



Bucks County Community College

275 Swamp Road
Newtown, PA 18940-4106
215.968.8000

Purchasing Department

May 21, 2026

Edward J. Hilbert
Vice President
TE Construction Services, LLC.
1520-B Campus Drive
Warminster, PA 18974

RE: Notice of Intent to Award — BCCC Center for Advanced Technologies HVAC Lab Project

Project No. BID#2026-0402

Trade: General Contractor

Total Contract Amount: \$1,185,685.00

Total Contract Amount includes all allowances, and the following Alternate(s) selected by the College: (B @ \$8,055.00 & C @ \$28,630.00).

Dear Mr. Hilbert:

I am pleased to advise you that Bucks County Community College (“BCCC”) intends to award BID#2026-0402 for General Contractor services on the above-referenced project to TE Construction Services, LLC., which submitted the lowest responsible bid. This Notice of Intent to Award is issued pursuant to the BCCC Responsible Contractor Policy (Policy 6.12) and is **subject to the conditions set forth below**. A formal contract will not be executed until all conditions have been fulfilled.

Conditions of Award

1. Board of Trustees Approval and Final Contract Execution. This award is contingent upon formal approval by the BCCC Board of Trustees at its scheduled meeting on June 4, 2026. Pursuant to §10(a) of Policy 6.12, a final contract shall not be executed until (a) Board of Trustees approval has been obtained, (b) a written Contractor Responsibility Determination has been issued by BCCC, and (c) all other requirements of the Policy have been fulfilled. Upon satisfaction of all conditions, BCCC may execute a final contract based upon this Notice of Intent. No work shall commence prior to full contract execution.

2. Contractor Responsibility Determination. A written Contractor Responsibility Determination must be issued by BCCC pursuant to §8 of Policy 6.12 prior to contract execution. BCCC’s responsibility review is currently in progress.



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3. Public Posting. Following Board approval and issuance of the Contractor Responsibility Determination, BCCC will publicly post this Notice, all Responsibility Certifications, the Subcontractor List, and the Determination on the BCCC website for five (5) calendar days before the contract is executed, pursuant to §10(b) of Policy 6.12.

4. Subcontractor Substitution. No substitution of any listed subcontractor is permitted without prior written authorization from BCCC and submission of a completed Subcontractor Responsibility Certification for the proposed substitute.

Required Submittals

As required by the General Stipulations and the BCCC Responsible Contractor Policy, please provide **all of the following items within Ten (10) calendar days of this Notice**, unless otherwise noted. No work shall commence until all required items have been received and approved by BCCC. Failure to provide the following items within the designated time frame aforementioned above may result in your disqualification from the final award of the referenced project.

Bonds and Insurance

1. Performance Bond, Labor and Material Payment Bond, and Maintenance Bond as indicated in the General Stipulations, if applicable.
2. Certificate of Insurance evidencing general liability, workers' compensation, and unemployment insurance coverage in the amounts required by the contract specifications.

Subcontractor Documentation

3. Subcontractor List identifying the name, address, and scope of work for each subcontractor to be used on the project.
4. Subcontractor Responsibility Certifications, completed on BCCC-provided forms, for each subcontractor listed, including a list of all trades or classifications of craft employees they will employ on the referenced project and documentation verifying participation in a Class A Apprenticeship Program for each trade or classification of craft employees listed.

Safety and Workforce Documentation

5. OSHA 10-hour training certificates for all craft labor employees to be assigned to the project.
6. OSHA 30-hour training certificate for the designated on-site supervisor.



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7. A list of all trades or classifications of craft employees you will employ on the referenced project and documentation verifying participation in a Class A Apprenticeship Program for each trade or classification of craft employees listed.
8. Written confirmation that at least 70% of the craft labor workers employed on the referenced project shall be comprised of either journeyperson workers who have successfully completed a Class A Apprenticeship Program or apprentices registered in such programs.

Project Planning

9. Schedule of Values, including a detailed breakdown in CSI format.
10. Signed Prevailing Wage Acknowledgment confirming compliance with 43 Pa. Cons. Stat. § 165-1 et seq. for all craft labor employed on the project.

Ongoing Obligations

Material Changes. Pursuant to §3(c)(15) of Policy 6.12, TE Construction Services, LLC. must notify BCCC in writing within Ten (10) days of any material changes to the matters attested to in its Contractor Responsibility Certification.

False Certifications. BCCC reserves all rights under §9 of Policy 6.12 with respect to false or misleading certifications, including disqualification, withholding of payment, contract termination, and a three-year prohibition on performing work for BCCC.

In accordance with the General Stipulations, this letter is Notice of Intent to Award. Please do not hesitate to contact our Project Manager, Eric Siddell at (215) 968-8391 or eric.siddell@bucks.edu with any questions regarding this Notice or the required submittals.

Please accept my thanks for your interest and cooperation.

Sincerely,

Eric M. Guli
Director of Purchasing & Auxiliary Services
Bucks County Community College



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cc: Michael Harris, COO; Peter Amuso, Esq.; Project File

Issued pursuant to BCCC Responsible Contractor Policy 6.12 — Approved by Board of Trustees, March 5, 2026