

**STATEMENT OF WORK  
 TEMPORARY RENTED ELECTRICAL EQUIPMENT AND  
 TEMPORARY RENTED TEMPERATURE CONTROL EQUIPMENT  
 INVITATION TO QUALIFY (ITQ) CONTRACT**

**OVERVIEW:** The purpose of this Temporary Rented Electrical Equipment and Temporary Rented Temperature Control Equipment ITQ is to qualify responsible and responsive contractors to provide temporary rented electrical equipment and temporary rented temperature control equipment to the Commonwealth of Pennsylvania’s executive agencies. All fuel fired equipment shall meet emissions requirements.

**ISSUING OFFICER:** This ITQ is managed and administered by the Commonwealth of Pennsylvania, Department of General Services (DGS), Bureau of Procurement. All inquiries should be referred to:

Janis Brown, Commodity Specialist  
 Department of General Services  
 Bureau of Procurement  
 1800 Herr Street | 2nd Floor  
 Harrisburg, PA, 17101-1914  
 Telephone: (717) 346-3829 Email:  
[janibrown@pa.gov](mailto:janibrown@pa.gov)

**QUALIFICATIONS:** Contractors interested in becoming an ITQ Contractor must meet the following requirement. Failure to meet the below requirement will result in the application being rejected. Each Contractor that meets the minimum qualifications will be awarded a contract. Award of a contract to a Contractor is not a guarantee of business.

- A. Contractor must provide documentation showing two (2) years of experience in electrical and/or HVAC equipment.
- B. Contractors must select the county(ies) in which they are able to serve.

**SERVICE CATEGORIES:** Contractors will need to pick the appropriate commodity code to qualify for this contract. Contractors will select the appropriate code under the Business Details section of the qualification process. The Commonwealth may add additional commodity codes as the need arises. The table below lists the appropriate commodity code and description for the material category.

COMMODITY CODE	DESCRIPTION OF MATERIAL CATEGORY
26110000-ITQ-121 Temporary Rented Power & HVAC Equipment- Electrical Equipment	Temporary rented electrical equipment and temporary rented temperature control equipment, is defined as the following; <ul style="list-style-type: none"> <li>A. Electrical Equipment - To be used in common temporary power applications. Portable generators &gt;20,000 watt; tow behind generator; automatic transfer switches; light towers.</li> <li>B. Temperature Control Equipment – Temporary air cooled chillers; air conditioners; cooling towers and/or fluid cooler; boilers; steam feed-water systems; heaters (electric); heaters (fuel fired); and fans.</li> </ul>

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**REQUEST FOR QUOTES (RFQ) PROCEDURES:** Commonwealth Agencies will issue an RFQ to qualified Contractors, through the Commonwealth's Custom Portal, powered by the JAGGAER system. Contractors will respond to the RFQ in the system. The requesting Agencies may require the qualified Contractors to furnish, upon request, additional documentation in the RFQ. The qualified Contractors selected for the RFQ process will receive a Purchase Order (PO) and will supply the service to meet the specific requirements as indicated in the RFQ.

Agencies will exercise a scoring method based upon the criteria set forth in the RFQ. The Scoring Methods are defined as follows:

- Best Value
  - Refers to the process of selecting the quote which provides the greatest value to the agency based on evaluating and comparing all pertinent criteria, including cost, so that the Contractor whose overall proposal best suits the agency's needs is selected for each individual project; and
- Low Cost
  - Refers to the lowest cost quoted from all proposals received that are deemed both responsive and responsible for the project.