



**PROPOSAL & CONTRACT  
(WHEN EXECUTED)**

(THIS PROPOSAL INCLUDES  
INSTRUCTIONS TO BIDDERS)

**A. DEPOSIT OF PROPOSALS.**

All Envelopes containing Bid proposals shall  
Be clearly marked "**Sealcoat Proposal  
for Letting of April 9, 2025**"  
Date

Williams Township 610-258-6788  
Municipality Name and Type Telephone

Melody Ernst  
Secretary

Sealed Proposals will be received on or before  
12:00 p.m., on April 4, 2025  
Time and Date

655 Cider Press Road  
Address

Bids will be opened and read at approximately  
12:05 p.m., on April 4, 2025  
Time and Date

Easton, PA 18042  
Proposals must be mailed or otherwise  
delivered to the above address.

Tentative Award Date and Time  
7:00 p.m., on April 9, 2025  
Time and Date

1. The contractor proposes to furnish and deliver all materials (including Form CS-4171, Certificate of Compliance, TR-465 Daily Bituminous Mixture Certification or other form pre-approved by PennDOT) and to do and perform all work on the following project as more specifically set forth in the Schedule of Prices (Attachment), in accordance with drawings and specifications on file at the Williams Township Municipal Building at the above address. As well as the supplements and special requirements contained herein and/or attached hereto and current PennDOT specifications (Publication 408), **bidders need to be prequalified by PennDOT (Sec. 102.01).**

2. If designated as the successful bidder, the contractor will begin work on the date specified in the notice to proceed. Or as otherwise provided in the special requirements, and will complete all work on or before **September 30, 2025**. If all work is not completed on time, liquidated damages will be assessed at the rate of **\$875.00** per additional calendar day.

3. Accompanying this proposal is a certified check or bid Bond in the amount of **10%** made payable to the municipality as a proposal guarantee which, it is understood, will be forfeited in case the contractor fails to comply with the requirement of the proposal.

**B. PROPOSAL OF:** \_\_\_\_\_  
Name of Contractor

\_\_\_\_\_  
Address

**CONTRACTOR'S CERTIFICATION**

It is hereby certified as follows:

1. The only person(s) interested in this proposal as principal(s) is (are): \_\_\_\_\_  
\_\_\_\_\_

2. None of the above persons are employees of the municipality.

3. This proposal is made without collusion with any other person, firm, or corporation.

4. All plans and specifications referred to above and the site of the work have been examined by the contractor. The contractor understands that the quantities indicated herein are approximate and are subject to change as may be required; and that all work is payable on the basis of the unit prices listed on the Schedule of Prices (Attachment 1).

5. The contractor will comply with all requirements of the laws and implementing regulations of the Commonwealth of Pennsylvania and the United States relating to human relations, equal opportunity and non-discrimination in employment, and will pay to workmen employed in the performance of the contract the wages to which they may be entitled.

6. The contractor will provide the municipality with a performance bond, conditioned upon the faithful performance of the contractor in accordance with the plans, specifications and conditions thereof, and a payment bond conditioned on the prompt payment of all material furnished and labor supplied or performed in the prosecution of the work, in accordance with the Public Work's Contractors' Bond Law of 1967; and an affidavit accepting the provisions of the Workmen's Compensation Act of 1915, as amended.

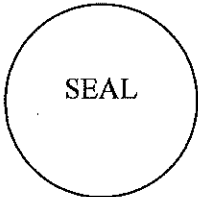
7. "The parties agree that the relationship between the Contractor and the Municipality is one of independent contractor and not the employer/employee and that the individual employees of the Contractor who will be performing the work pursuant to this contract are not employees of the Municipality. Contractor hereby certifies, represents and warrants to the Municipality that all persons performing any aspect of the work pursuant to this Contract who are required to have commercial driver's license are subject to a program for drug and alcohol testing in accordance with the Omnibus Transportation Employee Testing Act of 1991 and the federal regulations adopted pursuant thereto."

\_\_\_\_\_  
Contractor

WITNESSED OR ATTESTED BY:

BY: \_\_\_\_\_  
Title (Seal)

\_\_\_\_\_  
Title



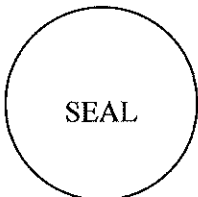
TO BE EXECUTED ONLY IN THE EVENT THE ABOVE PROPOSAL IS ACCEPTED

ACCEPTED ON: \_\_\_\_\_  
Date

\_\_\_\_\_  
Municipality

ATTESTED BY:

\_\_\_\_\_  
Title



BY: \_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

# ATTACHMENT #1

County: Northampton

Municipality: Williams Township

Project No.: 2025 Seal Coat

THIS PORTION TO BE  
COMPLETED  
BY THE MUNICIPALITY

**LOCATION OF WORK:**

See List of Roads on Attachment 1-B

**DESCRIPTION OF WORK:**

As indicated below and in Attachments 1-A

Contractor is to place a Single or Double Bituminous Seal Coat using a Polymer Modified Emulsion, CRS-2PM (E-3M) or RS-2PM (E-2M) using ¼” stone for single. Using #8 Stone topped with ¼” stone for Double with a 1.0% Loss by Wash. Then apply Proprietary Fast Break Fog Seal, Grip Tight as listed in Bulletin 15, Section 472.2(a). All material to be applied complete in place in conformance with current PENNDOT Pub. 447, MS-0340-0005 and Pub. 408, Section 472 and Bulletin 15 Section 472.2(a).

**ESCALATOR CLAUSE:** (If adopted by the Municipality)

This contract contains an escalator clause for the Price Adjustment of Bituminous Materials for small quantities. See attached Resolution. A small quantity is a contract that uses or indicates for placement of 100 tons or less of asphalt cement. **(See Attachment 1-A for more information)**

### SCHEDULE OF PRICES

1. Item No.	2. Approximate Quantities	3. Units	4.*Description	5. Unit Price	6. Total
<b>BASE BID ROADS</b>					
1.	7,535	SY	<p style="text-align: center;"><b><u>T-461 PINE MANOR DRIVE</u></b>  <b>Single</b> Bituminous Seal Coat using a Polymer Modified Emulsion and ¼” Stone with a 1.0% Loss by Wash, Surface Category Condition “C”, ADT &lt;100                      Then apply Polymer-Modified Asphalt Fog Seal</p>		
2.	1,916	SY	<p style="text-align: center;"><b><u>T-462 KRISTIN PLACE</u></b>  <b>Single</b> Bituminous Seal Coat using a Polymer Modified Emulsion and ¼” Stone with a 1.0% Loss by Wash, Surface Category Condition “C”, ADT &lt;100                      Then apply Polymer-Modified Asphalt Fog Seal</p>		
3.	3,767	SY	<p style="text-align: center;"><b><u>T-475 RIVER VIEW DRIVE</u></b>  <b>Double</b> Bituminous Seal Coat using a Polymer Modified Emulsion and #8 and ¼” Stone with a 1.0% Loss by Wash, Surface Category Condition “C”, ADT &lt;100                      Then apply Polymer-Modified Asphalt Fog Seal</p>		
4.	2,300	SY	<p style="text-align: center;"><b><u>T-474 SUMMIT DRIVE</u></b>  <b>Double</b> Bituminous Seal Coat using a Polymer Modified Emulsion and #8 and ¼” Stone with a 1.0% Loss by Wash, Surface Category Condition “C”, ADT &lt;100                      Then apply Polymer-Modified Asphalt Fog Seal</p>		
<p><b>*DESCRIPTION</b>                      Must include ADT on Wearing surfaces.                      USE OF CUTBACK ASPHALT IS PROHIBITED                      BETWEEN MAY 1<sup>st</sup> and OCTOBER 31<sup>st</sup> EXCEPT                      AS NOTED IN BULLETIN NO. 25.</p>				SUBTOTAL	
				SUBTOTAL(S) FROM OTHER ATTACHMENT(S)	
				TOTAL AMOUNT OF BID	

## Attachment 1-A

County: Northampton

Municipality: Williams Township

Project No.: 2025 Seal Coat

### SPECIFICATIONS AND SPECIAL PROVISIONS TO CONTRACT MS-944 CONTAINS IMPORTANT INFORMATION FOR THE CONTRACTOR

**The Prime Contractor and Subcontractors must comply with all of the following provisions:**

#### **TRAFFIC CONTROL**

- Traffic Control and Safety Devices to be provided by the Contractor. (Maintenance and Protection of Traffic to comply with current MUTCD, PennDOT Publication 212 and PennDOT Publication 213.)
- The Contractor may close roads where practical and must provide all road closed and detour signs as per Pub. 213. Road closures must be pre-approved by the Township Public Works Director or his Representative.

#### **GENERAL**

- **A MANDATORY Pre-Bid meeting will be held at 9:00 a.m. on Monday March 17, 2025 at the Township Building on 655 Cider Press Rd, Easton PA 18042, all interested bidders MUST attend. Failure to attend will result in bid proposal being dismissed.** For further information contact Michael Strawn at 610-258-0172, between the hours of 7:00 a.m. to 3:00 p.m. Monday through Friday.

- A pre-construction meeting will be mandatory and the Contractor's and any Sub-Contractor's on site foreman must attend. The Contractor will schedule this meeting with the Municipality at least 5 calendar day prior to the start of the project.

- Delivery tickets required for all materials used on the project.

- CS-4171 Certificate of Compliance required for all materials.

- The Bidder must supply certified truck weight slips for bituminous material and aggregate used on the job.

- No payments will be made until the bidder has supplied all required designs, delivery slips and certifications.

- The Contractor shall notify the Municipality 5 calendar days prior to the start of the project.

- Work schedule must be coordinated with the Municipality and work must be completed on or before **September 30, 2025.**

If all work is not completed on time, liquidated damages will be assessed at the rate of **\$875.00** per additional calendar day.

- Roadway to be power broomed by the Contractor prior to start of project.

- Excess construction materials are to be removed by the Contractor.

- Municipality will inspect the project.

- Need Bill of Lading for each shipment of bituminous material per Sect. 702.1(c) of PENNDOT Pub 408.

- Municipality reserves the right to limit work completed.

- Completion of NON-COLLUSION AFFIDAVIT required.

- Incidental preparation and clean up required. (Project Construction Materials)

- Contractor is responsible for defects that occur within one year of applications.

- The Contractor shall verify the employment eligibility of each new employee hired after 1/1/2013 and submit the Commonwealth Public Works Employment Verification Form included in the bid package to the Municipality.

- Bidders can either be a PENNDOT Pre-qualified Prime or PENNDOT Pre-qualified Sub-Contractor and proof of pre-qualification is required. Bidders need to be PennDOT pre-qualified for Work Class Code "F4" Bituminous Surface Treatments, Seal Coats and must supply proof of pre-qualification with their bid or upon request.

- Final Completion Certificate; "MS-NCP Notice of Completion" is required at the completion of the project.

- Future award of Contracts will be based on quality of work as determined by the Municipality.

- Contractor to supply proof of CDL Drug and Alcohol Compliance upon award of the bid.

- The successful bidder must provide a 100% Performance Bond and a 100% Payment Bond within 20 days of the award of the contract.

- **The Municipality intends to award the contract to one bidder; bidders need to bid on all items. The Municipality reserves the right to accept or reject any and or all proposals or portions thereof, and to delete projects and or portions of the project depending on budgetary constraints and to waive any technicalities deemed to be in the best interested of Williams Township.**

**Attachment 1-A (continued)**

County: Northampton

Municipality: Williams Township

Project No.: 2025 Seal Coat

**INSURANCE REQUIREMENTS**

The awarded contractor shall purchase and maintain, at its expense, during the term of this contract and any renewals or extensions thereof, insurance issued by companies acceptable to the Municipality. See the "Insurance Requirement" Attachment. Williams Township MUST be named as an additional insured on the policy.

**SEAL COAT**

- The Contractor will provide the Municipality with a PENNDOT Approved Bituminous Seal Coat Design using the methods in Appendix E of Bulletin 27 at least 5 days prior to beginning work. Bituminous Application Range is .20 to .50 gallons per square yard and Stone Application Range is 15 to 25 pounds per square yard; the actual rate will be determined by the seal coat design, **ADT counts** will be provided by the Municipality, **surface category conditions** to be provided by the Municipality.
- The contractor is to place a Single or Double Bitum. Seal Coat in conformance with PENNDOT Pub.408, Section 470.
- The contractor is to place a Polymer-Modified Fog Seal Coat in conformance with PENNDOT Pub.408, Section 472. The Contractor will provide a bill of lading and a signed CS-4171 for each load of bituminous material and delivery tickets and a daily signed CS-4171 for each day's placement of stone.
- The Contractor will provide all sample containers or sample bags.
- Use of a rubber tire roller is required.
- Oil samples required from each lot of bituminous material. Samples to be collected by the Contractor. Minimum sample frequency (1) One quart: A.M. and P.M. per day. Collections of the samples are to be witnessed by the Municipality and samples are to be retained by the Municipality. (Oil samples must be placed in an approved type container that is compatible with the oil sample.)
- At least (3) three random stone samples are to be collected by the Contractor on the project site. Collection of the samples are to be witnessed by the Municipality and samples are to be retained by the Municipality.

**PRICE ADJUSTMENT OF BITUMINOUS MATERIALS (ESCALATOR CLAUSE)**

**See Escalator Clause Attachment**

**My signature signifies that I have read and understand the above conditions and special provisions to this contract, and by being authorized by this company to act as their authorized representative, and on their behalf hereby agree to adhere to any and all of the provisions pertaining to this contract.**

\_\_\_\_\_  
Contractor's Representative                      Date

\_\_\_\_\_  
Municipality's Representative                      Date

\_\_\_\_\_  
Company

\_\_\_\_\_  
Municipality

**Attachment 1-B**

County: Northampton

Municipality: Williams Township

Project No.: 2025 Seal Coat

**Williams Township  
2025 Bituminous Seal Coat Program  
List of Roads**

**Single Bituminous Seal Coat with Fog Seal**

Road	From - To	Length/Width	S.Y.	Surface Category Conditions	ADT
<b>T-461 Pine Manor Drive</b>	From Wassergass Road T-390 to End	2,422' x 28' AVG	7,535	C	<100
<b>T-462 Kristen Place</b>	From Pine Manor Drive T-461 to End	616' x 28' AVG	1,916	C	<100

**TOTAL=9,451**

**Double Bituminous Seal Coat with Fog Seal**

Road	From - To	Length/Width	S.Y.	Surface Category Conditions	ADT
<b>T-475 River View Drive</b>	From Ridge Road T-473 to End	1,130' x 30' AVG	3,767	C	<100
<b>T-474 Summit Drive</b>	From Ridge Road T-473 to End	690' x 30' AVG	2,300	C	<100

**TOTAL=6,067**

**APPLICATIONS AND ESTIMATED QUANTITIES**

Applications and estimated quantities for each road are listed above. The Township Public Works Director or his Representative will instruct the Contractor as to what work is to be done on each road. Measurements and calculations of quantities are for bidding purposes only, final measurements will be conducted by a representative from the Contractor and a representative from the Municipality and final payment will be based on these mutually agreed to measurements and quantities.



**PROPOSAL AND CONTRACT INSTRUCTIONS – FORM 944**

1. The proposal must be typewritten or printed.
2. If more than one proposal on any project is submitted by any individual, firm or partnership, corporation or association under the same names, only one lowest proposal will be considered.
3. Description of work-----
  - A. If additional space is needed insert appropriately numbered attachment and note “Continued on Attachment No. \_\_\_\_\_.”
  - B. Where Wearing Surfaces are a part of this Contract, Average Daily Traffic (ADT) Count or SRL determination must be included in the description.
4. Part A of Page 1 to be completed by municipality. Part B of Page 1 to be completed by contractor. Schedule of Prices – Column #1 (Item), #2 (Approximate Quantities), #3 (Unit, i.e., ton, square yard, linear feet, etc.) and #4 (Description, i.e., bituminous materials – ID-2, FJ1, FB1, BCBC, etc.) must be filled in by the municipality to insure equitable bidding. Column #5 (Unit Price), #6 (Total), and total amount of bid must be filled in by the contractor. If more space is needed, add note at bottom of the page: Continued on Attachment No. 1-A,” and add additional sheet designated as Attachment No. 1-A, 1-B, etc. Repeat for each additional sheet required.
5. If liquidated damages are to be assessed, add the following sentence to Part A #2. “If all work is not completed on time, liquidated damages will be assessed at the rate of \$ \_\_\_\_\_ per additional working day.” (OR”...as set forth in the attached schedule.”)
6. Payment and Performance bonds are provided only by the successful bidder. Contracts under \$5,000 – bonds must be in 50% of the contract amount. Contracts in excess of \$5,000 – bonds must be in 100% of the contract amount. Bond Form MS-944 Attachments 2 and 3 and Workmen’s Compensation Affidavit Attachment 4 must be submitted by the successful bidder within 20 days of the contract award. Failure to submit the bonds shall constitute grounds to cancel the contract.
7. \*Construction projects, where the estimated cost of the total project exceeds \$100,000, are subject to the provisions of the Pennsylvania Prevailing Wage Act 442 and amended by Act 89 Of 2013. It is the responsibility of the municipality to obtain the Prevailing Wage Scale for the area and include it in the proposal. IF the Prevailing Wage Act applies, this fact shall be noted in the advertisement.  
  
On projects utilizing Federal revenue Sharing Funds, if the project cost exceeds \$2,000 and is financed with 25% or more Federal Revenue Sharing Funds, the Davis Bacon Act applies. Again it is the responsibility of the municipality to obtain the Davis Bacon Wage Rates, include them in the proposal and note the fact in the advertisement. If both Acts are applicable, the Davis Bacon Act has preference over the Pennsylvania Prevailing Wage Act.
8. An ESCALATOR CLAUSE is optional; however, if used, it must be included in the proposal prepared by the municipality. An escalator clause may not be inserted by the contractor.

**PERFORMANCE BOND**  
**(With Corporate Surety)**

KNOW ALL MEN BY THESE PRESENTS, that we, \_\_\_\_\_  
(NAME AND ADDRESS OF CONTRACTOR)

as Principal and \_\_\_\_\_  
(SURETY COMPANY)

a corporation incorporated under the laws of the State of \_\_\_\_\_ as Surety  
(NAME OF STATE)

are held and firmly bound unto \_\_\_\_\_ . In the full and just sum  
of \_\_\_\_\_ (\$ \_\_\_\_\_ ) dollars

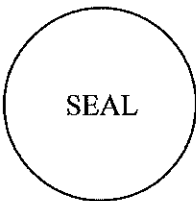
lawful money of the United States of America, to be paid to the above Municipality or its assigns, to which payment well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, the above bonded Principal has entered into a contract with the above Municipality, bearing even date herewith, for the undertaking of certain obligations as therein set forth.

NOW, THEREFORE, the condition of this obligations such that if the bounden Principal, as Contractor, shall in all respects comply with and faithfully perform the terms and conditions of said Contract, including the Specifications and conditions referred to and made a part thereof, and such alterations as may be made in said Specifications as therein provided, and shall well and truly, and in a manner satisfactory to the Municipality fulfill all obligations as therein set forth, then this Obligation shall be void, but otherwise the same shall be and remain in full force, virtue and effect.

It is further provided that any alteration which may be made in the terms of the contract or its specifications with the express approval of the Municipality or the Principal to the other, shall not in any way release the Principal and Surety or either or any of them, their heirs, executors, administrators, successors or assigns from their liability hereunder, notice to the Surety of any such alteration or forbearance being hereby waived.

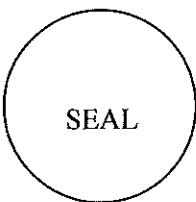
IN WITNESS WHEREOF, the said Principal and Surety have duly executed this Bond under Seal, pursuant to  
due and legal action authorizing the same to be done on \_\_\_\_\_  
(DATE OF BOND)



Attest / Witness

CONTRACTOR

BY: \_\_\_\_\_  
TITLE



Attest / Witness

SURETY COMPANY

BY: \_\_\_\_\_  
TITLE

\_\_\_\_\_  
TITLE  
\_\_\_\_\_  
TITLE



PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS, that we, \_\_\_\_\_

of \_\_\_\_\_, as PRINCIPAL and \_\_\_\_\_

corporation incorporated under the laws of the State of \_\_\_\_\_ as SURETY, are

held and firmly bond unto the \_\_\_\_\_, in the full and just sum of

\_\_\_\_\_ (\$ \_\_\_\_\_) dollars, lawful money of the United

States of America, to be paid to the said \_\_\_\_\_ or its assigns, to which payment well and true to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the above bounden Principal has entered into a contract with the above municipality, hereinafter called Obligee, bearing even date herewith, for the improvement of a certain section of highway or bridge in said Municipality consisting of: \_\_\_\_\_

for approximately the sum of \_\_\_\_\_ (\$ \_\_\_\_\_) dollars.

NOW, THEREFORE, the condition of this obligation is such that if the above bounden PRINCIPAL shall and will promptly pay or cause to be paid in full all sums of money which may be due to contract or otherwise, to any individual, firm, partnership, association or corporation, for all material furnished or labor supplied or performed in the prosecution of the work, whether or not the said material or labor entered into and became component parts of the work and for rental of the equipment used and services rendered by public utilities in, or in connection with the prosecution of such work, then this obligation to be void, otherwise to remain in full force and effect.

The PRINCIPAL and SURETY, hereby, jointly and severally, agree with the Obligee herein that any individual firm, partnership, association or corporation, which has performed labor or furnished material in the prosecution of the work as provided, and any public utility which has not been paid in full therefore, may sue in assumpsit's on this Payment bond in his, their, or it own name and may prosecute the same to final for such sum or sums as may be justly due him, them or it, and have execution thereon. Provided, however, that the Obligee shall not be liable for the payment of any costs of expenses of such suit.

RECOVERY by any individual, firm, partnership, association or corporation hereunder shall be subject to the provisions of the "Public Works Contractors' Bond Law of 1967", Act No. 385, approved December 20, 1967, P.L. 869, which Act shall be incorporated herein and made a part hereof, as fully and completely as though its provisions were fully and at length herein recited.

It is further provided that any alterations which may be made in the terms of the contract or in the work to be done or materials to be furnished or labor to be supplied or performed under it or the giving by the Obligee of any extension or forbearance being hereby waived.

IN WITNESS WHEREOF, the said PRINCIPAL and SURETY have duly executed this Bond under seal this \_\_\_\_\_ Day of \_\_\_\_\_, 20 \_\_\_\_\_.

WITNESS:

CONTRACTOR

BY: \_\_\_\_\_  
TITLE

TITLE

WITNESS:

SURETY COMPANY

BY: \_\_\_\_\_  
TITLE

TITLE

MS-944

Attachment 4

**AFFIDAVIT RE  
ACCEPTING PROVISIONS OF THE WORKMEN'S COMPENSATION ACT**

State of )  
                  )  
                  )SS:  
County of )  
                  )

Being duly sworn according to law deposes and says that they have he has  
it

accepted the provisions of the Workmen's Compensation Act of 1915 of the Commonwealth of Pennsylvania,  
with its supplements and amendments, and have insured their liability hereunder in it accordance with the terms of said  
Act with \_\_\_\_\_  
(SURETY COMPANY)

\_\_\_\_\_  
(TYPE OR PRINT) CONTRACTOR

BY: \_\_\_\_\_  
SIGNATURE

Sworn to and subscribed before me this \_\_\_\_\_ day of  
\_\_\_\_\_ A.D. 20 \_\_\_\_\_

My Commission Expires \_\_\_\_\_  
(DATE)

D-7126 (6-99)

**ANTI-COLLUSION AFFIDAVIT**

County Northampton

Municipality Williams Township

Project Number 2025 Seal Coat

Fed. Project No. N/A  
( If Applicable )

State of \_\_\_\_\_

County of \_\_\_\_\_

The undersigned deponent deposes and says that he is the \_\_\_\_\_

of the \_\_\_\_\_ Company; that he is authorized to make this

affidavit on behalf of said company in compliance with section 102.06 (e) of Department Specifications,

Publication 408, as amended and that the said company has not, either directly or indirectly, entered

into any agreement, participated in any collusion, or otherwise taken any action in restraint of free

competitive bidding in connection with such contract.

\_\_\_\_\_  
(Contractor)

**BY**

\_\_\_\_\_

**Sworn to and subscribed before me the undersigned notary public this**

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission expires \_\_\_\_\_

MS-NCP

MUNICIPALITY Williams Township, Northampton County

**NOTICE OF COMPLETION**

IN REFERENCE TO PROJECT NO.: 2025 Seal Coat

Name of Contractor \_\_\_\_\_

**Performance of work as specified on the above numbered contract is completed and final pavement inspection has been made by the contractor and municipality in accordance with the terms of the contract awarded.**

DATE OF AWARD: \_\_\_\_\_

\_\_\_\_\_  
Signature of Municipality

\_\_\_\_\_  
Signature of Contractor

Both copies of this form to be filled by the Contractor-Municipality on completion of final pavement restoration.

THIS PORTION TO BE COMPLETED BY MUNICIPALITY

**FINAL COMPLETION CERTIFICATE**

**By the affixing of my signature I hereby certify that final inspection has been made and all work has been performed in accordance with the above contract # and is hereby accepted by the municipality as completed.**

\_\_\_\_\_  
Authorized Agent for the Municipality

\*DATE: \_\_\_\_\_

**\* The Bidder is responsible for maintenance of permanent pavement repairs for a period of one year from this date.**

## INSURANCE REQUIREMENTS

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**The awarded Contractor shall purchase and maintain, at its expense, during the term of this contract and any renewals or extensions thereof, the following types of insurance issued by companies acceptable to the Municipality.**

1. Workmen's compensation insurance sufficient to cover all of the employees of the contractor working to perform this contract, as required by the laws of the Commonwealth.
2. Comprehensive general liability insurance, property damage insurance, and where appropriate automobile liability insurance. The minimum amount of coverage shall be \$250,000.00 per person and \$1,000,000.00 per occurrence for bodily injury, including death and \$250,000.00 per person and \$1,000,000.00 per occurrence for property damage.

These coverages shall be occurrence-based. The policy shall name the Municipality as an additional insured and shall contain a provision that the coverages afforded thereunder shall not be cancelled or changed unless at least thirty (30) days prior written notice has been given to the Municipality.

**Prior to the commencement of work,** the Contractor shall provide the Municipality with a current certificate(s) of insurance showing the required coverages and provisions.

3. Your attention is directed to the hold harmless and indemnification provision:  
"The Contractor shall hold the Municipality harmless from any indemnify the Municipality against any and all claims, demands, and actions based upon or arising out of any activities performed by the Contractor and its employees and agents under this Contract and shall, at the request of the Municipality, defend any and all actions brought against the Municipality based upon any such claims or demands."

**PUBLIC WORK EMPLOYMENT VERIFICATION ACT**

**General.** In accordance with Act 127 of 2012, known as the Public Works Employment Verification Act (“the Act”), effective January 1, 2013, 43 P.S. §§167.1-167.11, the Contractor shall use the Federal Government’s E-Verify system to ensure that all employees performing work on the project, including subcontractor’s employees, are authorized to work in the United States.

**Verification Form.** The Contractor shall verify the employment eligibility of each new employee hired after January 1, 2013 and submit the Commonwealth Public Works Employment Verification Form (“Form”) included in the bid package attachments to the Municipality.

**Contractor.** Mail the Form, signed by an authorized representative of the Contractor to the Municipality along with the Performance and Payment Bonds as specified by the contract documents. Failure or refusal to provide the Form will be considered a refusal to comply with bidding requirements, will result in rejection of the bid, and may subject the Contractor to the enforcement activities, sanctions and civil penalties specified in the Act.

**Subcontractor.** The Prime Contractor will obtain a Form signed by an authorized representative of any subcontractor performing work on the project, possessing sufficient knowledge to make the representations and certifications on the Form. The Prime Contractor shall submit the Form to the Municipality prior to requesting subcontractor approval and before the subcontractor performs any work. Failure or refusal to provide the Form will be considered a refusal to comply with subcontractor approval requirements, will result in rejection of the subcontractor request, and may subject the subcontractor to the enforcement activities, sanctions and civil penalties specified in the Act.

The Prime Contractor shall include information about the requirements of the Act in all subcontracts.

**Department of General Services.** The Department of General Services is the Commonwealth agency responsible for enforcement and administration of the Act. Please direct questions about the Act to:

Department of General Services Public Works  
Employment Verification Compliance Office  
Room 105 Tent Building  
18th and Herr Streets  
Harrisburg, PA 17125  
Fax: 717-214-3669

County: Northampton

Municipality: Williams Township

Project No.: 2025 Seal Coat

**COMMONWEALTH OF PENNSYLVANIA**

**PUBLIC WORKS EMPLOYMENT VERIFICATION FORM**

Date \_\_\_\_\_

Business or Organization Name (Employer) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

\_\_\_\_ Contractor \_\_\_\_ Subcontractor (Check One)

Contracting Public Body: \_\_\_\_\_

Contract/Project No.: \_\_\_\_\_

Project Description: \_\_\_\_\_

Project Location: \_\_\_\_\_

As a contractor/subcontractor for the above referenced public works contract, I hereby affirm that as of the above date, our company is in compliance with the Public Works Employment Verification Act ('the Act') through utilization of the federal E-Verify Program (EVP) operated by the United States Department of Homeland Security. To the best of my/our knowledge, all employees hired post January 1, 2013 are authorized to work in the United States.

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

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

\_\_\_\_\_  
Authorized Representative Signature

