT 47, Third Class City Code municipality that is currently undergoing a transformation with a [Receiver](#) appointed (in 2020) by the PA State Governor to help the City recover from the current Chapter 9 bankruptcy (filed November, 2022). The organization culture consists of a [Receiver Team](#) (consulting firms), Operations Team (City employees led by a Chief of Staff/City Administrator including a Chief Financial Officer), and City Council (Elected Officials). The current focus is to put people, processes, and policies in place to support the Recovery Plan. [Click here](#) to learn more about the City of Chester.

II. SUPPLEMENTAL

This section refers to the specific PROJECT.

A. PROJECT OVERVIEW AND CHARACTERISTICS

The CITY has provided this high-level detail for insight into the PROJECT and the expectations for BIDDERS to comply.

ITEM	COMPONENT	DESCRIPTION
1.	PROJECT NAME:	Chester Police Station 3rd Floor Interior Renovations
2.	PROJECT BID NUMBER:	2026-002
3.	PROJECT DESCRIPTION:	Renovate approximately ~1,500 SF on the 3rd Floor of the Police Station, which includes demolition, new drywall, new carpet, new lighting, painting and other incidental improvements.

4.	PROJECT LOCATION:	The site location address is 160 E. 7th Street Chester, PA 19013, Delaware County Tax ID 49-04-00040-01
5.	PROJECT TYPE:	Construction - Repair Existing Structure ▾
6.	PROJECT MANAGEMENT:	The awarded General Trades, Earth Work, and Site Work contractor (GC) will lead this project with incidental electrical, and minor HVAC duct work modifications.
7.	PROJECT PRICING:	A. Lump Sum to include a \$15,000.00 Allowance. B. Schedule of Values to be provided upon Award
8.	PROJECT PROCUREMENT SCHEDULE: (ESTIMATED)	A. Bid Opening Date: Jul 27, 2026 11:00 AM B. Pre-Bid Meeting and Site Tour: Jul 30, 2026 11:30 AM a. Reservations Required. RSVP by 5 pm 7/29/26: i. Click here or ii. Cut and Paste: https://forms.office.com/r/46RvxDYDRr C. Bid Q&A Deadline: Aug 7, 2026 12:00 PM D. Bid Solicitation Closing Date: Aug 17, 2026 10:00 AM E. Anticipated Bid Evaluation Date Aug 19, 2026 12:00 PM F. Anticipated Bid Award Date: Aug 26, 2026 12:00 PM G. Anticipated Mutually-Signed Fully Executed Contract Date: Sep 28, 2026 12:00 PM H. Anticipated Notice-to-Proceed Date: Oct 1, 2026 12:00 PM
9.	PROJECT BUDGET RANGE:	Estimated project budget range is between \$130,000 - \$145,000, which includes the \$15,000 Allowance for additional interior renovations paid on a Time and Materials basis.
10.	PROJECT CONTINGENCY ALLOWANCES:	\$15,000 Allowance
11.	PROJECT ALTERNATES AND UNIT PRICES	Not Applicable

12.	PROJECT FUNDING SOURCE:	This project is fully funded and already secured by a state grant, the Local Share Account Grant Program administered by the PA Commonwealth Finance Authority.
13.	PROJECT SCOPE OF WORK:	A. See Exhibit A: Drawings B. See Exhibit B: Technical Specifications
14.	PROJECT TIMEFRAME: (ESTIMATED)	A. PROJECT START: 10/1/2026 B. PROJECT END: 12/31/2026 C. PROJECT DURATION: 3 Months D. PROJECT SIGNIFICANT COMPLETION DATE: 12/31/26
15.	PROJECT CHANGES:	All project change orders must follow the AIA Contract templates and be approved by City Council.
16.	PROJECT BID SUPPORT:	A. Tier I Support: 7/30/2026 In-Person Pre-Bid Meeting a. Meet-and-Greet the Project Lead and Architects. i. Registration Required (Click Here) ii. or Cut and Paste this url in your browser: https://forms.cloud.microsoft/r/F59Ty3YMNf B. Tier II Support: PennBid a. Questions regarding this bid opportunity should be posted on PennBid via the “Messages” menu under the “Public Q&A” Tab. The Project Team will respond in a timely manner.
17.	PROJECT BID FORMAT:	Electronic through PennBid. Paper bid submissions will not be accepted.
18.	PROJECT AWARD CRITERIA:	The lowest, most responsible, most qualified bidder that serves the best interests/needs for the City of Chester.
19.	PROJECT CONTRACT TYPE:	Lump Sum Contract ▾
20.	PROJECT CONTRACT FORMAT:	American Institute of Architects (AIA) A101-2017 Standard Form of Agreement between Owner and Contractor, or comparable.
21.	PROJECT INVOICING:	A. All invoices must reference a City-provided Purchase Order Number in order for payment to be processed. B. All invoices carry a Net 30 Day payable terms from Invoice City Receipt Date. C. All invoices to be itemized and billed monthly and/or

		based on AIA Payment schedule.
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B. BIDDER REQUIREMENTS

1.	BONDING REQUIREMENTS:	A. 10% Bid Bond (All Bidders) B. 100% Performance Bond (Awarded Bidder Only) C. 100% Payment Bond (Awarded Bidder Only) D. 12-Month Maintenance Bond for 15% of of total cost of improvements (Awarded Bidder Only)
2.	INSURANCE REQUIREMENTS:	A. COMPREHENSIVE GENERAL LIABILITY a. Each Occurrence Limit - \$1,000,000 b. Personal & Advertising Injury Limit \$1,000,000 c. General Aggregate \$2,000,000 d. Products & Completed Operations Aggregate \$2,000,000 e. Include Aggregate limits per project. B. AUTO LIABILITY a. Each Accident — Combined Single Limit \$1,000,000. C. UMBRELLA OR EXCESS LIABILITY (To overlay General Liability, Auto Liability and Employer's Liability coverages) a. Each Occurrence \$3,000,000 b. Aggregate \$3,000,000 D. WORKERS' COMPENSATION / EMPLOYER'S LIABILITY a. As required by statute E. EMPLOYER'S LIABILITY a. Each Accident: \$500,000 b. Each Employee for Injury by Disease: \$500,000 c. Aggregate for injury by Disease: \$500,000

	F. INSTALLATION FLOATER a. This is in lieu of a Builder's Risk Policy. b. This is required to protect BIDDER and the Owner, jointly, from loss incurred by fire, lightning, extended coverage hazards, vandalism, theft, explosion and malicious mischief in the full amount of the Contract and such insurance shall cover all labor and materials connected with the work, including materials delivered to the site but not yet installed. Workers' Compensation policy shall include a Waiver of Subrogation against The City of Chester, its elected officials, agents, and employees. Prior to commencement of the performance of the Agreement and until one year after the Certificate of Occupancy has been issued (completion of the project), Contractor shall furnish to the City a certificate of insurance evidencing all required coverage in at least the limits required herein, naming the City of Chester, its elected officials, agents, and employees as Additional Insured under the General Liability for ongoing and completed operations as well as an Additional Insured on the Auto Liability and Umbrella Liability. Contractor's Commercial General Liability, Auto Liability, and Umbrella/Excess Policy shall be Primary to and will not require contribution from any other insurance under which the Additional Insured is a Named Insured. To the fullest extent permitted by applicable state law, all policies shall contain a Waiver of Subrogation Clause. The Certificate shall note the project and provide that no policies may be canceled without thirty (30) days advance written notice to the City. Such certificate shall be issued to: City of Chester Attn: Procurement Coordinator 1 E. 4th St. Chester, PA 19013. Ensure in the description of operations section of the Certificate of Insurance please have "Bid Number
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		2026-002; Chester Police Station - 3rd Floor Interior Renovations” All insurance policies shall be in effect with companies holding an A.M. Best rating of “A-” or better or financial rating of IX or better with the A.M. Best’s Company Key Rating, Guide Latest Edition and shall be licensed or authorized to do business in the Commonwealth of Pennsylvania. Such companies shall also be acceptable to the City. Said policies shall remain in full force and in effect until one year after the Certificate of Occupancy has been issued (project completion date) or until completion of all duties to be performed hereunder by the Contractor, whichever shall occur later.
3.	LICENSE REQUIREMENTS:	A. Current and valid PA business registration. B. Current and valid trade/specialty license. C. Must be PA-licensed (i.e., General Contractor License) D. City of Chester Business Privilege Mercantile Tax License (can obtain once awarded) - \$25 registration. (Download at: License and Inspections Website) E. City of Chester Commercial Contractor License (can obtain once awarded) - \$120 per year (Download at: License and Inspections Website) F. Permits - The Awarded Bidder is responsible for obtaining and paying for all necessary permits.
4.	QUALIFICATIONS:	A. Reliable, licensed, bonded, and insured. B. Experience with construction of municipal government projects with similar scale and cost. C. Must be able to work with other trades to complete the project on-time and on-budget. D. Ability to create and adhere to a project schedule such as a Gantt Chart and provide project status reports including pictures on a periodic basis. E. Ability to complete timely permit applications with the City’s L&I

		Department. F. Safety record in good standing. G. Ability to follow and adhere to OSHA Standards. H. Ensure environmental compliance. I. Solution-oriented mindset with a teaming touch including the ability to partner with the City to follow processes (i.e., changes, perform construction during daily police operations, etc.) J. Other, as outlined in the Bidder Profile and Questionnaire in PennBid.
5.	PREVAILING WAGE REQUIREMENTS:	A. Must pay PA Prevailing Wages - See Exhibit D - PA Prevailing Wage Project Rates
6.	BID DOCUMENTS	A. Bidders must register on the PennBid platform to obtain access to the bid documents and all modifications to the bid documents. (See Bidder Instructions for additional information). B. Bidders shall use complete Bidding Documents in preparing Bids. Neither the Owner nor Architect assumes responsibility for errors or misinterpretations resulting from the use of incomplete Bidding Documents.

C. BIDDER INSTRUCTIONS - HOW TO RESPOND TO THIS SOLICITATION

Thank you again for your interest in bidding for this opportunity. We appreciate your organization's time and effort to respond to our municipality needs.

The City of Chester utilizes PennBid to aggregate, manage and communicate with registered bidders. Any vendor/company/non-profit can register with PennBid, **for free**, by clicking on the "Register" button in the upper right hand corner at [PennBid](https://PennBid.net).

Please note, your company, as a bidder, must register with PennBid to retrieve all bid documents and to be able to submit bid proposals/inquiries/clarifying questions. For questions regarding registration please contact the PennBid team at 610-693-4769 or go to <https://PennBid.net/vendor-bidder-information/>

SUBMISSION AND UPLOAD REQUIREMENTS

It is required that your response is submitted using the PennBid portal. The system will time stamp and confirm receipt of submissions. Please note, all bid responses, supporting documents, and required signed acknowledgements must be uploaded, saved, and submitted via the PennBid platform. The City will not accept paper submissions for this bid.

We understand and appreciate that bid responses may be time consuming. This is, however, Public Sector Procurement (Municipality Government), and the City must comply with grant/other regulations as stewards for our residents.

GUIDE FOR SUBMISSIONS

Please use the illustration on the next page as your guide to respond to this opportunity.

IMPORTANT: The following illustration highlights what the City is expecting from each BIDDER and the suggested format for the BIDDER'S response to this Request for Proposal. BIDDERS are encouraged to use the following as a guide / checklist for their individual submissions. All documents can be found under the Public Files tab within PennBid for this solicitation. All submissions must be submitted electronically via PennBid. Documents must be uploaded individually to ensure all required documents are included to validate your proposal and ensure grant compliance. This also expedites the contract process should your proposal be awarded.			PennBid Cross Reference Points (when you are in PennBid)	
FOR YOUR SUBMISSION	DESCRIPTION	"SUGGESTED" PAGE LENGTH	Header Name	Header Item
1. REQUIRED	BIDDER PROFILE AND QUALIFICATIONS QUESTIONNAIRE (<i>EXCEL PROVIDED BY CITY, LISTED UNDER "QUESTIONNAIRE"</i>) INSTRUCTIONS: Simple to populate, save, upload with your PennBid electronic submission. This tells the City about you/your firm and serves as a job application.	N/A	Acknowledgements	1
2. REQUIRED	LUMP SUM CONTRACT (<i>PDF PROVIDED BY THE CITY, LISTED UNDER "PUBLIC FILES"</i>) INSTRUCTIONS: Simply populate this lump sum form. This tells the City the price you/your firm are submitting for this bid, including allowances/fees. Simple to populate, sign, notarize, scan and upload with your electronic PennBid submission.	N/A	Supporting Documents	1
3. REQUIRED	BID BOND - equal to 10% of your bid proposal (<i>PDF PROVIDED BY THE CITY, LISTED UNDER "PUBLIC FILES"</i>) INSTRUCTIONS: Simple to populate, sign, notarize, scan and upload with your electronic PennBid submission.	N/A	Supporting Documents	2
4. REQUIRED	CONSENT OF SURETY including these: (<i>PDF PROVIDED BY THE CITY, LISTED UNDER "PUBLIC FILES"</i>) - Certificate of Authority - Commonwealth of Pennsylvania Insurance Department - Bonding Company notarized Power of Attorney - Bonding Company Statement of Financial Assets	N/A	Supporting Documents	3

	INSTRUCTIONS: Obtain these critical documents from your bonding company. Scan and upload with your electronic PennBid submission.			
5. REQUIRED	NON-COLLUSION AFFIDAVIT (PDF PROVIDED BY THE CITY, LISTED UNDER "PUBLIC FILES") INSTRUCTIONS Download, simple to populate, sign, scan, and upload with your PennBid electronic submission. This document substantiates the integrity of the bid.	N/A	Supporting Documents	4
6. REQUIRED	PUBLIC WORKS EMPLOYMENT VERIFICATION FORM (PDF PROVIDED BY THE CITY, LISTED UNDER "PUBLIC FILES") INSTRUCTIONS: Download, simple to populate, sign, scan, and upload with your PennBid electronic submission.	N/A	Supporting Documents	5
7. REQUIRED	CAMPAIGN CONTRIBUTIONS DISCLOSURE FORM (PDF PROVIDED BY THE CITY, LISTED UNDER "PUBLIC FILES") INSTRUCTIONS: Download, simple to populate, sign, scan and upload with your electronic PennBid submission.	N/A	Supporting Documents	6
8. REQUIRED	CONFLICT OF INTEREST FORM (PDF PROVIDED BY THE CITY, LISTED UNDER "PUBLIC FILES") INSTRUCTIONS: Download, simple to populate, sign, scan, and upload with your PennBid electronic submission.	N/A	Supporting Documents	7
9. REQUIRED	ACORD CERTIFICATE OF INSURANCE (The standard ACORD Certificate that highlights all of your current business insurance coverages with the "City of Chester 1 E. 4th St. Chester, PA 19013" sited in the Certificate Holder section at bottom of form) For example and where applicable, : - Commercial General Liability Insurance - Professional Liability Insurance - Workers Compensation Insurance (if you have employees, you must have) - Public Liability and Property Damage Insurance - Automobile Bodily Injury and Property Damage Insurance - Umbrella Insurance - INSTRUCTIONS: Every insurance company provides an ACORD. Just ask your insurance company. Upload with your PennBid electronic submission.	N/A	Supporting Documents	8

10. REQUIRED	SUBCONTRACTOR DECLARATION FORM (PDF PROVIDED BY THE CITY, LISTED UNDER "PUBLIC FILES") INSTRUCTIONS: Download, simple to populate, sign, scan and upload with your electronic PennBid submission. NOTE: If there are no subcontractors, please indicate accordingly on this form.	N/A	Supporting Documents	9
11. REQUIRED	STATEMENT OF BIDDER QUALIFICATIONS QUESTIONNAIRE RESPONSES (PDF PROVIDED BY CITY, LISTED UNDER "PUBLIC FILES") INSTRUCTIONS: Download, simply read, complete, sign, scan, and upload with your PennBid electronic submission.	N/A	Supporting Documents	10
12. REQUIRED	CERTIFICATION OF NONSEGREGATED FACILITIES AND NON-EMPLOYMENT OF ILLEGAL ALIEN LABOR (PDF PROVIDED BY CITY, LISTED UNDER "PUBLIC FILES") INSTRUCTIONS: Download, simply read, complete, sign, scan, and upload with your PennBid electronic submission.	N/A	Supporting Documents	11
13. REQUIRED	CERTIFICATE AS TO CORPORATE PRINCIPAL (PDF PROVIDED BY CITY, LISTED UNDER "PUBLIC FILES") INSTRUCTIONS: Download, simply read, complete, sign, scan, and upload with your PennBid electronic submission.	N/A	Supporting Documents	12
14. REQUIRED	WORKERS COMPENSATION ACKNOWLEDGEMENT (PDF PROVIDED BY CITY, LISTED UNDER "PUBLIC FILES") INSTRUCTIONS: Download, simply read, comprehend, sign, scan, and upload with your PennBid electronic submission.	N/A	Acknowledgements	1
15. REQUIRED	SEXUAL HARASSMENT AND NON-DISCRIMINATION ACKNOWLEDGEMENT (PDF PROVIDED BY CITY, LISTED UNDER "PUBLIC FILES") INSTRUCTIONS: Download, simply read, comprehend, sign, scan, and upload with your PennBid electronic submission.	N/A	Acknowledgements	2
16. REQUIRED	DEBARMENT AND SUSPENSION ACKNOWLEDGEMENT (PDF PROVIDED BY CITY, LISTED UNDER "PUBLIC FILES")	N/A	Acknowledgements	3

	INSTRUCTIONS: Download, simply read, comprehend, sign, scan, and upload with your PennBid electronic submission.			
17. REQUIRED	QUANTITIES OF WORK ACKNOWLEDGEMENT (<i>PDF PROVIDED BY CITY, LISTED UNDER "PUBLIC FILES"</i>) INSTRUCTIONS: Download, simply read, complete, sign, scan, and upload with your PennBid electronic submission.	N/A	Acknowledgements	4
OPTIONAL, AND ONLY IF APPLICABLE	Upload DIVERSE BUSINESS ENTERPRISE Certificate (If applicable) - Minority-owned Enterprise (MBE) - Women-owned enterprise (WBE) - Small-business enterprise (SBE) - Disadvantaged business enterprise (DBE) - Veteran-owned business enterprise (VBE) - Service-disabled veteran-owned business enterprise (SDVBE) - Etc.	N/A	Supporting Documents	12
VERY IMPORTANT:	As a result of the above outline, each bid submission requires a <u>minimum of 17 documents (as listed above)</u>. Failure to provide this 17-document minimum with your electronic submission may result in a non-response status.	N/A	N/A	N/A

III. MASTER

This section applies to all City of Chester issued RFPs and RFQs and solicited BIDDERS

A. DEFINITIONS

1. AWARDED BIDDER - The BIDDER who won the BID to advance to a contract with the CITY to perform the products and services set forth herein.
2. CITY - Wherever the word "CITY" is used, it shall be understood to mean the City of Chester, Pennsylvania. The CITY of Chester follows Third Class City Code of the Commonwealth of Pennsylvania and the procurement practices outlined in the Purchasing Policy and Procedure adopted by City Council on 5/25/2022.
3. PROJECT NAME - The City will assign/reference a Project Name. Project Name shall be understood to mean products and services to be provided to the City's PROJECT NAME project.
4. PROJECT - Wherever the word "PROJECT" it shall be understood to mean any undertaking, carried out individually or collaboratively that is carefully planned to achieve a particular aim. All PROJECTS have a start date and end date.
5. PROJECT LEAD - Wherever the word "PROJECT LEAD" is used, it shall be understood to mean the specific person in the City of Chester or his/her duly appointed successor, or representative, to be managing the project and is acting within the scope of the duties entrusted to them. Other than the City Purchasing and Procurement Manager, no other City officer or employee is authorized to order supplies or services, enter into purchase negotiations, or in any way obligate the government of the City of Chester for indebtedness unless authorized by the Project Lead/Purchasing and Procurement Manager.
6. BID - Wherever the word "BID" it shall be understood to mean the PROJECT NAME and BID NUMBER.

7. **BIDDER** - Wherever the word “BIDDER” it shall be understood to mean an interested and eligible third party individual or business entity that submits a proposal, qualification, or submittal that seeks to enter into a contract with the CITY to perform the duties set forth in the BID.
8. **BID NUMBER** - Wherever the word “BID NUMBER” it shall be understood to mean the reference number assigned by the City to track activity relative to a given bid opportunity.
9. **DEFAULT** - Wherever the word “Default” is used it shall be understood to mean the BIDDER’s inability to comply with the terms and conditions as set forth in the Invitation to Bid, Quote, Contract or Purchase Order. This is inclusive of, but not limited to, the Bid/Proposal/Quote pricing and Contract Term and any arrears that may be due and owing to the City.
10. **LOCAL FIRM** - a firm based/headquartered in the City of Chester.
11. **DIVERSE BUSINESS ENTERPRISE** A Diverse Business can be a Minority Business Enterprise (MBE), a Women Business Enterprise (WBE) or a Disadvantaged Business Enterprise (DBE). These business classifications require a certification by a certifying body and a physical certificate demonstrating evidence of such.
12. **PURPOSE**
This bid opportunity was issued by the City for the purpose/intent of contracting with a vendor to perform the services outlined in the scope of work. This is not a CONTRACT.

The AWARDED BIDDER will be presented a separate CONTRACT with its own terms and conditions.

B. ADDENDA

1. Changes to this solicitation after the posting date, that have a material effect, shall be communicated via PennBid Public Notice - Addenda.
2. It shall be the responsibility of each BIDDER to ensure that their submission includes the required documents, and required acknowledgements as outlined in the Bidder Instructions table above.
3. No addendums will be issued seven (7) calendar days prior to bid closing unless otherwise noted.

4. Failure to acknowledge all supporting documents, acknowledges and addenda may result in rejection of a proposal as non-responsive.

C. AUTHORITY

The PROJECT LEAD/PROCUREMENT COORDINATOR, the designee of the Chief of Staff (COS), and the COS, shall have dual responsibility and authority for negotiating, placing, and when necessary, modifying each and every invitation to bid, purchase order or other award issued by the City of Chester for this PROJECT. Any purchases contrary to these provisions and authorities shall be void and the City shall not be bound thereby.

D. AUTHORIZATION TO DELIVER MATERIAL OR SERVICES

All purchases must be properly authorized in writing and in advance. Contractors/Vendors must first obtain written permission and are prohibited from shipping any merchandise or providing any services prior to receiving an official award letter, notice to proceed, a purchase order number, from the PROJECT LEAD/PROCUREMENT COORDINATOR. The CITY will be under no obligation to pay for merchandise delivered or services provided resulting from violation of this rule.

E. AWARD CRITERIA

1. The award will be made to the lowest cost, most responsible, BIDDER whose BID response conforms to the invitation and will be most advantageous to the City of Chester.
2. The City reserves the right to reject any or all offers and to waive informalities and minor irregularities in offers received.
3. All bids, contracts and engagement contracts are subject to Council approval by resolution at a public meeting.
4. The City of Chester will only award contracts to equal opportunity employers.
5. The date on which City Solicitor has a fully-executed contract shall be known as the Official Award Date.

6. The City will notify all bidders of the award and return BID sureties (if applicable) to all but the successful BIDDER.
7. An official written INTENT TO AWARD NOTIFICATION will be issued by the City to the AWARDED BIDDER
8. The AWARDED BIDDER has forty-five (45) days from the approved Council Resolution date to enter into a fully executed contract with the City, or forfeit, as liquidated damages, the Bid Security and/or the City reserves the right to rescind the award.
9. The City reserves the right to award by item, by section or group, or in its entirety depending on the best interest of the City of Chester.
10. The fully executed Contract Terms and Conditions will preside over the project and all contracts and invoices are subject to Council approval in a public meeting.
11. By submitting a proposal in response to the City's solicitation, the AWARDED BIDDER hereby consents to a background check that the City, in the exercise of its sole but reasonable discretion, may deem appropriate to conduct, including, without limitation, a financial history, a credit check, a criminal history check, a litigation history check and a judgment, judgment lien, tax lien and bankruptcy search of the AWARDED BIDDER. The AWARDED BIDDER agrees to release and hold harmless the City from any and all claims in any way arising from such a background check conducted by the City or its agents of the AWARDED BIDDER. The City reserves the right to reject any and all responses to the City's solicitation in the event the results of any such background check are found to be unsatisfactory to the City in the City's sole discretion. The City shall keep all information derived from the background check confidential and shall only use such information for the purposes of City solicitations.

F. BID PREPARATION AND SUBMISSION

1. SUBMISSIONS

- A. Paper submissions will NOT be accepted.
- B. All bid responses must be submitted electronically via PennBid.
- C. No bid may be considered if received after the time and date posted on PennBid.
- D. BIDDERS are expected to examine all instructions, specifications, drawings, sites, installation, etc. Failure to do so will be at the BIDDER'S risk.
- E. The City reserves the sole right to outright reject any bid that fails to fully follow all instructions, specifications, drawings, sites, installations, etc. described in this document.
- F. Changes to BIDS are accepted up to the PennBid Bid Closing Date.
- G. In the event of none or only one vendor submission to this bid solicitation, the City may extend the bidding window through an addenda or cancel, refine and rebid at a later unspecified time. The City understands that having only one vendor submission does not provide a comparative scenario or an optimal bidding scenario. However, the City may also consider awarding a one-and-only submission, provided the City has exhausted all resources for solicitation of this bid, has performed a proper vetting of the single submission with an evaluation committee, and/or consideration of the project circumstances (criticality, timing, etc.) to meet the needs of the City. In summary, having a one-and-only submission does not constitute a reject and rebid, and a one-and-only submission may/can be awarded.

2. BIDS BINDING 90 DAYS

Unless otherwise specified, all formal bids submitted shall be binding for ninety (90) calendar days following the bid due date and may be extended at the agreement of both parties.

3. COMMUNICATIONS DURING SOLICITATION PROHIBITION

All questions and answers regarding this solicitation must be posted by the Q&A deadline via PennBid via the "Messages" menu tab, followed by the "Public Q&A" tab.

Unless otherwise stated in this document, communicating with City employees, or elected officials regarding requests for proposals, requests for qualifications, bids, or contracts by

the BIDDERS or any member of the BIDDER'S company, an agent of the BIDDER, or any person employed by any legal entity affiliated with or representing an organization that is responding to the requests for proposals, requests for qualification, bid or contract is strictly prohibited.

4. MUNICIPALITY PROPERTY

- A. All information submitted becomes property of the City of Chester upon submission. The City of Chester reserves the right to issue supplemental information or guidelines relating to this bid opportunity as well as make modifications to the bid opportunity or withdraw/cancel this bid opportunity.
- B. The cost of preparing, submitting and presenting a proposal is the sole expense of the BIDDER.
- C. The City of Chester reserves the right to reject any and all proposals received as a result of this solicitation, to negotiate with any qualified source, to waive any formality and any technicalities or to cancel this RFP in part or in its entirety if it is in the best interest of the City of Chester.
- D. This solicitation of proposals in no way obligates the City of Chester to award a BIDDER or award a contract.

G. CONTROLLING LAW

This solicitation is governed by and will be construed and enforced in accordance with the laws of the Commonwealth of Pennsylvania without regard to any conflict of laws provisions. Venue for any disputes shall be in the Court of Common Pleas of Delaware County, Pennsylvania.

H. TAX EXEMPTION STATUS

The City is exempt from State and Federal taxes, and a political subdivision does not require an exemption certificate. If and where applicable, the prices quoted by the BIDDER will be the price, exclusive of taxes. Any sales or other taxes levied by federal, state, or local governments shall become the burden of the BIDDER.

I. DEFECTIVE OR DAMAGED WORK

Any defective or damaged work found to exist prior to approval of final payment shall be promptly corrected or removed and replaced with non-defective work by the AWARDED BIDDER at no expense to the City.

Upon failure of the AWARDED BIDDER to correct the deficiency within thirty (30) business days, the City may correct the same and deduct the costs from any monies due the AWARDED BIDDER.

J. GUARANTY

1. The AWARDED BIDDER shall guarantee that all the materials used, and all the work done under the contract shall fully comply with the requirements of the plans, specifications, scope of work and the instruction of the City.
2. All expenses covering return or replacement of defective or improper merchandise will be assumed by the AWARDED BIDDER. In no instance shall the AWARDED BIDDER refer the City to any distributor or manufacturer for settlement of any claim arising from defective or improper merchandise. If the AWARDED BIDDER shall fail to replace or repair any defective or improper merchandise within thirty (30) days from date of notice, the City may make the necessary corrective arrangements to reimburse the City in such an instance. Samples of any warranties or guarantees which will apply to the goods being offered for sale shall be included as part of the bid.
3. Any defects in the completed work or any failure of the AWARDED BIDDER to fully perform or endure the service for which is intended, which in the opinion of the City are caused by or due to the use of materials, skill or workmanship not in compliance with the said plans, specifications and instructions, that may appear in the work within a period of twelve (12) months after acceptance by the City, shall be regarded as prima facie and conclusive evidence that the AWARDED BIDDER has failed to comply with the said specifications, plans and instructions. The AWARDED BIDDER in this event shall, at his own expense, at such time and in such manner as the PROJECT LEAD may direct, repair or take up and reconstruct any such defective work in full compliance with the original specifications, plans and instructions. The repairs required to be made by the AWARDED BIDDER shall extend only to making good any inherent defects which become manifested in the materials and workmanship under ordinary conditions and shall not be held to cover any breakage or damage caused by improper use or by accident resulting from circumstances over which the AWARDED BIDDER has no control.

K. INDEMNIFICATION

1. The AWARDED BIDDER shall assume all risks and responsibilities for casualties of every description in connection with the work, except that he shall not be held liable or responsible for delays or damage to the work caused by acts of God, acts of public enemy, acts of government, quarantine restrictions, general strikes throughout the trade, or by freight embargoes not caused or participated in by the Contractor. The

AWARDED BIDDER shall have charge and control of the entire work until completion and acceptance of the same by the City.

2. The AWARDED BIDDER shall alone be liable and responsible for, and shall pay for, any and all loss or damage sustained by any person or party, either during the performance or subsequent to the completion of the work under this agreement, by reason of injuries to persons and damage to property, buildings and adjacent work, that may occur either during the performance of the work covered by this contract or that may be sustained as a result of or in consequence thereof, irrespective of whether or not such injury or damage be due to negligence or the inherent nature of the work.
3. The AWARDED BIDDER shall bear all losses resulting from the amount or character of the work being different, or because the nature of the premises on which the work is done is different from what was expected, or on account of the weather, or similar other causes; and he shall assume the defense of and indemnify and hold harmless the City, its employees, agents, officials, representatives, attorneys, and assigns from any and all liability, both negligent and non-negligent, arising directly or indirectly out of all activities conducted in connection with this project and/or the performance hereof, including but not limited to payment of all fees for its/their attorneys and all incidental litigation expenses in the event the City or any of its employees, agents, officials, representatives, attorneys, and assigns are sued upon a claim emanating or supposedly emanating from the execution and/or performance thereof, whether or not the City or any of its employees, agents, officials, representatives, attorneys, and assigns are held liable. This agreement shall be binding on the parties hereto, their heirs, successors and assigns.

L. INSURANCE

The AWARDED BIDDER, prior to commencing work, shall provide at the request of the City, and at its own expense, the following insurance to the City of Chester as evidenced for the project duration.

1. Certificates of Insurance, ONLY if the insurance policy includes a provision that specifically references a certificate of insurance as a means to effect coverage and actually require the issuance of a certificate to trigger insured status with this particular endorsement. Both the endorsement and the certificate are required.
Or
2. Provide the Certificate of General Liability (CGL) policy so that the City of Chester can confirm that there is sufficient coverage as an additional insured under the existing policy showing that any person(s) or

organization(s) shown in the Schedule is also an additional insured, then the COI along with the policy are acceptable.

Or

3. Separate Additional Insured Endorsement naming the City of Chester and Colliers Engineering and Design Inc. as additional insured.

And/Or

4. The City reserves the right to request additional sureties, declarations, disclosures, coverages, liquidated damages, documentation, verification, etc. at the time of contract development that may have not been included in this solicitation.

M. OBSERVANCE OF LAWS

1. The AWARDED BIDDER at all times shall observe and comply with all federal, state and city laws, bylaws, ordinances and regulations in any manner affecting the conduct of the work or applying to employees on the project, as well as all orders or decrees which have been promulgated or enacted, by any legal bodies or tribunals having authority or jurisdiction over the work, materials, employees or contract.

N. INFORMATION AND CONDITIONS

1. INTENT

The purpose of this invitation/solicitation is to:

- A. obtain proposals from qualified businesses and/or individuals
- B. obtain a minimum amount of information from qualified businesses and/or individuals to make an informed business decision
- C. select a BIDDER to enter into a contract that provides scope of work, a budget, a work plan (schedule).
- D. award to the lowest, most responsible, qualified BIDDER

2. QUALIFICATION OF BIDDERS

- A. All BIDDERS must complete and submit the VENDOR PROFILE AND QUESTIONNAIRE. This document serves like a job application for the project.
- B. Where applicable, the professional resumes or qualifications of the specified persons who will be performing the requested services for the City of Chester.
- C. By submitting a proposal, it shall be deemed that the BIDDER agrees, acknowledges, and understands the scope of the project, and has read and understands all the supporting documents, acknowledgements, etc. of this bid opportunity.

- D. If and where applicable, BIDDERS shall identify their principal subcontractors and cannot change subcontractors without prior written approval of the municipality.

O. CONTRACT TERMINATION

1. The City of Chester reserves the right to terminate any contract if work is not performed in accordance with the provisions of this BID.
2. The BIDDER should read requirements listed in the BID carefully to ensure that the BIDDER is able to meet the needs of the City.

P. ACCESS TO ACCOUNTING AND PAYROLL RECORDS

1. The BIDDER shall keep detailed accounting records including records related to hours worked by BIDDER employees and/or subcontractors.
2. The BIDDER shall, upon request from the City, afford full access to the Contractor's records and the City expects the Contractor to preserve records for a period of not less than two (2) years following the termination or fulfillment of the Contract.

Q. DIVERSE BUSINESS PROPOSAL

1. Preferred, not required. If and where applicable, each BIDDER should include a Diverse Business Proposal that includes any plans to utilize certified diverse businesses as subcontractors.
2. Preferred, not required. If and where applicable, BIDDERS should include with its Proposal, a Letter of Intent (LOI) signed by both the BIDDER and each of the Diverse Business identified in the Proposal. At a minimum, the Letter of Intent must include the following:
 - a. The fixed numerical percentage commitment and associated estimated dollar value of the commitment made to the Diverse Business;
 - b. A description of the services or supplies the DIVERSE BUSINESS will provide;
 - c. The timeframe during the initial contract term and any extensions, options and renewals when the DIVERSE BUSINESS will perform or provide the services and/or supplies;
 - d. The name and telephone number of the Proposer's point of contact for DIVERSE BUSINESS participation;
 - e. The name, address, and telephone number of the primary contact person for the DIVERSE BUSINESS; and A statement that the letter of intent is incorporated and will be

incorporated in the executed subcontract with the DIVERSE BUSINESS;

- f. A copy of the subcontractor's valid, third-party diverse business certification.
- g. Each DIVERSE BUSINESS commitment that is credited by the City along with the overall percentage of DIVERSE BUSINESS commitments will become contractual obligations of the selected BIDDER to the DIVERSE BUSINESS upon execution of the contract with the City.

R. ORAL PRESENTATIONS (Optional)

If the City requests oral presentations by short-listed bidders, committee members will score these presentations in accordance with the evaluation criteria, based on the additional information and clarification received in this phase. Oral presentations may be in-person, virtual, or a combination. Since oral presentations may not be required, Bidders are encouraged to submit complete information with their proposals. Please note that a date for presentations has not been set and will be determined at a later time if, and only if, presentations are needed.

IV. EXHIBITS

Exhibit A: Drawings

The pdf file is located under the Public Files tab in PennBid (entitled, “Exhibit A”).

Exhibit B: Technical Specifications

The pdf file is located under the Public Files tab in PennBid (entitled, “Exhibit B ”).

Exhibit C: Environmental Report

The pdf file is located under the Public Files tab in PennBid (entitled, “Exhibit C”).

Exhibit D: PA Prevailing Wage Project Rates

The pdf file is located under the Public Files tab in PennBid (entitled, “Exhibit D”).

BID FOR LUMP SUM CONTRACTS
Bid Number: 2026-002 Chester Police Station - 3rd Floor Renovations

Place: Online Via PENNBID

Bid Closing Date/Time: August 17, 2026, at 10:00 AM

Proposal of _____ (hereinafter called "Bidder")* a corporation,
organized and existing under the laws of the State of _____,** a partnership, or an individual doing
business as _____.

To the _____ CITY OF CHESTER _____ (hereinafter called "Owner")

Ladies and Gentlemen:

The Bidder, in compliance with your Request for Bid, bid number 2026-002, the CITY OF CHESTER POLICE STATION 3RD FLOOR RENOVATIONS having examined the plans and specifications with related documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies, and to construct the project in accordance with the contract documents, within the time set forth therein, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the bid/contract documents, of which this proposal is a part.

Bidder hereby agrees to commence work under this contract on or after a date to be specified in written "Notice to Proceed" of the Owner and to fully complete the project within 90 consecutive calendar days thereafter as stipulated in the specifications, Bidder further agrees to pay as liquidated damages, the sum of \$500.00 for each consecutive calendar day thereafter.

Bidder acknowledges receipt of the following addendum number and date (if no addendum, write "NONE"):

GENERAL CONSTRUCTION BID:

Bidder agrees to perform all the General Construction work described in the specifications and shown on the plans, for the sum of _____ (\$ _____) which includes the \$15,000 Allowance. (Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.)

Insert corporation, partnership or individual as applicable: _____
Insert name of State: _____

UNIT PRICES:

For changing quantities of work items from those indicated by the contract drawings upon written instructions from the architect/engineer, the following unit prices shall prevail:

N/A

The above unit prices shall include all labor, materials, bailing, shoring, removal, overhead, profit, insurance, etc., to cover the finished work of the several kinds called for.

Bidder understands that the Owner reserves the right to reject any or all bids and to waive any informalities in the bidding.

The bidder agrees that this bid shall be good and may not be withdrawn for a period of 30 calendar days

after the scheduled closing time for receiving bids.

Upon receipt of written notice of the acceptance of this bid, Bidder will execute formal contract within 10 business days and deliver a Surety Bond or Bonds and a Schedule of Values as required.

The bid security attached is the sum of _____ (\$ _____) is to become the property of the Owner in the event the contract and bond are not executed within the time above set forth, as liquidated damages for the delay and additional expense to the Owner caused thereby.

Respectfully submitted:

By: _____
(Signature)

(Title)

(Business Address and Zip Code)

UEF Number

Central Contractor Registration Number

(SEAL - if bid is by
a corporation)

BID BOND

KNOW ALL MEN BY THESE PRESENTS, THAT WE,
as PRINCIPAL, and _____ as SURETY, are held
and firmly bound unto the _____ (hereinafter called the
OWNER), in the penal sum of _____ DOLLARS (\$ _____) lawful money
of the United States, for payment of which sum well and truly to be made, we bond ourselves, our heirs, executors,
administrators, and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THE OBLIGATION IS SUCH that whereas the Principal has submitted the accompanying Bid
dated _____ for _____.

NOW, THEREFORE, if the Principal shall not withdraw said Bid within the time specified therein after the opening of
the same, and shall within ten (10) days after the Principal is notified by the Owner of the award of such Contract to him,
enter into a written contract with the Owner, in accordance with the Bid as accepted; and give bond with good and
sufficient surety or sureties as may be required for the faithful performance and proper fulfillment and labor supplied, if
required in said Contract; or in event of the withdrawal of said Bid within the period specified, or the failure to enter into
such Contract and give such bonds within the time specified if the Principal shall pay the Owner the difference between
the amount specified in said Bid and the amount for which the Owner may procure the required materials or supplies, or
both, if the latter amount of the former, together with any other expenses and costs that may have been incurred by the
Owner, then the above obligation shall be void and of no effect, otherwise to remain in full force and virtue.

IN WITNESS WHEREOF, the above bonded parties have executed this instrument under their several seals this
__ day of _____, 20____, the name and corporate seal of each corporate party being hereto affixed and these presents
duly signed by its undersigned representative, pursuant to authority of its governing body.

WITNESSED BY:

(Individual Principal)

Business Address:

ATTEST:

Corporate Principal

Corporate Surety

By:

SEAL

(Power of Attorney for person signing for Surety Company must be attached to bond.)

CONSENT OF SURETY

Known all men by these presents, that for and in consideration of the sum of _____

lawful money of the United States of America, the receipt whereof is hereby acknowledged, paid

the undersigned corporation, and for other valuable consideration, the

Name of Bonding Company

Organized and existing under the laws of the State of _____ and licensed to do
business in the State of Pennsylvania,

Certifies and agrees, that if the contract for the Chester Police Station - 3rd Floor Interior
Renovations, Bid Number 2026-002,

For the City of Chester, Delaware County, Pennsylvania

Is awarded to _____

Bidder Company Name

The undersigned corporation will execute the bond or bonds as required of the
contract documents and will become Surety in the full amount set forth in the contract
documents for the faithful performance of all obligations of the Contractor

Signed and Sealed this _____ day of the month of _____ in the year _____

Bonding Company Signature: _____

Signatory's Title: _____

Seal:

STATEMENT OF BIDDER'S QUESTIONNAIRE RESPONSES
Bid Number 2026-002
Chester Police Station - 3rd Floor Interior Renovations

Dated this _____ day of _____, 202__.

(Name of Bidder)

By _____

Title _____

State of _____

County of _____

_____ being duly sworn deposes and says

that he/she is _____ of _____

_____ and that the answers to the

foregoing questions and all statements therein contained are true and correct.

Subscribed and sworn to before me this _____ day of _____, 202__

(Notary public)

My commission expires _____, 20__



Chester City Hall, Municipal Building, 1 East 4th Street, Chester, Pennsylvania, 19013

SUBCONTRACTOR DECLARATIONS

Page 1 of 2

NOTE: If there are no subcontractors, please write "NO SUBCONTRACTORS" and submit this form with your bid.

The Bidder shall list below the names and business address of each Subcontractor who shall perform Work under this Bid in excess of one-half of one percent of the Contractor's Total Bid Price, and shall also list the portion of the Work which shall be done by such Subcontractor. After the opening of Bids, no changes or substitutions shall be allowed except as otherwise provided by law. The listing of more than one Subcontractor for each item of Work to be performed with the words "and/or" shall not be permitted. Failure to comply with this requirement shall render the Bid as non-responsive and may cause its rejection. Subcontractors on site without the proper documentation and insurance, as outlined in the Contract Documents will result in immediate dismissal.

Bidder Company Name:				
Project Name:				
RFP/Bid/Project Number:				
Subcontractor Name	Subcontractor Address	Work To Be Performed	Contractor License Number (If Applicable)	% of total Contract

[illegible]

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, _____ certify that I am the
(Name in full)

_____ of the Corporation
(Corporate Title)

named as Principal in the within bond, that _____
(Signatory)

who signed the said bond on behalf of the principal, was then

(Signatory Corp. Title)

of said corporation; that I know his/her signature, and his/her signature thereto is genuine; and that said bond was duly signed, sealed and attested to for and on behalf of said corporation by authority of this governing body.

By _____

Seal

Title _____

**CERTIFICATION OF NON-SEGREGATED FACILITIES
AND NON-EMPLOYMENT OF ILLEGAL ALIEN LABOR**

The Bidder certifies that he/she does not maintain or provide for his/her employees any segregated facilities at any of his/her establishments, and that he/she does not permit his/her employees to perform their services at any location, under his/her control, where segregated facilities are maintained. The Bidder certifies further that he/she will not maintain or provide for his/her employees any segregated facilities at any of his/her establishments, and that he/she will not permit his/her employees to perform their services at any location under his/her control where segregated facilities are maintained. The Bidder agrees that a breach of this certification will be a violation of the Equal Employment Opportunity Clause in any contract resulting from acceptance of this Bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. The Bidder agrees that (except where he/she has obtained identical certifications from proposed subcontractors) prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Employment Opportunity Clause, that he/she will retain such certifications in his/her files.

The Bidder further certifies in accordance with Act 43 (PL May 11, 2006) that he/she shall not knowingly employ, or knowingly permit any of its subcontractors to knowingly employ, the labor services of an illegal alien.

In the event that the Bidder

- (a) knowingly employs or knowingly permits any of its subcontractors to knowingly employ, the labor services of an illegal alien; and
- (b) the Bidder or any of its subcontractors are sentenced under Federal law for an offense involving knowing use of labor by an illegal alien,

The Bidder shall be subject to penalty as prescribed in Pennsylvania Act 43 (PL May 11, 2006).

NOTE: The penalty for making false statements in offers is prescribed in 18 U.S.C. § 1001.

Date: _____, 20_____

(Name of Company)

Official Address
(including ZIP CODE):

By: _____

(Title)

Employer Identification Number _____



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Conflict of Interest Disclosure

Page 1 of 2

Your company applied for a Contract or Program that may be part of one or more of the City of Chester's (hereinafter the "City") tax-funded projects or grant programs. Such projects and programs are subject to federal, state, or local laws prohibiting certain Conflicts of Interest, intended to assure the fair, equitable, and lawful use of public money. In awarding Grant funds or contracts for the sale or purchase of goods or services under a public bid or request for proposal, the City must request information to identify actual or potential conflicts. Under limited exceptions, the law may allow a waiver of a conflict. Bids and Proposals for Projects funded by taxes, including, but not limited to, any of the City's General, Special Revenue, Capital Project, or Neighborhood Service Funds require conflict disclosures and are subject to the City's procurement policies.

Programs, including, but not limited to, American Rescue Plan Act (ARPA), Community Development Block Grant (CDBG), or Emergency Solutions Grant (ESG), require conflict disclosures and are subject to separate rules and regulations prohibiting conflicts of interest. To identify actual or potential conflicts, the City requires Contract Vendors and Program Applicants to complete this Conflict-of-Interest Disclosure Form.

The purpose of this form is to identify potential vendors and applicants that may have a conflict under the rules and regulations. If the City determines a conflict exists, City staff will review the matter and, when authorized by law, process waiver requests under the requirements of a project or program. The City will make final Conflict of Interest determinations and process conflict waiver requests to federal or state agencies.

The Pennsylvania Ethics Act prohibits a public official or employee, or immediate family members (parent, spouse, sibling, or children) from benefiting, directly or indirectly, from a tax-funded contract or program. This includes any business or other entity where a public official, employee, or immediate family member may be employed, or hold any partial or full interest, or otherwise manage or control. Federal regulations prohibit any person responsible for deciding on any award of program funds from receiving program funds, directly or indirectly. This includes immediate family members and any business or other entity where a public official, employee, or immediate family member may be employed, or hold any partial or full interest, or otherwise manage or control. Under federal rules, immediate family includes a broad group of people and makes more entities subject to conflict rules, but also authorizes conflict waivers in limited circumstances. The rules vary by Program. **Grant Applicants, bidders, and those responding to any type of request for proposal must fully complete and sign the attached Disclosure form.**



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Conflict of Interest Disclosure

Page 2 of 2

Please provide, in detail, any personal and/or business relationships the bidder and their immediate family members hold with any employees, officers, elected officials or Receiver of the City of Chester, PA.

If there are not any relationships, please initial at bottom or write "No existing business or personal relationships," and complete the information at the bottom.

Please note that the existence of a relationship with a City of Chester employee, officer, elected official, or Receiver does not automatically disqualify your firm from providing services to the City of Chester.

_____ Initial here ONLY IF there are no existing personal and business relationships.

City of Chester Bid Number	
City of Chester Project Name	
Bidder Company Name	
Bidder Company Contact Name	
Signature	
Title	
Today's Date	
Email	
Phone Number	



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Campaign Contributions Disclosure Form

Page 1 of 2

Please note that legally disclosed campaign contributions do not automatically disqualify a bidder from participating as a contractor. The City of Chester must obtain this information as part of its procurement process.

1.	Has your firm made any contributions to the City of Chester?	Yes ____ No ____
2.	Has your firm solicited or served as an intermediary for any contributions?	Yes ____ No ____
3.	Has an officer, director, controlling shareholder, or partner of your firm solicited or served as an intermediary for any contributions?	Yes ____ No ____
4.	Has an affiliate of your firm made any contributions?	Yes ____ No ____
5.	Has an affiliate of your firm solicited or served as an intermediary for any contributions?	Yes ____ No ____
6.	Has an officer, director, controlling shareholder, or partner of a for-profit affiliate of your firm made any contributions?	Yes ____ No ____
7.	Has an officer, director, controlling shareholder, or partner of a for-profit affiliate of your firm solicited or served as an intermediary for any contributions?	Yes ____ No ____
8.	Has your firm or an affiliate of your firm business reimbursed another individual or business for a contribution that the individual or business has made?	Yes ____ No ____
9.	Has an officer, director, controlling shareholder, or partner of a for-profit business, or of a for-profit affiliate of your firm, reimbursed another individual or business for a contribution that the individual or business has made?	Yes ____ No ____
10.	Has a political committee controlled by your firm or by an affiliate of your firm, made any contributions?	Yes ____ No ____
11.	Has a political committee controlled by an officer, director, controlling shareholder, or partner of the for-profit business, or of a for-profit affiliate of your firm, made any contributions?	Yes ____ No ____



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Campaign Contributions Disclosure Form

Page 2 of 2

For any "Yes" answers on the previous page, please provide the following details:

Name of Contributor	Relationship to Your firm	Recipient of the Contribution	Date	Amount (\$)

City of Chester Bid Number	
City of Chester Project Name	
Bidder Company Name	
Bidder Company Contact Name	
Title	
Signature	
Today's Date	
Email	
Phone	



NON-COLLUSION AFFIDAVIT

PROJECT/PROPERTY LOCATION (STREET ADDRESS):

CONTRACT/PROJECT NUMBER:

This Non-Collusion Affidavit is material to any contract/purchase order awarded pursuant to this bid. According to Section 4507 of Act 57 of May 15, 1998, 62 Pa. C.S., ss 4507, governmental agencies may require Non-Collusion Affidavits to be submitted with any bids.

By submittal of a bid for the above referenced project and execution of this affidavit, the following statements are acknowledged:

- The price(s) and amount of bid have been arrived at independently and without consultation, communication or agreement with any other Contractor, potential Contractor or bidder.
- Neither the price(s), amount of this bid nor the approximate price(s) or amount of bid, have been disclosed to any other company or person who may be a Contractor or potential Contractor, nor will they be disclosed prior to this bid opening.
- No attempt has been made, or will be made, to induce any company or person to refrain from bidding on this contract or submit a proposal higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complementary bid.
- This bid is made in good faith and not pursuant to any agreement or discussion with, or inducement from any company or person to submit a complementary or other noncompetitive bid.
- To my best knowledge, the Contractor, its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency 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.
- The Contractor is not currently under suspension or review by the commonwealth, or any other Federal, State or Local Governmental entity. If certification cannot be made, a written explanation to support the inability of providing such shall be submitted with this bid.

LEGAL NAME OF CONTRACTOR OR CONSTRUCTION COMPANY (PLEASE PRINT):

AUTHORIZED REPRESENTATIVE (PLEASE PRINT):

TITLE:

I state that I am authorized to make this affidavit on behalf of the above name Contractor or Construction Company and am the person responsible for submitting this bid and price(s) and amount included therein.

SIGNATURE (AUTHORIZED REPRESENTATIVE):

NOTARY PUBLIC:

SWORN TO AND SUBSCRIBED

BEFORE ME THIS ____ DAY

OF _____, 20____

MY COMMISSION EXPIRES:

The following information is to provide (at minimum) an overall explanation of non-collusion and the role/responsibility of entities desiring to participate in the bidding process for pending projects as advertised.

- A Non-Collusion Affidavit must be executed by the person responsible (i.e; owner, employee, officer) for making decisions on price(s) and amount(s) quoted in the bid.
- Bid rigging and other efforts to restrain competition, and making false sworn statements in connection with the submission of bids are unlawful and may be subject to criminal prosecution. The person who signs the affidavit should be aware of all bidding requirements and protocol. By signing this document, she or he must be assured that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder as to their responsibilities for the preparation, approval and/or submission of the bid.
- In the case of a bid submitted by a joint venture, each party to the venture must be identified in the bid proposal, and an affidavit be submitted separately on behalf of each party.
- The term "complementary bid" as used in the affidavit, incorporates the meaning commonly associated with its' use in the bidding process. This includes the knowing submission of bid amounts higher than the bid from another Contractor, any intentionally high or noncompetitive bid, and any other form of bid submitted for the purpose of giving a false appearance of competition.
- Failure to submit an affidavit with the bid proposal in compliance with these instructions may result in disqualification of the bid.



Commonwealth of Pennsylvania
Public Works Employment Verification Form

Complete and return the form to the contracting Public Body prior to the award of the contract.

Company Legal Name: _____

Doing Business As: _____

(if different from Legal Name)

Mailing Address: _____

Street Address 1

Street Address 2

City

State

Zip Code

Check one:

☐

Contractor

☐

Subcontractor

Contracting Public Body: _____

Contract/Project Number: _____

Project Description: _____

Project Location: _____

Date Enrolled in E-Verify (MM/DD/YYYY): _____

As a contractor/subcontractor for the above referenced public works contract, I hereby affirm that as of today's date, _____, our company is in compliance with the Public Works Employment Verification Act ('the Act') through utilization of the federal E-Verify Program (EVP) operated by the United States Department of Homeland Security. To the best of my/our knowledge, all employees hired are authorized to work in the United States.

It is also agreed to that all public works contractors/subcontractors will utilize the federal EVP to verify the employment eligibility of each new hire within five (5) business days of the employee start date throughout the duration of the public works contract. Documentation confirming the use of the federal EVP upon each new hire shall be maintained in the event of an investigation or audit.

I, _____, authorized representative of the company above, attest that the information contained in this verification form is true and correct and understand that the submission of false or misleading information in connection with the above verification shall be subject to sanctions provided by law.

Authorized Representative Signature

Date of Signature

Printed Name: _____

Phone Number: _____ **Email:** _____



Chester City Hall, Municipal Building, 1 East 4th Street, Chester, Pennsylvania, 19013

QUANTITIES OF WORK ACKNOWLEDGEMENT

Page 1 of 1

The Quantities of Work or material stated in Unit or Lump Sum Price items of the Bid Form are supplied only to give an indication of the general scope of the Work; the Owner does not expressly or by implication agree that the actual amount of Work or material shall correspond therewith, and reserves the right before, at or after award to increase or decrease the amount of any Unit or Lump Sum Price item of the Work by an amount up to and including 25 percent of any Bid Item, without change in the Unit or Lump Sum Price, and shall have the right to delete any Bid Item in its entirety, up to 100 percent of the Bid Item, without change in other Unit or Lump Sum Prices, or to add additional Bid Items up to and including an aggregate total amount not to exceed 25 percent of the Contract Price. If there is Work required during Construction which is not listed as a Unit Price, however, similar Work is listed as bid items on Bid Form; the price for any Change Orders shall be in comparable relationship to the items listed on Bid Form.

Chester Bid Number:	
Chester Project Name:	
Bidder Company Name:	
Bidder Company Contact Name:	
Title:	
Signature:	
Today's Date:	



Chester City Hall, Municipal Building, 1 East 4th Street, Chester, Pennsylvania, 19013

WORKER'S COMPENSATION ACKNOWLEDGEMENT

Page 1 of 1

I am aware of the provisions of Pennsylvania Labor Code which requires every employer to be insured against liability for Workers Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I shall comply with such provisions before commencing the performance of the Work of this Contract.

Bidder Company Name:	
Bidder Company Contact Name:	
Title:	
Signature:	
Today's Date:	



Chester City Hall, Municipal Building, 1 East 4th Street, Chester, Pennsylvania, 19013

Debarment or Suspension Acknowledgement

Page 1 of 1

The City of Chester is prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred, or whose owners / members / principals and certain employees are suspended or debarred.

Bidders must certify below that it and its owners/members/principals are not suspended or debarred under federal or state law and rule.

Bidder Representative Acknowledgement:

Bidder Company Name	
Bidder Company Contact Name	
Signature	
Title	
Date	
Email	
Phone Number	
City of Chester Bid Number	
City of Chester Project Name	



Chester City Hall, Municipal Building, 1 East 4th Street, Chester, Pennsylvania, 19013

Sexual Harassment / Non-Discrimination Acknowledgement

Page 1 of 2

1.	In the hiring of any employee(s) for the manufacture of supplies, performance of work, or any other activity required under the contract or any subcontract, the Contractor, each subcontractor, or any person acting on behalf of the Contractor or subcontractor shall not discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the Pennsylvania Human Relations Act (PHRA) and applicable federal laws, against any citizen of this commonwealth who is qualified and available to perform the work to which the employment relates.
2.	Neither the Contractor nor any subcontractor nor any person on their behalf shall in any manner discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the PHRA and applicable federal laws, against or intimidate any employee involved in the manufacture of supplies, the performance of work, or any other activity required under the contract.
3.	Neither the Contractor nor any subcontractor nor any person on their behalf shall in any manner discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the PHRA and applicable federal laws, in the provision of services under the contract.
4.	Neither the Contractor nor any subcontractor nor any person on their behalf shall 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 provision of law establishing organizations as employees' exclusive representatives.
5.	The Contractor and each subcontractor shall establish and maintain a written nondiscrimination and sexual harassment policy and shall inform their employees in writing of the policy. The policy must contain a provision that sexual harassment will not be tolerated and employees who practice it will be disciplined. Posting this Nondiscrimination/Sexual Harassment Clause conspicuously in easily-accessible and well-lighted places customarily frequented by employees and at or near where the contracted services are performed shall satisfy this requirement for employees with an established work site.
6.	The Contractor and each subcontractor shall not discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of PHRA and applicable federal laws, against any subcontractor or supplier who is qualified to perform the work to which the contract relates.
7.	The Contractor and each subcontractor represents that it is presently in compliance with and will maintain compliance with all applicable federal, state, and local laws, regulations and policies relating to nondiscrimination and sexual harassment. The Contractor and each subcontractor further represents that it has filed a Standard Form 100 Employer Information Report ("EEO-1") with the U.S. Equal Employment Exhibit Enclosure 1 to Management Directive 215.16 Amended Page 1 of 2 Opportunity Commission ("EEOC") and shall file an annual EEO-1 report with the EEOC as required for employers' subject to Title



Chester City Hall, Municipal Building, 1 East 4th Street, Chester, Pennsylvania, 19013

Sexual Harassment / Non-Discrimination Acknowledgement

Page 2 of 2

	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. The Contractor and each subcontractor shall, upon request and within the time periods requested by the commonwealth, furnish all necessary employment documents and records, including EEO-1 reports, and permit access to their books, records, and accounts by the contracting agency and the Bureau of Diversity, Inclusion and Small Business Opportunities for purpose of ascertaining compliance with provisions of this Nondiscrimination/Sexual Harassment Clause.
8.	The Contractor shall include the provisions of this Nondiscrimination/Sexual Harassment Clause in every subcontract so that those provisions applicable to subcontractors will be binding upon each subcontractor.
9.	The Contractor's and each subcontractor's obligations pursuant to these provisions are ongoing from and after the effective date of the contract through the termination date thereof. Accordingly, the Contractor and each subcontractor shall have an obligation to inform the commonwealth if, at any time during the term of the contract, it becomes aware of any actions or occurrences that would result in violation of these provisions.
10.	The commonwealth may cancel or terminate the contract and all money due or to become due under the contract may be forfeited for a violation of the terms and conditions of this Nondiscrimination/Sexual Harassment Clause. In addition, the agency may proceed with debarment or suspension and may place the Contractor in the Contractor Responsibility File.

Bidder Representative Acknowledgement:

Signature:

Print Name:

Title:

Date:

Email:

Phone Number:

City of Chester Bid Number:

City of Chester Project Name:

**BUREAU OF LABOR LAW COMPLIANCE
PREVAILING WAGES PROJECT RATES**

Project Name:	Chester Police Station - 3rd Floor Renovations
General Description:	The project includes renovations to the detective offices and other offices on the third floor at the Chester City Police Station. Generally, the work includes demolition, drywall, ceiling tile, lighting fixtures, painting and other incidental improvements.
Project Locality	City of Chester
Awarding Agency:	City of Chester
Contract Award Date:	8/26/2026
Serial Number:	26-06948
Project Classification:	Building
Determination Date:	7/24/2026
Assigned Field Office:	Philadelphia
Field Office Phone Number:	(215)560-1858
Toll Free Phone Number:	
Project County:	Delaware County

**BUREAU OF LABOR LAW COMPLIANCE
PREVAILING WAGES PROJECT RATES**

Project: 26-06948 - Building	Effective Date	Expiration Date	Hourly Rate	Fringe Benefits	Total
Asbestos & Insulation Workers	5/1/2025		\$60.84	\$48.71	\$109.55
Asbestos & Insulation Workers	5/1/2026		\$64.51	\$50.26	\$114.77
Boilermaker (Commercial, Institutional, and Minor Repair Work)	3/1/2024		\$36.71	\$19.13	\$55.84
Boilermaker (Commercial, Institutional, and Minor Repair Work)	3/1/2026		\$41.34	\$19.23	\$60.57
Boilermakers	1/1/2024		\$52.10	\$35.72	\$87.82
Boilermakers	1/1/2026		\$58.00	\$36.57	\$94.57
Bricklayer	5/1/2025		\$50.00	\$32.57	\$82.57
Bricklayer	5/1/2026		\$51.15	\$34.92	\$86.07
Carpenter - Chief of Party (Surveying & Layout)	5/1/2025		\$54.59	\$29.02	\$83.61
Carpenter - Instrument Person (Surveying & Layout)	5/1/2025		\$47.47	\$29.02	\$76.49
Carpenter - Rodman (Surveying & Layout)	5/1/2025		\$23.74	\$20.62	\$44.36
Carpenters	5/1/2025		\$47.47	\$29.02	\$76.49
Carpenters	5/1/2026		\$48.55	\$30.39	\$78.94
Carpenters	5/1/2027		\$50.46	\$30.74	\$81.20
Carpenters	5/1/2028		\$52.43	\$31.09	\$83.52
Carpenters	5/1/2029		\$54.46	\$31.44	\$85.90
Carpenters	5/1/2030		\$56.55	\$31.79	\$88.34
Cement Finishers & Plasterers	5/1/2022		\$38.57	\$32.39	\$70.96
Cement Masons	5/1/2024		\$46.70	\$32.46	\$79.16
Cement Masons	5/1/2025		\$48.70	\$32.46	\$81.16
Dockbuilder, Pile Drivers	5/1/2025		\$55.23	\$37.99	\$93.22
Dockbuilder, Pile Drivers	5/1/2026		\$56.98	\$37.99	\$94.97
Dockbuilder/Pile Driver Diver	5/1/2025		\$64.35	\$41.74	\$106.09
Dockbuilder/Pile Driver Diver	5/1/2026		\$66.54	\$41.74	\$108.28
Dockbuilder/pile driver tender	5/1/2025		\$55.23	\$37.99	\$93.22
Dockbuilder/pile driver tender	5/1/2026		\$56.98	\$37.99	\$94.97
Drywall Finisher	5/1/2025		\$40.14	\$32.35	\$72.49
Electricians	6/2/2025		\$52.71	\$40.07	\$92.78
Electricians	6/1/2026		\$55.25	\$41.28	\$96.53
Electricians	5/31/2027		\$57.33	\$42.80	\$100.13
Electricians	5/29/2028		\$59.49	\$44.14	\$103.63
Electricians	5/28/2029		\$61.64	\$45.49	\$107.13
Elevator Constructor	1/1/2025		\$71.85	\$45.77	\$117.62
Elevator Constructor	1/1/2026		\$74.86	\$46.86	\$121.72
Floor Coverer	5/1/2025		\$51.67	\$31.69	\$83.36
Floor Coverer	5/1/2026		\$52.84	\$32.86	\$85.70
Glazier	5/1/2025		\$49.96	\$38.34	\$88.30
Glazier	5/1/2026		\$51.30	\$39.37	\$90.67
Interior Finish	5/1/2023		\$34.60	\$25.80	\$60.40
Iron Workers (Bridge, Structural, Ornamental, Precast)	7/1/2024		\$53.20	\$45.01	\$98.21
Iron Workers (Riggers)	7/1/2025		\$44.77	\$36.27	\$81.04
Iron Workers (Riggers)	7/1/2026		\$48.84	\$36.52	\$85.36
Iron Workers (Rodman/Reinforcing)	7/1/2025		\$47.80	\$36.65	\$84.45

BUREAU OF LABOR LAW COMPLIANCE PREVAILING WAGES PROJECT RATES

Project: 26-06948 - Building	Effective Date	Expiration Date	Hourly Rate	Fringe Benefits	Total
Iron Workers (Rodman/Reinforcing)	7/1/2026		\$52.39	\$36.90	\$89.29
Laborers (Class 01 - See notes)	5/1/2025		\$37.25	\$26.10	\$63.35
Laborers (Class 02 - See notes)	5/1/2025		\$41.00	\$27.70	\$68.70
Laborers (Class 03 - See notes)	5/1/2025		\$37.67	\$26.28	\$63.95
Laborers (Class 04 - See notes)	5/1/2025		\$37.67	\$26.28	\$63.95
Laborers (Class 05 - See notes)	5/1/2025		\$37.25	\$26.10	\$63.35
Landscape Laborer	5/1/2024		\$30.70	\$24.23	\$54.93
Landscape Laborer	5/1/2025		\$32.15	\$24.30	\$56.45
Marble Finisher	5/1/2025		\$41.17	\$30.75	\$71.92
Marble Finisher	5/1/2026		\$42.07	\$31.85	\$73.92
Marble Mason	5/1/2023		\$47.20	\$31.95	\$79.15
Marble Setter	5/1/2026		\$51.50	\$33.80	\$85.30
Mason Tender, Cement	5/1/2023		\$35.02	\$25.98	\$61.00
Millwright	5/1/2025		\$57.39	\$35.81	\$93.20
Millwright	5/1/2026		\$60.20	\$35.81	\$96.01
Operators (Building, Class 01 - See Notes)	5/1/2025		\$54.52	\$34.49	\$89.01
Operators (Building, Class 01 - See Notes)	5/1/2026		\$55.67	\$35.34	\$91.01
Operators (Building, Class 01A - See Notes)	5/1/2025		\$57.52	\$35.38	\$92.90
Operators (Building, Class 01A - See Notes)	5/1/2026		\$58.68	\$36.22	\$94.90
Operators (Building, Class 02 - See Notes)	5/1/2025		\$54.27	\$34.42	\$88.69
Operators (Building, Class 02 - See Notes)	5/1/2026		\$55.43	\$35.26	\$90.69
Operators (Building, Class 02A - See Notes)	5/1/2025		\$57.29	\$35.29	\$92.58
Operators (Building, Class 02A - See Notes)	5/1/2026		\$58.44	\$36.14	\$94.58
Operators (Building, Class 03 - See Notes)	5/1/2025		\$50.18	\$33.22	\$83.40
Operators (Building, Class 03 - See Notes)	5/1/2026		\$51.34	\$34.06	\$85.40
Operators (Building, Class 04 - See Notes)	5/1/2025		\$49.88	\$33.13	\$83.01
Operators (Building, Class 04 - See Notes)	5/1/2026		\$51.04	\$33.97	\$85.01
Operators (Building, Class 05 - See Notes)	5/1/2025		\$48.16	\$32.62	\$80.78
Operators (Building, Class 05 - See Notes)	5/1/2026		\$49.32	\$33.46	\$82.78
Operators (Building, Class 06 - See Notes)	5/1/2025		\$47.17	\$32.33	\$79.50
Operators (Building, Class 06 - See Notes)	5/1/2026		\$48.34	\$33.16	\$81.50
Operators (Building, Class 07A- See Notes)	5/1/2025		\$66.26	\$39.55	\$105.81
Operators (Building, Class 07A- See Notes)	5/1/2026		\$67.73	\$40.48	\$108.21
Operators (Building, Class 07B- See Notes)	5/1/2025		\$65.97	\$39.46	\$105.43
Operators (Building, Class 07B- See Notes)	5/1/2026		\$67.44	\$40.39	\$107.83
Painters Class 1 (see notes)	5/1/2025		\$44.38	\$34.55	\$78.93
Painters Class 1 (see notes)	5/1/2026		\$45.71	\$35.22	\$80.93
Painters - Line Stripping	12/1/2024		\$44.12	\$27.91	\$72.03
Painters - Line Stripping	12/1/2025		\$45.12	\$29.41	\$74.53
Painters Class 4 (see notes)	5/1/2025		\$46.47	\$34.55	\$81.02
Painters Class 4 (see notes)	5/1/2026		\$48.45	\$35.22	\$83.67
Plasterers	5/1/2024		\$39.88	\$33.08	\$72.96
plumber	5/1/2025		\$70.53	\$39.46	\$109.99
plumber	5/1/2026		\$73.73	\$40.36	\$114.09

BUREAU OF LABOR LAW COMPLIANCE PREVAILING WAGES PROJECT RATES

Project: 26-06948 - Building	Effective Date	Expiration Date	Hourly Rate	Fringe Benefits	Total
Pointers, Caulkers, Cleaners	5/1/2025		\$51.35	\$31.80	\$83.15
Pointers, Caulkers, Cleaners	5/1/2026		\$53.35	\$32.30	\$85.65
Roofers (Composition)	5/1/2024		\$44.13	\$34.77	\$78.90
Roofers (Composition)	5/1/2026		\$47.53	\$35.22	\$82.75
Roofers (Shingle)	5/1/2024		\$34.35	\$22.20	\$56.55
Roofers (Slate & Tile)	5/1/2024		\$37.35	\$22.20	\$59.55
Sheet Metal Workers	5/1/2025		\$62.62	\$52.17	\$114.79
Sheet Metal Workers	5/1/2026		\$65.06	\$54.48	\$119.54
Sign Makers and Hangars	7/15/2025		\$33.48	\$26.41	\$59.89
Sign Makers and Hangars	7/15/2026		\$36.38	\$25.01	\$61.39
Sprinklerfitters	1/1/2023		\$62.23	\$31.99	\$94.22
Sprinklerfitters	5/1/2025		\$70.37	\$34.85	\$105.22
Steamfitters	5/1/2024		\$70.32	\$43.09	\$113.41
Steamfitters	5/1/2025		\$72.52	\$44.89	\$117.41
Stone Masons	5/1/2025		\$50.00	\$32.80	\$82.80
Stone Masons	5/1/2026		\$51.50	\$33.80	\$85.30
Terrazzo Finisher	5/1/2025		\$45.61	\$29.41	\$75.02
Terrazzo Finisher	5/1/2026		\$47.78	\$29.61	\$77.39
Terrazzo Grinder	5/1/2025		\$45.88	\$29.41	\$75.29
Terrazzo Grinder	5/1/2026		\$47.78	\$29.61	\$77.39
Terrazzo Mechanics	5/1/2025		\$52.21	\$31.26	\$83.47
Terrazzo Mechanics	5/1/2026		\$53.36	\$32.61	\$85.97
Tile Finisher	5/1/2025		\$41.17	\$30.75	\$71.92
Tile Finisher	5/1/2026		\$42.07	\$31.85	\$73.92
Tile Setter	5/1/2025		\$52.21	\$31.26	\$83.47
Tile Setter	5/1/2026		\$53.36	\$32.61	\$85.97
Truckdriver class 1(see notes)	5/1/2024		\$36.79	\$22.54	\$59.33
Truckdriver class 1(see notes)	5/1/2026		\$38.57	\$23.87	\$62.44
Truckdriver class 2 (see notes)	5/1/2024		\$36.89	\$22.54	\$59.43
Truckdriver class 2 (see notes)	5/1/2026		\$38.67	\$23.87	\$62.54
Truckdriver class 3 (see notes)	5/1/2026		\$38.92	\$23.87	\$62.79
Window Film / Tint Installer	6/1/2024		\$26.37	\$14.83	\$41.20
Window Film / Tint Installer	6/1/2025		\$27.42	\$15.13	\$42.55
Window Film / Tint Installer	6/1/2026		\$28.35	\$15.60	\$43.95

BUREAU OF LABOR LAW COMPLIANCE PREVAILING WAGES PROJECT RATES

Project: 26-06948 - Heavy/Highway	Effective Date	Expiration Date	Hourly Rate	Fringe Benefits	Total
Bricklayer	5/1/2025		\$50.00	\$32.57	\$82.57
Bricklayer	5/1/2026		\$51.15	\$34.92	\$86.07
Carpenter - Chief of Party (Surveying & Layout)	5/1/2025		\$65.96	\$30.09	\$96.05
Carpenter - Chief of Party (Surveying & Layout)	5/1/2026		\$67.52	\$30.44	\$97.96
Carpenter - Instrument Person (Surveying & Layout)	5/1/2025		\$58.39	\$29.06	\$87.45
Carpenter - Instrument Person (Surveying & Layout)	5/1/2026		\$60.09	\$29.06	\$89.15
Carpenter - Rodman (Surveying & Layout)	5/1/2025		\$45.88	\$23.19	\$69.07
Carpenter - Rodman (Surveying & Layout)	5/1/2026		\$46.97	\$23.54	\$70.51
Carpenter	5/1/2025		\$57.36	\$30.09	\$87.45
Carpenter	5/1/2026		\$58.71	\$30.44	\$89.15
Cement Masons	5/1/2023		\$43.20	\$32.91	\$76.11
Cement Masons	5/1/2025		\$46.55	\$32.66	\$79.21
Dockbuilder, Pile Drivers	5/1/2025		\$55.23	\$37.99	\$93.22
Dockbuilder, Pile Drivers	5/1/2026		\$56.98	\$37.99	\$94.97
Dockbuilder/Pile Driver Diver	5/1/2025		\$60.31	\$44.97	\$105.28
Dockbuilder/Pile Driver Diver	5/1/2026		\$61.88	\$45.47	\$107.35
Dockbuilder/pile driver tender	5/1/2025		\$55.23	\$37.99	\$93.22
Dockbuilder/pile driver tender	5/1/2026		\$56.98	\$37.99	\$94.97
Electric Lineman	6/3/2024		\$62.07	\$33.96	\$96.03
Electric Lineman	6/2/2025		\$65.10	\$34.45	\$99.55
Iron Workers (Bridge, Structural, Ornamental, Precast)	7/1/2024		\$53.20	\$45.01	\$98.21
Iron Workers (Riggers)	7/1/2023		\$42.53	\$34.14	\$76.67
Iron Workers (Rodman/Reinforcing)	7/1/2023		\$45.70	\$34.77	\$80.47
Laborers (Class 01 - See notes)	5/1/2025		\$40.20	\$27.80	\$68.00
Laborers (Class 01 - See notes)	5/1/2026		\$41.65	\$27.90	\$69.55
Laborers (Class 02 - See notes)	5/1/2025		\$40.40	\$27.80	\$68.20
Laborers (Class 02 - See notes)	5/1/2026		\$41.85	\$27.90	\$69.75
Laborers (Class 03 - See notes)	5/1/2025		\$40.40	\$27.80	\$68.20
Laborers (Class 03 - See notes)	5/1/2026		\$41.85	\$27.90	\$69.75
Laborers (Class 04 - See notes)	5/1/2025		\$35.00	\$27.80	\$62.80
Laborers (Class 04 - See notes)	5/1/2026		\$36.45	\$27.90	\$64.35
Laborers (Class 05 - See notes)	5/1/2025		\$41.05	\$27.80	\$68.85
Laborers (Class 05 - See notes)	5/1/2026		\$42.50	\$27.90	\$70.40
Laborers (Class 06 - See notes)	5/1/2025		\$41.10	\$27.80	\$68.90
Laborers (Class 06 - See notes)	5/1/2026		\$42.55	\$27.90	\$70.45
Laborers (Class 07 - See notes)	5/1/2025		\$40.95	\$27.80	\$68.75
Laborers (Class 07 - See notes)	5/1/2026		\$42.40	\$27.90	\$70.30
Laborers (Class 08 - See notes)	5/1/2025		\$40.70	\$27.80	\$68.50
Laborers (Class 08 - See notes)	5/1/2026		\$42.15	\$27.90	\$70.05
Laborers (Class 09 - See notes)	5/1/2025		\$40.55	\$27.80	\$68.35
Laborers (Class 09 - See notes)	5/1/2026		\$42.00	\$27.90	\$69.90
Laborers (Class 10- See notes)	5/1/2025		\$40.70	\$27.80	\$68.50
Laborers (Class 10- See notes)	5/1/2026		\$42.15	\$27.90	\$70.05
Laborers (Class 11 -See Notes)	5/1/2025		\$40.60	\$27.80	\$68.40

**BUREAU OF LABOR LAW COMPLIANCE
PREVAILING WAGES PROJECT RATES**

Project: 26-06948 - Heavy/Highway	Effective Date	Expiration Date	Hourly Rate	Fringe Benefits	Total
Laborers (Class 11 -See Notes)	5/1/2026		\$42.05	\$27.90	\$69.95
Laborers (Class 12 -See Notes)	5/1/2025		\$42.30	\$27.80	\$70.10
Laborers (Class 12 -See Notes)	5/1/2026		\$42.85	\$27.90	\$70.75
Laborers (Class 13 -See Notes)	5/1/2025		\$44.33	\$27.80	\$72.13
Laborers (Class 13 -See Notes)	5/1/2026		\$45.78	\$27.90	\$73.68
Laborers (Class 14 -See Notes)	5/1/2025		\$40.90	\$27.80	\$68.70
Laborers (Class 14 -See Notes)	5/1/2026		\$41.90	\$27.90	\$69.80
Laborers Utility (PGW ONLY) (Flagperson)	5/1/2025		\$34.07	\$19.73	\$53.80
Laborers Utility (PGW ONLY) (Flagperson)	5/1/2026		\$35.52	\$19.83	\$55.35
Laborers Utility (PGW ONLY)	5/1/2025		\$41.10	\$19.73	\$60.83
Laborers Utility (PGW ONLY)	5/1/2026		\$42.55	\$19.83	\$62.38
Landscape Laborer	5/1/2024		\$30.28	\$24.05	\$54.33
Landscape Laborer	5/1/2025		\$31.73	\$24.15	\$55.88
Millwright	5/1/2025		\$57.39	\$35.81	\$93.20
Millwright	5/1/2026		\$60.20	\$35.81	\$96.01
Operators Class 01 - See Notes (Building, Heavy, Highway)	5/1/2025		\$54.52	\$34.49	\$89.01
Operators Class 01 - See Notes (Building, Heavy, Highway)	5/1/2026		\$55.67	\$35.34	\$91.01
Operators Class 01a - See Notes (Building, Heavy, Highway)	5/1/2025		\$57.52	\$35.38	\$92.90
Operators Class 01a - See Notes (Building, Heavy, Highway)	5/1/2026		\$58.68	\$36.22	\$94.90
Operators Class 02 - See Notes (Building, Heavy, Highway)	5/1/2025		\$54.27	\$34.42	\$88.69
Operators Class 02 - See Notes (Building, Heavy, Highway)	5/1/2026		\$55.43	\$35.26	\$90.69
Operators Class 02a - See Notes (Building, Heavy, Highway)	5/1/2025		\$57.29	\$35.29	\$92.58
Operators Class 02a - See Notes (Building, Heavy, Highway)	5/1/2026		\$58.44	\$36.14	\$94.58
Operators Class 03 - See Notes (Building, Heavy, Highway)	5/1/2025		\$50.18	\$33.22	\$83.40
Operators Class 03 - See Notes (Building, Heavy, Highway)	5/1/2026		\$51.34	\$34.06	\$85.40
Operators Class 04 - See Notes (Building, Heavy, Highway)	5/1/2025		\$49.88	\$33.13	\$83.01
Operators Class 04 - See Notes (Building, Heavy, Highway)	5/1/2026		\$51.04	\$33.97	\$85.01
Operators Class 05 - See Notes (Building, Heavy, Highway)	5/1/2025		\$48.16	\$32.62	\$80.78
Operators Class 05 - See Notes (Building, Heavy, Highway)	5/1/2026		\$49.32	\$33.46	\$82.78
Operators Class 06 - See Notes (Building, Heavy, Highway)	5/1/2025		\$47.17	\$32.33	\$79.50
Operators Class 06 - See Notes (Building, Heavy, Highway)	5/1/2026		\$48.34	\$33.16	\$81.50
Operators Class 07 (A) - See Notes (Building, Heavy, Highway)	5/1/2025		\$66.26	\$39.55	\$105.81
Operators Class 07 (A) - See Notes (Building, Heavy, Highway)	5/1/2026		\$67.73	\$40.48	\$108.21

**BUREAU OF LABOR LAW COMPLIANCE
PREVAILING WAGES PROJECT RATES**

Project: 26-06948 - Heavy/Highway	Effective Date	Expiration Date	Hourly Rate	Fringe Benefits	Total
Operators Class 07 (B) - See Notes (Building, Heavy, Highway)	5/1/2025		\$65.97	\$39.46	\$105.43
Operators Class 07 (B) - See Notes (Building, Heavy, Highway)	5/1/2026		\$67.44	\$40.39	\$107.83
Painters - Line Stripping	12/1/2024		\$44.12	\$27.91	\$72.03
Painters - Line Stripping	12/1/2025		\$45.12	\$29.41	\$74.53
Painters Class 2 (see notes)	2/1/2025		\$50.85	\$33.91	\$84.76
Painters Class 2 (see notes)	2/1/2026		\$51.61	\$35.00	\$86.61
Painters Class 3 (see notes)	2/1/2025		\$61.81	\$33.95	\$95.76
Painters Class 3 (see notes)	2/1/2026		\$62.57	\$35.04	\$97.61
Pointers, Caulkers, Cleaners	5/1/2025		\$51.35	\$31.80	\$83.15
Steamfitters (Heavy and Highway - Gas Distribution)	5/1/2025		\$68.89	\$44.73	\$113.62
Truckdriver class 1(see notes)	5/1/2024		\$36.64	\$22.54	\$59.18
Truckdriver class 1(see notes)	5/1/2026		\$38.42	\$23.87	\$62.29
Truckdriver class 2 (see notes)	5/1/2024		\$36.74	\$22.54	\$59.28
Truckdriver class 2 (see notes)	5/1/2026		\$38.52	\$23.87	\$62.39
Truckdriver class 3 (see notes)	5/1/2026		\$38.77	\$23.87	\$62.64

HAZARDOUS MATERIALS SURVEY REPORT



City of Chester Police Department

**160 East 7th Street
Chester, Pennsylvania**

March 16, 2026

Prepared for:



MG Engineering

**334 W Front Street
Media, Pennsylvania 19063**

Prepared by:



ACER
ASSOCIATES, LLC

**1012 Industrial Drive
West Berlin, New Jersey 08091**

ACER Project Number: 20260164



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I.0 INTRODUCTION

Acer Associates, LLC (ACER) was retained by MG Engineering to perform a hazardous materials survey of the 2nd Floor of the City of Chester Police Department Building at 160 East 7th Street in Chester, Pennsylvania. The intent of the survey was to identify potentially hazardous materials prior to planned renovation activities to the building.

This report, and the supporting data, findings, conclusions, opinions, and the recommendations it contains, represents the result of ACER's efforts. This report is not a hazardous materials abatement specification and should not be used for specifying removal methods or techniques. The results, assessments, conclusions, and recommendations stated in this report are factually representative of the conditions observed at this location on the date of the survey. ACER cannot assume responsibility for any change in conditions that occurred after the survey.

END OF SECTION



2.0 SURVEY

On March 4, 2026, Mr. J. Chuck Wilkins and Ms. Cassandra Finley of ACER, both of whom are accredited Asbestos Hazard Emergency Response Act (AHERA) Building Inspectors and licensed Pennsylvania Lead Risk Assessors conducted the survey at the site.

2.1 Asbestos Containing Building Materials (ACBMs)

Visual inspection and bulk sample collection were performed utilizing protocols and guidelines outlined in the United States Environmental Protection Agency (EPA) document #560/5-85-024 – Guidance for Controlling Asbestos Containing Materials in Buildings, the USEPA Asbestos Hazard Emergency Response Act (AHERA) of 1987, and the Occupational Safety and Health Administration (OSHA) 1910.1101 Asbestos General Industry Standard (August 10, 1994). The facility was inspected physically, functional space by functional space, and homogeneous area by homogeneous area to determine the presence or absence of asbestos-containing materials.

The survey was characterized by close visual inspection of all accessible areas. Observations were made for friable and non-friable miscellaneous building materials. Suspected asbestos containing building materials (ACBMs) were identified by visual inspection and bulk sampling in accordance with all applicable regulations and requirements. Materials were inventoried and examined for evidence of deterioration, damage and/or exposed friable material.

Random bulk material samples were collected of all suspected asbestos containing materials. Thirty-one (31) bulk samples were collected of potential ACBMs. The bulk samples collected were placed in zip-lock bags, labeled with an identifying code, and logged onto survey logs. Representative samples of each sampling area were then submitted to the laboratory to be analyzed for asbestos content. Sampling included collection of samples of each suspect material chosen at representative locations as specified by USEPA and OSHA standards, regulations, and/or guidelines. Due to the inconsistencies of installation contractor methods and other factors, materials of similar type may have varying quantities of asbestos.

The bulk samples were submitted to EMSL Analytical, Inc. (EMSL) of Cinnaminson, New Jersey. EMSL analyzed the samples by polarized light microscopy (PLM) with dispersion staining, using the “Test Method – Method for the determination of Asbestos in Bulk Building Materials,” EPA/600/R-93/116, July 1993. This is a standard method of analysis in optical mineralogy, and a definitive method for the determination of asbestos in bulk samples. PLM is the method required by the EPA for the analysis of asbestos bulk samples.



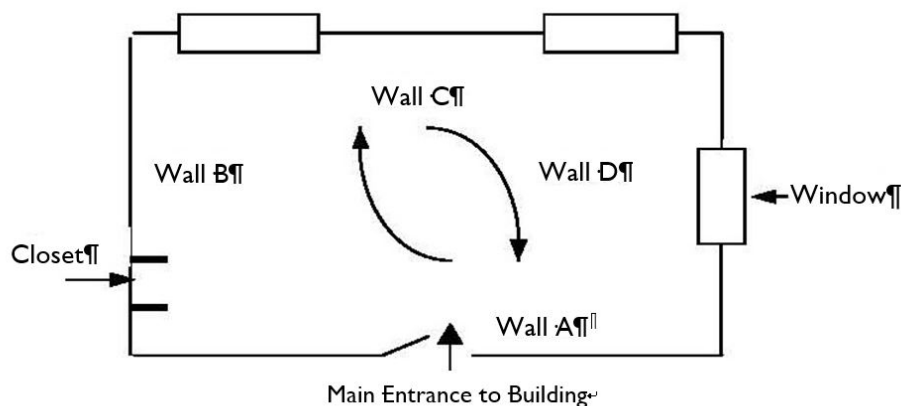
EMSL is a participant in the National Voluntary Laboratory Accreditation Program (NVLAP) for the analysis of asbestos containing materials via PLM.

2.2 Lead Containing Paint (LCP)

The building at the subject property is planned for renovation. The purpose of the inspection was to identify building components with lead-containing paint to support renovation planning, waste characterization, and appropriate worker protection measures. The inspection was performed using modified industry guidelines (i.e., Housing and Urban Development [HUD] Guidelines) appropriate for pre-renovation conditions.

A SciAps X-550 X-ray fluorescence lead paint analyzer was used for the determination of lead content in paint. The calibration of the SciAps X-550 was performed in accordance with the instrument's Performance Characteristic Sheets (PCS). Calibration checks were conducted at the beginning and end of the day's testing. Each calibration check consisted of the average of three (3) readings taken from the nominal 1.0 mg/cm² paint film and three (3) readings taken from the 0 mg/cm² paint film.

Because the structure is scheduled for renovation, a streamlined inspection protocol was implemented. Representative painted components were selected based on substrate type, condition, color, and presumed paint history. The inspection consisted of collecting test readings from all identified substrate types, with a minimum of one (1) test point per painted component. The location of each sample collected was recorded as A, B, C, or D, as depicted in the accompanying figure, where "A" corresponds to the front of the structure.



This Picture is only a representation of a typical room/area at a site.

XRF data sheets from this inspection are included in Appendix B.



2.3 Polychlorinated Biphenyls (PCBs)

ACER conducted an inspection for any polychlorinated biphenyl- (PCB) and mercury-containing equipment throughout the structure. Older transformers and other electrical equipment can contain PCBs at a level that subjects them to regulation by the United States Environmental Protection Agency (U.S. EPA). PCBs in electrical equipment are controlled by United States Environmental Protection Agency regulations 40 CFR, Part 761. Under the regulations, there are three categories into which electrical equipment can be classified:

- Less than 50 parts per million (PPM) of PCBs – “Non-PCB” transformer
- 50 ppm-500 ppm – “PCB-Contaminated” electrical equipment
- Greater than 500 ppm – “PCB” transformer

PCBs can also be present in hydraulic equipment such as elevators, auto lifts and dock levelers. Fluorescent light bulbs are known to historically contain mercury.

2.4 Hazardous/Potentially Hazardous Storage Containers & Equipment

ACER completed a visual inspection for hazardous and potentially hazardous materials including:

- | | |
|--|------------------------------|
| • Chlorofluorocarbons | • Microbial Contaminants |
| • Explosive Gases | • Corrosive Substances |
| • Flammable Liquids and Solids | • Toxic Substances |
| • Oxidizing Agents & Organic Peroxides | • Radioactive Substances |
| | • Ozone Depleting Substances |

END OF SECTION



3.0 FINDINGS & RECOMMENDATIONS

3.1 Asbestos Containing Building Materials (ACBMs)

The analytical results for the bulk samples collected were none detected for asbestos content.

3.2 Lead Containing Paint (LCP)

None of the painted components tested had detectable levels of lead.

3.3 Polychlorinated Biphenyls (PCBs) and Mercury

Fluorescent light fixtures were observed throughout the structure. The fixtures and associated ballasts should be assumed to contain PCBs. In addition, the fluorescent light bulbs have the potential to contain mercury. Fluorescent lighting fixtures are considered Universal Waste Lamps by the EPA Universal Waste Rule and require processing in accordance with the rule. ACER recommends all lighting fixtures and bulbs be recycled or disposed in accordance with the Universal Rule.

Table I presents an inventory of the fluorescent lighting fixtures identified at the time of the inspection.

Table I – Inventory of Fluorescent Light Fixtures

Room	Ballasts	PCB-Containing	Bulbs
Throughout 2 nd Floor	73	Assumed	81

3.4 Hazardous/Potentially Hazardous Storage Containers & Equipment

No hazardous/potentially hazardous storage containers or equipment were identified.

3.5 Disclaimer

The inspection and sample procedures used to complete this inspection are consistent with prevalent environmental and industrial hygiene standards for asbestos containing materials. All reasonable efforts were made to identify the presence of asbestos containing materials within the inspected areas. Materials not identified in this report should be considered as not sampled. ACER cannot assume responsibility for any change in conditions that occurred after the inspection. Ongoing monitoring by the owner is usually necessary. No other environmental concerns were addressed during this inspection.

END OF SECTION



4.0 SIGNATURES OF ENVIRONMENTAL PROFESSIONALS

Sincerely,
Acer Associates, LLC

Prepared By:


Kristen Masotes
Project Manager

Reviewed By:


Matthew J. DePalma
Vice President



5.0 Appendices



Appendix A

Asbestos Bulk Sample Survey Logs & Certificates of Analysis



EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com/cinnasblab@EMSL.com>

EMSL Order: 042603862

Customer ID: ACER63

Customer PO:

Project ID:

Attention: Cassandra Shank
ACER Associates, LLC
1012 Industrial Drive
West Berlin, NJ 08091

Phone: (856) 809-1202
Fax: (856) 809-1203
Received Date: 03/04/2026 2:55 PM
Analysis Date: 03/05/2026 - 03/11/2026
Collected Date: 03/04/2026

Project: Project #: 20260164 / Chester Police Department

Test Report: Asbestos Analysis of Bulk Materials via AHERA Method 40CFR 763 Subpart E Appendix E supplemented with EPA 600/R-93/116 using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
Bulk-1 042603862-0001	File Storage (2nd Fl) - Window Sill Mortar	Gray Non-Fibrous Homogeneous	HA: 1	35% Quartz 65% Non-fibrous (Other)	None Detected
Bulk-2 042603862-0002	Detective Division (3rd Fl) - Window Sill Mortar	Gray Non-Fibrous Homogeneous	HA: 1	100% Non-fibrous (Other)	None Detected
Bulk-3 042603862-0003	Lobby Area (2nd Fl) - 2'x4' Ceiling Tile - Fissured	White Fibrous Homogeneous	25% Cellulose 40% Min. Wool HA: 2	35% Non-fibrous (Other)	None Detected
Bulk-4 042603862-0004	File Storage (2nd Fl) - 2'x4' Ceiling Tile - Fissured	Brown/Gray/White Fibrous Homogeneous	30% Cellulose 30% Min. Wool HA: 2	40% Non-fibrous (Other)	None Detected
Bulk-5 042603862-0005	File Storage (2nd Fl) - Carpet Mastic	Yellow Non-Fibrous Homogeneous	HA: 3	100% Non-fibrous (Other)	None Detected
Bulk-6 042603862-0006	Detective Division (3rd Fl) - Carpet Mastic	Yellow Non-Fibrous Homogeneous	HA: 3	100% Non-fibrous (Other)	None Detected
Bulk-7 042603862-0007	File Storage (2nd Fl) - Drywall Wall	Tan Non-Fibrous Homogeneous	HA: 4	100% Non-fibrous (Other)	None Detected
Bulk-8 042603862-0008	Detective Division (3rd) - Drywall Wall	Brown Fibrous Homogeneous	5% Cellulose HA: 4	95% Non-fibrous (Other)	None Detected
Bulk-9 042603862-0009	File Storage (2nd Fl) - Joint Compound a/w Drywall Wall	White Non-Fibrous Homogeneous	HA: 5	60% Ca Carbonate 40% Non-fibrous (Other)	None Detected
Bulk-10 042603862-0010	File Storage (2nd Fl) - Joint Compound a/w Drywall Wall	White Non-Fibrous Homogeneous	HA: 5	60% Ca Carbonate 40% Non-fibrous (Other)	None Detected
Bulk-11 042603862-0011	File Storage (2nd Fl) - Joint Compound a/w Drywall Wall	White Non-Fibrous Homogeneous	HA: 5	60% Ca Carbonate 40% Non-fibrous (Other)	None Detected
Bulk-12 042603862-0012	File Storage (2nd Fl) - Joint Compound a/w Drywall Wall	White Non-Fibrous Homogeneous	HA: 5	60% Ca Carbonate 40% Non-fibrous (Other)	None Detected

Initial report from: 03/11/2026 17:56:40



EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / cinnasblab@EMSL.com

EMSL Order: 042603862

Customer ID: ACER63

Customer PO:

Project ID:

Test Report: Asbestos Analysis of Bulk Materials via AHERA Method 40CFR 763 Subpart E Appendix E supplemented with EPA 600/R-93/116 using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
Bulk-13 042603862-0013	File Storage (2nd Fl) - Joint Compound a/w Drywall Wall	White Non-Fibrous Homogeneous	HA: 5	60% Ca Carbonate 40% Non-fibrous (Other)	None Detected
Bulk-14 042603862-0014	Lobby Area (2nd Fl) - Joint Compound a/w Drywall Wall	White Non-Fibrous Homogeneous	HA: 5	60% Ca Carbonate 40% Non-fibrous (Other)	None Detected
Bulk-15 042603862-0015	Office Off of Hall 204 (2nd) - Joint Compound a/w Drywall Wall	White Non-Fibrous Homogeneous	HA: 5	60% Ca Carbonate 40% Non-fibrous (Other)	None Detected
Bulk-16 042603862-0016	Detective Division Suite (3rd) - Joint Compound a/w Drywall Wall	White Non-Fibrous Homogeneous	HA: 5	60% Ca Carbonate 40% Non-fibrous (Other)	None Detected
Bulk-17 042603862-0017	Lounge (4th) - Joint Compound a/w Drywall Wall	White Non-Fibrous Homogeneous	HA: 5	65% Ca Carbonate 15% Mica 20% Non-fibrous (Other)	None Detected
Bulk-18 042603862-0018	File Storage (2nd) - Cove Base Mastic	Yellow Non-Fibrous Homogeneous	HA: 6	100% Non-fibrous (Other)	None Detected
Bulk-19 042603862-0019	Juvenile Large Office (3rd) - Cove Base Mastic	Brown Non-Fibrous Homogeneous	HA: 6	100% Non-fibrous (Other)	None Detected
Bulk-20 042603862-0020	File Storage (2nd) - Window Sill	Gray/Black Non-Fibrous Homogeneous	HA: 7	10% Cellulose 5% Quartz 85% Non-fibrous (Other)	None Detected
Bulk-21 042603862-0021	Juvenile Large Office (3rd) - Window Sill	Gray/Black Non-Fibrous Homogeneous	HA: 7	100% Non-fibrous (Other)	None Detected
Bulk-22 042603862-0022	File Storage (2nd) - Window Caulk	Gray Non-Fibrous Homogeneous	HA: 8	100% Non-fibrous (Other)	None Detected
Bulk-23 042603862-0023	Detective Div. Suite (3rd) - Window Caulk	Gray/Black Non-Fibrous Homogeneous	HA: 8	5% Fibrous (Other) 95% Non-fibrous (Other)	None Detected
Bulk-24 042603862-0024	Juvenile Div. Large Office (3rd) - FRP Mastic	White Non-Fibrous Homogeneous	HA: 9	100% Non-fibrous (Other)	None Detected
Bulk-25-Mastic 042603862-0025	Chief's Office (4th) - FRP Mastic	White Non-Fibrous Homogeneous	HA: 9	100% Non-fibrous (Other)	None Detected
Bulk-25-Joint Compound 042603862-0025A	Chief's Office (4th) - Joint Compound	White Non-Fibrous Homogeneous	HA: 9	65% Ca Carbonate 15% Mica 20% Non-fibrous (Other)	None Detected

Initial report from: 03/11/2026 17:56:40



EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

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EMSL Order: 042603862

Customer ID: ACER63

Customer PO:

Project ID:

Test Report: Asbestos Analysis of Bulk Materials via AHERA Method 40CFR 763 Subpart E Appendix E supplemented with EPA 600/R-93/116 using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
Bulk-26 042603862-0026	Bike Storage/Biohaz. (2nd) - CMU Mortar	White Non-Fibrous Homogeneous	HA: 10	100% Non-fibrous (Other)	None Detected
Bulk-27 042603862-0027	Bike Storage/Biohaz. (2nd) - CMU Mortar	Gray Non-Fibrous Homogeneous	HA: 10	100% Non-fibrous (Other)	None Detected
Bulk-28-Floor Tile 042603862-0028	Bike Storage/Biohaz. (2nd) - 12"x12" Floor Tile	Tan Non-Fibrous Homogeneous	HA: 11	3% Cellulose 90% Matrix 7% Non-fibrous (Other)	None Detected
Bulk-28-Mastic 042603862-0028A	Bike Storage/Biohaz. (2nd) - Black Mastic	Black Non-Fibrous Homogeneous	HA: 12	5% Cellulose 95% Non-fibrous (Other)	None Detected
Bulk-29-Floor Tile 042603862-0029	Bike Storage/Biohaz. (2nd) - 12"x12" Floor Tile	Tan Non-Fibrous Homogeneous	HA: 11	40% Quartz 60% Non-fibrous (Other)	None Detected
Bulk-29-Mastic 042603862-0029A	Bike Storage/Biohaz. (2nd) - Black Mastic	Black Non-Fibrous Homogeneous	HA: 12	100% Non-fibrous (Other)	None Detected
Bulk-30 042603862-0030	Lobby (2nd) - 2x4 CT - Dotted	White Fibrous Homogeneous	HA: 13	25% Cellulose 50% Min. Wool 25% Non-fibrous (Other)	None Detected
Bulk-31 042603862-0031	File Storage (2nd Fl) - 2x4 CT - Dotted	Gray/White Fibrous Homogeneous	HA: 13	30% Cellulose 45% Min. Wool 15% Perlite 10% Non-fibrous (Other)	None Detected

Analyst(s)

Megan Peters (10)

Rachel-Mae Hunter (20)

Will DiBella (4)

Samantha Sweeney, Laboratory Manager
or Other Approved Signatory

EMSL maintains liability limited to cost of analysis. Interpretation and use of test results are the responsibility of the client. This report relates only to the samples reported above, and may not be reproduced, except in full, without written approval by EMSL. EMSL bears no responsibility for sample collection activities or analytical method limitations. The report reflects the samples as received. Results are generated from the field sampling data (sampling volumes and areas, locations, etc.) provided by the client on the Chain of Custody. Samples are within quality control criteria and met method specifications unless otherwise noted. The above analyses were performed in general compliance with Appendix E to Subpart E of 40 CFR (previously EPA 600/M4-82-020 "Interim Method") but augmented with procedures outlined in the 1993 ("final") version of the method. This report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST or any agency of the federal government. Non-friable organically bound materials present a problem matrix and therefore EMSL recommends gravimetric reduction prior to analysis. Unless requested by the client, building materials manufactured with multiple layers (i.e. linoleum, wallboard, etc.) are reported as a single sample. Estimation of uncertainty is available on request.

Samples analyzed by EMSL Analytical, Inc. Cinnaminson, NJ NVLAP Lab Code 101048-0, AIHA LAP, LLC-IHLAP Lab 100194, PA ID# 68-00367, LA #04127

Initial report from: 03/11/2026 17:56:40

042603862

Client:

Project #: 20260164

Site: Chester Police Department

Date: 3/4/26

By: Cassandra Finley

Signature:

Cassandra Finley

Type of Analysis: PLM

Turnaround Time:

5 days

LOCATION	MATERIAL	QTY LF/SF	DAM LF/SF	HM ID	SAMPLE #	RESULT (%)
File Storage (2nd Fl)	window sill mortar	65F	0SF	1	Bulk - 1	
Detective Division (3rd Fl)	↓	35F	↓	1	Bulk - 2	
Lobby Area (2nd Fl)	2'x4' ceiling tile - fissured	432SF	0SF	2	Bulk - 3	
File Storage (2nd Fl)	↓	1950SF	↓	2	Bulk - 4	
File Storage (2nd Fl)	carpet mastic	1950SF	0SF	3	Bulk - 5	
Detective Division (3rd Fl)	↓	1200SF	↓	3	Bulk - 6	
File Storage (2nd Fl)	Drywall Wall	1424SF	2SF	4	Bulk - 7	
Detective Division (3rd)	↓	1120SF	2SF	4	Bulk - 8	
File Storage (2nd Fl)	Joint compound a/w Drywall Wall	350 SF	0SF	5	Bulk - 9	
↓	↓	↓	↓	5	Bulk - 10	
↓	↓	↓	↓	5	Bulk - 11	
↓	↓	↓	↓	5	Bulk - 12	
↓	↓	↓	↓	5	Bulk - 13	
Lobby Area (2nd Fl)	↓	128 SF	0SF	5	Bulk - 14	
Office off & Hall 204 (2nd)	↓	88 SF	0SF	5	Bulk - 15	

COMMENTS: Please Email Results to cassandrashank@acerassociates.com, chuckwilkins@acerassociates.com, & kristenmasotes@acerassociates.com

Chain of Custody:

Released By:

Date: 3/4/26

Time:

Received By:

Dana Stapp WT

Date: 3-4-26

Time:

2:55pm

Page: 1 of 3

(31)ms

042603862

Client:

Project #: 20260164

Site: Chester Police

Date: 3/4/26

By: Cassandra Finley

Signature:

Cassandra Finley

Type of Analysis: PLM

Turnaround Time: 5 days

LOCATION	MATERIAL	QTY LF/SF	DAM LF/SF	HM ID	SAMPLE #	RESULT (%)
Detective Division Suite (3rd)	Joint Compound a/w Drywall wall	200 SF	0 SF	5	Bulk - 16	
Lounge (4th)	↓	192 SF	↓	5	Bulk - 17	
File Storage (2nd)	cove base mastic	68 SF	0 SF	6	Bulk - 18	
Juvenile Lobby (3rd)	↓	29 SF	↓	6	Bulk - 19	
File Storage (2nd)	Window sill	52 SF	0 SF	7	Bulk - 20	
Juvenile Large Office (3rd)	↓	16 SF	↓	7	Bulk - 21	
File Storage (2nd)	Window caulk	103 LF	0 LF	8	Bulk - 22	
Detective Div. Suite (3rd)	↓	48 LF	↓	8	Bulk - 23	
Juvenile Div. Large Office (3rd)	FRP mastic	128 SF	0 SF	9	Bulk - 24	
Chief's Office (4th)	↓		↓	9	Bulk - 25	
Bike Storage/Bio haz. (2nd)	CMU mortar	43 SF	0 SF	10	Bulk - 26	
↓	↓	↓	↓	10	Bulk - 27	
Bike Storage/Bio haz. (2nd)	12x12" Floor Tile & black mastic	152 SF	0 SF	11	Bulk - 28	
↓	↓	↓	↓	11	Bulk - 29	
Juvenile Lobby (2nd)	2x4 CT-dotted	102 SF	0 SF	13	Bulk - 30	

COMMENTS: Please Email Results to cassandrashank@acerassociates.com, chuckwilkins@acerassociates.com, & kristenmasotes@acerassociates.com

Chain of Custody:

Released By:

Date:

3/4/26

Time:

Received By:

Date:

Time:

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Appendix B
XRF Data Sheet

Chester Police Department, 2nd Floor

3/4/2026

Acer Project #20260164

COMPONENT	SUBSTRATE	COLOR	CONDITION	SIDE	ROOM	FLOOR	Results	PbC
Calibration								1.1
Calibration								1.1
Calibration								1.1
Calibration								1.1
Calibration								0
Calibration								0
Calibration								0
Calibration								0
Wall	Drywall	Tan	Intact	A	File Storage	Second	Negative	0
Wall	Drywall	Tan	Intact	C	File Storage	Second	Negative	0
Wall	Drywall	Tan	Intact	A	Lobby	Second	Negative	0
Wall	Drywall	Tan	Intact	A	Evidence Supplies	Second	Negative	0
Wall	Drywall	Tan	Intact	D	Evidence Supplies	Second	Negative	0
Wall	Drywall	Tan	Intact	A	Bike Storage 2-205	Second	Negative	0
Wall	Cmu	Tan	Intact	B	Bike Storage 2-205	Second	Negative	0
Wall	Cmu	Tan	Intact	C	Bike Storage 2-205	Second	Negative	0
Wall	Cmu	Tan	Intact	D	Bike Storage 2-205	Second	Negative	0
Door	Metal	Tan	Intact	A	Bike Storage 2-205	Second	Negative	0
Door	Metal	Tan	Intact	A	Telephone Closet	Second	Negative	0
Door	Metal	Tan	Intact	A	Telephone Closet	Second	Negative	0
Door	Metal	Tan	Intact	A	Bike Storage 2-205	Second	Negative	0
Door	Metal	Brown	Intact	B	Evidence Related Storage	Second	Negative	0
Door	Metal	Brown	Intact	A	Fire Arm Storage	Second	Negative	0
Door	Metal	Tan	Intact	A	Lobby	Second	Negative	0
Door	Metal	Tan	Intact	A	Lobby	Second	Negative	0
Door	Metal	Tan	Intact	C	Lobby	Second	Negative	0
Door	Metal	Tan	Intact	C	Lobby	Second	Negative	0

TECHNICAL SPECIFICATIONS

FOR

CITY OF CHESTER

**CHESTER POLICE STATION 3RD
FLOOR RENOVATIONS**

Prepared By: MGE Associates

JULY 2026

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OTHER

Mold Identification, Cleaning and Removal

PLANS

City of Chester Police Department – Third Floor Office Renovations,” dated July 24, 2026.

SECTION 00000 - SCOPE OF WORK

PART 1 - GENERAL

1.01 SITE LOCATION

A. The project will be bid as a single project for the following location:

- a. Chester Police Station, 160 E. 7th Street Chester, PA 19013

1.02 PROJECT DESCRIPTION AND SCOPE OF WORK

Project Scope:

The work consists of interior renovations to designated areas on the third floor of the Chester Police Station. These renovations are required due to water intrusion resulting from failed exterior insulation and finish systems (EIFS) and windows. Repairs to the exterior EIFS and windows are currently underway to correct the sources of water intrusion.

The interior renovations will include the following areas:

- IT Server Room (Room 301)
- Office Area (Room 302)
- Office Area (Room 303)
- Detective Offices (Room 304)
- Interview Room (Room 305)

The proposed work will generally include the installation or replacement of gypsum wallboard, insulation, flooring, rubber cove base, ceiling tiles within the existing ceiling grid, doors, vertical blinds, lighting fixtures, and interior paint finishes.

All work shall be completed in accordance with the contract documents titled “City of Chester Police Department – Third Floor Office Renovations,” dated July 24, 2026.

The work will be performed within the existing occupied building and shall be coordinated to minimize disruption to Police Department operations and adjacent areas.

A more detailed summary of the proposed improvements is provided below.

Detailed Summary of Work:

The contractor shall make the following assumptions when preparing their bid.

1. The work areas will remain unoccupied during construction. All electronic and IT equipment will be disconnected and removed by the City of Chester's IT staff. IT equipment in the server room will remain and be moved as necessary by Chester City IT Staff to facilitate new work.
2. The Contractor shall be responsible for removing and properly disposing of all existing furniture, except for electronic and IT equipment. New furniture will be procured under a separate contract.
3. Due to previous water intrusion within portions of the building, the Contractor shall anticipate the potential presence of mold growth along exterior walls and within concealed spaces. No separate or additional payment will be made for mold removal. If mold is encountered, the Contractor shall perform the required removal in accordance with the mold removal specifications.
4. The Contractor shall assume that all work will be performed during normal working hours and shall coordinate its activities to minimize disruption to Police Department operations and adjacent areas.
5. The project will be awarded and constructed as a single-prime contract.

Demolition and Furniture Removal

The Contractor shall be responsible for completing all demolition indicated on the contract drawings. Demolition shall include, but is not limited to, the removal and disposal of gypsum wallboard, acoustical ceiling tiles, flooring, furniture, damaged metal studs, batt insulation, doors, and all other items indicated for removal.

Electronic and IT equipment is specifically excluded and will be disconnected and removed by the City of Chester's IT staff. No separate or additional payment will be made for demolition, removal, or disposal work.

New Work

New work is proposed within Rooms 301, 302, 303, 304, and 305. The work shall include, but is not limited to:

- Installation of new acoustical ceiling tiles within the existing ceiling grid;
- Installation of new flooring and rubber cove base;
- Replacement and/or repainting of doors, as indicated;
- Installation of new gypsum wallboard;
- Installation of new lighting fixtures, as depicted on the drawings;
- Cleaning and repainting of all perimeter radiator covers; and

- Replacement of batt insulation and damaged metal studs where indicated or as directed by the Engineer.

The Contractor shall remove and reinstall existing radiator covers as necessary to facilitate the work. The covers shall be returned to their original locations following completion of the adjacent improvements. No separate or additional payment will be made for the removal, storage, preparation, painting, or reinstallation of the radiator covers.

1.03 GENERAL REQUIREMENTS

- A. Construction layout of all proposed elements of construction to the plans.
- B. Removal of existing features as incidental to the contract work items.

1.04 ADDITIONAL REQUIREMENTS

- A. All Base Bid work by the Contractor must be 100% complete within the contract time limit of 90 calendar days. The contract time limit shall begin once a written Notice to Proceed order has been issued to the contractor.
- B. The cost of all related incidental work, dust control, cleaning and restorations shall will be measured for this project.
- C. All materials, construction procedures shall be in accordance with the International Building Code, Latest Edition.
- D. The contractor is responsible for the construction layout of this project.
- E. The contractor shall take care of existing utilities within the building during construction.
- F. Any areas of the buildings occupied by the contractor that are damaged shall be replaced in kind. Pre-Construction photographs are required.
- G. A building permit and contractor license (with the City of Chester) will be required. Contractor is responsible for all costs.
- H. The project plans are appended and hereby included with the project specifications.

PART 2 – PRODUCTS

Not Used

PART 3 – EXECUTION

Not Used

PART 4 – QUANTITY AND PAYMENT

Not Used

END OF SECTION

SECTION 02010
CLEANING AND RESTORATIONS

PART 1 - GENERAL

1.01 Description

- A. The Contractor shall provide all equipment, labor, and materials required to clean and restore the site to at least the pre-existing condition.
- B. The Contractor shall maintain premises free from accumulations of waste, debris, and rubbish caused by work operations.
- C. At the completion of work, the Contractor shall remove waste materials, rubbish, tools, equipment, machinery, and surplus materials, clean all visually exposed surfaces, and leave project site clean and ready for occupancy.
- D. At the completion of work, the Contractor shall restore or replace, where and as directed by the Owner, any public or private property disturbed or damaged by Contractor's work operations to a condition at least equal to that existing prior to beginning work, or as otherwise specified. Materials, equipment and methods shall be approved by the Owner.

PART 2 - PRODUCTS

2.01 Materials

- A. All materials shall comply with the International Building Code and Project Specifications.
- B. All Other Materials: As approved by the Owner or authorities having jurisdiction.

PART 3 – EXECUTION

3.01 Methods of Conducting Work - Cleaning

- A. Requirements of regulatory agencies:

All excess material shall be removed from the site and disposed of by the Contractor at his expense. The cost of removal is to be included in the Base Bid for the Project. The disposal site shall be a permanently established licensed landfill.

B. Cleaning during construction:

The Contractor shall provide periodic cleaning to keep the work site clean.

The Contractor shall provide on-site containers for the collection of waste materials, debris, and rubbish, and shall maintain the containers as required. The containers shall be covered, as required, to prevent unauthorized use.

C. Dust control during construction:

The contractor shall control dust and maintain required means and methods to keep work site secured during construction.

END OF SECTION

MOLD IDENTIFICATON, CLEANING AND REMOVAL

Chester Police Station 3rd Floor Renovation Project

Visual Mold Identification

The scope of work for the Chester City Police Station renovation project requires the Contractor to clean salvageable, mold-contaminated surfaces and materials encountered during demolition and renovation of the police station. The presence of mold is not currently known; however, concealed mold or microbial growth may be encountered within walls, ceilings, or other concealed building components during renovation activities.

Cleaning Methods

If visible mold growth or water-damaged materials exhibiting microbial growth are encountered immediately stop work in the affected area and notify the Project Manager to determine the next steps for cleanup of the affected area.

The Contractor should follow the cleaning methods and use the recommended cleaning agents outlined in the U.S. Environmental Protection Agency (EPA) publication – *Mold Remediation in Schools and Commercial Buildings*

Mold Cleanup Preparation

Isolate the affected work area and perform all work in a manner that prevents the spread of dust throughout the building. Workers should be equipped, at a minimum, with N95 dust respirators, gloves, and goggles to protect workers during cleaning operation. Bag any mold contaminated materials that are being removed. HEPA vacuum area prior to cleaning process.

Cleaning of Contaminated Surfaces

HEPA vacuum area of mold contamination prior to wet cleaning to remove any mold containing dust

Clean salvageable non porous and semi porous materials (concrete) using methods and cleaning agents recommended by EPA

Damp wipe the area with a mild detergent to clean any remaining dust, then wipe dry.

Removal of Contaminated Materials

Remove porous building materials exhibiting visible mold growth that cannot be effectively cleaned including but not limited to gypsum board, porous ceiling tile, insulation, carpet, and carpet padding.

Carefully remove contaminated materials to minimize dust generation

Place contaminated materials directly into sealed polyethylene bags before transporting from the area.

Final Cleaning Inspection

Notify the project manager when cleaning and contaminated material removal has been completed. The project manager will make the final determination in allowing work to proceed after cleaning. The project manager reserves the right to require additional cleaning if visible contamination remains.