

# TECHNICAL SUBMITTAL

DGS PROJECT NO. C-0948-0104 PHASE 1  
Capitol Complex  
Fire Alarm System Replacement

HARRISBURG, DAUPHIN COUNTY, PENNSYLVANIA



# APPELLATION

CONSTRUCTION SERVICES, LLC

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## Technical Submittal For:



**DGS Project No. C-0948-0104 Phase 1**  
**Capitol Complex – Fire Alarm System Replacement**  
**Harrisburg, Dauphin County, Pennsylvania**

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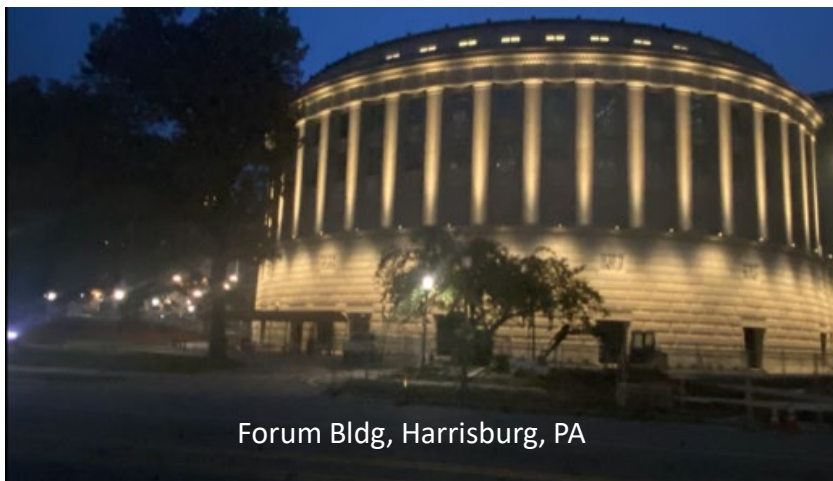
# Section 1

## Project Team's Qualification, Experience & Past Performance



# T-1A. Introduction to the Project Team

Appellation Construction Services has expertise in constructing, maintaining and improving electrical and fire alarm systems in many industries including Oil and Gas, Industrial, Healthcare, Education and Commercial. We can handle electrical construction, fire alarm install, instrument installation and low voltage system construction. We have the safety culture, the workforce and resources to complete your project on time and under budget. Our electrical department provides you with stand-alone electrical construction. It also allows us the control and quality needed for today's fast paced construction schedules. Our electrical team is comprised of hardworking, experienced individuals whose performance of professional installations, maintenance, and instrumentation far exceeds the needs of our customers. We specialize in anything from pipeline facilities and industrial work to commercial and educational amenities.



We believe that every project accepted, is an opportunity to better serve our community. We know firsthand that the type of operations we undertake as a company necessitate following all safety procedures and policies. This has always been and will continually be, a core value of Appellation Construction Services.





ACS Electrical Construction can perform any of the following task plus many more.

- ❖ Medium & Low Voltage Wiring
- ❖ Cable Tray
- ❖ PVC Coated, Rigid, & EMT Conduit Installation
- ❖ Underground Duct banks
- ❖ Electrical Equipment (VFD's, Panelboards, Load Centers, Contactors, etc)
- ❖ Single and 3 phase systems
- ❖ Power Generation System (Solar, Photovoltaic & Fossil Fuel)
- ❖ MCC's/Switchgear
- ❖ Transformers
- ❖ Heat Tracing & Insulation
- ❖ Grounding
- ❖ Lighting
- ❖ Lighting Protection
- ❖ Troubleshooting
- ❖ Instrument Installation
- ❖ Gas Detection & Fire Eyes
- ❖ Loop Checks
- ❖ Start-Up Assistance
- ❖ Control Panel & PLC
- ❖ Analyzer Installation & Testing
- ❖ Instrument Stand Fabrication

## Fire Alarm Systems

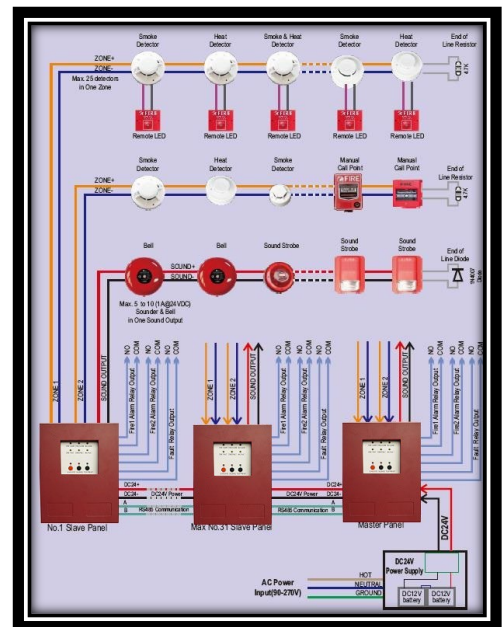
- ❖ Siemens-Desigo Fire System
- ❖ Tyco
- ❖ Edwards

## Low Voltage Systems

- ❖ Access Control Systems
- ❖ Sound Systems
- ❖ Data
- ❖ Fiber Optic (Installation, Terminations and Testing)
- ❖ Security Systems

## Industries Served

- ❖ Educational
- ❖ Industrial (Pharmaceutical, Chemical, Manufacturing)
- ❖ Commercial (Retail, Public Housing)
- ❖ Pipeline Facilities (Compression, Meter, Regulation, etc)



# PROJECT TEAM

Roles	Managing Personnel
CEO	Greg Galante
VP of Electrical	Matt Green
Electrical Project Manager	Tim Krupski
Electrical Site Superintendent	Seth Jackson
Electrical Services Coordinator	Candie Griffis
Electrical Estimator	Gage Feigles
CFO/Accounting	Cherie Craft
Safety Director	Shane Greene

## **The project team that will be taking care of the Capitol Complex – Fire Alarm System Replacement.**

**Greg Galante is the CEO** of Appellation Construction Services. Greg over sees the entire companies' projects and everyday business.

**Matt Green is Vice President of Electrical Division** at Appellation Construction Services, LLC (ACS). Mr. Green will be the oversight for the entire project. He will manage coordination between departments to ensure mutual respect, as well as an in-depth understanding of each other's role in the project so that everything runs smoothly and according to plan.

**Tim Krupski will be the Project Manager** of this project. Tim will be the direct contact with the Superintendent and Foremen on everyday concerns. Tim will be attending kickoff and commissioning meetings. Tim will be attending the project meetings. Tim will be submitting RFI's, Submittals and any Change Orders that may arise during this project.



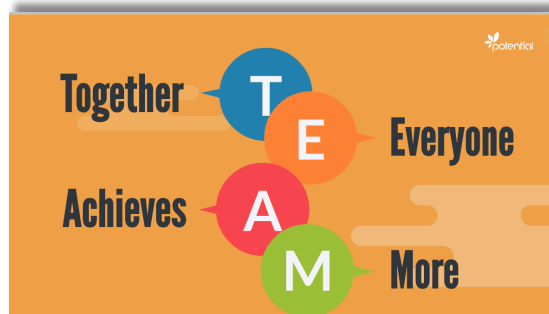
**Seth Jackson will be the Superintendent** for ACS and will be taking the lead on the jobsite for this project. Mr. Jackson will be the direct contact person for daily matters. He will also assist Tim Krupski with RFI's on this project. In addition to that, Mr. Jackson will be attending the kickoff and commissioning meetings, as well as all project meetings.

**Candie Griffis is the Electrical Services Coordinator.** Mrs. Griffis will be handling all the project scheduling which is done through our software program called Primavera P6. She will also be responsible for distributing correct drawing revisions, change orders, RFI requests, and submittals to all necessary parties. Mrs. Griffis will be assisting Tim with paperwork as needed. She will also help with ordering material, process invoicing and taking notes for certain meetings and any other day to day operations as needed.

**Gage Feigles is the estimator** of the project. Gage will oversee the bidding and purchasing of the large package products. Gage will take care of the project changes as they will be coming about on the project. Gage will be assisting the Project Manager of this project with requests as they may arise.

**Cherie Craft is our Chief Financial Officer.** She will be responsible for the pay apps and monthly billing. Mrs. Craft will also take care of the certified payroll reports.

**Shane Greene is the Safety Director** for Appellation Construction Services and will be supervising all safety-related aspects of the project. Mr. Greene is the DER (Designated Employee Representative) that will ensure that our drug testing policies and procedures are followed according to DOT Standards. He will develop and execute project safety meetings, ensure site inspections are completed, and confirm on-site foreman conducts daily JSA meetings. Mr. Greene will also develop and guarantee that Toolbox Tool meetings are reviewed daily with employees on site, safety orientation completed, coordinate on-site safety audits, ensure proper PPE is issued and worn, and manage any incident and accident investigations.

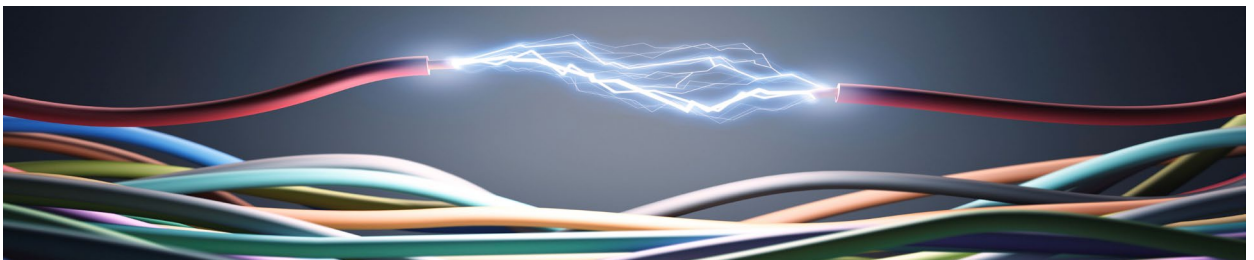


# Work History of the Project Team

Matt Green and Tim Krupski have worked exclusively on the same projects; Matt as Vice President of Electrical/Project Manager and Tim as Project Manager for about five years. Our safety manager Shane Greene has worked with Matt Green on safety issues and plans for about nine years. Tim and Shane have also worked together for five years improving safety awareness. Candie Griffis has been with us for nine years. Candie has worked with the ACS Electrical department from the beginning. She has developed detailed schedules for electrical projects. In addition to that, she has been working with Matt Green for seven years, and with the safety department for nine years. Candie works with all subcontractors to include their activities within the schedule for each project.

Matt Green and Tim Krupski have worked together for about five years (Matt as VP and Tim as Project Manager). They worked on high profile projects such as the Danville State Hospital in Danville, PA.

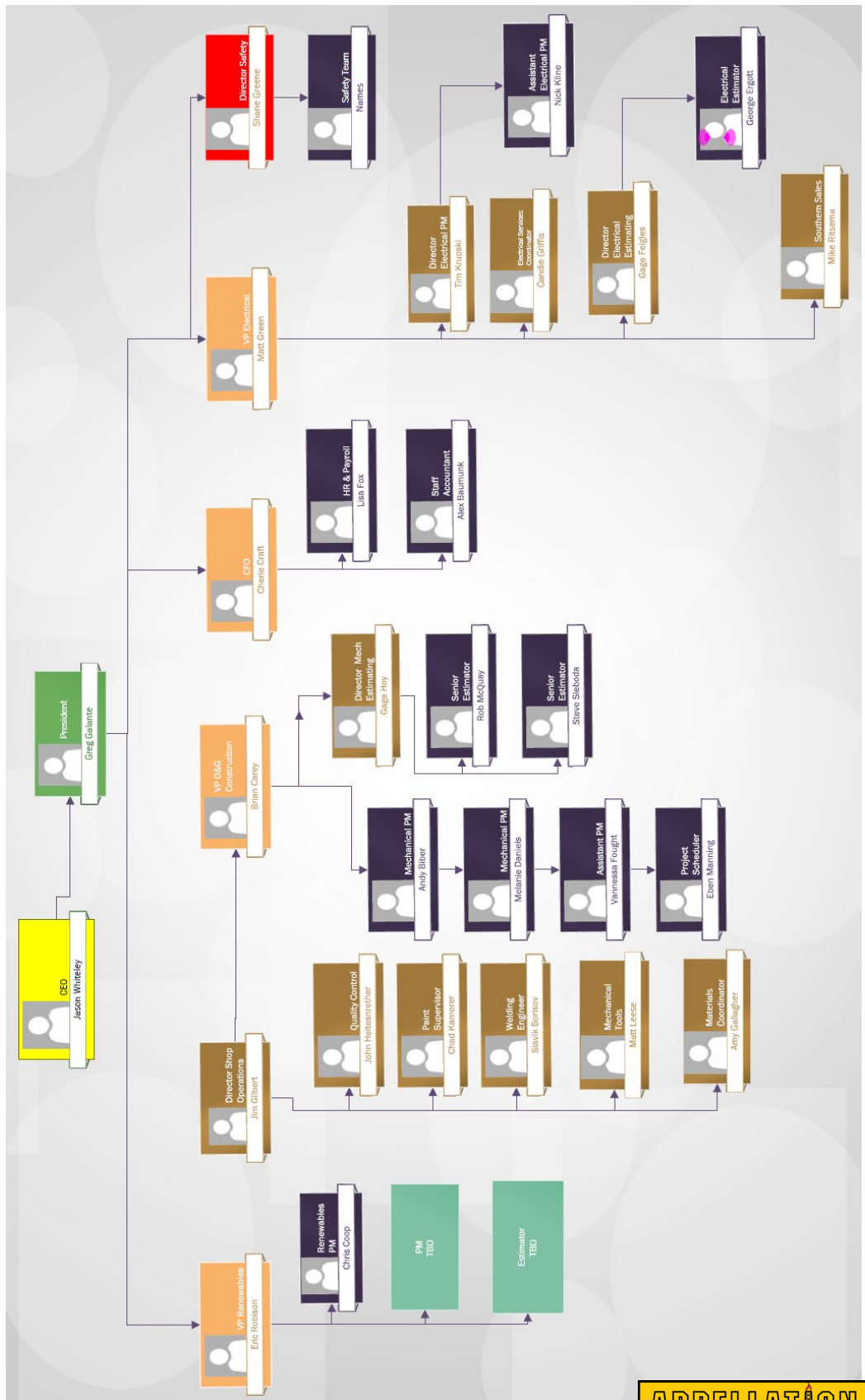
Gage Feigles has been estimating for eight years. Gage started his electrical experience with the IBEW Union and from there started estimating with Lecce Electric before joining Appellation Construction Electrical Division in 2020. Gage has estimated several projects that consisted of full-service replacement with integrate emergency and generator combinations. In addition to that, several of those projects had limited access for scheduled deliveries, as well as site lay-down restrictions. Gage helped estimate, process change orders and order vital material for the Forum project and has worked hand in hand with Matt Green through out that project. Gage and Tim have also work on several projects together for the past five years.





# Appellation Construction Services, LLC

## Organizational Chart



## Understanding of Services & Materials to be Provided on Project

- Appellation Construction Services (ACS) is pleased to provide the following understanding of the services and materials to be provided on the Capitol Complex – Fire Alarm System Replacement project. All materials and workmanship will comply with the contract documents and all applicable codes and standards including the following:
  - IBC – International Building Code
  - NFPA – National Fire Protection Agency (70E)
  - U.L. – Underwriters Laboratory
  - NEMA – National Electrical Manufacturers Association
  - OSHA – Occupational Safety and Health Act of 1970
- Required permits and inspections will be performed and approved by an independent licensed inspection agency. All equipment and material used on the project will be newly purchased meet the standards put forth by the local authority having jurisdiction. Any testing will be performed to ensure that equipment and systems are fully functional to manufacturer's tolerances and within design specifications. No substitution of any equipment or material will take place without the express written consent of the professional and the AHJ.
- \_ Wiring Methods – All feeder and branch circuit wiring will be color coded, identified, sized and installed in a continuously grounded raceway system.
- \_ Raceway Systems – Raceways for power, control, emergency, fire alarm and communications will be installed separate from each other and in accordance with the NEC. Conduit sleeving will be installed according to specifications.
- \_ Boxes – All junction, pull, splice and device boxes will be sized and suitable for the location of install according to NEC and project specifications. Accessibility and proper support will be of utmost importance.
- \_ Grounding – All components, devices and accessories will be listed and labeled as defined in Article 100 and marked for its intended use.
- \_ Hangers and Supports – Any hangers or supports for raceways will be rated for the weight, tension, shearing point and pullout force for the system being installed.



- \_ Lighting fixtures – Lighting fixtures including but not limited to: recessed, surface mount, exit, low voltage, landscape and pole mounted will be purchased and installed in accordance with the drawings and as specified. Fixtures will be set plumb, square and level with ceilings and walls and will be supported based on applicable procedures.
- \_ Fire Alarm – Installation of Fire Alarm equipment including, fire alarm control panel (FACP), smoke detectors, heat detectors, pull stations, notification devices and addressable interface devices will be installed in accordance with the specifications, NEC, NFPA and the system designer/manufacture. All testing will be performed by NICET certified personnel.
- \_ Transformers – General purpose transformers will be purchased and installed as required by ANSI/IEEE. They will be manufacturer tested and meet all parameters for temperature rise, impedance and efficiency. They will be handled and transported using manufacturer's written instructions.
- \_ Switchboards – These shall include distribution panels, TVSS, Disconnects, Overcurrent protective devices and all accessory and components. Submittals will cover technical data and install will be coordinated with working spaces and required clearances for doors and panel covers.
- Summation – ACS is fully prepared to work with our vendors and all entities involved in the project to assure everyone that all equipment and materials purchased and installed on the project will be free of defects and completely satisfactory and acceptable in operation, performance and capacity.





## Teams experience with Siemens Desigo Fire Alarm System

The Appellation Construction Services team possesses extensive experience in the installation of Siemens Desigo fire alarm systems. Recently, our team successfully completed the installation of this advanced system as part of a multi-year renovation project at the Forum Building within the State Capitol Complex. Additionally, we have installed and commissioned the Desigo system across various other projects, including the renovation and expansion of Muncy High School. This project marked not our team's initial experience with this specific product line from Siemens; we have previously conducted successful testing, commissioning, and transition of the system to the Department of General Services (DGS). Our comprehensive expertise with diverse fire alarm systems played a crucial role in facilitating this installation.

The Siemens Desigo system at the Forum Building is installed throughout the eight-story historical structure, except for the section housing rare books. We ensured seamless integration of the Desigo system with the existing fire alarm system specifically designed for the rare books area, thereby guaranteeing fire alarm coverage throughout the entire building. During the renovation phase, it was essential to maintain complete fire protection for the building; consequently, we installed a temporary Siemens fire alarm system, which was subsequently decommissioned once the new Desigo system became fully operational.

The components of the Siemens Desigo system installed at the Forum Building included the following elements:

1. Siemens Desigo voice evacuation fire alarm system
2. Integration with the existing Desigo CC currently installed in the IMCS Room
3. Integration with Desigo CC Mass Notification
4. Fiber optic modules
5. Head-end panel connections
6. One-for-one backup amplifiers
7. Remote power supplies for audio/visual devices



8. Elevator recall mechanism
9. Monitoring capabilities for the existing Library and Rare Books control panel (existing devices retained)
10. Sprinkler monitoring integration
11. Twenty-two indoor duct detectors
12. DPU programmer
13. Provision of spare parts
14. System and communicator programming
15. Comprehensive system testing
16. End-user training
17. Installation of a new raceway system
18. New notification and initiating circuits

Seth Jackson, the field supervisor from Appellation and Appellation's project manager, collaborated closely with the Siemens support team, which comprised Kevin Hayden, Bruce Curll, Siemens field support staff, and the DGS Fire Safety and Environmental team, to successfully complete the new fire safety system. Our team's substantial experience with the Siemens Desigo fire alarm system significantly contributed to the overall success of the project.



## Teams experience with Projects of Similar Nature, Size & Complexity

ACS has had some projects of familiarity to this Capitol Complex – Fire Alarm System Replacement project, which include our jobs at the Forum and the Archives Buildings in Harrisburg, PA, Danville State Hospital, Muncy Jr./Sr. High School, UGI Bethlehem LNG Facility, and the Peter Herdic Hi-Rise Fire Alarm Upgrades Project.

Matt, Candie, Seth and Gage are currently involved in finishing the Forum Building public works project that consists of a 361,000 sq/ft Comprehensive renovation of a nearly 100 year old historic building located with-in the Capital Complex adjacent to the State Capital building in Harrisburg Pa. The Electrical contract for this project consists of restoration of existing historic finishes which include numerous types of light fixtures. This renovation includes a total replacement of the Electrical infrastructure including 12,000 volt primary feeds to the building, new medium voltage distribution gear, new parallel 2000kva substation transformers feeding double end main-tie-main 480v & 208v switchgear, & the complete replacement of distribution through out the whole building. It also includes the total replacement of the fire alarm system, security system, and IT data structured cabling system with is supplied & supported by the State Capital building. The project includes state of art LED lighting and a Networked lighting control system.

Matt Green was Project Manager/Estimator on the First Quality Building 3 Addition in Lock Haven. The project consisted of adding 1 million square foot of warehouse and production facilities.

Tim Krupski has experience with projects of similarity by working as the Electrical Supervisor, and General Foreman on jobs ranging from one million to hundreds of millions of dollars in size.

The Peter Herdic Fire Alarm Upgrade was a commercial-type project that consisted of a fire alarm renovation with phased turnover areas. Even though a totally new system was installed, ACS still maintained existing coverage in the multi-story High Rise Building. The new system was turned on after it was commissioned, and the old system removed. This job required work similar to this contract because it was a phased fire alarm project and was occupied during the complete renovation.

Another project that the ACS team successfully finished that was of similar nature, size, and complexity is UGI Bethlehem LNG Facility. This was an industrial-type line of work completed by our company for UGI Energy Services. Moreover, this was a coordination project that needed to have all the contractors working together to successfully complete the project on the contracted schedule.



## Teams experience with Removal & Replacement of Substation Transformer Oil

Appellation Construction services will be partnering with Manna Supply, Inc. to perform the Removal & Replacement of Substation Transformer Oil. Manna Supply will be using Resa Power to perform the task of removal & replacement of the substation transformer oil.



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Bussman  
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Cooper  
Connecticut  
Crouse-Hinds  
Eaton  
Edison  
Ferraz Shawmut  
Fuji Distribution  
Furnas  
Gould  
Hammond  
Heinemann  
Jefferson

Johnson Controls  
Klockner Moeller  
LittellFuse  
Marcus  
MGM  
Murray  
Potter Brumfield  
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- ✔ Power Quality
- ✔ Arc Flash Hazard Analysis/ NFPA 70E Compliance
- ✔ Design Services
- ✔ Electrical Safety Training
- ✔ Forensic Analysis
- ✔ Assorted Electrical Engineering Services

## Laboratory Testing Services

- ✔ Dissolved Gas Analysis
- ✔ Karl Fischer Water Testing
- ✔ Dielectric Testing
- ✔ Power Factor & Furan Test
- ✔ Dissolved Metals
- ✔ On-site Sampling, Inspection & Repairs
- ✔ Leak Repairs & Clean Up
- ✔ Hot Oil Reconditioning
- ✔ De-gasification of Oil
- ✔ Inhibitor Injection

## Low Voltage Components

- ✔ New & Refurbished Stock
- ✔ 1940 Vintage - Current
- ✔ Circuit Breakers & Parts
- ✔ Molded/Insulated Case Breakers
- ✔ Air & Vacuum Breakers
- ✔ Motor Control Buckets & Parts
- ✔ MCCs Components

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## Team's experience with Replacement & Installation of Fire Alarm Components in Occupied Buildings

Appellation Construction Services (ACS) boasts a wealth of experience in the installation of fire alarm systems within occupied buildings, successfully executing projects throughout Pennsylvania. Our track record reflects our dedication to providing exceptional field supervision and our commitment to understanding and fulfilling our customers' requirements.

Fire alarm systems play a vital role in ensuring the safety of building occupants by keeping them informed in the event of a hazardous situation. At ACS, we are acutely aware of the intricate nature and critical importance of these systems. We understand the significant responsibility entrusted to us in safeguarding the lives of those within the buildings we work on, which is why we exclusively assign highly experienced supervisors to oversee these vital projects.

One notable project involved our standout supervisor who recently completed the installation of a fire alarm system in the historic Forum Building at the State Capitol complex in Harrisburg. This project was particularly challenging as it required a full restoration of the building while ensuring that access to the Forum Auditorium was maintained. The fire alarm system had to be intricately tied into several other essential systems supporting the Auditorium, such as the heating and cooling system (HVAC), the elevator system, the central fire command center, and both initiating and notification devices for fire alarms. Throughout the project, ACS was also tasked with ensuring consistent fire alarm coverage across the main building, which we accomplished by installing an advanced wireless fire alarm system. This innovative system was connected to the command center, providing immediate alerts to emergency services in the event of an emergency within the structure.

Another prime example of ACS's unwavering commitment to the safety of building occupants is the installation of a new fire alarm system at the Peter Herdic high rise, a six-story senior care facility in Williamsport. Recognizing the delicate nature of this project, we approached it with meticulous attention to detail, determined to keep the fire alarm system fully operational during the entire process. ACS collaborated closely with the building's maintenance and support staff, systematically working through the facility to ensure there were no lapses in fire safety coverage.

Through our focus on safety, meticulous planning, and strong communication, ACS strives to protect and inform the individuals who reside and work in the buildings we serve, prioritizing their safety above all else.



## Team's experience with Replacement & Installation of Fire Alarm Components in Historically Sensitive Buildings

Appellation Construction Services (ACS) has cultivated an in-depth expertise in preserving historic finishes during the meticulous renovation of the Forum Building, an iconic structure within the Capital Complex. With a profound sense of pride, ACS approached the project not only as a job but as a tribute to one of our cherished state treasures, committed to ensuring its beauty and significance will remain intact for generations to come.

The original construction of the Forum Building showcases finishes that are seldom replicated in today's contemporary building practices, requiring a thoughtful and skilled approach to restoration. ACS exercised extraordinary caution to safeguard the original elegance of the existing finishes while seamlessly integrating modern technology necessary for enhancing the building's security and energy efficiency.

Recognizing the complexities involved in working with historical finishes, ACS adeptly assembles specialized teams of subcontractors, each tailored to address the unique challenges posed by various materials and finishes. This bespoke approach ensures that every element of the renovation is managed with the utmost care and expertise.

Throughout the Forum renovation, ACS worked diligently alongside experts in historical materials, including exquisite marble, intricate paintings, and delicate wall finishes. For each specific element addressed, ACS engaged the most qualified specialists, ensuring that the integrity of these materials was preserved.

In a noteworthy partnership with its subcontractor, ACS executed precise openings in the historic marble, allowing for the installation of new devices. Control measures were strictly adhered to, ensuring that cuts were made only in essential locations, thus preserving the marble's original charm. Careful installations in the lobby were made possible by mounting fixtures to the ceiling, which also housed exquisite historical paintings. This delicate task was executed without damaging the artworks, showcasing ACS's commitment to collaboration with the primary contractor and their preservation subcontractor.

Additionally, ACS faced a change in project scope that required cutting openings in the intricate plaster ceiling to accommodate new lighting fixtures. During this procedure, extensive precautions were taken to shield the valuable resources of the State Library, including its historic books, marble flooring, and original wall finishes. The team employed advanced measures such as HEPA filter vacuums, strategically placed air movers, and plastic sheeting to effectively manage dust and maintain a clean, contained work environment.

ACS's commitment to craftsmanship and preservation, exemplified during the Forum renovation project, will be unwavering as they undertake the forthcoming fire alarm system upgrade across the various historic buildings within the Capital Complex. Each step of the process will reflect ACS's dedication to safeguarding the rich history and unique character of these significant structures.



# **T-1B. Prime Contractor: Qualifications, Experience & Past Performance**

## APPENDIX F

### PRIME CONTRACTOR QUALIFICATION STATEMENT

**APPENDIX F**  
**PRIME CONTRACTOR**  
**QUALIFICATION STATEMENT**

**COVER SHEET**

DGS Project Name Capitol Complex - Fire Alarm System Replacement

DGS Project Number DGS C-0948-0104 Phase 1

Check One:

☐ Corporation,

☐ Partnership,

☐ Individual,

☐ Joint Venture,

☒ Other LLC

Name of Firm Appellation Construction Services, LLC

Address 999 N. Loyalsock Ave., Suite C, Montoursville, PA 17754

Principal Office 999 N. Loyalsock Ave., Suite C, Montoursville, PA 17754

Owner or Authorized Representative Greg Galante - CEO



## SECTION 1 – INFORMATION ON FIRM

### 1.1 Background Information

a) How many years has the firm been in business? 15 Years

b) How many years has the firm been doing business in the proposed contract field? 6

Under what former names has the firm conducted business?

Appellation Prefab, LLC

c) Provide an **Attachment 1** to this Qualifications Statement identifying all jurisdictions in which the firm is licensed or otherwise qualified to do business. List and provide copies of any business or trade licenses, certificates or registrations (to the extent that they apply to the Contract Work) held by the firm.

d) If the firm is a corporation, provide the following information:

Date of incorporation 11-12-2009

State of incorporation PA

President's name Greg Galante

Vice President's name(s) Jason Whiteley

Secretary's name Jason Whiteley

Treasurer's name None

e) If the firm is a partnership, provide the following information:

Date of formation N/A

Type of partnership N/A

Names of partners N/A

f) If the firm is individually owned, provide the following information:

Date of formation N/A

Name of owner N/A

g) If the form of the firm is other than those listed above, describe it and name the principals:

N/A



## **SECTION 2 - EXPERIENCE AND PERFORMANCE**

### **2.1 General**

- a) Provide the annual construction volume in dollars completed by the firm in the past three years:
- |      |             |                         |
|------|-------------|-------------------------|
| Year | <u>2023</u> | <u>\$ 49,224,128.00</u> |
| Year | <u>2022</u> | <u>\$ 51,117,040.00</u> |
| Year | <u>2021</u> | <u>\$ 54,282,759.00</u> |
- b) Identify the percentage of work on similar projects the firm typically performs with its own work force 85 %
- c) List the categories of work that the firm normally performs with its own forces on similar projects. Electrical, Civil, Welding, Concrete, Pipe Fitting

### **2.2 Project Experience and References**

Submit as **Attachment 2** to this Qualifications Statement:

- a) Suggested number of Sheets/Pages:

- 3 sheets/(6 pages)

Three (3) detailed project descriptions for relevant projects that are similar in size and scope to the Contract Work. The project descriptions shall include, at a minimum, the following information presented in the order listed below:

- Name of project, type of project and location
- Description of the project and relevance of work to the Contract Work
- Contact information for an owner representative familiar with the firm's work performed on this project. Include name, address, telephone number(s) and e-mail address.
- The original bid/proposal price and the final contract price. If the project is ongoing, project the final price and relation to proposal price. Contract value for which the firm was/is responsible.
- The original date for project completion and the actual completion date. If the project is ongoing, project the completion date and relation to original schedule.
- As available, performance ratings of the work evaluated by owner or owner's representative.

### **2.3 Contractor Safety Record**

Submit as **Attachment 3** to this Qualifications Statement the information specified herein and verify this information by providing copies of OSHA 300/200 Forms or appropriate documentation from insurance carriers, as applicable. The firm may submit written explanations to comment on or clarify its safety record.

- a) Provide the firm's Workers Compensation Experience Modification Rating for the past three years, beginning with the most recent year available:

Year 1:	<u>2023</u>	<u>0.903</u>
Year 2:	<u>2022</u>	<u>0.737</u>



Year 3: 2021 0.723

- b) Provide the firm's Total Lost Workday Incidence Rate (LWDIR) for the past three years, beginning with the most recent year available:

Year 1: 2023 0

Year 2: 2022 0

Year 3: 2021 0

\*LWDIR Rate = Number of Lost Time Injuries & Illnesses x 200,000 ÷ Total Hours Worked

- c) Provide the firm's Recordable Incidence Rate (RIR) for the past three years:

Year 1: 2023 0

Year 2: 2022 0

Year 3: 2021 0

\*RIR Rate = Number of Injuries x 200,000 ÷ Total Hours Worked

- d) Provide in an **Attachment 4** to this Qualifications Statement a list of any health or safety citations issued by federal or state agencies for serious or willful violations issued in the past 3 years. Include a separate statement for any such violations and include the citation number, a brief description of the violation and the amount of penalty, if any, for each violation and current status of violation. None

### **SECTION 3 - REQUIRED DISCLOSURES**

The firm shall answer the following questions with regard to the past three (3) years. If any question is answered in the affirmative, the firm shall submit in an **Attachment 5** to this Qualifications Statement, for each affirmative answer, a written explanation which shall provide details concerning the matter in question, including applicable dates, locations, names of projects/project owners and current status of any such matter.

- 3.1 Has the firm ever been debarred or suspended from doing business with any federal, state or local government agency or private entity?

Yes ☐ No ☒

- 3.2 Is the firm currently or has the firm been otherwise prohibited from doing business with any federal, state or local government agency or private entity?

Yes ☐ No ☒

- 3.3 Has the firm been denied prequalification (not including short listing), declared non-responsible, or otherwise declared ineligible to submit bids or proposals for work by any federal, state or local government agency or private entity?

Yes ☐ No ☒

- 3.4 Has the firm defaulted, been terminated for cause or otherwise failed to complete any project that it was awarded?

Yes ☐ No ☒

- 3.5 Has the firm been assessed or required to pay liquidated damages in connection with work performed on any project?





Yes ☐ No ☒

- 3.6 Has the firm had any business or professional license, registration, certificate or certification suspended or revoked?

Yes ☐ No ☒

- 3.7 Have any liens been filed against the firm as a result of its failure to pay subcontractors, suppliers, or workers?

Yes ☐ No ☒

- 3.8 Has the firm been denied bonding or insurance coverage or been discontinued by a surety or insurance company?

Yes ☐ No ☒

- 3.9 Has the firm been found in violation of any laws, including but not limited to contracting or antitrust laws, tax or licensing laws, labor or employment laws or environmental laws by a final decision of a court or government agency?

Yes ☐ No ☒

\*Note: information regarding health and safety violations is addressed in a previous section.

- 3.10 Has the firm or its owners, officers, directors or managers been the subject of any criminal indictment or criminal investigation concerning any aspect of the firm's business?

Yes ☐ No ☒

- 3.11 Has the firm been the subject to any bankruptcy proceeding?

Yes ☐ No ☒

#### **SECTION 4 - REQUIRED REPRESENTATIONS**

In submitting this Qualifications Statement, along with the representations and authorizations listed on the Proposal Signature page and in the RFP, the firm also makes the following representations, which it understands are required as a condition of performing the Contract Work and receiving payment for same.

- 4.1 The firm will possess all applicable professional, business and trade licenses required for performing the Contract Work.
- 4.2 The firm satisfies all bonding and insurance requirements as stipulated in the solicitation for the Contract Work.
- 4.3 The firm and all subcontractors it employs in execution of the Contract Work shall be in full compliance with the Commonwealth's requirements for workers' compensation insurance according to all applicable laws, and unemployment insurance according to all applicable laws.
- 4.4 The firm and all subcontractors it employs in execution of the Contract Work shall be in full compliance with all requirements of the Commonwealth's prevailing wage law and Public Works Employment Verification Act.
- 4.5 If awarded the Contract Work, the firm represents that it will not exceed its current bonding limitations when the Contract Work is combined with the total aggregate amount of all unfinished work for which the Contractor is responsible.



- 4.6 The firm represents that it has no conflicts of interests with the Commonwealth of Pennsylvania and, if awarded the Contract Work, any potential conflicts of interest that may arise in the future will be disclosed immediately to the Department of General Services.
- 4.7 The firm represents the price offered in connection with its proposal for the Contract Work was arrived at independently without consultation, communication or agreement with any other Proposer or competitor.
- 4.8 The firm will ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex or national origin.



# Attachment 1

## Qualifications Statement

### Identifying all Jurisdictions



## Attachment 1

Qualifications Statement Identifying Jurisdictions Where Firm Is Licensed/Qualified to do  
Business

1. Pennsylvania
2. Connecticut
3. Delaware
4. Illinois
5. Indiana
6. Kentucky
7. Maryland
8. Massachusetts
9. Michigan
10. Mississippi
11. New Hampshire
12. New Jersey
13. North Carolina
14. Ohio
15. Tennessee
16. Virginia
17. West Virginia

999 North Loyalsock Ave  
Suite C  
Montoursville, Pa 17754

Phone: (570) 601-4765  
Fax: (570) 601-4768  
<http://appellationconstruction.com>




DO NOT DETACH

- (1) Master electricians and master plumbers are further required to provide this Bureau proof that their liability and workman's compensation insurance is in effect.
- (2) No work is to be undertaken until a proper permit is issued barring emergency situations that occur when the Bureau is not open for business (in which case the permit must be obtained on the next business day).
- (3) The permit must list all work to be performed.
- (4) All plumbers & electricians working on a job must be licensed.
- (5) An apprentice may be on a job only if a Journeyman or Master Electrician is present at all times.
- (6) Permit fees not paid within 15 days of permit issuance shall preclude the issuance of additional permits until such fees are paid.
- (7) Newly installed panels will not be accepted as meeting code compliance unless each branch circuit is clearly marked as required by Section 110.02 of the current code.
- (8) Bureau of Codes Administration room number is 205 and the phone number is 255-6553.
- (9) All electrical work done in the City of Harrisburg must be inspected by a licensed electrical inspection agency.

TRACKING # 2022106762-0

AMOUNT \$125.00

MATTHEW G GREEN  
551 BYPASS DR  
JERSEY SHORE PA 17740-7945

2022106762-0		
LICENSE ISSUED BY THE CITY OF HARRISBURG		
CATEGORY	ELECTRICAL	MASTER
LICENSE NO.	01120	EXPIRES ON DEC 31, 2023
INDIVIDUAL SHOWN IS LICENSED FOR THE ABOVE SHOWN TRADE IN HARRISBURG, PA		
PAID		
NOV 15 2022		
MATTHEW G GREEN 551 BYPASS DR JERSEY SHORE PA 17740-7945		
DDD		
SIGNATURE _____		
NOT VALID UNLESS STAMPED BY CITY TREASURY		

- (1) Master electricians and master plumbers are further required to provide this Bureau proof that their liability and workman's compensation insurance is in effect.
- (2) No work is to be undertaken until a proper permit is issued barring emergency situations that occur when the Bureau is not open for business (in which case the permit must be obtained on the next business day).
- (3) The permit must list all work to be performed.
- (4) All plumbers & electricians working on a job must be licensed.
- (5) An apprentice may be on a job only if a Journeyman or Master Electrician is present at all times.
- (6) Permit fees not paid within 15 days of permit issuance shall preclude the issuance of additional permits until such fees are paid.
- (7) Newly installed panels will not be accepted as meeting code compliance unless each branch circuit is clearly marked as required by Section 110.02 of the current code.
- (8) Bureau of Codes Administration room number is 205 and the phone number is 255-6553.
- (9) All electrical work done in the City of Harrisburg must be inspected by a licensed electrical inspection agency.

This License may be suspended or revoked at any time by the Mayor or designee if it is determined that the holder of the license secured the same by misrepresentation; Failed to maintain qualifications required by federal, state, or local laws; Engaged in fraudulent behavior or misleading advertising; Consented to or allowed any behavior which would constitute a crime under federal, state, or local laws, including but not limited to Drug Trafficking or Drug Possession; Committed an act of gross negligence, or allowed any manner or form of public nuisance.



**State of Maine**  
DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION  
OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
ELECTRICIANS' EXAMINING BOARD

**License Number MS60022131**

Be it known that  
**MATTHEW G. GREEN**  
has qualified as required by Title 32 MRS Chapter 17 and is licensed as:  
**MASTER ELECTRICIAN**

**ISSUE DATE**  
May 24, 2022

*Anne L. Head*  
Commissioner

**EXPIRATION DATE**  
May 31, 2024

✂ Detach



**STATE OF MAINE**  
DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION  
OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
ELECTRICIANS' EXAMINING BOARD

License Number MS60022131  
**MATTHEW G. GREEN**  
**MASTER ELECTRICIAN**

**ISSUED** 05/24/2022

**EXPIRES** 05/31/2024

**STATE OF MAINE**  
DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION  
35 State House Station  
Augusta, Maine 04333-0035  
(207) 624-8603

*Anne L. Head*  
Commissioner





# State of New Hampshire



Board of Electricians

*Authorized as*  
Electrician Journeyman

*Issued To*

MATTHEW G GREEN

License Number: 18376    Active

Issue Date: 05/04/2021  
Expiration Date: 01/31/2025



LICENSE NUMBER

U.33929

EXPIRATION DATE

07/16/2023

STATE OF NORTH CAROLINA  
BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS

**THIS IS TO CERTIFY THAT:**

Appellation Construction Services, LLC



*is duly registered and entitled to practice Electrical Contracting in the*




Unlimited Classification License

Limitation: Any project regardless of value

*Witness our hands and seal of the Board*

Appellation Construction Services, LLC  
Suite C  
999 N. Loyalsock Ave.  
Montoursville, PA 17754

*Da Bo*  
Chairman  
*Zin*  
Secretary-Treasurer

<b>COMMONWEALTH of VIRGINIA</b> Department of Professional and Occupational Regulation 9960 Mayland Drive, Suite 400, Richmond, VA 23233 Telephone: (804) 367-8500		
<b>EXPIRES ON</b> 12-31-2022		<b>NUMBER</b> 2710071502
<b>BOARD FOR CONTRACTORS TRADESMAN</b>		
	<b>MATTHEW GAMBLE GREEN</b> 551 BYPASS DR JERSEY SHORE, PA 17740	  Mary Broz-Vaughan, Director
Status can be verified at <a href="http://www.dpor.virginia.gov">http://www.dpor.virginia.gov</a>		
(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)		
DPOR-LIC (02/2017)		

#### LICENSE PRIVILEGES AND INSTRUCTIONS

This license, certificate, or registration is issued to the individual or business named on the front of this document and is **NOT TRANSFERABLE**. Notify the Board of changes to name (individual, business, and/or trade), mailing address, or location.

The privileges of this license, certificate, or registration are hereby granted to the individual or business to operate in accordance with the terms of the license, certificate, or registration herein designated and the applicable statutes of the Commonwealth of Virginia and the regulations of the Board.

The privileges conferred by this license, certificate, or registration shall continue until the expiration date. However, the license, certificate, or registration may be suspended or revoked prior to expiration.

Information about our agency, boards, and programs can be found at <http://www.dpor.virginia.gov>. Any questions relative to the issuance, privileges and maintenance of your license, certificate, or registration should be addressed to the Board.

**THIS DOCUMENT AND POCKET CARD CONTAIN SECURITY FEATURES. ALTERATION OF THIS DOCUMENT OR A POCKET CARD, USE AFTER EXPIRATION, OR USE BY ANOTHER INDIVIDUAL OR BUSINESS MAY RESULT IN CRIMINAL PROSECUTION UNDER THE CODE OF VIRGINIA.**



**WEST VIRGINIA DIVISION OF LABOR**  
1900 Kanawha Boulevard East - State Capitol Complex - Building 3, Room 200 - Charleston, WV 25305



## NOTICE OF LEGISLATION CHANGES

Below is a list of bills and a short synopsis of the changes made by the 2021 Legislature that will affect certification and licensing programs within the Division of Labor:

### HB2006 – Effective June 15, 2021

1. The Contractor Licensing Board will start operating under WV Code §30-42;
2. The *cost of the undertaking*, before a license is required, will change from \$2,500 to \$5,000 for residential work and \$25,000 for commercial work (*Underline means entire project - material & labor*);
3. Landscaping *will not* require a contractor license; and
4. Painting *will not* require a contractor license.

### HB2008 – Effective June 16, 2021

#### *Crane Operator Certification Act (§21-3D)*

1. The WV Crane Operator Certification Requirement is being repealed and *will no longer* be accepted to meet the OSHA standard;
2. On or after June 16, 2021, we will no longer accept or process applications and payments;
3. ALL WV Crane Operator Certifications issued in 2021 will expire January 1, 2022; and
4. Employers must ensure ALL crane operators are trained, certified/licensed, and evaluated according to OSHA Regulation 29 C.F.R. §1926.1427 Subpart CC.

For more information, visit [www.osha.gov/cranes-derricks-construction](http://www.osha.gov/cranes-derricks-construction) or contact

**Occupational Safety and Health Administration – United States Department of Labor**  
405 Capitol Street, Suite 407  
Charleston, WV 25301  
(304) 347-5937

#### *Supervision of Plumbing Work Act (§21-14)*

1. Master Plumber *will no longer* require 12,000 hours of experience;
2. Journeyman Plumber *will no longer* require 8,000 hours of experience; and
3. Plumber-In-Training *fee will be reduced* from \$50.00 to \$25.00.

#### *Regulation of Heating, Ventilating, and Cooling Work Act (§21-16)*

1. HVAC Technician experience *will be reduced* from 8,000 hours to 2,000 hours;
2. A Veteran may apply for licensure, without examination, once they meet certain requirements; and
3. HVAC Technician-In-Training *fee will be reduced* from \$50.00 to \$25.00.

Email: [Licensing@wv.gov](mailto:Licensing@wv.gov) - Fax: (304)558-5174 - Telephone: (304)558-7890 - Website: [labor.wv.gov](http://labor.wv.gov)



<b>CONTRACTOR LICENSE</b> AUTHORIZED BY THE West Virginia Contractor Licensing Board	
	NUMBER: WV059608
CLASSIFICATION: ELECTRICAL GENERAL ENGINEERING PIPING EXCAVATION	APPELLATION CONSTRUCTION SERVICES L DBA APPELLATION CONSTRUCTION SERVICES L 999 N LOYALSOOK AV STE C MONTGOMERYVILLE, PA 17754
DATE ISSUED MAY 22, 2022	EXPIRATION DATE MAY 22, 2023
Authorized Signature 	Chair, West Virginia Contractor Licensing Board
A copy of this license must be readily available for inspection by the Board on every job site where contracting work is being performed. This license number must appear in all advertisements, on all bid submissions, and on all fully executed and binding contracts. This license is non-transferable. This license is being issued under the provisions of West Virginia Code, Chapter 33, Article 42.	
<b>WEST VIRGINIA CONTRACTOR LICENSING BOARD</b>	

# Attachment 2

## Qualifications Statement

## Project Experience & References







## EXPERIENCE

### DGS - Forum Building Harrisburg, PA



#### Project:

Forum Building – Construction & Related Improvements Phase I  
Harrisburg, Dauphin County, PA

#### Scope of Project:

The Forum Project is a 361,000 sq/ft Comprehensive renovation of a nearly 100 year old historic building located with-in the Capital Complex adjacent to the State Capital building in Harrisburg Pa. The Electrical contract for this project consists of restoration of existing historic finishes which include numerous types of light fixtures. This renovation includes a total replacement of the Electrical infrastructure including 12,000 volt primary feeds to the building, new medium voltage distribution gear, new parallel 2000kva substation transformers feeding double end main-tie-main 480v & 208v switchgear, & the complete replacement of distribution throughout the whole building. It also includes the total replacement of the fire alarm system, security system, and IT data structured cabling system with is supplied & supported by the State Capital building. The project includes state of art LED lighting and a Networked lighting control system.



#### Original Bid:

\$ 17,800,000.00

#### Projected Final Contract:

\$21,000,000.00

#### Status:

On-Going

#### Contact:

DGS – William Hess  
18<sup>th</sup> & Herr Streets, Harrisburg, PA 17032  
[whess@pa.gov](mailto:whess@pa.gov)  
(717) 836-4700

#### Original Completion Date:

January 12<sup>th</sup>, 2023

#### Projected Completion Date:

November 30<sup>th</sup>, 2023

#### Services:

Electrical Demo, Upgrade & New Install

#### Team:

Appellation Construction Services, LLC  
Siemens  
Schneider Electric  
I.B. Abel  
Kohler





## EXPERIENCE

Peter Herdic Hi-Rise  
Williamsport, PA



### Project:

Peter Herdic Hi-Rise – Upgrade Fire Alarm System, Phase 102505-02  
Williamsport, Lycoming County, PA

### Contact:

Lycoming Housing - David Frederick  
1941 Lincoln Drive  
Williamsport, PA 17701  
davef@lycominghousing.org  
(570) 323-3755

### Scope of Project:

Replacement of Fire Alarm Control Panel, all existing heat, smoke and duct detectors, and relocation of devices to comply with NFPA 72, replacement/relocation of manual pull stations to correct mounting heights, and adjustment/addition of devices to provide adequate coverage for all systems. Work completed and meant NFA 72, HUD and all local code requirements. This project's relevance of work to the Contract Work.



### Original Bid:

\$ 119,289.00

### Final Contract:

\$ 119,289.00

### Status:

Complete

### Original Completion Date:

N/A

### Completion Date:

June 6<sup>th</sup>, 2019

### Services:

Fire Alarm Upgrade

### Team:

Appellation Construction Services, LLC





## EXPERIENCE

Muncy Jr/Sr High  
School - Muncy, PA



### Project:

Muncy JR/SR High School – Gymnasium  
Addition & Misc. Renovations  
Muncy, Lycoming County, PA

### Contact:

Sitelogiq, Inc. – Jeff Brophy  
3300 N. 3<sup>rd</sup> Street  
Harrisburg, PA 17110  
[jbrophy@reynoldssolutions.com](mailto:jbrophy@reynoldssolutions.com)  
(717) 648-8182

### Scope of Project:

The interior renovation consisted of entire new fire alarm replacement. The Auditorium had the existing light fixtures removed and replaced with new. The project is a 3 phased secure building project with portions of the project to be working around occupied classrooms.. This project has a new service with medium primary to a medium voltage transformer. The medium transformer feeds a switch gear line up, which distributes throughout the facility. This project consists of occupied areas to be turned over for construction and completed on a set-time for reoccupying. This project's relevance of work to the Contract Work.



### Original Bid:

\$ 1,486,775.00

### Final Contract:

\$ 1,592,656.00

### Status:

Complete

### Original Completion Date:

June 15<sup>th</sup>, 2020

### Completion Date:

October 23<sup>rd</sup>, 2020

### Services:

Electrical Demo, Upgrade & New Install

### Team:

Appellation Construction Services, LLC





## EXPERIENCE

Danville State Hospital  
Danville, PA



### Project:

DGS – Danville State Hospital – HVAC  
Replacement Phase 1  
Danville, Montour County, PA

### Contact:

Randy Harshbarger  
1100 Pike Street  
Huntingdon, PA 16652  
(717) 603-2339

### Scope of Project:

Install new service , Lighting and  
Fire Alarm System to the NCSTU  
Building. This project's relevance of  
work to the Contract Work.



### Original Bid:

\$ 1,142,640.00

### Projected Final Contract:

\$ 1,500,000.00

### Status:

On-Going

### Original Completion Date:

October 10th, 2022

### Projected Completion Date:

December 29<sup>th</sup>, 2022

### Services:

Electrical Demo, Upgrade & New Install

### Team:

Appellation Construction Services, LLC  
ABM Testing  
Berkshire



## EXPERIENCE

### Bethlehem LNG Facility Bethlehem, PA



#### **Project:**

UGI – Bethlehem LNG Facility  
Bethlehem, Northampton County, PA

#### **Contact:**

UGI – James Manning  
1525 S. Easton Road  
Bethlehem, PA 18015  
Jmanning@ugies.com  
(610) 698-8996

#### **Scope of Project:**

Install power distribution system, SCADA systems, grounding, conduit runs, communication wires, electric wires for security system, site lighting, terminations, pour seals, cable tray, junction boxes, control stations for equipment, cable, wire, instrumentation. All work was performed to the National Electrical Code.



#### **Original Bid:**

\$ 6,598,879.00

#### **Final Contract:**

\$ 7,276,374.00

#### **Status:**

Complete

#### **Original Completion Date:**

August 04, 2020

#### **Completion Date:**

November 30<sup>th</sup>, 2020

#### **Services:**

Electrical Demo, Upgrade & New Install  
Mechanical Pipe Fabrication and Install

#### **Team:**

Appellation Construction Services, LLC





## EXPERIENCE

### Marcus Hook CS Marcus Hook, PA



#### **Project:**

US Pipeline – Marcus Hook CS Electrical Work

Marcus Hook, Delaware County, PA

#### **Contact:**

US Pipeline - Sean Holmes

800 Washington Ave.

Houston, TX 77007

Sholmes@uspipeline.com

(218) 766-7003

#### **Scope of Project:**

Electrical scope on a new 3 Engine Compressor Station. Install of grounding, cathodic protection system, conduit, wire, cable, 100-amp power service, pole & mount site lighting, interconnects between buildings, wire gas chromatograph building, terminations, 12470-volt service, Wiring a 480-volt sub-station metering cabinet, transformer, warning lights and assist with commissioning activities.



#### **Original Bid:**

\$ 3,0750,000.00

#### **Projected Final Contract:**

\$ 5,500,000.00

#### **Status:**

Complete

#### **Original Completion Date:**

N/A

#### **Completion Date:**

November 15<sup>th</sup>, 2022

#### **Services:**

Electrical Upgrade & New Install

#### **Team:**

Appellation Construction Services, LLC  
Penn York Insulation





# Attachment 3

## Contractor Safety Record – OSHA 300/200 Forms



# PENNSYLVANIA

Compensation Rating Bureau

<b>File Number:</b>	3282115	<b>County:</b>	Lycoming County
<b>Data History:</b>	Class Reviewed	<b>Mailing Address:</b>	999 N Loyalsock Ave, Ste C
<b>Location:</b>	1		Montoursville PA 17754
<b>Issue Date:</b>	01/28/2023	<b>Effective Term:</b>	04/01/2023 - 04/01/2024
<b>Employer Name:</b>	Appellation Construction Services LLC		
<b>Class Code:</b>	0675		

Data History	Effective Date
Class Reviewed	04/01/2023
0.903	03/12/2023
0.737	03/12/2022
0.723	03/12/2021
0.711	03/12/2020
0.658	03/12/2019
0.643	03/12/2018
0.618	03/12/2017
0.628	03/12/2016
0.653	03/12/2015
0.687	03/12/2014
0.722	03/12/2013
0.814	03/12/2012
Not Qualified	03/12/2011
Reviewed	03/12/2010

Class Code	Rating Value	Description	Location
0413	2.62	Iron Works	1
0609	2.17	Excavation	1
0661	1.69	Electrical Wiring - Building	1
0675	1.78	Machinery Equipment Erection Repair	1
0822	0.06	Telecommuting Clerical Employees	1
0951	0.15	Salesperson Outside	1
0953	0.06	Office	1













## % to Complete

ACS will be partnering with 11B Electrical II and Manna Supply, Inc to complete this project. ACS will perform 91% of the electrical scope. 11B Electrical II would be performing 3% of the electrical scope. Manna Supply will be performing 6% of the electrical scope.

ACS and 11B Electrical II have worked together on many projects. Currently, ACS and 11B Electrical II are finishing up the Sullivan County High School Project located in Sullivan County, PA that they have teamed together on.



# **T-1C. Designated Critical Work: Qualifications, Experience & Past Performance**

## APPENDIX G

### DESIGNATED CRITICAL WORK QUALIFICATIONS STATEMENT

**APPENDIX G  
DESIGNATED CRITICAL WORK  
QUALIFICATIONS STATEMENT**

**COVER SHEET**

DGS Project Name Capitol Complex - Fire Alarm System Replacement

DGS Project Number DGS C-0948-0104 Phase 1

Check One:

☐ Corporation,

☐ Partnership,

☐ Individual,

☐ Joint Venture,

☒ Other LLC

Name of Firm Appellation Construction Services, LLC

Address 999 N. Loyalsock Ave., Suite C, Montoursville, PA 17754

Principal Office 999 N. Loyalsock Ave., Suite C, Montoursville, PA 17754

Owner or Authorized Representative Greg Galante - CEO



## SECTION 1 – INFORMATION ON FIRM

### 1.1 Background Information

a) How many years has the firm been in business? 15 Years

b) How many years has the firm been doing business in the proposed contract field? 6

Under what former names has the firm conducted business?  
Appellation Prefab, LLC

c) Provide an **Attachment 1** to this Qualifications Statement identifying all jurisdictions in which the firm is licensed or otherwise qualified to do business. List and provide copies of any business or trade licenses, certificates or registrations (to the extent that they apply to the Contract Work) held by the firm.

d) If the firm is a corporation, provide the following information:

Date of incorporation 11-12-2009

State of incorporation PA

President's name Greg Galante

Vice President's name(s) Jason Whiteley

Secretary's name Jason Whiteley

Treasurer's name None

e) If the firm is a partnership, provide the following information:

Date of formation N/A

Type of partnership N/A

Names of partners N/A

f) If the firm is individually owned, provide the following information:

Date of formation N/A

Name of owner N/A

g) If the form of the firm is other than those listed above, describe it and name the principals:

N/A



## **SECTION 2 - EXPERIENCE AND PERFORMANCE**

### **2.1 General**

- a) Provide the annual construction volume in dollars completed by the firm in the past three years:
- |      |             |                         |
|------|-------------|-------------------------|
| Year | <u>2023</u> | <u>\$ 49,224,128.00</u> |
| Year | <u>2022</u> | <u>\$ 51,117,040.00</u> |
| Year | <u>2021</u> | <u>\$ 54,282,759.00</u> |
- b) Identify the percentage of work on similar projects the firm typically performs with its own work force 85 %
- c) List the categories of work that the firm normally performs with its own forces on similar projects. Electrical, Civil, Welding, Concrete, Pipe Fitting

### **2.2 Project Experience and References**

Submit as **Attachment 2** to this Qualifications Statement:

- a) Suggested number of Sheets/Pages:

- 3 sheets/(6 pages)

Three (3) detailed project descriptions for relevant projects that are similar in size and scope to the Contract Work. The project descriptions shall include, at a minimum, the following information presented in the order listed below:

- Name of project, type of project and location
- Description of the project and relevance of work to the Contract Work
- Contact information for an owner representative familiar with the firm's work performed on this project. Include name, address, telephone number(s) and e-mail address.
- The original bid/proposal price and the final contract price. If the project is ongoing, project the final price and relation to proposal price. Contract value for which the firm was/is responsible.
- The original date for project completion and the actual completion date. If the project is ongoing, project the completion date and relation to original schedule.
- As available, performance ratings of the work evaluated by owner or owner's representative.

### **2.3 Contractor Safety Record**

Submit as **Attachment 3** to this Qualifications Statement the information specified herein and verify this information by providing copies of OSHA 300/200 Forms or appropriate documentation from insurance carriers, as applicable. The firm may submit written explanations to comment on or clarify its safety record.

- a) Provide the firm's Workers Compensation Experience Modification Rating for the past three years, beginning with the most recent year available:

Year 1:	<u>2023</u>	<u>0.903</u>
Year 2:	<u>2022</u>	<u>0.737</u>





Year 3: 2021 0.723

- b) Provide the firm's Total Lost Workday Incidence Rate (LWDIR) for the past three years, beginning with the most recent year available:

Year 1: 2023 0

Year 2: 2022 0

Year 3: 2021 0

\*LWDIR Rate = Number of Lost Time Injuries & Illnesses x 200,000 ÷ Total Hours Worked

- c) Provide the firm's Recordable Incidence Rate (RIR) for the past three years:

Year 1: 2023 0

Year 2: 2022 0

Year 3: 2021 0

\*RIR Rate = Number of Injuries x 200,000 ÷ Total Hours Worked

- d) Provide in an **Attachment 4** to this Qualifications Statement a list of any health or safety citations issued by federal or state agencies for serious or willful violations issued in the past 3 years. Include a separate statement for any such violations and include the citation number, a brief description of the violation and the amount of penalty, if any, for each violation and current status of violation. None

### **SECTION 3 - REQUIRED DISCLOSURES**

The firm shall answer the following questions with regard to the past three (3) years. If any question is answered in the affirmative, the firm shall submit in an **Attachment 5** to this Qualifications Statement, for each affirmative answer, a written explanation which shall provide details concerning the matter in question, including applicable dates, locations, names of projects/project owners and current status of any such matter.

- 3.1 Has the firm ever been debarred or suspended from doing business with any federal, state or local government agency or private entity?

Yes ☐ No ☒

- 3.2 Is the firm currently or has the firm been otherwise prohibited from doing business with any federal, state or local government agency or private entity?

Yes ☐ No ☒

- 3.3 Has the firm been denied prequalification (not including short listing), declared non-responsible, or otherwise declared ineligible to submit bids or proposals for work by any federal, state or local government agency or private entity?

Yes ☐ No ☒

- 3.4 Has the firm defaulted, been terminated for cause or otherwise failed to complete any project that it was awarded?

Yes ☐ No ☒

- 3.5 Has the firm been assessed or required to pay liquidated damages in connection with work performed on any project?



Yes ☐ No ☒

- 3.6 Has the firm had any business or professional license, registration, certificate or certification suspended or revoked?

Yes ☐ No ☒

- 3.7 Have any liens been filed against the firm as a result of its failure to pay subcontractors, suppliers, or workers?

Yes ☐ No ☒

- 3.8 Has the firm been denied bonding or insurance coverage or been discontinued by a surety or insurance company?

Yes ☐ No ☒

- 3.9 Has the firm been found in violation of any laws, including but not limited to contracting or antitrust laws, tax or licensing laws, labor or employment laws or environmental laws by a final decision of a court or government agency?

Yes ☐ No ☒

\*Note: information regarding health and safety violations is addressed in a previous section.

- 3.10 Has the firm or its owners, officers, directors or managers been the subject of any criminal indictment or criminal investigation concerning any aspect of the firm's business?

Yes ☐ No ☒

- 3.11 Has the firm been the subject to any bankruptcy proceeding?

Yes ☐ No ☒

#### **SECTION 4 - REQUIRED REPRESENTATIONS**

In submitting this Qualifications Statement, along with the representations and authorizations listed on the Proposal Signature page and in the RFP, the firm also makes the following representations, which it understands are required as a condition of performing the Contract Work and receiving payment for same.

- 4.1 The firm will possess all applicable professional, business and trade licenses required for performing the Contract Work.
- 4.2 The firm satisfies all bonding and insurance requirements as stipulated in the solicitation for the Contract Work.
- 4.3 The firm and all subcontractors it employs in execution of the Contract Work shall be in full compliance with the Commonwealth's requirements for workers' compensation insurance according to all applicable laws, and unemployment insurance according to all applicable laws.
- 4.4 The firm and all subcontractors it employs in execution of the Contract Work shall be in full compliance with all requirements of the Commonwealth's prevailing wage law and Public Works Employment Verification Act.
- 4.5 If awarded the Contract Work, the firm represents that it will not exceed its current bonding limitations when the Contract Work is combined with the total aggregate amount of all unfinished work for which the Contractor is responsible.



- 4.6 The firm represents that it has no conflicts of interests with the Commonwealth of Pennsylvania and, if awarded the Contract Work, any potential conflicts of interest that may arise in the future will be disclosed immediately to the Department of General Services.
- 4.7 The firm represents the price offered in connection with its proposal for the Contract Work was arrived at independently without consultation, communication or agreement with any other Proposer or competitor.
- 4.8 The firm will ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex or national origin.



# Attachment 1

## Qualifications Statement

## Project Experience & References





## EXPERIENCE

### DGS - Forum Building Harrisburg, PA



#### Project:

Forum Building – Construction & Related Improvements Phase I  
Harrisburg, Dauphin County, PA

#### Scope of Project:

The Forum Project is a 361,000 sq/ft Comprehensive renovation of a nearly 100 year old historic building located with-in the Capital Complex adjacent to the State Capital building in Harrisburg Pa. The Electrical contract for this project consists of restoration of existing historic finishes which include numerous types of light fixtures. This renovation includes a total replacement of the Electrical infrastructure including 12,000 volt primary feeds to the building, new medium voltage distribution gear, new parallel 2000kva substation transformers feeding double end main-tie-main 480v & 208v switchgear, & the complete replacement of distribution throughout the whole building. It also includes the total replacement of the fire alarm system, security system, and IT data structured cabling system with is supplied & supported by the State Capital building. The project includes state of art LED lighting and a Networked lighting control system.



#### Original Bid:

\$ 17,800,000.00

#### Projected Final Contract:

\$21,000,000.00

#### Status:

On-Going

#### Contact:

DGS – William Hess  
18<sup>th</sup> & Herr Streets, Harrisburg, PA 17032  
[whess@pa.gov](mailto:whess@pa.gov)  
(717) 836-4700

#### Original Completion Date:

April 30<sup>th</sup>, 2023

#### Projected Completion Date:

January 12<sup>th</sup>, 2023

#### Services:

Electrical Demo, Upgrade & New Install

#### Team:

Appellation Construction Services, LLC  
Siemens  
Schneider Electric  
I.B. Abel  
Kohler





## EXPERIENCE

Peter Herdic Hi-Rise  
Williamsport, PA



### Project:

Peter Herdic Hi-Rise – Upgrade Fire Alarm System, Phase 102505-02  
Williamsport, Lycoming County, PA

### Contact:

Lycoming Housing - David Frederick  
1941 Lincoln Drive  
Williamsport, PA 17701  
davef@lycominghousing.org  
(570) 323-3755

### Scope of Project:

Replacement of Fire Alarm Control Panel, all existing heat, smoke and duct detectors, and relocation of devices to comply with NFPA 72, replacement/relocation of manual pull stations to correct mounting heights, and adjustment/addition of devices to provide adequate coverage for all systems. Work completed and meant NFA 72, HUD and all local code requirements. This project's relevance of work to the Contract Work.



### Original Bid:

\$ 119,289.00

### Final Contract:

\$ 119,289.00

### Status:

Complete

### Original Completion Date:

N/A

### Completion Date:

June 6<sup>th</sup>, 2019

### Services:

Fire Alarm Upgrade

### Team:

Appellation Construction Services, LLC





## EXPERIENCE

Danville State Hospital  
Danville, PA



### Project:

DGS – Danville State Hospital – HVAC  
Replacement Phase 1  
Danville, Montour County, PA

### Contact:

Randy Harshbarger  
1100 Pike Street  
Huntingdon, PA 16652  
(717) 603-2339

### Scope of Project:

Install new service , Lighting and  
Fire Alarm System to the NCSTU  
Building. This project's relevance of  
work to the Contract Work.



### Original Bid:

\$ 1,142,640.00

### Projected Final Contract:

\$ 1,500,000.00

### Status:

On-Going

### Original Completion Date:

October 10th, 2022

### Projected Completion Date:

December 29<sup>th</sup>, 2022

### Services:

Electrical Demo, Upgrade & New Install

### Team:

Appellation Construction Services, LLC  
ABM Testing  
Berkshire





## EXPERIENCE

### Muncy Jr/Sr High School - Muncy, PA



#### **Project:**

Muncy JR/SR High School – Gymnasium Addition & Misc. Renovations  
Muncy, Lycoming County, PA

#### **Contact:**

Sitelogiq, Inc. – Jeff Brophy  
3300 N. 3<sup>rd</sup> Street  
Harrisburg, PA 17110  
[jbrophy@reynoldssolutions.com](mailto:jbrophy@reynoldssolutions.com)  
(717) 648-8182

#### **Scope of Project:**

The interior renovation consisted of entire new fire alarm replacement. The Auditorium had the existing light fixtures removed and replaced with new. The project is a 3 phased secure building project with portions of the project to be working around occupied classrooms.. This project has a new service with medium primary to a medium voltage transformer. The medium transformer feeds a switch gear line up, which distributes throughout the facility. This project consists of occupied areas to be turned over for construction and completed on a set-time for reoccupying. This project's relevance of work to the Contract Work.



#### **Original Bid:**

\$ 1,486,775.00

#### **Final Contract:**

\$ 1,592,656.00

#### **Status:**

Complete

#### **Original Completion Date:**

June 15<sup>th</sup>, 2020

#### **Completion Date:**

October 23<sup>rd</sup>, 2020

#### **Services:**

Electrical Demo, Upgrade & New Install

#### **Team:**

Appellation Construction Services, LLC



## EXPERIENCE

### Bethlehem LNG Facility Bethlehem, PA



#### Project:

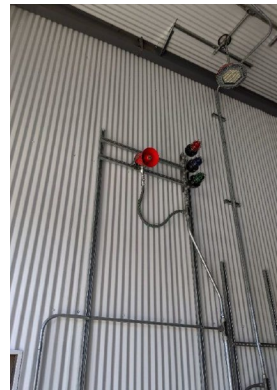
UGI – Bethlehem LNG Facility  
Bethlehem, Northampton County, PA

#### Contact:

UGI – James Manning  
1525 S. Easton Road  
Bethlehem, PA 18015  
Jmanning@ugies.com  
(610) 698-8996

#### Scope of Project:

Install power distribution system, SCADA systems, grounding, conduit runs, communication wires, electric wires for security system, site lighting, terminations, pour seals, cable tray, junction boxes, control stations for equipment, cable, wire, instrumentation. All work was performed to the National Electrical Code.



#### Original Bid:

\$ 6,598,879.00

#### Final Contract:

\$ 7,276,374.00

#### Status:

Complete

#### Original Completion Date:

August 04, 2020

#### Completion Date:

November 30<sup>th</sup>, 2020

#### Services:

Electrical Demo, Upgrade & New Install  
Mechanical Pipe Fabrication and Install

#### Team:

Appellation Construction Services, LLC





## EXPERIENCE

### Marcus Hook CS Marcus Hook, PA



#### **Project:**

US Pipeline – Marcus Hook CS Electrical Work

Marcus Hook, Delaware County, PA

#### **Contact:**

US Pipeline - Sean Holmes

800 Washington Ave.

Houston, TX 77007

Sholmes@uspipeline.com

(218) 766-7003

#### **Scope of Project:**

Electrical scope on a new 3 Engine Compressor Station. Install of grounding, cathodic protection system, conduit, wire, cable, 100-amp power service, pole & mount site lighting, interconnects between buildings, wire gas chromatograph building, terminations, 12470-volt service, Wiring a 480-volt sub-station metering cabinet, transformer, warning lights and assist with commissioning activities.



#### **Original Bid:**

\$ 3,0750,000.00

#### **Projected Final Contract:**

\$ 5,500,000.00

#### **Status:**

Complete

#### **Original Completion Date:**

N/A

#### **Completion Date:**

November 15<sup>th</sup>, 2022

#### **Services:**

Electrical Upgrade & New Install

#### **Team:**

Appellation Construction Services, LLC  
Penn York Insulation





# Attachment 2

## Contractor Safety Record – OSHA 300/200 Forms



# PENNSYLVANIA

Compensation Rating Bureau

<b>File Number:</b>	3282115	<b>County:</b>	Lycoming County
<b>Data History:</b>	Class Reviewed	<b>Mailing Address:</b>	999 N Loyalsock Ave, Ste C
<b>Location:</b>	1		Montoursville PA 17754
<b>Issue Date:</b>	01/28/2023	<b>Effective Term:</b>	04/01/2023 - 04/01/2024
<b>Employer Name:</b>	Appellation Construction Services LLC		
<b>Class Code:</b>	0675		

Data History	Effective Date
Class Reviewed	04/01/2023
0.903	03/12/2023
0.737	03/12/2022
0.723	03/12/2021
0.711	03/12/2020
0.658	03/12/2019
0.643	03/12/2018
0.618	03/12/2017
0.628	03/12/2016
0.653	03/12/2015
0.687	03/12/2014
0.722	03/12/2013
0.814	03/12/2012
Not Qualified	03/12/2011
Reviewed	03/12/2010

Class Code	Rating Value	Description	Location
0413	2.62	Iron Works	1
0609	2.17	Excavation	1
0661	1.69	Electrical Wiring - Building	1
0675	1.78	Machinery Equipment Erection Repair	1
0822	0.06	Telecommuting Clerical Employees	1
0951	0.15	Salesperson Outside	1
0953	0.06	Office	1



# Summary of Work-Related Injuries and Illnesses

**Note: You can type input into this form and save it.**  
Because the forms in this recordkeeping package are "fillable/writable" PDF documents, you can type into the input form fields and then save your inputs using the free Adobe PDF Reader.

Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases			
Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	0	0
(G)	(H)	(I)	(J)

Number of Days	
Total number of days away from work	Total number of days of job transfer or restriction
0	0
(K)	(L)

Injury and Illness Types			
Total number of . . .			
(M)			
(1) Injuries	0	(4) Poisonings	0
(2) Skin disorders	0	(5) Hearing loss	0
(3) Respiratory conditions	0	(6) All other illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instructions, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any other aspect of this data collection, contact: US Department of Labor, OSHA Office of Statistical Analysis, Room N-3644, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.

## Establishment information

Your establishment name Appellation Construction Services, LLC  
Street 999 North Loyalsock Avenue, Suite C  
City Montoursville State PA Zip 17754  
Industry description (e.g., *Manufacture of motor truck trailers*)  
Oil & Gas Pipeline & Related Structures  
North American Industrial Classification (NAICS), if known (e.g., 336212)  
237120

## Employment information (If you don't have these figures, see the Worksheet on the next page to estimate.)

Annual average number of employees 212  
Total hours worked by all employees last year 393,916.00

## Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Paul J. With Safety Manager  
Company executive Title  
Phone (570) 560-0407 Date 1/3/2024

Reset

# Log of Work-Related Injuries and Illnesses

You must record information about every work-related death and about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR Part 1904.8 through 1904.12. Feel free to use two lines for a single case if you need to. You must complete an Injury and Illness Incident Report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

**Attention:** This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

Form approved OMB no. 1218-0176  
Establishment name Appellation Construction Services, LLC  
City Montoursville State PA

Identify the person		Describe the case				Classify the case				Enter the number of days the injured or ill worker was		Check the "Injury" column or choose one type of illness					
(A) Case no.	(B) Employee's name	(C) Job title (e.g., Welder)	(D) Date of injury or onset of illness	(E) Where the event occurred (e.g., Loading dock north end)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g., Second degree burns on right forearm from acetylene torch)	CHECK ONLY ONE box for each case based on the most serious outcome for that case:											
						Remained at Work						(H)					
						Death	Days away from work	Job transfer or restriction	Other recordable cases	Away from work	On job transfer or restriction						
						(G)	(H)	(I)	(J)	(K)	(L)	(1)	(2)	(3)	(4)	(5)	(6)
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## Summary of Work-Related Injuries and Illnesses

Year 20 22U.S. Department of Labor  
Occupational Safety and Health Administration  
Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0".

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

## Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>
(G)	(H)	(I)	(J)

## Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
<u>0</u>	<u>0</u>
(K)	(L)

## Injury and Illness Types

Total number of ...	(M)
(1) Injuries	<u>1</u>
(2) Skin disorders	<u>0</u>
(3) Respiratory conditions	<u>0</u>
(4) Poisonings	<u>0</u>
(5) Hearing loss	<u>0</u>
(6) All other illnesses	<u>0</u>

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instructions, search existing data sources, gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any other aspect of this data collection, contact: US Department of Labor, OSHA Office of Statistical Analysis, Room N-3644, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.

## Establishment Information

Your establishment name APPELLATION CONSTRUCTION SERVICES, LLC  
Street 999 NORTH LOVALSOCK AVENUE  
City MONTROUSEVILLE State PA ZIP 17754

Industry description (e.g., Manufacturer of motor truck trailers)

OIL & GAS PIPELINE & RELATED STRUCTURES

Standard Industrial Classification (SIC), if known (e.g., 3713)

1623

OR

North American Industrial Classification (NAICS), if known (e.g., 336212)

237120

Employment information (If you don't have these figures, or the Worksheet on the back of this page to estimate.)

Annual average number of employees 160

Total hours worked by all employees last year 353,772

## Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Shawn R. Greene, Safety Manager  
Signature  
570-661-4765  
Date  
01/06/2023

1/2004)

## Summary of Work-Related Injuries and Illnesses

employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

Year 20 22U.S. Department of Labor  
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

of death and about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health professional. Injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR Part 1904.8 through 1904.12. Feel free to use this form to complete an Injury and Illness Incident Report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form, call your local OSHA office for help.

Establishment name APPELLATION CONSTRUCTION SERVICES, LLC  
City MONTROUSEVILLE State PA

Describe the case			Classify the case				Enter the number of days the injured or ill worker was		Check the "Injury" column or choose one type of illness					
(D) Date of injury or onset of illness	(E) Where the event occurred (e.g., Loading dock north end)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g., Second degree burns on right forearm from acetylene torch)	CHECK ONLY ONE box for each case based on the most serious outcome for that case:				Remained at Work		(M)					
			Death (G)	Days away from work (H)	Job transfer or restriction (I)	Other recordable cases (J)	Away from work (K)	On job transfer or restriction (L)	Injury (1)	Skin disorder (2)	Respiratory condition (3)	Poisoning (4)	Hearing loss (5)	All other illnesses (6)
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# **Critical Work Qualification Statement**

## **Teams experience with Fire Alarm Systems**

The Appellation Construction Services team possesses extensive experience in the installation of Siemens Desigo fire alarm systems. Recently, our team successfully completed the installation of this advanced system as part of a multi-year renovation project at the Forum Building within the State Capitol Complex. Additionally, we have installed and commissioned the Desigo system across various other projects, including the renovation and expansion of Muncy High School. This project marked not our team's initial experience with this specific product line from Siemens; we have previously conducted successful testing, commissioning, and transition of the system to the Department of General Services (DGS). Our comprehensive expertise with diverse fire alarm systems played a crucial role in facilitating this installation.

The Siemens Desigo system at the Forum Building is installed throughout the eight-story historical structure, except for the section housing rare books. We ensured seamless integration of the Desigo system with the existing fire alarm system specifically designed for the rare books area, thereby guaranteeing fire alarm coverage throughout the entire building. During the renovation phase, it was essential to maintain complete fire protection for the building; consequently, we installed a temporary Siemens fire alarm system, which was subsequently decommissioned once the new Desigo system became fully operational.

The components of the Siemens Desigo system installed at the Forum Building included the following elements:

1. Siemens Desigo voice evacuation fire alarm system
2. Integration with the existing Desigo CC currently installed in the IMCS Room
3. Integration with Desigo CC Mass Notification



4. Fiber optic modules
5. Head-end panel connections
6. One-for-one backup amplifiers
7. Remote power supplies for audio/visual devices
8. Elevator recall mechanism
9. Monitoring capabilities for the existing Library and Rare Books control panel (existing devices retained)
10. Sprinkler monitoring integration
11. Twenty-two indoor duct detectors
12. DPU programmer
13. Provision of spare parts
14. System and communicator programming
15. Comprehensive system testing
16. End-user training
17. Installation of a new raceway system
18. New notification and initiating circuits

Seth Jackson, the field supervisor from Appellation and Appellation's project manager, collaborated closely with the Siemens support team, which comprised Kevin Hayden, Bruce Curll, Siemens field support staff, and the DGS Fire Safety and Environmental team, to successfully complete the new fire safety system. Our team's substantial experience with the Siemens Desigo fire alarm system significantly contributed to the overall success of the project.

Here is a list of past projects involving fire alarm systems worked on by ACS personnel:

- Forum Building - Harrisburg, PA
- Peter Herdic Hi-Rise - Williamsport, PA
- Muncy High School - Muncy, PA



## Teams experience with Siemens Desigo Fire Alarm System

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## Teams experience with Removal & Replacement of Substation Transformer Oil

Appellation Construction services will be partnering with Manna Supply, Inc. to perform the Removal & Replacement of Substation Transformer Oil. Manna Supply will be using Resa Power to perform the task of removal & replacement of the substation transformer oil.



### SERVICE LOCATION SYSTEMS NORTHEAST

**High-Quality Electrical Delivered  
Anywhere, Anytime. Fast.**

#### Circuit Breakers



Molded Case, Insulated Case,  
Air, Vacuum, Low & Medium  
Voltage, Parts, Repairs

#### Transformers



Dry Distribution, Oil-Filled  
Padmount and Substation, Any  
KVA/MVA, All Voltages

#### Breaker Accessories



Strap Kits, Mounting H/W,  
Enclosures, Shunt Trips, UVRs,  
Aux., Bell Alarms

#### Bus Plugs & Bus Ducts



Bus Plugs & Bus Duct, Up to  
4000 Amp, Fusible & Breaker Style,  
New & Obsolete

#### Motor Controls



MCCs, All NEMA sizes, Starters,  
Contactors, Combos, Feeder  
Buckets, Contact Kits, MCPs

#### Custom/Fast Solutions



75+ KVA Temp Power Skids,  
Quick Delivery 24/7/365 Sales &  
Delivery for Emergencies

#### Switches

ASCO Authorized Distributor,  
Auto & Manual, Safety Switches,  
All NEMA, Panel Mounts



#### Panels & Gear Lineups

Low & Medium Voltage, Metering,  
800 Amp+ Mains & Sections,  
Components & Accessories



Allen Bradley  
Cutler-Hammer  
F.P.E.  
General Electric  
I.T.E./Siemens  
Square D  
Westinghouse  
Zinsco  
ABB  
AB-Deion  
Acme  
AEG  
Allis-Chalmers  
American  
ASCO

Bulldog  
Bussman  
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Furnas  
Gould  
Hammond  
Heinemann  
Jefferson

Johnson Controls  
Klockner Moeller  
LittellFuse  
Marcus  
MGM  
Murray  
Potter Brumfield  
Pushmatic  
Sylvania  
Schneider Electric  
Telemecanique  
Thomas & Betts  
UBI  
Wadsworth  
Zenith  
**and many more...**

☎ 800.576.RESA

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Available from stock for immediate delivery, all circuit breakers and renewal parts manufactured from 1940-current, by:

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| • GENERAL ELECTRIC | • WESTINGHOUSE |
| • I.T.E.           | • ABB/BBC      |
| • FEDERAL PACIFIC  | • SQUARE D     |
| • ALLIS CHALMERS   | • SIEMENS      |
| • CUTLER HAMMER    | • POWELL       |

### MONITOR CONTROL BUCKETS, PARTS & MCCS

Available from stock for immediate delivery, all circuit breakers and renewal parts manufactured from 1940-current, by:

- |                    |                   |
|--------------------|-------------------|
| • GENERAL ELECTRIC | • FEDERAL PACIFIC |
| • WESTINGHOUSE     | • SQUARE D        |
| • I.T.E.           | • FURNAS          |
| • ABB              | • ALLEN BRADLEY   |

All equipment is fully remanufactured or new, tested and warranted. Typical delivery is 24 hours to 1 week. We offer same-day fulfillment.



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### Your Quality Powerhouse

#### SWITCHGEAR & SWITCHGEAR COMPONENTS

1. Available from stock for immediate delivery, all 240v-15kv switchgear, panelboard and disconnect switches manufactured from 1940-current by all US manufacturers.
2. All switchgear is available for new installations, match and lineup, or maintenance replacement of components.
3. Engineering assistance is available to offer creative, efficient solutions.

#### REMANUFACTURING PROGRAMS

1. We are able to provide programs for the remanufacture and upgrade of all switching and control assemblies.
2. Your company would receive up-front assemblies to match all existing equipment and eliminate any possible downtime.
3. Extended warranties are available for all projects.

#### Contact information

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# RESA POWER™

Reliable and Safe. The Power of Us.

## RELIABILITY

RESA Power specializes in electrical power solutions to ensure safe, efficient and reliable generation, transmission and distribution of power. We have provided electrical solutions to thousands of companies throughout the United States and Canada on both a routine and a 24/7/365 since 2003.

## ENGINEERED SYSTEMS

Design. Manufacturing. Installation. Offering mission-critical MRO solutions designed to extend the life of vital electrical systems.

## CRITICAL PREVENTIVE SERVICES

Proving transformer oil testing and maintenance services essential to power systems health.

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## HIGHLY SKILLED NETA CERTIFIED TECHNICIANS

Our RESA Power service subsidiary provides preventive maintenance and acceptance testing services of both new and older power components and systems.

## HARD-TO-FIND VINTAGE COMPONENT INVENTORY

Provider of new, reconditioned, and obsolete circuit breakers, electrical distribution, and control equipment from our vast inventory.

## TRANSFORMER OIL TESTING LAB SERVICES

Our laboratory offers a full range of transformer oil tests in accordance with ASTM Standard Test Procedures and diagnostic recommendations are based on IEEE Standard guidelines.



# RESA POWER™

Reliable and Safe. The Power of Us.



RESA Power strives to be the premier, first-choice, trusted provider in the U.S. and Canada for critical power services and products by delivering the best customer and employee experience in the industry.

## Switchgear-Low & Medium Voltage

- ✔ Preventative Maintenance Services
- ✔ Ground Fault Testing & Inspection
- ✔ Circuit Breaker Testing & Rebuilding
- ✔ Bolted Pressure Switch Maintenance
- ✔ Trip Unit Retrofit Services
- ✔ Switchgear PM & Testing
- ✔ High Voltage Switch PM & Testing
- ✔ New Installation, Match & Lineup
- ✔ Authorized OEM for ABB, Eaton, GE, Schneider Electric, Siemens & Toshiba

## Breaker, Switchboard, MCC Repair & Rebuild

- ✔ Repair, Remanufacture & Upgrade All Switching & Control Assemblies
- ✔ Remanufactured to Like-New Condition to Meet or Exceed Manufacturers Specs
- ✔ Low Voltage Breaker Over Current Retrofits
- ✔ Loaner/Spare Breakers for Refurbishment Programs
- ✔ 24/7 Emergency Apparatus Repair
- ✔ Power Distribution Field Repair

## Testing & Engineering Services

- ✔ Power System Analysis
- ✔ Power Quality
- ✔ Arc Flash Hazard Analysis/ NFPA 70E Compliance
- ✔ Design Services
- ✔ Electrical Safety Training
- ✔ Forensic Analysis
- ✔ Assorted Electrical Engineering Services

## Laboratory Testing Services

- ✔ Dissolved Gas Analysis
- ✔ Karl Fischer Water Testing
- ✔ Dielectric Testing
- ✔ Power Factor & Furan Test
- ✔ Dissolved Metals
- ✔ On-site Sampling, Inspection & Repairs
- ✔ Leak Repairs & Clean Up
- ✔ Hot Oil Reconditioning
- ✔ De-gasification of Oil
- ✔ Inhibitor Injection

## Low Voltage Components

- ✔ New & Refurbished Stock
- ✔ 1940 Vintage - Current
- ✔ Circuit Breakers & Parts
- ✔ Molded/Insulated Case Breakers
- ✔ Air & Vacuum Breakers
- ✔ Motor Control Buckets & Parts
- ✔ MCCs Components

## Transformer Services & Repair

- ✔ Full Electrical Testing & Services
- ✔ 24/7 Emergency Service
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## Team's experience with Replacement & Installation of Fire Alarm Components in Occupied Buildings

Appellation Construction Services (ACS) boasts a wealth of experience in the installation of fire alarm systems within occupied buildings, successfully executing projects throughout Pennsylvania. Our track record reflects our dedication to providing exceptional field supervision and our commitment to understanding and fulfilling our customers' requirements.

Fire alarm systems play a vital role in ensuring the safety of building occupants by keeping them informed in the event of a hazardous situation. At ACS, we are acutely aware of the intricate nature and critical importance of these systems. We understand the significant responsibility entrusted to us in safeguarding the lives of those within the buildings we work on, which is why we exclusively assign highly experienced supervisors to oversee these vital projects.

One notable project involved our standout supervisor who recently completed the installation of a fire alarm system in the historic Forum Building at the State Capitol complex in Harrisburg. This project was particularly challenging as it required a full restoration of the building while ensuring that access to the Forum Auditorium was maintained. The fire alarm system had to be intricately tied into several other essential systems supporting the Auditorium, such as the heating and cooling system (HVAC), the elevator system, the central fire command center, and both initiating and notification devices for fire alarms. Throughout the project, ACS was also tasked with ensuring consistent fire alarm coverage across the main building, which we accomplished by installing an advanced wireless fire alarm system. This innovative system was connected to the command center, providing immediate alerts to emergency services in the event of an emergency within the structure.

Another prime example of ACS's unwavering commitment to the safety of building occupants is the installation of a new fire alarm system at the Peter Herdic high rise, a six-story senior care facility in Williamsport. Recognizing the delicate nature of this project, we approached it with meticulous attention to detail, determined to keep the fire alarm system fully operational during the entire process. ACS collaborated closely with the building's maintenance and support staff, systematically working through the facility to ensure there were no lapses in fire safety coverage.

Through our focus on safety, meticulous planning, and strong communication, ACS strives to protect and inform the individuals who reside and work in the buildings we serve, prioritizing their safety above all else.



## Team's experience with Replacement & Installation of Fire Alarm Components in Historically Sensitive Buildings

Appellation Construction Services (ACS) has cultivated an in-depth expertise in preserving historic finishes during the meticulous renovation of the Forum Building, an iconic structure within the Capital Complex. With a profound sense of pride, ACS approached the project not only as a job but as a tribute to one of our cherished state treasures, committed to ensuring its beauty and significance will remain intact for generations to come.

The original construction of the Forum Building showcases finishes that are seldom replicated in today's contemporary building practices, requiring a thoughtful and skilled approach to restoration. ACS exercised extraordinary caution to safeguard the original elegance of the existing finishes while seamlessly integrating modern technology necessary for enhancing the building's security and energy efficiency.

Recognizing the complexities involved in working with historical finishes, ACS adeptly assembles specialized teams of subcontractors, each tailored to address the unique challenges posed by various materials and finishes. This bespoke approach ensures that every element of the renovation is managed with the utmost care and expertise.

Throughout the Forum renovation, ACS worked diligently alongside experts in historical materials, including exquisite marble, intricate paintings, and delicate wall finishes. For each specific element addressed, ACS engaged the most qualified specialists, ensuring that the integrity of these materials was preserved.

In a noteworthy partnership with its subcontractor, ACS executed precise openings in the historic marble, allowing for the installation of new devices. Control measures were strictly adhered to, ensuring that cuts were made only in essential locations, thus preserving the marble's original charm. Careful installations in the lobby were made possible by mounting fixtures to the ceiling, which also housed exquisite historical paintings. This delicate task was executed without damaging the artworks, showcasing ACS's commitment to collaboration with the primary contractor and their preservation subcontractor.

Additionally, ACS faced a change in project scope that required cutting openings in the intricate plaster ceiling to accommodate new lighting fixtures. During this procedure, extensive precautions were taken to shield the valuable resources of the State Library, including its historic books, marble flooring, and original wall finishes. The team employed advanced measures such as HEPA filter vacuums, strategically placed air movers, and plastic sheeting to effectively manage dust and maintain a clean, contained work environment.

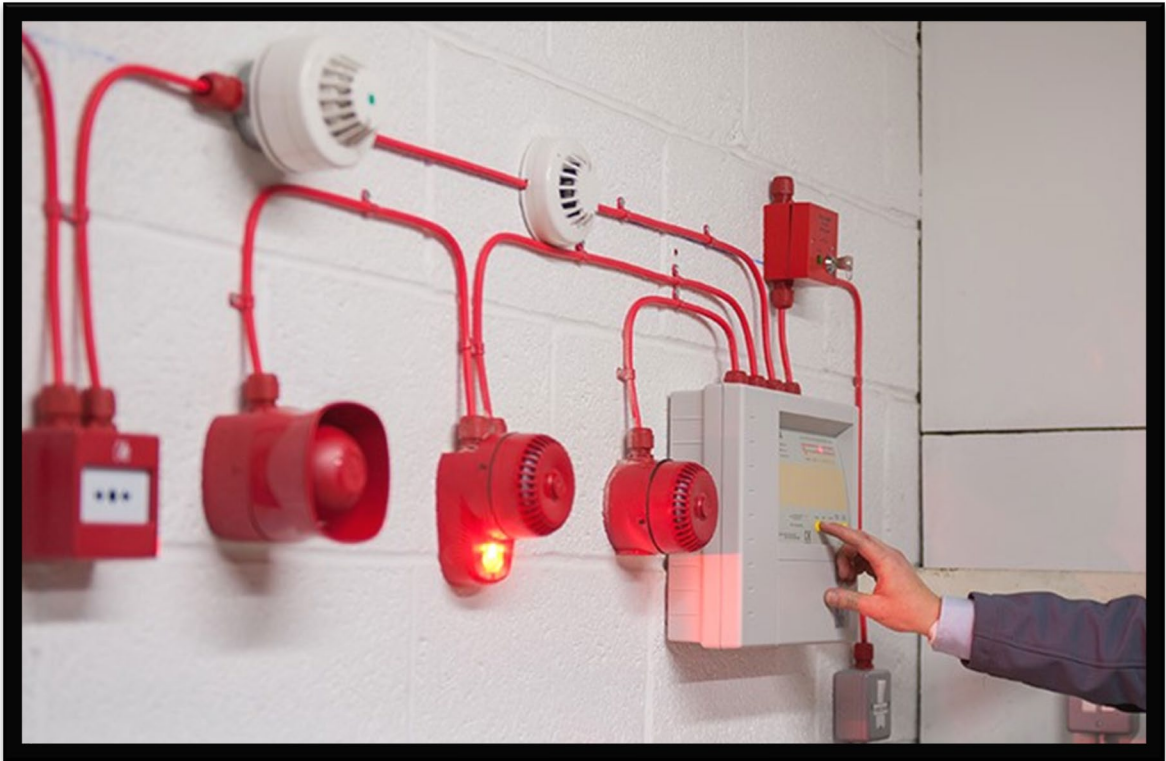
ACS's commitment to craftsmanship and preservation, exemplified during the Forum renovation project, will be unwavering as they undertake the forthcoming fire alarm system upgrade across the various historic buildings within the Capital Complex. Each step of the process will reflect ACS's dedication to safeguarding the rich history and unique character of these significant structures.





## Section 2

### Project Management Plan



# **T-2A. Project Management Team**

**The project team that will be taking care of the Capitol Complex – Fire Alarm System Replacement.**

**Greg Galante is the CEO** of Appellation Construction Services. Greg over sees the entire companies' projects and everyday business.

**Matt Green is Vice President of Electrical Division** at Appellation Construction Services, LLC (ACS). Mr. Green will be the oversight for the entire project. He will manage coordination between departments to ensure mutual respect, as well as an in-depth understanding of each other's role in the project so that everything runs smoothly and according to plan.

**Tim Krupski will be the Project Manager** of this project. Tim will be the direct contact with the Superintendent and Foremen on everyday concerns. Tim will be attending kickoff and commissioning meetings. Tim will be attending the project meetings. Tim will be submitting RFI's, Submittals and any Change Orders that may arise during this project.

**Seth Jackson will be the Superintendent** for ACS and will be taking the lead on the jobsite for this project. Mr. Jackson will be the direct contact person for daily matters. He will also assist Tim Krupski with RFI's on this project. In addition to that, Mr. Jackson will be attending the kickoff and commissioning meetings, as well as all project meetings.

**Candie Griffis is the Electrical Services Coordinator.** Mrs. Griffis will be handling all the project scheduling which is done through our software program called Primavera P6. She will also be responsible for distributing correct drawing revisions, change orders, RFI requests, and submittals to all necessary parties. Mrs. Griffis will be assisting Tim with paperwork as needed. She will also help with ordering material, process invoicing and taking notes for certain meetings and any other day to day operations as needed.



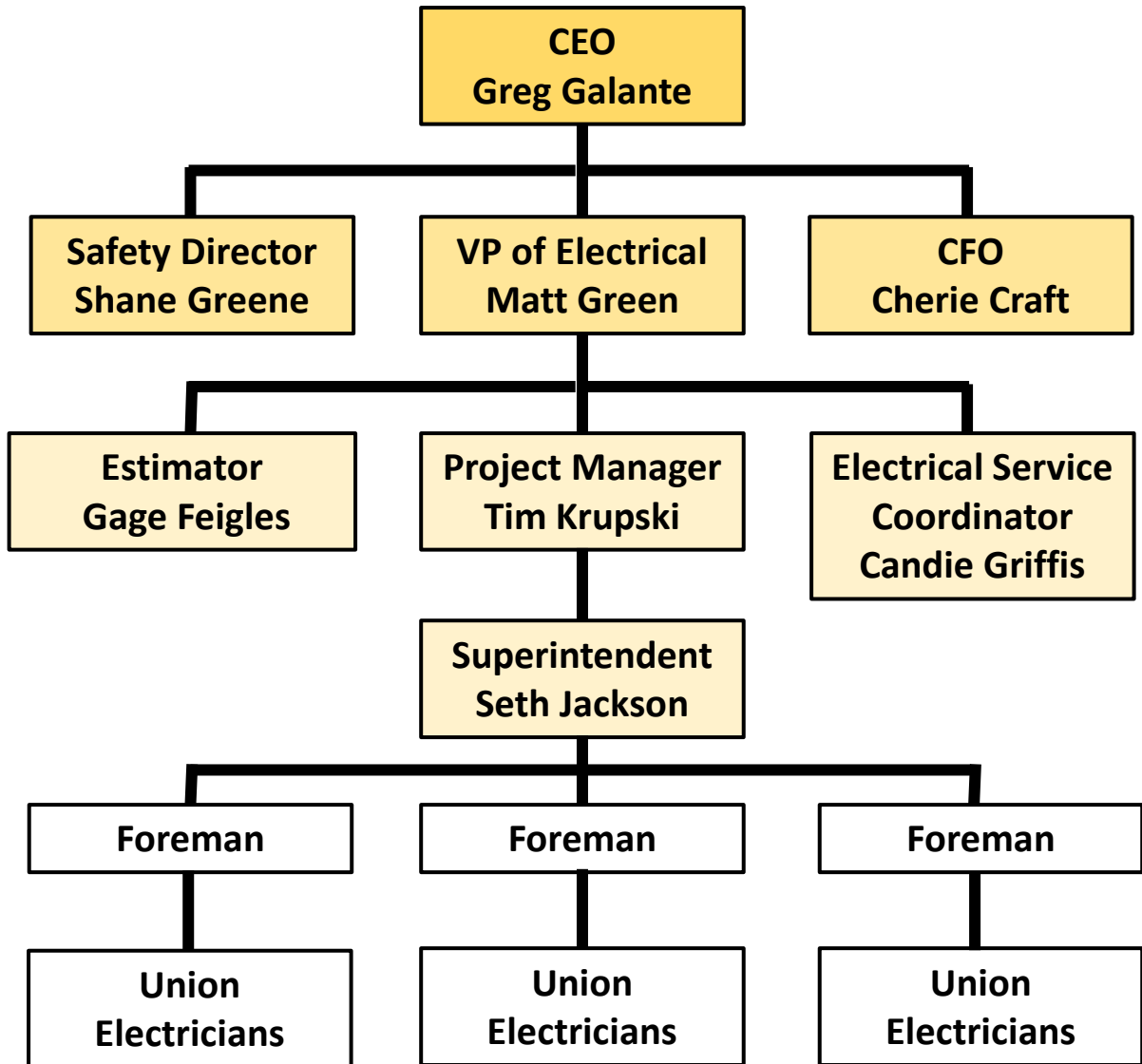
**Gage Feigles is the estimator** of the project. Gage will oversee the bidding and purchasing of the large package products. Gage will take care of the project changes as they will be coming about on the project. Gage will be assisting the Project Manager of this project with requests as they may arise.

**Cherie Craft is our Chief Financial Officer.** She will be responsible for the pay apps and monthly billing. Mrs. Craft will also take care of the certified payroll reports.

**Shane Greene is the Safety Director** for Appellation Construction Services and will be supervising all safety-related aspects of the project. Mr. Greene is the DER (Designated Employee Representative) that will ensure that our drug testing policies and procedures are followed according to DOT Standards. He will develop and execute project safety meetings, ensure site inspections are completed, and confirm on-site foreman conducts daily JSA meetings. Mr. Greene will also develop and guarantee that Toolbox Tool meetings are reviewed daily with employees on site, safety orientation completed, coordinate on-site safety audits, ensure proper PPE is issued and worn, and manage any incident and accident investigations.



Please find Appellation Construction Services, LLC internal hierarchy-team organizational chart below as well as the requested qualifications in the following pages.





## Matt Green

### ACS – VP of Electrical

#### Role

VP of Electrical

#### YEARS OF EXPERIENCE

Total 20+ Years

#### EDUCATION

National Joint Apprenticeship for  
The Electrical Industry

University of Montana – Missoula,  
MT

#### PROFESSIONAL REGISTRATIONS

NFPA-70E Card Holder

OSHA 30 Hour Construction  
Industry Certified

Leviton Voice & Data Installation  
Certified

Aerial Work Platform Safety  
Course Completion

CDL License (Class A)

Data Installation Certified

Matt would oversee the Project Manager of this project. Matt will be the oversight for the entire project. He will manage coordination between departments to ensure mutual respect, as well as an in-depth understanding of each other's role in the project so that everything runs smoothly and according to plan. He would provide instruction as needed and help to solve any issues that may arise. Matt would attend all kick-off meetings and any other meetings that he is needed at. With his vast knowledge Matt will help to drive this project in the correct direction to have a successful completion.

Matt is the Vice President of Electrical at ACS. He has excellent employee development, customer relations, and analytics skills coupled with more than 20 years of experience in the industrial/commercial electric industry. Matt skills include electrical schematics, state and local codes, has knowledge in commercial projects, great work site safety, adheres to OSHA standards and is deadline driven.

#### SELECT EXPERIENCE

- ❖ Forum Building Renovations, Harrisburg, PA
- ❖ Muncy Jr/Sr High School Gymnasium Addition & Misc. Renovations – Muncy, PA
- ❖ First Quality WASP E&I Project – Lock Haven, PA
- ❖ Danville State Hospital HVAC Replacement – Danville, PA
- ❖ Bethlehem LNG Facility – Bethlehem, PA
- ❖ Montoursville Water Borough Upgrades – Montoursville, PA
- ❖ Jersey Shore School HVAC Improvements – Jersey Shore, PA
- ❖ Blaise Alexander Auto Auction – Montoursville, PA
- ❖ Bethlehem Tank Electrical – Bethlehem, PA
- ❖ Bethlehem LNG Cameras – Bethlehem, PA
- ❖ Lonza Bldg 13 Rebuild – Williamsport, PA
- ❖ First Quality Bldg 3 Addition – Lock Haven, PA
- ❖ Northumberland Water Treatment Plant Project







## Tim Krupski

### ACS - Electrical Project Manager

#### Role

Electrical Project Manager

#### YEARS OF EXPERIENCE

30 + Years

#### EDUCATION

IBEW National Joint Apprenticeship  
Training

NECA Electrical Supervision Level 1

NECA PM Certification Course

#### PROFESSIONAL REGISTRATIONS

OHSA 30

IBEW Apprenticeship Training

NJATC

PEC Safeland

NFP 70E

TWIC Card

First Aid/CPR

Frank P O'Neill Award from IBEW  
Local 81

Tim would oversee the construction project from beginning to end. Manage the budget and estimate costs. Determine the necessary equipment, materials and manpower needed. Keep track of inventory, tools and equipment. Manage RFI's, CO's, Submittals and all other paperwork as needed.

Tim is highly skilled, detail-oriented, and focused professional, offering extensive experience in leading electrical operations; complemented with quality assurance and quality control activities. Known for adeptness in National Electronic Code and National Fire Protection Association (NFPA) Class 1 Division 1 and 2 wiring methods. Well-versed in low-voltage (LV), medium-voltage (MV), and high-voltage (HV) installation and wiring methods. Effective leader, with outstanding ability to supervise electrical crew and contractors during the entire project life cycle to ensure on-time completion and delivery. Armed with problem-solving, troubleshooting, and communication skills in dealing with complex tasks.

#### SELECT EXPERIENCE

- ❖ National Gypsum, Temp 800 Service – New Columbia, PA
- ❖ Danville State Hospital, - Danville, PA
- ❖ Glennview & Bergen RNG – Odessa, NY
- ❖ Allied Security Cameras – Quakertown, PA
- ❖ Beton Tank Grounding – Benton, PA
- ❖ PA Enbridge TEM Security – Marietta, PA
- ❖ Lairdsville Rectifier Power – Unityville, PA
- ❖ Marcus Hook CS – Marcus Hook, PA
- ❖ GAF Fire Alarm Project – New Columbia, PA
- ❖ Northern Tioga School Security – Westfield, PA





## Seth Jackson

### ACS - Electrical Superintendent

#### Role

Electrical Superintendent

#### YEARS OF EXPERIENCE

Total 34 Years

#### EDUCATION

IBEW NJATC – 5 Year  
Apprenticeship

SUN Area Vocational Technical  
School

#### PROFESSIONAL REGISTRATIONS

Certificate of Completion in  
Electrical

State Recognized  
Apprenticeship for Journeyman  
Wireman

Commercial Construction

Seth would be running the day-to-day operations on site. All Foreman would report to him. Seth would handle any issues that may arise on site and make sure that safety procedures are adhered to.

Seth has completed a 5 year apprenticeship program through the IBEW NJATC. Worked on various jobs from working in schools, colleges, chemical plants, sewer plants, and power plants. Through the years of working, became proficient in conduit installation, wiring PLC and VFD cabinets, along with other DC controls. Installations of conduit included EMT, PVC, Rigid, IMC, PVC and PVC Coated Rigid. Working with controls, he became proficient in reading blueprints, Online diagrams and P&ID drawings. Seth's experience also entails, of being a foreman of 5 men, to a General foreman of 45+men. Also in his experience, he has done various maintenance work in the places mentioned above. Maintenance work included troubleshooting control circuits, 3-phase motors, work in substations, Main control cabinets, main gear, and telecommunications.

#### SELECT EXPERIENCE

- ❖ Forum Building Renovations, Harrisburg, PA
- ❖ PA State Archives Fire Alarm Cabling Project, Harrisburg, PA
- ❖ Danville State Hospital HVAC Replacement – Danville, PA
- ❖ Bethlehem LNG Facility – Bethlehem, PA
- ❖ Montoursville Water Borough Upgrades – Montoursville, PA
- ❖ Bethlehem LNG Cameras – Bethlehem, PA
- ❖ Rough in Electrician - Custom Building System – Middleburg, PA
- ❖ Headliner Installer Leer Truck Caps – Truck Accessories Group, LLC – Milton, PA





## Candie Griffis

### ACS - Electrical Services Coordinator

#### Role

Electrical Services  
Coordinator

#### YEARS OF EXPERIENCE

Total 7 Years

#### EDUCATION

Associated Degree in  
Advertising from  
Pennsylvania College of  
Technology

Advanced Planning &  
Scheduling w/Primavera  
P6 from Global PM

#### PROFESSIONAL REGISTRATIONS

Committee Member of  
Whitetails Unlimited,  
Williamsport, PA Branch

Candie would be helping in the day-to-day paperwork for this project. She would be helping to submit, track and process RFI's, EWR's, Submittals, Close out Documentation and Manuals as needed. She would also help in ordering material and processing invoices from manufacturers and subcontractors.

Candie has a professional experience working in a fast-paced environment demanding strong organizational, technical, and interpersonal skills. Developed integrate schedules for small Meter/Regulatory Stations to large schedules that envelope a 7-unit compressor station and commercial building renovation projects. Trustworthy, ethical, and discreet; committed to superior customer service. Confident and poised in interactions with individuals at all levels. Detail-oriented and resourceful in completing projects; able to multi-task effectively.

#### SELECT EXPERIENCE

- ❖ Forum Building Renovations, Harrisburg, PA
- ❖ Muncy Jr/Sr High School Gymnasium Addition & Misc. Renovations – Muncy, PA
- ❖ First Quality WASP E&I Project – Lock Haven, PA
- ❖ Danville State Hospital HVAC Replacement – Danville, PA
- ❖ Bethlehem LNG Facility – Bethlehem, PA
- ❖ Montoursville Water Borough Upgrades – Montoursville, PA
- ❖ Jersey Shore School HVAC Improvements – Jersey Shore, PA
- ❖ Blaise Alexander Auto Auction – Montoursville, PA
- ❖ Bethlehem Tank Electrical – Bethlehem, PA
- ❖ Bethlehem LNG Cameras – Bethlehem, PA
- ❖ Finnefrock Lighting Installation – Renovo, PA





## Shane Greene

### ACS – Safety Director

#### Role

Safety Director

#### YEARS OF EXPERIENCE

Total 7 Years

#### EDUCATION

Hyster, Inc. Industrial Forklift  
Certified Trainer

West Branch Manufacturers’  
Association course “The  
Fundamentals of  
Supervision”

Lock Haven University –  
Health Science

#### PROFESSIONAL REGISTRATIONS

Veriforce, LLC. Industrial  
Training Services & Midwest  
Energy OQ Trainer /  
Evaluator

DOT Drug & Alcohol  
Supervisor Training

American Red Cross First  
Aid/CPR Instructor

PEC Safe Land Certified  
Trainer

OSHA Construction  
Certification

PA College of Technology  
Haz-mat Response  
Certification & Confined  
Space & Fall Protection

Shane would manage and supervise all health and safety policies and procedures in compliance with local, state and federal rules and regulations including Occupational Safety and Health Administration (OSHA) and Department of Transportation (DOT). Designated Employee Representative (Drug & Alcohol Testing) for this project. Conducts quality audits on a periodic basis at field locations to ensure compliance with contractual requirements. Provides guidance to Project Manager, Superintendent and foremen to assist them in the interpretation of and compliance with quality, health & safety, environmental related contract requirements. Manage and perform scheduled and unscheduled safety inspections at the contract site. Develop and facilitate safety committee meetings and training sessions. Conduct investigations and prepare reports on workplace injuries and accidents; manage the process and the documentation. Coordinate background and drug screening, per client and company requirements.

Shane would be the primary contact for ISNetwork, NCMS and all other contractor management databases; responsible for keeping information on these databases current Plans and implements training for employees in work site safety practices. Maintains confidential safety files and records. Conduct injury and incident investigations; identify root causes and corrective actions for use by company personnel and senior management.

#### SELECT EXPERIENCE

- ❖ Forum Building Renovations, Harrisburg, PA
- ❖ Muncy Jr/Sr High School Gymnasium Addition & Misc. Renovations – Muncy, PA
- ❖ First Quality WASP E&I Project – Lock Haven, PA
- ❖ Danville State Hospital HVAC Replacement – Danville, PA
- ❖ Bethlehem LNG Facility – Bethlehem, PA
- ❖ Montoursville Water Borough Upgrades – Montoursville, PA
- ❖ Jersey Shore School HVAC Improvements – Jersey Shore, PA
- ❖ Blaise Alexander Auto Auction – Montoursville, PA
- ❖ Bethlehem Tank Electrical – Bethlehem, PA
- ❖ Bethlehem LNG Cameras – Bethlehem, PA
- ❖ Finnefrock Lighting Installation – Renovo, PA



## **T-2B. Work Plan and Schedule**

Appellation Construction Services is proud to present the following narrative on how we plan to construct the Electrical scope of work on the PA Capitol Complex Fire Alarm Replacement project. In today's very competitive construction climate, it takes a lot to stand out. We at Appellation believe that the combination of all our departments coming together as a team is the major attribute that separates us from the rest. But before we get into the nuts and bolts of our operation, we must start at the beginning. Appellation's slogan, 'Building safety into everything we do' is more than just a slogan. It is a culture. A culture that is embraced by every team member. From our stop work authority to our near miss reporting program, we truly believe every project starts with a properly developed safety plan. From the moment we are awarded a project our safety team springs into action. They prepare a binder with all pertinent information, they administer our new hire orientation, which includes drug screening and background checks, as required.

Upon receiving the letter of intent, the Appellation Project Management team will meet with the Estimating team to review the successful bid. We will then have our very own in house kick off meeting to develop a custom approach based on the project's needs. A host of issues will be discussed including but not limited to, schedule development, equipment, manpower, material procurement, tooling and submittals (especially critical ones). This project will have many layers of supervision all working together to ensure the project is being completed on schedule and with the true craftsmanship our customers deserve. Our team is familiar with DGS projects having already worked on the Forum building restorations, HVAC upgrade at the Danville State Hospital, and the PSU Elevator upgrade project. Our work force is made up of highly skilled local craftsmen, who are IBEW members and have undergone 5-year apprenticeships consisting of both classroom study and on the job training.





After the handoff of the project from the Estimating team to the project Management team, the first order of business will be to identify any potential long lead items that will need to be ordered quickly to ensure on-time delivery for installation. Working with our many vendors, we will start the procurement and submittal process. E-builder will be utilized for the submittals, RFI process, schedule approvals, pre-installation meetings, punch list completion and the closeout documentation. ACS will do our utmost to purchase products made in the USA and strictly adhere to certification standards set within the contract and specifications. At this time our Field Superintendent will be brought in to start getting familiar with the blueprints of the project and set up mobilization efforts. This will ensure a clear understanding of the schedule and critical path milestones that must be met. In other words, ACS will hit the ground running.

ACS acknowledges the critical path sequencing for the project. We also understand that the complex will still be utilized by workers and visitors and that all measures must be taken not to interfere with any of their comings and goings. All boundaries will also be recognized and adhered to. Keeping in mind that the buildings will remain in operation during their normal hours, work in these locations will be coordinated by ACS and all other contractors on site, as well as with the owners. All work occurring outside of the normal working hours will be approved by the owner and done in an appropriate manner.

Once the construction schedule has been agreed upon and the critical path is established, ACS will be instrumental in the demolition of work in all required buildings. By ensuring any necessary power is completely disconnected and utilizing our lock out tag out program, all demolition activities can be completed without a risk of electrical shock. During this phase of construction, communication and coordination are the key factors. The demolition procedures put in place at the beginning of the project will be utilized throughout the project on all buildings including Keystone Building, Capitol Substation, Labor & Industry Building, Health & Welfare Building, Records Center, Central Plant, DGS Garage, Department of Agriculture Building, Arsenal Building, Commonwealth Garage, East Wing, MJ Ryan Building, Main Capitol Building, and Rare Books.

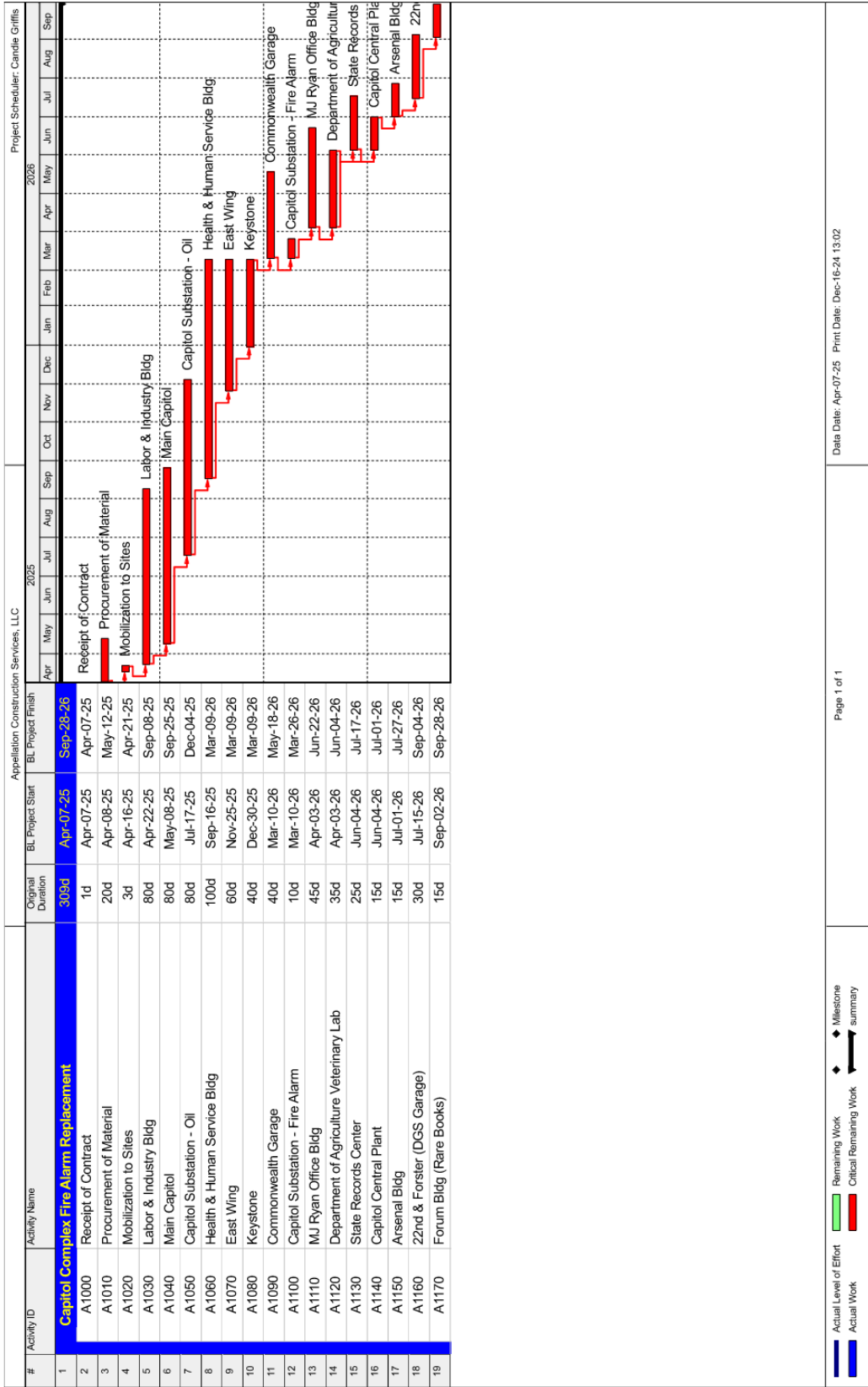
Demolition and replacement of the fire alarm will go hand and hand with one another. Since all buildings have work within them, the order in which demolition and replacement happens may be staggered. This will all be coordinated prior to the construction phase and will ensure the project is complete as efficiently as possible. ACS will be working together with Siemens to help locate, replace, remove old devices, and add new devices. They will be following our work on the addition of new conduit and wiring and placing new devices in locations provided by drawings, as well as replacing old devices with new devices and replacement of panels. It will be vital for ACS and Siemens to keep constant communication to ensure that all work is complete per the plans and specifications.

The construction phase of the Fire Alarm Replacement project includes replacement and addition of panels, new notification & initiation circuits, and adding additional devices to existing circuits. New initiation circuits will be required in the DGS garage and new notification circuits will be needed in the Capitol Substation, Records Center, Central Plant, DGS Garage, Department of Agriculture Building, Commonwealth Garage, East Wing, and Rare Books. All other circuits will be re-used. PAD panels will be replaced or relocated, as required. ACS is responsible for relocating fire alarm panel located in East Wing and installing fire alarm panels in Rare Books and Main Capitol, while Siemens will be responsible for the Fire Alarm Panel in MJ Ryan, Department of Agriculture, and Capitol Substation. ACS will also install Commonwealth Garage's booster panels, replacing Arsenal Building's main panel enclosure, and mount new panels. Appellation will ensure all work under this scope meets proper standards and codes and is completed in accordance with all drawings and specifications.

ACS will be using a subcontractor on this project to perform the retro-fills on the Virginia transformers. Work includes draining existing main tank mineral oil and the proper disposal of oil, replacement of oil, testing, inspection, and sampling for all four transformers. ACS only uses certified and reputable subcontractors on our projects. Article 7 of the General Conditions of the Contract will be strictly followed including background checks, prompt payments, material used, insurances etc.

Our PM will monitor subcontractor activity and work closely with their field personnel to ensure schedule and specifications are being met or exceeded.

Following the construction phase, the closeout procedure can begin. Closeout can be trying, but ACS does as much as possible to mitigate any issues and allows for a swift and complete closeout process. Punchlist items will be completed in a timely manner and once all work on site is complete, we will submit closeout documentation including O&M manuals, testing reports, warranties, etc. Demobilization will begin following that and all equipment, material, tools, and personnel will be removed from the site and another successful project will be complete.



# **T-2C. Safety Plan**



***APPELLATION CONSTRUCTION SERVICES, LLC.  
SITE SPECIFIC SAFETY PLAN  
FOR  
CAPITOL COMPLEX – FIRE ALARM  
SYSTEM REPLACEMENT  
HARRISBURG, PA 17120  
DAUPHIN COUNTY***

***Prepared By***

***Appellation Construction Services, LLC.  
999 North Loyalsock Ave., Suite C  
Montoursville, PA 17754  
(570) 601-4765 Fax (570) 601-4768***

**Revision 0.1  
JANUARY 2020**







Appellation Construction  
Services, LLC.  
999 North Loyalsock Avenue  
Montoursville, PA 17754

Phone: (570) 601-4765  
Fax: (570) 601-4768  
www.appellationprefab.com

### 1.0 Purpose:

- The purpose of this Site-Specific Safety Plan (SSSP) is to furnish Appellation Construction Services, LLC employees and its sub-contractors (if applicable) with a plan that will provide a safe work environment utilizing the safety processes contained within this plan.
- This SSSP is an H&S Plan that is specific to the scope of work for the **Capitol Complex – Fire Alarm System Replacement, Harrisburg, PA 17120 (Multiple Locations)**.

### 2.0 Scope of Work

The scope of work for the **Capitol Complex – Fire Alarm System Replacement** will primarily consist of the following:

- Replace the existing fire alarm systems at multiple locations.
- Replace the existing oil in four medium voltage substation transformers at the Capitol Substation and disconnect and remove the existing non-functional fire suppression systems associated with those transformers.

### 3.0 Safety Policy Statement

This policy has been developed to promote safety awareness during construction projects. The safe work practices and procedures contained in this policy are meant to be used as a tool for incorporating safety into daily operations. Every person on the job has the obligation to identify and report any condition that could potentially cause harm to persons or property.

It is Appellation Construction's business model that:

- ▲ • Employee safety is our top core value.
- Everyone is empowered with **STOP** Work Authority
- All injuries can be prevented.
- Working safely is a condition of employment.
- Employee communications are essential for both safety and quality.

### 4.0 SAFETY LEADERSHIP / PROJECT SAFETY RESPONSIBILITIES

Superintendent and Foremen of Construction activities are responsible for implementing the SSSP. The responsibilities will be communicated to all employees and subcontractors during the pre-job safety orientation meeting.

#### Onsite Construction Inspector:

- The On-Site Construction Inspector is responsible for overseeing the work of contractors to ensure work meets project specifications. The inspector will also be responsible for making field adjustment decisions





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to resolve construction problems and/or conflicts. Also, he will maintain records of ongoing construction for as-built references.

- The Inspector shall work in conjunction with the Superintendent to ensure the implementation of all applicable health and safety rules and regulations including the contents of this SSSP.
- The Inspector and Superintendent will provide immediate notification of any incidents to the Project Manager and Safety Department.

#### **Sub-Contractor Superintendent (if applicable):**

- The Sub-Contractor Superintendent (Superintendent) is responsible for scheduling a weekly safety meeting with all personnel working at the jobsite. The purpose of this meeting will be to ensure everyone understands the procedures required to maintain an accident-free work environment.
- The Superintendent shall develop a detailed JSA that is specific to the task being performed. The JSA will be developed using the job scope. The JSA will be reviewed with all employees prior to performing the job task and changed if there is a change in job scope.
- The Superintendent is responsible for implementing the Hazard Identification and Mitigation process. This person will be involved in the review of the Hazard ID forms (JSA) and the mitigation recommendations.
- The Superintendent is responsible for participating in the investigation of Near Misses, Incidents, or Injury Accidents.
- The Superintendent is responsible for conducting daily tailgate meetings with employees to discuss the day's work. He is also responsible for communicating near misses, changes in work scope, any changes in the JSA or incidents or accidents with its employees during the daily tailgate meetings. All meetings will be documented, and a sign-in sheet will be used to track employee involvement.
- The Superintendent is responsible for monitoring the daily work process to ensure that the SSSP is being followed.
- The Superintendent will provide immediate notification of any incidents to the Enbridge Construction Inspector.

### **5.0 EMPLOYEE INVOLVEMENT/PARTICIPATION**

- All employees shall attend and participate in the weekly safety meetings and the daily tailgate meetings to discuss the daily work activities and JSA's.
- All employees are encouraged to report hazards directly to the Superintendent.
- All employees are required to report all near misses and incidents to the Superintendent.
- All employees have the right and duty to stop unsafe work activities without any ill-mannered or negative actions directed towards them for reporting unsafe acts.
- "Be Your Brother's Keeper...If You See Something, Say Something."

### **6.0 HEALTH & SAFETY TRAINING**

- During the safety orientation the SSSP will be reviewed with all employees and sub-contractors.
- All training, orientations and information on job scope changes will be documented on the jobsite and communicated to all employees at the daily tailgate safety meetings or special safety meetings depending on the severity of the change.
- New personnel arriving onsite shall be trained to this SSSP and documented that they have received such training.





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- All visitors to the jobsite shall sign-in at the construction trailer and shall be accompanied by authorized personnel.

## 7.0 HAZARD IDENTIFICATION

### Pre-Job Hazard Assessment – JSA

- Before construction commences the Superintendent along with the Inspector will conduct a pre-job hazard assessment. This will be done to assess all hazards associated with the work to be performed at the site. The procedures and the proper action to be taken to protect employees from identified hazards. The JSA forms will be used to identify new hazards that may arise as work begins and continues.
- The Superintendent is responsible for updating the JSA's when there is a change in the scope of work to be performed and relay the change to affected employees. The information can be shared with all employees and subs during the weekly safety meetings and the tailgate safety meetings.

## 8.0 HAZARD CONTROL

### Management Site Inspections and Self-Assessments

- To insure there is a process in place to continually reduce the employee exposure to hazards Appellation Construction Behavior Based Safety Observations as needed.
- The Site Management will conduct at least one (1) documented safety inspection per week. In the event an existing hazard is identified the mitigation recommendations will be documented on the audit form. The hazard(s) will be communicated to all employees during the scheduled weekly safety meetings. The superintendent is responsible for correcting any of the action items identified by the safety inspections.

### Safety Awareness Meetings

- Safety awareness meetings will be conducted on Monday mornings as part of the scheduled weekly safety meetings. This day may be changed from week to week depending on field activities. Special meetings may be held for High Hazards that have been identified or significant incident, near misses, property damage or injury incidents.

### Control of Hazardous Materials

- To ensure the control of hazardous materials while performing work on this site, Appellation Construction will have on site a written HAZCOMM Program and SDS sheets for all chemicals being used or available on the jobsite.
- Certain tasks being performed such as excavating, coating, and welding tie-ins will be evaluated to ensure identification of the hazards and the method used to perform these tasks including the level of PPE or cleanup efforts.

## 9.0 COMPLIANCE

### Drug and Alcohol Policy

Appellation Construction utilizes DOT Specific Pre-Employment, Random, For Suspicion and Post Incident drug and alcohol testing to help ensure a safe and healthy workplace for everyone.

## 10.0 MANAGEMENT OF CHANGE

Approach to Job Scope Changes in the Field





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- Once the job scope changes have been approved, the Construction Superintendent will inform the Sub-contractor Foreman.
- The Sub-contractor Foreman will work with the Construction Coordinator to develop and safely approach the task. The changes will be reviewed with all employees and subs through a safety meeting.
- If there is a change in the task or a new hazard presents itself during ongoing work, then the JSA Process will be initiated by the Sub-contractor Foreman. In the event the procedure changes affect the employee regarding emergency situations then a review of the emergency action procedures and response plan will be reevaluated and documented in the emergency action plan. Some examples would be a change in location or road closures that may affect emergency response teams working in remote locations.

### 11.0 DOCUMENTING AND REPORTING

To Ensure compliance with the requirements of the Documentation process, the Superintendent will make available the following documentation:

- Copies of safety meeting minutes/Tailgate Safety Meetings
- Copies of JSA's
- Equipment/Vehicle Inspection Check sheets
- Copies of Training Records
- Copies of Incident Investigation Reports

### 12.0 EMERGENCY RESPONSE PROCEDURE

Whenever an imminent danger or actual emergency arises and it is determined that personnel must be evacuated from the project, the Superintendent will initiate the evacuation process. In an emergency, all employees are to be evacuated from their work area and shall assemble/meet in predetermined, designated areas (Muster Area). The designated areas will be determined by the Superintendent or Inspector and relayed to field personnel through the safety meetings.

**Site Address:** Multiple Locations – Harrisburg, PA 17120

#### **EMERGENCY CONTACT NUMBERS:**

**Police:** (717) 534-2202 or 911

Hershey Police Department  
620 Clearwater Road  
Hershey, PA 17033

**Fire & Ambulance:** (717) 533-2953 or 911

Hershey Volunteer Fire Department  
21 W. Caracas Ave  
Hershey, PA 17033

**Hospital:** (800) 243-1455 or 911

Milton S. Hershey Medical Center  
500 University Drive  
Hershey, PA 17033





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**PA DEP: (717) 783-2300**

Rachel Carson State Office Building - Headquarters  
400 Market Street  
Harrisburg, PA 17101

Appellation Construction Services, LLC Contacts			
Name	Title	Office Phone #	Cell Phone #
Seth Jackson	Project Superintendent	-	(570) 494-6283
Tim Krupski	Project Manager	(570) 601-4765 x 106	(570) 419-0330
Shane Greene	Safety Manager	(570) 601-4765 x 315	(570) 447-2139

### 13.0 Site Entry/Egress

Entry to and egress from the meter site is located at multiple locations. Exact point of entry can be found using the GPS coordinates under the site addresses provided in the Scope of Work. Entry to the site will take you through additional work areas, travel safely and adhere to the 5-mph speed limit. There may be an opportunity for workers and material to enter the jobsite via the same access road; use caution and be mindful of others' activities.

## 14.0 General Safety Requirements

### ❖ Safe Work Practices

1. Know how to do the job safely.
  - a. Check the work area to determine what safety hazards may exist.
  - b. Review the safety requirements of each job prior to starting work.
2. Follow all safety rules. If unsure of a safety policy or procedure, contact the Site Superintendent for further instructions.
3. Be familiar with, understand and follow all emergency procedures.
4. Report unsafe equipment, hazardous conditions, and unsafe acts to the Site Supervisor. Tag unsafe equipment until repaired.
5. When personal protective equipment is specified for a job, the use of such equipment is mandatory.
6. Ensure that the work area is kept clean. Tools, materials, and scrap should be placed where they do not present a hazard to others.
7. Obey all warning signs and safety tags such as "Keep Out", "No Smoking", "Eye Protection Required", "Authorized Personnel Only", and "Hearing Protection Required".
8. Do not take shortcuts. Use provided ladders, ramps, stairways, and walkways. Never cross through flagged off or barricaded areas. Running is unsafe except in cases of extreme emergency.
9. Compressed air or oxygen should not be used to blow dust or dirt from clothing, skin, or work surfaces. This may cause serious injury and/or create a serious fire hazard.
10. Horseplay will NOT be tolerated.
11. Jewelry (rings, bracelets, or neck chains) can cause accidents or increase the severity of accidents and is discouraged from being worn.
12. Electrical cords, hoses and leads should be protected or elevated. They should be kept clear of walkways or other locations where they may be exposed to damage or create tripping hazards.







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13. Smoking materials such as cigarettes, matches, lighters, etc. are restricted to designated areas.

#### ❖ First Aid

First Aid care shall be available in the event someone is injured or becomes ill.

1. At least one first aid kit will always be present onsite.
2. All injuries should be reported no matter how minor. Should medical care be needed later, there will be a record of the injury.
3. Appropriate personnel should be notified immediately of any work-related injury or illness, except in an emergency. An individual should be appointed to accompany the injured party to the doctor or hospital.
4. If outside medical treatment for a work-related injury or illness is received after normal work hours, notification to the appropriate personnel should be made as soon as practical.
5. Prior to returning to work after a job-related injury or illness, a medical clearance (written release) from the attending physician should be obtained.
6. Never attempt to move an injured or seriously ill person unless necessary to prevent further injury.

(\*For more information refer to Appellation Construction Services, LLC First Aid Program)

#### ❖ Fatigue Management

- The purpose of this procedure is to provide guidelines for identifying, assessing, and controlling employee fatigue which is directly related to worker injuries.
- Project Management will set controls which will focus on reducing the effects of excess noise, abnormal and inappropriate shift patterns, task design, substitution and rotation of personnel displaying symptoms of fatigue and the provision of adequate area which provide employees with the opportunity to recover without being disturbed.

#### ❖ Hazard Communications

Hazardous chemicals (as defined in 29 CFR 1910.1200) to be brought or used at the jobsite are to be identified and managed appropriately. The subcontractor is responsible for maintaining an up-to-date chemical inventory (only of those chemicals brought to the jobsite), and copies of Safety Data Sheets (SDS) must be maintained at the jobsite and made available for review by site workers.

#### ❖ Personal Protective Equipment

**Employers are responsible for furnishing any necessary personal protective equipment. Employees are responsible for the proper use of the personal protective equipment.**

1. The wearing of head protection is required while on the job. Visitors, vendors, contractors, and others who enter company property or jobsites must wear head protection in designated areas. Hard hats must meet the specification of ANSI Z 89.1 (latest edition), as required by regulatory standards.
2. Damaged or altered protective head gear is not permitted to be worn. No holes should be drilled into hard hats.





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3. Approved protective eye wear must always be worn by all personnel, vendors, visitors, contractors, and others while on company premises except while in vehicles, offices, or other areas designated as not requiring safety eye wear. Protective eye wear shall meet the minimum requirements of the ANSI Standard Z87-1 (latest edition).
4. Double-Eye Protection must be worn while performing Welding, cutting, and grinding activities.
5. Gloves must be always worn while on site. Employees must wear Level 5 Cut/Impact gloves. ACS provides these gloves during safety orientation.
6. Persons who wear prescription eye wear must wear either approved goggles in addition to their eye wear or obtain ANSI approved type prescription safety glasses.
7. Personnel are required to wear high visibility vests and/or shirts while on the jobsite and long pants. Shorts, cutoffs, tank tops, or mesh shirts should not be worn.
8. Sturdy type work shoes or approved safety footwear should be worn. Open toe shoes, canvas or cloth shoes, jogger shoes, suede type casuals, high heeled shoes, and other such foot apparel should not be worn. Safety/steel toe boots must be worn as ankle support is necessary to minimize sprains and strains.
9. Personnel who are assigned to offices and other similar locations not directly associated with field activities should comply with these regulations when they leave their work area and enter any area where field work activities are or may be performed. This includes warehousing, storage areas, area offices or on making periodic visits to field locations.
10. Hearing protection is mandatory in designated areas or for specific tasks.
11. Respiratory protective equipment is required in areas where health hazards exist due to accumulations of dust, fumes, mist, or vapors.
12. Fall protection equipment such as safety belts, lanyards, lifelines, body harnesses, nets, and other such equipment are required when working at heights over 6 feet.
13. Situations that may require unique safety equipment and special training should be discussed with the Sub-contractor Foreman and Construction Coordinator prior to commencing work.
14. Modification or alteration of any personal protective equipment is strictly prohibited. Defective or damaged personal protective equipment must not be worn.

#### **Basic Eye Protection:**

1. Goggles - flexible fitting, regular ventilation
2. Goggles - flexible fitting, hooded ventilation
3. Goggles - cushioned fitting, rigid body
4. Spectacles – metal frame with side shields
5. Spectacles – plastic frame with side shields
6. Spectacles – metal-plastic frame with side shields
7. Welding Goggles – eyecup type, tinted lenses
- 7A. Chipping Goggles – eyecup type, clear safety lenses (not illustrated)
8. Welding Goggles – cover spec type, tinted lenses
- 8A. Chipping Goggles – cover spec type, clear safety lenses (not illustrated)
9. Welding Goggles – cover spec type, tinted plate lens
10. Face Shield -- must meet ANSI Basic Impact Requirements of Z87.1:2010 standard
11. Welding Helmet -- must meet ANSI Z87.1-1968 with safety glasses underneath the hood

#### **Save Your Eyes!**

Applications	
Operation	Recommended Protectors
1. Pipe threading machines	1, 3, 4, 5, 6, 10
*2. Sandblasting	1, 3, 4, 5, 6, 7A, 8A





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3. Use of oxyacetylene	7, 8, 9
**4. Chemical handling	2, 10 (for severe exposure, add 10 over 2)
**5. Chipping, wire brushing	1, 3, 4, 5, 6, 7A, 8A
6. Electric (arc) welding	11 (11 in combination with 4, 5, 6 with tinted lenses available)
**7. Light grinding	1, 3, 4, 5, 6, 10
**8. Heavy grinding	1, 3, 7A, 8A (for severe exposure, add 10)
9. Laboratory	2 (10 when in combination with 4, 5, 6)
10. Drilling or machining	1, 3, 4, 5, 6, 10
11. Spot welding	1, 3, 4, 5, 6, 10

*\*Basic eye protection should be used in conjunction with blasting hood.*

*\*\*Basic eye protection with face shield or welding hood required.*

#### ❖ Hot Work

Hot work includes those activities such as cutting, welding, or grinding inside a compressor station, M&R station, and pipeline previously in service, or storage tank that contained a flammable material.

1. Other employees or workers in the area should be notified whenever hot work is to be performed which may interfere with other work activities or create a potential hazard to other people.
2. Areas that may have the potential of having flammable vapors should be checked with a 4-gas air monitor to determine the level of the LEL (Lower Explosive Limit). No welding, cutting, or grinding should be performed if the LEL is above 10%. The LEL needs to be checked periodically during hot work activities.
3. Fire extinguishers should be readily available in the area throughout the duration of the hot work and should be manned during any welding and cutting operations. Personnel manning fire extinguishers should wear properly maintained long sleeve fire retardant (FR) pants and shirts.
4. Necessary steps should be taken to evacuate or vent all gases and vapors.

(\*For more information refer to Appellation Construction Services, LLC. Hot Work Safety Program)

#### ❖ Barricades

1. Barricades should be erected to warn personnel of open holes, trenches, excavation, and other situations that could present a fall hazard.
2. Barricades and/or warning signs should be erected during construction at roadway crossings, or any time work is performed on a highway or roadway right-of-way.

(\*For more information refer to the Appellation Construction Services, LLC Health & Safety Manual)

#### ❖ Ladders

Only those ladders which meet the OSHA standards can be used on company property or job sites.

1. Ladders with broken or missing rungs, broken or split rails, or otherwise damaged should not be used. Damaged ladders should be removed from the job site and repaired or replaced.
2. All portable ladders should be equipped with non-skid safety feet and placed on a stable base during their use. The access areas at the top and bottom of ladders should be kept clear.
3. The side rails should extend 36 inches above the landing. When this is not practical, grab rails should be installed. All ladders in use should be tied, blocked, or otherwise secured to prevent accidental displacement.
4. Ladders should be inspected prior to each use.





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5. Folding ladders that have a vertical extension on the top step are prohibited.
6. Only approved non-metallic or wooden ladders should be used during electrical operations or any other operation where persons may encounter electrical circuits or systems.
7. Manufactured ladders must be rated for industrial or heavy-duty work.
8. Short ladders should not be spliced together to make a longer ladder.
9. All straight ladders should be tied off at the top or otherwise secured to prevent movement.
10. Ladders should not be placed against movable objects.
11. The base of the ladder should be set back a safe distance from the vertical- approximately one-fourth of the working length of the ladder.
12. Ladders used for access to a floor or platform should extend at least 36 inches above the floor or platform.
13. The areas around the top and base of ladders should be free of tripping hazards such as loose materials, trash, and electrical cords.
14. Ladders that project into passageways or doorways where they could be struck by personnel, moving equipment or materials being handled, should be protected by barricades or guards.
15. Face the ladder always when ascending or descending.
16. Be sure that shoes are free of mud, grease, or other substances that could cause a slip or fall.
17. Materials should not be carried up or down a ladder. Both hands should be used to go up or down a ladder.
18. A ladder should always be moved to avoid overreaching.
19. Stepladders should be fully opened to permit the spreader to lock.
20. Employees should never stand on the top two steps of a stepladder.

(\*For more information refer to Appellation Construction Services, LLC. Ladder Safety Program)

#### ❖ **Excavation and Trenching Activities (If Applicable):**

**All excavating and trenching operations and work performed in such areas must conform to established OSHA Standards. All excavation activities will follow the Enbridge GTM Ground Disturbance Specification. Each excavation will be inspected by a competent person prior to entry for any reason.**

1. Prior to any excavation activity, ACS will ensure the applicable state One Call Notification (811) is placed and each affected utility owner provides a positive response. ACS will be responsible for updating the One Call ticket prior to expiration if applicable. Trenches and excavations are required to be sloped, shored, or otherwise made safe in accordance with soil conditions and current OSHA regulations.
2. **Materials are required to be placed 3 feet or more from the edge of the excavation. Precautions should be taken to prevent such materials from falling into the excavation.**
3. Each excavation will be inspected daily for changed conditions and after each rain, snow, freeze, etc., by our competent person prior to entry of personnel. If evidence of cave-ins or slides is apparent, all work in the excavation will cease until necessary precautions have been taken to safeguard personnel.
4. Where vehicles or equipment are operated near excavations or trenches, the sides of the excavation should be shored or braced as necessary to withstand the force exerted by the superimposed load.
5. Materials used for sheeting, shoring, or bracing should be in good condition. Timbers must be sound, free of large or loose knots, and of adequate dimensions. All materials must meet regulatory codes.
6. Safe access should be provided to all excavations by means of ladders, stairs, or ramps.
7. Trenches 4 feet or more in depth are required to have ladders or ramps spaced so that employees' lateral travel does not exceed 25 feet. Such ladders must extend at least 36 inches above grade level and be secured to ensure safe entry and exit.







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8. In locations where oxygen deficiencies or concentrations of hazardous or explosive gases or dusts are possible, the atmosphere in the excavation should be tested by a qualified person prior to start of work and at intervals as necessary to ensure safe conditions are maintained.

(\*For more information refer to Appellation Construction Services, LLC. Trenching & Excavation Safety Program)

#### ❖ Housekeeping Standard

Good housekeeping practices are an integral part of assuring personnel safety and appearance of our jobsites.

**All personnel must comply with the following general housekeeping requirements:**

- Offices should be kept neat, clean, and free of clutter.
- All passageways, storerooms, and service rooms should be kept clean, orderly, and in a sanitary condition.
- All floors and surfaces should be kept clean, dry and free from protruding nails, splinters, loose floor coverings, holes, or projections.
- Materials, supplies, tools and equipment should be stored in a designated area and returned to the area after use.
- Company vehicles should be maintained in good repair and in clean and orderly condition.
- Company facilities should be maintained in good repair and neat condition.
- All trash, including obsolete or broken equipment and tools, should be disposed of properly.

#### ❖ Material Handling, Storage, and Disposal:

All materials should be properly stacked and secured to prevent sliding, falling, or collapse. Aisles, stairs, and passageways should be kept clear to provide for the safe movement of personnel and equipment and to provide access in emergencies.

1. The following lifting techniques should always be used to prevent injury:
  - Keep your back straight. Do not lift with your back muscles.
  - Bend your knees; get down close to the load.
  - Lift gradually, using your legs. Do not jerk or twist.
  - Get help for bulky, awkward, and heavy loads.
  - Whenever possible, try to use heavy equipment such as an excavator or forklift with mechanical aids to reduce the amount of lifting that you are required to do.
2. Pipe, conduit, and bar stock should be stored in racks or stacked and blocked to prevent movement.
3. The quantity of materials stored on scaffolds, platforms, or walkways should not exceed the rated capacity of the scaffold or platform.
4. Protruding nails should be bent or pulled when forms or materials are stripped or uncrated.
5. Materials should not be stored in such a way that they block access to fire exits or emergency equipment.

#### ❖ Hand and Portable Power Tools

Only tools in safe working conditions are permitted on our jobsites, damaged or ill-operating equipment must be tagged and removed from service. Tools should be used in accordance with the manufacturer's instructions. All personnel should observe all hazardous areas and provide the proper tools for and acquire any necessary permits when working in such areas. In addition, observe the following safe practices:

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1. Tools must be inspected prior to use to ensure that they are in proper working order. Damaged or defective tools should be tagged out of service and removed from the job site until properly repaired or replaced.
2. Power saws, grinders, and other power tools should always have proper guards in place.
3. Unplug electrical and pneumatic tools before performing maintenance or blade/bit changes.
4. Power tools should be hoisted or lowered by a hand line or bucket, never by the cord or hose.
5. To prevent persons from tripping and falling, cords and hoses should:
  - Be kept out of walkways and off stairs and ladders.
  - Be secured a minimum of 7 feet above walkways, runways, and ramps.
6. Cords and hoses should be secured with care to prevent their being damaged by other equipment or materials. When using the tools listed below or working near others using such tools, use the additional personal protective equipment specified.

#### **Electrical Tools:**

1. All portable electric tools should be grouped (except Underwriters Laboratory approved double-insulated tools).
2. All damaged cords, plugs, or switches should be replaced before the tool is used. Damaged tools should be tagged "Do Not Operate" and removed to a controlled storage until repaired.
3. All electrical cords and cables should be covered or elevated to protect them from damage and to eliminate tripping hazards.
4. All damaged electrical equipment should be repaired by a qualified technician.

#### **Pneumatic Tools:**

1. An approved safety check valve should be installed at the manifold outlet or each supply line for hand-held pneumatic tools.
2. All air hose connections should be fastened securely with safety chains or cables.
3. Safety clips or retainers should be installed on all pneumatic tools to prevent the accidental expulsion of the tool from the barrel.

#### **Fuel-Powered Tools:**

1. All fueled-powered tools must be shut down while being refueled.
2. Smoking is prohibited during refueling operations. Other nearby sources of ignition, such as burning and welding, should also be halted during refueling operations.
3. Fuel-powered tools should not be used inside of a building or excavation without adequate ventilation or vented exhaust.

(\*For more information refer to Appellation Construction Services, LLC. Hand & Power Tools Safety Program)

#### **❖ Cranes, Hoists, Motor Vehicles and Heavy Equipment:**

Equipment is built for safe operation, but it is only as safe as the operator. Only employees trained and certified in the use of the equipment are permitted to operate it.

(ACS will adhere to the Enbridge "Think 3" policy, when working/travelling under overhead utilities – which also requires dedicated spotter with an audible warning device)

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1. All cranes, hoists, motor vehicles, and heavy equipment should be operated and maintained to conform to established standards.
2. All cranes, hoists, motor vehicles, and heavy equipment should be inspected prior to use on each shift. Operators of such equipment should keep inspection records required by law.
3. Rated load capacity charts recommended operating speeds, special hazard warnings and other essential information should be conspicuously posted on all cranes, hoists, and other equipment.
4. Operators should take signals from only one person; in an emergency, however a STOP signal can be given by anyone.
5. Only standard hand signals should be acknowledged.
6. Routine maintenance, fueling, or repairs should not be performed while the equipment is in use, or the power is on.
7. When handling or recharging batteries or using jumper cables, wear safety glasses and a face shield.
8. A fire extinguisher, rated at least 2 ½ BC, should be in the cab of each crane.
9. Riding the hook or load of lifting equipment is prohibited.

**Mobile Cranes (If Applicable):**

1. Accessible areas within the swing radius of all cranes should be barricaded to prevent persons from being struck by the counterweight.
2. Safety latches are required on all crane and spreader cable hooks.
3. No crane or other equipment should be operated within 10 feet of energized electrical transmission or distribution lines. For lines rated over 50kV, the minimum clearance between the lines and any part of the crane or load must be 10 feet plus 0.4 inches for each 1 kV over 50kV, or twice the length of the line insulator but never less than 10 feet. See the table for more information on page 32.
4. Loads should be guided and prevented from swinging by attaching a tag line to the load. A designated person should observe clearance of the equipment and give timely warning for all operations where the operator's vision is obstructed.
5. Loads should not be suspended on an unattended crane.

**Motor Vehicles and Heavy Equipment (HS300 Form):**

1. To protect the safety of everyone on site, a spotter(s) and seat belt must be utilized while mobile equipment is in motion.
  - An HS300 Form must be jointly completed by both the operator and spotter(s) when:
  - Entering or moving a vehicle or machinery within a congested area moving equipment or materials near an excavation
  - Pedestrians, coworkers, vehicle traffic, other contractors on or in the work area or roadways
  - Overhead power lines, overhead obstructions and other obstructions present a hazard
  - Equipment Operator's visibility is limited or obstructed (poor visibility)
2. Employees are not permitted to ride in the bed of trucks at any time.
3. Riding is prohibited on loads, fenders, running boards, tailgates, or trucks with unsecured loads.
4. Drivers should not move vehicles until riders comply with all safety procedures.
5. Do not back up any vehicle or equipment when the view to the rear is obstructed unless:
  - A complete walk around the vehicle is conducted.
  - The rear area is checked for obstructions.
  - A spotter is being utilized and signals that it is safe to move the vehicle.





6. All equipment or vehicles determined to be unsafe should not be operated and should be reported to the Construction Coordinator.
7. Unattended motorized equipment should not be left running.
8. Keys should not be left in vehicles and nonessential vehicles should be parked outside of all practical emergency zones.

(\*For more information refer to Appellation Construction Services, LLC. Crane Safety Program)

#### ❖ Proper Rigging Techniques:

##### Hooks, Shackles, Beam Clamps, and Chains:

1. Only one eye in a hook. Use a shackle to hold two or more eyes.
2. Pin of shackle should be placed in the hook with the eyes of the choker's bearing in the shank.
3. All hooks should have a safety latch attached and be in good working order.
4. Never overload a hook beyond its rated capacity.
5. Hooks should be replaced when inspection shows spread distortion, wear, or fracture.
6. Never place a load on the point of a hook; always place the load in the center.
7. Chains should not be used in lifting.

##### Nylon Slings:

1. Nylon slings are useful when used properly; they can cause serious injuries if used incorrectly.
2. Nylon slings should be used where a smooth surface requires protection, or a slippage problem exists.
3. Nylon slings should not be wrapped over sharp corners or used against rough surfaces such as structural shapes and rebar since they tend to cut without advance warning.
4. Nylon slings should not be used when the color band in the webbing indicates excessive wear.
5. Dirt in the webbing sharply increases wear. The slings should be kept in racks or hung on the wall and not lying on the floor or ground.
6. Sunlight reduces the strength of nylon. Although it is impractical to keep slings out of the sun, they should be stored, when not in use, in a protected area.
7. Nylon slings are not to be knotted or connected through the eyes. Knotting reduces the strength of a sling by over 50 percent.

##### Applying Wire Rope Clips

The only correct method of attaching U-bolt wire rope clips is shown in the illustration. The base of the clip bears against the live end of the rope while the "U" of the bolt presses against the dead end. When wire rope is used as rigging or for suspended loads, eyes should be made at both ends and the proper number of clips employed. Wire rope should never be clipped to form a continuous loop.

- These clips are usually spaced about six rope diameters apart to give adequate holding power.
- Before ropes are placed under tension, the nuts on the clips should be tightened. It is advisable to tighten the again after the load is on the rope to take care of any reduction in the rope's diameter caused by the weight or tension of the load.
- A wire rope thimble should be used in the loop eye to prevent linking when wire rope clips are used.

(\*For more information refer to Appellation Construction Services, LLC. Rigging & Lifting Safety Program)

#### ❖ Welding and Burning Operations:





Welding and burning (flame cutting) operations have a high potential for personal injuries and fires. When performing either task, it is essential to always follow these precautions:

1. Special precautions should be taken to ensure proper ventilation when burning or welding.
2. When burning or welding on coated surfaces, special precautions need to be taken.
3. When burning or welding, personal protective equipment is required.
4. Before starting to burn or weld, you should inspect the work area to ensure that sparks or molten metal will not fall on flammable or combustible materials.
5. Be sure that suitable fire extinguishing equipment is available in the work area.
6. Ensure that all welding leads and burning hoses are placed in such a manner as to prevent a tripping hazard and prevent damage to hoses and leads.
7. Never weld or burn on barrels, tanks, piping, or other systems that may have contained either combustible, flammable, or unknown products.
8. Hoses should be stored properly after completion of the job.
9. Flash back arresters should be installed in accordance with applicable requirements.
10. Post a Fire Watch for all welding and cutting operations (Category 1) when it takes place. At least two 30-lbs (14 kg) dry chemical fire extinguishers must be on every welding job involving gas handling. Fire watch must remain at his or her post for at least 30 minutes after hot-work activities end.

#### Welding

1. **When involved in any welding operation, approved welding hood/face shields should be worn. Double Eye Protection MUST be worn while welding, cutting & grinding. When not welding, hard hats must be worn.**
2. When exposed to flying objects, chipping slag, or other weld-cleaning activity, wear additional approved eye protection.
3. The frames of all welding machines must be grounded.

#### Burning

1. Inspect equipment prior to use and repair or replace if necessary.
2. Do not use matches or lighters to ignite torches. Spark igniters must be used. Torches must not be used to light smoking materials.
3. Wear appropriate gloves and proper eye protection.
4. When a crescent or special wrench is required to operate the acetylene cylinder valve, the wrench must be kept in the position on the valve.
5. Do not use oxygen to blow off clothes or clean welds; serious skin burns, or death may result.
6. Turn off all hoses and gauges when not in use and disconnect them at the end of each shift.

#### Storage and Handling Cylinders

1. Ensure that protective caps or collars are secured on all cylinders in the work area and those being handled.
2. During storage and transport, cylinders should be properly capped and secured in an upright position.
3. Flammable and nonflammable (or other fuel gas) cylinders in storage should be separated from each other by 20 feet or by a 5-foot barrier that has a 1-hour fire rating.
4. Cylinders should not be taken into confined spaces. Compressed gas cylinders, and propane tanks, are not allowed in excavations. Ensure hoses of adequate length to reach work.
5. Do not use oily rags, WD-40, or other oil-based products to lubricate caps, valves, or gauges on oxygen cylinders.
6. Cylinder valves should be closed when work is completed.





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### **Ventilation and Protection**

1. Welding, burning, and heating performed in confined spaces may require general mechanical or local exhaust ventilation to reduce the concentration of smoke and fumes to acceptable levels.
2. If adequate ventilation cannot be provided, use respiratory protection appropriate for the type of work and exposure.
3. Personnel should wear approved respiratory protection when welding, cutting, or heating metals having toxic significance, such as zinc, lead, cadmium, or chromium-bearing metals.
4. Oxygen should never be used for ventilation of any confined space or work area.

(\*For more information refer to Appellation Construction Services, LLC. Hot Work Safety Program)

### **❖ Fire Prevention and Protection**

1. Everyone should be aware of the location of all firefighting equipment in their work area.
2. All personnel should understand the following classifications or fires:
  - Class A: Ordinary combustible materials such as wood, coal, paper, or fabrics where wetting and cooling are the method of extinguishment.
  - Class B: Flammable petroleum products, gases, or other flammable liquids where oxygen must be excluded for extinguishment.
  - Class C: Fires in or near energized electrical equipment where because use of water would be hazardous, a "non-conducting" extinguishing agent must be used, such as CO<sub>2</sub>, Halon, or dry chemical.
  - Class D: Fires in combustible metals. A special powder is provided, such as NA-X, Lit-L-X, Met-L-X, or Met-L-KYL.
3. Gasoline and similar flammable products should not be used for cleaning and degreasing.
4. The work area should be kept neat and orderly to reduce the risk of fire or accidents.
5. Flammable and combustible liquids should be handled only in approved, properly labeled safety containers.
6. You should place oily rags in approved, covered containers.
7. Do not attempt any work involving a source of ignition near a pit, sewer, drain, manhole, trench, or enclosed space where flammable gases may exist or may have been present. Wait until tests have been made with an approved combustible gas indicator by a qualified person and the area has been determined safe for hot work.
8. The use of open fires is prohibited.
9. In the event of a wildfire employees are to inform the Sub-contractor Foreman, evacuate the area, and call the local fire department.

(\*For more information refer to Appellation Construction Services, LLC. Fire Prevention Program)

### **❖ Electrical Equipment**

All electrical equipment should be listed by an approved testing laboratory (Underwriters Laboratories, Inc., or Factory Mutual Laboratories) for the specific application. All electrical installations should conform to the National Electric Code and all applicable local, state, and federal requirements. When codes are in conflict the most stringent should apply.

1. All electrical tools and equipment should be grounded or double insulated.
2. Ground fault circuit interrupts should be utilized on all 120-volt, single phase 15 and 20 ampere construction receptacle outlets.
3. Damaged or defective electrical tools should be tagged out of service and not used.
4. Tampering with or the unauthorized repair of electrical tools or equipment is prohibited.
5. Personnel should not work on or in proximity to energized circuits or any voltage unless adequate safety measures have been taken, and the work operation has been reviewed and approved.







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6. When working on high voltage energized lines and equipment, adequate personal protective equipment, such as eye protection, rubber gloves, blankets, or mats, should be used as required. Such equipment should be tested prior to its use and in accordance with the manufacturer's specifications.
7. Temporary lighting should have guards over the bulbs. Broken and burned-out lamps should be replaced immediately. Bulbs should not extend beyond the protective guards. Do not attempt to remove broken bulbs until the circuit is de-energized.
8. Energized wiring in junction boxes, circuit breaker panels, and similar places should always be labeled and covered.
9. Hazardous areas should be tagged, and barricaded, and appropriate warning signs should be posted.

#### **Minimum Electrical Clearance**

The operation of any equipment closer to high-voltage lines than the distance listed on this page is prohibited. Precautions such as "Goal Posts" will be used to limit equipment movement to within the required clearances as stated in the below table. All heights of power lines should be predetermined before work begins. **(ACS will adhere to the Enbridge "Think 3" policy, when working/travelling under overhead utilities – which also requires dedicated spotter with an audible warning device)**

<b>Required Clearances from Overhead High Voltage Lines</b>	
<b>Voltage (nominal, alternating current)</b>	<b>Minimum Required Clearance (ft.)</b>
0 – 50kv	10
51 – 200kv	15
201 – 350kv	20
351 – 500kv	25
501 – 750kv	30
751 – 1000kv	35
Over 1,000kv	45
<b>THE ABOVE CLEARANCES APPLY IN ANY DIRECTION, VERTICAL, OR HORIZONTAL</b>	

(\*For more information refer to Appellation Construction Services, LLC. Electrical Safety Program)





#### ❖ Lockout/Tagout Procedures

Lockout/Tagout procedures are used to prevent the accidental release of an energy source such as electricity, compressed gases, liquids, steam, rotating equipment, etc.

1. The Lockout/Tagout procedures include provisions for tagging, lockouts, blanking, or capping of controls, valves, and lines or blocking of moving parts to prevent accidental or unauthorized operation.
2. Personnel must be familiar with Lockout/Tagout procedures in accordance with the work being performed.
3. Without proper Lockout/Tagout, no persons will work on or near electrical equipment or lines, mechanical equipment or pressure systems that could be energized or activated, vessels,
4. piping systems or equipment containing toxic substances or hazardous materials that could be activated or released.
5. Unauthorized removal of locks or tags or other noncompliance with the Lockout/Tagout procedures will be cause for disciplinary action.
6. When energizing equipment for the first time, a special safety meeting should be held to give notice to all personnel involved in the startup.

(\*For more information refer to Appellation Construction Services, LLC. Lockout-Tagout Program)

#### ❖ Poisonous Snakes, Insects and Plants

During the project, there is minimal potential for workers to encounter biological hazards, such as insects and poisonous plants. However, to be cautious, the best control from the hazards presented by insects and poisonous plants is to avoid them and the areas in which they reside. Like most accidents and injuries, prevention is important in controlling hazards from insects and poisonous plants.

Each worker should review the work activities planned to determine what exposures might exist.

Efforts should then be made to minimize situations which might result in an insect sting or exposure to poisonous plants.

Workers should also avoid wearing bright clothes, perfumes, aftershaves, etc., to help minimize the attraction of insects.

#### Insect Stings:

Workers should:

- Wear appropriate clothing.
- Avoid areas where insects might be.
- Schedule work in infested areas during cool months, if possible.
- Avoid high smelling after shaves, colognes, etc., that may attract insects.
- Use available insect repellents.
- If a sting does occur, any stinger should be removed by scraping a card across the wound (DO NOT SQUEEZE). The area should be washed with soapy water. Apply a cold compress to control the swelling. Take an antihistamine as needed for minor itching and swelling if you have them readily available and are not allergic to the medication.
- If the worker has had an allergic reaction to stings, fever, swelling, difficulty breathing, and feels faint or has multiple bee/wasp stings then seek medical care immediately.

#### Ticks:

Ticks are especially important because they have been linked to Lyme disease so to minimize exposure:

- Wear appropriate clothing when in wooded areas, including light colored clothes to easily spot the dark colored insects, tuck your shirt into your pants and pants into your socks.





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- Use "Tick Repellent"
- Check yourself twice a day, paying close attention to hair, neck and groin areas.
- Notify the Site Supervisor if a tick is found and note its condition. Save the specimen for future reference if able.
- To remove a tick: place fine point tweezers around the ticks' mouthparts, as close to the skin as possible and gently pull the tick out.
- If fever is noticed, notify the Site Supervisor immediately.
- Fever chills, headaches, muscle aches can develop within 3-10 days after Lyme disease exposure. A rash may develop in 1-3 days on wrists and ankles.

#### **Poisonous Plants:**

At worksites workers generally have exposures to three types of poisonous plants:

- Poison Oak
- Poison Ivy
- Poison Sumac

Not all workers are allergic to or have reactions to plants. Reactions vary in intensity from minor itching to life threatening allergic reactions.

To avoid exposure:

- Avoid having workers with allergens to poisonous plants from working in their vicinity.
- Wear long sleeved shirts, long pants, boots, and eye protection.
- Use silicone protective or other barrier creams when available.
- Wash hands, arms, face and any exposed body part as often as possible.
- All exposed clothing must be washed thoroughly in HOT water with plenty of soap to dissolve the poisonous oils.
- Avoid rubbing eyes and face with gloves or hand that were exposed to these plants.
- If a reaction/rash occurs, contact the designated supervisor immediately.

#### **❖ Extreme Weather and Natural Disasters:**

When extreme weather is a possibility, the weather will be monitored by the Site Superintendent, Foreman, and the Construction Inspector. Workers will be alerted if a situation arises where a natural disaster (i.e., flood, tornado, hurricane, etc.) is to fall upon the jobsite. Workers should safely cease work and proceed to the nearest safe area(s). The safe area(s) will be designated by the Superintendent / Foreman and communicated to workers at the daily tailgate meeting. The Superintendent / Foreman shall determine if an evacuation of the jobsite is necessary.

**Note: Safe areas can be inside a vehicle. (Cabbed Up)**

#### **Thunder and Lightning:**

When workers first see lightning or hear thunder, they shall do the following:

**ACS employees are required to cab-up/seek shelter immediately if lightning is seen or thunder is heard.**

- Do not wait for lightning to be seen, if thunder is heard you are close enough to be struck by lightning.
- Seek shelter in a building or cab up. Workers will remain in the building or cabbed up for 30 minutes after the last sound of thunder.
- When lightning is seen and/or is striking nearby:
  - Avoid water, open ground, and high spaces.





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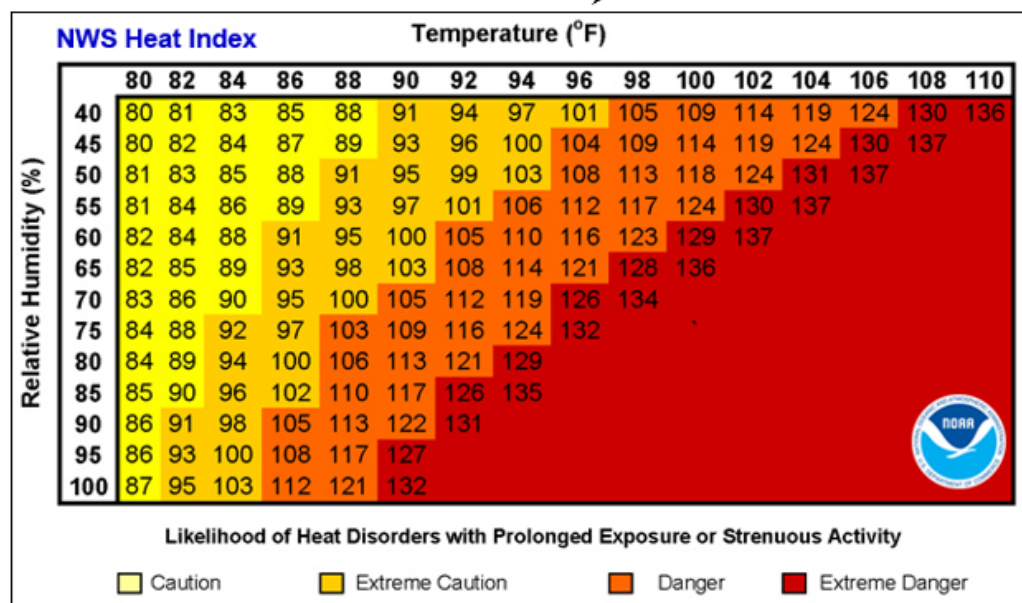
- Avoid all metal objects including electric wires, fences, machinery, motors, power tools, etc.
  - Crouch down. Put your feet together. Place hands over ears to minimize hearing damage from thunder.
  - Avoid proximity (minimum of 15 ft.) to other people.
- If a worker is struck by lightning and injured call 911. The injured worker does not carry an electrical charge and can be handled safely. Only those certified in first aid shall treat the victim.

#### ❖ Heat Related Illnesses:

June and July are traditionally the months with the highest temperatures and humidity levels of the year in our area of the country. Workers on this project may be subject to high temperature extremes, to combat the possibility of heat-related illnesses our workers will be provided with water to stay hydrated and will be encouraged to take frequent cool-down breaks.

Assisting our bodies in acclimating to temperature extremes is very important in reducing hot or cold weather illnesses. When higher than normal temperatures are present, short cool-down rest breaks are essential until our bodies 'get used' to handling the hotter than normal temperatures. It is vitally important to be able to recognize the warning signs of heat related illnesses. As the temperature and humidity rises, so do our chances of acquiring a heat related illness.

- Below is a Heat Index Chart showing how high temperatures affect our chances of incurring a heat related illness.



#### ❖ Cold Weather-Related Illnesses:

November through February are traditionally the months with the coldest temperature levels of the year in our area of the country with illnesses such as hypothermia possibilities. Workers on this project







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may be subject to temperature extremes, to combat the possibility of cold related illnesses, our workers will be provided water and adequate rest breaks.

### Cold Stress

This location has the likelihood to be very cold throughout the next few months. All workers should be aware of the signs of cold related illnesses such as Hypothermia and Frostbite. Workers will be encouraged to take frequent warm-up rests and water breaks when working in cold weather. Staying hydrated is as important when working in cold weather as hot weather.

Getting workers acclimated to extreme temperatures is a critical factor. The combination of being well-fed and staying hydrated is imperative to being able to safely handle spending time outdoors in extreme weather and temperatures. Workers who are not acclimatized are much more susceptible to cold-related illness. New workers and those back from vacationing in a warmer climate benefit from working in cold work environments for shorter periods of time for at least the first 5 to 7 days to permit their bodies to adjust.

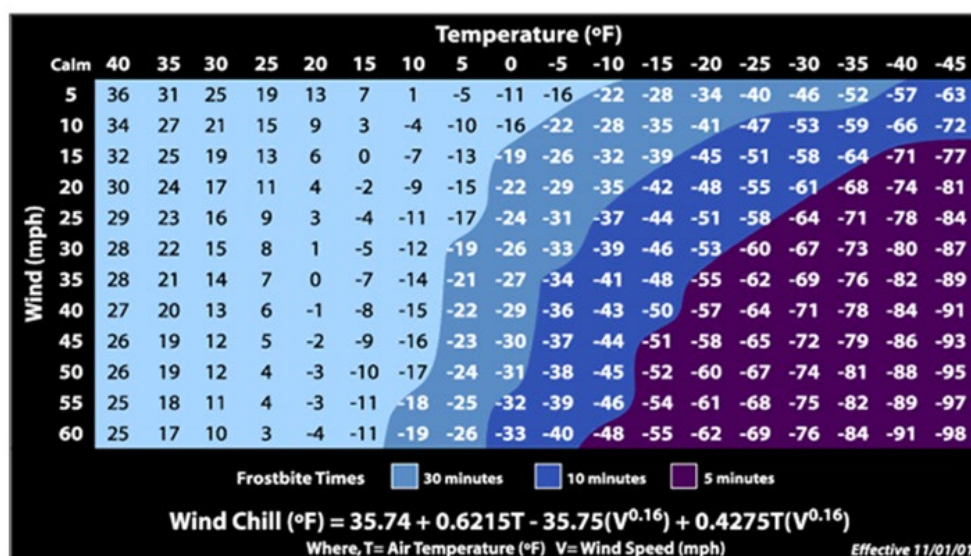
Dressing in layers, wear a base layer tight against your skin to minimize your own body heat loss. Wool socks are a great way to help minimize heat loss through your feet on the cold ground. A wind-proof jacket over a thicker/heavier mid-layer will prevent the cold winds from stealing additional body heat.

Avoid drinking alcoholic beverages if you are working outside during the winter months as alcohol drops your core body temperature.

- Below is the National Weather Service Wind Chill Index Chart showing how winds and low temperatures affect our chances of incurring a cold weather-related illness.



### Wind Chill Chart





## **T-2D. Quality Control Plan**

The company plan for tracking the quality of material being used and work being performed is handled with a spread sheet. This is over seen by the following sequence:

1. Site foreman/superintendent orders material appropriate for the project.
2. Project manager reviewees material being ordered.
3. Site foreman/superintendent receives material verifying that it is the correct material for the project.
4. Project manager reviews packing slips and match with orders. And makes periodic checks at the site to verify the proper material and quality of installation.

The change orders are created and tracked with the Trimble change management program. This is created by the project manager and the estimating dept. Reviewed by the V.P. of the electrical department. Then submitted for approval by customer.

For the punch list we require a written list of items to be finished or repaired to satisfy the customer. This is submitted to the project manager. This is then put in the schedule and over seen by the site foreman/ superintendent. Once completed the customer sings off on the work. It can then be submitted to the engineering department for red lines if required.

The subcontractors are chosen carefully based on previously performed projects. Experience in the field they are proposing to do and relationships we have developed over the duration of previous projects. Subcontractors are held to the same strict quality material and workmanship as our own personal. This is spelled out in our contract and monitored very closely by both foreman/ superintendent and project manager. The performance and the payment are tracked with the combination of our scheduling department and the accounting department. This is also over seen by the project manager.

Materials are tracked by a excel spread sheet. The certifications are scanned to the data base and paired with the serial numbers of the products. This keeps us up to date as far as the products on site are the correct items.

The testing procedures are then documented on field test sheets then compiled and tracked with a spreadsheet and reviewed by the engineering department to insure a proper high-quality installation.

# Change Request Proposal

Project:  
(name and  
address) 1329 / Forum Phase 1  
607 South Drive  
Harrisburg, PA 17120

Change request number: 1009  
Description: ACS EWR #28 - HBB2 CKT 15 Breaker and  
Wire

Customer: PA Dept of General Services

## Notice to Proceed

Submitted date:

Received date:

Rough order of magnitude: 0.00

Status:

Proposed

Origination date:

06/16/21

## Quotation

Submitted date: 07/20/21

Due date:

Submitted amount: 0.00

Requested days delay: 0

## Revenue Detail

Billing Item	Description	Revenue
Total Revenue For CR 1009		0.00

## Approvals

Customer: PA Dept of General Services

Contractor: Appellation Construction Srv

Authorized Representative: \_\_\_\_\_

By: \_\_\_\_\_ By: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_



# REQUEST FOR INFORMATION

Appellation Construction Services, LLC  
ACS-1548 - Rich Hill Meter Station

DATE: 5/31/2022 UTC  
RFI #: 3

**TO:** Candie Griffis  
Appellation Construction Services%2C  
LLC

**FROM:** Barry Newhard  
Appellation Construction Services%2C LLC

**PHONE:** (570) 360-3809  
**EMAIL:** cmanny@aprefab.com

**PHONE:** (570) 560-0423  
**EMAIL:** bnewhard@aprefab.com

**CC:**

**DUE BY:** 6/5/2022 UTC

---

**SUBJECT:** EGM building

**DRAWING REFERENCE:**  
**SPEC SECTION:**

## QUESTION

BECH-SE-0920, BECH SE-0921, BECH-SE-0922, BECH-SE-0923, BECH SE-0924, BECH-SE-0925

1. BE-SE-0924 is a BOM for the above referenced drawings. Our question is if this building is supplied by a vendor is the BOM included with the building ?

**SUGGESTION:**

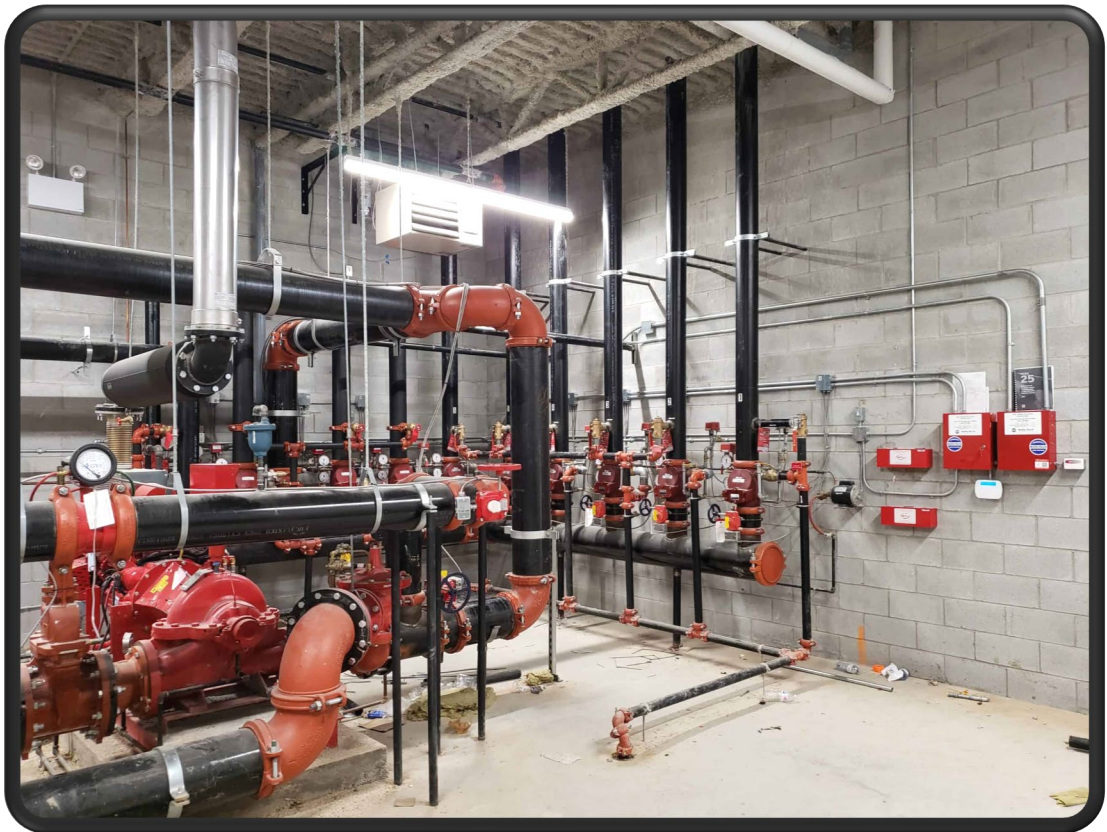
## DRAWINGS

## RESPONSES



# Section 3

## Staffing Plan



## **T-3A. Staffing Resources**

We are proposing to perform the electrical portion of this project. With that we are a union (IBEW) contractor with a large manpower source. This is a nationwide organization that has top quality training, a vast and diverse work force at our disposal.

The training program for this work force is very extensive with combination of classroom and field training. The training is performed over several years starting with the basics of the trade.

Theory of how electricity works and why it works that way. Combined with the infield basics of conduit, cable, and wire installation. This builds to complex circuitry installation and understanding. Complemented with sophisticated piping, cabling, and other methods of wiring. This process is all done under close supervision of either a foreman or experienced journey man.

The apprentice program last approximately 5 years. At the completion of the program the next step is the journey man. This allows for the individual to perform work with less direct supervision. However, the journey man is still able to continue increasing their knowledge with both classroom and field experience.

In cases where the individual is driven and willing to accept the responsibility. They could become a foreman and oversee projects. Typically, this is a person who has many unique qualities. Such as good people skills, fluent knowledge of the craft, and good organizational skills.

With this comprehensive training both of theory and hands on is how as a union contractor. We can perform all size of projects with quality and speed required to perform many projects of various sizes.





## T-3B. Skill Training



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## IBEW Local 143

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Gary L. Yinger Jr., Business Manager

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Apprenticeship: 610-492-2650  
info@ibewlocal143.org  
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Penn State Milton Hershey Medical Center



# T-3C. Workforce Safety

## Appellation Construction Services, LLC. Safety Narrative 2024

### Employee Safety Is Our Core Value

At ACS, employee safety is more than a priority, it is one of our core values, one that will not waiver. We utilize leading indicators to observe and measure our injury/incident prevention efforts. Injury prevention is at the forefront of every task in which we perform. Hazard identification and the implementation of safe work practices help our employees develop safe work habits, which are essential to everyone returning home safely each day. We utilize DOT & Non-DOT Drug Testing protocols (Pre-employment, Random, Post Incident & for Suspicion) to ensure a drug-free workplace.

### ACS Leading Indicators:

1. ***Employee Training*** – ACS has a comprehensive training program to help ensure a safe minded and knowledgeable unionized workforce at ACS.
2. ***Hazard Observations*** – We reward our employees for identifying and communicating hazardous or potentially hazardous situations.
3. ***Jobsite Inspections*** – Conducted weekly by ACS management to help identify issues and ensure safety & environmental compliance before an incident occurs. Results are reviewed with the Superintendent.
4. ***Employee Ownership/Participation*** - We encourage our employees to participate in our JSA, Safety Committee, and company policy implementation.
5. ***Organizational Performance*** - Monitor upper management's completion of corrective and preventative actions in response to an employee injury or incidents.



## **2024 ACS Safety Performance:**

- 1) We have accumulated 393,916 Exposure Hours with ZERO employee injuries in 2024. TRIR = 0%
- 2) So far in 2024, we have had 35 Hazard Observations reported, each hazard has been eliminated or mitigated to ensure a safe work area for everyone. In addition, 24 gift cards have been granted to the employees reporting the higher injury potential situations.
- 3) Our Jobsite / Shop Inspections are performed on a weekly basis with some issues being identified, both with other contractors and ACS. Each issue has been resolved and the hazards mitigated.
- 4) Our employee participation and ownership of our safety program and initiatives are continuing to improve, as is evidenced with our increased attendance in our monthly safety committee meetings.
- 5) No injury or incidents have occurred needing management involvement so far this year.
- 6) Our Field Safety Managers & Senior Safety Manager hold the OSHA 510 Certificate

## **ACS Safety Department Organizational Chart:**

Safety Director – Shane Greene

Assistant Safety Manager – Jamie Sando

Field Safety Manager – Brian Utter

Field Safety Manager – Jacob Swank



## **ACS Safety Certification/Memberships:**

Gold Shovel Certification

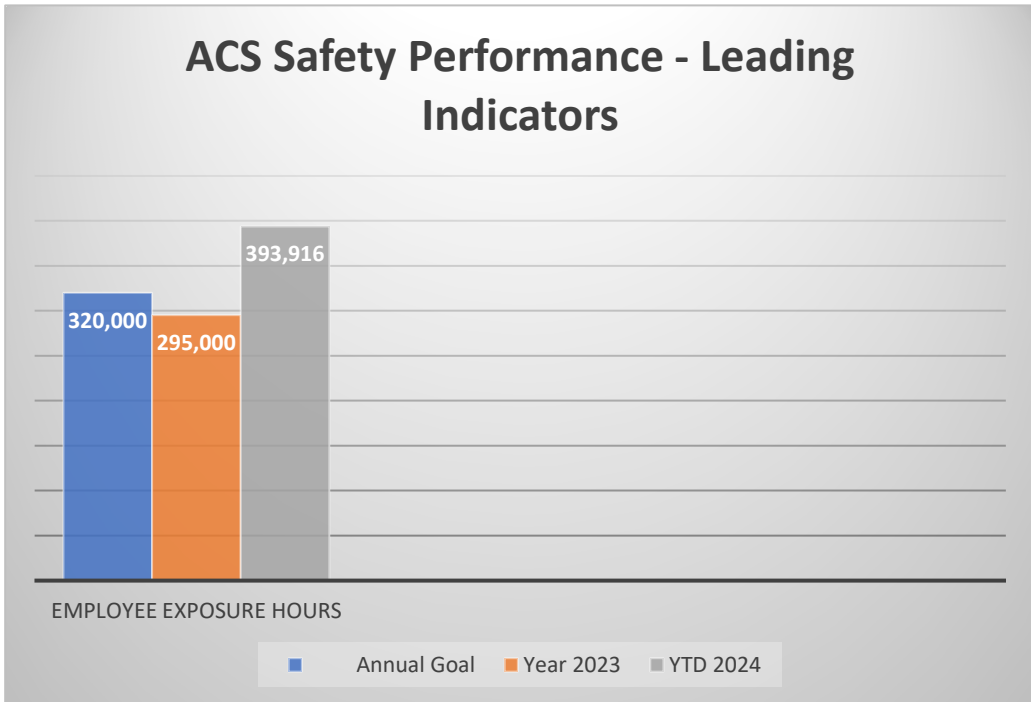
NECA Member - Safety Awards 2 concurrent years

ISNetWorld Member – RAVS Plus

Veriforce/PEC Member

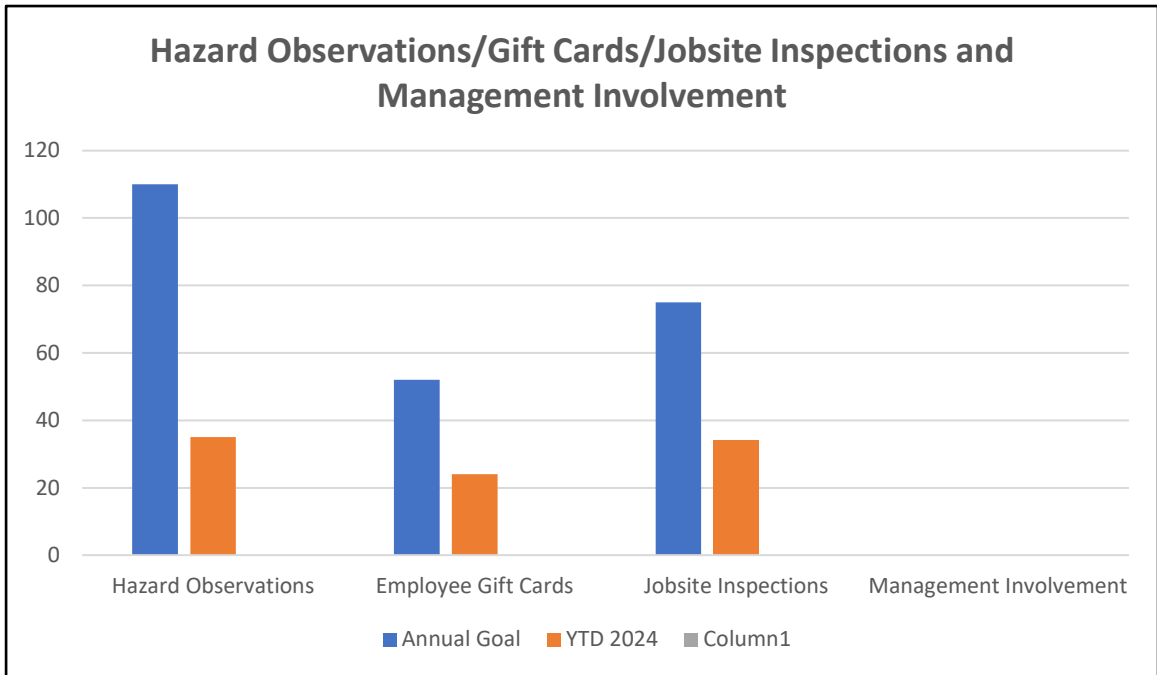
NCMS-DOT Drug/Alcohol Compliance





Year 2023 0 Recordable Injuries

YTD 2024: 0 Recordable Injuries



	<u>Annual Goal</u>	<u>YTD 2024</u>
Hazard Observations	110	35
Employee Gift Cards	52	24
Jobsite Inspections	4/Month	34
Management Involvement	0	0





## **Corporate Safety Plan**

Employee safety is a core value of Appellation Construction Services, LLC; accident prevention shall be considered of primary importance in all phases of operation and administration. It is the intention of the Appellation Construction Services management to provide safe and healthy working conditions, to establish and insist upon safe work practices at all times by all employees.

The prevention of injuries and incidents is an objective affecting all levels of our company and its operations. It is therefore, a basic requirement that each supervisor make the safety of all employees an integral part of his or her regular management function. It is equally the duty of our employees to accept and follow established safety policies and procedures. We operate under our Behavior Based Safety belief, where safe behaviors override common sense.

Every effort will be made to provide adequate training to our employees. However, if an employee is ever in doubt about how to perform a task safely, it is his or her duty to ask a qualified person for assistance. Employees are expected to assist management in accident prevention activities. Unsafe conditions must be reported immediately. Fellow employees that need help should be assisted. Everyone is responsible for the housekeeping duties that pertain to their jobs. Our employees are empowered with the Right to Stop Unsafe Work without fear of repercussion.

Each ACS employee is required to follow the below safety rules to ensure everyone returns home each day:

1. No alcohol or illegal drugs are permitted on ACS or client property.
2. Follow all Personal Protective Equipment policies.
3. We will follow our clients policies and procedures.
4. No cell phone use while driving.
5. Everyone is responsible for our employee safety.

All injuries and near misses must be reported to the immediate supervisor and the Safety Manager as soon as possible.

Under no circumstances, except emergency trips to the hospital, should an employee leave the work site without reporting an injury. When an injury occurs, everyone is affected. Please work safely by making safe choices and not taking shortcuts as Employee Safety is everyone's responsibility.

**"We Build Safety into Everything We Do."**

Sincerely,

Shane R. Greene

## Section 4

### Supporting Documentation



APPENDIX A

PROPOSAL SIGNATURE PAGE



## APPENDIX A PROPOSAL SIGNATURE PAGE

**Proposer's Representations and Authorizations.** Proposer by signing this Proposal Signature page and submitting its proposal understands, represents, acknowledges and certifies that:

- a. All information provided by, and representations made by, the Proposer in the proposal are material and important and will be relied upon by the Proposal Evaluation Committee in reviewing the Proposal and by DGS in awarding the contract. Any misrepresentation of a material fact or omission of material fact by the entity submitting the proposal shall be treated as fraudulent concealment from the Commonwealth of the true facts relating to the submission of the proposal. If the misrepresentation and/or omission of material fact is discovered during the review of the proposal, the proposal will be automatically disqualified. Discovery of the misrepresentation and/or omission of material fact after contract award constitutes grounds for defaulting the contractor and may lead to debarment procedures being instituted against the contractor. A misrepresentation shall be punishable under 18 Pa. C.S. § 4904.
- b. Proposer acknowledges that they have received, read and understood all Addenda issued for the Project.
- c. The price and amount of this proposal have been arrived at independently and without consultation, communication or agreement with any other Proposer or potential Proposer.
- d. Neither the price nor the amount of the proposal, and neither the approximate price nor the approximate amount of this proposal, have been disclosed to any other firm or person who is a Proposer or potential Proposer, and they will not be disclosed on or before the proposal submission deadline specified in the Notice to Proposers and the Calendar of Events.
- e. No attempt has been made or will be made to induce any firm or person to refrain from submitting a proposal on this contract, or to submit a proposal higher than this proposal, or to submit any intentionally high or noncompetitive proposal or other form of complementary proposal.
- f. The proposal is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive proposal.
- g. To the best knowledge of the person signing the proposal for the Proposer, the Proposer, its affiliates, subsidiaries, officers, directors, and employees are not



currently under investigation by any local, state or federal governmental agency and have not in the last four (4) 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 or proposing on any public contract, except as disclosed by the Proposer in its proposal.

- h. To the best of knowledge of the person signing the proposal for the Proposer and except as otherwise disclosed by the Proposer in its proposal, the Proposer has no outstanding, delinquent obligations to Commonwealth including, but not limited to, any state tax liability not being contested on appeal or other obligation of the Proposer that is owed to Commonwealth.
- i. The Proposer is not currently under suspension or debarment by Commonwealth, or any other local, state, or the federal government. If the Proposer cannot so certify, then it shall submit along with its proposal a written explanation of why it cannot make such certification.
- j. The Proposer has not, under separate contract with the DGS made any recommendations to DGS concerning the need for the services described in the proposal or the specifications for the services described in the proposal.
- k. Each Proposer, by submitting its proposal, authorizes all Commonwealth agencies to release to Commonwealth information related to liabilities to Commonwealth of Pennsylvania including, but not limited to, taxes, unemployment compensation, workers' compensation liabilities and Prevailing Wage Act.
- l. Until the selected Proposer receives a fully executed and approved written contract from the DGS, there is no legal and valid contract in law or in equity, and the Proposer should not begin to perform work. If a Letter of Intent has been issued, the Proposer may proceed in accordance with the terms of the Letter.
- m. Proposer is not currently engaged, and will not during the duration of the contract engage, in a boycott of a person or an entity based in or doing business with a jurisdiction which the Commonwealth is not prohibited by Congressional statute from engaging in trade or commerce; and is eligible to contract with the Commonwealth under Section 3604 of the Procurement Code.
- n. Proposer agrees and certifies to abide by, but not be limited to, the Commonwealth of Pennsylvania Acts, Provisions, Clauses, and Statements stated in the Contract Documents.



I am authorized to sign this proposal on behalf of the Proposer and I agree and state that Appellation Construction Services, LLC (Name of Firm) understands and acknowledges that the above representations are material and important, and will be relied upon by the Proposal Evaluation Committee and the Department of General Services in awarding the contract(s) for which this proposal is submitted. I understand and my firm understands that any misstatement shall be treated as fraudulent concealment from the Department of General Services of the true facts relating to the submission of this proposal.

**PROPOSER IS A CONTRACTOR/INDIVIDUAL:**

Witness:

By:

\_\_\_\_\_

\_\_\_\_\_  
Contractor / Individual

**PROPOSER IS A LIMITED LIABILITY COMPANY (LLC) OR PARTNERSHIP:**

Witness: Candie Griffiths

By: Greg Galante - CEO

*Candie Griffiths*  
\_\_\_\_\_

*Greg Galante*  
\_\_\_\_\_  
General Partner / Authorized LLC Member

By:

\_\_\_\_\_

\_\_\_\_\_  
Limited Partnership

**PROPOSER IS A CORPORATION:**

Attest: By:

\_\_\_\_\_  
Secretary/Treasurer

\_\_\_\_\_  
President/Vice-President

**PROPOSER IS A JOINT VENTURE:**

Attest: By:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

Attest:

By:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President



APPENDIX B

Non-Collusion Affidavit

## NONCOLLUSION AFFIDAVIT

State of Pennsylvania : DGS Project Number: DGS: C-0948-0104 Phase 1  
County of Lycoming : s.s.

I state that I am the Electrical VP (Title) of Appellation Construction Services, LLC (Name of Firm) and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the prices(s) and the amount of this proposal.

I state that:

1. The price(s) and amount of this proposal have been arrived at independently and without consultation, communication or agreement with any other contractor, proposer, or potential proposer.
2. Neither the price(s) nor the amount of this proposal, and neither the approximate price(s) nor approximate amount of this proposal, have been disclosed to any other firm or person who is a proposer or potential proposer, and they will not be disclosed before the proposal submission date.
3. No attempt has been made or will be made to induce any firm or person to refrain from proposing on this contract, or to submit a proposal higher than this proposal, or to submit any intentionally high or noncompetitive proposal or other form of complementary proposal.
4. The proposal of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive proposal.
5. Appellation Construction Services, LLC (Name of Firm) its affiliates, subsidiaries, officers, directors, and employees are not currently under investigation by any governmental agency and have not in the last three 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 proposing and/or bidding on any public contract, except as follows:

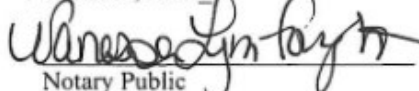
I state that Appellation Construction Services, LLC (Name of Firm) understands and acknowledges that the above representations are material and important and will be relied upon by the Department of General Services in awarding the contract(s) for which this proposal is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from the Department of General Services of the true facts relating to the submission of this proposal.

  
(Signature)

Matt Green  
(Signatory's Printed Name)

Electrical VP  
(Signatory's Title)

SWORN TO AND SUBSCRIBED  
BEFORE ME THIS 4 DAY OF  
November, 2024

  
Notary Public

10/29/2024

My Commission Expires

