

October 18, 2022

EMERGENCY PROCUREMENT DECLARATION

(Determination to use Emergency Procedures to procure design professional services)

Emergency Project No. D.G.S. 942-2 Phase 1

333 Market Street Elevators

Harrisburg, Dauphin County, PA

In accordance with Section 516 of the Commonwealth Procurement Code, the Secretary of the Department of General Services (“Department”) has designated the Deputy Secretary for General Services to determine whether to authorize an emergency procurement in this instance.

The Commonwealth of Pennsylvania currently leases the 333 Market Street which is a twenty-three story building. Under the Lease, the Department is responsible for maintenance, improvements, and alterations of the elevators.

The Commonwealth agencies currently housed at this location include the Office of General Counsel, the Office of the Budget, the Department of Education, the Department of Human Services, the Human Relations Commission, the Board of Pardons, Commonwealth Media Services, the Independent Regulatory Review Commission, and PENNVEST (to name a few). Many of these Commonwealth agencies allow for public visitors.

The elevators were installed in 1977 and have been maintained consistently over the years. However, over the past several months there have been elevator breakdowns on a weekly basis stranding passengers and causing delays in service. These breakdowns have increased the Department’s and building’s occupants concerns about safety and the welfare of the public. As these elevators are over forty years old, parts are more difficult to procure in a timely manner therefore, elevators are not in service for longer periods of time. The Department requires the immediate need for design professional services to assess the current issues and provide bidding documents to correct this safety concern.

The timeliness of the more formal process of using the Selection Committee to contract with a Professional creates an urgency of need for the use of an Emergency Procurement. Professional services are required to review the current issues and provide bidding documents to correct this situation. The Selection Committee does not meet for a few months and these services are required immediately. Therefore, the Department will make this emergency procurement by choosing a qualified Professional firm.

In accordance with Section 516 and Section 905(a) of the Commonwealth Procurement Code, the Deputy Secretary for General Services, acting as the contracting office, has determined urgency of need does not allow for the time it would take to use the formal process of the Selection Committee to contract with a Professional to perform the above services regarding the safety issues with the elevators.


Jason Snyder Date
Deputy Secretary for General Services