February 19, 2026

To: Interested Contractors

Re: Invitation to Bid

From: Kelly Cook
Borough Manager

INVITATION TO BID

PROJECT DESCRIPTION: Memorial Baseball and Softball Fields

The borough of Ebensburg is seeking bids from qualified Bidders to reconstruct the tee ball field and the softball field located at the Memorial Park in the Borough of Ebensburg. The project will involve the reconstruction of two of the infields with new playing surfaces. The project will include, but not be limited to, excavation, drainage improvements, seeding and mulching, and infield reconstruction. Interested parties should refer to the project plans and specifications available electronically from the Ebensburg Borough for the project scope and requirements.

The Borough of Ebensburg will receive sealed Bids until 12:00 noon local prevailing time Tuesday, March 17, 2026 at 300 West High Street, Ebensburg, PA 15931. Bidding Documents may be examined during normal office hours at the borough office, 300 West High Street, Ebensburg, PA 15931. (814) 472-8780, are available on-line at www.ebensburgpa.com. Proposals must be on forms provided by the Borough.

A (non-mandatory) pre-bid conference, including a site visit of the project area, will be conducted on Tuesday March 10, 2026 at 2:00 PM.

The project is a prevailing wage project, subject to the Pa. Prevailing Wage Act, which are included in the bid documents. The contract provisions, including prevailing wage requirements, apply to work performed on the contract by the contractor and sub-contractors.

Bid Security in the amount of 10% of the Bid must accompany the Bid. A performance bond in the amount of 100% of the contract will be required of the successful bidder. The Borough of Ebensburg reserves the right to waive irregularities and to reject any and all Bids.

REQUEST FOR BID PROPOSALS FOR

Tee Ball and Softball Field Reconstruction at Memorial Park

BOROUGH OF EBENSBURG

300 WEST HIGH STREET
EBENSBURG, PENNSYLVANIA 15931

CONTACT PERSON:
Kelly Cook
Borough Manager
(814) 472-8780

I BID INFORMATION

A. Purpose

This request for bid proposal provides interested contractors with information to enable them to prepare and submit bid proposals for consideration by the Borough of Ebensburg to reconstruct the tee ball field known as McDonald's Field and the softball field known as First Energy Field. The fields are located at 614 West Ogle Street, Ebensburg PA 15931.

B. Submission of Bid Proposals

Sealed bid proposals will be received by Kelly Cook, Borough Manager, at her office located at 300 West High Street, Ebensburg, Pennsylvania 15931, until 12:00 Noon on Tuesday March 17, 2026. Bids will be opened at 12:00 Noon on Tuesday March 17, 2026 and considered for approval at the Council meeting on Monday March 23, 2026 at 6:30 PM.

C. Proposals

To be considered, a vendor must submit a complete response to this request for bid proposal, and it must be submitted as directed. All bid proposal costs must be guaranteed for a period of sixty (60) days from the date opened.

D. Rejection of Bid Proposals

The Borough of Ebensburg, at its sole discretion, reserves the right, for any reason and at any time, to accept or reject any or all bid proposals, to waive any informalities and/or irregularities, to be the sole judge of equality or workmanship, to waive any minor specifications, to negotiate the terms and specifications for the project, to modify any part of the request, to issue a new request for bid proposal, and to award the contract in a manner which best serves the interests of the Borough of Ebensburg.

E. Payment of Contractor

Payment shall be made as invoiced for completed work. Invoices shall be submitted no more frequently than every two weeks. Retainage of ten percent (10%) of the total project cost, as adjusted during the contract, shall be retained until project activities have concluded, the project has been inspected by the funding agencies, and final payment application and associated documentation has been approved.

F. Wage Classification

This project is a PREVAILING WAGE contract, subject to the Pa. Prevailing Wage Act, which are attached. The contract provisions, including prevailing wage requirements, apply to work performed on the contract by the contractor and the work performed on the contract by sub-contractors.

G. Prior Experience

Bidders must have completed five contacts within the past five years in performing similar work, and have staff experienced in prevailing wage compliance. The Borough will verify such experience prior to bid award, and the lack of such experience will be cause for rejection of the bid.

H. Bid Bond

The bid must be accompanied by a certified check or bid bond in the amount of 10% of the bid made payable to Ebensburg Borough.

I. Performance Bond

A performance bond in the amount of 100% of the contract shall be furnished by the successful bidder.

J. Pre-Bid Conference

A (non-mandatory) pre-bid conference, including a site visit of the project area, will be conducted on Tuesday March 10, 2026 at 2:00 PM. Attendees should meet at the project site. Though not mandatory, all bidders are encouraged to attend to ensure an understanding of the project scope.

K. Bidder Questions

The Borough will accept questions relative to the project until noon on Friday, February 13, 2026. Submit questions to KCook@ebensburgpa.com. All questions received up until that time will then be posted on the website with all answers. Bidders are advised to check www.ebensburgpa.com on or after Monday, March 16, 2026 for any further addendums.

II PROJECT DESCRIPTION

Project details are described in the project plans and specifications.

III CALCULATION OF BIDS

Bids are to be submitted on the enclosed bid forms.

IV PROJECT DETAILS

1. The details of the project are fully specified within the drawing set.

2. Items that are in the drawings but not included in this contract are labeled NIC (Not In Contract)

V GENERAL PROJECT NOTES

1. Contractor must contact the Pennsylvania One-Call System at 800-242-1776 at least three days prior to construction. Contractor is responsible for contact and coordination with all utilities, and for any and all utility-related damages that might occur.

2. The Contractor is designated as the "Responsible Person in Charge of Construction" and the site supervisor, who is trained in safety and the work being performed, is responsible for construction site safety.

3. Contractor is responsible for restoring all disturbed property to conditions equal to or better than conditions prior to construction.

VI PROJECT SCHEDULE

Authorization to proceed with work on this project is expected to be issued soon after the bid is awarded. Work is expected to begin as soon as weather permits. All work must be completed no later than April 30, 2026, however, extensions will be issued if inclement weather were to occur.

VII GENERAL

This contract includes installing drainage lines and excavating the existing fields and other associated work.

All bidders shall be skilled in the class of work being bid. Bidders shall satisfy themselves by personal examination of the location of the proposed work and by such other means as they may prefer, as to the actual conditions and requirements of the work, to enable them to make up their bids intelligently and to advantage. Each bidder shall make himself familiar with all existing conditions before submitting his proposal, in order that no misunderstanding shall exist in regard to the nature and character of the work to be done. No allowance will be made for any claim that the bid was based upon incomplete information as to the nature and character of the site or the work involved.

E&S approval from Cambria County Conservation District has been obtained. The contractor shall adhere to all County Conservation District requirements.

VIII INSURANCE

A. The Contractor shall not commence work under this contract until he has obtained all insurance required and such insurance has been approved by the Borough, nor shall the Contractor allow any subcontractor to commence work on his contract until all similar insurance required of the subcontractors has been so obtained and approved.

B. Insurance – The Contractor shall provide certificate of insurance for Workers' Compensation, as required by law, for all of his employees employed, and in case any work is sublet, the Contractor shall require the subcontractor to provide Workers' Compensation for all of his employees.

The Contractor shall provide certificate of insurance for comprehensive general liability insurance which will protect Contractor in providing services under this Agreement from claims for damage or injury to persons, including wrongful death, and for damage to property which may arise from operations under this Agreement whether such operations be by Contractor or by the subcontractor of Contractor, or by anyone directly or indirectly employed by either Contractor or subcontractor.

The Contractor shall provide coverages including, but not limited to, the following:

Insurance Limits Required

1. Comprehensive General Liability:
   One Million ($1,000,000) Dollars combined bodily injury and property damage, single limit liability insurance, or:
   Five Hundred Thousand ($500,000) Dollars single limit with a One Million ($1,000,000) Dollar excess policy.

2. Business Auto Liability:
   One Million ($1,000,000) Dollars combined bodily injury and property damage
   Or:
   One Million ($1,000,000) combined single limit liability

C. The Contractor shall name the Borough of Ebensburg and the Commonwealth of Pennsylvania as additional insured on all above specified policies with right of notice.

D. Comprehensive liability insurance covering all owned and non-owned equipment and motor vehicles.

IX LABOR AND EQUIPMENT

All labor and equipment of every kind necessary to carry out the provisions of these specifications shall be furnished by and at the expense of the Contractor.

X HOLD HARMLESS

The Contractor shall indemnify and save harmless the Borough of Ebensburg and the Commonwealth of Pennsylvania against and from all suits or actions of every kind and description brought against the Borough and the Commonwealth of Pennsylvania or any of its Officers, agents, or employees, and also from damages and costs to which it, they, or any of them may be put by reason of injury to the person or property of any other, resulting from negligence or carelessness, or otherwise, in the performance of Contractor's obligations under the contract, or from any defective or improper appliances used in performance of the same.

Borough of Ebensburg
2026 Memorial Field Reconstruction
Response to Bid Request

Contractor _____

Address _____

_____ ZIP _____

Contact _____

Telephone Number _____ Fax Number _____

E-mail _____

Total Project Cost $_____

_____ I checked www.ebensburgpa.com on Monday March 16, 2026 or later for any subsequent addendums that may have been issued.

_____
Authorized Signature