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**INVITATION TO BID**

**BID #001608-1467A**

**Tax Claim Return & Claim/Sale Notice Postings and  
Personal Service**

FOR THE  
COUNTY OF CHESTER

INVITATION TO BID PACKAGE TO BE SUBMITTED ELECTRONICALLY  
THROUGH PUBLIC PURCHASE

**BY 11:00 A.M., WEDNESDAY, August 5, 2026**

Issue Date: June 22, 2026

## **INVITATION TO BID NOTICE**

The County of Chester solicits bids for Tax Claim Return & Claim/Sale Notice Postings and Personal Service. Bids shall be submitted through the Public Purchase website. Each Bidder shall assume sole responsibility with respect to submission of their bid.

You may go to the Public Purchase site at <https://www.publicpurchase.com/gems/browse/home> to register and download the bid at no cost.

Prospective Bidders must submit all questions, comments, or other concerns regarding this ITB in writing prior to the question deadline shown below.

Questions regarding the Invitation to Bid shall be directed in writing via email to Lauren Prescott, Senior Buyer, County of Chester, Department of Procurement and General Services, [lprescott@chesco.org](mailto:lprescott@chesco.org) or via the Public Purchase website. **The deadline for the receipt of written questions will be 12:00 p.m., July 8, 2026.**

Bidders are required to submit with their bid, a bid guaranty of not less than ten percent (10%) of the total bid amount, in the form certified or bank cashier's check made payable to the Treasurer of Chester County, or a bid bond with approved surety. The successful bidder will be required to submit a one hundred percent (100%) Performance Bond and a one hundred percent (100%) Labor and Materials Bond with a one (1) year warranty.

If you are a person with a disability and wish to attend the bid opening and require an auxiliary aid, service, or accommodation to observe or participate in the proceedings, please contact the Department of Procurement and General Services to discuss how we may best accommodate your needs.

The Commissioners of Chester County reserve the right to waive technicalities and to reject any or all bids or items therein, in the best interest of the County.

Nick Cherubino  
Chester County Controller

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## **GENERAL TERMS AND CONDITIONS**

1. The "Invitation to Bid" is defined as all documents referenced in the "Table of Contents" found previously in this Invitation to Bid and any addenda issued by County. All documents referenced in the Table of Contents are hereby incorporated into and made a part of this Agreement to the same extent as if they were fully set forth herein.
2. All bidders must be prepared to present suitable evidence of their financial standing, and to furnish a list of similar work recently completed.
3. No verbal instructions or information to bidders will be binding. This Invitation to Bid will be considered clear and complete unless written attention is called to any apparent discrepancies or incompleteness thereof before the opening of bids. Should any written inquiries be received by the County of Chester (hereinafter "County") these inquiries will be answered in the form of addenda to this Invitation to Bid and will be posted on Public Purchase, a FREE web-based e-Procurement service. These addenda shall then be considered part of this Invitation to Bid. **Please Note: It is the responsibility of the Bidder to check the Public Purchase website, [www.publicpurchase.com](http://www.publicpurchase.com) for any information that is available regarding the Invitation to Bid.**
4. Bids will be considered as conclusive evidence of complete examination of this Invitation to Bid, and any samples made available by County to bidders.
5. Bid Forms are provided in this Invitation to Bid. This form must be used in submitting the bid, and all pages of this Invitation to Bid package must be completely filled out, and the whole bid signed by the bidder.
6. Chester County bids are **only** available on the Public Purchase website. Bids and Bid Forms shall be submitted electronically through the Public Purchase website, [www.publicpurchase.com](http://www.publicpurchase.com).
7. No bid may be withdrawn later than 11:00 a.m. on the date of bid opening except as pursuant to statute. No modifications or explanation of any bid will be allowed after the same is electronically submitted to Public Purchase. Bids will be opened via Public Purchase.
8. The Commissioners of Chester County reserve the right to reject any or all bids or parts thereof, or to waive technicalities, as deemed to be in the best interest of the County.  
  
Any bidder who has demonstrated unsatisfactory performance during any agreement with the County of Chester or any other organization may be considered as unqualified, and their bid may be rejected. The County reserves the right to exercise this option as the County deems proper and/or necessary in its best interest.
9. It is understood that parties making bids accept the terms and conditions expressed and contained in this Invitation to Bid. The failure to comply with any of the conditions may result in the rejection of the bid or the immediate termination of any agreement which may have been awarded.
10. The successful bidder may be required to execute a written agreement (on the form contained herein) with the County or accept a Purchase Order, at the County's option, within ten (10) days after notice of acceptance of this bid.
11. This Invitation to Bid is intended to cover the furnishing of all materials and the performance of all work that may be required or necessary for the complete performance of the contract, and the Contractor will be required to do all things that may be necessary to fully complete the work within the purview of this Invitation to Bid.

12. Should the Contractor discover discrepancies in this Invitation to Bid, the matter shall be at once brought to the attention of the County of Chester, Department of Procurement and General Services, and the discrepancies corrected by written agreement before proceeding further.
13. No extras or additional work will be allowed or paid for unless such extras or additional work are ordered in writing by the County and the price fixed and agreed upon before such work is performed.
14. The Contractor shall not transfer or sublet any portion of the work covered by this Invitation to Bid without written consent of the County.
15. As all the parts of this Invitation to Bid, including but not limited to the Bid Notice, General Terms and Conditions, Technical Specifications, General Specifications, Special Conditions, Bid Price Form, Contractor's Qualification Statement, form of Agreement, form of Performance Bond, Waiver of Liens, Non-Collusion Affidavit, Signature Page and Bidder Checklist, all refer to each other, and together constitute a whole, they must not be detached and must be returned bound together as when delivered to the Bidder. NO BIDS WILL BE ACCEPTED UNLESS SUBMITTED ON THE FORMS FURNISHED HEREIN. Bids and Bid Forms must be submitted electronically through the Public Purchase website, [www.publicpurchase.com](http://www.publicpurchase.com).
16. In general, deliveries shall be at such times as may be fixed by the County and shall not be made except upon definite instructions by the County.
17. Items to be furnished shall be new, first-class, and shall meet with the approval of the County's designated representative.
18. Bidders shall understand that when materials or supplies have been delivered to the job which do not comply with this Invitation to Bid and have not been approved, upon notification, the Contractor shall immediately remove from the premises any such condemned material or supplies, and replace them with material or supplies, in full accordance with this Invitation to Bid at no additional expense to the County.
19. If County refers to a manufacturer's brand name and/or catalog number in this Invitation to Bid, this is intended to indicate that said brand name and/or catalog number is the minimum standard desired by the County of Chester and participating SPCCPB members. Bidders shall state the brand name and/or catalog number of the items upon which their bid is based.

It shall be the bidder's responsibility, if bidding on items other than those specified, to prove to the County that said items are equal to or better than those indicated.

When required herein, samples of items bid upon shall be provided to the County of Chester, Department of Procurement and General Services as detailed herein for examination with the submission of the bid through the Public Purchase website, [www.publicpurchase.com](http://www.publicpurchase.com) or within such time as required herein. Failure to comply herewith may be cause for rejection of bid.

The County shall be the sole judge as to whether any equivalent item offered is considered equal. It shall be understood and agreed by the bidder that the quantities listed in this Invitation to Bid are estimated only. The actual normal requirements of the County will determine actual ordered amounts. The County reserves the right to order more or less than the estimates included in the specifications. The Contractor will only deliver goods or provide services based on receipt of an actual Purchase Order, which will be issued from time to time during the contract period, unless otherwise provided in the Invitation to Bid below. All prices shall be quoted F.O.B. at the County facility for which the goods are intended.

When a space is provided on the Bid Form for unit prices, bidders are required to bid a unit price and a total extended price for each item, as well as a total price for all items bid. In addition, bidders shall show the brand name and/or catalog number of each item upon which bid is based.

Bidders shall select only one brand or catalog number for each item on which bid is based. "Alternate" offerings contained on the same Bid Form will not be considered.

20. Payments shall be made to the Contractor as soon as possible after receipt of invoice, after inspection and acceptance of the material and/or work by an authorized representative of the County and approval of the invoice by the Controller. In the case of supply agreements, where partial delivery is made, invoice for such part may be made upon delivery, and payment made as soon as possible under conditions as above. In the case of agreements for services rather than simple supply deliveries, payment will be made after satisfactory completion of the agreement, unless otherwise provided in this Invitation to Bid.

21. It shall be the sole obligation of the Contractor to determine the obligation for and pay all sales, use, excise, or similar taxes which may become due pursuant to this project. The County and participating SPCCPB members makes no representation with respect to any such taxes or the Contractor's obligation for the payment of such taxes.

22. Where an error is made in computing unit price to total price, the unit price quoted shall govern.

23. A bid which is incomplete, obscure, conditioned, or which contains additions not called for, or irregularities of any kind, including alterations or erasures, may be rejected. A bid which is not accompanied by the required security or is unsigned, shall be rejected.

24. A Bid Bond, which is unsigned by principal or surety may also be rejected.

25. Any Bid Bond, which is used and submitted along with the bid, must be covered with surety of a company authorized to do business in the Commonwealth of Pennsylvania.

26. In the event that there is a tie between two or more lowest responsible bidders, and the place of business of one is located in Chester County and the other(s) is (are) located outside of the County, the Commissioners may in their discretion opt to award the bid to the Chester County bidder, all other relevant factors being equal.

27. The bidder is required to carefully examine the site of the project, the work proposed, this Invitation to Bid and any drawings for the work, and to compute the quantities of labor or material entering therein, and to determine for himself the difficulties incidental to the prosecution of the work. The presentation of a bid shall be considered as conclusive evidence of such examination.

Failure to attend the pre-bid conference and/or site visit/walk-through shall constitute acceptance by the bidder of all pre-existing site conditions and shall constitute a waiver of all future claims with regards to said site conditions.

28. The successful bidder will be required to furnish a "Performance Bond" in the sum of one hundred per cent (100%) of the total bid as awarded, the condition of which shall be the full and complete execution and performance of each and all of the terms contained in the agreement, Invitation to Bid, and drawings.

The successful bidder may be required to furnish an additional "Payment Bond for Labor and Materials" in the amount one hundred per cent (100%) of Contract Price, the condition of which shall be the prompt payment for all materials and labor supplied or performed in the prosecution of the work. It shall be a condition of said bond that labor and materialmen, furnishing labor and materials in, and for, the prosecution of said work, shall have the right, according to law, to sue in an action of assumpsit, in the name of the obligee, for his or their use upon said bond, for such sum or sums as may be justly due.

Both bonds shall be executed by the same surety and shall meet all the requirements of the County and shall be in the form set forth in this Invitation to Bid.

29. The individual or corporation to which the Contract has been awarded shall return properly executed bonds within the number of days set by the County after written notice of award of contract. The County shall then execute this agreement promptly, after approval of same and upon receipt of such bonds, additional certificates, information, or samples as may be required, provided, however, that no award shall be considered binding upon the County unless and until the agreement documents are properly executed by both parties. No bid shall be considered binding upon the Contractor if the County fails or refuses to execute the Agreement within thirty (30) days after receipt of approved signed agreements and bonds, except that the time limits stated in this paragraph may be extended with the written consent of both parties.

30. The Contractor will be held strictly to the terms of the Contract regarding the diligent prosecution of the work and the time of completion of same.

In case additional work is ordered or in case of delays not the fault of the Contractor the County may make an equitable extension of working time by so designating in writing.

31. The Contractor shall furnish suitable evidence that he has insured his liability under the Workers' Compensation Act and any supplements or amendments thereto, or file with the County an acceptable certificate of exemption therefrom.

32. The Contractor shall indemnify, defend, and hold harmless the County of Chester, its officers and employees from all suits, actions or claims of any character, name and description, including attorney's fees and costs, brought for or on account of any injuries or damages received or sustained, including wrongful death by any person or persons including but not limited to employees and other persons on the site or off the site if related to their work and/or this Agreement; or for injury or damage to property or other living things in which property rights by law exist, by or from the said Contractor, or by or in consequence of any neglect in safeguarding the work, or through defective workmanship or the use of defective materials or by, or on account of any act, omission, neglect, or misconduct of the said Contractor; or for any claims or amounts arising or recovered under the Workers' Compensation Law or any other law, by-law, ordinance, order or decree. So much of the money due Contractor under or by virtue of his agreement as shall be considered necessary by the Commissioners may be retained for the use of the Commissioners, or in case insufficient money is due, his surety shall be held until each suit or suits, action or actions, claim or claims, for injuries or damages, as aforesaid, shall have been settled and suitable evidence to that effect furnished to the Commissioners. Contractor hereby expressly waives any immunity under the Workers' Compensation Act, either as an employer or statutory employer, for any claim brought by the County. This waiver is intended to comply with the provisions of Section 303(b) [77 P.S. @481(b)] of said act.

The Contractor accepts, in so far as the work covered by any such agreement is concerned, the provisions of the Workers' Compensation Act and any reenactments, supplements or amendments thereto.

33. A. The Contractor shall purchase and maintain such policy or policies of insurance as will protect from claims, as hereinafter set forth, which may arise out of or result from the Contractor's operation under this Agreement, whether such operations be by himself or by any subcontractor, or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. Such insurance shall name the County of Chester, its agents, employees, officers, and assigns and County's consultant, its agents, employees, officers, and assigns as additional insureds under the policy(ies). Original Certificates of Insurance, made out to the County of Chester, must be provided to County prior to execution of the Agreement by the County. The kinds of claims to be insured against are as follows:

1. Claims for damages because of bodily injury, occupational disease, sickness, disease, or death of Contractor's employees.

2. Claims for damages because of bodily injury, sickness, or disease of any person other than Contractor's employees.
  3. Claims for damages insured by usual personal injury liability coverage which are sustained by any person as a result of any injury directly or indirectly related to the employment of such person by the Contractor or by any other person.
  4. Claims for damages other than to the work itself because of injury to and destruction of tangible property, including loss of use resulting therefrom. Any care, custody, and control exclusion shall be removed.
  5. Claims for damages because of bodily injury or death of any persons or property damage arising out of the ownership, maintenance, or use of any motor vehicle.
  6. Claims for false arrest or imprisonment, assault and battery, errors and omissions, invasion of civil rights, and like claims.
- B. The insurance required by paragraph "A" above shall be for not less than the limits as set forth hereafter or as may be required by law, whichever is greater.
- C. Comprehensive General Liability and Comprehensive Automobile Liability shall include:
1. Bodily Injury (including owned and non-owned vehicles); Personal Injury; Property Damage Liability (including owned and non-owned vehicles); and Contractual Liability with limit of not less than \$2,000,000 per occurrence.
  2. Comprehensive General Liability Insurance shall include coverage for explosion, collapse, underground hazards, and completed operations coverage.

Original Certificates of Insurance made out to the County of Chester in the form above designated shall be provided by the successful bidder to the County for review and approval along with the signed Agreement and any required bonds. The Agreement will not be executed by the County in the absence of Certificate(s) of Insurance. Special coverage may be required in addition to any of the foregoing as may be specifically set forth in any special conditions of the contract. Policies shall be effective commencing by the first day of work and remain in effect during the life of the project.

34. The Contractor shall provide any necessary lights, fences, barricades, and warning signs and take such other precautions as may be necessary during the progress of work to protect persons and property.

35. The Contractor shall take all necessary precautions to avoid injury or damage to buildings, driveways, sidewalks, grading, pipes, conduits, etc., and shall, unless otherwise specified, restore such structures, property, materials, etc., at his own cost and expense to a condition equal to that existing before such damage was done, by repairing, rebuilding, or otherwise, as may be required by the County, or shall make good such injury or damage in a satisfactory manner.

36. The County reserves the right to let additional contractors work at the site. This Contractor shall coordinate the execution of his work with theirs and should this Contractor cause damage to any other contractor on the work the Contractor agrees, upon due notice, to settle with such contractor by agreement, or otherwise at County's option.

Should any part of the Contractor's work depend upon the work of any other contractor, the Contractor shall promptly report to the County any defects in such work that render it unsuitable for such proper execution. Failure to so notify as to any significant delay or defect may constitute an event of default hereunder unless otherwise reasonably excused.



37. The Contractor shall direct work personally or be represented by a competent foreman with authority to follow the instructions of the authorized representative of the County.

The Contractor shall prosecute the work with sufficient workmen and equipment to insure the completion within the time stipulated.

38. In order to maintain proper control over the work as it progresses and to secure flexibility in adapting means to ends, the Commissioners shall appoint an authorized representative, so designated in writing, who shall decide all questions as may arise as to the acceptability of materials furnished, and as to the rate of progress of the work, provided, however, that the authority of the authorized representative shall not constitute a waiver of the legal rights of the County or of the Contractor. He shall not be authorized to revoke, alter, enlarge, relax, or release any of the requirements of the specifications.

39. The County shall have the right without invalidating the Agreement to order extra work or to make changes by altering, adding to, or deducting from the work as specified in the Agreement. Should such alterations or changes in the quantity or character of the work result in increased or in decreased cost to the Contractor, a fair and equitable sum therefore, to be agreed upon in writing in advance by the Contractor and the Commissioners, shall be added or deducted from the bid price, as the case may be. No allowance will be made for anticipated profits on deducted work.

40. Contractor shall have competent and efficient workmen, qualified for the type of work to be done, and all workmanship shall be first class.

41. Where there is no detailed description of the material to be furnished or of the work to be done it is understood that this Invitation to Bid contemplates the use of first-class materials throughout, placed or used in such manner as to produce a completed job that is first class and workmanlike.

42. Workmanship and materials shall at all times be subject to inspection by the County's authorized representative.

Omission or failure on the part of the inspector to disapprove or reject any defective material or work shall not be construed to be acceptance of any defective material or work.

Rejected material shall be removed promptly from the site of the work and replaced with acceptable material.

43. The Contractor shall observe and comply with all laws, ordinances, and regulations in any way affecting the equipment or materials used, those engaged on the work or the conduct of the work.

44. The Contractor shall procure and pay for any permits and licenses required, unless otherwise stated herein, and shall give all notices necessary or incident to the due and lawful prosecution of the work.

45. The Contractor shall pay for all royalties, claims, and fees for any patented invention, article, or arrangements which may be used in the work under Agreement.

46. The County shall have the right to suspend the work wholly, or in part, for such period or periods as it may deem necessary, due to unsuitable weather or such other conditions as it may consider unfavorable for the prosecution of the work, or for such time as is necessary due to the failure of the Contractor to comply with the provisions of the Agreement.

When under suspension the Contractor shall properly protect the work, and all liabilities and obligations of the Contractor under this Agreement shall remain in full force and effect.

47. If the Contractor fails or refuses to begin work within the time required in this Invitation to Bid or the Agreement, or to perform the work with sufficient workmen, equipment, or materials to insure the

completion of said work in accordance with the terms of the Agreement, or shall discontinue the prosecution of the work without the approval of the County or shall neglect or refuse to perform anew such work as has been rejected as defective and unsuitable, or shall become insolvent or be declared bankrupt, or for any cause shall not carry on the work in an acceptable manner and conformity with contract, the County after ten (10) days written notice served personally on the Contractor or mailed to him at the address given on his bid, and on his failure to remedy the condition or conditions complained of, shall have the right to annul their Agreement without process or action at law, and to turn over to the surety for completion or, at their option, to enter upon and take possession of the work, using the materials and equipment of the Contractor assembled for the project, and to complete the performance of the Agreement in accordance with the terms thereof, with or without advertising or re-letting, and should the total cost of the work contracted for be in excess of the original bid price, the Contractor and his surety shall be held responsible for such excess cost.

Neither by the taking over of the work by the County, nor by the annulment of the Agreement shall the County forfeit the right to recover damages from the Contractor or his surety for failure to complete this Agreement.

48. The Contractor shall be responsible for any injury or damage to the property of the County or to the property of any Public Utility Company included in this contract by or on account of any act, omission, neglect, or misconduct of the Contractor in the prosecution of the work or in the storage of materials and equipment.

The Contractor shall properly safeguard the work under this Agreement and shall make good at his own expense all injuries or damages to said work before its completion and final acceptance.

49. Upon completion of all work under this Agreement the County through its authorized representative, shall promptly make final inspection and notify the Contractor of any work that must be done over or of additional work required to complete the Agreement in an acceptable manner, or in case all work is acceptable so notify the Contractor in writing.

Such acceptance shall not constitute a waiver of claim for adjustment of the bid price for failure to complete the Agreement in strict accordance with the requirements thereof and within the time stated in the Agreement.

50. The Contractor shall accept the compensation as provided in the Agreement in full payment for furnishing all bonds, materials, labor, tools, equipment, transportation, etc., and for performing all work under the Agreement, and for all loss or damage arising from the work, until its final acceptance by the County.

No extra or additional work will be allowed or paid for unless ordered in writing by the Commissioners.

51. In the event that the County shall decide to omit any portion of the work covered by this Agreement or shall find it inexpedient to order completed or corrected any work performed not in accordance with the Agreement, an equitable deduction shall be made from the bid price.

52. Wherever in the specifications it is provided that materials shall be tested, or materials or manner of work shall conform to certain provisions of the specifications of others, the provisions of such specifications shall be made and considered as much a part of the specifications as if written herein.

Where such Invitation to Bid cannot be obtained by the Contractor, the County upon written request will furnish the Contractor with a copy of such portions of this Invitation to Bid as apply to the work under the Agreement.

53. In the employment of persons for the performance of public work, no contractor or subcontractor nor any person acting on behalf of such contractor or subcontractor shall by reason of race, color, religious creed, ancestry, age, national origin, sex, or disability discriminate against any individual who is qualified and available to perform the work to which the employment relates.

54. On all public works projects in excess of \$25,000 for the construction, reconstruction, demolition, alteration, and/or repair work which requires or involves the employment of laborers, mechanics, and apprentices of all crafts and classifications, the Contractor is required, in accordance with the Act of General Assembly No. 442, approved August 15, 1961, and titled as the "Pennsylvania Prevailing Wage Act," to pay the general prevailing minimum wages, as determined by the Secretary of the Department of Labor and Industry of the Commonwealth of Pennsylvania.

Wage rates as established by the Secretary are attached herewith and are a part of this Invitation to Bid.

It shall be the sole responsibility of Contractor to investigate the applicability of the Act to comply in all respects to the provisions of the Prevailing Wage Law.

Special attention, however, is directed to the following sections therein:

a. Every contractor and subcontractor shall keep an accurate record showing the name, craft, and actual hourly rate of wage paid to each workman employed by him in connection with public work, and such record shall be preserved for two (2) years from date of payment. The record shall be open at all reasonable hours to the inspection of the public body awarding the contract and to the Secretary.

b. Contractors and subcontractors performing public work for a public body subject to the provisions of this Act shall post the general prevailing wage rates for each craft and classification involved, as determined by the Secretary, including the effective date of any changes thereof, in prominent and easily accessible places at the site of the work, or at such place or places as are used by them to pay workmen their wages.

c. The Contractor shall conform to and comply with all applicable laws, rules regulations, and standards of the "General Industry Safety and Health Standards" - U. S. Department of Labor Occupational Safety and Health Administration - OSHA 2206 (29 CFR 1910) latest edition, and to all applicable laws, ordinances, rules and regulations, and all lawful orders of any public authority bearing on the safety of persons or property or their protection from damage, injury, or loss.

55. a. In accordance with the Commonwealth Court Order of April 17, 1984, in the case of *Frank J. Lucchino, Controller of Allegheny County vs. the foreign countries of Brazil, South Korea, Spain, and Argentina*, bidders shall refrain from using steel, aluminum, and iron products made in the countries.

b. When the Invitation to Bid herein call for construction, reconstruction, alteration, repair, improvement, or maintenance of County facilities, all bidders are required to act in accordance with the Steel Products Procurement Act of 1978, as amended in 1984, and, if any steel products are to be used in the performance of the Agreement, only steel products produced in the United States shall be used.

56. Responsibility under the Immigration Control and Reform Act of 1986 for verifications of identity and employment eligibility in connection with bidder's own agents/servants, workers, and employees, is assumed and continues to be assumed and complied with by the bidder.

57. The Contractor expressly agrees to comply with Titles VI and VII of the Civil Rights Act of 1964, as amended, and all other applicable Federal, State, and/or Local Laws, ordinances, rules, regulations, and orders prohibiting discrimination in hiring or employment opportunities. Compliance is not delegable to any union, training program or other source of recruitment which prevents the Contractor from meeting his obligations hereunder.

58. This Agreement shall be governed by the laws of the Commonwealth of Pennsylvania. The Contractor (or Bidder) has the responsibility and obligation to become aware of and comply with all applicable statutes, rules, regulations, etc. which affect this transaction in any regard.

59. The Contractor (Vendor), its employees, agents, servants, and any subcontractors of Contractor are independent contractors under this Agreement and are not deemed to be employees, agents, or servants of the County in any manner whatsoever.

60. The County may, by written notification to the Contractor, terminate in whole or any part of this Agreement if the County determines that the Contractor has failed to perform the services or to provide the materials required by this Invitation to Bid.

61. Bidder or Contractor, as the case may be, certifies that to the best of his knowledge, no County official or employee has a vested interest, financial or otherwise, in this Agreement. Bidder or Contractor agrees to comply in all respects with the Public Official and Employee Ethics Act (65 P.S. Section 1101 et seq.). Bidder or Contractor will inform County in writing immediately if any potential conflict of interest arises during the course of bidding or during the performance of any Agreement entered into with County. Conflict of interest may constitute grounds for disqualification of Bidder or termination of any Agreement with Contractor following notification by County to Bidder or Contractor where same is not corrected by Bidder or Contractor within the time period established by County in such notice.

62. Right to Protest. A). Any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the head of the Purchasing Department. Protests relating to cancellation of invitations for bids or requests for proposals and protests relating to the rejection of all bids or proposals are not permitted. B). Time for Filing. If a protest is submitted by a prospective bidder or prospective offeror, the protest must be filed before bid opening time or proposal receipt date. If a protest is filed by a bidder or offeror or a prospective contractor, the protest must be filed within seven (7) days after the protesting bidder or offeror, or prospective contractor knew or should have known of the facts giving rise to the protest except that in no event may a protest be filed later than seven (7) days after the date the contract was awarded. Date of filing is the date of receipt of protest. Untimely filed protests must be disregarded by the County. C). Authority to Resolve Protests. A panel consisting of the County's Chief Administrative Officer, Chief Financial Officer and the Deputy Chief Administrative Officer, or their respective designees, shall have the authority to settle and resolve a protest of an aggrieved bidder, offeror, or contractor, actual or prospective, concerning the solicitation or award of a contract. D). Decision. If the protest is not resolved by mutual agreement, the panel shall promptly issue a decision in writing. The decision shall state the reasons for the action taken. A copy of the decision shall be emailed, mailed, or otherwise furnished immediately to the protestor.

63. Right-To-Know Law. A). The Pennsylvania Right-to-Know Law, 65 P.S. §§ 67.101-3104, applies to this Contract. B). Unless the Contractor provides the County, in writing, with the name and contact information of another person, the agency shall notify the Contractor using the Contractor information provided by the Contractor herein if the agency needs the Contractor's assistance in any matter arising out of the Right to Know Law ("RTKL"). The Contractor shall notify the agency in writing of any change in the name or the contact information within a reasonable time prior to the change. C). Upon notification from the County or the Right to Know Requestor that the County requires the Contractor's assistance in responding to a RTKL

request for records in the Contractor's possession, the Contractor shall provide the County, within ten (10) calendar days after receipt of such notification, access to, and copies of, any document or information in the Contractor's possession which arises out of the Contract that the County requests ("Requested Information") in order to comply with the RTKL. If the Contractor fails to provide the Requested Information within ten (10) calendar days after receipt of such request, the Contractor shall indemnify and hold the County harmless for any damages, penalties, detriment, or harm that the County may incur as a result of the Contractor's failure, including any statutory damages assessed against the County. D). The County's determination as to whether the Requested Information is a public record is dispositive of the question as between the parties. Contractor agrees not to challenge the County's decision to deem the Requested Information a Public Record. If the Contractor considers the Requested Information to include a request for a Trade Secret or Confidential Proprietary Information, as those terms are defined by the RTKL, the Contractor will immediately notify the County, and will provide a written statement signed by a representative of the Contractor explaining why the requested material is exempt from public disclosure under the RTKL within seven (7) calendar days of receiving the request. If, upon review of the Contractor's written statement, the County still decides to provide the Requested Information, Contractor will not challenge or in any way hold the County liable for such a decision. E). The County will not reimburse the Contractor for any costs associated with complying with this provision. F). Contractor agrees to abide by any decision to release a record to the public made by the Office of Open Records, or by the Pennsylvania Courts. The Contractor agrees to waive all rights or remedies that may be available to it as a result of the County's disclosure of Requested Information pursuant to the RTKL. Contractor's duties relating to the RTKL are continuing duties that survive the expiration of this Contract and shall continue as long as the Contractor has Requested Information in its possession.

64. The Contractor must certify, in writing, that as of the date of its execution of its bid, it has no tax liabilities or other Commonwealth or Chester County obligations. The Contractor's obligations pursuant to these provisions are ongoing from and after the effective date of the proposal through the termination date thereof. Accordingly, the Contractor shall have an obligation to inform the County if, at any time during the term of the agreement, it becomes delinquent in the payment of taxes, or other Commonwealth or Chester County obligations, or if it or any of its subcontractors are suspended or debarred by the Commonwealth, the federal government, or any other state or governmental entity. Such notification shall be made within ten calendar (10) days of the date of suspension or debarment. The failure of the Contractor to notify the County of its suspension or debarment by the Commonwealth, any other local, state, or the federal government shall constitute an event of default of the proposal with the County. In the event that Contractor is debarred or suspended, the County reserves the right to immediately terminate the contract with Contractor. The selected Contractor will be the sole point of contact concerning all contractual matters for the duration of the contract term. All members of a delivery team shall certify to this requirement.

65. Breach of Personal Information Act: The Contractor must comply with Pennsylvania's Breach of Personal Notification Act ("BPINA"), 73 P.S. § 2301, et seq. During the course of this Agreement, Contractor may obtain or be given access to the Personal Information of Commonwealth residents. Pursuant to Section 2302 of BPINA, "Personal Information" includes an individual's first name or initial and last name AND: social security number, driver's license, state-issued identification card, financial account number, credit or debit card number, medical information, health insurance information, a username or email address with way to access account. Upon discovery of a breach, Contractor must provide notice of said breach to the County as soon as practically possible, but not more than seven (7) days following date of discovery of breach. The date of discovery is the date Contractor first had knowledge or reasonable suspicion that a breach occurred. In accordance with Section 2303 of BPINA, the County is responsible for making the subsequent determinations as to whether to provide notice of breach to affected Commonwealth residents in accordance with the requirements of BPINA.

## **SPECIAL CONDITIONS**

**Please Note:** Special Conditions listed below are a material part of this bid package. Failure to comply with the Special Conditions may result in rejection of the bid or termination of any contract which may be awarded.

**Intent of Specifications:** It is the intent of this bid to contract for **Tax Claim Return & Claim/Sale Notice Postings and Personal Service**. The quantities/locations provided are estimates. The County reserves the right to increase or decrease quantities according to the actual number of units/locations.

- 1.0 **Public Purchase:** Public Purchase, a FREE web-based e-Procurement service. In order to begin or continue to receive bid notifications as a current vendor through Public Purchase, you must complete the two-step registration. Please register as soon as possible so that you have uninterrupted access to our bids and the notification of our bids.

### **Instructions:**

#### **1. Register with Public Purchase:**

Use the link below to begin the registration process. It can take up to 24 hours for your account to become active. You will receive an email from [notices@publicpurchase.com](mailto:notices@publicpurchase.com) letting you know your account is activated. Be sure to add this email address to your contacts to avoid the bid notification emails being sent to your junk folder.

<https://www.publicpurchase.com/gems/register/vendor/register>

***If you are already registered with Public Purchase, please proceed directly to step 2.***

#### **2. Register with County of Chester (PA):**

1. Once you have received your activation email from Public Purchase log in to [www.publicpurchase.com](http://www.publicpurchase.com) and accept the terms and conditions of use.
2. Click on the "Tools" tab located on the far right of the menu header.
3. On the new list of sub-tabs, click on "Agencies."
4. Search for the agency County of Chester (PA) - Make sure the Registration Status field is set to "All."
5. Once you find the result, please click on the [Register] tab on the far right of the agency name.
6. Complete the registration steps with the agency.

It is important that this second part of the registration is complete, or you will not receive notifications of upcoming quote opportunities from the County of Chester (PA) It is your responsibility to keep the information up to date, particularly the contacts and email addresses.

- 2.0 If you need any assistance with this process, please contact Public Purchase at [support@publicpurchase.com](mailto:support@publicpurchase.com) or use their Live Chat during business hours. It can be found in the upper left corner of the web site
- 3.0 **Basis for Award:** The Invitation to Bid for **Tax Claim Return & Claim/Sale Notice Postings and Personal Service**. will be awarded to the lowest responsive and responsible Bidder(s) meeting the specifications and requirements as described in this Invitation to Bid Package. The County reserves

the sole right to make an award as deemed in its best interest. All costs and work are to be included in your bid.

The successful Bidder(s) will be required to execute an Agreement within ten (10) days of bid award date. Failure of the Bidder to do so could result in Chester County selecting and awarding the contract to the next lowest responsive and responsible Bidder. The County reserves the sole right to exercise this option and/or reject all bids, as the County deems proper and/or necessary. All bids received shall be evaluated in accordance with the Bid Evaluation Criteria Form contained within (Exhibit D).

- 4.0 **Price:** The Contractor shall supply the necessary labor and materials for all equipment as specified herein. The County of Chester is Tax Exempt. Bid price must reflect the total price to the County. Any charge or fee not specified in the bid will be borne by the Contractor. The Bidder shall include all costs in their bid price for travel, mileage, labor, equipment, material, and appurtenances to conform to the requirements of the specifications.
- 5.0 **Questions:** Questions other than minor contractual bidding questions must be received in writing, via email (or through the Public Purchase site) no later than **12:00 p.m., July 8, 2026**, to:

Lauren Prescott, Senior Buyer  
County of Chester - Department of Procurement and General Services  
Email: [lprescott@chesco.org](mailto:lprescott@chesco.org)

If in the opinion of the County, additional information or interpretation is needed by the Bidders, addenda will be issued. Any addenda issued by the County, which may include changes to the Invitation to Bid, shall be made a part of the Invitation to Bid and binding upon the bidder. Please acknowledge receipt of all Addenda on the Signature Page. **Please note: It is the Bidders responsibility to check the Public Purchase website for any information related to the bid, such as addenda.**

- 6.0 **Substitutions:** If Bidder proposes to substitute materials and/or equipment as an "or equal", it shall be the responsibility of the Bidder to provide a point-by-point comparison of specified and substitute product data. Bidder must furnish certification by manufacturer that the substitute proposed is superior or equal to that named in the Bid Specifications. Bidder must provide complete, specific, detailed information from the manufacturer or supplier of the material and/or equipment. If incomplete or irrelevant data is submitted as evidence of compliance with the bid specifications, the request for substitution will be denied. **The determination as to whether such substitution(s) will be permitted rests solely with the County.**

The Contractor shall take and assume full responsibility and bear any extra expense or cost incurred by changes advocated. The cost to the Contractor of the equipment and/or materials proposed to be substituted, if approved, will be stated on the Bid Price Page. Bidder, in submitting the Substitution request, waives the right to additional payment and/or an extension of time because of the failure of the substitute to perform as represented.

**Any request to substitute equipment and/or materials must be submitted to [lprescott@chesco.org](mailto:lprescott@chesco.org) on or before the question deadline scheduled for July 8, 2026. If approved, Bidders will be notified through an addendum. No substitutions will be accepted at the time of bid submission unless approved via addendum to this Invitation to Bid**

- 7.0 **Bids Due:** Bids must be submitted electronically through the Public Purchase website no later than **11:00 a.m., Wednesday, August 5, 2026**.

- 8.0 **Bid Guaranty:** Bidders are required to submit with their bid, a bid guaranty of not less than ten percent (10%) of the grand total bid amount in the form of certified/cashier's check made payable to the Treasurer of Chester County, or a bid bond with approved surety.

The Bid Guaranty shall be delivered to the Office of the Controller before the bid due date. It shall be submitted in a sealed enveloped entitled "Tax Claim Return & Claim/Sale Notice Postings and Personal Service".

Office of the Controller of Chester County  
313 W. Market Street, Suite 6302  
P. O. Box 2748  
West Chester, PA 19380-0991

- 9.0 **Consent of Surety:** Consent of Surety (sample form included) must be submitted by all Bidders with their bid packages. "Consent of Surety" shall consist of a statement provided from the bidder's bonding company certifying if the bidder is awarded the bid the bonding company will provide a Performance Bond and a Labor and Materials Bond on the form that is provided herein in the amount of one hundred percent (100%) of the total bid award. The Consent of Surety must be accompanied by a Power of Attorney attesting to the signer's authority to commit the bonding company. The Consent of Surety must not contain any conditions that contradict the terms and conditions of these Specifications and/or the required Consolidated Bond Form.
- 10.0 **Performance Bond and Payment Bond for Labor and Materials:** The successful Bidder will be required to execute a one hundred percent (100%) Performance Bond and a one hundred percent (100%) Labor and Materials Bond with a one (1) year warranty executed on the bond form that is included in this bid package within ten (10) days of the bid award. A sample of the required Consolidated Bond Form is provided herein (Exhibit B).
- 11.0 **Non-Collusion Affidavit:** Bidders must complete and return, upon submission of their bid package the form included within.
- 12.0 **Contractor's Qualifications:** Bidders must submit the Contractor's Qualification Statement and have a minimum of five (5) years of experience in their field. Bidders who fail to submit said document with their bid may have their bid rejected by the County.
- 13.0 **Subcontractor Work:** In the event that a Contractor subcontracts any part of this project, the Contractor must complete the Subcontractor Declaration Form. The County reserves the sole right to accept or not accept any Subcontractor, as it deems proper and/or necessary. The Contractor shall retain total responsibility for the performance of the contract.
- 14.0 **Reference Page:** Bidders must complete the Reference Page with references, other than the County of Chester, for projects of equal scope, size, and complexity, which have been successfully completed within the last five (5) years. Bidders who fail to submit said document with their bid may have their bid rejected by the County.
- 15.0 **Child Abuse Clearances Required:** Contractors are required to complete and return the PA Protective Services Compliance Verification Form with their bid package.
- 17.0 **Public Works Employment Verification Form:** Public Works Employment Verification Act 127 of 2012: Effective January 1, 2013, a Public Works Contractor or Subcontractor who is required by law to file a Form W-2 with the Internal Revenue Service must participate in the E-Verify Program (EVP) operated by the Department of Homeland Security that electronically verifies employment eligibility for each new employee.



Participation in EVP shall be subject to the requirements of Federal Law Governing the use of EVP. The Department of General Services of the Commonwealth of Pennsylvania shall post on their website information regarding the requirements of Federal Law governing the use of EVP.

All Contractors and Subcontractors are required to complete and submit with their bid, the Public Works Employment Verification Form.

- 18.0 **Worker Protection and Investment Certification:** Pursuant to Executive Order 2021-06, Worker Protection and Investment (October 21, 2021), contractors and grantees of the Commonwealth must certify that they are in compliance with Pennsylvania's Unemployment Compensation Law, Workers' Compensation Law, and all applicable Pennsylvania state labor and workforce safety laws including, but not limited to:

- 18.1 Construction Workplace Misclassification Act
- 18.2 Employment of Minors Child Labor Act
- 18.3 Minimum Wage Act
- 18.4 Prevailing Wage Act
- 18.5 Equal Pay Law
- 18.6 Employer to Pay Employment Medical Examination Fee Act
- 18.7 Seasonal Farm Labor Act
- 18.8 Wage Payment and Collection Law
- 18.9 Industrial Homework Law
- 18.10 Construction Industry Employee Verification Act
- 18.11 Act 102: Prohibition on Excessive Overtime in Healthcare
- 18.12 Apprenticeship and Training Act
- 18.13 Inspection of Employment Records Law

Pennsylvania law establishes penalties for providing false certifications, including contract termination; and three-year ineligibility to bid on contracts under 62 Pa. C.S. § 531 (Debarment or suspension).

Worker Protection and Investment Certifications shall be submitted for all contractors and subcontractors with their bid package. Contractor shall use the Worker Protection and Investment Certification that is included in this RFP package

- 19.0 **Contractor's Terms and Conditions:** Contractor's Terms and Conditions submitted with the Bid and/or contract documents shall be disregarded and have no effect.
- 20.0 **Safety:** The protection of all persons and property are the first and foremost concern of the County of Chester. The Contractor shall provide at all times reasonable safety practices, equipment, personal protective gear and precautions for all workers, staff, general public and visitors in accordance with current OSHA regulations, local municipal code, and the County of Chester. Proper safety practices will be enforced.

- 21.0 **Identification:** All Contractor employees must wear an identification tag clearly displaying their name, photograph, and the name of their company whenever they are on site. The County will require criminal background checks on all individuals. Contractor's employees deemed to be disruptive, unqualified or under the influence will have their security withdrawn and be permanently evicted from the facility.
- 22.0 **Schedule:** Contractor must submit a proposed, detailed schedule of work to County Representative for approval at least one (1) week prior to beginning work.
- 23.0 **Work Hours:** 8:00 a.m. to 4:00 p.m. (Monday through Friday). Off hours – any time Saturday or Sunday must be approved by the Chester County Representative prior to implementation.
- 24.0 **Time for Completion:** Time of completion is of the essence. The Contractor must be prepared to work in an uninterrupted and expeditious manner at the agreed upon start date. This may require working off hours, nights, and weekends along with normal business hours at no additional cost.
- 25.0 **Site Debris:** The Contractor shall continuously keep the work site free from accumulations of waste materials, rubbish, and windblown debris resulting from operations.
- 26.0 **Storage:** The Contractor shall continuously keep the work site and adjacent properties free from accumulations of waste materials, rubbish and windblown debris resulting from operations. Waste materials, debris and rubbish must be periodically removed by the Contractor from the site and shall be disposed of at legal and permitted disposal areas away from the project site.
- 27.0 **Work Inspection:** County Representative shall be authorized to inspect all work completed and materials furnished, and if any dispute arises as to the manner of performing the work or the materials furnished, shall have the authority to suspend work or reject materials until the question at issue can be resolved. The Contractor shall replace or repair any work that is not acceptable and have the County Representative re-inspect the work at the sole expense of the Contractor. Any rejected materials must be removed from the premises promptly.
- 28.0 **Acceptance:**
- 28.1 When the work is complete, an inspection will be made by the County. The County Representative will inspect the work and determine its acceptability. The County and the Contractor will agree upon the date and time for this meeting ahead of time.
- 28.2 After inspection, the Contractor will be notified in writing by the County of Chester of the acceptance of all work.
- 28.3 The Contractor shall replace or repair any work that is not acceptable and have the County Representative re-inspect the work at the sole expense of the Contractor. Any rejected materials must be removed from the premises promptly.
- 29.0 **Business Interruption:** Under no circumstances will the operations of the facility be interrupted by the Contractor's activities.
- 30.0 **Hidden Damages:** In the event any hidden damages are discovered, any modifications to the specifications and/or change in project cost must be accepted and approved by both parties, in writing, beforehand.
- 31.0 **Background Check:** The County may perform a full National Crime Information Center (NCIC) background check and Pennsylvania Child Abuse clearances on all individuals assigned to the County.

- 32.0 **Insurance:** The successful Contractor must provide an original Certificate of Insurance made out to the County of Chester, within ten (10) days of bid award date or with the signed agreement, whichever is earlier, and prior to commencing any work on this project. The Contractor must carry Commercial General Liability insurance with a minimum limit of \$2,000,000 per occurrence and include Additional Insured and waivers of subrogation as detailed in Exhibit C. The Contractor must carry Automobile Liability insurance with a combined Single Limit of \$1,000,000. Any excess/umbrella coverage carried will follow form with all underlying coverage. Worker's Compensation coverage must be as required in statute. The insurance coverage required under this paragraph must be maintained by the Contractor throughout the term of this Agreement. If the Contractor's insurance expires during the term, the County may at its sole option hold payments and/or stop the work until insurance coverage is renewed. A sample Certificate of Insurance is provided (Exhibit C)..
- 33.0 **Hold Harmless Clause:** In the event that any of the insurance hereinbefore provided shall not, by reason of any act, omission or negligence of the Contractor be procured or kept in full force and effect, the Contractor shall indemnify and hold harmless the County of Chester against losses, claims and demands to the same extent as the County would have been indemnified by each insurance if it had been in full force and effect. The Contractor shall also indemnify and hold harmless the County against any and all losses, claims and demands to the extent that they are not recoverable under each insurance policy solely because deductible franchise or average provision there in and to extend the proceeds of insurance collections from underwriters are deduced by customary brokers' commissions.
- 34.0 **Suits and Claims:** The Contractor agrees to indemnify, defend and save harmless the County and all the officers and subordinates from all suits and actions of any name, nature and description brought against them or any of them for or on account of any damages or loss sustained by any party by reason of conduct or omissions of the Contractor or his agents, servants or employees in performance of the Agreement or subsequent to the completion of the work under this Agreement whether such injury of damages be due to negligence, willful misconduct or the inherent nature of the work. It is not the intention of this section, or anything herein provided to confer in a third-party beneficiary a right of action upon any person whatsoever and nothing hereinbefore or hereinafter set forth shall be construed so as to confer upon any person other than the County of Chester a right of action either under this contract or in any manner whatsoever.
- 35.0 **Certification of Impartiality and Conflict of Interest:** The Contractor certifies to be a totally independent Contractor and that to the best of their knowledge, no County official or employee has a vested interest, financial or otherwise in this Agreement. The Contractor will inform the County in writing immediately if any potential conflict of interest arises during the performance of this Agreement. Conflict of interest may constitute grounds for termination of this Agreement following notification by County to Contractor (allowing Contractor a reasonable opportunity to respond) where same is not corrected by Contractor within a reasonable time period after notice. The Contractor shall not discriminate against any person because of race, color, religious creed, ancestry, national origin, age, sex, or handicap.
- 36.0 **Additional Purchases:** The County retains the right to make additional purchases under this Contract.
- 37.0 **Quality Assurance:** All items bid must be new. Used or refurbished products are not acceptable. The County reserves the right to reject or accept any or all items delivered. Any item found to be unacceptable by the County will be returned at the Contractor's expense and must be replaced within an acceptable time frame based upon manufacturing lead time.

38.0 **Warranty:** All equipment shall be new and shall carry full factory warranties. Contractor warrants all goods delivered to be free from defects in labor, material, and manufacture. Complete installation shall be warranted by the Contractor and/or the manufacturer for parts, labor, material, and travel, for a minimum period of two (2) years from acceptance by the Chester County Representative. If any work is found to be defective within a two (2) year period, the Contractor, at no cost to the County, shall correct it promptly after receipt of a written notice from the County. Guarantee would not be expected to cover damage caused by natural disasters or by the County. The Contractor warrants to Chester County all work will be good quality, free from faults and defects. All work not conforming to these requirements will be considered defective. Warranty brochures shall be submitted with the quotation explaining the warranty coverage and defining specifically what is covered by the warranty.

The Contractor warrants to Chester County all materials and services furnished under this contract will be new, and that all work will be good quality, free from faults and defects. All work not conforming to these requirements will be considered defective.

39.0 **Term:** The term of the Contract will be from January 1, 2027 and continue for a 3-year term.

40.0 **Termination for Convenience:** The County reserves the right, at any time and for its convenience, to terminate this Agreement in whole or in any separable part by written notice to Contractor. Such notice shall be provided at least thirty (30) days prior to the intended termination date. Contractor shall be compensated for Services satisfactorily performed in accordance with the provisions of this Agreement up to the effective date of termination, less any payments previously made by the County for such Services, but in no event shall Contractor be entitled to recover lost or expected profit or termination expenses.

41.0 **Termination for Cause:**

41.1 In the event that either the Contractor or the County defaults in the performance of any obligation specified herein, the non-defaulting party shall notify the other party in writing and may suspend the Agreement, in whole or in part, pending remedy of the default. If such default is not remedied within fifteen (15) days from the date of receipt of such notice, or if the other party is diligently attempting to cure such default but is unable to cure such default within thirty (30) days from the date of receipt of such notice, then the non-defaulting party shall have the right to terminate the Agreement immediately by providing written notice of termination to the other party.

41.2 In the event of such notice of breach, and a failure to cure same, all finished or unfinished documents, dates of studies and reports prepared by Contractor shall at the option of the County become its property and Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents through the date of termination.

41.3 Notwithstanding the above, Contractor shall not be relieved of any liability to the County for damages sustained by the County by virtue of any breach of the Agreement by Contractor. The County may withhold any payments to Contractor for the purpose of set off until such time as the exact amount of damage due the County from Contractor is determined.

41.4 In the event that a Contractor's agreement is terminated, whether for cause or through nonrenewal, and a new Contractor is awarded the agreement, the existing Contractor must

participate in a plan of transition as developed by County. This plan may include a gradual transfer of consumers to the new agency prior to the end of the existing Contractor's agreement period.

- 41.5 Existing Contractors are prohibited from communicating with consumers regarding changes in Contractor agencies. County will notify all consumers in writing regarding the change in service Contractor.
- 41.6 If this Agreement is only terminated by County in part, Contractor shall continue performance of this Agreement to the extent not terminated, provided, however, that said continuation by Contractor shall take place only after County's evaluation of any and all surrounding circumstances.
- 41.7 After the effective date of any termination by County and except as otherwise stated by County, Contractor shall:
  - 41.7.1 Stop work under this Agreement to the extent specified in such termination notice.
  - 41.7.2 Place no further orders and/or agreements for materials, services and/or facilities except as may be necessary for completion of any such portion of work under this Agreement that is not subject to termination.
  - 41.7.3 Terminate any and all orders and/or contracted work to the extent that relates to the performance of any work terminated.
  - 41.7.4 Settle any and all outstanding liabilities and any and all claims arising out of any such termination of orders and/or agreements, to the extent County may require, and/or upon County's written approval of any such settlement.
  - 41.7.5 Return to County any and all funds received not expended for any services and/or materials pursuant to this Agreement.
- 41.8 The remedies set forth above shall be cumulative and shall be in addition to any and all other rights and remedies otherwise available to the County at law or in equity.
- 41.9 If, during the term of this Agreement, Contractor shall be adjudged bankrupt, make a general assignment for the benefit of its creditors, or become insolvent, Contractor shall give the County written notice of such occurrence as soon as is legally permissible. If such occurrence or proposed occurrence is unacceptable to the County, the County may terminate this Agreement immediately upon written notice thereof to Contractor.
- 41.10 If the County terminates this Agreement for cause, in whole or in part, the County may acquire, correct, or replace Services similar to those terminated by contract or otherwise, and the Contractor shall reimburse the County for any costs incurred by the County thereby, or an equitable reduction to the Contractor's compensation shall be made.

42.0 **Invoicing:** All invoices shall be submitted electronically to both:

Jonathan Schuck, Director, Tax Claim Bureau [jschuck@chesco.org](mailto:jschuck@chesco.org)

Aaron Marcovitz, Tax Claim Supervisor [amarcovitz@chesco.org](mailto:amarcovitz@chesco.org)

No price deviation from the Agreement will be accepted by the County. A detailed invoice of the work performed with the assigned County Contract identification number stated on the invoice must be forwarded to the County Representative requesting payment for work performed to the

satisfaction of the Owner. Payment will occur within thirty (30) days after receipt of a correct and original invoice.

The invoice must be submitted to the County for payment within thirty (30) days of the acceptance of the work by the County. The County reserves the option to deduct ten percent (10%) per month from the payment due for re-processing fees subject to a twenty-five-dollar (\$25.00) minimum on any outstanding request for payment. The County assumes no liability for any payment request older than six (6) months from the acceptance date by the County.

43.0 **Non-Discrimination/Sexual Harassment Clause:** The successful bidder agrees to abide by this clause and its regulations in all aspects during the term of the Contract. The Non-Discrimination/Sexual Harassment Clause includes but is not limited to:

- 43.1 In the hiring of any employees for the manufacture of supplies, performance of work, or any activity required under this Contract or any Subcontract, the Contractor, Subcontractor, or any person acting on the behalf of the Contract or any Subcontractor, shall not by reason of gender, race, creed, color, disability, or age, discriminate against any citizen who is qualified and available to perform the work to which the employment relates.
- 43.2 Neither the Contractor nor any Subcontractor, nor any person acting on behalf of the Contractor, or any Subcontractor shall in any manner discriminate against or intimidate any employee involved in the manufacture of supplies, the performance of work or any other activity required under this Contract on account of gender, race, creed, color, disability, or age.
- 43.3 It shall be the sole responsibility of the Contractor to investigate the applicability of the Civil Rights Act of 1964 and the Pennsylvania Human Relations Act and to comply in all respects to the provisions of these.
- 43.4 Contractors and Subcontractors shall establish and maintain a written sexual harassment policy and shall inform their employees of the policy. The policy must contain a notice that sexual harassment will not be tolerated and employees who practice it will be disciplined.
- 43.5 Contractors shall not discriminate by reason of gender, race, creed, color, disability, or age, against any Subcontractor or Supplier who is qualified to perform the work to which the contract relates.
- 43.6 The Contractor and each Subcontractor shall furnish all necessary employment documents and records to and permit access to their books, records, and accounts by the contracting agency for purposes of investigation to ascertain compliance with provisions of the Non-Discrimination/Sexual Harassment Clause. If the Contractor or any Subcontractor does not possess documents or records reflecting the necessary information requested, the Contractor or Subcontractor shall furnish such information.
- 43.7 The Contractor shall include the provisions of the Non-Discrimination/Sexual Harassment Clause in every subcontract so that such provisions will be binding upon each Subcontractor.
- 43.8 The County may cancel or terminate the Contract and all money due or to become due under the Contract may be forfeited for a violation of the terms and conditions of this Non-Discrimination/Sexual Harassment Clause.

44.0 **Americans with Disabilities Act:**

- 44.1 It shall be the sole responsibility of the Contractor and/or Subcontractor to investigate the applicability of The Americans with Disabilities Act of 1990 and to comply with all respects of these provisions.
- 44.2 Pursuant to federal promulgated under the authority of The Americans With Disabilities Act, 28 C.F.R. § 35.101 et seq., the Contractor understands and agrees that it shall not cause any individual with a disability to be excluded from participation in this Contract or from activities provided for under this Contract on the basis of the disability as a condition of accepting this Contract, the Contractor agrees to comply with the “General Prohibitions Against Discrimination”, 28 C.F.R. § 35.130, and all other regulations promulgated under Title II of The Americans With Disabilities Act which are applicable to all benefits, services, programs, and activities provided by the County of Chester through contracts with outside Contractors.
- 44.3 The Contractor shall be responsible for and agrees to indemnify and hold harmless the County of Chester from all losses, damages, expenses, claims, demands, suits, and action brought by any party against the County of Chester as a result of the Contractor’s failure to comply with the provisions of subparagraph above.

45.0 **Previous and/or Current Performance of Contractor:** Any Contractor who has demonstrated poor performance during a current or previous Contract with the County of Chester or any other organization may be considered as an unqualified source and their bid may be rejected.

46.0 **Debarred & Suspended Contractors in the Commonwealth of Pennsylvania:** Bids submitted by any Contractor or Sub-contractor who are identified on the Pennsylvania debarment list will automatically be rejected by the County of Chester. Bidders can review the debarment list at the following website: <https://www.dgs.internet.state.pa.us/debarmentsearch/debarment/index>.

## **GENERAL SPECIFICATIONS**

### **1.0 SCOPE OF WORK**

As required by the Pennsylvania Real Estate Tax Sale Law, annual Return and Claim Notices and Sale Notices that are returned unsigned to the Tax Claim Bureau must be posted on the real property and personal service must be executed for owner-occupied real property no later than ten (10) days before the scheduled Upset Tax Sale.

Following is the required scope of work:

- The Chester Tax Claim Bureau will provide a digital file of delinquent tax parcels that require posting of Return and Claim/Sale Notices and personal service, including property owner and situs address information.
- The Chester County Tax Claim Bureau will provide all requisite statutory information that must be incorporated as part of the Return and Claim/Sale Notice postings.
- All postings and personal service must be completed no later than ten (10) days before the scheduled Upset Tax Sale.
- The selected vendor will provide a posting report in digital format including the following information for each Notice posting:
  - Notice language posted at the property
  - Signed/dated certification of the field agent who posted the Notice on the property and/or attempted/obtained personal service
  - Digital photograph of the posted property with notice clearly visible (with date/time stamp)
  - Latitude/longitude coordinate lock of the Notice placement
- The selected vendor fee structure must incorporate only flat fees on a per posting basis and clearly identify any/all other fees as part of the proposal.
- The selected vendor will have at least five years demonstrated experience in the business and have the ability to meet strict legal deadlines.

### **2.0 COUNTY RIGHTS AND AUTHORITY**

- 2.1 County reserves the sole right to reject any individual assigned to these services that does not demonstrate the appropriate qualifications.
- 2.2 County shall retain the right to inspect and review the Contractor's performance under this Contract and initiate action within the terms of the Contract that it deems necessary to assure Contractor's compliance.
- 2.3 County reserves the right to modify the terms of this ITB at any time in its sole discretion.



## **EXHIBIT A – SAMPLE AGREEMENT**

### **AGREEMENT**

**Contract ID #**

**THIS AGREEMENT**, executed this \_\_\_\_ day of \_\_\_\_\_ by and between the County of Chester, hereinafter called "County", and \_\_\_\_\_ hereinafter called "Contractor".

**WHEREAS**, County has advertised for bids and issued an Invitation to Bid as required by law for \_\_\_\_\_ and has awarded the Bid for \_\_\_\_\_ to Contractor who was the lowest responsive and responsible bidder, and

WHEREAS, if required under the Invitation to Bid, Contractor has given his bonds to County with sufficient surety in the sum determined by the County for the faithful performance of the terms of this Agreement.

NOW, THEREFORE, THIS AGREEMENT WITNESSETH: That for, and in consideration of the mutual promises, covenants, and agreements by each of the parties hereto to the other made, the parties hereto do covenant, promise, and agree as follows:

FIRST: The Invitation to Bid is defined as all documents referenced in the "Table of Contents" found on Page 3 of the above referenced Invitation to Bid and any addenda issued by County. All documents referenced in the Table of Contents are hereby incorporated into and made a part of this Agreement to the same extent as if they were fully set forth herein.

SECOND: Contractor agrees to furnish and deliver all materials and to do and perform all labor and superintendence, and to execute and finish in an expeditious, substantial, and workmanlike manner all the work necessary for the completion of the Agreement in accordance with the accepted bid, more specifically shown on the plans (if any) and set forth in the Invitation to Bid to which reference has heretofore been made. All of said work is to be done in strict accordance with said plans if any and said Invitation to Bid and other terms and conditions of this Agreement to the satisfaction and acceptance of County.

THIRD: Contractor further covenants and agrees that all of his performance under this Agreement shall be subject to the inspection and approval of County or its authorized representative, and in case any materials or labor shall be rejected by County or its representative as defective or unsuitable or not in accordance with the Invitation to Bid, then said performance shall be corrected in accordance with the Invitation to Bid at the cost of Contractor, and the said performance shall be done anew to the satisfaction and approval of County or its representative. This paragraph does not relieve the Contractor of liability for breach of this Agreement.

FOURTH: Contractor agrees to begin performance of this Agreement promptly after notice from County to proceed and to complete the same to the satisfaction and approval in every respect of County on or before the time stated in the Invitation to Bid unless time shall be extended in writing by County.

FIFTH: No modification or changes of this Agreement shall be made except by written instrument, duly authorized by County and consented to by Contractor, but this provision shall not limit or affect the right of County to order additional work or to cancel or alter certain work as called for under the Invitation to Bid, the total payments under this Agreement being adjusted accordingly as provided for in the Invitation to Bid.

SIXTH: County agrees in consideration of the completion by Contractor of the work contemplated in this Agreement in strict accordance therewith to the satisfaction and acceptance of said County, to pay Contractor based on unit prices as contained in the bid as awarded by County for purchases made by County during the term of this Agreement.

SEVENTH: Any person or corporation furnishing materials or rendering services to Contractor or any subcontractor in connection with performance of this Agreement may have a right of action to recover for the same against Contractor and the surety under the bond given as though such person or corporation had been named as obligee in such bond.

EIGHTH: This Agreement shall be binding on the parties hereto, their heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year first written intending to be legally bound by this Agreement.

**CONTRACTOR:**

**COUNTY OF CHESTER:**

\_\_\_\_\_  
Signature of Authorized Official

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

\_\_\_\_\_  
Typed Name & Title of Authorized Official

**Witness for Contractor:**

\_\_\_\_\_  
Signature

## **EXHIBIT B - CONSOLIDATED BOND FORM**

1. **Performance Bond**
2. **Payment of Labor & Material Bond**
3. **1 - Year Warranty**

KNOW ALL MEN BY THESE PRESENTS, THAT WE, the undersigned

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

as Principal, and \_\_\_\_\_ as the  
Surety, are held and firmly bound unto the County of Chester, hereinafter called "County", as hereinafter set  
forth, in the full and just several sum of

(a) \_\_\_\_\_ Dollars \_\_\_\_\_  
for faithful performance of the contract as designated in Paragraph "A" and

(b) \_\_\_\_\_ Dollars \_\_\_\_\_  
for payment of labor and materials as designated in Paragraph "B"

(c) \_\_\_\_\_ Dollars \_\_\_\_\_  
to guarantee remedy of defects as designated in Paragraph "C" lawful money of the United States of America,  
to be paid to the County or its assigns, to which payment well and truly to be made and one, we bond ourselves,  
our heirs, executors, administrators, and successors, jointly and severally firmly by the presents.

Sealed with our respective seals and dated this \_\_\_\_\_ Day of \_\_\_\_\_ 2026.

WHEREAS, the above bounden Principal has entered into a contract with the County, bearing even date  
herewith, for

\_\_\_\_\_ Tax Claim Return & Claim/Sale Notice Postings and Personal Service

\_\_\_\_\_ Per Bid #001608-1467A

\_\_\_\_\_ upon certain terms and conditions in said contract more particularly mentioned, and:

WHEREAS, it is one of the conditions of the award of the County pursuant to which said contract is about to be  
entered into, that these presents be executed.

NOW THEREFORE, the joint and several conditions of this obligation are such:

"A" - That if the above bounden Principal as Contractor shall well and faithfully do and perform the things agreed  
by him to be done and performed according to the terms of the said Contract therein referred to and made a part  
thereof and such alterations as may be made in said work as therein provided and which are hereby made a part  
of this Bond the same as though they were set forth herein, and shall indemnify and save harmless the said County  
and all of its officers, agents and employees from any expenses incurred through the failure of said Contractor  
and any of its subcontractors to complete the work as specified and for any damages growing out of the manner

of performance of said Contract by said Contractor or his subcontractors or his or their agents or servants, including patent, trademark and copyright infringements; then this part of this obligation shall be void; otherwise it shall be and remain in full force and effect.

Provided, that it is expressly agreed that this Performance Bond shall be deemed amended automatically and immediately, without formal and separate amendments hereto, upon any amendment to the Contract Documents not increasing the contract price in the aggregate by more than twenty percent (20%), so as to bind the Principal and the Surety to the full and faithful performance of the Contract Documents as so amended and the Surety, for value received, does waive notice of any such amendment to the Contract Documents not increasing the contract price in the aggregate by more than twenty percent (20%). The term "Amendment", wherever used in this Performance Bond and whether referring to this Performance Bond or the Contract Documents, shall include any alteration, addition, extension or modification, whether material or not, and of any character whatsoever.

"B" - That if the above bounden Principal shall and will promptly pay or cause to be paid, all sums of money which may be due any person, co-partnership, association or corporation including any subcontractors for all material furnished and labor supplied or performed in the prosecution of the work, whether or not the said material or labor enter into and become component parts of the work or improvement contemplated, then this obligation shall be void; otherwise it shall be and remain in full force and effect.

Provided, that it is expressly agreed that this Payment of Labor & Materials Bond shall be deemed amended automatically and immediately, without formal and separate amendments hereto, upon any amendment to the Contract Documents not increasing the contract price in the aggregate by more than twenty percent (20%), so as to bind the Principal and the Surety to the full and faithful performance of the Contract Documents as so amended and the Surety, for value received, does waive notice of any such amendment to the Contract Documents not increasing the contract price in the aggregate by more than twenty percent (20%). The term "Amendment", wherever used in this Payment of Labor & Materials Bond and whether referring to this Payment of Labor & Materials Bond or the Contract Documents, shall include any alteration, addition, extension or modification, whether material or not, and of any character whatsoever.

"C" - That if the above bounden Principal shall remedy without cost to the said County any defects which may develop during the period of one (1) year from date of completion and acceptance of the work performed under said Contract, provided such defects, in the judgement of the County or its successors, are caused by defective or inferior materials or workmanship, then this obligation shall be void; otherwise it shall be and remain in full force and effect.

It is further agreed 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 County of any extension of time for the performance of the contract or any other forbearance on the part of either the County or the Principal and the Surety or Sureties or either or any of them, their heirs, executors, administrators, successors or assigns, from their liability hereunder, notice to the Surety or Sureties or any such alterations, extension, or forbearance being hereby waived.

The Principal and Surety hereby jointly and severally agree with the obligee herein that every person, co-partnership, association or corporation who, whether as subcontractor or otherwise, has furnished material or supplied or performed labor in prosecution of the work as above provided and who has not been paid therefore, may sue in assumpsit of this bond in the name of the County for his, their, or its use, prosecute the same to final judgement for such sum or sums as may be justly due him, them, or it and have execution thereon; provided, however, that the County shall not be liable for the payment of any costs or expenses of any such suit and further provided that the sub-contractors or otherwise shall not have the right to sue or bring action against the County directly.

IN WITNESS WHEREOF, the said Principal and Surety have duly executed this bond under seal the day and year above written.

\_\_\_\_\_

BY:

\_\_\_\_\_  
(Principal)

\_\_\_\_\_  
(Signature of Principal)

\_\_\_\_\_  
(Typed Name & Title of Principal's Signatory)

\_\_\_\_\_  
(Typed Name of Surety Co.)

\_\_\_\_\_

BY:

\_\_\_\_\_  
(Signature of Attorney-in-Fact)



## EXHIBIT C - CERTIFICATE OF INSURANCE

DATE (MM/DD/YYYY)  
[ISSUE DATE]

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b>  <b>ABC Insurance Agency</b> <b>123 Main Street</b> <b>Anywhere, USA 00000</b> <b>(610) 123-4567</b>	<b>CONTACT NAME:</b> <b>BROKER INFO</b>	
	<b>PHONE</b> (A/C, No, Ext): <b>BROKER INFO</b>	<b>FAX</b> (A/C, No):
<b>INSURED</b>  <b>[NAME OF VENDOR/CONTRACTOR]</b> <b>[ADDRESS OF VENDOR/CONTRACTOR]</b>	<b>E-MAIL ADDRESS:</b> <b>BROKER INFO</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A : XYZ Insurance Company</b>	
	<b>INSURER B : YZX Insurance Company</b>	
	<b>INSURER C : ZXY Insurance Company</b>	
	<b>INSURER D : ABC Insurance Company</b>	
<b>INSURER E :</b>		
<b>INSURER F :</b>		

### COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE   <input checked="" type="checkbox"/> OCCUR	Y	Y	[INPUT POLICY NUMBER]	[XX/XX/2025]	[XX/XX/2026]	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000						
	MED EXP (Any one person) \$ 5,000						
	PERSONAL & ADV INJURY \$ 1,000,000						
GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY   <input checked="" type="checkbox"/> PROJECT   <input type="checkbox"/> LOC OTHER:							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY	Y	Y	[INPUT POLICY NUMBER]	[XX/XX/2025]	[XX/XX/2026]	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000
	<input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> <b>EXCESS LIAB</b>	Y	Y	[INPUT POLICY NUMBER]	[XX/XX/2025]	[XX/XX/2026]	EACH OCCURRENCE \$ 5,000,000
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 5,000,000
	DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>						\$
C	<b>WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	Y	[INPUT POLICY NUMBER]	[XX/XX/2025]	[XX/XX/2026]	<input checked="" type="checkbox"/> PER STATUTE   <input type="checkbox"/> OTH-ER
	E.L. EACH ACCIDENT \$ 500,000						
	E.L. DISEASE - EA EMPLOYEE \$ 500,000						
	E.L. DISEASE - POLICY LIMIT \$ 500,000						
Computer Crime Coverage		Y	Y	[INPUT POLICY NUMBER]	[XX/XX/2025]	[XX/XX/2026]	LIIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The County of Chester, its elected officials, employees and agents as additional Insured with regard to General Liability, Automobile Liability and Umbrella Liability as respects all works and operations, ongoing and completed, performed for them by the Named Insured. The General Liability, Automobile Liability and Umbrella Liability coverage is provided on a Primary and Non-Contributory basis. All policies identified in the Agreement shall include a Waiver of Subrogation in favor of Certificate Holder, to the extent permitted by law.

### CERTIFICATE HOLDER

### CANCELLATION

<b>County of Chester</b> <b>313 West Market Street, Suite 4402</b> <b>West Chester, PA 19382</b>	<b>SHOULD ANY OF THE ABOVE-DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</b>
	<b>AUTHORIZED REPRESENTATIVE</b>  [signature of authorized broker/insurance company representative]

## **EXHIBIT D – BID EVALUATION CRITERIA**

All bids will be evaluated on the following:

1. Lowest qualified responsive and responsible Bidder meeting the Specifications and Special Conditions.
2. Submittal of required forms (below):

	Vendor	Vendor	Vendor	Vendor
Invitation to Bid Form				
Bid Price				
Signature Page – Acknowledge Receipt of Addenda				
Non-Collusion Affidavit				
Reference Page				
Joint Purchasing Acceptance Form				
PA Child Protective Services Compliance Verification Form				
Contractors Qualification Statement				
Contractors Responsibility Form (if applicable)				
Consent of Surety				
Public Works Employment Verification Form				
Bid Guaranty (10% of total amount bid)				
Meets Specifications				

## **BIDDER CHECKLIST**

1. Have you carefully read and agree to the entire Invitation to Bid package? Yes \_\_\_\_\_
2. Have you completed all the required forms provided in the Invitation to Bid package? Yes \_\_\_\_\_
3. Have you uploaded your Bid to the Public Purchase website? Yes \_\_\_\_\_
4. Have you provided a bid bond, certified or cashier's check, equal to ten percent (10%) of the total bid? Yes \_\_\_\_\_
5. If you are submitting a Bid Bond, has it been signed by both the Insurance Company and an authorized official of your firm? Yes \_\_\_\_\_
6. Have you completed and returned the Bid Price Page(s)? Yes \_\_\_\_\_
7. Has an authorized agent of your firm signed the Signature Page of the Invitation to Bid and, if applicable, acknowledged receipt of Addenda? Yes \_\_\_\_\_
8. Have you completed, signed, and obtained notarization of the Non-Collusion Affidavit? Yes \_\_\_\_\_
9. Have you provided a list of references? Yes \_\_\_\_\_
10. If applicable, have you completed and included the Joint Purchasing Acceptance Form? Yes \_\_\_\_\_
11. If applicable, have you completed, signed, and included the PA Child Protective Services Compliance Verification Form? Yes \_\_\_\_\_
12. Have you completed and included the Contractor's Qualification Statement? Yes \_\_\_\_\_
13. Have you provided a signed Consent of Surety? Yes \_\_\_\_\_
14. If applicable, have you completed, signed, and included the Public Works Verification Form? Yes \_\_\_\_\_
15. Have you completed and included your Worker Protection and Investment Certification Form? Yes \_\_\_\_\_
16. Have you completed and included your Contractors Responsibility Forms (if applicable)? Yes \_\_\_\_\_
17. Are you prepared to provide a Performance Bond and Labor and Materials Bond in the amount of one hundred percent (100%) of your bid within ten (10) days of the bid award? Yes \_\_\_\_\_

**It is the responsibility of the prospective Bidder to ensure that their bid is submitted through the Public Purchase website no later than the date and time specified.**

**NO BIDS WILL BE ACCEPTED AFTER THE DATE AND TIME SPECIFIED. UNLESS YOU HAVE ANSWERED YES TO ALL OF THE ABOVE QUESTIONS YOUR BID MAY BE REJECTED FOR NOT MEETING ALL OF THE SPECIFICATIONS.**



## **BID SUBMISSION INSTRUCTIONS**

**PLEASE COMPLETE AND SUBMIT THE FOLLOWING BID DOCUMENTS ONLY:**

***(Do not return the entire Invitation to Bid package)***

1. Invitation to Bid Form
2. Bid Price Page(s)
3. Signature Page
4. Non-Collusion Affidavit
5. Reference Page
6. Joint Purchasing Acceptance Form
7. PA Child Protective Services Compliance Verification Form
8. Contractors Qualification Statement
9. Contractors Responsibility Certification (if applicable)
10. Consent of Surety
11. Public Works Employment Verification Form
12. Worker Protection and Investment Certification Form
13. Documentation for Relevant Project Experience
14. Bid Guaranty\*

*\* A Bid Guaranty of not less than 10% of the grand total bid amount in the form of a bank certified/cashier's check or a bid bond with approved surety must be included with the completed Bid documents above. Your Bid Guaranty shall be submitted to the Office of the Controller in a sealed envelope entitled "Tax Claim Return & Claim/Sale Notice Postings and Personal Service." by the bid due date.*

**PLEASE NOTE: The above forms must be completed and returned when submitting a Bid. Failure to provide the above documents may result in rejection of the Bid.**

**Bids must be submitted by 11:00 a.m. on Wednesday, August 5, 2026, through Public Purchase.**

## **INVITATION TO BID FORM**

Submitted By:

\_\_\_\_\_  
(Bidder's Name)

\_\_\_\_\_  
(Date)

Dear Commissioners:

This Bid is submitted in accordance with your advertisement inviting Bids to be received for the project identified as:

**INVITATION TO BID #001608-1467A**

**FOR**

**Tax Claim Return & Claim/Sale Notice Postings and Personal Service**

**FOR**

**CHESTER COUNTY**

Having carefully examined the Invitation to Bid together with all addenda applying thereto, and being familiar with the various conditions affecting the work, the undersigned hereby agrees to furnish all materials, perform all labor, and do all else necessary to complete the work in strict accordance with the Invitation to Bid, for prices as follow:

**SEE FOLLOWING PAGES**

## **BID PRICE PAGE**

### **Tax Claim Return & Claim/Sale Notice Postings and Personal Service**

Bidder's Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Having thoroughly reviewed and agreeing to the Invitation to Bid in its entirety, the work site plus any Addendum issued, agree to provide all labor and materials necessary and as specified to complete all of the work as required herein, as follows:

SERVICE	(A) PRICE PER ATTEMPT	(B) APPROX. POSTINGS/YEAR	(C) TOTAL ESTIMATED COST (A)x(B)
Return and Claim Notice Posting	\$	2300	\$
Notice of Sale Posting	\$	450	\$
Personal Service Attempts	\$	1050	\$
GRAND TOTAL BID AMOUNT:			\$

#### **NOTES:**

- A Bid Bond in the amount of ten percent (10%) of the **Grand Total Bid** amount must be submitted to the County Controllers Office before the bid opening date/time.
- A Performance Bond and a Labor and Material Bond, each in the amount of one hundred percent (100%) of the Grand Total Bid amount, and a one-year warranty must be submitted by the successful bidder within ten (10) days from the bid award date.
- All items must be bid.
- No substitutions will be accepted.

## **SIGNATURE PAGE**

In case this Invitation to Bid is accepted, the undersigned is hereby bound to commence and complete all of the work included under his contract in such time and manner as designated for the various items he has contracted to supply.

In submitting this Invitation to Bid it is understood that the unrestricted right is reserved by the County to reject any and all bids or parts thereof, or to waive any informalities or technicalities in said Invitations to Bid, and it is agreed that this bid may not be withdrawn for a period of sixty (60) days from date of opening hereof, except as pursuant to statute.

The undersigned hereby certifies that this Invitation to Bid is genuine, and not a sham or collusive, or made in the interest or in behalf of any person, firm or corporation not herein named; that the undersigned has not directly or indirectly induced or solicited any bidder to refrain from bidding, and that the undersigned has not, in any manner, sought by collusion to secure for himself an advantage over any other bidder.

AUTHORIZED SIGNATURE\_\_\_\_\_\*\*

TYPED NAME & TITLE\_\_\_\_\_

FIRM NAME\_\_\_\_\_

OFFICIAL ADDRESS\_\_\_\_\_

\_\_\_\_\_

FEDERAL ID #\_\_\_\_\_ TELEPHONE #\_\_\_\_\_

FAX #\_\_\_\_\_ E-MAIL ADDRESS\_\_\_\_\_

Bidder will check whether the bid is by an individual ( ), partnership ( ), or corporation ( ).

### **Acknowledgement of Receipt of Addenda**

The Bidder hereby acknowledges receipt of the following Addenda that have been made part of this Invitation to Bid:

<u>Number</u>	<u>Dated</u>	<u>Initials of Bidder</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

### **BID GUARANTY IS MANDATORY**

Accompanying this Invitation to Bid is (check one) a certified or cashier's check ( ); bid bond ( ) in the amount of \$\_\_\_\_\_. The amount of this deposit is based on a grand total bid of \$\_\_\_\_\_.

**\*\*SIGNATURE PAGE MUST BE SIGNED FOR CONSIDERATION\*\***

## **INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT**

1. This Non-Collusion Affidavit is material to any contract awarded pursuant to this bid. According to the Pennsylvania Antibid-Rigging Act, 73 P.S. 1611 et seq., governmental agencies may require Non-Collusion Affidavits to be submitted together with bids.
2. This Non-Collusion Affidavit must be executed by the member, officer or employee of the bidder who makes the final decision on prices and the amount quoted in the bid.
3. Bid rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of bids are unlawful and may be subject to criminal prosecution. The person who signs the Affidavit should examine it carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder with responsibilities for the preparation, approval, or submission of this bid.
4. In the case of a bid submitted by a joint venture, each party to the venture must be identified in the bid documents, and an Affidavit must be submitted separately on behalf of each party.
5. The term "complementary bid" as used in the Affidavit has the meaning commonly associated with that term in the bidding process and includes the knowing submission of bids lower than the bid of another firm, any intentionally low or noncompetitive bid, and any other form of bid submitted for the purpose of giving a false appearance of competition.
6. Failure to file an Affidavit in compliance with these instructions may result in disqualification of the bid.

# NON-COLLUSION AFFIDAVIT

Contract/Bid No. 001608-1467A

State of \_\_\_\_\_: \_\_\_\_\_:S.S.  
County of \_\_\_\_\_:

I state that I am \_\_\_\_\_ of \_\_\_\_\_  
Title Name of Firm

and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this bid.

I state that:

- 1) The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder, or potential bidder.
- 2) Neither the price(s) nor amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder, and they will not be disclosed before bid opening.
- 3) No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid lower than this bid, or to submit any intentionally low or noncompetitive bid or other form of complementary bid.
- 4) The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive bid.
- 5) \_\_\_\_\_, its affiliates,  
Name of firm

subsidiaries, officers, directors, and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

I state that \_\_\_\_\_ understands and  
Name of firm

acknowledges that the above representations are material and important and will be relied on by Chester County in awarding the contract(s) for which this bid is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from Chester County of the true facts relating to the submission of bids for this contract.

\_\_\_\_\_  
Name and Company Position

SWORN TO AND SUBSCRIBED  
BEFORE ME THIS \_\_\_\_\_ DAY  
OF \_\_\_\_\_, 2026

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

My Commission Expires

## **REFERENCE PAGE**

1.      COMPANY NAME: \_\_\_\_\_  
            ADDRESS: \_\_\_\_\_  
                                 \_\_\_\_\_  
  
TELEPHONE NUMBER: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_  
E-MAIL: \_\_\_\_\_
2.      COMPANY NAME: \_\_\_\_\_  
            ADDRESS: \_\_\_\_\_  
                                 \_\_\_\_\_  
  
TELEPHONE NUMBER: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_  
E-MAIL: \_\_\_\_\_
3.      COMPANY NAME: \_\_\_\_\_  
            ADDRESS: \_\_\_\_\_  
                                 \_\_\_\_\_  
  
TELEPHONE NUMBER: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_  
E-MAIL: \_\_\_\_\_
4.      COMPANY NAME: \_\_\_\_\_  
            ADDRESS: \_\_\_\_\_  
                                 \_\_\_\_\_  
  
TELEPHONE NUMBER: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_  
E-MAIL: \_\_\_\_\_
5.      COMPANY NAME: \_\_\_\_\_  
            ADDRESS: \_\_\_\_\_  
                                 \_\_\_\_\_  
  
TELEPHONE NUMBER: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_  
E-MAIL: \_\_\_\_\_



## JOINT PURCHASING ACCEPTANCE FORM

1.0 **Joint Purchases with Municipalities and Other Participating Entities:** In accordance with the provisions of Act of July 12, 1972, No. 180, P.L. 762, as amended, of the Commonwealth of Pennsylvania, the County of Chester has adopted a resolution which permits participating municipalities to purchase off contracts for goods, materials or equipment entered into by the County. The County has also enacted an Ordinance in accordance with the provisions of the Act of December 19, 1996, P.O. 1158, No. 177, Section I which authorizes joint purchases with private or parochial schools and human services agencies (such as member libraries of the Chester County Library System) on contracts which the County has awarded for its own purposes. Bidders understand and agree to the following:

- 1.1 The purchase requirements of the participating municipalities, schools, or non-profit human services agencies (referred to hereafter as "participating entities") are not included in the quantities shown in the bid package.
- 1.2 Participating entities are to be offered the same prices, terms, and conditions as those contained in any agreement between the County and the successful bidder resulting from this bid, including direct delivery to their facility.
- 1.3 Participating entities will be responsible for placing and payment of their orders directly with the successful bidder.
- 1.4 The County of Chester will not be responsible in any way for any order placed by a participating entity.
- 1.5 All members of the Southeastern Pennsylvania Counties Cooperative Purchasing Board and other participating entities are to be offered the same prices, terms, and conditions as those contained in any agreement between the County and the successful bidder resulting from this bid, including direct delivery to their facility.

Please indicate your acceptance or non-acceptance:

\_\_\_\_\_ **I will** offer this purchase contract in accordance with the Intergovernmental Agreement Act, as amended of the Commonwealth of Pennsylvania until the earlier of the contract termination date (if applicable), or \_\_\_\_\_.

\_\_\_\_\_ **I will not** offer this purchase contract in accordance with the Intergovernmental Agreement Act, as amended of the Commonwealth of Pennsylvania.

## PA CHILD PROTECTIVE SERVICES COMPLIANCE VERIFICATION FORM

Date: \_\_\_\_\_

Business or Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

Contractor: \_\_\_\_ Subcontractor: \_\_\_\_ (check one)

Contract/Bid/Project Number: \_\_\_\_\_

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

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

As a contractor/subcontractor for the above referenced County of Chester project, I hereby acknowledge that performance of this job may cause me or my employees to have direct contact with children.

**Furthermore, I affirm that our company will comply with Pennsylvania's Child Protective Services Law regarding clearance requirements (23 Pa.C.S.A. §6344) for all employees who will work on this job.**

This includes, but is not limited to, obtaining the following clearances for every employee who will enter County of Chester property to work on this project:

- Pennsylvania Child Abuse History Clearance (Childline)
- Federal Bureau of Investigation (FBI) Criminal History Record
- Report of criminal history from the Pennsylvania State Police

These clearances must be obtained prior to the employee beginning work on this project unless the requirements for provisional employment have been met pursuant to 23 Pa.C.S.A. §6344(m). Should staffing requirements change during performance of the job, the requisite clearances shall be obtained for any new personnel before they can begin employment. These clearances must be renewed every 60 months.

The County of Chester reserves the right to request and inspect, at any time, the clearances for any employee that has worked on the project, is working on the project, or will be working on the project. Should our company fail to provide clearances for that employee, that employee must immediately cease work until clearances are obtained.

I acknowledge that failure to comply with the provisions of the Child Protective Services Law may result in criminal action against our company. In addition, a violation will constitute breach of contract and the contract may be terminated by the County of Chester.

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

## **CONTRACTOR QUALIFICATION STATEMENT**

**THE UNDERSIGNED** certified under oath the truth and correctness of all statements and of all answers to questions made hereinafter.

**SUBMITTED TO:** County of Chester  
Department of Procurement and General Services

**ADDRESS:** 313 W. Market Street  
Suite 4402  
P.O. Box 2748  
West Chester, PA 19380-0991

**SUBMITTED BY:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PRINCIPLES NAME:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_  
(If different than above) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CHECK** – Corporation ☐, Partnership ☐, Individual ☐, Joint Venture ☐, Other ☐

Dun and Bradstreet Number: \_\_\_\_\_

**1.0** How long has your organization been in business as a Contractor? \_\_\_\_\_

**2.0** How many years has your organization been in business under its present name? \_\_\_\_\_

**2.1** Under what other or former names has your organization operated?

a. \_\_\_\_\_

b. \_\_\_\_\_

c. \_\_\_\_\_

**3.0** If you are a corporation, please answer the following:

**3.1** Date of incorporation: \_\_\_\_\_

a. State of incorporation: \_\_\_\_\_

b. President's Name:\_\_\_\_\_

c. Vice president's Names:\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

d. Secretary's Name:\_\_\_\_\_

e. Treasurer's Name:\_\_\_\_\_

**4.0** If an Individual or a Partnership, answer the following:

4.1 Date of organization:\_\_\_\_\_

4.2 Name and address of all partners (State whether General or Limited Partnership):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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**5.0** If other than a corporation or Partnership, describe organization and name Principles:

\_\_\_\_\_  
\_\_\_\_\_

**6.0** List the States and the categories in which your organization is legally qualified to do business. Indicate registration or license numbers if applicable.

\_\_\_\_\_  
\_\_\_\_\_

**7.0** Organization normally performs the following type of work:\_\_\_\_\_

**8.0** Have you ever failed to complete any contract work that was awarded to you?  
Yes ☐ No ☐

If you answered YES, fully describe the circumstances surrounding the failure.

- 9.0** Are you currently involved, or have you been involved during the past 5 years with any litigation with any current or previous customer either as a plaintiff or defendant?

Yes ☐ No ☐

If your answer was YES, state the nature and status of the litigation and the stated reason for the dispute.

- 10.0** Within the last five years, has any Officer or Partner of your organization been an Officer or Partner of any organization that defaulted on a contract? Yes ☐ No ☐

If YES, attached a separate sheet explaining the default.

- 11.0** How would you best describe your company? \_\_\_\_\_

\_\_\_\_\_

How many employees are currently on your company payroll?

Full Time: \_\_\_\_\_ Part Time: \_\_\_\_\_

- 12.0** On a separate sheet of paper, list all major contracts that your organization has in process giving the Name of the Project, the Owner's Name, the Architect, the Contract Amount, Percent Complete, and the Scheduled Completion Date.

- 13.0** On a separate sheet of paper, list the major projects your organization has completed in the past five years giving the Name of the Project, the Owners Name, the Date of Completion, and the Contract Amount.

- 14.0** On a separate sheet of paper, list the experience of the key individuals of your organization.

- 15.0** On a separate sheet of paper, list the equipment that your organization owns, or rents Annotate the type and the quantities of the equipment that you intend to use on this job site.

- 16.0** Trade References:

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

17.0 Bank References:

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

18.0 Name of Bonding Company with the name and address of agent:

Name: \_\_\_\_\_

Agent: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

18.1 Current bonding capacity available to contractor: \$\_\_\_\_\_

19.0 Dated at: \_\_\_\_\_

This \_\_\_\_\_ day of \_\_\_\_\_, 2026

Name of  
Organization: \_\_\_\_\_

By: \_\_\_\_\_

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

20.0 M \_\_\_\_\_ BEING  
DULY SWORN DEPOSES AND SAYS THAT HE/SHE IS THE \_\_\_\_\_ OF \_\_\_\_\_  
\_\_\_\_\_ AND THAT THE ANSWERS TO THE FOREGOING  
QUESTIONS AND ALL STATEMENTS THEREIN CONTAINED ARE TRUE AND CORRECT.

SWORN TO AND SUBSCRIBED  
BEFORE ME THIS \_\_\_ DAY  
OF \_\_\_\_\_, 2026

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

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

## CONSENT (OR AGREEMENT) OF SURETY

The undersigned \_\_\_\_\_, a corporation organized and existing  
Name of Surety Co.  
under the laws of the State of \_\_\_\_\_ and authorized to do business in the  
State of Pennsylvania, does hereby consent and agree with The County of Chester  
that if the proposal of \_\_\_\_\_ for  
Name of Bidder  
\_\_\_\_\_  
Title and Name of Bid  
be accepted and a contract for said work be awarded to the said \_\_\_\_\_,  
Name of Bidder  
it will, upon its being so awarded, become surety for the said \_\_\_\_\_  
Name of Bidder  
on such surety bonds as are called for in the bid specifications.

Signed and Sealed \_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Surety Co.

By: \_\_\_\_\_  
Attorney-in-Fact



**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/subcontractor 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





## WORKER PROTECTION AND INVESTMENT CERTIFICATION FORM

A. Pursuant to Executive Order 2021-06, *Worker Protection and Investment* (October 21, 2021), the Commonwealth is responsible for ensuring that every worker in Pennsylvania has a safe and healthy work environment and the protections afforded them through labor laws. To that end, contractors and grantees of the Commonwealth must certify that they are in compliance with Pennsylvania's Unemployment Compensation Law, Workers' Compensation Law, and all applicable Pennsylvania state labor and workforce safety laws including, but not limited to:

1. Construction Workplace Misclassification Act
2. Employment of Minors Child Labor Act
3. Minimum Wage Act
4. Prevailing Wage Act
5. Equal Pay Law
6. Employer to Pay Employment Medical Examination Fee Act
7. Seasonal Farm Labor Act
8. Wage Payment and Collection Law
9. Industrial Homework Law
10. Construction Industry Employee Verification Act
11. Act 102: Prohibition on Excessive Overtime in Healthcare
12. Apprenticeship and Training Act
13. Inspection of Employment Records Law

B. Pennsylvania law establishes penalties for providing false certifications, including contract termination; and three-year ineligibility to bid on contracts under 62 Pa. C.S. § 531 (Debarment or suspension).

### CERTIFICATION

I, the official named below, certify I am duly authorized to execute this certification on behalf of the contractor/grantee identified below, and certify that the contractor/grantee identified below is compliant with applicable Pennsylvania state labor and workplace safety laws, including, but not limited to, those listed in Paragraph A, above. I understand that I must report any change in the contractor/grantee's compliance status to the Purchasing Agency immediately. I further confirm and understand that this Certification is subject to the provisions and penalties of 18 Pa. C.S. § 4904 (Unsworn falsification to authorities).

<b>Signature</b>	<b>Date</b>
<b>Name (Printed)</b>	
<b>Title of Certifying Official (Printed)</b>	
<b>Contractor/Grantee Name (Printed)</b>	



0000000

CHESTER COUNTY TAX CLAIM BUREAU		NOTICE OF PUBLIC TAX SALE	
ADDRESS ALL COMMUNICATIONS TO:  CHESTER COUNTY TAX CLAIM BUREAU 313 W MARKET ST SUITE 3602 BOX 2748 WEST CHESTER, PA 19380  <b>BUSINESS HOURS:</b> 8:30 A.M. TO 4:30 P.M. <b>MONDAY THRU FRIDAY</b> <b>PHONE:</b> (610) 344-6360 <b>www.chesco.org</b>  HOW TO AVOID SALE: Payment should be made to the Tax Claim Bureau. If you are unable to pay the full amount due, the sale of the property may, at the option of the Bureau, be stayed if the owner thereof (or any lien creditor of the owner) on or before the actual sale enters into a written agreement with the Bureau to pay the taxes in installments in the manner provided by Section 603 of the Pennsylvania Real Estate Tax Sale Law, 72 P.S. § 5860.603.  Notice of sale will be published once in newspapers of general circulation.  CASH, MONEY ORDER OR CERTIFIED CHECK NO PERSONAL CHECKS NO CASH OVER \$1,000	PARCEL NO.	XXX-XXXXXX	DATE 7/09/2026
	DESCRIPTION OF PROPERTY  UPI NUMBER 16-4-25  <b>0000000-000</b>  Description: SS MOUNT PLEASANT ST LOT West Chester MOUNT PLEASANTST		
	<b>WARNING</b> “YOUR PROPERTY IS ABOUT TO BE SOLD WITHOUT YOUR CONSENT FOR DELINQUENT TAXES. YOUR PROPERTY MAY BE SOLD FOR A SMALL FRACTION OF ITS FAIR MARKET VALUE. IF YOU HAVE ANY QUESTIONS AS TO WHAT YOU MUST DO IN ORDER TO SAVE YOUR PROPERTY, PLEASE CALL YOUR ATTORNEY, THE TAX CLAIM BUREAU AT THE FOLLOWING TELEPHONE NUMBER: (610) 344-6360 OR THE COUNTY LAWYER REFERRAL SERVICE: (610)-429-1500.”  Notice: “The Referral Service can only refer you to a lawyer, it cannot answer legal questions concerning your taxes.”		
	OWNER/REPUTED OWNER/PARTY OF INTEREST	APPROXIMATE UPSET PRICE	
	XXXXXX XX STREET LN ANY TOWN, PA 19382	THE APPROXIMATE UPSET PRICE FOR WHICH THE PROPERTY SHALL BE SOLD IS:  \$1226.77  Statutory interest accrues at ¾ of 1% per month (9% per year) on all unpaid tax lien balances.	

A claim for unpaid taxes was entered in the Tax Claim Bureau of Chester County against the property described herein. Said claim has not been paid in full. Therefore you are hereby notified that on

**Monday, September 21, 2026, 10 A.M., D.S.T.,**

at 313 W Market St., West Chester, Pennsylvania, Room 5102, your property described herein will be sold at public sale for the approximate upset price herein.

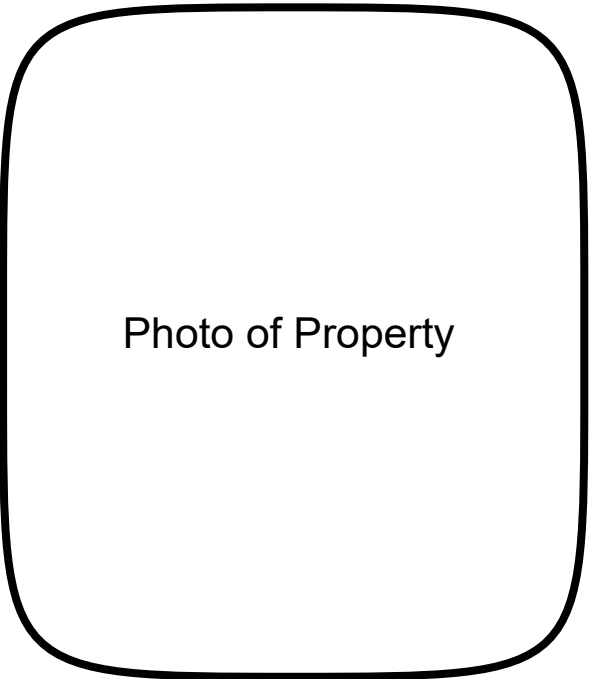
Please check the Tax Claim Bureau website at [chesco.org/162/Tax-Claim-Bureau](http://chesco.org/162/Tax-Claim-Bureau) closer to the sale date for further information regarding the sale. The property will be sold according to provisions of the Real Estate Tax Law Act of July 7, 1947, P.L. 1368. as amended 72 P.S. § 5860.101 et seq.

The purpose of the sale is to collect the taxes on said property.

Property Number: XXXX  
Property Type: Notice of Sale  
Batch: 25008                      Route:                      Sequence:



\*The information contained in these maps should not be relied upon as a determination of property ownership or market value. No warranties, expressed or implied, are provided for the positional or thematic accuracy of the data herein, its use, or its interpretation. Conclusions and actions based on this map and its contents are the sole responsibility of the user.







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CHESTER COUNTY TAX CLAIM BUREAU		NOTICE OF PUBLIC TAX SALE	
ADDRESS ALL COMMUNICATIONS TO:  CHESTER COUNTY TAX CLAIM BUREAU 313 W MARKET ST SUITE 3602 BOX 2748 WEST CHESTER, PA 19380  <b>BUSINESS HOURS:</b> 8:30 A.M. TO 4:30 P.M. <b>MONDAY THRU FRIDAY</b> <b>PHONE:</b> (610) 344-6360 <b>www.chesco.org</b>  HOW TO AVOID SALE: Payment should be made to the Tax Claim Bureau. If you are unable to pay the full amount due, the sale of the property may, at the option of the Bureau, be stayed if the owner thereof (or any lien creditor of the owner) on or before the actual sale enters into a written agreement with the Bureau to pay the taxes in installments in the manner provided by Section 603 of the Pennsylvania Real Estate Tax Sale Law, 72 P.S. § 5860.603.  Notice of sale will be published once in newspapers of general circulation.  CASH, MONEY ORDER OR CERTIFIED CHECK NO PERSONAL CHECKS NO CASH OVER \$1,000	PARCEL NO.	0000-000000	DATE 7/09/2026
	DESCRIPTION OF PROPERTY  UPI NUMBER 00-6-0001.040-T  0000_00000-T  Description: LOT 216 DBL WD MBL HM West Deptford 000 SUNRISEDR		
	<b>WARNING</b> "YOUR PROPERTY IS ABOUT TO BE SOLD WITHOUT YOUR CONSENT FOR DELINQUENT TAXES. YOUR PROPERTY MAY BE SOLD FOR A SMALL FRACTION OF ITS FAIR MARKET VALUE. IF YOU HAVE ANY QUESTIONS AS TO WHAT YOU MUST DO IN ORDER TO SAVE YOUR PROPERTY, PLEASE CALL YOUR ATTORNEY, THE TAX CLAIM BUREAU AT THE FOLLOWING TELEPHONE NUMBER: (610) 344-6360 OR THE COUNTY LAWYER REFERRAL SERVICE: (610)-429-1500."  Notice: "The Referral Service can only refer you to a lawyer, it cannot answer legal questions concerning your taxes."		
	OWNER/REPUTED OWNER/PARTY OF INTEREST	APPROXIMATE UPSET PRICE	
	CURRENT OWNER NAME 216 SUNRISE DR WEST DEPTFORD, PA 19362	THE APPROXIMATE UPSET PRICE FOR WHICH THE PROPERTY SHALL BE SOLD IS:  \$3439.10  Statutory interest accrues at ¾ of 1% per month (9% per year) on all unpaid tax lien balances.	

A claim for unpaid taxes was entered in the Tax Claim Bureau of Chester County against the property described herein. Said claim has not been paid in full. Therefore you are hereby notified that on

**Monday, September 21, 2026, 10 A.M., D.S.T.,**

at 313 W Market St., West Chester, Pennsylvania, Room 5102, your property described herein will be sold at public sale for the approximate upset price herein.

Please check the Tax Claim Bureau website at [chesco.org/162/Tax-Claim-Bureau](http://chesco.org/162/Tax-Claim-Bureau) closer to the sale date for further information regarding the sale. The property will be sold according to provisions of the Real Estate Tax Law Act of July 7, 1947, P.L. 1368. as amended 72 P.S. § 5860.101 et seq.

The purpose of the sale is to collect the taxes on said property.

Property Number: 0000000  
Property Type: Personal Service

Batch: 25008                      Route:                      Sequence:



\*The information contained in these maps should not be relied upon as a determination of property ownership or market value. No warranties, expressed or implied, are provided for the positional or thematic accuracy of the data herein, its use, or its interpretation. Conclusions and actions based on this map and its contents are the sole responsibility of the user.

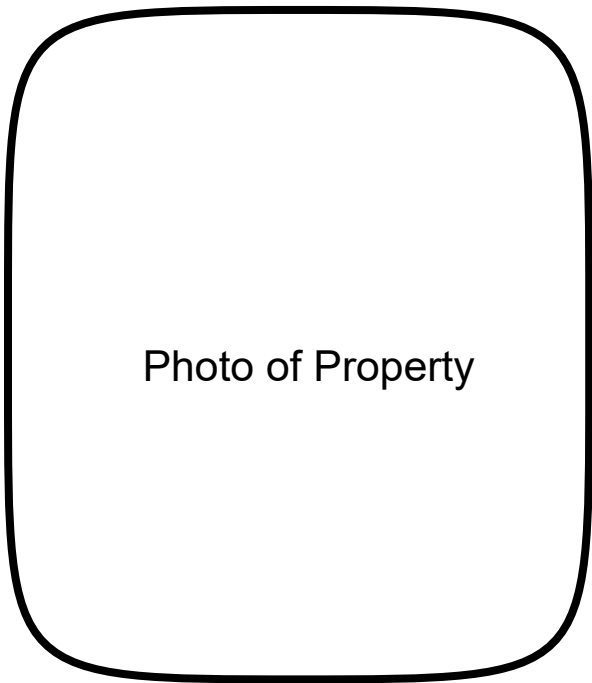


Photo of Property



3070411

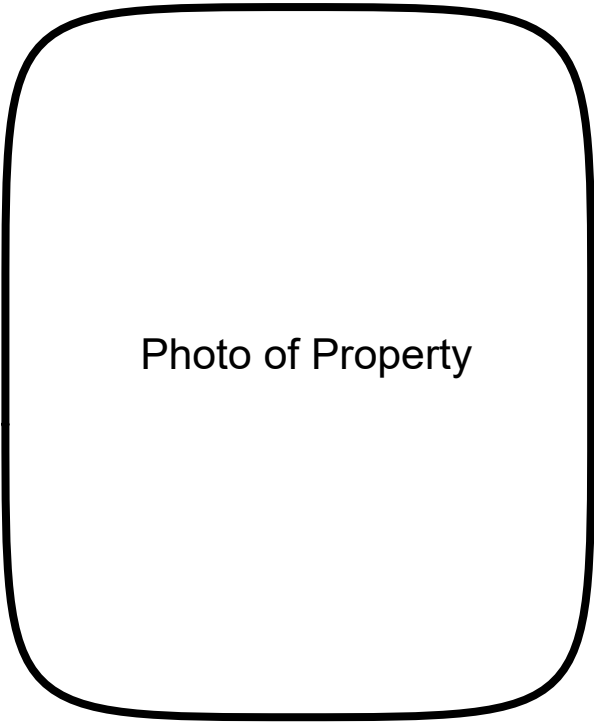
CHESTER COUNTY TAX CLAIM BUREAU		NOTICE OF PUBLIC TAX SALE	
ADDRESS ALL COMMUNICATIONS TO:  CHESTER COUNTY TAX CLAIM BUREAU 313 W MARKET ST SUITE 3602 BOX 2748 WEST CHESTER, PA 19380  <b>BUSINESS HOURS:</b> 8:30 A.M. TO 4:30 P.M. <b>MONDAY THRU FRIDAY</b> <b>PHONE:</b> (610) 344-6360 <b>www.chesco.org</b>  HOW TO AVOID SALE: Payment should be made to the Tax Claim Bureau. If you are unable to pay the full amount due, the sale of the property may, at the option of the Bureau, be stayed if the owner thereof (or any lien creditor of the owner) on or before the actual sale enters into a written agreement with the Bureau to pay the taxes in installments in the manner provided by Section 603 of the Pennsylvania Real Estate Tax Sale Law, 72 P.S. § 5860.603.  Notice of sale will be published once in newspapers of general circulation.  CASH, MONEY ORDER OR CERTIFIED CHECK NO PERSONAL CHECKS NO CASH OVER \$1,000	PARCEL NO.	0000-0010000	DATE 7/09/2026
	DESCRIPTION OF PROPERTY  UPI NUMBER 58-1-12.1  <b>0000_00100000</b>  Description: SWS OF EWING RD 2 AC & MBL HM LOT 1 Penn 00 EWINGRD		
	<b>WARNING</b> "YOUR PROPERTY IS ABOUT TO BE SOLD WITHOUT YOUR CONSENT FOR DELINQUENT TAXES. YOUR PROPERTY MAY BE SOLD FOR A SMALL FRACTION OF ITS FAIR MARKET VALUE. IF YOU HAVE ANY QUESTIONS AS TO WHAT YOU MUST DO IN ORDER TO SAVE YOUR PROPERTY, PLEASE CALL YOUR ATTORNEY, THE TAX CLAIM BUREAU AT THE FOLLOWING TELEPHONE NUMBER: (610) 344-6360 OR THE COUNTY LAWYER REFERRAL SERVICE: (610)-429-1500."  Notice: "The Referral Service can only refer you to a lawyer, it cannot answer legal questions concerning your taxes."		
	OWNER/REPUTED OWNER/PARTY OF INTEREST	APPROXIMATE UPSET PRICE	
	CURRENT OWNER NAME 00 ANYWHERE ST SOMEWHERE, PA 19354	THE APPROXIMATE UPSET PRICE FOR WHICH THE PROPERTY SHALL BE SOLD IS:  \$5484.06  Statutory interest accrues at ¾ of 1% per month (9% per year) on all unpaid tax lien balances.	
A claim for unpaid taxes was entered in the Tax Claim Bureau of Chester County against the property described herein. Said claim has not been paid in full. Therefore you are hereby notified that on  <b>Monday, September 21, 2026, 10 A.M., D.S.T.,</b>  at 313 W Market St., West Chester, Pennsylvania, Room 5102, your property described herein will be sold at public sale for the approximate upset price herein. Please check the Tax Claim Bureau website at <a href="http://chesco.org/162/Tax-Claim-Bureau">chesco.org/162/Tax-Claim-Bureau</a> closer to the sale date for further information regarding the sale. The property will be sold according to provisions of the Real Estate Tax Law Act of July 7, 1947, P.L. 1368. as amended 72 P.S. § 5860.101 et seq.  The purpose of the sale is to collect the taxes on said property.			

Property Number: 0000000  
Property Type: Personal Service

Batch: 25008                      Route:                      Sequence:



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3070412

CHESTER COUNTY TAX CLAIM BUREAU		NOTICE OF PUBLIC TAX SALE	
ADDRESS ALL COMMUNICATIONS TO:  CHESTER COUNTY TAX CLAIM BUREAU 313 W MARKET ST SUITE 3602 BOX 2748 WEST CHESTER, PA 19380  <b>BUSINESS HOURS:</b> 8:30 A.M. TO 4:30 P.M. <b>MONDAY THRU FRIDAY</b> <b>PHONE:</b> (610) 344-6360 <b>www.chesco.org</b>  HOW TO AVOID SALE: Payment should be made to the Tax Claim Bureau. If you are unable to pay the full amount due, the sale of the property may, at the option of the Bureau, be stayed if the owner thereof (or any lien creditor of the owner) on or before the actual sale enters into a written agreement with the Bureau to pay the taxes in installments in the manner provided by Section 603 of the Pennsylvania Real Estate Tax Sale Law, 72 P.S. § 5860.603.  Notice of sale will be published once in newspapers of general circulation.  CASH, MONEY ORDER OR CERTIFIED CHECK NO PERSONAL CHECKS NO CASH OVER \$1,000	PARCEL NO.	0000-000000	DATE 7/09/2026
	DESCRIPTION OF PROPERTY  UPI NUMBER 16-1-13  <b>0000-00000</b>  Description: NS OF COATES ST LOT Coatesville 411 COATESST		
	<b>WARNING</b> "YOUR PROPERTY IS ABOUT TO BE SOLD WITHOUT YOUR CONSENT FOR DELINQUENT TAXES. YOUR PROPERTY MAY BE SOLD FOR A SMALL FRACTION OF ITS FAIR MARKET VALUE. IF YOU HAVE ANY QUESTIONS AS TO WHAT YOU MUST DO IN ORDER TO SAVE YOUR PROPERTY, PLEASE CALL YOUR ATTORNEY, THE TAX CLAIM BUREAU AT THE FOLLOWING TELEPHONE NUMBER: (610) 344-6360 OR THE COUNTY LAWYER REFERRAL SERVICE: (610)-429-1500."  Notice: "The Referral Service can only refer you to a lawyer, it cannot answer legal questions concerning your taxes."		
	OWNER/REPUTED OWNER/PARTY OF INTEREST	APPROXIMATE UPSET PRICE	
	CURRENT OWNER 00 ANYWHERE ST CITY, STATE ZIP	THE APPROXIMATE UPSET PRICE FOR WHICH THE PROPERTY SHALL BE SOLD IS:  \$3667.15  Statutory interest accrues at ¾ of 1% per month (9% per year) on all unpaid tax lien balances.	

A claim for unpaid taxes was entered in the Tax Claim Bureau of Chester County against the property described herein. Said claim has not been paid in full. Therefore you are hereby notified that on

**Monday, September 21, 2026, 10 A.M., D.S.T.,**

at 313 W Market St., West Chester, Pennsylvania, Room 5102, your property described herein will be sold at public sale for the approximate upset price herein.

Please check the Tax Claim Bureau website at [chesco.org/162/Tax-Claim-Bureau](http://chesco.org/162/Tax-Claim-Bureau) closer to the sale date for further information regarding the sale. The property will be sold according to provisions of the Real Estate Tax Law Act of July 7, 1947, P.L. 1368. as amended 72 P.S. § 5860.101 et seq.

The purpose of the sale is to collect the taxes on said property.

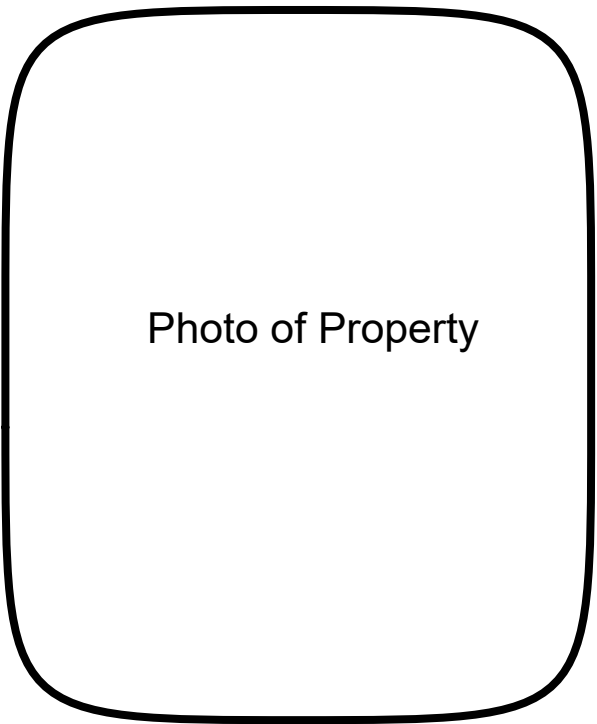


Property Number: 0000000  
Property Type: Notice of Sale

Batch: 25008                      Route:                      Sequence:



\*The information contained in these maps should not be relied upon as a determination of property ownership or market value. No warranties, expressed or implied, are provided for the positional or thematic accuracy of the data herein, its use, or its interpretation. Conclusions and actions based on this map and its contents are the sole responsibility of the user.





# CHESTER COUNTY TAX CLAIM BUREAU



## NOTICE OF RETURN AND CLAIM

CERTIFIED MAIL# 92148969001016156000030102

ADDRESS ALL COMMUNICATIONS IN  
CONNECTION WITH CLAIM TO:

### CHESTER COUNTY TAX CLAIM BUREAU

313 WEST MARKET ST. SUITE 3602  
PO BOX 2748  
WEST CHESTER, PA 19380  
PHONE (610) 344-6360  
**Business Hours: 8:30 AM - 4:30 PM**  
**MONDAY THRU FRIDAY**  
[www.chesco.org](http://www.chesco.org)

UPI #

00-0-3.000-T

Owner, Reputed Owner or Equitable Owner:

CURRENT OWNER NAME

00 ANY STREET  
WEST CHESTER, PA 19380

Property Description:

LOT 919-B SGL WD MBL HM West Bradford

00 ANY STREET

PARCEL NO: 0000-0000000T

**LIENED TAXES FOR: 2025**

COUNTY OF CHESTER

SCHOOL DISTRICT

TWP, BORO OR CITY

TAX YEAR	TAX AND PENALTY	INTEREST	TAX AND PENALTY	INTEREST	TAX AND PENALTY	INTEREST	COSTS	TOTAL CHARGES
2025	83.22	3.72	0.00	0.00	0.00	0.00	135.00	221.94

IF MORE THAN ONE YEARS TAXES ARE OWED ON THIS PROPERTY THE  
ACCUMULATED TOTAL WILL APPEAR ON YOUR **TAX SALE NOTICE**

**TOTAL DUE**

**\$221.94**

**NOTICE:** is hereby given that a claim for unpaid taxes for the year above has been entered in the Tax Claim Bureau of Chester County against the real estate described herein. Said claim was entered under the provisions of the Pennsylvania Real Estate Tax Sale Law, Act of July 7, 1947, P.L. 1368,72 P.S. § 5860.101 et.seq., as amended.

Statutory interest accrues at  $\frac{3}{4}$  of 1% per month (9% per year) on all unpaid tax lien balances.

If payment of the amount due, payable to the Chester County Tax Claim Bureau, is not made on or before December 31, 2026 or no exceptions thereto are filed, the said claim shall become absolute. On July 1, 2026 a one year period for discharge of tax claim shall commence or has commenced to run. If full payment of taxes is not made during that period, the property shall be advertised for, and exposed to sale under the Pennsylvania Real Estate Tax Sale Law. There shall be no redemption after the actual sale. The owner of any owner-occupied real estate can apply for an extension of the period for discharge of tax claim for up to twelve (12) additional months under and subject to the provisions of Sections 502.1 and 503.1 of Act 1947, P.L. 1369, as amended.

## **WARNING !**

IF YOU FAIL TO PAY THIS TAX CLAIM OR FAIL TO TAKE LEGAL ACTION TO CHALLENGE THIS CLAIM, YOUR PROPERTY WILL BE SOLD WITHOUT YOUR CONSENT AS PAYMENT FOR THESE TAXES. YOUR PROPERTY MAY BE SOLD FOR A SMALL FRACTION OF ITS FAIR MARKET VALUE. IF YOU PAY THIS CLAIM BEFORE JULY 1, 2027 YOUR PROPERTY WILL NOT BE SOLD. IF YOU PAY THIS CLAIM AFTER JULY 1, 2027 BUT BEFORE ACTUAL SALE, YOUR PROPERTY WILL NOT BE SOLD, BUT WILL BE LISTED ON ADVERTISEMENTS FOR SUCH SALE.

**IF YOU HAVE ANY QUESTIONS, PLEASE CALL YOUR ATTORNEY, THE TAX CLAIM BUREAU AT THE FOLLOWING NUMBER (610) 344-6360 OR THE COUNTY LAWYER REFERRAL SERVICE AT (610) 429-1500.**



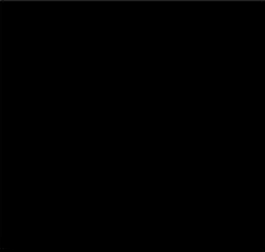
Property Number: 0000000  
Property Type: Return and Claim

Batch: 25009                      Route:                      Sequence:



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Photo of Property





# CHESTER COUNTY TAX CLAIM BUREAU



3070403

## NOTICE OF RETURN AND CLAIM

CERTIFIED MAIL# 92148969001016156000009634

ADDRESS ALL COMMUNICATIONS IN  
CONNECTION WITH CLAIM TO:

### CHESTER COUNTY TAX CLAIM BUREAU

313 WEST MARKET ST. SUITE 3602  
PO BOX 2748  
WEST CHESTER, PA 19380  
PHONE (610) 344-6360  
**Business Hours: 8:30 AM - 4:30 PM**  
**MONDAY THRU FRIDAY**  
[www.chesco.org](http://www.chesco.org)

UPI #

12-4-77

Owner, Reputed Owner or Equitable Owner:

CURRENT OWNER NAME

00 HORSESHOE PK

ANYTOWN, PA 19344

Property Description:

NES OF HORSESHOE PK LOT DWG & GAR

ANYWHERE Borough

00 HORSESHOE PK

PARCEL NO: 0000\_00000000

**LIENED TAXES FOR: 2025**

COUNTY OF CHESTER

SCHOOL DISTRICT

TWP, BORO OR CITY

TAX YEAR	TAX AND PENALTY	INTEREST	TAX AND PENALTY	INTEREST	TAX AND PENALTY	INTEREST	COSTS	TOTAL CHARGES
2025	0.00	0.00	2503.00	112.62	367.06	16.50	150.00	3149.18

IF MORE THAN ONE YEARS TAXES ARE OWED ON THIS PROPERTY THE  
ACCUMULATED TOTAL WILL APPEAR ON YOUR **TAX SALE NOTICE**

**TOTAL DUE**

**\$3149.18**

**NOTICE:** is hereby given that a claim for unpaid taxes for the year above has been entered in the Tax Claim Bureau of Chester County against the real estate described herein. Said claim was entered under the provisions of the Pennsylvania Real Estate Tax Sale Law, Act of July 7, 1947, P.L. 1368,72 P.S. § 5860.101 et.seq., as amended.

Statutory interest accrues at  $\frac{3}{4}$  of 1% per month (9% per year) on all unpaid tax lien balances.

If payment of the amount due, payable to the Chester County Tax Claim Bureau, is not made on or before December 31, 2026 or no exceptions thereto are filed, the said claim shall become absolute. On July 1, 2026 a one year period for discharge of tax claim shall commence or has commenced to run. If full payment of taxes is not made during that period, the property shall be advertised for, and exposed to sale under the Pennsylvania Real Estate Tax Sale Law. There shall be no redemption after the actual sale. The owner of any owner-occupied real estate can apply for an extension of the period for discharge of tax claim for up to twelve (12) additional months under and subject to the provisions of Sections 502.1 and 503.1 of Act 1947, P.L. 1369, as amended.

## **WARNING !**

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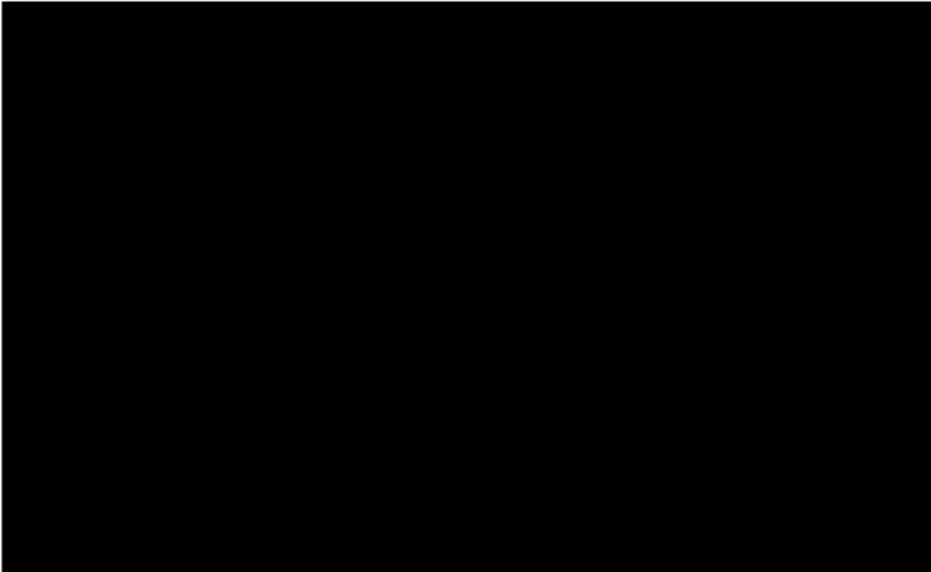
Property Number: 0000000  
Property Type: Return and Claim

Batch: 25009                      Route:                      Sequence:



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Photo of Property





# CHESTER COUNTY TAX CLAIM BUREAU



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## NOTICE OF RETURN AND CLAIM

CERTIFIED MAIL# 92148969001016156000046240

ADDRESS ALL COMMUNICATIONS IN  
CONNECTION WITH CLAIM TO:

### CHESTER COUNTY TAX CLAIM BUREAU

313 WEST MARKET ST. SUITE 3602  
PO BOX 2748  
WEST CHESTER, PA 19380  
PHONE (610) 344-6360  
**Business Hours: 8:30 AM - 4:30 PM**  
**MONDAY THRU FRIDAY**  
[www.chesco.org](http://www.chesco.org)

UPI #

44-4-50.3

Owner, Reputed Owner or Equitable Owner:

CURRENT OWNER

000 CENTER ST  
COCHRANVILLE, PA 19330

Property Description:

SS OF CENTER HALL RD 1.1 AC & DWG LOT 2  
East Fallowfield  
000 CENTER ST  
PARCEL NO: 0000-0000000

**LIENED TAXES FOR: 2025**

COUNTY OF CHESTER			SCHOOL DISTRICT			TWP, BORO OR CITY		
TAX YEAR	TAX AND PENALTY	INTEREST	TAX AND PENALTY	INTEREST	TAX AND PENALTY	INTEREST	COSTS	TOTAL CHARGES
2025	766.85	34.50	0.00	0.00	320.76	14.46	150.00	1286.57

IF MORE THAN ONE YEARS TAXES ARE OWED ON THIS PROPERTY THE  
ACCUMULATED TOTAL WILL APPEAR ON YOUR **TAX SALE NOTICE**

**TOTAL DUE**

**\$1286.57**

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Property Number: 0000000

Property Type: Return and Claim

Batch:  
25009

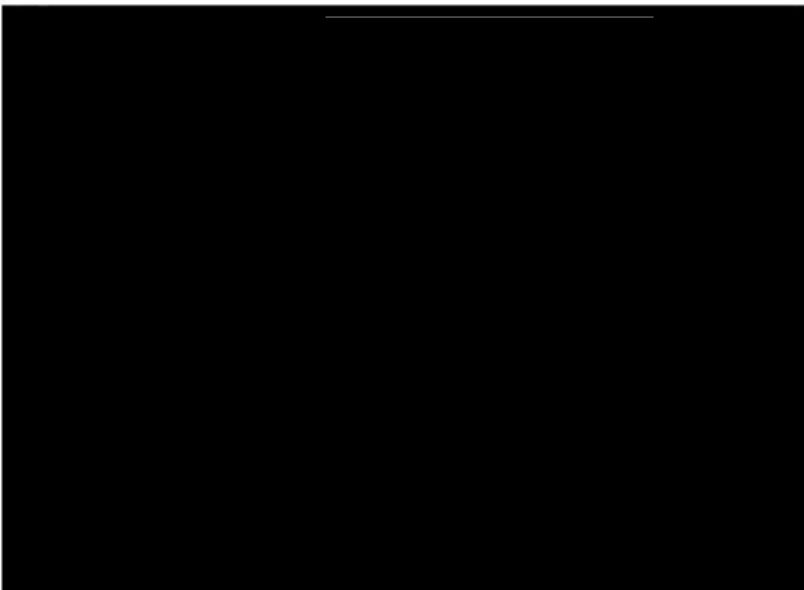
Route:

Sequence:



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Photo of property





# CHESTER COUNTY TAX CLAIM BUREAU



0000000

## NOTICE OF RETURN AND CLAIM

CERTIFIED MAIL# 92148969001016156000032526

ADDRESS ALL COMMUNICATIONS IN  
CONNECTION WITH CLAIM TO:

### CHESTER COUNTY TAX CLAIM BUREAU

313 WEST MARKET ST. SUITE 3602  
PO BOX 2748  
WEST CHESTER, PA 19380  
PHONE (610) 344-6360  
**Business Hours: 8:30 AM - 4:30 PM**  
**MONDAY THRU FRIDAY**  
[www.chesco.org](http://www.chesco.org)

UPI #

0-9-000

Owner, Reputed Owner or Equitable Owner:

CURRENT OWNER

000 S UNION ST  
WEST CHESTER, PA 19382

Property Description:

SS OF E UNION ST LOT & DWG West Chester  
000 S UNION ST

**LIENED TAXES FOR: 2025**

PARCEL NO: 0000\_00000000

COUNTY OF CHESTER

SCHOOL DISTRICT

TWP, BORO OR CITY

TAX YEAR	TAX AND PENALTY	INTEREST	TAX AND PENALTY	INTEREST	TAX AND PENALTY	INTEREST	COSTS	TOTAL CHARGES
2025	700.05	31.50	3170.10	142.68	0.00	0.00	150.00	4194.33

IF MORE THAN ONE YEARS TAXES ARE OWED ON THIS PROPERTY THE  
ACCUMULATED TOTAL WILL APPEAR ON YOUR **TAX SALE NOTICE**

**TOTAL DUE**

**\$4194.33**

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Property Number: 3070407  
Property Type: Return and Claim

Batch: 25009                      Route:                      Sequence:



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Photo of Property

