

REQUEST FOR PROPOSALS FOR

Employee Assistance Program Services

ISSUING OFFICE

Pennsylvania Turnpike Commission

Contracts Administration Department

On behalf of the

Human Resources Department

RFP NUMBER

20-10380-8978

DATE OF ISSUANCE

June 12, 2020

REQUEST FOR PROPOSALS FOR
Employee Assistance Program Services
20-10380-8978

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A COPY OF THE APPENDIX LISTED BELOW WILL BE PROVIDED BY WRITTEN REQUEST ONLY. SEND REQUESTS FOR APPENDIX TO RFP-Q@paturndpike.com WITH RFP 20-10380-8978 IN THE SUBJECT LINE. REQUEST MUST INCLUDE YOUR COMPANY NAME, CONTACT PERSON AND EMAIL ADDRESS.

APPENDIX K – PTC EAP USAGE 2019

CALENDAR OF EVENTS

RFP# 20-10380-8978

The Commission reserves the right to make changes or alterations to this schedule as the Commission determines is in its best interest.

Activity	Date	Time
Request for Proposals Issued	June 12, 2020	N/A
Deadline for Proposers to Submit Questions via email to RFP-Q@patriotturnpike.com	June 30, 2020	2:00 PM
Answers to Proposers questions posted to the Commission website at https://www.patriotturnpike.com/Procurement/Bidlist.aspx?RTYPE=O (<i>Estimate Only</i>)	July 6, 2020	N/A
Due Date for Proposals - Electronic copies of the proposal must be emailed to RFP20-10380-8978@patriotturnpike.com before the due date and time shown here. This email address is secure and cannot be accessed by PA Turnpike Commission personnel until the proposal opening date and time.	July 21, 2020	2:00 PM
Oral Clarifications/Presentations (<i>If necessary</i>)	TBD	TBD
Anticipated Notice to Proceed (<i>Estimate Only</i>)	December, 2020	N/A

PART I

GENERAL INFORMATION FOR PROPOSERS

I-1. Purpose. This request for proposals (RFP) provides interested Proposers with sufficient information to enable them to prepare and submit proposals for consideration by the Pennsylvania Turnpike Commission (Commission) to satisfy a need for Employee Assistance Program (EAP) Services.

I-2. Issuing Office. This RFP is issued for the Commission by the Contracts Administration Department on behalf of the Human Resources Department.

I-3. Scope. This RFP contains instructions governing the proposals to be submitted and the material to be included therein; a description of the service to be provided; requirements which must be met to be eligible for consideration; general evaluation criteria; and other requirements to be met by each proposal.

I-4. Problem Statement. Provide confidential EAP services for the Commission as defined in Sections IV-2 and IV-3 of this RFP.

I-5. Type of Contract. The Commission intends to award one contract as a result of this RFP. It is proposed that if a contract is entered into as a result of this RFP, it will be a fixed fee contract for a fully insured program. The Commission may in its sole discretion undertake negotiations with Proposers whose proposals as to price and other factors show them to be qualified, responsive, and capable of performing the work. A sample Contractual Agreement is provided in **Appendix A**.

I-6. Contractor Integrity Provisions. Contractor Integrity Provisions will apply to this contract upon award and the awarded vendor may be required to complete a Background Qualifications Questionnaire prior to entering into an Agreement with the Commission and attend annual ethics training provided by the Commission. Proposers can find the Integrity Provisions and other related documents on the Commissions website at www.paturnpike.com (Doing Business, General Information, Integrity Provisions).

Include full disclosure of any potential conflict with the State Adverse Interest Act, 71 P.S. § 776.3, for a State Advisor or State Consultant by the prime or any subconsultant. If there is no adverse interest, proposers shall include the following statement: "I have reviewed the State Adverse Interest Act and determined that there is no adverse interest for anyone on this Agreement team." This information should be included in your transmittal letter/cover page or executive summary.

I-7. Rejection of Proposals. The Commission reserves the right to reject any and all proposals received as a result of this request, or to negotiate separately with competing Proposers.

I-8. Subcontracting. Any use of subcontractors by a Proposer must be identified in the proposal. During the contract period use of any subcontractors by the selected Proposer, which were not previously identified in the proposal, must be approved in advance in writing by the Commission.

If a Joint Venture responds to this RFP, the Commission will not accept separate proposals from joint venture constituents. A firm will not be permitted to submit a proposal on more than one (1) joint venture for the same RFP. Also, a firm that responds to this RFP as a prime may not be included as a designated subconsultant to another firm that responds to the same RFP. Multiple responses under any of the

foregoing situations will cause the rejection of all responses of the firm or firms involved. This does not preclude a firm from being set forth as a designated subconsultant to more than one prime consultant responding to the RFP.

I-9. Incurring Costs. The Commission is not liable for any costs the Proposer incurs in preparation and submission of its proposal, in participating in the RFP process or in anticipation of award of contract.

I-10. Procurement Schedule of Events. The current Schedule for Key Procurement Dates for this procurement process leading to an award of the Contract is provided in the Calendar of Events, page 1 of this RFP. The Commission reserves the right to make changes or alterations to this schedule as the Commission determines is in its best interest. All changes to these dates and/or times up to and including the due date for Proposals will be issued as an addendum to this RFP and will become part of this RFP and will be posted to the Commission's website at <https://www.paturnpike.com/procurement/Bidlist.aspx?rtype=o>.

Unless otherwise notified in writing by the Commission, the dates indicated below for submission of items or for other required actions on the part of a Proposer shall constitute absolute deadlines for those activities and failure to fully comply by the time and date stated shall cause a Proposer to be disqualified. All times stated are in Harrisburg, PA local time and are subject to change.

I-11. Questions and Answers. There will be no pre-proposal conference for this RFP. No negotiations, decisions or actions shall be initiated or executed by a Proposer as a result of any oral discussions with any Commission member, employee, consultant/contractor. Written questions may be submitted to clarify any points in the RFP which may not have been clearly understood. Written questions shall be submitted by email to RFP-Q@paturnpike.com with RFP 20-10380-8978 in the Subject Line to be received no later than the date and time provided on the Calendar of Events. All questions and written answers will be issued as an addendum to and become part of this RFP and will be posted to the Commission's website at (<http://www.paturnpike.com/procurement/Bidlist.aspx?rtype=o>), approximately on or before the date provided on the Calendar of Events and only if necessary. Proposers shall use the form provided in **Appendix B** to submit the questions.

I-12. Addenda to the RFP. If it becomes necessary to revise any part of this RFP before the proposal response date, addenda will be posted to the Commission's website under the original RFP document (<http://www.paturnpike.com/procurement/Bidlist.aspx?rtype=o>). It is the responsibility of the Proposer to periodically check the website for any new information or addenda to the RFP.

The Commission may revise a published advertisement. If the Commission revises published advertisement less than ten calendar days before the RFP due date, the due date will be extended to maintain the minimum ten-day advertisement duration if the revision alters the project scope or selection criteria. Firms are responsible to monitor advertisements/addenda to ensure the submitted proposal complies with any changes in the published advertisement.

I-13. Response. The PA Turnpike Commission offices will continue to be closed on the due date for proposal submissions due to COVID-19 restrictions. Hand-delivery or hard-copy mailing of proposals is not possible at this time. All proposals must be submitted electronically via email to the email address shown in the Calendar of Events. Failure to send proposal to the correct email address or to include all essential information will be deemed sufficient reason for rejection of proposal.

Unless the Proposers are otherwise notified by the Commission, the time for submission of proposals shall remain the same.

I-14. Proposals. To be considered, Proposers should submit a complete response to this RFP, using the format provided in PART II. Each submitted proposal should include a separate file for the Technical Submittal, the Diverse Business (DB) participation submittal, and the Cost Submittal. Proposer should ensure that there is no costing information in the technical submittal. The Proposer shall present the proposal to the Contracts Administration Department only by using the RFP email address, RFP20-10380-8978@paturmpike.com. No other distribution of proposals will be made by the Proposer. Each proposal page should be numbered for ease of reference.

An official authorized to bind the Proposer to its Proposal must sign the proposal. If the official signs the Proposal Cover Sheet (Appendix C to this RFP) and the Proposal Cover Sheet is attached to the proposal, the requirement will be met. For this RFP, the proposal must remain valid for at least 120 calendar days. Moreover, the contents of the proposal of the selected Proposer will become contractual obligations if a contract is entered into.

Each and every Proposer submitting a proposal specifically waives any right to withdraw or modify it, except as hereinafter provided. Proposals may be withdrawn by written notice to the RFP20-10380-8978@paturmpike.com mailbox before the exact hour and date specified for proposal receipt.

However, if the Proposer chooses to attempt to provide such written notice by email transmission, the Commission shall not be responsible or liable for errors in email transmission. A proposal may be modified only by the submitting of a new sealed proposal or submitting a sealed modification which complies with the requirements of this solicitation.

I-15. Economy of Preparation. Proposals should be prepared simply and economically, providing a straightforward, concise description of the Proposer's ability to meet the requirements of the RFP.

I-16. Discussions for Clarification. Proposers who submit proposals may be required to make an oral or written clarification of their proposals to the Issuing Office through the Contract Administration Department to ensure thorough mutual understanding and Proposer responsiveness to the solicitation requirements. The Issuing Office through the Contract Administration Department will initiate requests for clarification.

I-17. Best and Final Offers. The Issuing Office reserves the right to conduct discussions with Proposers for the purpose of obtaining "best and final offers." To obtain best and final offers from Proposers, the Issuing Office may do one or more of the following: a) enter into pre-selection negotiations; b) schedule oral presentations; and c) request revised proposals. The Issuing Office will limit any discussions to responsible Proposers whose proposals the Issuing Office has determined to be reasonably susceptible of being selected for award.

I-18. Prime Proposer Responsibilities. The selected Proposer will be required to assume responsibility for all services offered in its proposal whether or not it produces them. Further, the Commission will consider the selected Proposer to be the sole point of contact with regard to contractual matters.

I-19. Proposal Contents. Proposals will be held in confidence and will not be revealed or discussed with competitors, unless disclosure is required to be made (i) under the provisions of any Commonwealth

or United States statute or regulation; or (ii) by rule or order of any court of competent jurisdiction. All material submitted with the proposal becomes the property of the Pennsylvania Turnpike Commission and may be returned only at the Commission's option. Proposals submitted to the Commission may be reviewed and evaluated by any person other than competing Proposers at the discretion of the Commission. The Commission has the right to use any or all ideas presented in any proposal. Selection or rejection of the proposal does not affect this right.

In accordance with the Pennsylvania Right-to-Know Law (RTKL), 65 P.S. § 67.707 (Production of Certain Records), Proposers shall identify any and all portions of their Proposal that contains confidential proprietary information or is protected by a trade secret. Proposals shall include a written statement signed by a representative of the company/firm identifying the specific portion(s) of the Proposal that contains the trade secret or confidential proprietary information.

Proposers should note that "trade secrets" and "confidential proprietary information" are exempt from access under Section 708(b)(11) of the RTKL. Section 102 defines both "trade secrets" and "confidential proprietary information" as follows:

Confidential proprietary information: Commercial or financial information received by an agency: (1) which is privileged or confidential; **and** (2) the disclosure of which would cause substantial harm to the competitive position of the person that submitted the information.

Trade secret: Information, including a formula, drawing, pattern, compilation, including a customer list, program, device, method, technique or process that: (1) derives independent economic value, actual or potential, from not being generally known to and not being readily ascertainable by proper means by other persons who can obtain economic value from its disclosure or use; **and** (2) is the subject of efforts that are reasonable under the circumstances to maintain its secrecy. The term includes data processing software by an agency under a licensing agreement prohibiting disclosure.

65 P.S. §67.102 (emphasis added).

The Office of Open Records has determined that a third party must establish a trade secret based upon factors established by the appellate courts, which include the following:

- the extent to which the information is known outside of his business;
- the extent to which the information is known by employees and others in the business;
- the extent of measures taken to guard the secrecy of the information;
- the value of the information to his business and to competitors;
- the amount of effort or money expended in developing the information; and
- the ease of difficulty with which the information could be properly acquired or duplicated by others.

See Crum v. Bridgestone/Firestone North Amer. Tire., 907 A.2d 578, 585 (Pa. Super. 2006).

The Office of Open Records also notes that with regard to "confidential proprietary information" the standard is equally high and may only be established when the party asserting protection shows that the information at issue is either 'commercial' or 'financial' and is privileged or confidential, and the disclosure **would** cause substantial competitive harm." (emphasis in original).

For more information regarding the RTKL, visit the Office of Open Records' website at www.openrecords.state.pa.us.

I-20. Debriefing Conferences. Proposers whose proposals are not selected will be notified of the name of the selected Proposer and given the opportunity to be debriefed, at the Proposer's request. The Issuing Office will schedule the time and location of the debriefing. The Proposer will not be compared with other Proposers.

I-21. News Releases. Proposers shall not issue news releases, internet postings, advertisements or any other public communications pertaining to this RFP without prior written approval of the Issuing Office, and then only in coordination with the Issuing Office.

I-22. Commission Participation. Unless specifically noted in this section, Proposers must provide all services to complete the identified work.

I-23. Cost Submittal. The cost submittal shall be a separate document within the electronically submitted proposal and kept separate from the technical submittal.

I-24. Term of Contract. The term of the contract will commence on January 1, 2021 and will end three (3) years from that date with an option for up to two (2) one-year contract extensions. The Commission shall fix the Effective Date after the contract has been fully executed by the Contractor and by the Commission and all approvals required by Commission contracting procedures have been obtained.

The selected Proposer shall not start the performance of any work prior to the Effective Date of the contract and the Commission shall not be liable to pay the selected Proposer for any service or work performed or expenses incurred before the Effective Date of the contract.

I-25. Proposer's Representations and Authorizations. Each Proposer by submitting its proposal understands, represents, and acknowledges that:

- a. All information provided by, and representations made by, the Proposer in the proposal are material and important and will be relied upon by the Issuing Office in awarding the contract(s). Any misstatement, omission or misrepresentation shall be treated as fraudulent concealment from the Issuing Office of the true facts relating to the submission of this proposal. A misrepresentation shall be punishable under 18 Pa. C.S. 4904.
- b. The price(s) and amount of this proposal have been arrived at independently and without consultation, communication or agreement with any other Proposer or potential Proposer.
- c. Neither the price(s) nor the amount of the proposal, and neither the approximate price(s) nor the approximate amount of this proposal, have been disclosed to any other firm or person who is a Proposer or potential Proposer, and they will not be disclosed on or before the proposal submission deadline specified in the response section of this RFP.
- d. No attempt has been made or will be made to induce any firm or person to refrain from submitting a proposal on this contract, or to submit a proposal higher than this proposal, or to submit any intentionally high or noncompetitive proposal or other form of complementary proposal.

- e. The proposal 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 proposal.
- f. To the best knowledge of the person signing the proposal for the Proposer, the Proposer, its affiliates, subsidiaries, officers, directors, and employees are not currently under investigation by any governmental agency and have not in the last four (4) 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 or proposing on any public contract, except as disclosed by the Proposer in its proposal.
- g. To the best of the knowledge of the person signing the proposal for the Proposer and except as otherwise disclosed by the Proposer in its proposal, the Proposer has no outstanding, delinquent obligations to the Commonwealth including, but not limited to, any state tax liability not being contested on appeal or other obligation of the Proposer that is owed to the Commonwealth.
- h. The Proposer is not currently under suspension or debarment by the Commonwealth, or any other state, or the federal government, and if the Proposer cannot certify, then it shall submit along with the proposal a written explanation of why such certification cannot be made.
- i. The Proposer has not, under separate contract with the Issuing Office, made any recommendations to the Issuing Office concerning the need for the services described in the proposal or the specifications for the services described in the proposal.
- j. Each Proposer, by submitting its proposal, authorizes all Commonwealth agencies to release to the Commission information related to liabilities to the Commonwealth including, but not limited to, taxes, unemployment compensation, and workers' compensation liabilities.

I-26. Indemnification. The Proposer shall be responsible for, and shall indemnify, defend, and hold harmless the Commission and its Commissioners, officers, employees, and agents (the "Indemnified Parties") from all claims, liabilities, damages, and costs including reasonable attorneys' fees, for bodily injury (including death) and damage to real or tangible personal property arising from or related to the negligence or other tortious acts, errors, and omissions of Proposer, its employees, or its subcontractors while engaged in performing the work of this Agreement or while present on the Commission's premises, and for breach of this Agreement regarding the use or disclosure of proprietary and confidential information where it is determined that Proposer is responsible for any use of such information not permitted by this Agreement. This indemnification obligation shall not be reduced in any way by any limitation on the amount or type of damages, compensation, or benefits payable by Proposer or its subcontractors under any employee benefit act including but not limited to Workers' Compensation Acts, Disability Benefits Acts, or other Employee Benefit Act.

I-27. Data/Information Security Breach Notification. "Breach" shall mean any successful unauthorized acquisition, access, use, or disclosure of Commission data that compromises the security or privacy of such data.

“Commission Data” means Commission provided information and Commission related information acquired as a result of the services provided to Commission under this Agreement.

Proposer shall report to the Commission any Breach affecting Commission Data. The notice to be provided to the Commission by Proposer shall be provided without unreasonable delay and no later than within 72 hours of Proposer’s discovery of any Breach. A Breach shall be deemed to be discovered on the first day on which the Proposer knows or reasonably should have known of the Breach. The notice to be provided to the Commission by Proposer shall be made in writing to the Commission’s Information Security Officer and shall include the following content: (1) the nature of the Breach; (2) the specific Commission Data affected by the Breach; (3) the steps the Proposer is taking to remediate the Breach; and (4) steps the Proposer is taking to mitigate future Breaches. Following notification of the Breach, Proposer shall cooperate with the Commission’s investigation of the Breach and provide any other information regarding the Breach or the Commission Data affected which the Commission may reasonably request. Should notice to individuals whose information was part of Commission Data be required under any applicable data privacy law, including, but not limited to, individual state data breach notice laws or federal laws such as HIPAA and Gramm Leach Bliley Act, Proposer shall provide the Commission with copies of any template notification letters and draft regulatory correspondence for Commission’s prior approval. Proposer shall provide any notifications required under the applicable data privacy laws on behalf of the Commission at the request of Commission. The Commission reserves the right to handle any notifications required and shall notify Proposer if the Commission will be handling the required notifications. Upon request, Proposer shall provide the Commission with its cyber-security policies and procedures. Proposer agrees to reimburse the Commission for any and all reasonable costs associated with the Commission’s response to Proposer’s Breach, including any fees associated with the Commission’s investigation of Proposer’s Breach, notification costs, and any reasonable offer of credit or identity monitoring product.

I-28. Security Requirements. Proposer will comply with the Security Requirements are described in Appendix D – Security Requirements.

I-29. Insurance. Proposer will comply with the Insurance requirements as described in Appendix E - Insurance Specification.

I-30. Diverse Business (DB) Requirements. Proposer will comply with the DB Requirements as described in Appendix F – Diverse Business (DB) Requirements.

PART II

INFORMATION REQUIRED FROM PROPOSERS

Proposals must be submitted in the format, including heading descriptions, outlined below. To be considered, the proposal must respond to all requirements in this part of the RFP. Any other information thought to be relevant, but not applicable to the enumerated categories, should be provided as an appendix to the proposal. All cost data relating to this proposal and all Diverse Business cost data should be kept separate from and not included in the Technical Submittal. Each proposal shall consist of three separately sealed submittals:

1. Technical Submittal, which shall be a response to RFP **Part II-1, Sections a through g**;
2. Diverse Business Participation Submittal, in response to RFP **Part II-2**; and
3. Cost Submittal, in response to RFP **Part II-3**.

The Commission reserves the right to request additional information which, in the Commission's opinion, is necessary to assure that the Proposer's competence, number of qualified employees, business organization, and financial resources are adequate to perform according to the RFP.

The Commission may make such investigations as deemed necessary to determine the ability of the Proposer to perform the work, and the Proposer shall furnish to the Issuing Office all such information and data for this purpose as requested by the Commission. The Commission reserves the right to reject any proposal if the evidence submitted by, or investigation of, such Proposer fails to satisfy the Commission that such Proposer is properly qualified to carry out the obligations of the agreement and to complete the work specified.

II-1 Technical Submittal.

A. Proposal Cover Sheet (See Appendix C)

Show the name of your firm, Federal I.D. number, address, name of contact person, contact person's email and telephone number date and the subject: **Employee Assistance Program Services, RFP 20-10380-8978**. Appendix C must be signed by an individual who is authorized to negotiate terms, render binding decisions and commit your firm's resources. In addition, it is required that all information requested in Appendix C be provided including information pertaining to location of office performing the work, contact information, listing of all Pennsylvania offices and total number of Pennsylvania employees, and location of company headquarters.

B. Table of Contents

Include a clear identification of the material by section and by page number.

C. Executive Summary

Summarize your understanding of the work to be done and make a positive commitment to perform the work necessary. This section should summarize the key points of your submittal. (Limit to two pages.) Include in this section or in a transmittal letter/cover page a statement regarding full disclosure of any potential conflict with the State Adverse Interest of State

Advisor or Consultant Statute as instructed in Proposal Section 1.6 Contractor Integrity Provisions.

D. Firm Overview

Provide a brief history and description of your firm's business organization and its Employee Assistance Program (EAP) service expertise and experience as it relates to the requirements discussed in Part IV of this RFP. Include the location of offices and the number and types of licensed professionals or clinicians, consultants or other relevant professional staff in each office. Discuss your firm's presence in and commitment to the Commonwealth of Pennsylvania. Include a discussion of the specific expertise and services that distinguish your firm.

If you propose to subcontract any portion of the work described in your response, the subcontracted firm or firms must be identified in this section. The role of the firm or firms should be explained along with a description of the specific expertise and services that the firm or firms contribute to the overall value of your proposal.

E. Provide answers to all questions in Part V – Questionnaire of this RFP.

F. Personnel

Provide the names, proposed roles, background and experience, current professional licenses, office location and availability of the consulting personnel that would perform the **Employee Assistance Program** services as described in Part IV of this RFP. Specifically identify the primary person(s) who will be responsible for managing the relationship with the Commission during this endeavor. Proposer must submit a current resume for all proposed staff listing relevant experience and applicable professional affiliations.

G. Relevant Experience and Expertise

Provide a narrative statement regarding your **Employee Assistance Program** services expertise and experience as it relates to Part IV of this RFP. Additionally, include a statement regarding your understanding of the requirements as outlined in this RFP and your ability to provide **Employee Assistance Program** services in accordance with the same.

Describe your firm's experience in providing similar **Employee Assistance Program** services to other clients, especially other governmental entities and/or similar public/private sector transportation organizations. Describe the business practices that enable you to complete these tasks in an efficient, timely and, at times, expeditious manner.

Provide a list of three references of current clients and three references of former clients for which your firm has performed similar work, as described in this RFP. Clients should be of a similar size and scope to the Commission. Information should include the name, address, and telephone number of the responsible official of the customer, company, or agency who may be contacted.

Include a statement regarding any other specialized **Employee Assistance Program** services your firm may offer.

H. Approach

Describe in narrative form your technical plan for accomplishing the work. Use the requirement descriptions in Part IV-3 of this RFP as your reference point.

Provide a description of all of the deliverables that you will provide including samples, and at a minimum, a table of contents for each deliverable.

Provide relevant samples of deliverables from similar services that your firm was primarily responsible for producing.

II-2 Diverse Business (DB) Requirements (Appendix F).

The Commission's Diverse Business (DB) Requirements for this procurement and a resulting contract are identified in Appendix F. There is no minimum participation level (MPL) for DBs established for this contract. However, the utilization of DBs are encouraged and will be considered as a criterion in the evaluation of proposals and may be considered as a factor in the Commission's selection of a firm for this contract.

The proposer must include in its DB participation submittal that it meets the requirements set forth in the Commission's DB Requirements - Appendix F. In particular, the proposer shall address the section of the DB Requirements labeled, "Actions Required by Proposer during the procurement/consultant selection phase". In addition, the DB participation submittal shall indicate the amount of DB participation incurred in the proposal in terms of dollars committed or percentage of total contract amount.

II-3 Cost Submittal.

The information requested in this section shall constitute your cost submittal. **THE COST SUBMITTAL SHALL BE A SEPARATE DOCUMENT WITHIN THE ELECTRONICALLY SUBMITTED PROPOSAL AND KEPT SEPARATE FROM THE TECHNICAL SUBMITTAL.**

Proposers should **not** include any assumptions in their cost submittals. If the proposer includes assumptions in its cost submittal, the Issuing Office may reject the proposal. Proposers should direct in writing to the Issuing Office pursuant to Part I-11, Questions and Answers of this RFP any questions about whether a cost or other component is included or applies. All Proposers will then have the benefit of the Issuing Office's written answer so that all proposals are submitted on the same basis.

The Proposer must complete **Appendix G** (Cost Breakdown.) Any costs not provided in the cost proposal will be assumed as no charge to the Commission.

The Commission will reimburse the selected Proposer for work satisfactorily performed after execution of a written contract and the start of the contract term, in accordance with contract requirements, and only after the Commission has issued a notice to proceed.

PART III

CRITERIA FOR SELECTION

III-1. Mandatory Responsiveness Requirements. To be eligible for selection, a proposal shall be (a) timely received from a Proposer; and (b) properly signed by the Proposer.

III-2. Technical Nonconforming Proposals. The two (2) Mandatory Responsiveness Requirements set forth in Section III-1 above (a & b) are the only RFP requirements that the Commission will consider to be non-waivable. The Issuing Office reserves the right, in its sole discretion, to (1) waive any other technical or immaterial nonconformities in the proposal, (2) allow the Proposer to cure the nonconformity, or (3) consider the nonconformity in the evaluation of the proposal.

III-3. Proposal Evaluation. Proposals will be reviewed, evaluated, and rated by a Technical Evaluation Team (TET) of qualified personnel based on the evaluation criteria listed below. The TET will present the evaluations to the Professional Services Procurement Committee (PSPC). The PSPC will review the TET's evaluation and provide the Commission with the firm(s) determined to be highly recommended for this assignment.

The Commission will select the most highly qualified firm for the assignment or the firm whose proposal is determined to be most advantageous to the Commission by considering the TET's evaluation and the PSPC's determination as to each firm's rating. In making the PSPC's determination and the Commission's decision, additional selection factors may be considered taking into account the estimated value, scope, complexity and professional nature of the services to be rendered and any other relevant circumstances. Additional selection factors may include, when applicable, the following: geographic location and proximity of the firm, firm's Pennsylvania presence or utilization of Pennsylvania employees for the assignment; equitable distribution of work; diversity inclusion; and any other relevant factors as determined as appropriate by the Commission.

Award will only be made to a Proposer determined to be responsive and responsible in accordance with Commonwealth Management Directive 215.9, Contractor Responsibility Program.

III-4. Evaluation Criteria. The following criteria will be used, in order of relative importance from the highest to the lowest, in evaluating each proposal:

1. Proposer and Personnel Qualifications and Experience

- a. Proposer's relevant experience and expertise in administering Employee Assistance programs as it relates to the requirements discussed in Part IV of this RFP.
- b. Qualifications, experience and competency of professional personnel who will be assigned to the contract by the Proposer including tenure with firm, length of time in the industry and type of experience.
- c. Responses to Part V questionnaire of this RFP.
- d. Financial ability of the Proposer to undertake a project of this size.
- e. Response of references if the Commission elects to solicit them.

2. Approach

- a. Understanding of the Commission's needs and scope of work.

- b. Soundness of proposed approach, methodology, and deliverables for administering Employee Assistance Programs as it relates to the requirements discussed in Part IV of this RFP.
- c. Responsiveness to the Commissions desire for expeditious timeline for completion.
- d. Quality, completeness and applicability of sample deliverables provided.
- e. Responsiveness, organization, and clarity of Proposal.

3. Cost.

While this area may be weighted heavily, it will not normally be the deciding factor in the selection process. The Commission reserves the right to select a proposal based upon all the factors listed above and will not necessarily choose the firm offering the best price. The Commission will select the firm with the proposal that best meets its needs, at the sole discretion of the Commission.

- 4. Commitment to Diversity and Inclusion.** This refers to the inclusion of DB firms, as described in Part II-2. Participation may be measured in terms of total dollars committed or percentage of total contract amount to certified DB firms.

PART IV

WORK STATEMENT

IV-1. Objectives.

a. General. The Pennsylvania Turnpike Commission (Commission) is soliciting proposals from qualified Proposers to secure an Employee Assistance Program (EAP) for its employees.

b. Specific. The Commission is soliciting competitive proposals to provide referrals for counseling services relating to issues such as, but not limited to, stress, marital, medical, emotional, financial, family conflict, work related problems, alcohol and substance abuse, and other related topics. The Proposer will also provide Substance Abuse Professional evaluations and treatment for employees in accordance with the language of United States Department of Transportation (USDOT) regulations and the Commission's Drug Testing Language Memorandum of Understanding and offer the Commission the ability to mandatorily refer an employee for services as a Condition of Continued Employment (COCE) and provide for or refer for a fitness for duty evaluation. Additionally, the Proposer will provide resources and/or referrals to various other resources, such as but not limited to, financial information, legal support, and work-life solutions and provide Critical Incident Stress Management (CISM), as needed. While not a required service of the RFP the Commission is looking for a Proposer who can also provide career transition services.

IV-2. Nature and Scope of the Project.

Background

The Commission is an instrumentality of the Commonwealth of Pennsylvania. As a government agency, the Commission is not governed by the rules, regulations, or legislative requirements of the Employee Retirement Income Security Act (ERISA).

The Pennsylvania Turnpike (Turnpike) is a key transportation route within the state of Pennsylvania and a vital link in the transportation network of the eastern United States. The Turnpike is 552 miles in length from the Delaware River to Ohio, as well as a Northeastern Extension and several Western Expansions. (www.paturnpike.com) The Commission currently employs approximately 1900 employees, with an anticipated reduction in workforce due to the All Electronic Tolling Initiative. We anticipate a reduction of approximately 500 employees by June 2022.

The Commission's current EAP program offers six (6) fully covered counseling visits per issue, per employee and eligible household member or dependent, per calendar year.

In addition to EAP coverage, the Commission's current medical insurance carrier provides for mental health and substance abuse specialized coverage. The Pennsylvania Turnpike Commission Highmark PPO Blue Benefit, Appendix H, outlines the Commission's insurance coverage.

Scope

The Proposer must provide information, evaluation, referral, quality assurance and follow-up services for all Commission employees and their household members or dependents in areas of drug and

alcohol abuse (including evaluation and treatment for employees in accordance with USDOT regulations and the Commission's Drug Testing Language Memorandum of Understanding), mental health, financial, medical, interpersonal, and other related problems. Additionally, the Proposer must offer the Commission the ability to formally refer an employee for services as a COCE and provide for or refer for services for fitness for duty evaluations, in addition to providing Critical Incident Stress Management (CISM), when needed.

To assist the employee or eligible household member/dependent in resolving their problems, the EAP will make available: Confidential evaluations, referrals, case management, crisis management and follow-up.

The Commission's current contract also provides for ten (10) hours of on-site services annually (i.e., CISM and/or training).

IV-3. Requirements.

The EAP will provide a referral for employees and their eligible household members or dependents to at least a minimum of six (6) covered counseling visits per issue, per employee and eligible household member or dependent, per calendar year with a licensed professional or clinician for assessment and treatment of issues such as stress, marital, medical, emotional, financial, legal, family conflict, work related problems, employment or career transition services, alcohol and substance abuse, and other related topics by providing access to a network of resources to offer consultation services. A licensed professional or clinician is defined as a counseling provider with a master's or higher degree in an appropriate field, and licensure or certification as required by state law. The Proposer must be able to refer employees and their eligible household members or dependents across the state to licensed clinicians that accept the Commission's current medical insurance plans (reference **Appendix H**).

The Proposer must provide professional staff coverage and office hours for account management purposes Monday through Friday in accordance with the Commission's calendar of workdays and holidays. The Proposer must provide on-call provisions for emergency, holiday and weekend coverage. The Proposer will also maintain a toll-free telephone number and the necessary trained personnel to conduct initial assessment and referral on a 24-hour, 365-day per year basis.

The Proposer must provide Critical Incident Stress Management, including defusing and debriefing, as required. In-person and group CISM, including defusing and debriefing, should be provided as soon after the event as practically feasible and clinically appropriate. Access to 24/7 telephonic CISM, including defusing and debriefing, is also preferred. The Commission requests an allotment of on-site/telephonic service hours within the per-employee per-month cost. Provide a per-hour pricing for additional CISM services if the Commission exceeds the number of hours included in the per-employee per-month cost in the Cost Submittal section of the proposal.

The Proposer must provide a network of licensed clinicians to provide face-to-face, video, or by phone evaluations preferably within 48-hours of initial contact but in most cases not to exceed 10 business days. Face-to-face evaluations and consultations should always be the preferred method for delivery of services; however, video or telephonic conferencing should be an option if face-to face does not work for the patient. If a virtual appointment is offered, it must be with a licensed clinician local to the patient, so subsequent sessions may be offered face-to-face. The Proposer must establish and

maintain a listing of licensed clinicians based on the geographic needs, and scope of services for the Commission's EAP, and the Commission's medical insurance plans.

The Proposer must provide Substance Abuse Professional (SAP) services as defined by the U.S. Department of Transportation-Federal Motor Carrier Safety Administration, 49 CFR Part 382, and the Commission's Drug Testing Language Memorandum of Understanding (Appendix I). The SAP must meet the criteria specified in the USDOT regulations. An SAP is used in the event of a Commission employee testing positive for alcohol and/or a controlled substance for any applicable testing reason. It does not matter if the employee is in a DOT-covered position or not. The Commission covers the cost of the SAP services in most cases (please reference Appendix I - Drug Testing Language Memorandum of Understanding for more details.)

The Proposer must provide coordinated services for the mandatory referral process including COCEs, fitness for duty evaluations and determinations and threat of violence. Referrals must be provided for fitness for duty and determinations and threat of violence evaluations if these services are not provided for by the Proposer's network of providers.

The Proposer must maintain ongoing communications with licensed clinicians to provide updated information and to solicit comments/feedback regarding the evaluation, referral treatment and follow-up services.

The Proposer must participate in the development of education and training programs for employees, supervisors and union officials. The Proposer will also promote the awareness of services and outreach through the development of related printed materials and/or newsletters and participate in the development of training and promotional materials as required. The Commission requests an allotment of on-site training hours (i.e., topical trainings, health fair participation, etc.) within the per-employee per-month cost. Provide a per-hour pricing for additional training services if the Commission exceeds the number of hours included in the per-employee per-month cost in the Cost Submittal section of the proposal.

The Proposer must provide online services, including access to services, materials, webcasts and other related content. This service must be available on a 24-hour, 365-day per year basis. The website should include a wide array of EAP information, including self-assessment tools, informational topic sheets, communication and promotional materials, etc.

The Proposer must ensure complete client confidentiality for all self-referrals unless the employee has signed a release. The only exception to this is when benefits are requested that require prior Commission approval. All reports and client information are to be retained as required by Federal and State Law.

The Proposer must maintain proper liability coverage and hold the Commission harmless in any action resulting from services provided under this solicitation. The awarded Proposer must be willing to sign the Commission's Business Associates Agreement, regarding compliance with the Health Insurance Portability and Accountability Act (HIPAA).

IV-4. Reports and Project Control.

a. Task Plan. Indicate the activities, responsibilities (both yours and the Commission's), timetable and services you will provide in implementation. Where appropriate, a PERT or GANTT chart display should be used to show project, task, and time relationship. Provide a list of the information you will need from the Commission for implementation.

b. Status Report. A monthly progress report covering activities, problems, and recommendations regarding implementation and the transition.

c. Reports. The Proposer will be required to submit quarterly reports indicating the usage statistics of Commission employees. The Proposer will also provide year-end reports indicating total usage, open cases, closed cases and other information pertaining to EAP usage by the Commission. The reporting must be electronic and should be in a format that can be manipulated. The Commission reserves the right to request ad-hoc reports, as needed and would prefer the option for the Commission's EAP coordinator to run reports him/herself.

i. Data may include, but is not limited to:

- a. Self-referral numbers
- b. Problem types
- c. Number of counseling sessions used by employees and eligible household members/dependents
- d. Number of formal referrals and/or fitness for duty evaluations
- e. Number of CISDs
- f. Number of individuals who called to request a referral, broken down by what type of referral (i.e., counseling, work-life solutions, financial, etc.)
- g. Number of individuals who utilized the website, as well as information pertaining to what topics they explored and/or researched.

PART V

QUESTIONNAIRE

A. Company Background

Please include specific information regarding your company, such as:

1. Years in Employee Assistance Program (EAP) administration.
2. Number of total clients currently contracted with your company.
3. Number of total employees your company serves.
4. Describe the method by which your organization measures its effectiveness (i.e., financial rating, customer satisfaction, number of services provided, etc.).
5. Company financial information and ratings.
6. Explain your future plans for EAP administration.
7. Provide the types of services provided by your company.
8. Explain what differentiates you from your competitor.
9. Describe your company's experience in marketing employee assistance programs services. As an example, describe how your company would market this EAP to Commission employees.

B. Customer Service

1. Include information regarding location, days, and hours of operation.
2. Describe ability to provide dedicated toll-free phone line.
3. Describe the backup plan in the event that there are service issues with the toll-free number.
4. Provide a sample of call center statistics (i.e., average wait times, average call lengths, success rates for referrals).
5. What is the average education level of your call center staff?
6. Describe your company's intake process.
7. Describe your company's process for determining eligibility for counseling sessions.
8. Describe in detail the process your company implements to provide a referral to employees and/or household members/dependents for counseling sessions. The Commission's preference is always for a referral for a face-to-face session with a local licensed clinician. How will you ensure this is the process your employees follow when providing referrals?
9. Describe employee experience and training requirements.
10. Describe the methods by which an employee can contact your company (telephone, email, Internet, etc.).
11. Describe your provider network that you are affiliated with and can provide EAP services to a member. Also indicate the requirements a company needs to be a member of your network.
12. Describe your ability to assist employees affected by employment transition due to technical or automation changes with counseling and career transition services.
13. What type of career transition services do you provide (i.e., individual or group sessions, in person or recorded training, are these services provided by your company or a provider within your network, are these services individualized based on the goals of the specific employee, etc.)
14. Provide a description of training programs that are available to an employer by your company, including information pertaining to wellness and work/life balance issues.
15. Describe how often your company refreshes its content (i.e., trainings, training material, promotional material, etc.)

16. Provide a description of your company's online capabilities, including screenshots of your company's website, and a description of materials and services available online.
17. What platform does your company use to host your online website?
18. Do you anticipate any enhancements or significant changes to this website in the foreseeable future?
19. Describe how your company would provide on-going outreach to employees throughout the term of the agreement.
20. Describe any additional measures your company utilizes to communicate EAP information to employees.
21. Describe the methods by which you promote EAP services to a company and its employees
22. How often will your company provide program updates to employees and/or the Commission EAP Coordinator? Describe how program updates are communicated.
23. Provide your company's Customer Satisfaction Rate.
24. Provide Performance Guarantees (Time to Answer Calls, Abandonment Rate, Customer Satisfaction Rate, Timeliness, Accuracy, etc.) Indicate any cost associated with this service in your cost submittal in accordance with section, II-2 Cost Submittal.
25. Provide samples of a Customer Satisfaction survey. Include the frequency these surveys are conducted.
26. How will you ensure enough of your providers within your network accept the Commission's medical insurance to accommodate employees and their eligible household members or dependents across the state of Pennsylvania?

C. Procedures/Services

1. Describe the procedures to contact EAP in the event of a crisis situation or emergency (i.e., a traumatic event that requires CISM and/or for an employee and/or eligible household member/dependent that is experiencing a personal crisis or emergency).
2. Provide a description of the intake procedure for an individual beginning with the initial contact. Also include information pertaining to intake for an urgent or critical case.
3. What is the average length of time for an employee and/or eligible household member or dependent to receive a referral from the time of their initial call?
4. What is the average length of time for an employee and/or eligible household member or dependent to attend their first appointment with their referred licensed clinician from the time of their initial call to the EAP vendor?
5. Describe your company's procedures for consultation with a supervisor/manager in regards to an intervention with a problem employee, particularly in instances of serious job infractions and/or illegal activity.
6. Provide your company's procedures for coordinating services for employees formally referred to the EAP as a condition of continued employment (COCE).
7. Describe your company's ability to provide Fitness-for-duty evaluations. Does your company handle these evaluations within the scope of the proposed contract? If not, does your company provide referrals to capable providers to be coordinated outside of the scope of the proposed contract?
8. Provide information pertaining to Substance Abuse Professional services as defined by the Department of Transportation-Federal Motor Carrier Safety Administration, 49 CFR Part 382, and the Pennsylvania Turnpike Commission's Drug Testing Language Memorandum of Understanding (Appendix I).

9. Describe how you ensure contracted Substance Abuse Professionals meet Department of Transportation requirements.
10. Describe the process for an employee to obtain a referral to a Substance Abuse Professional per Department of Transportation guidelines.
11. Describe what updates the employer will receive and how often these updates will be provided for SAP programs that the Commission pays for.
12. Provide information pertaining to your procedures when an employee does not attend a scheduled mandatory counseling session.
13. Describe your company's ability to provide additional work-life balance services (i.e., financial, legal etc.)
14. If your company offers additional work-life balance services, describe the procedure for referral of these services and who provides the services.
15. Provide your company's procedures for the delivery of Critical Incident Stress Management interventions, including defusing and debriefing.
16. Describe your average response times for on-site Critical Incident Stress Management interventions, including defusing and debriefing.
17. Describe how your company would provide telephonic Critical Incident Stress Management interventions, including defusing and debriefing.
18. Who would provide the telephonic Critical Incident Stress Management interventions?
19. Describe how you will handle transition of service in the following situations:
 - a. An eligible member is receiving treatment on the effective date of coverage;
 - b. Member is receiving ongoing care requiring specialized management, such as outpatient mental health or substance abuse;
 - c. Member is transitioning from EAP services to mental health/substance abuse services provided under a company's medical coverage;
 - d. Member is receiving treatment for any of the above conditions with a non-participating provider (continuity of care), and
 - e. Member is transitioning from EAP coverage to Employer's health insurance coverage.

D. Account Management

1. Provide background, biographies and location of all individuals on your Account Management Team.
2. Identify if the Commission will be assigned a designated account manager.
3. Fully describe the proposed account management model/structure.
4. Please provide contacts for:
 - a. Implementation Services;
 - b. Daily Account (high-level) Management (i.e., the individual who will be the main point of contact for Human Resources in terms of requesting materials, setting up special services (i.e., CISD), and day-to-day management of the Commission's EAP).
5. How do you handle "Run-out" for an employee using EAP services at the end of a contract?
6. How do you handle "Run-in" for an employee using EAP services at the beginning of a contract?

E. Implementation

1. Describe your implementation process and include a timeline of action items for both your company and the employer.
2. Indicate each team member's role in the implementation process.

3. Will your staff attend onsite meetings?

F. Billing

1. Confirm electronic billing is available.
2. Describe billing process.
3. Describe how bills would be sent to the Commission, including turnaround time, as well as when late fees are assessed.

G. Reporting

1. Explain what standard reports are available.
2. Describe format of reports (i.e., online via website, in email, excel).
3. Describe online reporting capability for the employer.
4. Describe custom report capabilities and turnaround.

H. Miscellaneous

1. Advise how you handle new legislative changes (i.e., how will your organization notify the Commission of any changes that will impact EAP services).
2. Explain your audit process in detail. Explain how you correct any issues that are detected.
3. Explain your HIPAA compliance procedures and the impact of the regulation on communications with the Commission.
4. Explain how your company ensures confidentiality in all aspects of the EAP program.
5. Describe your cancellation policy (i.e., regarding appointments).
6. Describe any additional resources offered.
7. Do you offer direct reimbursement for out of network claims? If so, give details.
8. Explain any processes used to coordinate services with the employee's medical insurance.
9. List the total number of providers within your company's network.
10. Provide a geo-access report of counseling service providers listed in the Employee Census (Appendix J) for each of the following:
 - a. Percent of members with 2 providers within 10 miles
 - b. Percent of members with 2 providers within 15 miles
 - c. Percent of members with 2 providers within 20 miles
 - d. Percent of members that do not have 2 providers within 20 miles

I. References

1. Provide three references of current employer groups of similar size and scope, including contact information.
2. Provide three references of former employer groups of similar size and scope, including contact information.

J. Sample Documents

1. Initial contact Log Information.
2. Employee Intake Documentation.

3. Referral Documentation.
4. Employer Recommendation Documentation.
5. Provider Network Directory.
6. Contracts.
7. Employer and employee communication samples.
8. Copies of EAP promotional materials.
9. Newsletter/monthly update.
10. Medical release forms.
11. Most recent annual report.
12. Quarterly and annual report
13. Flow chart of your procedure for processing, from initial contact by employee, through closing.
14. Invoice.

AGREEMENT

This **AGREEMENT** is made this _____ day of _____, 2020, between the **Pennsylvania Turnpike Commission (“COMMISSION”)**, an instrumentality of the Commonwealth of Pennsylvania, with principal offices at 700 South Eisenhower, Blvd., Middletown, Pennsylvania 17057 (mailing address: P. O. Box 67676, Harrisburg, PA 17106-7676);

AND

(name of contractor) (“**CONTRACTOR**”), a **(state)** corporation, with its principal office at **(address)**.

WITNESSETH:

WHEREAS, the **COMMISSION** desires to satisfy a need for the **(name of solicitation)**;

WHEREAS, by Act No. 211 of the General Assembly of the Commonwealth of Pennsylvania, approved May 21, 1937, and its amendments, the **COMMISSION** is authorized and empowered to enter into an Agreement with the **CONTRACTOR**;

WHEREAS, the **COMMISSION** desires to retain the services of **CONTRACTOR** upon the following terms; and

NOW, THEREFORE, in consideration of these mutual covenants, and intending to be legally bound, the parties agree as follows:

Contractor’s Scope of Work

The **CONTRACTOR** will perform the work described in **(solicitation identification, i.e. RFP number)** dated **(date of solicitation)**, titled **(Title of solicitation)** and the **CONTRACTOR’S** proposal dated **(date of contractor’s proposal)**. These documents are made a part of this Agreement by reference.

Commission’s Responsibilities

(As defined in Section I of the RFP, “Commission Participation”)

The **COMMISSION** shall furnish the **CONTRACTOR** access to key personnel, relevant documents, and adequate workspace for completing the work.

Compensation

For the work, services, and material as defined in this Agreement, the **CONTRACTOR** shall be paid **(insert Commission approved Compensation)**.

The **CONTRACTOR** agrees that the **COMMISSION** may set off the amount of any state tax

liability or other obligation of the **CONTRACTOR** or its subsidiaries to the Commonwealth against any payments due the **CONTRACTOR** under any contract with the **COMMISSION**.

Duration of Agreement [and Renewal]

The term of this Agreement shall be for a period of **(agreement term)** and shall commence on the Effective Date as defined below.

The Effective Date shall be fixed by the **COMMISSION** after the Agreement has been fully executed by the **CONTRACTOR** and by the **COMMISSION**, and after all approvals required by the **COMMISSION** contracting procedures have been obtained.

The term may be extended for **[number]** additional years by a writing signed by both parties.

This Agreement will not terminate until the **COMMISSION** accepts all work as complete and tender's final payment to the **CONTRACTOR**.

OR

The time of completion may be extended if the extension is approved by the **COMMISSION** in the form of a letter signed by the **Chief Engineer or appropriate person the Agreement is for**. This letter will become part of this Agreement. This Agreement will not terminate until the **COMMISSION** accepts all work as complete and tender's final payment to the **CONTRACTOR**.

Termination

The **COMMISSION** may terminate this Agreement at any time upon thirty- (30) calendar days written notice. If this notice is given, the **CONTRACTOR** shall be paid only for the services already rendered upon the date of the notice and for the services rendered to the date of termination, subject to all provisions of this Agreement. The notice will be effective on the date of receipt. The right to cancel may be exercised as to the entire project, or as to any particular phase or phases, part or parts, and upon one or upon several occasions, but any termination may not be revoked except upon written consent of the parties through a supplemental Agreement to this Agreement.

Insurance

The **CONTRACTOR**, prior to execution of this Agreement, shall furnish to the **COMMISSION** the certificates of insurances as required in attached **Exhibit "X"** and made a part of this Agreement.

Diverse Business (DB) Requirements

The **CONTRACTOR** agrees to comply with the requirements set forth in the **COMMISSION'S** DB Requirements - **Exhibit X**, attached and made part of this Agreement. In particular, the **CONTRACTOR** agrees to comply with section (d) Consultant Requirements During Performance of Services.

Assignment and Delegation

The **CONTRACTOR** may not transfer, assign, or delegate any terms of this Agreement, in whole or in part, without prior written permission from the **COMMISSION**.

The **CONTRACTOR** shall not engage the services of any person or persons currently employed by the **COMMISSION**, except with the **COMMISSION's** approval.

The **CONTRACTOR** shall neither assign this contract, in part or in whole, nor the right to any monies due it under this Agreement. Any part of the work to be done or material furnished under the contract shall not be sublet except to those firms indicated as part of the team in the initial Proposal, without the **COMMISSION's** prior consent in the form of a letter signed by the *Department Head (update accordingly)*.

Governing Law

This Agreement will be interpreted according to the laws of the Commonwealth of Pennsylvania.

Observance of Laws

The **CONTRACTOR** agrees to observe all relevant federal, state, and local laws and to obtain in its name all necessary permits and licenses.

Work for Hire

Except for hardware, third party licensed software, and software previously developed by **CONTRACTOR**, all Deliverables, including but not limited to source code, software, specifications, plans, designs and engineering, drawings, data, information or other written, recorded, photographic, or visual materials, trademarks, service marks, copyrights or other Deliverables produced by **CONTRACTOR** or any supplier in the performance of this Agreement shall be deemed "Work Product". All Work Product shall be considered services for hire. Accordingly, except as set forth earlier in this paragraph, all Work Product shall be the exclusive property of the **COMMISSION**. The **CONTRACTOR** agrees to notify the **COMMISSION** in writing before using any of **CONTRACTOR's** previously developed software for services provided under this Agreement. The **CONTRACTOR** and the **COMMISSION** will honor all applicable preexisting licenses, copyrights, trademarks, service marks, and patents. If as part of an expense item under this Agreement, the **CONTRACTOR** purchases the right to any license, the agreements for the use or ownership of such license will be placed in the name of the **COMMISSION** along with all other rights and obligations. In addition, the **CONTRACTOR** will mark all **COMMISSION** content or previously unprotected work product designated by the **COMMISSION** with a notice as follows: "Pennsylvania Turnpike Commission, (Year)".

Audit/Retention of Records

CONTRACTOR and its subcontractors shall maintain books and records related to performance of

this Agreement or subcontract and necessary to support amounts charged to the **COMMISSION** in accordance with applicable law, terms and conditions of this Agreement, and generally accepted accounting practice. **CONTRACTOR** shall maintain these books and records for a minimum of three (3) years after the completion of the Agreement, final payment, or completion of any contract, audit or litigation, whichever is later. All books and records shall be available for review or audit by the **COMMISSION**, its representatives, and other governmental entities with monitoring authority upon reasonable notice and during normal business hours. **CONTRACTOR** agrees to cooperate fully with any such review or audit. If any audit indicates overpayment to **CONTRACTOR**, or subcontractor, the **COMMISSION** shall adjust future or final payments otherwise due. If no payments are due and owing to **CONTRACTOR**, or if the overpayment exceeds the amount otherwise due, **CONTRACTOR** shall immediately refund all amounts which may be due to the **COMMISSION**. Failure to maintain the books and records required by this Section shall establish a presumption in favor of the **COMMISSION** for the recovery of any funds paid by the **COMMISSION** under this Agreement for which adequate books and records are not available to support the purported disbursement.

Dispute Resolution

All questions or disputes regarding any matter involving this Agreement or its breach shall be referred to the Board of Claims of the Commonwealth of Pennsylvania pursuant to 62 Pa.C.S.A. § 1701 *et seq.* If the Board of Claims either refuses or lacks jurisdiction, these questions or disputes shall proceed as provided in 42 Pa.C.S.A. § 7301 *et seq.* (Statutory Arbitration).

The panel of arbitrators will consist of a representative of each of the parties and a third party chosen by the representatives, or if the representatives are unable to choose, by the American Arbitration Association.

Indemnification

The **CONTRACTOR** shall be responsible for, and shall indemnify, defend, and hold harmless the **COMMISSION** and its Commissioners, officers, employees, and agents (the "Indemnified Parties") from all claims, liabilities, damages, and costs including reasonable attorneys' fees, for bodily injury (including death) and damage to real or tangible personal property arising from or related to the negligence or other tortious acts, errors, and omissions of **CONTRACTOR**, its employees, or its subcontractors while engaged in performing the work of this Agreement or while present on the **COMMISSION's** premises, and for breach of this Agreement regarding the use or disclosure of proprietary and confidential information where it is determined that **CONTRACTOR** is responsible for any use of such information not permitted by this Agreement. This indemnification obligation shall not be reduced in any way by any limitation on the amount or type of damages, compensation, or benefits payable by **CONTRACTOR** or its subcontractors under any employee benefit act including but not limited to Workers' Compensation Acts, Disability Benefits Acts, or other Employee Benefit Act.

Data/Information Security Breach Notification

"Breach" shall mean any successful unauthorized acquisition, access, use, or disclosure of

COMMISSION data that compromises the security or privacy of such data.

“Commission Data” means **COMMISSION** provided information and **COMMISSION** related information acquired as a result of the services provided to **COMMISSION** under this Agreement.

CONTRACTOR shall report to the **COMMISSION** any Breach affecting **COMMISSION** Data. The notice to be provided to the **COMMISSION** by **CONTRACTOR** shall be provided without unreasonable delay and no later than within 72 hours of **CONTRACTOR**’s discovery of any Breach. A Breach shall be deemed to be discovered on the first day on which the **CONTRACTOR** knows or reasonably should have known of the Breach. The notice to be provided to the **COMMISSION** by **CONTRACTOR** shall be made in writing to the **COMMISSION**’s Information Security Officer and shall include the following content: (1) the nature of the Breach; (2) the specific Commission Data affected by the Breach; (3) the steps the **CONTRACTOR** is taking to remediate the Breach; and (4) steps the **CONTRACTOR** is taking to mitigate future Breaches. Following notification of the Breach, **CONTRACTOR** shall cooperate with the **COMMISSION**’s investigation of the Breach and provide any other information regarding the Breach or the Commission Data affected which the **COMMISSION** may reasonably request. Should notice to individuals whose information was part of Commission Data be required under any applicable data privacy law, including, but not limited to, individual state data breach notice laws or federal laws such as HIPAA and Gramm Leach Bliley Act, **CONTRACTOR** shall provide the **COMMISSION** with copies of any template notification letters and draft regulatory correspondence for **COMMISSION**’s prior approval. **CONTRACTOR** shall provide any notifications required under the applicable data privacy laws on behalf of the **COMMISSION** at the request of **COMMISSION**. The **COMMISSION** reserves the right to handle any notifications required and shall notify **CONTRACTOR** if the **COMMISSION** will be handling the required notifications. Upon request, **CONTRACTOR** shall provide the **COMMISSION** with its cyber-security policies and procedures. **CONTRACTOR** agrees to reimburse the **COMMISSION** for any and all reasonable costs associated with the **COMMISSION**’s response to **CONTRACTOR**’s Breach, including any fees associated with the **COMMISSION**’s investigation of **CONTRACTOR**’s Breach, notification costs, and any reasonable offer of credit or identity monitoring product.

Security Requirements

The Security Requirements are attached as **Exhibit X** and made a part of this Agreement.

Contractor Integrity Provisions

The Contractor Integrity Provisions are attached as **Exhibit X** and made a part of this Agreement.

Confidentiality Provisions

1. As a consequence of the performance of its duties with the **COMMISSION**, **CONTRACTOR** may learn, be given, or become aware of certain information, including, but not limited to, matters pertaining to internal communications, information, proprietary information, individually identifiable health information, trade practices, business operations, or other sensitive information

collectively known as Confidential Information. Regardless of how transmitted or received by **CONTRACTOR**, whether by receipt, sending, or merely becoming available to **CONTRACTOR** through its relationship to the **COMMISSION**, **CONTRACTOR** agrees to maintain and treat as proprietary and confidential to the **COMMISSION** all such Commission Confidential Information, and shall not discuss, reveal, or use for any purpose outside the performance of its contract with the **COMMISSION** such Commission Confidential Information. Confidential Information shall not include any information that (i) is or becomes available to the public other than as a consequence of a breach by any individual, a partnership, a corporation, an association, a limited liability company, a joint stock company, a trust, a joint venture, an unincorporated organization (each a "Person") of any fiduciary duty or obligation of confidentiality, including, without limitation, catalogues, publications, product descriptions and sales literature that the **COMMISSION** has distributed to the public generally; or (ii) information which at the time of disclosure to the **CONTRACTOR** is in the public domain; or (iii) is disclosed as required by a final, unappealable court order and no suitable protective order, or equivalent remedy, is available, or (iv) the **CONTRACTOR** was aware of prior to its disclosure to the **CONTRACTOR** by the **COMMISSION** from a source not bound by a confidential obligation and the **CONTRACTOR** provides the **COMMISSION** written notice of such fact prior to the execution of this Agreement or promptly upon the **CONTRACTOR**'s learning that the information was Confidential Information; or (v) information which the **CONTRACTOR** can demonstrate with competent written evidence was independently developed by or for the **CONTRACTOR** without use of or reliance on the Confidential Information.

2. With respect to its employees, **CONTRACTOR** agrees to:

- a) require all of its employees to maintain such confidentiality;
- b) take appropriate action against its employees, officers, and subcontractors for any and all violations of this Agreement.

3. With respect to any subcontractors that **CONTRACTOR** wishes to employ to perform any of its obligations under any agreement with the **COMMISSION**, **CONTRACTOR** agrees to require any such approved subcontractor to execute written confidentiality agreements that require each such subcontractor and its employees to comply with all the requirements set forth above.

4. **CONTRACTOR** agrees that any breach of these Confidentiality Provisions may result in civil and/or criminal penalties, for **CONTRACTOR**, its officers and employees, and subcontractors.

5. Notwithstanding any other provision to the contrary, **CONTRACTOR** agrees that these provisions shall survive the termination of this and any and all agreements between the **CONTRACTOR** and the **COMMISSION**.

6. **CONTRACTOR** agrees to treat the information in the same way **CONTRACTOR** treats its own most confidential information and to inform each such person of these provisions.

7. **CONTRACTOR** agrees to immediately notify the **COMMISSION** of any information which comes to its attention which does or might indicate that there has been any loss of confidentiality

or information.

8. **CONTRACTOR** shall return to the **COMMISSION** upon demand any and all Confidential Information entrusted to it by the **COMMISSION** pursuant to this Agreement (including any and all copies, abstracts, compilations or analyses thereof and memoranda related thereto or incorporating the Confidential Information) or the **CONTRACTOR** may request permission from the **COMMISSION**, which permission may be granted or denied in the **COMMISSION**'s sole discretion, to destroy all such Confidential Information and provide a certificate of destruction to the **COMMISSION** signed by the **CONTRACTOR**. The **CONTRACTOR** further agrees that neither itself nor its employees or representatives will copy, in whole or in part, any such Confidential Information without the prior written consent of the **COMMISSION**.

9. **CONTRACTOR** agrees that if they have had or will have an SSAE16 audit that they will comply with and abide by the findings of such audit to protect **COMMISSION** information.

Use of Unmanned Aircraft Systems: (remove if not applicable to this Agreement)

The **CONTRACTOR** shall not use or operate Unmanned Aircraft Systems (UAS) without the express written approval of the **COMMISSION**. Such approval shall be determined upon review and authorization of a written request from the **CONTRACTOR** by the **COMMISSION**'s Legal Department and UAS program managers. If approved, the **CONTRACTOR** shall execute a separate Authorization to Operate UAS or other applicable third-party agreement prepared by the **COMMISSION**'s Legal Department setting forth the necessary indemnification, release and insurance requirements. The Authorization shall define the requirements the **CONTRACTOR** must follow in order to operate UAS within **COMMISSION** right-of-way and property. All approved UAS operations shall be conducted using Small Unmanned Aircraft Rule (Part 107) (14 CFR Part 107) of the Federal Aviation Administration (FAA) Regulations.

Execution in Counterparts

This Agreement may be executed in counterparts, including counterparts transmitted electronically or by facsimile, each of which shall constitute an original of this Agreement.

Entire Agreement

This Agreement, together with any writings either attached as exhibits or incorporated by reference, constitutes the entire understanding between the parties and there are no other oral or extrinsic understandings of any kind between the parties.

Modification

This Agreement may be modified only by a writing signed by both parties.

[SIGNATURES ARE SET FORTH ON THE NEXT PAGE]

IN WITNESS WHEREOF, the **Pennsylvania Turnpike Commission** and **(Contractor Name)** have executed this Agreement by their duly authorized officers on the date written above.

ATTEST:

PENNSYLVANIA TURNPIKE COMMISSION

Ann Louise Edwards
Assistant Secretary-Treasurer

Date

Yassmin Gramian, P.E.
Chair

Date

APPROVED AS TO FORM AND LEGALITY:

Albert C. Peters II
General Litigation & Contracts Counsel

Date

Pennsylvania Attorney General

Date

ATTEST:

(Contractor Name)

Signature_____

Date

Signature_____

Date

Name_____

Name_____

Title_____

Title_____

Federal Tax ID No._____

CONTRACTOR INTEGRITY PROVISIONS

It is essential that those who seek to contract with the Pennsylvania Turnpike Commission (“Commission”) observe high standards of honesty and integrity. They must conduct themselves in a manner that fosters public confidence in the integrity of the Commission contracting and procurement process.

I. DEFINITIONS. For purposes of these Contractor Integrity Provisions, the following terms shall have the meanings found in this Section:

- a. “Affiliate”** means two or more entities where (a) a parent entity owns more than fifty percent of the voting stock of each of the entities; or (b) a common shareholder or group of shareholders owns more than fifty percent of the voting stock of each of the entities; or (c) the entities have a common proprietor or general partner.
- b. “Consent”** means written permission signed by a duly authorized officer or employee of the Commission, provided that where the material facts have been disclosed, in writing, by prequalification, bid, proposal, or contractual terms, the Commission shall be deemed to have consented by virtue of the execution of this contract.
- c. “Contractor”** means the individual or entity, that has entered into this contract with the Commission, and “Contractor Related Parties” means any affiliates of the Contractor and the Contractor’s executive officers, Pennsylvania officers and directors, or owners of 5% or more interest in the Contractor
- d. “Financial Interest”** means either:
 - i. Ownership of more than a five percent interest in any business; or
 - ii. Holding a position as an officer, director, trustee, partner, employee, or holding any position of management.
- e. “Gratuity”** means tendering, giving, or providing anything of monetary value including, but not limited to, cash, travel, entertainment, gifts, meals, lodging, loans, subscriptions, advances, deposits of money, services, employment, or contracts of any kind. See Commission Policy 3.10, Code of Conduct.
- f. “Non-bid Basis”** means a contract awarded or executed by the Commission with Contractor without seeking bids or proposals from any other potential bidder or offeror.

II. In furtherance of this policy, Contractor agrees to the following:

- 1.** Contractor shall maintain the highest standards of honesty and integrity during the performance of this contract and shall take no action in violation of state or federal laws or regulations or any other applicable laws or regulations, or other requirements applicable to Contractor or that govern contracting or procurement with the Commission.

1. Contractor shall establish and implement a written business integrity policy, which includes, at a minimum, the requirements of these provisions as they relate to Contractor activity with the Commission and Commission employees and which is made known to all Contractor employees who are providing services for this agreement or who are otherwise in contact with Commission employees. Posting these Contractor Integrity Provisions conspicuously in easily accessible and well-lighted places customarily frequented by employees working on the agreement shall satisfy this requirement.
3. Contractor, its affiliates, agents, employees and anyone in privity with Contractor shall not accept, agree to give, offer, confer, or agree to confer or promise to confer, directly or indirectly, any gratuity or pecuniary benefit to any person, or to influence or attempt to influence any person in violation of the Public Official and Employees Ethics Act, 65 Pa.C.S. §§1101 et seq.; the State Adverse Interest Act, 71 P.S. §776.1 et seq.; Commission Policy 3.10, Code of Conduct or in violation of any other federal or state law in connection with performance of work under this contract, except as provided in this contract.
4. Contractor shall not have a financial interest in any other contractor, subcontractor, or supplier providing services, labor, or material under this contract, unless the financial interest is disclosed to the Commission in writing and the Commission consents to Contractor's financial interest prior to Commission execution of the contract. Contractor shall disclose the financial interest to the Commission at the time of bid or proposal submission, or if no bids or proposals are solicited, no later than Contractor's submission of the contract signed by Contractor.
5. Contractor certifies to the best of its knowledge and belief that within the last five (5) years Contractor or Contractor Related Entities have not:
 - a. been indicted or convicted of a crime involving moral turpitude or business honesty or integrity in any jurisdiction;
 - b. been suspended, debarred or otherwise disqualified from entering into any contract with any governmental agency;
 - c. had any business license or professional license suspended or revoked;
 - d. had any sanction or finding of fact imposed as a result of a judicial or administrative proceeding related to fraud, extortion, bribery, bid rigging, embezzlement, misrepresentation or anti-trust; and
 - e. been, and is not currently, the subject of a criminal investigation by any federal, state or local prosecuting or investigative agency and/or civil anti-trust investigation by any federal, state or local prosecuting or investigative agency.

If Contractor cannot so certify to the above, then it must submit along with its bid, proposal or contract a written explanation of why such certification cannot be made and the Commission will determine whether a contract may be entered into with the Contractor. The Contractor's obligation pursuant to this certification is ongoing from and after the effective date of the contract through the termination date thereof. Accordingly, the Contractor shall have an obligation to immediately notify the Commission in writing if at any time during the term of the contract it becomes aware of any event which would cause

- the Contractor's certification or explanation to change. Contractor acknowledges that the Commission may, in its sole discretion, terminate the contract for cause if it learns that any of the certifications made herein are currently false due to intervening factual circumstances or were false or should have been known to be false when entering into the contract.
6. Contractor shall comply with the requirements of the Lobbying Disclosure Act (65 Pa.C.S. §13A01 et seq.) regardless of the method of award. If this contract was awarded on a Non-bid Basis, Contractor must also comply with the requirements of the Section 1641 of the Pennsylvania Election Code (25 P.S. §3260a).
 7. When Contractor has reason to believe that any breach of ethical standards as set forth in law, Commission Policy 3.10, Code of Conduct, or these Contractor Integrity Provisions has occurred or may occur, including but not limited to contact by a Commission officer or employee which, if acted upon, would violate such ethical standards, Contractor shall immediately notify the Commission contracting officer or the Chief Compliance Officer in writing.
 8. Contractor, by submission of its bid or proposal and/or execution of this contract and by the submission of any bills, invoices or requests for payment pursuant to the contract, certifies and represents that it has not violated any of these Contractor Integrity Provisions in connection with the submission of the bid or proposal, during any contract negotiations or during the term of the contract, to include any extensions thereof. Contractor shall immediately notify the Commission in writing of any actions for occurrences that would result in a violation of these Contractor Integrity Provisions. Contractor agrees to reimburse the Commission for the reasonable costs of investigation incurred by the Chief Compliance Officer for investigations of the Contractor's compliance with the terms of this or any other agreement between the Contractor and the Commission that results in the suspension or debarment of the Contractor. Contractor shall not be responsible for investigative costs for investigations that do not result in the Contractor's suspension or debarment.
 9. Contractor shall cooperate with the Chief Compliance Officer in investigating any alleged Commission agency or employee breach of ethical standards and any alleged Contractor non-compliance with these Contractor Integrity Provisions. Contractor agrees to make identified Contractor employees available for interviews at reasonable times and places. Contractor, upon the inquiry or request of the Chief Compliance Officer, shall provide, or if appropriate, make promptly available for inspection or copying, any information of any type or form deemed relevant by the Chief Compliance Officer to Contractor's integrity and compliance with these provisions. Such information may include, but shall not be limited to, Contractor's business or financial records, documents or files of any type or form that refer to or concern this contract. Contractor shall incorporate this paragraph in any agreement, contract or subcontract it enters into in the course of the performance of this contract/agreement solely for the purpose of obtaining subcontractor compliance with this provision. The incorporation of this provision in a subcontract shall not create privity of contract between the Commission and any such subcontractor, and no third party beneficiaries shall be created thereby.

- 10.** For violation of any of these Contractor Integrity Provisions, the Commission may terminate this and any other contract with Contractor, claim liquidated damages in an amount equal to the value of anything received in breach of these Provisions, claim damages for all additional costs and expenses incurred in obtaining another contractor to complete performance under this contract, and debar and suspend Contractor from doing business with the Commonwealth. These rights and remedies are cumulative, and the use or non-use of any one shall not preclude the use of all or any other. These rights and remedies are in addition to those the Commission may have under law, statute, regulation, or otherwise.

Proposer Questions			Pennsylvania Turnpike Commission (PTC)		
			Proposer Name:		
#	Page	Section	Section Description	Proposer Question	Commission Response
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					

APPENDIX C – PROPOSAL COVER SHEET
Pennsylvania Turnpike Commission
Employee Assistance Program Services

RFP# 20-10380-8978

Enclosed in three separately sealed submittals is the proposal for the Proposer identified below for the above referenced RFP:

Proposer Information:	
Proposer Company Name	
Proposer Mailing Address	
Proposer Website	
Proposer Contact Person/Title	
Contact Person's Phone Number	
Contact Person's Fax Number	
Contact Person's Email Address	
Proposer Federal ID Number	
Location of Headquarters	
Location of Office(s) Performing the Work	
Listing of all Pennsylvania Offices and Total Number of Pennsylvania Employees	

Submittals Enclosed and Separately Sealed:

<input type="checkbox"/> Technical Submittal <input type="checkbox"/> Diverse Business Participation Submittal <input type="checkbox"/> Cost Submittal
Signature
Signature of an official authorized to bind the Proposer to the provisions contained in the Proposer's proposal: _____
Print Name
Title

An official authorized to bind the Proposer to its provisions must sign the proposal. If the official signs this Proposal Cover Sheet and the Proposal Cover Sheet is attached to the proposal, the requirement will be met.



APPENDIX D – RFP20-10380-8978
COMMISSION SECURITY REQUIREMENTS
Revised: 04/01/2020

General Security Requirements

Vendor shall supply all hosting equipment (hardware and software) required for performance of the contract and ensure maintenance and replacement as necessary to maintain compliance with the Service Level Agreement(s).
The vendor shall warrant all system/software to be delivered free of malware or other malicious or destructive code.
All application code should be written to comply with secure coding guidelines such as the Open Web Application Security Project (OWASP). Scans on custom code should be performed and reviewed to identify coding vulnerabilities prior to moving to production.
In the event of adverse risk findings through an audit or assessment, the vendor shall cooperate with the Commission in remediating any risks to the system, including complying with requests to temporarily take the system offline or otherwise limit access to the system during remediation if warranted.
Vendors must have a plan for compliance with all applicable breach notification laws, including Pennsylvania's Breach of Personal Information Notification Act (73 P.S. Section 2301 et. seq.).
The Commission must be notified in writing within 72 hours of the earliest indication or report of a potential breach or unintended disclosure of confidential information.
Incident response actions that may affect confidential information must be conducted quickly and with ample resources. Vendor must hire a professional third-party incident response team if its inhouse resources do not have sufficient skill or availability.
The Commission shall have the right to view all incident response evidence, reports, communications, and related materials, affecting Commission systems, upon request.
If requested by the Commission, or if required by law, the vendor, at its own cost and expense, shall notify in writing all persons affected by the incident.
The vendor is responsible for hardening all devices to run only the services required to support the application. All unnecessary services must be disabled (for example, UPnP, SLP, etc.).
If Commission user service disruptions are expected, the change must be approved by the Change Review Board (CRB) before implementation.
No generic user accounts for shared resources will be permitted.
Audit logs must be implemented for all systems. All actual or attempted violations of system security must generate an audit log. Audit logs must be secured against unauthorized access or modification.
All account credentials (username/password) must be encrypted during transmission.
All administrator account passwords and SNMP community strings must be changed from the manufacturer's default values to a hardened value.
Any request for access to Commission systems for a non-Commission employee shall include criminal background information furnished by the vendor. The criminal background check must comply with state and federal law and include the results of a PA State-wide check (ePATCH), in addition to a National Criminal Information Database check. If a consultant is working offshore, results of an international background check will be required. IT Security will specify detailed background check requirements based upon the user's country of origin. Access will not be provided until required background checks and documentation are completed and provided by the vendor.



APPENDIX D – RFP20-10380-8978
COMMISSION SECURITY REQUIREMENTS
Revised: 04/01/2020

Hosted/Cloud-Based Security Requirements

The Commission's data must be located and remain within the continental United States.
Vendor shall use commercially reasonable resources and efforts to maintain adequate internet connection bandwidth, service capacity, and ensure its data center and/or other vendors performing subcontracted services have industry standard physical, technical, human, and administrative controls.
Vendor shall house all services and equipment in an operational environment that meets industry standards including climate control, fire and safety hazard detection, redundancy, electrical needs, and physical security.
If Commission employee access is required, then the latest version of ADFS (Active Directory Federated Services), using the latest version of SAML, must be used for authentication and authorization, and the Identity Source must be either the Commission's on-premise ADFS installation or the Commission's Azure AD instance.
When SAML authentication is used for cloud-hosted systems, the vendor must use Provider-side Initiated authentication.
All cloud-based/hosted systems using HTTPS, or any other protocol using SSL/TLS, must use TLS 1.2 or later with a key size no smaller than 2048 bits.
For public-facing systems, the vendor shall utilize a third-party certificate provider who is a recognized and trusted authority in the industry.
The vendor is responsible for sending the Commission system/network vulnerability scan results upon request.
The vendor will supply firewall and IPS logs for malicious intrusion and access attempts into hosted Commission systems upon request.
Vendors must have, and upon request by the Commission, shall provide copies of its information security policies that cover the following elements: <ul style="list-style-type: none">- Data classification and privacy- Security training and awareness- Systems administration, patching, and configuration- Application development and code review- Incident response- Workstation management, mobile devices, and antivirus- Backups, disaster recovery, and business continuity- Regular audits and testing- Requirements for third-party business partners and contractors- Compliance with information security or privacy laws, regulations, or standards
The vendor shall allow the Commission, or an agreed upon third party, to perform security assessments, vulnerability assessments, or audits of systems that contain Commission data.
For systems hosted off the Commission's network, an industry-accepted endpoint protection solution must be operated on all hosting servers.



APPENDIX D – RFP20-10380-8978
COMMISSION SECURITY REQUIREMENTS
Revised: 04/01/2020

On-Prem/Physically-Connected Security Requirements

The Commission's IT Security Team must be allowed to scan, for security vulnerabilities, any new equipment and/or changes to existing equipment before implementation.
The Commission's IT Security team must be given administrator-level access to all installed equipment for incident response and security assessment.
All Microsoft Windows-based systems, connected to the Commission's network, will be joined to the Commission's Active Directory domain and will be patched by the Commission's IT staff on a monthly-basis at a minimum.
The vendor is responsible for updating all non-Windows systems, not operated or administered by the Commission, to the vendors' latest recommended level.
If remote access is needed, the vendor must use HorizonView. If using VPN for remote access, a Commission owned and managed device is required.
If local connectivity to the Commission's network is needed, a Commission-owned and managed device is required. Vendor-owned devices are not permitted to be connected to the network.
The vendor's system/software must co-exist with all industry accepted endpoint software with no exceptions.
The vendor must provide the necessary directory and file exclusions to allow the system/software to operate as intended.

Before starting any work and until completion and final payment is made for the work, or final acceptance of the work, the Contractor will provide and maintain the following minimum levels of insurance at Contractor's own expense. No work may be performed until the required evidence of Insurance is provided in accordance with the terms of the contract. Contractor shall be responsible for ensuring that all Subcontractors hired by the Contractor are properly insured. Contractor shall not permit any such Subcontractors to start work until such evidence has been provided to the Contractor.

- a) All insurance shall be procured from insurers permitted to do business in the State in which the project is taking place and having an A.M. Best Rating of at least "A-, Class VIII".
- b) Contractor shall not have a Self-Insured Retention (SIR) on any policy greater than \$50,000, which is the responsibility of the Contractor. If Contractor's policy(ies) has a Self-Insured Retention exceeding this amount, approval must be received from the Commission prior to starting work. In the event any policy includes an SIR, the Contractor is responsible for payment within the SIR of their policy(ies) and the Additional Insured requirements specified herein shall be offered within the SIR amount(s).
- c) All insurance required herein, except for Professional Liability and Network Security and Privacy Liability Insurance, shall be written on an "occurrence" basis.
- d) The Contractor's insurance carrier(s) shall agree to provide at least thirty (30) days prior written notice to the Commission in the event coverage is canceled or non-renewed, unless cancellation is for non-payment of premium. In the event of cancellation or non-renewal of coverage(s) for any reason, it is the Contractor's responsibility to replace coverage to comply with the Contract requirements so there is no lapse of coverage for any time period.

If the insurance carriers will not issue or endorse their policy(s) to comply with the above it is the responsibility of the Contractor to report any notice of cancellation or non-renewal at least thirty (30) days prior to the effective date of this notice.

- e) Contractor shall provide the Commission with Certificates of Insurance, showing the insurance coverages listed below, ten days prior to the start of work of this Project and thereafter upon renewal or replacement of each coverage. The Contractor shall not begin any work until the Commission has reviewed and approved the Certificate of Insurance.

Failure of the Commission to demand such certificate or other evidence of full compliance with these insurance requirements or failure of the Commission to identify a deficiency from evidence that is provided shall not be construed as a waiver of Contractor's obligation to maintain such insurance.

Upon completion of the contract, an additional certificate(s) of insurance evidencing coverage shall be provided to the Commission with final application for payment.

- f) The Commission, and its Commissioners, officers, employees and agents shall be added as ADDITIONAL INSURED(S) on all required liability policies (except Workers' Compensation, Professional Liability and Network Security and Privacy Liability) for ongoing operations and completed operations on a primary noncontributory basis.

There shall be no "Insured versus Insured Exclusion" on any policies; all policies will provide for "cross liability coverage".

- g) Waiver of Rights of Subrogation: Contractor shall waive all rights of recovery against the Commission and all the additional insureds for loss or damage covered by any of the required insurance, including Workers' Compensation (except Professional Liability and Network Security and Privacy Liability).
- h) The amount of insurance in the required coverages shall not be construed to be a limitation of the liability on the part of the Contractor.
- i) The carrying of insurance described below shall in no way be interpreted as relieving the Contractor of any responsibility or liability under the contract.
- j) Any type of insurance or any increase in limits of liability which the Contractor requires for its own protection or on account of statute shall be its own responsibility and at its own expense.
- k) Contractor shall promptly notify the Commission and the appropriate insurance company(ies) in writing of any accident(s) as well as any claim, suit or process received by the insured Contractor arising in the course of operations under the contract. The Contractor shall forward such documents received to its insurance company(ies), as soon as practicable, or as required by its insurance policy(ies).

REQUIRED COVERAGES - the following may be provided through a combination of primary and excess policies in order to meet the minimum limits set forth below:

1. Workers' Compensation and Employer's Liability:

Provided in the State in which the work is to be performed and elsewhere as may be required and shall include:

- a) Workers' Compensation Coverage: Statutory Requirements
- b) Employers Liability Limits not less than:
- | | |
|----------------------------|-------------------------|
| Bodily Injury by Accident: | \$500,000 Each Accident |
| Bodily Injury by Disease: | \$500,000 Each Employee |
| Bodily Injury by Disease: | \$500,000 Policy Limit |

2. **Commercial General Liability:**

Provided on standard ISO forms or an equivalent form including Premises - Operations, Independent Contractors, Products/Completed Operations, Broad Form Property Damage, Contractual Liability, and Personal Injury and Advertising Injury.

- a) Occurrence Form with the following minimum limits:
 - (1) General Aggregate: \$2,000,000
 - (2) Products/Completed Operations Aggregate: \$2,000,000
 - (3) Each Occurrence: \$1,000,000
 - (4) Personal and Advertising Injury: \$1,000,000

3. **Automobile Liability:**

- a) Coverage to include All Owned, Hired and Non-Owned Vehicles (or "Any Auto"). If Contractor does not have any Owned Vehicles, Contractor is still required to maintain coverage for Hired and Non-Owned Vehicles as either a stand-alone policy or endorsed onto the Commercial General Liability policy above
- b) Minimum per Accident Combined Single Limit \$1,000,000

4. **Commercial Umbrella Liability:**

- a) Policy(ies) to apply on a Following Form Basis of the following:
 - (1) Commercial General Liability,
 - (2) Automobile Liability, and
 - (3) Employers Liability Coverage.
- b) Minimum Limits of Liability
 - Occurrence Limit: \$4,000,000
 - Aggregate Limit (where applicable): \$4,000,000

5. **Professional Liability:**

- a) The definition of "Covered Services" shall include the services required in the scope of this contract.
- b) Minimum Limits of Liability:
 - Per Claim: \$5,000,000
 - Aggregate: \$5,000,000
- c) If the policy is issued on a claims-made form, the following requirements will apply:
 - 1. The retroactive date must be on or before the start of work under this contract;
 - 2. In the event of policy termination, cancellation or non-renewal, the Contractor must purchase "tail coverage/an extended reporting period" or maintain coverage for a period of three (3) years after the completion of their work/final payment.

6. **Network Security and Privacy Liability (may be included in Professional Liability):**
- a) Contractor shall maintain the following coverage including but not limited to:
 - (1) Network Security Liability for third party liability arising out of hacking, network system intrusions, unauthorized access/use to data or systems, distribution of malicious code, denial of service and cyber extortion.
 - (2) Privacy Liability for third party liability arising out of breach of privacy, inclusive of confidential and proprietary business information, HIPAA violations and other breaches of personally identifiable information and /or protected health information that may arise from their work with this contract.
 - b) Minimum Limits of Liability:

Per Claim:	\$5,000,000
Aggregate:	\$5,000,000
 - c) Minimum Limits of Liability:

Privacy Breach Notification and Credit Monitoring:	\$5,000,000 Per Occurrence
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APPENDIX F – RFP20-10380-8978

Pennsylvania Turnpike Commission

DIVERSE BUSINESS (DB) REQUIREMENTS

Diverse Business Participation. The Commission is committed to Diverse Business (DB) participation on competitive contracting opportunities. Firms or entities that have not previously performed work or provided services to the Commission are encouraged to respond to the solicitations. RFPs may include DB participation as part of the criteria for the evaluation of proposals, and the Commission may consider DB participation as a selection factor.

Minimum Participation Level (MPL). The minimum participation level (MPL) for the inclusion of DBs will be established in the RFP/advertisement as a percentage.

(a) General Requirements. Section 303 of Title 74 of the Pennsylvania Consolidated Statutes, 74 Pa.C.S. § 303, requires proposer on contracts funded pursuant to the provisions of Title 74 (Transportation) and 75 (Vehicle Code) administered and issued by the Commission to make Good Faith Efforts to solicit subconsultants that are Diverse Businesses (DBs) as defined in Section 303. The DB requirements of Section 303 apply to this contract.

Section 303 requires proposers to make Good Faith Efforts, as described below, to solicit subconsultants that are DBs during the proposal process to maximize participation of DBs in competitive contracting opportunities.

The Commission is committed to participation by DBs and will enforce the requirements of Section 303 and this section. Failure to make Good Faith Efforts and demonstrate such Good Faith Efforts in the solicitation of subconsultants may result in the proposer being declared ineligible for the contract.

Proposers shall document and submit to the Commission all Good Faith Efforts, as described in this section, to solicit subconsultants that are DBs during the solicitation process.

Proposers are encouraged to utilize and give consideration to consultants offering to utilize DBs in the selection and award of contracts.

Proposers shall not discriminate on the basis of gender, race, creed or color in the award and performance of contracts in accordance with 62 Pa.C.S. §3701.

Failure to comply with the requirements of Section 303 or this specification may result in the imposition of sanctions as appropriate under section 531 of the Procurement Code, 62 Pa.C.S. § 531 relating to debarment and suspension.

The Commission's Director of the Office of Diversity and Inclusion, or designee, is designated the Responsible Official who shall supervise the DB program and ensure that the Commission complies with the DB program.

(b) Definitions. The following definitions apply to terms used in this specification:

1. Disadvantaged Business – A business that is owned or controlled by a majority of persons, not limited to members of minority groups, who are subject to racial, social, ethnic prejudice or cultural bias.

2. Diverse Business – A disadvantaged business, minority-owned or women-owned business or service-disabled veteran-owned or veteran-owned small business that has been certified by a third-party certifying organization.

3. Minority-owned Business – A business owned and controlled by a majority of individuals who are African Americans, Hispanic Americans, Native Americans, Asian Americans, Alaskans or Pacific Islanders.

4. Professional Services – An industry of infrequent, technical or unique functions performed by independent contractors or consultants whose occupation is the rendering of the services, including: (1) design professional services as defined in 62 Pa.C.S. § 901 (relating to definitions); (2) legal services; (3) advertising or public relations services; (4) accounting, auditing or actuarial services; (5) security consultant services; (6) computer and information technology services; and (7) insurance underwriting services.

5. Pro Forma Effort-The act of completing a form or document identifying efforts to solicit DBs for a project in order to satisfy criteria with little or no expectation that the DBs contacted or identified will perform any of the work.

6. Service-Disabled Veteran-Owned Small Business – A business in the United States which is independently owned and controlled by a service-disabled veteran(s), not dominant in its field of operation, and employs 100 or fewer employees.

7. Subconsultant- Any individual, partnership, firm, or corporation entering into a contract with the prime consultant for work under the contract, including those providing professional and other services.

8. Third-party Certifying Organization – An organization that certifies a small business, minority-owned business, women-owned business or veteran-owned small business as a diverse business. The term includes: (1) the National Minority Supplier Development Council; (2) the Women’s Business Development Enterprise National Council; (3) the Small Business Administration; (4) The Department of Veteran Affairs; (5) the Pennsylvania Unified Certification Program.

9. Veteran-owned Small Business –A small business owned and controlled by a veteran or veterans.

10. Women-Owned Business – A business owned and controlled by a majority of individuals who are women.

(c) Actions Required by Proposer during the procurement/consultant selection phase

1. Submission Requirements – Consultant Responsiveness.

- a. **Minimum Participation Level (MPL) Documentation** - If the documentation submitted with the proposal demonstrates that the proposer has identified DBs sufficient to meet the MPL established for this contract, the proposer will be deemed to have satisfied the DB requirement during this phase. The proposer is required to provide the business name and business address of each DB and supporting documentation that includes proof of certification.

If the consultant’s proposal demonstrates the consultant’s inability to meet the MPL established for this contract, the proposer shall demonstrate Good Faith Efforts with its proposal. Failure to submit the required documentation demonstrating Good Faith Efforts as further described below with the proposal may result in a rejection of the proposal.

- b. If no MPL has been established for this contract, the proposer is required to either provide a statement of intent that it will self-perform 100% of the work for the agreement, or demonstrate Good Faith Efforts to solicit subconsultants that are DBs. In either case documentation shall be provided with the proposal.

Failure to submit the required information identified above with the proposal may result in a rejection of the proposal.

2. Good Faith Effort Requirements: The documentation of Good Faith Efforts must include the business name and business address of each DB considered. Supporting documentation must also include proof of certification and any explanation of Good Faith Efforts the proposer would like the Commission to consider. Any services to be performed by a DB are required to be readily identifiable to the agreement. Good Faith efforts are demonstrated by seeking out DB participation in the project given all relevant circumstances. The Commission requires the proposer to demonstrate more than Pro Forma Efforts. Evidence of Good Faith Efforts includes, but is not limited to:

- a. Consultant solicits through all reasonable and available means the interest of all certified DBs with the capacity to perform the scope of work set forth in the agreement.
- b. The proposer must provide written notification at least 5 business days before proposals are due to allow the DBs to respond to the solicitation.
- c. The proposer must determine with certainty if DBs are interested by taking appropriate steps to follow up initial solicitations.
- d. The proposer must make efforts to select portions of the work to be performed by DBs to include, where appropriate, breaking out contract work into economically feasible units to facilitate DB participation;
- e. It is the proposer's responsibility to make a portion of the work available to DBs and, to select those portions of the work, so as to facilitate DB participation.
- f. The proposer shall provide evidence of such negotiations that include the names, addresses, and telephone numbers of DBs considered; A description of the information provided regarding the required work and services for the work selected for subconsultants; and evidence as to why additional agreements could not be reached for DBs to perform the work.
- g. Proposers cannot reject or withhold solicitation of DBs as being unqualified without sound reasons based on a thorough investigation of their capabilities.
- h. The DB's standing within its industry, membership in specific groups, organizations or associations and political or social affiliations (for example union v. non-union employee status) are not legitimate causes for the rejection or non-solicitation of proposals in the proposer's efforts to meet the Good Faith Efforts requirement.
- i. Efforts to assist interested DBs in obtaining bonding, lines of credit or insurance.

3. Actions Taken by the Commission. As part of the proposal review process, the Commission will review the submissions to determine whether the proposer has complied with Section 303 and this requirement in the selection of DB subconsultants. The Commission will determine whether the proposer has either met the MPL or provided acceptable documentation as noted above. The Commission reserves the right to contact proposers for clarification during the review and negotiation process.

If the Commission determines that the proposer has failed to either meet the MPL or provide acceptable documentation as noted above, the proposal may be rejected.

(d) Consultant Requirements During Performance of Services.

1. Replacement of a DB Subconsultant. Consultant must continue good faith efforts through completion of the contract. The obligation to make Good Faith Efforts to solicit subconsultants for any type of service extends to additional work required for any service which is identified to be performed by a DB. If at any time during the performance of the work, it becomes necessary to replace or add a subconsultant that is a DB, the consultant, as appropriate, shall immediately notify the Commission and seek approval in

writing in accordance with the Agreement of the need to replace the DB, which notice shall include the reasons for the replacement. If a prime consultant who originally indicated that it would self-perform all work subsequently decides to use a subconsultant for any work under the contract, the consultant must submit documentation of all Good Faith Efforts as to the work for which a subconsultant is obtained.

2. Records. Maintain project records as are necessary to evaluate DB compliance and as necessary to perform the reporting function addressed below. Maintain all records for a period of 3 years following acceptance of final payment. Make these records available for inspection by the Commission, its designees or agents. These records should indicate:

2.a. The number of DB and non-DB subconsultants and the type of services performed on or incorporated in this project.

2.b. The progress and efforts made in seeking out DB subconsultant organizations and individual DB consultants for work on this project to increase the amount of DB participation and/or to maintain the commitments made at the time of the proposal to DBs.

2.c. Documentation of all correspondence, contacts, telephone calls, and other contacts made to obtain the service of DBs on this project.

3. Reports. Maintain monthly reports and submit reports as required by the Commission concerning those contracts and other business executed with DBs with respect to the records referred to in subsection (e)2. above in such form and manner as prescribed by the Commission. At a minimum, the Reports shall contain the following:

3.a The number of Contracts with DBs noting the type of services provided, including the execution date of each contract.

3.b The amounts paid to each DB during the month, the dates of payment, and the overall amounts paid to date. If no payments are made to a DB during the month, enter a zero (\$0) payment.

3.c Upon request and upon completion of individual DB firm's work, submit paid invoices or a certification attesting to the actual amount paid. In the event the actual amount paid is less than the award amount, a complete explanation of difference is required.

4. Subconsultant Contracts

4.a. Subcontracts with DB firms will not contain provisions waiving legal rights or remedies provided by laws or regulations of the Federal Government or the Commonwealth of Pennsylvania or the Commission through contract provisions or regulations.

4.b. Prime consultant will not impose provisions on DB subconsultants that are more onerous or restrictive than the terms of the prime's contract with non-DBs.

4.c. Executed copies of subcontracts/purchase orders are to be received by the Commission before the commencement of work by the DB.

5. Payments to DB Subconsultants. Payments to DBs are to be made in accordance with the prompt payment requirements of Chapter 39, Subchapter D of the Procurement Code, 62 Pa.C.S. §3931 et seq. Performance of services by a DB subconsultant in accordance with the terms of the contract entitles the subconsultant to payment.

(e) Actions to be Taken by Commission After Performance of Services. Following completion of the Consultant's services, the Director of the Commission's Office of Diversity and Inclusion or his/her designee will review the overall DB participation to assess the Consultant's compliance with Section 303 and this contract. Appropriate sanctions may be imposed under 62 Pa.C.S. § 531 (relating to debarment or suspension) for a Consultant's failure to comply with Section 303 and the requirements of the contract.

Appendix G – Cost Submittal

RFP – 20-10380-8978

Proposer Name – _____

Cost Breakdown – Itemize to show the following for each category:

Required Services	Cost
A fixed fee based on a per-employee-per month (PEPM) count of active Commission employees (including Supplemental employees)	
Cost for the services of a Substance Abuse Professional (SAP) relating to incidents of alcohol and/or controlled substance usage	
Cost per hour for any service provided by the Proposer for Critical Incident Stress Management (CISM)	
Cost per hour for any service provided by the Proposer for training	
Cost for formal referral for Condition of Continued Employment	
Any other cost not identified above (i.e., communications materials, broker's fees), including any other service not included in the PEPM cost	
Optional Services	Cost
Cost per hour and/or employee for any service provided by the Proposer for career transition services	
Cost for fitness for duty evaluation	
Any other cost not identified above (i.e., communications materials, broker's fees), including any other service not included in the PEPM cost.	

Pennsylvania Turnpike Commission –Groups 2527400, 01, 02, 03,04, 05,06, 07 08, 09, 30, 2554848, 49

PPO Blue Benefit Summary – Effective January 1, 2020

On the chart below, you'll see what your plan pays for specific services. You may be responsible for a facility fee, clinic charge or similar fee or charge (in addition to any professional fees) if your office visit or service is provided at a location that qualifies as a hospital department or a satellite building of a hospital.

Benefit	Network	Out-of-Network
General Provisions		
Benefit Period(1)	Calendar Year	
Deductible (per benefit period)		
Individual	None	\$400
Family	None	\$800
Plan Pays – payment based on the plan allowance	100%	70% after deductible
Out-of-Pocket Limit (Once met, plan pays 100% coinsurance for the rest of the benefit period)		
Individual	None	\$1,500
Family (Aggregate)	None	\$3,000
Office/Clinic/Urgent Care Visits		
Retail Clinic Visits	100% after \$25 copayment	70% after deductible
Primary Care Provider Office Visits	100% after \$15 copayment	70% after deductible
Specialist Office & Virtual Visits	100% after \$25 copayment	70% after deductible
Virtual Visit Originating Site Fee	100%	70% after deductible
Urgent Care Center Visits	100% after \$25 copayment	70% after deductible
Telemedicine Services(5)	100% after \$15 copayment	Not Covered
Preventive Care(2)		
Routine Adult		
Physical exams	100% after \$15 copayment	70% after deductible
Adult immunizations	100%	70% after deductible
Colorectal cancer screening	100%	70% after deductible
Routine gynecological exams, including a Pap Test	100% after \$25 copayment	70% no deductible
Mammograms, annual routine and medically necessary	100%	70% after deductible
Prostate Cancer Screening (PSA) - Males (excludes lab work)	100%	70% after deductible
Diagnostic services and procedures	100%	One examination per benefit period 70% after deductible
Routine Pediatric		
Physical exams	100% after \$15 copayment	70% after deductible
Pediatric immunizations	100%	70% no deductible
Diagnostic services and procedures	100%	70% after deductible
Hospital and Medical/Surgical Expenses (including maternity)		
Hospital Inpatient	100%	70% after deductible
Hospital Outpatient	100%	70% after deductible
Maternity (non-preventive facility & professional services) Includes Dependent Daughter	100%	70% after deductible
Medical Care (except office visits) Includes Inpatient Visits and Consultations	100%	70% after deductible
Surgical Expenses (except office visits) Includes Assistant Surgery, Anesthesia, Sterilization and Reversal Procedures. Excludes Neonatal Circumcision	100%	70% after deductible
Emergency Services		
Emergency Room Services	100% after \$50 copayment; Observation care for multiple dates of service for the same claim, a \$50 copay will apply for each 3 floating day period (waived if admitted as an inpatient)	
Ambulance - Emergency	100% no deductible	
Ambulance – Non-Emergency	100%	70% after deductible

Customized

Benefit	Network	Out-of-Network
Mental Health/Substance Abuse		
Inpatient Mental Health	100%	70% after deductible
Inpatient Detoxification/Rehabilitation	100%	70% after deductible
Outpatient Mental Health	100% after \$25 copayment One copay per provider per date of service	70% after deductible
Outpatient Substance Abuse	100% after \$25 copayment	70% after deductible
Therapy and Rehabilitation Services		
Physical Medicine - (Outpatient) (Multiple therapy benefit) one copayment per provider per date of service when performed with Therapy or Office Visit Services	100% after \$25 copayment 20 visits/benefit period	70% after deductible
Respiratory Therapy	100%	70% after deductible
Spinal Manipulations (Multiple therapy benefit) one copayment per provider per date of service when performed with Therapy or Office Visit Services	100% after \$25 copayment 20 visits/benefit period	70% after deductible
Speech & Occupational Therapy Outpatient (Multiple therapy benefit) one copayment per provider per date of service when performed with Therapy or Office Visit Services	100% after \$25 copayment 12 visits per therapy/benefit period	70% after deductible
Other Therapy Services - Cardiac Rehabilitation, Chemotherapy, Radiation Therapy, Dialysis and Infusion Therapy	100%	70% after deductible
Other Services		
Allergy Extracts and Injections	100%	70% after deductible
Assisted Fertilization Procedures	Not Covered	
Dental Services Related to Accidental Injury	100%	70% after deductible
Diabetes Treatment	100%	70% after deductible
Diagnostic Services		
Advanced Imaging (MRI, CAT, PET scan, etc.)	100%	70% after deductible
Basic Diagnostic Services (standard imaging, diagnostic medical, lab/pathology, allergy testing)	100%	70% after deductible
Durable Medical Equipment, Orthotics and Prosthetics	100%	70% after deductible
Hearing Care Services	100%	70% after deductible
	Combined Limit: \$350 allowance per 36 month period (hearing aid must be purchased within 6 months of evaluation)	
Home Health Care (Excludes Respite Care)	100%	70% after deductible
	90 visits/benefit period	
Hospice (Includes Respite Care)	100%	70% after deductible
Infertility Counseling, Testing and Treatment(3)	100%	70% after deductible
Oral Surgery	100%	70% after deductible
Private Duty Nursing	100%	70% after deductible
	240 hours/benefit period	
Skilled Nursing Facility Care	100%	70% after deductible
	100 days/benefit period	
Transplant Services	100%	70% after deductible
Precertification Requirements(4)	Yes	

(1)Your group's benefit period is based on a Calendar Year.

(2)Services are limited to those listed on the Highmark Blue Shield Preventive Schedule with Enhancements. Gender, age and frequency limits may apply.

(3)Treatment includes coverage for the correction of a physical or medical problem associated with infertility. Infertility drug therapy may or may not be covered depending on your group's prescription drug program.

(4)Highmark Blue Shield Medical Management & Policy (MM&P) must be contacted prior to a planned inpatient admission or within 48 hours of an emergency or maternity-related inpatient admission. Be sure to verify that your provider is contacting MM&P for precertification. If not, you are responsible for contacting MM&P. If this does not occur and it is later determined that all or part of the inpatient stay was not medically necessary or appropriate, you will be responsible for payment of any costs not covered.

(5) Services are provided for acute care for minor illnesses. Services must be performed by a Highmark approved telemedicine provider. Virtual Behavioral Health visits provided by a Highmark approved telemedicine provider are eligible under the Outpatient Mental Health benefit.

Customized

Drug Testing Language Proposal
between
The Pennsylvania Turnpike Commission
and
Teamsters Locals 77 & 250

Article 35

Section 3. Drug Testing

PREAMBLE

While abuse of alcohol and drugs among our members/employees is the exception rather than the rule, Teamsters Local Unions 77 and 250 and the Employer signatory to this Agreement share the concern expressed by many over the growth of substance abuse in American society.

The parties have agreed that the Drug and Alcohol Abuse Program will be modified in the event that further federal legislation or Department of Transportation regulations provide for revised testing methodologies or requirements. The parties have incorporated the appropriate changes required by the applicable DOT drug testing rules under 49 CFR Parts 40 and 382, and agree that if new federally mandated changes are brought about, they too will become part of this Agreement. The drug testing procedure, agreed to by labor and management, incorporates state-of-the-art employee protections during specimen collection and laboratory testing to protect the innocent and ensures the Employer complies with all applicable DOT drug and alcohol testing regulations. In order to eliminate the safety risks which result from alcohol or drugs, the parties have agreed to the following procedures:

NMFA UNIFORM TESTING PROCEDURE

A. Probable Suspicion Testing

In cases in which an employee is acting in an abnormal manner and at least one (1) supervisor, two (2) if available, have probable suspicion to believe that the employee is under the influence of controlled substances and/or alcohol, the Employer may require the employee (in the presence of a union shop steward, if possible) to undergo a urine specimen collection and a breath alcohol analysis as provided in Section 4B. The supervisor(s) must have received training in the signs of drug intoxication in a prescribed training program which is endorsed by the Employer. The Commission agrees to provide information on what type and the length of training provided to those Supervisors at the request of the Union. A list of Supervisors that have received training pursuant to Section 382.603 of the FMCSR shall be provided to the Union yearly in January. Probable suspicion means suspicion based on specific

personal observations that the Employer representative(s) can describe concerning the appearance, behavior, speech or breath odor of the employee. The observations may include the indication of chronic and withdrawal effects of controlled substances. The supervisor(s) must make a written statement of these observations within twenty-four (24) hours. A copy must be provided to the shop steward or other union official after the employee is discharged. Suspicion is not probable and thus not a basis for testing if it is based solely on third (3rd) party observation and reports. The employee shall not be required to waive any claim or cause of action under the law. For all purposes herein, the parties agree that the terms "probable suspicion" and "reasonable cause" shall be synonymous. Any employee testing positive for controlled substances and/or alcohol under this section will be entitled to the same provisions under section 3 J.

The following collection procedures shall apply to all types of testing:

A refusal to provide a urine specimen or undertake a breath analysis will constitute a presumption of intoxication and the employee will be subject to discharge without receipt of a prior warning letter. If the employee is unable to produce 45mL of urine, he/she shall be offered up to forty ounces of fluid to drink and shall remain at the collection site under observation until able to produce a 45mL specimen, for a period of up to three (3) hours from the first unsuccessful attempt to provide the urine specimen. If the employee is still unable to produce a 45mL specimen, the Employer shall direct the employee to undergo an evaluation which shall occur within five business days, by a licensed physician, acceptable to the MRO who has the expertise in the medical issues concerning the employee's inability to provide an adequate amount of urine. If the physician and MRO conclude that there is no medical condition that would preclude the employee from providing an adequate amount of urine, the MRO will issue a ruling that the employee refused the test. If an employee is unable to provide sufficient breath sample for analysis, the procedures outlined in the DOT regulations shall be followed for all employees. Such employees shall be evaluated by a licensed physician, acceptable to the Employer, who has the expertise in the medical issues concerning the employee's failure to provide an adequate amount of breath. Absent a medical condition, as determined by the licensed physician, said employee will be regarded as having refused to take the test. The Employer will adhere to DOT regulations for employees who are unable to provide a urine or breath specimen due to a permanent or long-term medical condition. Contractual time limits for disciplinary action, as set forth in the Collective Bargaining Agreement, shall begin on the day on which specimens are taken. In the event the Employer alleges only that the employee is intoxicated on alcohol and not drugs, previously agreed-to procedures under the Collective Bargaining Agreement for determining alcohol intoxication shall apply.

In the event the Employer is unable to determine whether the abnormal behavior is due to drugs or alcohol, the drug testing procedure contained herein and the breath alcohol testing procedure contained in Section 4B shall be used. If the laboratory results are not known prior to the expiration of the contractual time period for disciplinary action, the cause for disciplinary action shall specify that the basis for such disciplinary action is for "alcohol and/or drug intoxication".

B. DOT Random Testing

It is agreed by the parties that random urine drug testing will be implemented only in accordance with the DOT rules under 49 CFR Part 382, Subpart C.

The method of selection for random urine drug testing will be neutral so that all employees subject to testing will have an equal chance to be randomly selected.

The term "employees subject to testing" under this agreement is meant to include any employee required to have a Commercial Drivers License (CDL) under the Department of Transportation regulations.

Employees out on long term injury or disability for any reason shall not be tested.

The provisions of Article 35, Section 3 F 3 (Split Sample Procedures), and Article 35, Section 3 J 1 (One-Time Rehabilitation), shall apply to random urine drug testing and probable suspicion testing.

C. Non-Suspicion-Based Post-Accident Testing

Non-suspicion-based post-accident testing is defined as urine drug testing as a result of an accident which meets the definition of an accident as outlined in the Federal Motor Carrier Safety Regulations. Urine drug testing will be required after accidents meeting the following conditions and drivers are required to remain readily available for testing for thirty-two (32) hours following the accident or until tested.

Employees subject to non-suspicion-based post-accident drug testing shall be limited to those employees subject to DOT drug testing, who are involved in an accident where there is:

- (i) a fatality, or;
- (ii) a citation under State or local law is issued to the driver for a moving traffic violation arising from the accident in which
 - (a) bodily injury to a person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident, or
 - (b) one or more motor vehicles incurring disabling damage as a result of the accident, requires the vehicle(s) to be transported away from the scene by a tow truck or other vehicle.

The driver has the responsibility to make himself/herself available for urine drug testing within the thirty-two (32) hour period in accordance with the procedures outlined in this Subsection. The driver is responsible to notify the Employer upon receipt of a citation and to note receipt thereof on the accident report. Failure to so notify the Employer shall subject the driver to disciplinary action.

If a driver receives a citation for a moving violation more than thirty-two (32) hours after a reportable accident, he/she shall not be required to submit to post-accident urine drug testing.

The Employer shall make available a urine drug testing kit and an appropriate collection site for the driver to provide specimens.

The provisions of Article 35, Section 3 F 3 (Split Sample Procedures), and Article 35, Section 3 J 1 (One-Time Rehabilitation), shall apply to non-suspicion-based post-accident urine drug testing.

D. Chain of Custody Procedures

Any specimens collected for drug testing shall follow the DHHS/DOT (Department of Health and Human Services/ Department of Transportation) specimen collection procedures. At the time specimens are collected for any drug testing, the employee shall be given a copy of the specimen collection procedures. In the presence of the employee, the specimens are to be sealed and labeled. As per DOT regulations, it is the employee's responsibility to initial the seals on the specimen bottles, additionally ensuring that the specimens tested by the laboratory are those of the employee.

The required procedure follows:

When urine specimens are to be provided, at least 45 mL of specimen shall be collected. At least 30 mL shall be placed in one (1) self-sealing, screw-capped or snap-capped container. A urine specimen of at least 15mL shall be placed in a second (2nd) such container. They shall be sealed and labeled by the collector, and initialed by the employee without the containers leaving the employee's presence. The employee has the responsibility to identify each container and initial same. Following collection, the specimens shall be placed in the transportation container together with the appropriate copies of the chain of custody form. The transportation container shall then be sealed in the employee's presence. The container shall be sent to the designated testing laboratory at the earliest possible time by the fastest available means.

In this urine collection procedure, the donor shall urinate into a collection container capable of holding at least 55 mL, which shall remain in full view of the employee until transferred to tamper-resistant urine bottles, and sealed and labeled, and the employee has initialed the bottles.

It is recognized that the Specimen Collector is required to check for sufficiency of specimen, acceptable temperature range, and signs of tampering, provided that the employee's right to privacy is guaranteed and in no circumstances may observation take place while the employee is producing the urine specimens, unless required by DOT regulations. If it is established that the employee's specimen is outside of the acceptable temperature range or has been intentionally tampered with or substituted by the employee, the employee will be required to immediately submit an additional specimen under direct observation. Also, if it is established that the employee's specimen has been intentionally tampered with or substituted by the employee, the employee is subject to discipline as if the specimen tested positive. In order to deter adulteration of the urine specimen during the collection process, physiologic determinations for creatinine, specific gravity, pH, and any substances that may be used to adulterate the specimen shall be performed by the laboratory. If the laboratory suspects the presence of an interfering substance/adulterant that could make a test result invalid, but the initial laboratory is unable to identify it, the

specimen must be sent to another HHS certified laboratory that has the capability of doing so.

Any findings by the laboratory that indicate that a specimen is adulterated as a result of the fact that it contains a substance that is not expected to be present in human urine; a substance that is expected to be present is identified at a concentration so high that it is not consistent with human urine; or has physical characteristics which are outside the normal expected range for human urine shall be immediately reported to the Company's Medical Review Officer (MRO). The parties recognize that the key to chain of custody integrity is the immediate sealing and labeling of the specimen bottles in the presence of the tested employee. If each container is received undamaged at the laboratory properly sealed, labeled and initialed, consistent with DOT regulations as certified by the laboratory, the Employer may take disciplinary action based upon the MRO's ruling.

E. Urine Collection Kits and Forms

The contents of the urine collection kit shall be as follows:

1. The kit shall include a specimen collection container capable of holding at least fifty-five (55) mL of urine and contains a temperature reading device capable of registering the urine temperature specified in the DOT regulations.
2. Two (2) plastic bottles that are capable of holding at least thirty-five (35) mL, have screw-on or snap-on caps, and markings clearly indicating the appropriate levels for the primary (30 mL) and split (15 mL) specimens.
3. A uniquely numbered (i.e. Specimen Identification Number) DOT approved chain of custody form with similarly numbered Bottle Custody Seals, and a transportation kit seal (e.g., Box Seal) shall be utilized during the urine collection process and completed by the collection site person. In the case of probable suspicion or other contractually required testing, a Non-DOT chain of custody form will be used for the testing of Non-DOT employees. The appropriate laboratory copies are to be placed into the transportation container with the urine specimens. The exterior of the transportation kit shall then be secured, e.g., by placing the tamper-proof Box Seal over the outlined area.
4. Shrink-wrapped or similarly protected kits shall be used in all instances.

F. Laboratory Requirements

1. Urine Testing

In testing urine samples, the testing laboratory shall test specifically for those drugs and classes of drugs and adulterants employing the test methodologies and cutoff levels covered in the DOT Regulations 49 CFR, Part 40.

2. Specimen Retention

All specimens deemed positive, adulterated, substituted, or invalid by the laboratory, according to the prescribed guidelines, must be retained at the laboratory for a period of one (1) year.

3. Split Sample Procedure

The split sample procedure is required for all employees selected for urine drug testing. When any test kit is received by the laboratory, the "primary" sealed urine specimen bottle shall be immediately removed for testing, and the remaining "split" sealed specimen bottle shall be placed in secured storage. Such specimen shall be placed in refrigerated storage if it is to be tested outside of the DOT mandated period of time.

The employee will be given a shrink-wrapped or similarly protected urine collection kit. After receiving the specimen, the collector shall pour at least 30 mL of urine into the specimen bottle and at least 15 mL into the second split specimen bottle. Both bottles shall be sealed in the employee's presence, initialed by the employee, then forwarded to an accredited laboratory for testing. If the employee is advised by the MRO that the first (1st) urine sample tested positive, adulterated, or substituted, in a random, return to duty, follow-up, probable suspicion or post accident urine drug test, the employee may, within seventy-two (72) hours of receipt of the actual notice, request from the MRO that the second (2nd) urine specimen be forwarded by the first laboratory to another independent and unrelated accredited laboratory of the parties' choice for GC/MS confirmatory testing for the presence of the drug, or other confirmatory testing for adulterants, or to confirm that the specimen has been substituted as defined in 49 CFR Part 40. If the employee chooses to have the second (2nd) sample analyzed, he/she shall at that time execute a special check-off authorization form to ensure payment by the employee. Split specimen testing will conform to the regulations as defined in 49 CFR Part 40. If the employee chooses the optional split sample procedure, and so notifies his Employer, disciplinary action can only take place after the MRO reports a positive, adulterated, or substituted result on the primary test and the MRO reports that the testing of the split specimen confirmed the result. However, the employee may be taken out of service once the MRO reports a positive, adulterated, or substituted result based on the testing of the primary specimen while the testing of the split specimen is being performed. If the second (2nd) test confirms the findings of the first laboratory and the employee wishes to use the rehabilitation options of this Section, the employee shall reimburse the Employer for the cost of the second (2nd) sample's analysis before entering the rehabilitation program. If the second (2nd) laboratory report is negative, for drugs, adulterants, or substitution, the employee will be reimbursed for the cost of the second (2nd) test and for all lost time. It is also understood that if an employee opts for the split sample procedure, contractual time limits on disciplinary action in the Supplements are waived.

4. Laboratory Accreditation

All laboratories used to perform urine drug testing pursuant to this Agreement must be certified by Health and Human Services under the National Laboratory Certification Program (NLCP).

G. Laboratory Testing Methodology

1. Urine Testing

The initial testing shall be by, immunoassay which meets the requirements of the Food and Drug Administration for commercial distribution. The initial cutoff levels used when screening urine specimens to determine whether they are negative or positive for various classes of drugs shall be those contained in the Scientific and Technical Guidelines for Federal Drug Testing Programs (subject to revision in accordance with subsequent amendments to the HHS Guidelines).

All specimens identified as positive on the initial test shall be confirmed using gas chromatography/mass spectrometry (GC/MS) techniques. Quantitative GC/MS confirmatory procedures for drugs and confirmatory procedures for specimens that are initially identified as being adulterated or substituted shall comply with the testing protocols mandated by the Scientific and Technical Guidelines for Federal Drug Testing Programs (subject to revision in accordance with subsequent amendments to the HHS Guidelines).

Validity testing shall be conducted on all specimens, pursuant to HHS requirements, to determine whether they have been adulterated or substituted. All specimens which test negative on either the initial test or the GC/MS confirmation test shall be reported only as negative, unless they are confirmed to be adulterated, substituted, or invalid. Only specimens which test positive on both the initial test and the GC/MS confirmation test shall be reported as positive. Specimens that are confirmed to be adulterated or substituted shall be reported as such.

When a grievance is filed as a result of a drug test that is ruled positive, adulterated, or substituted, the Employer shall provide a copy of the MRO ruling to the Union.

Where Schedule I and II drugs are detected, the laboratory is to report a positive test based on a forensically acceptable positive quantum of proof. All positive test results must be reviewed by the certifying scientist and certified as accurate.

2. Prescription and Non-prescription Medications

If an employee is taking a prescription or non-prescription medication in the appropriate described manner he/she will not be disciplined. Medications prescribed for another individual, not the employee, shall be considered to be illegally used and subject the employee to discipline.

3. Medical Review Officer (MRO)

The Medical Review Officer (MRO) shall be a licensed physician with the knowledge of substance abuse disorders, issues relating to adulterated and substituted specimens, possible medical causes of specimens having an invalid result, and applicable DOT agency regulations. In addition, the MRO shall keep current on applicable DOT agency regulations and comply with the DOT qualification training and continuing education requirements. The MRO shall review all urine drug test results from the laboratory and shall examine alternate medical explanations for tests reported as positive, adulterated, or substituted, as well as those results reported as invalid. Prior to the final decision to verify a urine drug test result, all employees shall have the opportunity to discuss the results with the MRO. If the employee declines to

Speak with the MRO, or the employee fails to contact the MRO within 72 hours of being notified to do so by the Employer, or if the MRO is unable to contact the employee within ten (10) days of the receipt of the drug test result being reported to him by the laboratory, then the MRO may report the result to the Employer.

4. Substance Abuse Professional (SAP)

The Substance Abuse Professional (SAP), as provided in the regulations, means a licensed physician (Medical Doctor or Doctor of Osteopathy), or a licensed or certified psychologist, social worker, or employee assistance professional, or a drug and alcohol counselor (certified by the National Association of Alcoholism and Drug Abuse Counselors Certification Commission or by the International Certification Reciprocity Consortium/Alcohol & Other Drug Abuse). All must have knowledge of and clinical experience in the diagnosis and treatment of alcohol and controlled substance-related disorders and be knowledgeable of the SAP function as it relates to Employer interest in safety-sensitive functions, and applicable DOT agency regulations. In addition, the SAP shall comply with the DOT qualification training and continuing education requirements.

H. Leave of Absence Prior to Testing

1. An employee shall be permitted to take leave of absence in accordance with the FMLA or applicable State leave laws for the purpose of undergoing treatment pursuant to an approved program of alcoholism or drug use. The leave of absence must be requested prior to the commission of any act subject to disciplinary action.

2. Employees requesting to return to work from a voluntary leave of absence for drug use or alcoholism shall be required to submit to testing as provided for in Part J of this Section. Failure to do so will subject the employee to discipline including discharge without the receipt of a prior warning letter.

The provisions of this Section shall not apply to probationary employees.

I. Disciplinary Action Based on Positive, Adulterated, or Substituted Test Results

Consistent with past practice under this Agreement, and notwithstanding any other language in any Supplement, the Employer may take disciplinary action based on the test results as follows:

1. If the MRO reports that a urine drug test is positive, adulterated, or substituted, the employee shall be subject to discharge except as provided in Part J.

2. The following actions shall apply in probable suspicion testing based on DOT and contractual mandates.

a. If the urine drug test is positive, adulterated, or substituted, according to the procedures described in Part G, the employee shall be subject to discharge.

b. If the breath alcohol test results show a blood alcohol concentration equal to or above the level previously determined by the Collective Bargaining Agreement for

alcohol intoxication, the employee shall be subject to discharge pursuant to the Collective Bargaining Agreement.

c. If the breath alcohol test is negative and the urine drug test is negative, the employee shall be immediately returned to work and made whole for all lost earnings.

J. Return to Employment After a Positive Urine Drug Test

1. Any employee with a positive, adulterated, or substituted urine drug test result, thereby subjecting the employee to discipline, shall be granted reinstatement on a one (1) - time lifetime basis if the employee successfully completes a course of education and/or treatment program as recommended by the Substance Abuse Professional (SAP). The SAP will recommend a course of education and/or treatment with which the employee must demonstrate successful compliance prior to returning to DOT safety-sensitive duty. The SAP will refer him/her to a treatment program which has been approved by the applicable Health and Welfare Fund, where such is the practice. Any cost of evaluation, education and/or treatment over and above that paid for by the applicable Health and Welfare Fund, must be borne by the employee.

2. Employees electing the one-time lifetime evaluation and/or rehabilitation must notify the Company within ten (10) days of being notified by the Company of a positive, adulterated, or substituted urine drug test. The evaluation process and education and/or treatment program must take a minimum of ten (10) days. The employee must begin the evaluation process and education and/or treatment program within fifteen (15) days after notifying the Company. The employee must request reinstatement promptly after successful completion of the education and/or treatment program. After the minimum ten (10) day period and re-evaluation by the SAP, the employee may request reinstatement, but must first provide a negative return to duty urine drug test, to be conducted by a clinic and laboratory of the Employer's choice, before the employee can be reinstated. Any employee choosing to protest the discharge must file a grievance. After the discharge is sustained, the employee must notify the Company within ten (10) days of the date of the decision, of the desire to enter the evaluation process and education and/or treatment program.

3. It is understood by the parties that employees will continue to receive all negotiated benefits under the Collective Bargaining Agreement.

4. Before reinstatement after the minimum ten (10) day period, the employee must be re-evaluated by the Substance Abuse Professional to determine successful compliance with any recommended education and/or treatment program. The employee must then submit to the Employer's return-to-duty urine drug test (and alcohol test if so prescribed by the SAP) with a negative result. The employee will be subject to at least six (6) unannounced follow-up urine drug tests in the first year, as determined by the SAP. If, at any time, the employee tests positive, provides an adulterated or substituted specimen, or refuses to submit to a test, the employee shall be subject to discharge.

(a) Return-to-duty drug test is a urine drug test which an employee must complete with a negative result, after having been reevaluated by a SAP to determine successful compliance with recommended education and/or treatment.

(b) Follow-up drug testing shall mean those unannounced urine drug tests required (minimum of six (6) in a twelve (12) month period) when an employee tests positive, provides an adulterated or substituted specimen, or refused to be tested and has been evaluated by the SAP, completed education and/or treatment, been re-evaluated by SAP and returned to work. The requirements of follow-up testing follow the employee through breaks in service (i.e. layoff, on-the-job injury, personal illness/injury, leave of absence, etc.). In addition, the requirements of follow-up testing follow the employee to subsequent employers. The SAP has the authority to order any number of follow-up urine drug and/or alcohol tests and to extend the twelve (12) month period up to sixty (60) months.

K. Special Grievance Procedure

1. Disciplinary disputes will be heard in accordance with Article 26 (Grievance Procedure) of the Collective Bargaining Agreement.
2. The procedures set forth herein may be invoked only by the authorized Union Representative or the Employer.

L. Paid-for Time

1. Training

Employees undergoing substance abuse training as required by the DOT will be paid for such time and the training will be scheduled in connection with the employee's normal work shift, where possible.

2. Testing

Employees subject to testing and selected by the random selection process for urine drug testing shall be compensated at the regular straight time hourly rate of pay in the following manner provided that the test is negative:

a. Random Drug Tests

(1) for all time at the collection site.

(2) (a) for travel time one way if the collection site is reasonably en route between the employee's home and the terminal, and the employee is going to or from work; or

(b) for travel time both ways between the terminal and the collection site, only if the collection site is not reasonably en route between the employee's home and the terminal.

(3) When an employee is on the clock and a random drug test is taken any time during the employee's shift, and the shift ends after eight (8) hours, the employee is paid time and one-half for all time past the eight (8) hours.

(4) The Employer will not require the employee to go for urine drug testing before the city employee's shift, provided the collection site is open during or immediately following the employee's shift.

(5) During an employee's shift, an employee will not be required to use his/her personal vehicle from the terminal to and from the collection site to take a random drug test.

b. Non-Suspicion-Based Post-Accident Testing

(1) In the event of a non-suspicion-based post-accident testing situation, where the employee has advised the Employer of the issuance of a citation for a moving violation, but the Employer does not direct the employee to be tested immediately, but sends the employee for testing at some later time [during the thirty-two (32) hour period], the employee shall be paid for all time involved in testing, from the time the employee leaves home until the employee returns home after the test.

(2) When the Employer takes a road driver out of service and directs the employee to be tested immediately, the Employer will make arrangements for the road driver to return to his/her home terminal in accordance with the Collective Bargaining Agreement.

Section 4. Alcohol Testing

The parties agree that in the event of further federal legislation or DOT regulations providing for revised methodologies or requirements, those revisions shall, to the extent they impact this Agreement, unless mandated, be subject to mutual agreement by the parties.

A. Employees Who Must be Tested

There shall be random, non-suspicion-based post-accident and probable suspicion alcohol testing of all employees subject to DOT-mandated alcohol testing. This includes all employees who, as a condition of their employment, are required to have a DOT physical, a CDL and are subject to testing for drugs under Article 35, Section 3 B.

Employees covered by this Collective Bargaining Agreement who are not subject to DOT-mandated alcohol testing are only subject to probable suspicion testing as provided in Article 35, Section 3 of the NMFA or the appropriate article of the applicable Supplemental Agreement. The alcohol breath testing methodology outlined in this Section will be utilized for all employees required to undergo probable suspicion testing. (For test results and discipline, refer to NMFA, Article 35, Section 3 I 2.)

B. Alcohol Testing Procedure

All alcohol testing under this Section will be conducted in accordance with applicable DOT/FMCSA regulations. All equipment used for alcohol testing must be on the NHTSA Conforming Products List and be used and maintained in compliance with DOT requirements. Breath samples will be collected by a Breath Alcohol Technician (BAT) who has successfully completed the necessary training course that is the equivalent of the DOT model course and who is knowledgeable of the alcohol testing procedures set forth in 49 CFR Part 40 and any current DOT Guidance. Law enforcement officers who have been certified by state or local governments to conduct breath alcohol testing are deemed to be qualified as Breath Alcohol Technicians. The training shall be specific to the type of Evidential Breath Testing (EBT) device being used for testing. The Employer shall provide the employees with material containing the information required by Section 382.601 of the Federal Motor Carrier Safety Regulations.

1. Screening Test

The initial screening test uses an Evidential Breath Testing (EBT) device, unless other testing methodologies or devices are mandated or agreed upon, to determine levels of alcohol. The following initial cutoff levels shall be used when screening breath samples to determine whether they are negative or positive for alcohol.

Breath Alcohol Levels:

Less than 0.02% BAC - Negative

0.02% BAC and above - Positive (Requires Confirmation Test)

2. Confirmatory Test

All samples identified as positive on the initial screening test, indicating an alcohol concentration of 0.02% BAC or higher, shall be confirmed using an EBT device that is capable of providing a printed result in triplicate; is capable of assigning a unique number to each test; and is capable of printing out, on each copy of the printed test result, the manufacturer's name for the device, the device's serial number and the time of the test unless other testing methodologies or devices are mandated or mutually agreed upon.

A confirmation test must be performed a minimum of fifteen (15) minutes after the screening test, but not more than thirty (30) minutes, unless otherwise provided by conditions set forth and defined in 49 CFR Part 40.

The following cutoff levels shall be used to confirm a positive test for alcohol:

Breath Alcohol Levels:

Less than 0.02% BAC - Negative

0.02% BAC to 0.039% BAC - Positive*

0.04% BAC and above - Positive*

*Refer to Section 4 L for Discipline Based on a Positive Test

C. Notification

All employees subject to DOT-mandated random alcohol testing will be notified of testing by the Employer, in person or by direct phone contact.

D. Pre-Qualification Testing for Non-DOT Personnel

Section has been deleted

E. Random Testing

The method used to randomly select employees for alcohol testing shall be neutral, scientifically valid and in compliance with DOT regulations.

The annual random testing rate for alcohol use shall be the rate established by the Administrator of the FMCSA.

In the event of a grievance or litigation, the Employer shall, upon written request from the employee, release to the employee and the Union (in its capacity as representative of the grievant and as a decision maker in the grievance process), information required to be maintained under the DOT alcohol testing regulations and arising from the results of an alcohol test which is subject to release under the regulations.

The parties agree that no effort will be made to cause the system and method of selection to be anything but a true random selection procedure ensuring that all affected employees are treated fairly and equally.

Employees subject to random alcohol testing shall be tested within one (1) hour prior to starting the tour of duty, during the tour of duty, or immediately after completing the tour of duty.

Employees who are on long-term illness or injury leave of absence, disability or vacation shall not be subject to testing during the period of time they are away from work.

F. Non-Suspicion-Based Post-Accident Testing

Employees subject to non-suspicion-based post-accident alcohol testing shall be limited to those employees subject to DOT alcohol testing, who are involved in an accident where there is:

- (i) a fatality, or;
- (ii) a citation under State or local law is issued to the driver for a moving traffic violation arising from the accident in which

(a) bodily injury to a person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident, or

(b) one or more motor vehicles incurring disabling damage as a result of the accident, requires the vehicle(s) to be transported away from the scene by a tow truck or other vehicle.

Alcohol testing will be required under the above conditions and employees are required to submit to such testing as soon as practicable. Under no circumstances shall this type of testing be conducted after eight (8) hours from the time of the accident.

It shall be the responsibility of the driver to remain readily available for testing after the occurrence of a commercial motor vehicle accident. It is also the responsibility of the employee to not use alcohol for eight (8) hours or until a DOT post-accident alcohol test is performed, whichever occurs first. It is not the intention of this language to require the delay of necessary medical attention or to prohibit the driver from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident or necessary medical attention.

Prior to the effective date of the DOT alcohol testing regulations, the Employer agrees to give each employee subject to DOT non-suspicion-based post-accident testing written notification of the procedures required by the DOT regulations in the event of an accident as defined by the DOT.

G. Substance Abuse Professional (SAP)

1. The Substance Abuse Professional (SAP), as provided in the regulations, means a licensed physician (Medical Doctor or Doctor of Osteopathy), or a licensed or certified psychologist, social worker, or employee assistance professional, or a drug and alcohol counselor (certified by the National Association of Alcoholism and Drug Abuse Counselors Certification Commission or by the International Certification Reciprocity Consortium/Alcohol & Other Drug Abuse). All must have knowledge of and clinical experience in the diagnosis and treatment of alcohol and controlled substance-related disorders, be knowledgeable of the SAP function as it relates to Employer interest in safety-sensitive functions, and applicable DOT agency regulations. In addition, the SAP shall comply with the DOT qualification training and continuing education requirements.

2. The Employer will provide the employee with a list of resources available to the driver in evaluating and resolving problems with the misuse of alcohol as soon as practicable but no later than thirty-six (36) hours after the Employer's receipt of notice from the BAT that the employee has a BAC of 0.04% or higher, exclusive of holidays and weekends. The SAP will be responsible for recommending the appropriate course of education and/or treatment required prior to the employee returning to work and is the only person responsible for determining, during the evaluation process, whether an employee will be directed to a rehabilitation program, and if so, for how long.

3. Follow-up and return-to-duty tests need not be confined to the substance involved in the violation. If the SAP determines that a driver needs assistance with an alcohol and drug abuse problem, the SAP may require drug tests to be performed

along with any required alcohol follow-up and/or return-to-duty tests, if it has been determined that a driver has violated the drug testing prohibition.

4. Any cost of evaluation by the SAP and/or rehabilitation recommended by the SAP associated with the abuse of alcohol while performing or available to perform safety-sensitive functions under this Agreement, over and above that paid for by the applicable Health and Welfare Fund, must be borne by the employee. The Employer will pay for random, non-suspicion-based post-accident and probable suspicion alcohol testing. Return-to-duty and follow-up alcohol testing that is prescribed by the SAP, will be paid for by the Employer, provided the employee tests negative.

H. Probable Suspicion Testing

Employees subject to DOT probable suspicion alcohol testing under this Section shall be tested in accordance with current, applicable DOT regulations.

For all purposes herein, the parties agree that the terms "probable suspicion" and "reasonable cause" shall be synonymous.

Probable suspicion is defined as an employee's specific observable appearance, behavior, speech or body odor that clearly indicates the need for probable suspicion alcohol testing.

In the event the Employer is unable to determine whether the abnormal behavior or appearance is due to alcohol or drugs, the Employer shall specify that the basis for any disciplinary action or testing is for alcohol and/or drug intoxication. In such cases, the employee shall be tested in accordance with Article 35, Section 3 A, and applicable DOT alcohol testing regulations.

In cases where an employee has specific, observable, abnormal indicators regarding appearance, behavior, speech or body odor, and at least one (1) supervisor, two (2) if available, have probable suspicion to believe that the employee is under the influence of alcohol, the Employer may require the employee, in the presence of a union shop steward or other employee requested by the employee under observation, to submit to a breath alcohol test. Suspicion is not probable and thus not a basis for testing if it is based solely on third party observation and reports.

The supervisor(s) must make a written statement of these observations within twenty-four (24) hours. A copy must be provided to the shop steward or other union official after the employee is discharged or suspended or taken out of service.

All supervisors and Employer representatives designated to determine whether probable suspicion exists to require an employee to undergo alcohol testing shall receive specific training on the physical, behavioral, speech and performance indicators of how to detect probable suspicion alcohol misuse and use of controlled substances as required by DOT regulations.

In the event the Employer requires a probable suspicion test, the Employer shall provide transportation to and from the testing location.

I. Preparation for Testing

All alcohol testing shall be conducted in conformity with the DOT alcohol regulations. Any alleged abuse by the Employer, such as proven harassment of any employee or deliberate violation of the regulations or the contract shall be subject to the grievance procedure to provide a reasonable remedy for the alleged violation.

Upon arrival at the testing site, an employee must provide the Breath Alcohol Technician (BAT) with proper identification. The employee shall not be required to waive any claim or cause of action under the law.

A standard DOT approved alcohol testing form will be used by all testing facilities. In the case of probable suspicion or other contractually required testing, a Non-DOT chain of custody form will be used for the testing of Non-DOT employees.

J. Specimen Testing Procedures

All procedures for alcohol testing will comply with Department of Transportation regulations.

No unauthorized personnel will be allowed in any area of the testing site. Only one alcohol testing procedure will be conducted by a BAT at the same time.

The employee will provide his or her breath sample in a location that allows for privacy. The Employer agrees to recognize all employees' rights to privacy while being subjected to the testing process at all times and at all testing sites. Further, the Employer agrees that in all circumstances the employee's dignity will be considered and all necessary steps will be taken to ensure that the entire process does nothing to demean, embarrass or offend the employee unnecessarily. Testing will be under the direct observation of a Breath Alcohol Technician (BAT). All procedures shall be conducted in a professional, discreet and objective manner. Direct observation will be necessary in all cases.

The employee shall provide an adequate amount of breath for the Evidential Breath Testing device. If the individual is unable to provide a sufficient amount of breath, the BAT shall direct the individual to again attempt to provide a complete sample.

If an employee is unsuccessful in providing the requisite amount of breath, the Employer then must have the employee obtain, within five (5) days, an evaluation from a licensed physician selected by the Employer and the Local Union and who has the expertise in the medical issues concerning the employee's inability to provide an adequate amount of breath. If the physician is unable to determine that a medical condition has, or with a high degree of probability could have, precluded the employee from providing an adequate amount of breath, the employee's failure to provide an adequate amount of breath will be regarded as a refusal to take the test and subject the employee to discharge.

K. Leave of Absence Prior to Testing

An employee shall be permitted to take leave of absence in accordance with the FMLA or applicable State leave laws for the purpose of undergoing treatment pursuant to an approved program of alcoholism or drug use. The leave of absence must be requested prior to the commission of any act subject to disciplinary action.

This provision does not alter or amend the disciplinary provision (Article 35, Section 4 L) of this Section.

Before returning to work from a voluntary leave of absence, the employee must have completed any recommended treatment and taken a return to duty test, with a result of less than 0.02% BAC, and further be subject to six (6) unannounced follow-up alcohol tests in the first twelve (12) months following the employee's return to duty.

L. Disciplinary Action Based on Positive Test Results

1. First Positive Test

0.02% BAC-0.039% BAC

Out of Service for 24 hours

0.04% BAC-Less than State DWI/DUI Limit

Out of Service for the length of time determined by the SAP with a minimum of twenty-four (24) hours

State DWI/DUI Limit and Above

Subject to discharge

2. Second Positive Test

0.02% BAC-0.039% BAC

Out of Service for a five (5) calendar day suspension

0.04% BAC-Less than State DWI/DUI Limit

Out of Service for the length of time determined by the SAP with a minimum of a twenty (20) calendar day suspension

State DWI/DUI Limit and Above

Subject to discharge

3. Third Positive Test

0.02% BAC-0.039% BAC

Out of Service for a fifteen (15) calendar day suspension

0.04% BAC-Less than State DWI/DUI Limit

Out of Service for the length of time determined by the SAP with a minimum of a thirty (30) calendar day suspension

State DWI/DUI Limit and Above

Subject to discharge

4. Fourth Positive Test

0.02% BAC-0.039% BAC

Subject to discharge

0.04% BAC-Less than State DWI/DUI Limit

Subject to discharge

State DWI/DUI Limit and Above

Subject to discharge

5. An employee who is tested positive in a non-suspicion-based post-accident alcohol testing situation shall be subject to the following discipline for the positive alcohol test or the vehicular accident, whichever is greater:

First Non-Suspicion-Based Post-Accident Positive Test - 0.02% BAC - 0.039% BAC - Thirty (30) calendar day suspension. 0.04% BAC and higher - Subject to discharge.

Second Non-Suspicion-Based Post-Accident Positive Test - 0.02% BAC and higher - Subject to discharge.

6. An employee's refusal to submit to any alcohol test will subject the employee to discharge.

M. Return to Duty After a Positive (Greater than .04 to the State Limit) Alcohol Test

Before returning to work the employee must be evaluated by a SAP, comply with any education and/or treatment recommended by the SAP, be re-evaluated by the SAP to determine compliance with recommended education and/or treatment, and take a return-to-duty alcohol test, showing a result of less than 0.02% BAC. The employee will be subject to at least six (6) unannounced follow-up alcohol and/or drug tests as determined by the SAP. The requirements of follow-up testing follow the employee through breaks in service (i.e. layoff, on-the-job injury, personal illness/injury, leave of absence, etc.). In addition, the requirements of follow-up testing follow the employee to subsequent employers. The SAP has the authority to order any number of follow-up alcohol and/or urine drug tests and to extend the twelve (12) month period up to sixty (60) months.

N. Paid-for-time -Testing

Employees subject to testing and selected by the random selection process for alcohol testing shall be compensated at the regular straight time hourly rate of pay provided that the test is negative:

1. Random Alcohol Tests

a. Paid for all time at the collection site.

b. (1) for travel time one way if the collection site is reasonably en route between the employee's home and the terminal, and the employee is going to or from work; or

(2) for travel time both ways between the terminal and the collection site, only if the collection site is not reasonably en route between the employee's home and the terminal.

c. When an employee is on the clock and a random alcohol test is taken any time during the employee's shift, and the shift ends after eight (8) hours, the employee is paid time and one-half for all time past the eight (8) hours.

d. The Employer will not require the city employee to go for alcohol testing before the city employee's shift, provided the collection site is open during or immediately following the employee's shift.

e. During an employee's shift, an employee will not be required to use his/her personal vehicle from the terminal to and from the collection site to take a random alcohol test.

2. Non-Suspicion-Based Post-Accident Testing

a. In the event of a non-suspicion-based post-accident testing situation, where the employee has advised the Employer of the issuance of a citation for a moving violation, but the Employer does not direct the employee to be tested immediately, but sends the employee for testing at some later time (during the eight (8) hour period), the employee shall be paid for all time involved in testing, from the time the employee leaves home until the employee returns home after the test.

b. When the Employer takes a driver out of service and directs the employee to be tested immediately, the Employer will make arrangements for the driver to return to his/her home terminal in accordance with the Collective Bargaining Agreement.

O. Record Retention

The Employer shall maintain records in a secure manner so that disclosure of information to unauthorized persons does not occur.

Each Employer or its agent is required to maintain the following records for two years:

1. Records of the inspection and maintenance of each EBT used in employee testing;

2. Documentation of the Employer's compliance with the Quality Assurance Program for each EBT it uses for alcohol testing; and

3. Records of the training and proficiency testing of each BAT used in employee testing.


The Employer must maintain for five years records pertaining to the calibration of each EBT used in alcohol testing, including records of the results of external calibration checks.

P. Special Grievance Procedure

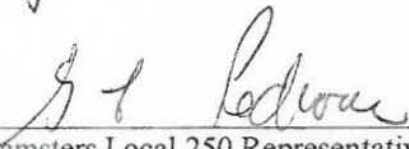
1. Disciplinary disputes will be heard in accordance with Article XXVI (Grievance Procedure) of the Collective Bargaining Agreement.

2. It is understood by the parties that employees will continue to receive all negotiated benefits under the Collective Bargaining Agreement.

3. The Procedures set forth herein may be invoked only by the authorized Union representative or the Employer.


Teamsters Local 77 Representative

8/17/07
Date


Teamsters Local 250 Representative

8/17/07
Date


PA Turnpike Representative

8/17/07
Date

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Male	16	15001
Child	Female	20	15001
Child	Male	25	15022
Child	Male	24	15025
Child	Male	15	15044
Child	Male	17	15044
Child	Female	18	15044
Spouse	Female	52	15044
Spouse	Female	57	15045
Child	Female	24	15057
Spouse	Female	57	15057
Child	Male	25	15062
Child	Male	20	15062
Spouse	Female	60	15062
Spouse	Female	47	15068
Spouse	Female	63	15068
Child	Male	24	15089
Child	Male	25	15089
Spouse	Female	60	15089
Spouse	Male	60	15101
Spouse	Female	49	15108
Spouse	Female	61	15135
Spouse	Female	71	15143
Child	Female	22	15147
Child	Female	23	15147
Spouse	Female	56	15147
Spouse	Female	55	15147
Child	Male	20	15202
Child	Female	21	15202
Spouse	Male	52	15202
Child	Female	24	15207
Spouse	Female	51	15207
Spouse	Female	60	15207
Employee	Male	61	15212
Spouse	Female	60	15212
Child	Male	19	15215
Spouse	Female	57	15215
Child	Female	16	15227
Child	Female	21	15227
Spouse	Female	55	15227
Child	Male	19	15228
Child	Female	15	15228
Employee	Male	73	15232
Child	Female	21	15360
Spouse	Female	62	15425
Child	Male	24	15431
Spouse	Male	59	15431
Spouse	Female	66	15431
Child	Male	15	15469
Child	Male	25	15478
Child	Male	23	15478
Child	Female	21	15478

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Male	20	15521
Employee	Male	49	15521
Employee	Male	52	15521
Spouse	Female	49	15521
Spouse	Female	61	15521
Spouse	Female	58	15530
Spouse	Female	51	15534
Child	Male	22	15536
Child	Female	20	15536
Child	Male	24	15537
Child	Male	25	15537
Employee	Female	52	15537
Spouse	Female	55	15537
Spouse	Female	55	15537
Child	Male	21	15552
Spouse	Female	44	15552
Employee	Male	57	15554
Spouse	Female	57	15554
Child	Male	25	15559
Child	Female	23	15559
Child	Female	13	15559
Child	Female	21	15559
Child	Female	19	15559
Employee	Male	53	15559
Employee	Male	57	15559
Spouse	Female	56	15559
Spouse	Female	57	15559
Spouse	Female	50	15559
Child	Male	13	15601
Child	Male	15	15601
Spouse	Female	63	15601
Spouse	Female	51	15601
Employee	Male	59	15610
Child	Male	17	15650
Child	Female	22	15650
Spouse	Female	48	15650
Child	Female	24	15666
Child	Female	20	15666
Spouse	Female	45	15670
Child	Male	12	15671
Spouse	Female	51	15671
Spouse	Female	57	15936
Spouse	Female	70	16001
Child	Male	23	16052
Child	Female	21	16052
Child	Male	20	16101
Spouse	Female	57	16101
Spouse	Female	49	16101
Spouse	Female	44	16105
Spouse	Female	53	16141
Spouse	Male	61	16160
Child	Female	22	16664

Employee/Dependent Census Data
May 20, 2020

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	50	16664
Child	Male	19	16691
Spouse	Female	42	16691
Child	Female	19	16695
Child	Female	22	16695
Spouse	Female	51	16695
Spouse	Female	55	17019
Employee	Female	51	17025
Spouse	Female	62	17025
Child	Male	14	17038
Employee	Male	46	17038
Spouse	Female	36	17038
Child	Male	22	17042
Child	Female	25	17042
Child	Female	16	17042
Spouse	Female	51	17042
Spouse	Female	52	17042
Employee	Male	53	17044
Child	Female	22	17050
Spouse	Female	57	17050
Spouse	Female	50	17053
Spouse	Male	56	17056
Child	Male	23	17057
Spouse	Female	56	17057
Child	Female	17	17059
Spouse	Female	50	17059
Child	Male	14	17070
Child	Female	20	17070
Employee	Male	50	17070
Child	Male	21	17109
Child	Female	25	17109
Child	Male	20	17111
Child	Female	14	17111
Spouse	Female	54	17111
Child	Female	18	17112
Child	Female	22	17112
Child	Female	24	17112
Spouse	Male	52	17112
Spouse	Male	52	17112
Stepchild	Male	24	17112
Stepchild	Female	17	17112
Stepchild	Female	20	17112
Child	Male	18	17202
Child	Female	20	17202
Spouse	Male	55	17202
Child	Female	16	17221
Spouse	Female	55	17221
Spouse	Female	46	17221
Spouse	Female	61	17223
Spouse	Female	55	17229
Stepchild	Male	21	17229
Child	Male	19	17241

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Female	23	17241
Spouse	Female	42	17241
Child	Male	19	17255
Spouse	Female	63	17260
Spouse	Male	49	17262
Child	Female	20	17264
Spouse	Female	59	17264
Spouse	Female	53	17319
Child	Male	18	17402
Child	Female	23	17402
Spouse	Female	53	17402
Child	Female	12	17578
Spouse	Male	38	17578
Spouse	Female	54	17578
Child	Male	24	17888
Spouse	Female	53	17888
Child	Male	24	17963
Child	Male	24	18037
Spouse	Female	55	18037
Spouse	Female	53	18051
Spouse	Male	52	18073
Child	Female	21	18078
Child	Female	17	18078
Spouse	Female	51	18078
Child	Female	24	18092
Child	Female	19	18092
Child	Male	38	18103
Spouse	Female	61	18103
Child	Female	19	18201
Spouse	Female	52	18201
Spouse	Female	56	18201
Child	Male	25	18235
Child	Male	17	18235
Child	Male	15	18235
Child	Male	12	18235
Spouse	Male	63	18235
Spouse	Female	39	18235
Spouse	Female	58	18255
Child	Female	21	18330
Child	Female	17	18330
Spouse	Female	56	18330
Spouse	Female	50	18433
Child	Female	21	18519
Child	Female	18	18519
Child	Female	19	18519
Spouse	Female	51	18519
Child	Male	24	18612
Spouse	Female	53	18612
Spouse	Female	71	18612
Employee	Male	67	18643
Child	Female	19	18651
Employee	Male	55	18651

Employee/Dependent Census Data
May 20, 2020

Employee/Dependent	Gender	Age	Postal Code
Child	Female	18	18704
Child	Female	13	18704
Employee	Male	66	18704
Spouse	Female	49	18704
Spouse	Female	42	18708
Spouse	Female	60	18901
Spouse	Female	64	19004
Child	Male	23	19020
Spouse	Female	59	19020
Spouse	Female	80	19026
Spouse	Female	57	19026
Spouse	Male	64	19027
Child	Female	21	19054
Spouse	Female	63	19054
Spouse	Female	70	19055
Child	Male	18	19072
Child	Female	25	19072
Child	Female	23	19072
Spouse	Female	57	19072
Child	Male	19	19078
Spouse	Male	61	19083
Employee	Male	61	19111
Child	Male	22	19114
Spouse	Female	59	19114
Spouse	Female	55	19125
Spouse	Female	53	19130
Spouse	Female	68	19130
Spouse	Female	50	19138
Child	Female	23	19142
Spouse	Female	54	19142
Child	Male	22	19149
Child	Female	24	19149
Child	Female	17	19149
Spouse	Female	52	19149
Spouse	Female	65	19365
Spouse	Female	54	19406
Child	Male	24	19501
Child	Male	19	19501
Child	Female	22	19606
Spouse	Female	63	19606
Spouse	Female	57	21204
Spouse	Female	44	44514
Child	Male	19	08012
Child	Male	22	08012
Employee	Male	55	08012
Spouse	Female	53	08012
Child	Male	22	08016
Child	Female	20	08016
Employee	Male	56	08016
Spouse	Female	55	08016
Child	Male	25	08029
Child	Male	23	08029

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Female	20	08029
Child	Female	20	08029
Employee	Male	55	08029
Spouse	Female	56	08029
Child	Male	20	08053
Child	Male	20	08053
Employee	Female	49	08053
Employee	Male	50	08075
Employee	Male	54	08081
Spouse	Female	53	08081
Employee	Male	25	08638
Employee	Male	51	15001
Employee	Male	57	15001
Employee	Female	48	15001
Employee	Female	63	15001
Employee	Male	65	15003
Employee	Male	72	15003
Spouse	Female	64	15003
Child	Male	18	15009
Child	Male	23	15009
Child	Female	19	15009
Child	Female	16	15009
Child	Female	11	15009
Child	Female	16	15009
Employee	Male	54	15009
Employee	Male	44	15009
Employee	Male	72	15009
Employee	Male	63	15009
Employee	Male	61	15009
Employee	Male	64	15009
Spouse	Female	49	15009
Spouse	Female	47	15009
Spouse	Female	65	15009
Spouse	Female	63	15009
Spouse	Female	58	15009
Spouse	Female	60	15009
Stepchild	Male	22	15009
Stepchild	Female	15	15009
Child	Male	24	15010
Child	Male	25	15010
Child	Female	22	15010
Employee	Male	52	15010
Employee	Male	53	15010
Employee	Male	63	15010
Employee	Male	39	15010
Employee	Female	64	15010
Employee	Female	55	15010
Spouse	Male	62	15010
Spouse	Female	52	15010
Spouse	Female	50	15010
Spouse	Female	53	15010
Spouse	Female	51	15010

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Stepchild	Male	16	15010
Stepchild	Male	17	15010
Stepchild	Male	25	15010
Child	Male	15	15012
Child	Male	20	15012
Child	Male	14	15012
Child	Female	17	15012
Child	Female	19	15012
Employee	Male	51	15012
Employee	Male	49	15012
Employee	Male	41	15012
Employee	Female	57	15012
Employee	Female	58	15012
Spouse	Male	59	15012
Spouse	Female	56	15012
Spouse	Female	49	15012
Employee	Male	57	15014
Spouse	Female	52	15014
Employee	Male	58	15022
Employee	Male	39	15022
Employee	Male	41	15022
Employee	Male	54	15024
Employee	Male	59	15024
Child	Male	19	15025
Child	Male	14	15025
Child	Male	5	15025
Child	Male	14	15025
Child	Female	22	15025
Child	Female	21	15025
Child	Female	15	15025
Child	Female	12	15025
Child	Female	17	15025
Employee	Male	50	15025
Employee	Male	47	15025
Employee	Male	53	15025
Employee	Male	41	15025
Employee	Male	66	15025
Employee	Male	47	15025
Employee	Male	65	15025
Spouse	Female	40	15025
Spouse	Female	70	15025
Spouse	Female	43	15025
Spouse	Female	64	15025
Stepchild	Male	19	15025
Child	Male	19	15027
Child	Female	25	15027
Child	Female	22	15027
Employee	Male	58	15027
Employee	Male	60	15028
Spouse	Female	57	15028
Employee	Male	60	15030
Spouse	Female	61	15030

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Female	23	15035
Domestic Partner	Male	61	15035
Employee	Female	54	15035
Child	Female	24	15037
Child	Female	7	15037
Child	Female	4	15037
Employee	Male	53	15037
Employee	Male	60	15037
Employee	Male	40	15037
Spouse	Female	53	15037
Spouse	Female	62	15037
Spouse	Female	41	15037
Child	Male	15	15042
Child	Male	21	15042
Spouse	Male	56	15042
Child	Male	6	15044
Child	Female	17	15044
Child	Female	8	15044
Child	Female	19	15044
Employee	Male	56	15044
Employee	Male	56	15044
Employee	Male	48	15044
Employee	Male	58	15044
Employee	Male	43	15044
Employee	Male	55	15044
Employee	Male	62	15044
Spouse	Female	53	15044
Spouse	Female	36	15044
Spouse	Female	53	15044
Spouse	Female	58	15044
Child	Male	9	15045
Child	Female	8	15045
Employee	Male	57	15045
Employee	Male	44	15045
Spouse	Female	34	15045
Employee	Male	46	15047
Employee	Male	56	15052
Employee	Male	59	15052
Spouse	Female	57	15052
Employee	Male	57	15057
Employee	Male	62	15059
Employee	Female	28	15059
Spouse	Female	61	15059
Child	Male	26	15061
Child	Male	8	15061
Child	Male	10	15061
Employee	Female	38	15061
Spouse	Male	41	15061
Domestic Partner	Female	52	15062
Employee	Male	54	15062
Employee	Male	63	15062
Employee	Male	54	15063

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	51	15063
Stepchild	Female	19	15063
Child	Male	3	15065
Child	Male	21	15065
Child	Male	13	15065
Child	Male	18	15065
Child	Male	10	15065
Child	Male	12	15065
Child	Male	19	15065
Child	Male	6	15065
Child	Female	6	15065
Child	Female	1	15065
Child	Female	0	15065
Child	Female	9	15065
Employee	Male	41	15065
Employee	Male	59	15065
Employee	Male	50	15065
Employee	Male	54	15065
Employee	Male	21	15065
Employee	Female	52	15065
Employee	Female	28	15065
Spouse	Male	25	15065
Spouse	Female	39	15065
Spouse	Female	55	15065
Spouse	Female	47	15065
Child	Male	20	15066
Child	Male	24	15066
Child	Male	5	15066
Child	Female	24	15066
Child	Female	25	15066
Child	Female	23	15066
Child	Female	1	15066
Employee	Male	59	15066
Employee	Male	59	15066
Employee	Male	51	15066
Employee	Male	40	15066
Employee	Female	60	15066
Employee	Female	60	15066
Spouse	Male	68	15066
Spouse	Male	63	15066
Spouse	Female	58	15066
Spouse	Female	47	15066
Spouse	Female	37	15066
Stepchild	Male	12	15066
Stepchild	Male	13	15066
Child	Male	24	15068
Child	Male	25	15068
Child	Male	18	15068
Child	Female	22	15068
Child	Female	16	15068
Child	Female	1	15068
Employee	Male	52	15068

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	48	15068
Employee	Male	57	15068
Employee	Male	56	15068
Employee	Male	40	15068
Employee	Male	39	15068
Employee	Male	57	15068
Employee	Female	53	15068
Spouse	Female	57	15068
Spouse	Female	47	15068
Spouse	Female	38	15068
Spouse	Female	57	15068
Stepchild	Female	24	15068
Employee	Male	30	15071
Child	Male	19	15074
Employee	Male	47	15074
Employee	Female	48	15074
Employee	Female	64	15074
Employee	Female	53	15074
Child	Male	24	15076
Employee	Male	52	15076
Spouse	Female	51	15076
Child	Male	3	15084
Child	Male	14	15084
Child	Male	17	15084
Child	Male	19	15084
Child	Male	21	15084
Child	Female	12	15084
Child	Female	11	15084
Child	Female	6	15084
Child	Female	8	15084
Employee	Male	46	15084
Employee	Male	33	15084
Employee	Female	45	15084
Spouse	Female	49	15084
Spouse	Female	31	15084
Child	Male	23	15085
Child	Female	25	15085
Employee	Male	62	15085
Employee	Female	52	15085
Spouse	Male	54	15085
Spouse	Female	60	15085
Employee	Male	55	15088
Spouse	Female	57	15088
Child	Male	9	15089
Employee	Male	49	15089
Employee	Male	51	15089
Employee	Male	40	15091
Employee	Male	54	15094
Child	Male	9	15101
Child	Female	23	15101
Child	Female	15	15101
Employee	Male	46	15101

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Female	58	15101
Spouse	Female	43	15101
Employee	Male	52	15102
Child	Male	4	15104
Child	Female	11	15104
Employee	Male	34	15104
Child	Male	21	15116
Child	Male	18	15116
Child	Female	22	15116
Child	Female	0	15116
Employee	Male	60	15116
Employee	Male	49	15116
Employee	Female	36	15116
Employee	Female	24	15116
Spouse	Female	47	15116
Child	Male	22	15120
Child	Male	18	15120
Employee	Male	56	15120
Employee	Male	51	15120
Spouse	Female	52	15120
Spouse	Female	49	15120
Child	Female	25	15122
Child	Female	9	15122
Employee	Male	56	15122
Employee	Male	71	15122
Employee	Male	35	15122
Spouse	Female	38	15122
Employee	Male	47	15131
Child	Male	12	15132
Child	Male	2	15132
Child	Male	14	15132
Child	Male	25	15132
Child	Female	25	15132
Child	Female	19	15132
Child	Female	18	15132
Child	Female	11	15132
Child	Female	21	15132
Employee	Male	57	15132
Employee	Male	55	15132
Employee	Male	70	15132
Employee	Male	66	15132
Employee	Male	63	15132
Employee	Male	64	15132
Employee	Male	61	15132
Employee	Male	34	15132
Employee	Male	50	15132
Employee	Female	49	15132
Employee	Female	49	15132
Employee	Female	27	15132
Employee	Female	53	15132
Employee	Female	56	15132
Spouse	Male	52	15132

Employee/Dependent Census Data
May 20, 2020

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	61	15132
Spouse	Female	68	15132
Spouse	Female	60	15132
Spouse	Female	55	15132
Spouse	Female	57	15132
Spouse	Female	27	15132
Spouse	Female	48	15132
Child	Male	19	15133
Child	Male	5	15133
Employee	Male	46	15133
Employee	Male	28	15133
Employee	Female	56	15133
Spouse	Female	56	15133
Spouse	Female	25	15133
Child	Female	2	15135
Child	Female	3	15135
Employee	Male	62	15135
Employee	Male	55	15135
Employee	Male	33	15135
Employee	Male	41	15135
Spouse	Female	34	15135
Spouse	Female	44	15135
Spouse	Female	42	15135
Stepchild	Male	5	15135
Employee	Male	66	15136
Employee	Male	60	15136
Spouse	Female	64	15136
Child	Male	18	15137
Child	Male	14	15137
Child	Female	9	15137
Child	Female	10	15137
Child	Female	21	15137
Employee	Male	45	15137
Employee	Male	49	15137
Employee	Male	49	15137
Employee	Female	53	15137
Spouse	Male	63	15137
Spouse	Female	45	15137
Spouse	Female	47	15137
Spouse	Female	46	15137
Child	Male	17	15140
Child	Male	18	15140
Child	Male	20	15140
Child	Female	16	15140
Child	Female	15	15140
Employee	Male	59	15140
Employee	Male	49	15140
Employee	Male	34	15140
Spouse	Female	47	15140
Spouse	Female	49	15140
Spouse	Female	31	15140
Stepchild	Female	2	15140

Employee/Dependent Census Data
May 20, 2020

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	70	15143
Employee	Male	61	15143
Spouse	Female	59	15143
Employee	Male	65	15144
Employee	Female	26	15144
Spouse	Male	33	15144
Spouse	Female	62	15144
Child	Male	8	15146
Child	Male	21	15146
Child	Male	18	15146
Child	Male	23	15146
Child	Female	20	15146
Employee	Male	51	15146
Employee	Male	62	15146
Employee	Male	55	15146
Employee	Male	53	15146
Employee	Male	50	15146
Employee	Female	56	15146
Spouse	Female	38	15146
Spouse	Female	66	15146
Spouse	Female	52	15146
Employee	Male	60	15147
Employee	Male	59	15147
Child	Female	25	15201
Employee	Male	50	15201
Employee	Male	35	15201
Child	Male	5	15202
Employee	Male	33	15202
Employee	Male	38	15202
Spouse	Female	34	15202
Employee	Female	51	152022345
Employee	Male	37	15203
Employee	Female	52	15203
Employee	Male	68	15206
Employee	Male	47	15206
Spouse	Female	67	15206
Employee	Male	56	15207
Employee	Male	63	15207
Employee	Male	50	15207
Spouse	Female	50	15207
Employee	Female	56	15208
Child	Male	13	15209
Child	Female	8	15209
Employee	Male	47	15209
Spouse	Female	39	15209
Employee	Female	29	15210
Child	Female	0	15211
Employee	Male	40	15211
Employee	Male	35	15211
Spouse	Female	32	15211
Child	Female	20	15212
Employee	Male	43	15212

Employee/Dependent Census Data
May 20, 2020

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	42	15212
Employee	Male	20	15213
Child	Male	12	15214
Child	Male	14	15214
Child	Female	9	15214
Child	Female	9	15214
Employee	Male	38	15214
Spouse	Female	36	15214
Child	Male	24	15215
Child	Female	21	15215
Domestic Partner	Female	54	15215
Employee	Male	55	15215
Employee	Male	68	15215
Employee	Male	54	15215
Employee	Male	57	15215
Spouse	Female	63	15215
Employee	Male	23	15217
Spouse	Female	70	15217
Child	Female	0	15218
Employee	Male	38	15218
Spouse	Female	34	15218
Employee	Female	55	15219
Employee	Male	55	15221
Employee	Female	28	15221
Employee	Male	43	15223
Employee	Male	60	15226
Spouse	Female	62	15226
Child	Male	25	15227
Child	Male	20	15227
Child	Female	7	15227
Employee	Male	57	15227
Employee	Male	38	15227
Employee	Male	57	15227
Spouse	Female	38	15227
Spouse	Female	58	15227
Stepchild	Female	15	15227
Employee	Male	52	15228
Child	Male	11	15229
Child	Male	1	15229
Child	Male	9	15229
Domestic Partner	Female	43	15229
Employee	Male	40	15229
Employee	Male	44	15229
Employee	Male	42	15229
Employee	Male	42	15229
Spouse	Female	36	15229
Spouse	Female	39	15229
Child	Female	21	15234
Child	Female	18	15234
Employee	Male	31	15234
Spouse	Female	53	15234
Child	Male	20	15235

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Male	19	15235
Child	Female	6	15235
Domestic Partner	Female	57	15235
Employee	Male	57	15235
Employee	Male	45	15235
Employee	Male	61	15235
Employee	Male	38	15235
Employee	Male	20	15235
Employee	Male	29	15235
Employee	Male	25	15235
Employee	Female	64	15235
Employee	Female	54	15235
Employee	Female	79	15235
Employee	Female	33	15235
Employee	Female	52	15235
Spouse	Male	54	15235
Spouse	Female	51	15235
Stepchild	Male	25	15235
Child	Male	21	15237
Child	Male	8	15237
Child	Male	17	15237
Child	Male	11	15237
Child	Male	9	15237
Child	Female	25	15237
Child	Female	13	15237
Employee	Male	48	15237
Employee	Male	57	15237
Employee	Male	63	15237
Employee	Male	51	15237
Employee	Male	40	15237
Spouse	Female	58	15237
Spouse	Female	44	15237
Spouse	Female	56	15237
Spouse	Female	40	15237
Child	Male	23	15239
Child	Male	21	15239
Child	Female	19	15239
Child	Female	18	15239
Child	Female	21	15239
Child	Female	17	15239
Child	Female	25	15239
Employee	Male	61	15239
Employee	Male	44	15239
Employee	Male	59	15239
Employee	Male	61	15239
Employee	Male	29	15239
Employee	Male	60	15239
Employee	Male	56	15239
Employee	Female	47	15239
Spouse	Male	53	15239
Spouse	Female	55	15239
Spouse	Female	59	15239

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	59	15239
Spouse	Female	58	15239
Spouse	Female	63	15239
Stepchild	Male	25	15239
Child	Male	5	15243
Child	Female	11	15243
Child	Female	2	15243
Employee	Male	56	15243
Employee	Male	34	15243
Spouse	Female	50	15243
Spouse	Female	39	15243
Stepchild	Female	12	15243
Employee	Male	58	15301
Child	Male	18	15314
Child	Male	24	15314
Child	Male	21	15314
Child	Female	5	15314
Employee	Male	69	15314
Employee	Male	32	15314
Spouse	Female	59	15314
Child	Male	2	15317
Child	Male	4	15317
Child	Male	8	15317
Child	Male	2	15317
Child	Male	7	15317
Child	Male	5	15317
Child	Male	22	15317
Child	Male	19	15317
Child	Female	18	15317
Child	Female	6	15317
Child	Female	4	15317
Child	Female	6	15317
Child	Female	24	15317
Employee	Male	72	15317
Employee	Male	34	15317
Employee	Male	34	15317
Employee	Male	39	15317
Employee	Male	59	15317
Spouse	Female	55	15317
Spouse	Female	34	15317
Spouse	Female	34	15317
Spouse	Female	37	15317
Spouse	Female	55	15317
Child	Male	22	15320
Child	Female	20	15320
Employee	Male	50	15320
Spouse	Female	50	15320
Employee	Female	61	15330
Spouse	Male	69	15330
Employee	Male	66	15332
Employee	Male	47	15333
Spouse	Female	45	15333

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	60	15344
Spouse	Female	57	15344
Child	Male	11	15360
Child	Male	18	15360
Child	Male	19	15360
Child	Female	22	15360
Child	Female	15	15360
Employee	Male	50	15360
Child	Male	4	15401
Child	Male	18	15401
Child	Male	2	15401
Child	Male	17	15401
Child	Male	8	15401
Child	Female	21	15401
Child	Female	1	15401
Employee	Male	34	15401
Employee	Male	60	15401
Employee	Male	54	15401
Employee	Male	31	15401
Employee	Male	35	15401
Employee	Male	66	15401
Employee	Male	26	15401
Employee	Female	38	15401
Employee	Female	41	15401
Employee	Female	32	15401
Spouse	Male	60	15401
Spouse	Male	32	15401
Spouse	Female	36	15401
Spouse	Female	59	15401
Spouse	Female	34	15401
Stepchild	Female	23	15401
Stepchild	Female	10	15401
Employee	Female	60	15417
Child	Male	25	15425
Child	Male	19	15425
Child	Male	23	15425
Child	Male	16	15425
Child	Male	25	15425
Child	Female	21	15425
Child	Female	18	15425
Child	Female	23	15425
Child	Female	11	15425
Child	Female	22	15425
Employee	Male	55	15425
Employee	Male	58	15425
Employee	Male	63	15425
Employee	Male	57	15425
Employee	Male	58	15425
Employee	Male	48	15425
Employee	Male	60	15425
Employee	Male	50	15425
Employee	Male	43	15425

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	52	15425
Employee	Male	57	15425
Employee	Male	50	15425
Employee	Male	39	15425
Employee	Male	61	15425
Employee	Female	55	15425
Employee	Female	53	15425
Employee	Female	49	15425
Employee	Female	52	15425
Spouse	Male	58	15425
Spouse	Male	78	15425
Spouse	Female	54	15425
Spouse	Female	58	15425
Spouse	Female	48	15425
Spouse	Female	59	15425
Spouse	Female	58	15425
Spouse	Female	55	15425
Spouse	Female	57	15425
Spouse	Female	44	15425
Spouse	Female	37	15425
Spouse	Female	54	15425
Spouse	Female	58	15425
Stepchild	Female	17	15425
Child	Male	25	15428
Child	Female	24	15428
Employee	Male	56	15428
Spouse	Female	60	15428
Employee	Female	59	15430
Employee	Male	65	15431
Employee	Female	59	15431
Child	Male	10	15436
Child	Female	14	15436
Employee	Male	46	15436
Spouse	Female	42	15436
Employee	Female	49	15438
Child	Male	25	15442
Employee	Male	66	15442
Employee	Male	33	15456
Child	Male	22	15458
Child	Female	20	15458
Employee	Male	47	15458
Spouse	Female	47	15458
Child	Male	10	15469
Child	Male	12	15469
Child	Male	10	15469
Child	Male	12	15469
Child	Male	23	15469
Child	Male	16	15469
Child	Female	10	15469
Employee	Male	55	15469
Employee	Male	54	15469
Employee	Male	54	15469

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Female	39	15469
Spouse	Male	54	15469
Spouse	Female	39	15469
Spouse	Female	51	15469
Child	Male	5	15473
Child	Male	7	15473
Employee	Male	40	15473
Employee	Male	57	15473
Employee	Female	40	15473
Spouse	Male	42	15473
Spouse	Female	45	15473
Spouse	Female	58	15473
Child	Female	23	15477
Employee	Male	60	15477
Spouse	Female	56	15477
Employee	Male	51	15478
Child	Female	21	15482
Employee	Male	52	15482
Spouse	Female	46	15482
Child	Male	16	15486
Child	Male	21	15486
Child	Female	25	15486
Child	Female	18	15486
Employee	Male	56	15486
Employee	Male	45	15486
Spouse	Male	45	15486
Spouse	Female	55	15486
Child	Male	21	15501
Child	Male	0	15501
Child	Male	15	15501
Child	Male	17	15501
Child	Male	22	15501
Child	Male	19	15501
Child	Male	11	15501
Child	Male	7	15501
Child	Male	4	15501
Child	Male	0	15501
Child	Male	17	15501
Child	Male	20	15501
Child	Male	15	15501
Child	Female	23	15501
Child	Female	21	15501
Child	Female	9	15501
Child	Female	4	15501
Child	Female	10	15501
Child	Female	14	15501
Employee	Male	59	15501
Employee	Male	50	15501
Employee	Male	48	15501
Employee	Male	53	15501
Employee	Male	42	15501
Employee	Male	65	15501

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	57	15501
Employee	Male	56	15501
Employee	Male	46	15501
Employee	Male	41	15501
Employee	Male	67	15501
Employee	Male	45	15501
Employee	Male	55	15501
Employee	Male	41	15501
Employee	Male	44	15501
Employee	Male	30	15501
Employee	Male	46	15501
Employee	Male	23	15501
Employee	Male	45	15501
Employee	Female	53	15501
Employee	Female	41	15501
Employee	Female	23	15501
Spouse	Female	49	15501
Spouse	Female	42	15501
Spouse	Female	52	15501
Spouse	Female	40	15501
Spouse	Female	64	15501
Spouse	Female	61	15501
Spouse	Female	59	15501
Spouse	Female	66	15501
Spouse	Female	44	15501
Spouse	Female	34	15501
Spouse	Female	37	15501
Spouse	Female	26	15501
Spouse	Female	41	15501
Spouse	Female	25	15501
Spouse	Female	45	15501
Stepchild	Female	18	15501
Child	Male	25	15521
Child	Male	17	15521
Child	Male	13	15521
Employee	Male	59	15521
Employee	Male	67	15521
Employee	Male	48	15521
Employee	Female	24	15521
Spouse	Female	64	15521
Spouse	Female	52	15521
Child	Male	16	15522
Child	Male	12	15522
Child	Male	1	15522
Child	Male	18	15522
Child	Male	12	15522
Child	Male	18	15522
Child	Male	18	15522
Child	Male	18	15522
Child	Male	20	15522
Child	Male	16	15522
Child	Male	21	15522

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Male	19	15522
Child	Male	4	15522
Child	Female	19	15522
Child	Female	23	15522
Child	Female	7	15522
Child	Female	0	15522
Child	Female	24	15522
Child	Female	15	15522
Child	Female	1	15522
Employee	Male	53	15522
Employee	Male	57	15522
Employee	Male	49	15522
Employee	Male	62	15522
Employee	Male	31	15522
Employee	Male	52	15522
Employee	Male	31	15522
Employee	Male	41	15522
Employee	Male	55	15522
Employee	Male	27	15522
Employee	Male	57	15522
Employee	Male	55	15522
Employee	Male	24	15522
Employee	Male	28	15522
Employee	Female	54	15522
Employee	Female	37	15522
Employee	Female	28	15522
Employee	Female	71	15522
Employee	Female	64	15522
Employee	Female	51	15522
Employee	Female	54	15522
Spouse	Male	37	15522
Spouse	Male	62	15522
Spouse	Female	59	15522
Spouse	Female	63	15522
Spouse	Female	54	15522
Spouse	Female	71	15522
Spouse	Female	28	15522
Spouse	Female	43	15522
Spouse	Female	59	15522
Spouse	Female	41	15522
Spouse	Female	61	15522
Spouse	Female	51	15522
Spouse	Female	54	15522
Spouse	Female	26	15522
Stepchild	Male	24	15522
Child	Male	6	15530
Child	Male	13	15530
Child	Male	22	15530
Child	Female	24	15530
Child	Female	1	15530
Child	Female	3	15530
Child	Female	1	15530

Employee/Dependent Census Data
May 20, 2020

Employee/Dependent	Gender	Age	Postal Code
Child	Female	8	15530
Child	Female	11	15530
Child	Female	17	15530
Domestic Partner	Female	49	15530
Employee	Male	59	15530
Employee	Male	64	15530
Employee	Male	38	15530
Employee	Male	37	15530
Employee	Male	61	15530
Employee	Male	52	15530
Employee	Male	60	15530
Employee	Male	41	15530
Employee	Male	36	15530
Employee	Male	35	15530
Employee	Male	35	15530
Employee	Male	53	15530
Employee	Male	53	15530
Employee	Female	36	15530
Employee	Female	51	15530
Spouse	Male	36	15530
Spouse	Male	36	15530
Spouse	Male	55	15530
Spouse	Female	63	15530
Spouse	Female	48	15530
Spouse	Female	30	15530
Spouse	Female	36	15530
Spouse	Female	36	15530
Spouse	Female	43	15530
Child	Male	6	15531
Child	Female	0	15531
Child	Female	11	15531
Employee	Male	57	15531
Employee	Male	41	15531
Employee	Female	58	15531
Spouse	Male	61	15531
Spouse	Female	33	15531
Child	Female	18	15533
Child	Female	24	15533
Employee	Male	57	15533
Employee	Male	49	15533
Employee	Male	58	15533
Spouse	Female	54	15533
Spouse	Female	53	15533
Spouse	Female	59	15533
Spouse	Female	29	15533
Child	Male	23	15534
Child	Male	20	15534
Child	Female	16	15534
Child	Female	27	15534
Employee	Male	58	15534
Employee	Male	51	15534
Employee	Male	58	15534

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	23	15534
Spouse	Female	51	15534
Spouse	Female	57	15534
Employee	Male	53	15535
Spouse	Female	53	15535
Employee	Male	55	15536
Child	Male	21	15537
Child	Male	24	15537
Child	Male	5	15537
Child	Male	13	15537
Child	Male	23	15537
Child	Female	23	15537
Child	Female	1	15537
Child	Female	15	15537
Child	Female	20	15537
Child	Female	21	15537
Child	Female	17	15537
Employee	Male	55	15537
Employee	Male	52	15537
Employee	Male	67	15537
Employee	Male	46	15537
Employee	Male	59	15537
Employee	Male	60	15537
Employee	Male	61	15537
Employee	Male	49	15537
Employee	Male	53	15537
Employee	Male	53	15537
Employee	Male	58	15537
Employee	Male	54	15537
Employee	Male	34	15537
Employee	Male	31	15537
Employee	Male	53	15537
Employee	Male	61	15537
Employee	Male	56	15537
Employee	Male	56	15537
Employee	Male	63	15537
Employee	Male	39	15537
Employee	Male	22	15537
Employee	Male	32	15537
Employee	Male	32	15537
Employee	Male	22	15537
Employee	Female	52	15537
Employee	Female	26	15537
Employee	Female	60	15537
Spouse	Male	55	15537
Spouse	Male	50	15537
Spouse	Female	52	15537
Spouse	Female	60	15537
Spouse	Female	54	15537
Spouse	Female	52	15537
Spouse	Female	33	15537
Spouse	Female	30	15537

Employee/Dependent Census Data
May 20, 2020

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	51	15537
Spouse	Female	51	15537
Spouse	Female	61	15537
Spouse	Female	44	15537
Spouse	Female	71	15537
Spouse	Female	46	15537
Spouse	Female	52	15537
Stepchild	Male	10	15537
Stepchild	Female	23	15537
Child	Male	1	15538
Child	Male	21	15538
Child	Male	11	15538
Child	Male	17	15538
Child	Female	6	15538
Child	Female	14	15538
Employee	Male	35	15538
Employee	Male	61	15538
Employee	Male	38	15538
Employee	Female	51	15538
Spouse	Male	58	15538
Spouse	Female	35	15538
Stepchild	Male	10	15538
Child	Male	10	15539
Child	Male	14	15539
Child	Male	6	15539
Child	Male	17	15539
Child	Female	13	15539
Employee	Male	47	15539
Employee	Male	32	15539
Employee	Male	44	15539
Employee	Female	31	15539
Employee	Female	56	15539
Spouse	Male	63	15539
Spouse	Female	43	15539
Spouse	Female	38	15539
Employee	Male	26	15540
Child	Male	23	15541
Employee	Male	51	15541
Employee	Male	52	15541
Employee	Male	51	15541
Spouse	Female	46	15541
Spouse	Female	56	15541
Employee	Male	56	15542
Spouse	Female	55	15543
Employee	Male	34	15545
Spouse	Female	31	15545
Employee	Male	55	15550
Employee	Male	33	15550
Spouse	Female	52	15550
Employee	Male	52	15551
Child	Male	20	15552
Child	Female	13	15552

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	50	15552
Employee	Male	39	15552
Employee	Female	62	15552
Spouse	Male	45	15552
Child	Male	21	15553
Child	Female	4	15553
Employee	Male	35	15553
Employee	Male	49	15553
Employee	Male	24	15553
Spouse	Female	30	15553
Spouse	Female	46	15553
Child	Female	13	15554
Employee	Male	61	15554
Employee	Male	60	15554
Spouse	Female	55	15554
Spouse	Female	57	15554
Child of Domestic Partner	Female	22	15557
Domestic Partner	Female	48	15557
Employee	Male	63	15557
Employee	Male	47	15557
Child	Male	10	15559
Child	Male	16	15559
Child	Male	11	15559
Child	Male	8	15559
Child	Male	20	15559
Child	Female	13	15559
Child	Female	17	15559
Child	Female	2	15559
Child	Female	24	15559
Employee	Male	51	15559
Employee	Male	57	15559
Employee	Male	51	15559
Employee	Male	31	15559
Employee	Male	41	15559
Employee	Male	52	15559
Employee	Female	59	15559
Employee	Female	31	15559
Employee	Female	29	15559
Spouse	Male	31	15559
Spouse	Female	52	15559
Spouse	Female	50	15559
Spouse	Female	39	15559
Spouse	Female	53	15559
Stepchild	Male	19	15559
Stepchild	Female	17	15559
Child	Female	14	15563
Employee	Male	51	15563
Employee	Male	66	15563
Employee	Male	32	15563
Employee	Female	52	15563
Spouse	Female	53	15563
Spouse	Female	68	15563

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Female	15	15572
Child	Male	5	15601
Child	Male	24	15601
Child	Female	5	15601
Child	Female	13	15601
Child	Female	24	15601
Child	Female	20	15601
Child	Female	15	15601
Child	Female	18	15601
Child	Female	22	15601
Employee	Male	56	15601
Employee	Male	58	15601
Employee	Male	60	15601
Employee	Male	63	15601
Employee	Male	47	15601
Employee	Male	45	15601
Employee	Male	42	15601
Employee	Male	59	15601
Employee	Male	61	15601
Employee	Male	63	15601
Employee	Male	51	15601
Employee	Male	53	15601
Employee	Male	56	15601
Employee	Male	39	15601
Employee	Female	46	15601
Employee	Female	61	15601
Employee	Female	61	15601
Employee	Female	49	15601
Employee	Female	61	15601
Spouse	Male	45	15601
Spouse	Male	56	15601
Spouse	Male	68	15601
Spouse	Female	45	15601
Spouse	Female	40	15601
Spouse	Female	60	15601
Spouse	Female	58	15601
Spouse	Female	65	15601
Spouse	Female	50	15601
Spouse	Female	45	15601
Spouse	Female	58	15601
Employee	Male	52	15610
Spouse	Female	58	15610
Child	Male	10	15613
Child	Male	14	15613
Child	Male	12	15613
Employee	Male	61	15613
Employee	Male	59	15613
Employee	Male	57	15613
Employee	Male	45	15613
Employee	Female	42	15613
Spouse	Male	54	15613
Spouse	Female	58	15613

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	57	15613
Spouse	Female	48	15613
Child	Male	18	15626
Child	Male	19	15626
Employee	Male	55	15626
Employee	Male	51	15626
Spouse	Female	55	15626
Spouse	Female	50	15626
Stepchild	Female	25	15626
Child	Male	22	15627
Employee	Male	48	15627
Employee	Male	59	15627
Spouse	Female	45	15627
Spouse	Female	55	15627
Child	Male	23	15636
Employee	Male	64	15636
Employee	Male	53	15636
Employee	Female	59	15636
Spouse	Male	60	15636
Spouse	Female	63	15636
Employee	Female	57	15637
Child	Male	22	15642
Child	Male	17	15642
Child	Male	21	15642
Child	Male	24	15642
Child	Male	12	15642
Child	Male	2	15642
Child	Male	23	15642
Child	Male	18	15642
Child	Male	6	15642
Child	Male	24	15642
Child	Male	23	15642
Child	Male	21	15642
Child	Female	25	15642
Child	Female	20	15642
Child	Female	1	15642
Child	Female	10	15642
Child	Female	4	15642
Child	Female	25	15642
Child	Female	15	15642
Child	Female	23	15642
Employee	Male	58	15642
Employee	Male	60	15642
Employee	Male	60	15642
Employee	Male	61	15642
Employee	Male	46	15642
Employee	Male	46	15642
Employee	Male	55	15642
Employee	Male	30	15642
Employee	Male	41	15642
Employee	Male	50	15642
Employee	Male	37	15642

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	52	15642
Employee	Male	57	15642
Employee	Male	30	15642
Employee	Female	60	15642
Employee	Female	32	15642
Employee	Female	57	15642
Spouse	Female	57	15642
Spouse	Female	58	15642
Spouse	Female	45	15642
Spouse	Female	46	15642
Spouse	Female	63	15642
Spouse	Female	33	15642
Spouse	Female	49	15642
Spouse	Female	37	15642
Spouse	Female	50	15642
Spouse	Female	55	15642
Spouse	Female	63	15642
Child	Male	0	15644
Employee	Male	64	15644
Employee	Male	63	15644
Spouse	Female	63	15644
Child	Male	22	15650
Child	Male	25	15650
Child	Female	24	15650
Child	Female	24	15650
Child	Female	3	15650
Child	Female	23	15650
Employee	Male	49	15650
Employee	Male	55	15650
Employee	Male	57	15650
Employee	Male	63	15650
Employee	Male	60	15650
Employee	Male	31	15650
Employee	Male	37	15650
Employee	Male	54	15650
Employee	Female	48	15650
Spouse	Male	55	15650
Spouse	Female	47	15650
Spouse	Female	54	15650
Spouse	Female	58	15650
Spouse	Female	29	15650
Spouse	Female	33	15650
Child	Male	17	15658
Employee	Male	45	15658
Employee	Male	59	15658
Employee	Male	61	15658
Spouse	Female	48	15658
Spouse	Female	58	15658
Child	Male	22	15663
Child	Female	17	15663
Employee	Male	36	15663
Employee	Male	47	15663

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	25	15663
Spouse	Female	44	15663
Employee	Female	27	15665
Child	Male	12	15666
Child	Male	8	15666
Employee	Male	54	15666
Employee	Male	47	15666
Employee	Male	55	15666
Employee	Male	58	15666
Employee	Male	53	15666
Employee	Male	25	15666
Employee	Female	44	15666
Spouse	Male	41	15666
Spouse	Female	53	15666
Spouse	Female	47	15666
Spouse	Female	50	15666
Child	Male	8	15670
Child	Female	11	15670
Employee	Male	44	15670
Employee	Male	44	15671
Employee	Female	50	15671
Child	Male	16	15672
Child	Female	21	15672
Employee	Male	58	15672
Employee	Female	58	15672
Employee	Female	67	15672
Spouse	Male	67	15672
Spouse	Female	56	15672
Employee	Male	60	15674
Employee	Male	70	15676
Spouse	Female	64	15676
Child	Male	21	15678
Child	Male	9	15678
Employee	Male	49	15678
Employee	Male	45	15678
Employee	Female	50	15678
Spouse	Male	42	15678
Spouse	Female	58	15678
Employee	Male	62	15679
Employee	Male	29	15679
Spouse	Female	53	15679
Stepchild	Male	19	15679
Stepchild	Female	17	15679
Employee	Male	62	15681
Child	Male	18	15683
Child	Male	18	15683
Child	Female	20	15683
Child	Female	20	15683
Child	Female	4	15683
Child	Female	1	15683
Employee	Male	54	15683
Employee	Male	30	15683

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	24	15683
Employee	Male	52	15683
Employee	Female	48	15683
Spouse	Male	50	15683
Spouse	Female	54	15683
Spouse	Female	28	15683
Spouse	Female	50	15683
Child	Male	25	15690
Child	Female	22	15690
Child	Female	1	15690
Child	Female	2	15690
Employee	Male	60	15690
Employee	Male	34	15690
Employee	Male	24	15690
Spouse	Female	58	15690
Spouse	Female	29	15690
Employee	Male	50	15695
Child	Female	13	15697
Domestic Partner	Male	50	15697
Employee	Male	45	15697
Employee	Female	49	15697
Employee	Female	40	15697
Spouse	Female	40	15697
Stepchild	Male	20	15697
Employee	Male	34	15717
Child	Male	24	15902
Employee	Male	51	15902
Employee	Male	26	15902
Employee	Male	57	15902
Spouse	Female	49	15902
Spouse	Female	27	15902
Spouse	Female	52	15902
Child	Male	22	15904
Child	Male	22	15904
Child	Female	22	15904
Child	Female	19	15904
Employee	Male	54	15904
Employee	Male	55	15904
Employee	Male	55	15904
Spouse	Female	53	15904
Spouse	Female	52	15904
Spouse	Female	54	15904
Child	Male	21	15905
Child	Female	25	15905
Employee	Male	57	15905
Employee	Male	51	15905
Employee	Male	64	15905
Spouse	Female	49	15905
Child	Male	14	15906
Child	Female	20	15906
Employee	Male	51	15906
Employee	Male	49	15906

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	29	15906
Spouse	Female	48	15906
Child	Male	14	15909
Employee	Male	48	15909
Spouse	Female	49	15909
Employee	Male	58	15926
Employee	Female	52	15926
Spouse	Female	52	15926
Employee	Male	55	15936
Child	Male	22	15956
Child	Male	17	15956
Child	Male	14	15956
Child	Male	26	15956
Child	Female	10	15956
Child	Female	15	15956
Employee	Male	45	15956
Employee	Male	46	15956
Spouse	Female	46	15956
Spouse	Female	46	15956
Employee	Female	47	15963
Employee	Male	60	16001
Employee	Male	81	16001
Employee	Male	49	16033
Employee	Male	24	16034
Child	Male	3	16052
Employee	Male	52	16052
Employee	Male	53	16052
Employee	Male	43	16052
Spouse	Female	45	16052
Spouse	Female	37	16052
Employee	Male	26	16056
Employee	Male	61	16057
Employee	Male	57	16057
Employee	Female	42	16057
Child	Male	7	16059
Employee	Male	46	16059
Employee	Female	50	16063
Child	Male	15	16101
Child	Female	19	16101
Child	Female	23	16101
Child	Female	12	16101
Child	Female	9	16101
Employee	Male	50	16101
Employee	Male	55	16101
Employee	Male	48	16101
Employee	Male	55	16101
Employee	Male	57	16101
Employee	Male	56	16101
Employee	Male	35	16101
Employee	Male	38	16101
Employee	Male	61	16101
Employee	Female	55	16101

Employee/Dependent Census Data
May 20, 2020

Employee/Dependent	Gender	Age	Postal Code
Employee	Female	49	16101
Employee	Female	59	16101
Spouse	Female	46	16101
Spouse	Female	66	16101
Spouse	Female	60	16101
Child	Male	11	16105
Child	Male	14	16105
Child	Male	1	16105
Child	Male	9	16105
Child	Female	15	16105
Child	Female	19	16105
Child	Female	21	16105
Child	Female	12	16105
Employee	Male	43	16105
Employee	Male	56	16105
Employee	Male	55	16105
Employee	Male	58	16105
Employee	Male	49	16105
Employee	Male	40	16105
Employee	Male	58	16105
Spouse	Female	54	16105
Spouse	Female	47	16105
Spouse	Female	37	16105
Spouse	Female	40	16105
Spouse	Female	57	16105
Stepchild	Female	24	16105
Child	Male	24	16115
Child	Female	15	16115
Employee	Male	48	16115
Employee	Male	60	16115
Employee	Male	52	16115
Employee	Female	63	16115
Employee	Female	57	16115
Spouse	Male	58	16115
Spouse	Female	46	16115
Spouse	Female	59	16115
Spouse	Female	48	16115
Stepchild	Male	18	16115
Child	Male	22	16117
Child	Male	22	16117
Child	Female	24	16117
Child	Female	22	16117
Child	Female	18	16117
Employee	Male	50	16117
Employee	Male	40	16117
Employee	Male	47	16117
Employee	Male	62	16117
Employee	Male	67	16117
Employee	Male	53	16117
Employee	Female	47	16117
Spouse	Female	48	16117
Spouse	Female	51	16117

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Male	0	16120
Employee	Female	34	16120
Spouse	Male	34	16120
Child	Female	18	16141
Employee	Male	53	16141
Employee	Male	53	16141
Spouse	Female	46	16141
Child	Male	8	16142
Employee	Male	35	16142
Spouse	Female	35	16142
Employee	Male	63	16157
Employee	Female	52	16160
Employee	Female	62	16160
Spouse	Male	66	16160
Child	Male	21	16222
Employee	Male	50	16222
Spouse	Female	48	16222
Employee	Female	54	16601
Employee	Female	34	16601
Child	Female	4	16621
Child	Female	0	16621
Employee	Male	47	16621
Employee	Male	28	16621
Spouse	Female	27	16621
Employee	Male	23	16633
Employee	Male	28	16637
Child	Male	25	16650
Child	Male	18	16650
Child	Female	21	16650
Employee	Male	52	16650
Employee	Male	55	16650
Employee	Male	25	16650
Employee	Female	52	16650
Spouse	Male	57	16650
Spouse	Female	52	16650
Spouse	Female	55	16650
Employee	Male	43	16657
Child	Male	16	16664
Child	Female	14	16664
Employee	Male	51	16664
Employee	Female	44	16664
Spouse	Male	58	16664
Child	Female	3	16667
Employee	Female	32	16667
Employee	Male	51	16673
Employee	Male	53	16673
Spouse	Female	50	16673
Child	Male	21	16678
Child	Female	23	16678
Employee	Male	55	16678
Employee	Male	52	16678
Spouse	Female	59	16678

Employee/Dependent Census Data
May 20, 2020

Employee/Dependent	Gender	Age	Postal Code
Child	Male	9	16691
Employee	Male	42	16691
Employee	Male	51	16695
Child	Male	20	17003
Child	Male	17	17003
Child	Male	7	17003
Child	Male	9	17003
Child	Male	12	17003
Child	Male	8	17003
Child	Female	8	17003
Child	Female	11	17003
Child	Female	20	17003
Child	Female	12	17003
Employee	Male	43	17003
Employee	Male	47	17003
Employee	Male	48	17003
Employee	Male	67	17003
Employee	Male	36	17003
Employee	Male	50	17003
Employee	Male	23	17003
Employee	Female	42	17003
Grandchild	Male	9	17003
Spouse	Male	35	17003
Spouse	Female	37	17003
Spouse	Female	37	17003
Spouse	Female	39	17003
Spouse	Female	65	17003
Spouse	Female	38	17003
Spouse	Female	51	17003
Stepchild	Male	9	17003
Stepchild	Female	16	17003
Stepchild	Female	17	17003
Stepchild	Female	13	17003
Child	Female	25	17007
Child	Female	18	17007
Child	Female	16	17007
Child	Female	12	17007
Child	Female	15	17007
Domestic Partner	Male	59	17007
Employee	Male	47	17007
Employee	Female	52	17007
Employee	Female	46	17007
Employee	Female	61	17007
Spouse	Male	46	17007
Spouse	Female	42	17007
Stepchild	Male	14	17007
Stepchild	Female	13	17007
Child	Male	11	17011
Child	Male	9	17011
Child	Male	5	17011
Child	Male	12	17011
Child	Male	14	17011

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Male	17	17011
Child	Female	5	17011
Child	Female	14	17011
Child	Female	11	17011
Child	Female	25	17011
Child	Female	4	17011
Child	Female	2	17011
Child	Female	10	17011
Child	Female	25	17011
Employee	Male	59	17011
Employee	Male	56	17011
Employee	Male	64	17011
Employee	Male	44	17011
Employee	Male	37	17011
Employee	Male	64	17011
Employee	Male	31	17011
Employee	Male	25	17011
Employee	Male	57	17011
Employee	Female	43	17011
Employee	Female	51	17011
Employee	Female	45	17011
Employee	Female	41	17011
Employee	Female	45	17011
Spouse	Male	48	17011
Spouse	Male	41	17011
Spouse	Male	42	17011
Spouse	Male	54	17011
Spouse	Female	66	17011
Spouse	Female	41	17011
Spouse	Female	35	17011
Spouse	Female	67	17011
Spouse	Female	31	17011
Child	Male	20	17013
Child	Male	18	17013
Child	Male	24	17013
Child	Male	5	17013
Child	Male	13	17013
Child	Male	23	17013
Child	Female	21	17013
Child	Female	1	17013
Child	Female	3	17013
Child	Female	24	17013
Child	Female	10	17013
Child	Female	22	17013
Employee	Male	60	17013
Employee	Male	57	17013
Employee	Male	42	17013
Employee	Male	30	17013
Employee	Male	49	17013
Employee	Male	30	17013
Employee	Male	32	17013
Employee	Female	45	17013

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Female	63	17013
Employee	Female	57	17013
Employee	Female	42	17013
Employee	Female	53	17013
Employee	Female	32	17013
Spouse	Male	63	17013
Spouse	Male	54	17013
Spouse	Male	32	17013
Spouse	Female	44	17013
Child	Male	24	17015
Child	Male	5	17015
Child	Male	3	17015
Child	Male	5	17015
Child	Female	14	17015
Child	Female	12	17015
Child	Female	8	17015
Employee	Male	57	17015
Employee	Male	56	17015
Employee	Male	57	17015
Employee	Male	43	17015
Employee	Male	36	17015
Employee	Female	63	17015
Employee	Female	45	17015
Spouse	Female	40	17015
Spouse	Female	56	17015
Spouse	Female	57	17015
Spouse	Female	42	17015
Spouse	Female	36	17015
Child	Male	8	17017
Employee	Male	38	17017
Child	Female	13	17018
Employee	Male	57	17018
Employee	Male	60	17018
Employee	Male	46	17018
Employee	Female	49	17018
Employee	Female	21	17018
Spouse	Male	51	17018
Spouse	Female	49	17018
Spouse	Female	59	17018
Child	Male	20	17019
Child	Male	20	17019
Child	Male	16	17019
Child	Male	4	17019
Child	Male	1	17019
Child	Male	9	17019
Child	Female	23	17019
Child	Female	19	17019
Child	Female	23	17019
Child	Female	22	17019
Employee	Male	55	17019
Employee	Male	50	17019
Employee	Male	57	17019

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	49	17019
Employee	Male	60	17019
Employee	Male	49	17019
Employee	Male	31	17019
Employee	Male	37	17019
Employee	Male	22	17019
Employee	Female	45	17019
Employee	Female	63	17019
Spouse	Male	63	17019
Spouse	Female	49	17019
Spouse	Female	51	17019
Spouse	Female	55	17019
Spouse	Female	58	17019
Spouse	Female	50	17019
Spouse	Female	26	17019
Spouse	Female	37	17019
Stepchild	Male	20	17019
Stepchild	Female	24	17019
Child	Male	20	17020
Child	Male	18	17022
Child	Male	20	17022
Child	Male	14	17022
Child	Male	14	17022
Child	Female	16	17022
Child	Female	19	17022
Child	Female	23	17022
Child	Female	24	17022
Child	Female	23	17022
Employee	Male	63	17022
Employee	Male	51	17022
Employee	Male	47	17022
Employee	Male	47	17022
Employee	Male	52	17022
Employee	Male	35	17022
Employee	Female	53	17022
Employee	Female	54	17022
Employee	Female	48	17022
Spouse	Male	50	17022
Spouse	Female	51	17022
Spouse	Female	46	17022
Spouse	Female	43	17022
Spouse	Female	33	17022
Spouse	Female	54	17022
Stepchild	Female	25	17022
Child	Male	20	17025
Child	Male	12	17025
Child	Male	12	17025
Child	Male	3	17025
Child	Male	13	17025
Child	Female	14	17025
Child	Female	18	17025
Child	Female	12	17025

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Female	10	17025
Child	Female	23	17025
Child	Female	12	17025
Child	Female	13	17025
Child	Female	20	17025
Child	Female	11	17025
Child	Female	10	17025
Employee	Male	48	17025
Employee	Male	58	17025
Employee	Male	53	17025
Employee	Male	46	17025
Employee	Male	48	17025
Employee	Male	56	17025
Employee	Male	49	17025
Employee	Male	29	17025
Employee	Male	34	17025
Employee	Male	47	17025
Employee	Male	44	17025
Employee	Female	40	17025
Employee	Female	40	17025
Employee	Female	59	17025
Employee	Female	32	17025
Spouse	Male	61	17025
Spouse	Male	43	17025
Spouse	Female	45	17025
Spouse	Female	43	17025
Spouse	Female	28	17025
Spouse	Female	29	17025
Spouse	Female	48	17025
Spouse	Female	43	17025
Spouse	Female	57	17027
Child	Female	0	17032
Child	Female	22	17032
Employee	Male	37	17032
Employee	Female	52	17032
Spouse	Male	53	17032
Spouse	Female	32	17032
Child	Male	18	17033
Child	Male	21	17033
Child	Male	15	17033
Child	Female	21	17033
Child	Female	19	17033
Child	Female	11	17033
Child	Female	13	17033
Child	Female	6	17033
Child	Female	4	17033
Employee	Male	55	17033
Employee	Male	59	17033
Employee	Male	54	17033
Employee	Male	40	17033
Employee	Male	39	17033
Employee	Male	27	17033

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Female	39	17033
Spouse	Female	53	17033
Spouse	Female	49	17033
Spouse	Female	38	17033
Employee	Male	62	17034
Employee	Female	57	17034
Child	Male	19	17036
Child	Male	16	17036
Child	Male	15	17036
Child	Male	24	17036
Child	Male	22	17036
Child	Male	25	17036
Child	Male	23	17036
Child	Male	20	17036
Child	Male	3	17036
Child	Male	5	17036
Child	Female	19	17036
Child	Female	23	17036
Child	Female	20	17036
Child	Female	18	17036
Child	Female	0	17036
Employee	Male	52	17036
Employee	Male	56	17036
Employee	Male	49	17036
Employee	Male	55	17036
Employee	Male	50	17036
Employee	Male	46	17036
Employee	Male	60	17036
Employee	Male	36	17036
Employee	Male	34	17036
Employee	Female	51	17036
Employee	Female	59	17036
Employee	Female	58	17036
Employee	Female	48	17036
Employee	Female	27	17036
Spouse	Female	50	17036
Spouse	Female	51	17036
Spouse	Female	52	17036
Spouse	Female	51	17036
Spouse	Female	59	17036
Spouse	Female	36	17036
Spouse	Female	32	17036
Child	Male	24	17038
Child	Male	19	17038
Child	Female	21	17038
Child	Female	18	17038
Child	Female	6	17038
Employee	Male	50	17038
Employee	Male	44	17038
Employee	Female	50	17038
Spouse	Male	46	17038
Spouse	Female	49	17038

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	45	17038
Employee	Male	56	17040
Employee	Female	44	17040
Employee	Female	26	17040
Spouse	Male	45	17040
Spouse	Female	67	17040
Child	Male	16	17042
Child	Male	11	17042
Child	Male	16	17042
Child	Male	1	17042
Child	Female	12	17042
Child	Female	12	17042
Child	Female	9	17042
Child	Female	7	17042
Child	Female	12	17042
Child	Female	0	17042
Child	Female	8	17042
Child	Female	4	17042
Child	Female	8	17042
Child	Female	15	17042
Child	Female	21	17042
Child	Female	13	17042
Child	Female	9	17042
Child	Female	11	17042
Employee	Male	58	17042
Employee	Male	51	17042
Employee	Male	50	17042
Employee	Male	46	17042
Employee	Male	41	17042
Employee	Male	57	17042
Employee	Male	38	17042
Employee	Male	59	17042
Employee	Male	32	17042
Employee	Male	40	17042
Employee	Male	40	17042
Employee	Male	45	17042
Employee	Male	57	17042
Employee	Male	61	17042
Employee	Male	22	17042
Employee	Male	47	17042
Employee	Male	29	17042
Employee	Male	23	17042
Employee	Female	60	17042
Employee	Female	53	17042
Employee	Female	35	17042
Employee	Female	38	17042
Employee	Female	56	17042
Employee	Female	34	17042
Spouse	Male	46	17042
Spouse	Male	40	17042
Spouse	Male	41	17042
Spouse	Male	36	17042

Employee/Dependent Census Data
May 20, 2020

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	53	17042
Spouse	Female	38	17042
Spouse	Female	62	17042
Spouse	Female	38	17042
Spouse	Female	53	17042
Spouse	Female	28	17042
Spouse	Female	35	17042
Spouse	Female	49	17042
Spouse	Female	63	17042
Spouse	Female	23	17042
Spouse	Female	37	17042
Spouse	Female	26	17042
Stepchild	Female	21	17042
Employee	Male	52	17043
Employee	Female	61	17043
Employee	Female	51	17043
Spouse	Male	60	17043
Spouse	Female	64	17044
Child	Male	7	17045
Child	Male	17	17045
Child	Male	20	17045
Child	Male	9	17045
Employee	Male	47	17045
Employee	Male	47	17045
Spouse	Female	41	17045
Spouse	Female	39	17045
Child	Male	6	17046
Child	Male	14	17046
Child	Male	23	17046
Child	Male	17	17046
Child	Male	25	17046
Child	Male	22	17046
Child	Female	20	17046
Child	Female	25	17046
Child	Female	23	17046
Child	Female	25	17046
Child	Female	23	17046
Child	Female	25	17046
Child	Female	21	17046
Child	Female	16	17046
Employee	Male	53	17046
Employee	Male	48	17046
Employee	Male	54	17046
Employee	Male	38	17046
Employee	Male	39	17046
Employee	Male	53	17046
Employee	Male	58	17046
Employee	Male	59	17046
Employee	Male	59	17046
Employee	Male	48	17046
Employee	Male	47	17046
Employee	Male	62	17046

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	62	17046
Employee	Male	43	17046
Employee	Female	54	17046
Spouse	Male	59	17046
Spouse	Female	38	17046
Spouse	Female	49	17046
Spouse	Female	57	17046
Spouse	Female	54	17046
Spouse	Female	50	17046
Spouse	Female	47	17046
Spouse	Female	50	17046
Spouse	Female	42	17046
Stepchild	Female	17	17046
Child	Female	21	17047
Child	Female	24	17047
Employee	Male	50	17047
Spouse	Female	43	17047
Child	Male	25	17050
Child	Male	11	17050
Child	Male	14	17050
Child	Male	25	17050
Child	Male	13	17050
Child	Male	13	17050
Child	Male	24	17050
Child	Male	0	17050
Child	Male	2	17050
Child	Male	5	17050
Child	Male	25	17050
Child	Male	14	17050
Child	Male	11	17050
Child	Male	22	17050
Child	Male	8	17050
Child	Male	18	17050
Child	Female	25	17050
Child	Female	23	17050
Child	Female	12	17050
Child	Female	8	17050
Child	Female	18	17050
Child	Female	8	17050
Child	Female	12	17050
Child	Female	22	17050
Child	Female	7	17050
Child	Female	13	17050
Child	Female	13	17050
Child	Female	10	17050
Child	Female	20	17050
Child	Female	8	17050
Child	Female	22	17050
Child	Female	23	17050
Child	Female	19	17050
Employee	Male	58	17050
Employee	Male	61	17050

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	50	17050
Employee	Male	51	17050
Employee	Male	68	17050
Employee	Male	71	17050
Employee	Male	46	17050
Employee	Male	48	17050
Employee	Male	33	17050
Employee	Male	43	17050
Employee	Male	42	17050
Employee	Male	49	17050
Employee	Male	49	17050
Employee	Male	41	17050
Employee	Female	59	17050
Employee	Female	54	17050
Employee	Female	61	17050
Employee	Female	48	17050
Employee	Female	54	17050
Employee	Female	41	17050
Employee	Female	63	17050
Employee	Female	57	17050
Employee	Female	43	17050
Employee	Female	52	17050
Employee	Female	52	17050
Employee	Female	57	17050
Employee	Female	52	17050
Spouse	Male	50	17050
Spouse	Male	60	17050
Spouse	Male	42	17050
Spouse	Male	43	17050
Spouse	Male	54	17050
Spouse	Male	37	17050
Spouse	Male	55	17050
Spouse	Male	62	17050
Spouse	Male	51	17050
Spouse	Female	48	17050
Spouse	Female	48	17050
Spouse	Female	67	17050
Spouse	Female	47	17050
Spouse	Female	33	17050
Spouse	Female	43	17050
Spouse	Female	48	17050
Spouse	Female	46	17050
Child	Male	5	17053
Child	Male	0	17053
Child	Female	9	17053
Child	Female	20	17053
Child	Female	25	17053
Child	Female	12	17053
Child	Female	8	17053
Employee	Male	53	17053
Employee	Male	58	17053
Employee	Male	60	17053

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	63	17053
Employee	Male	32	17053
Employee	Male	22	17053
Employee	Female	45	17053
Spouse	Male	45	17053
Spouse	Female	56	17053
Spouse	Female	59	17053
Spouse	Female	59	17053
Spouse	Female	30	17053
Child	Male	26	17055
Child	Male	22	17055
Child	Male	24	17055
Child	Male	13	17055
Child	Male	15	17055
Child	Male	11	17055
Child	Male	4	17055
Child	Male	1	17055
Child	Male	17	17055
Child	Male	19	17055
Child	Male	8	17055
Child	Male	20	17055
Child	Male	25	17055
Child	Male	22	17055
Child	Female	18	17055
Child	Female	7	17055
Child	Female	10	17055
Child	Female	18	17055
Child	Female	19	17055
Child	Female	18	17055
Child	Female	18	17055
Child	Female	6	17055
Child	Female	7	17055
Child	Female	9	17055
Child	Female	18	17055
Child	Female	3	17055
Child	Female	2	17055
Employee	Male	63	17055
Employee	Male	51	17055
Employee	Male	51	17055
Employee	Male	57	17055
Employee	Male	40	17055
Employee	Male	44	17055
Employee	Male	56	17055
Employee	Male	46	17055
Employee	Male	50	17055
Employee	Male	64	17055
Employee	Male	52	17055
Employee	Male	41	17055
Employee	Male	47	17055
Employee	Male	42	17055
Employee	Male	57	17055
Employee	Male	45	17055

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	57	17055
Employee	Male	42	17055
Employee	Male	44	17055
Employee	Female	49	17055
Employee	Female	50	17055
Employee	Female	40	17055
Spouse	Male	53	17055
Spouse	Male	52	17055
Spouse	Female	62	17055
Spouse	Female	52	17055
Spouse	Female	59	17055
Spouse	Female	46	17055
Spouse	Female	41	17055
Spouse	Female	47	17055
Spouse	Female	53	17055
Spouse	Female	60	17055
Spouse	Female	50	17055
Spouse	Female	39	17055
Spouse	Female	27	17055
Spouse	Female	52	17055
Spouse	Female	54	17055
Spouse	Female	41	17055
Spouse	Female	40	17055
Stepchild	Male	20	17055
Stepchild	Female	25	17055
Stepchild	Female	20	17055
Child	Male	13	17057
Child	Male	22	17057
Child	Male	22	17057
Child	Male	13	17057
Child	Male	19	17057
Child	Male	15	17057
Child	Female	1	17057
Child	Female	2	17057
Child	Female	17	17057
Child	Female	19	17057
Child	Female	13	17057
Child	Female	11	17057
Child	Female	17	17057
Child	Female	14	17057
Employee	Male	61	17057
Employee	Male	60	17057
Employee	Male	55	17057
Employee	Male	36	17057
Employee	Male	46	17057
Employee	Male	41	17057
Employee	Male	60	17057
Employee	Male	34	17057
Employee	Male	59	17057
Employee	Male	49	17057
Employee	Female	64	17057
Employee	Female	39	17057

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Female	44	17057
Employee	Female	29	17057
Employee	Female	57	17057
Employee	Female	40	17057
Employee	Female	41	17057
Employee	Female	25	17057
Employee	Female	50	17057
Employee	Female	60	17057
Employee	Female	44	17057
Employee	Female	46	17057
Employee	Female	29	17057
Spouse	Male	38	17057
Spouse	Male	49	17057
Spouse	Male	32	17057
Spouse	Male	37	17057
Spouse	Male	53	17057
Spouse	Male	56	17057
Spouse	Male	64	17057
Spouse	Female	47	17057
Spouse	Female	35	17057
Spouse	Female	35	17057
Spouse	Female	60	17057
Spouse	Female	58	17057
Spouse	Female	62	17057
Stepchild	Male	6	17057
Stepchild	Female	25	17057
Stepchild	Female	23	17057
Employee	Male	51	17059
Child	Male	22	17061
Child	Male	24	17061
Child	Male	21	17061
Child	Male	19	17061
Child	Male	24	17061
Child	Female	16	17061
Child	Female	20	17061
Employee	Male	52	17061
Employee	Male	46	17061
Employee	Male	46	17061
Employee	Male	49	17061
Employee	Female	52	17061
Employee	Female	40	17061
Spouse	Male	52	17061
Spouse	Female	52	17061
Spouse	Female	46	17061
Spouse	Female	47	17061
Stepchild	Male	22	17061
Stepchild	Male	24	17061
Child	Male	3	17062
Child	Female	15	17062
Employee	Male	58	17062
Employee	Male	32	17062
Employee	Male	24	17062

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Female	64	17062
Spouse	Male	66	17062
Spouse	Female	53	17062
Spouse	Female	36	17062
Child	Male	24	17065
Child	Male	24	17065
Child	Female	22	17065
Employee	Male	55	17065
Employee	Male	49	17065
Employee	Male	38	17065
Spouse	Female	44	17065
Child	Male	25	17066
Employee	Male	58	17066
Spouse	Female	56	17066
Child	Male	11	17067
Child	Female	10	17067
Child	Female	23	17067
Employee	Male	56	17067
Employee	Male	47	17067
Employee	Male	54	17067
Spouse	Female	44	17067
Spouse	Female	55	17067
Spouse	Female	52	17067
Child	Male	25	17070
Child	Male	17	17070
Child	Male	12	17070
Child	Male	23	17070
Child	Female	20	17070
Child	Female	24	17070
Child	Female	11	17070
Child	Female	25	17070
Child	Female	24	17070
Child	Female	25	17070
Employee	Male	54	17070
Employee	Male	43	17070
Employee	Male	55	17070
Employee	Male	44	17070
Employee	Male	43	17070
Employee	Male	46	17070
Employee	Male	32	17070
Employee	Male	55	17070
Employee	Male	20	17070
Employee	Female	53	17070
Employee	Female	71	17070
Employee	Female	56	17070
Employee	Female	59	17070
Employee	Female	52	17070
Employee	Female	23	17070
Spouse	Male	57	17070
Spouse	Male	55	17070
Spouse	Male	62	17070
Spouse	Male	53	17070

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	43	17070
Spouse	Female	45	17070
Spouse	Female	54	17070
Spouse	Female	42	17070
Spouse	Female	44	17070
Spouse	Female	55	17070
Stepchild	Male	20	17070
Stepchild	Male	23	17070
Stepchild	Male	21	17070
Employee	Male	51	17073
Employee	Male	54	17073
Employee	Female	44	17073
Spouse	Female	52	17073
Spouse	Female	53	17073
Child	Female	24	17074
Employee	Male	55	17074
Spouse	Female	48	17074
Employee	Male	65	17077
Child	Male	25	17078
Child	Male	14	17078
Child	Male	24	17078
Child	Male	14	17078
Child	Male	16	17078
Child	Male	6	17078
Child	Male	21	17078
Child	Male	20	17078
Child	Male	17	17078
Child	Male	20	17078
Child	Male	18	17078
Child	Male	15	17078
Child	Female	18	17078
Child	Female	14	17078
Child	Female	4	17078
Child	Female	19	17078
Employee	Male	54	17078
Employee	Male	45	17078
Employee	Male	42	17078
Employee	Male	70	17078
Employee	Male	38	17078
Employee	Male	43	17078
Employee	Male	41	17078
Employee	Male	45	17078
Employee	Male	46	17078
Employee	Male	24	17078
Employee	Female	50	17078
Employee	Female	54	17078
Spouse	Female	54	17078
Spouse	Female	45	17078
Spouse	Female	41	17078
Spouse	Female	67	17078
Spouse	Female	36	17078
Spouse	Female	42	17078

Employee/Dependent Census Data
May 20, 2020

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	41	17078
Stepchild	Male	17	17078
Employee	Male	63	17082
Spouse	Female	60	17082
Child	Male	16	17086
Child	Female	19	17086
Child	Female	14	17086
Employee	Male	46	17086
Child	Male	13	17087
Child	Female	9	17087
Employee	Male	55	17087
Employee	Male	49	17087
Employee	Male	54	17087
Spouse	Female	39	17087
Spouse	Female	55	17087
Child	Male	9	17088
Child	Male	12	17088
Employee	Male	33	17088
Child	Male	19	17090
Child	Female	17	17090
Child	Female	17	17090
Child	Female	15	17090
Employee	Male	53	17090
Employee	Female	54	17090
Employee	Female	44	17090
Spouse	Male	54	17090
Spouse	Male	47	17090
Spouse	Female	58	17090
Employee	Male	39	17093
Spouse	Female	40	17093
Employee	Male	65	17094
Employee	Male	58	17098
Spouse	Female	64	17098
Child	Male	24	17102
Domestic Partner	Female	67	17102
Employee	Male	60	17102
Employee	Female	53	17102
Employee	Female	64	17102
Employee	Female	55	17102
Child	Male	12	17103
Child	Male	16	17103
Child	Male	2	17103
Child	Male	9	17103
Child	Female	19	17103
Child	Female	10	17103
Child	Female	20	17103
Employee	Male	51	17103
Employee	Male	38	17103
Employee	Male	61	17103
Employee	Female	56	17103
Spouse	Female	40	17103
Spouse	Female	56	17103

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Stepchild	Male	11	17103
Child	Male	6	17104
Child	Female	17	17104
Child	Female	12	17104
Employee	Male	40	17104
Employee	Male	57	17104
Employee	Male	49	17104
Employee	Male	59	17104
Employee	Female	54	17104
Employee	Female	27	17104
Employee	Female	35	17104
Employee	Female	52	17104
Spouse	Male	72	17104
Child	Male	5	17109
Child	Male	2	17109
Child	Male	10	17109
Child	Female	7	17109
Child	Female	2	17109
Child	Female	8	17109
Child	Female	0	17109
Child	Female	7	17109
Child	Female	12	17109
Child	Female	13	17109
Child	Female	16	17109
Child	Female	20	17109
Child	Female	23	17109
Employee	Male	59	17109
Employee	Male	59	17109
Employee	Male	56	17109
Employee	Male	62	17109
Employee	Male	51	17109
Employee	Male	58	17109
Employee	Male	50	17109
Employee	Male	33	17109
Employee	Male	55	17109
Employee	Male	38	17109
Employee	Male	39	17109
Employee	Male	34	17109
Employee	Male	60	17109
Employee	Male	32	17109
Employee	Female	52	17109
Employee	Female	56	17109
Employee	Female	33	17109
Employee	Female	33	17109
Employee	Female	36	17109
Employee	Female	48	17109
Spouse	Male	64	17109
Spouse	Male	39	17109
Spouse	Male	39	17109
Spouse	Female	60	17109
Spouse	Female	57	17109
Spouse	Female	49	17109

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	29	17109
Spouse	Female	54	17109
Spouse	Female	38	17109
Spouse	Female	32	17109
Spouse	Female	55	17109
Spouse	Female	60	17109
Child	Male	13	17110
Child	Male	23	17110
Child	Male	7	17110
Child	Male	7	17110
Child	Male	19	17110
Child	Male	7	17110
Child	Male	19	17110
Child	Female	16	17110
Child	Female	18	17110
Child	Female	3	17110
Child	Female	4	17110
Employee	Male	64	17110
Employee	Male	55	17110
Employee	Male	56	17110
Employee	Male	60	17110
Employee	Male	43	17110
Employee	Male	31	17110
Employee	Male	54	17110
Employee	Male	39	17110
Employee	Female	43	17110
Employee	Female	51	17110
Employee	Female	46	17110
Employee	Female	50	17110
Employee	Female	61	17110
Employee	Female	28	17110
Employee	Female	61	17110
Employee	Female	44	17110
Employee	Female	27	17110
Employee	Female	63	17110
Grandchild	Male	13	17110
Spouse	Male	64	17110
Spouse	Male	56	17110
Spouse	Male	30	17110
Spouse	Male	49	17110
Spouse	Female	54	17110
Spouse	Female	54	17110
Spouse	Female	53	17110
Spouse	Female	56	17110
Child	Male	19	17111
Child	Male	21	17111
Child	Male	25	17111
Child	Male	20	17111
Child	Male	12	17111
Child	Male	13	17111
Child	Male	26	17111
Child	Male	2	17111

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Male	0	17111
Child	Male	25	17111
Child	Male	16	17111
Child	Male	15	17111
Child	Male	6	17111
Child	Male	22	17111
Child	Male	20	17111
Child	Male	5	17111
Child	Male	11	17111
Child	Male	13	17111
Child	Male	9	17111
Child	Male	12	17111
Child	Male	22	17111
Child	Female	23	17111
Child	Female	23	17111
Child	Female	18	17111
Child	Female	22	17111
Child	Female	18	17111
Child	Female	14	17111
Child	Female	4	17111
Child	Female	9	17111
Child	Female	14	17111
Child	Female	24	17111
Child	Female	12	17111
Child	Female	24	17111
Child	Female	15	17111
Child	Female	10	17111
Child	Female	11	17111
Child	Female	14	17111
Child	Female	11	17111
Child	Female	6	17111
Domestic Partner	Female	54	17111
Employee	Male	63	17111
Employee	Male	58	17111
Employee	Male	54	17111
Employee	Male	52	17111
Employee	Male	47	17111
Employee	Male	56	17111
Employee	Male	49	17111
Employee	Male	49	17111
Employee	Male	36	17111
Employee	Male	59	17111
Employee	Male	64	17111
Employee	Male	48	17111
Employee	Male	43	17111
Employee	Male	25	17111
Employee	Male	43	17111
Employee	Male	26	17111
Employee	Female	57	17111
Employee	Female	39	17111
Employee	Female	47	17111
Employee	Female	52	17111

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Female	52	17111
Employee	Female	56	17111
Employee	Female	31	17111
Employee	Female	30	17111
Employee	Female	63	17111
Employee	Female	45	17111
Employee	Female	54	17111
Employee	Female	42	17111
Employee	Female	50	17111
Employee	Female	42	17111
Employee	Female	28	17111
Employee	Female	23	17111
Employee	Female	42	17111
Spouse	Male	57	17111
Spouse	Male	31	17111
Spouse	Male	42	17111
Spouse	Male	48	17111
Spouse	Male	43	17111
Spouse	Female	58	17111
Spouse	Female	45	17111
Spouse	Female	52	17111
Spouse	Female	49	17111
Spouse	Female	35	17111
Spouse	Female	50	17111
Spouse	Female	62	17111
Spouse	Female	44	17111
Spouse	Female	45	17111
Spouse	Female	33	17111
Stepchild	Male	15	17111
Stepchild	Male	15	17111
Stepchild	Female	18	17111
Child	Male	17	17112
Child	Male	14	17112
Child	Male	11	17112
Child	Male	14	17112
Child	Male	0	17112
Child	Male	20	17112
Child	Male	5	17112
Child	Male	25	17112
Child	Male	4	17112
Child	Male	2	17112
Child	Male	4	17112
Child	Female	19	17112
Child	Female	20	17112
Child	Female	16	17112
Child	Female	23	17112
Child	Female	12	17112
Child	Female	16	17112
Child	Female	4	17112
Child	Female	19	17112
Child	Female	24	17112
Child	Female	22	17112

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Female	0	17112
Child	Female	9	17112
Employee	Male	60	17112
Employee	Male	63	17112
Employee	Male	54	17112
Employee	Male	49	17112
Employee	Male	32	17112
Employee	Male	31	17112
Employee	Male	49	17112
Employee	Male	45	17112
Employee	Male	39	17112
Employee	Male	68	17112
Employee	Male	40	17112
Employee	Male	34	17112
Employee	Female	51	17112
Employee	Female	50	17112
Employee	Female	48	17112
Employee	Female	49	17112
Employee	Female	55	17112
Employee	Female	43	17112
Employee	Female	27	17112
Employee	Female	32	17112
Employee	Female	28	17112
Employee	Female	25	17112
Employee	Female	38	17112
Spouse	Male	54	17112
Spouse	Male	50	17112
Spouse	Male	26	17112
Spouse	Male	35	17112
Spouse	Male	32	17112
Spouse	Female	43	17112
Spouse	Female	43	17112
Spouse	Female	31	17112
Spouse	Female	44	17112
Spouse	Female	48	17112
Spouse	Female	39	17112
Spouse	Female	43	17112
Spouse	Female	33	17112
Spouse	Female	56	17112
Spouse	Female	63	17112
Stepchild	Female	25	17112
Child	Male	14	17113
Child	Male	9	17113
Child	Male	11	17113
Child	Male	1	17113
Child	Male	22	17113
Child	Female	12	17113
Child	Female	22	17113
Child	Female	25	17113
Child	Female	18	17113
Child	Female	22	17113
Child	Female	5	17113

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Female	11	17113
Child	Female	13	17113
Child	Female	4	17113
Employee	Male	61	17113
Employee	Male	55	17113
Employee	Male	54	17113
Employee	Male	49	17113
Employee	Male	51	17113
Employee	Male	35	17113
Employee	Male	34	17113
Employee	Male	33	17113
Employee	Male	50	17113
Employee	Female	45	17113
Employee	Female	33	17113
Employee	Female	51	17113
Employee	Female	23	17113
Employee	Female	34	17113
Grandchild	Male	15	17113
Grandchild	Male	12	17113
Spouse	Female	43	17113
Spouse	Female	56	17113
Spouse	Female	50	17113
Spouse	Female	35	17113
Spouse	Female	32	17113
Spouse	Female	53	17113
Spouse	Female	59	17113
Stepchild	Male	16	17113
Child	Male	15	17201
Child	Male	12	17201
Child	Male	16	17201
Child	Female	17	17201
Child	Female	18	17201
Child	Female	16	17201
Child	Female	25	17201
Employee	Male	54	17201
Employee	Male	57	17201
Spouse	Female	52	17201
Child	Female	16	17202
Employee	Male	49	17202
Employee	Male	37	17202
Employee	Female	47	17202
Spouse	Male	32	17205
Child	Male	18	17213
Child	Female	16	17213
Employee	Male	52	17213
Employee	Male	52	17213
Spouse	Female	49	17213
Spouse	Female	50	17213
Spouse	Male	55	17214
Child	Male	14	17215
Child	Female	16	17215
Employee	Male	38	17215

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	24	17215
Spouse	Female	39	17215
Child	Female	25	17219
Employee	Male	52	17219
Spouse	Female	57	17219
Child	Male	5	17220
Child	Female	0	17220
Child	Female	5	17220
Child	Female	10	17220
Employee	Male	30	17220
Employee	Male	41	17220
Spouse	Female	30	17220
Spouse	Female	37	17220
Child	Male	3	17221
Employee	Male	55	17221
Employee	Male	48	17221
Employee	Male	51	17221
Employee	Male	50	17221
Employee	Male	60	17221
Employee	Male	27	17221
Employee	Male	26	17221
Employee	Female	64	17221
Spouse	Female	50	17221
Spouse	Female	27	17221
Spouse	Female	28	17221
Stepchild	Female	6	17221
Employee	Male	61	17223
Child	Male	9	17224
Child	Female	15	17224
Child	Female	25	17224
Employee	Male	44	17224
Employee	Male	50	17224
Spouse	Female	42	17224
Spouse	Female	49	17224
Employee	Male	51	17225
Employee	Male	38	17228
Spouse	Female	47	17228
Stepchild	Male	21	17228
Stepchild	Female	26	17228
Employee	Male	54	17229
Employee	Male	52	17229
Employee	Male	63	17229
Employee	Male	64	17229
Employee	Male	35	17229
Spouse	Female	58	17229
Spouse	Female	61	17229
Child	Male	8	17233
Child	Male	7	17233
Child	Female	25	17233
Child	Female	25	17233
Child	Female	10	17233
Employee	Male	63	17233

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	53	17233
Employee	Male	64	17233
Employee	Male	57	17233
Employee	Male	52	17233
Employee	Male	63	17233
Employee	Male	64	17233
Employee	Male	54	17233
Employee	Male	31	17233
Employee	Male	29	17233
Employee	Female	54	17233
Employee	Female	31	17233
Spouse	Male	42	17233
Spouse	Female	64	17233
Spouse	Female	62	17233
Spouse	Female	31	17233
Spouse	Female	50	17233
Spouse	Female	63	17233
Spouse	Female	61	17233
Spouse	Female	54	17233
Spouse	Female	28	17233
Child	Male	1	17236
Employee	Male	61	17236
Employee	Female	29	17236
Spouse	Male	31	17236
Spouse	Female	49	17236
Child	Female	20	17240
Employee	Male	55	17240
Employee	Male	65	17240
Spouse	Female	53	17240
Spouse	Female	63	17240
Child	Male	18	17241
Child	Male	13	17241
Child	Male	20	17241
Child	Male	22	17241
Child	Male	19	17241
Child	Female	25	17241
Child	Female	7	17241
Child	Female	2	17241
Child	Female	6	17241
Child	Female	0	17241
Child	Female	19	17241
Child	Female	21	17241
Employee	Male	60	17241
Employee	Male	46	17241
Employee	Male	34	17241
Employee	Male	49	17241
Employee	Male	45	17241
Employee	Male	55	17241
Employee	Male	27	17241
Employee	Male	51	17241
Employee	Male	26	17241
Employee	Female	58	17241

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Female	61	17241
Employee	Female	42	17241
Employee	Female	61	17241
Employee	Female	49	17241
Spouse	Male	63	17241
Spouse	Male	50	17241
Spouse	Female	65	17241
Spouse	Female	45	17241
Spouse	Female	32	17241
Spouse	Female	43	17241
Spouse	Female	58	17241
Spouse	Female	26	17241
Spouse	Female	28	17241
Employee	Male	61	17243
Spouse	Female	57	17243
Child	Male	19	17244
Employee	Male	56	17244
Spouse	Female	56	17244
Child	Male	16	17253
Employee	Male	59	17253
Spouse	Female	54	17253
Child	Male	23	17255
Child	Male	13	17255
Employee	Male	51	17255
Employee	Female	38	17255
Spouse	Male	37	17255
Spouse	Female	57	17255
Spouse	Female	50	17255
Stepchild	Male	23	17255
Stepchild	Female	23	17255
Stepchild	Female	23	17255
Child	Male	16	17257
Child	Male	24	17257
Child	Male	10	17257
Child	Male	14	17257
Child	Male	13	17257
Child	Female	10	17257
Child	Female	14	17257
Employee	Male	46	17257
Employee	Male	58	17257
Employee	Male	55	17257
Employee	Male	41	17257
Employee	Male	51	17257
Employee	Male	46	17257
Employee	Male	47	17257
Employee	Male	40	17257
Employee	Male	25	17257
Spouse	Female	55	17257
Spouse	Female	41	17257
Spouse	Female	55	17257
Spouse	Female	54	17257
Spouse	Female	52	17257

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	49	17257
Spouse	Female	31	17257
Employee	Male	56	17260
Child	Male	11	17262
Employee	Male	60	17262
Employee	Male	59	17262
Employee	Male	51	17262
Employee	Male	63	17262
Employee	Male	41	17262
Employee	Male	44	17262
Employee	Male	26	17262
Employee	Male	34	17262
Employee	Male	26	17262
Employee	Female	51	17262
Employee	Female	32	17262
Spouse	Male	34	17262
Spouse	Female	56	17262
Spouse	Female	51	17262
Spouse	Female	41	17262
Spouse	Female	41	17262
Spouse	Female	31	17262
Stepchild	Male	13	17262
Child	Male	8	17264
Child	Male	20	17264
Child	Male	22	17264
Child	Male	20	17264
Child	Male	4	17264
Child	Male	8	17264
Child	Male	25	17264
Child	Female	6	17264
Child	Female	8	17264
Child	Female	14	17264
Child	Female	19	17264
Child	Female	22	17264
Child	Female	17	17264
Child	Female	17	17264
Child	Female	10	17264
Employee	Male	57	17264
Employee	Male	59	17264
Employee	Male	46	17264
Employee	Male	54	17264
Employee	Male	53	17264
Employee	Male	47	17264
Employee	Male	35	17264
Employee	Male	46	17264
Employee	Female	49	17264
Employee	Female	46	17264
Employee	Female	22	17264
Spouse	Male	46	17264
Spouse	Male	50	17264
Spouse	Female	35	17264
Spouse	Female	41	17264

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	52	17264
Spouse	Female	44	17264
Spouse	Female	34	17264
Spouse	Female	57	17264
Child	Male	19	17266
Child	Male	19	17266
Child	Female	21	17266
Employee	Male	62	17266
Spouse	Female	54	17266
Child	Female	13	17267
Employee	Female	50	17267
Employee	Female	49	17267
Spouse	Female	53	17267
Child	Male	22	17271
Child	Male	24	17271
Child	Female	13	17271
Child	Female	19	17271
Child	Female	10	17271
Child	Female	16	17271
Child	Female	16	17271
Employee	Male	49	17271
Employee	Male	29	17271
Employee	Male	57	17271
Employee	Male	25	17271
Employee	Female	46	17271
Spouse	Male	45	17271
Spouse	Female	49	17271
Spouse	Female	29	17271
Spouse	Female	61	17271
Employee	Male	39	17315
Employee	Female	49	17315
Spouse	Male	47	17315
Spouse	Female	33	17315
Child	Male	9	17319
Child	Male	22	17319
Child	Male	22	17319
Child	Male	23	17319
Child	Female	8	17319
Child	Female	5	17319
Employee	Male	63	17319
Employee	Male	54	17319
Employee	Male	60	17319
Employee	Male	64	17319
Employee	Male	40	17319
Employee	Male	23	17319
Employee	Female	49	17319
Spouse	Female	62	17319
Spouse	Female	41	17319
Spouse	Female	22	17319
Spouse	Female	62	17319
Spouse	Female	53	17319
Child	Male	10	17324

Employee/Dependent Census Data
May 20, 2020

Employee/Dependent	Gender	Age	Postal Code
Child	Male	14	17324
Child	Male	7	17324
Child	Female	18	17324
Employee	Male	41	17324
Spouse	Female	41	17324
Child	Male	5	17325
Child	Female	9	17325
Child	Female	9	17325
Employee	Male	44	17325
Child	Male	25	17331
Child	Male	22	17331
Employee	Male	56	17331
Employee	Female	58	17331
Spouse	Female	54	17331
Spouse	Female	54	17331
Child	Male	1	17339
Child	Female	21	17339
Child	Female	2	17339
Child	Female	5	17339
Employee	Male	54	17339
Employee	Male	29	17339
Employee	Male	30	17339
Employee	Female	43	17339
Spouse	Female	60	17339
Spouse	Female	32	17339
Spouse	Female	28	17339
Employee	Female	67	17345
Employee	Female	53	17345
Spouse	Male	52	17345
Child	Female	10	17347
Child	Female	12	17347
Employee	Male	45	17347
Spouse	Female	47	17347
Child	Male	25	17350
Employee	Male	56	17350
Employee	Male	28	17350
Child	Female	18	17353
Employee	Male	59	17353
Employee	Male	40	17356
Employee	Female	55	17356
Spouse	Male	53	17356
Employee	Male	43	17361
Child	Male	18	17365
Employee	Female	55	17365
Spouse	Male	54	17365
Employee	Female	52	17370
Spouse	Male	56	17370
Child	Female	22	17402
Employee	Male	52	17402
Employee	Male	53	17402
Employee	Female	55	17402
Spouse	Female	50	17402

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Female	24	17403
Child	Female	19	17403
Employee	Female	47	17403
Employee	Female	41	17403
Employee	Female	53	17403
Spouse	Male	47	17403
Spouse	Female	55	17403
Child	Male	25	17404
Child	Male	4	17404
Child	Male	8	17404
Child	Male	6	17404
Child	Male	18	17404
Child	Female	4	17404
Child	Female	24	17404
Employee	Male	63	17404
Employee	Male	57	17404
Employee	Male	33	17404
Employee	Male	53	17404
Employee	Female	51	17404
Spouse	Male	48	17404
Spouse	Female	51	17404
Spouse	Female	36	17404
Spouse	Female	52	17404
Employee	Male	56	17406
Employee	Male	48	17408
Employee	Male	29	17512
Child	Male	15	17517
Child	Male	18	17517
Employee	Male	48	17517
Child	Male	14	17522
Child	Male	12	17522
Child	Male	8	17522
Child	Male	16	17522
Child	Male	6	17522
Child	Female	23	17522
Child	Female	18	17522
Child	Female	1	17522
Employee	Male	53	17522
Employee	Male	55	17522
Employee	Male	53	17522
Employee	Male	42	17522
Employee	Male	30	17522
Employee	Female	46	17522
Spouse	Male	41	17522
Spouse	Female	51	17522
Spouse	Female	44	17522
Spouse	Female	39	17522
Spouse	Female	31	17522
Child	Male	4	17540
Child	Male	6	17540
Employee	Male	48	17540
Spouse	Female	44	17540

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Male	12	17543
Employee	Male	54	17543
Child	Male	24	17545
Child	Male	10	17545
Child	Male	22	17545
Child	Male	12	17545
Child	Male	15	17545
Child	Male	8	17545
Child	Male	9	17545
Child	Female	14	17545
Child	Female	7	17545
Child	Female	5	17545
Child	Female	14	17545
Child	Female	12	17545
Employee	Male	58	17545
Employee	Male	57	17545
Employee	Male	65	17545
Employee	Male	46	17545
Employee	Male	48	17545
Employee	Male	45	17545
Employee	Male	45	17545
Spouse	Female	48	17545
Spouse	Female	64	17545
Spouse	Female	42	17545
Spouse	Female	39	17545
Spouse	Female	31	17545
Spouse	Female	44	17545
Spouse	Female	43	17545
Stepchild	Male	15	17545
Stepchild	Male	20	17545
Stepchild	Male	17	17545
Employee	Female	56	17547
Employee	Male	40	17550
Child	Male	9	17552
Child	Male	4	17552
Child	Male	20	17552
Child	Female	9	17552
Child	Female	13	17552
Child	Female	15	17552
Child	Female	15	17552
Child	Female	6	17552
Employee	Male	49	17552
Employee	Male	45	17552
Employee	Male	42	17552
Employee	Male	46	17552
Employee	Male	33	17552
Employee	Male	27	17552
Employee	Female	36	17552
Employee	Female	49	17552
Employee	Female	50	17552
Employee	Female	45	17552
Spouse	Male	47	17552

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Spouse	Male	53	17552
Spouse	Female	64	17552
Spouse	Female	46	17552
Spouse	Female	39	17552
Spouse	Female	36	17552
Spouse	Female	47	17552
Child	Male	1	17554
Child	Male	3	17554
Employee	Male	34	17554
Spouse	Female	34	17554
Child	Male	8	17569
Child	Male	20	17569
Child	Female	12	17569
Child	Female	18	17569
Employee	Male	55	17569
Employee	Male	49	17569
Employee	Male	51	17569
Employee	Male	53	17569
Spouse	Female	46	17569
Spouse	Female	48	17569
Spouse	Female	54	17569
Employee	Male	51	17578
Employee	Male	38	17578
Employee	Male	32	17578
Employee	Female	58	17578
Child	Male	10	17581
Child	Female	5	17581
Employee	Male	43	17581
Spouse	Female	42	17581
Child	Male	15	17601
Child	Female	11	17601
Employee	Male	56	17601
Employee	Male	42	17601
Spouse	Female	57	17601
Child	Male	17	17602
Child	Female	15	17602
Employee	Male	44	17602
Spouse	Female	44	17602
Child	Male	23	17603
Child	Male	23	17603
Child	Male	19	17603
Child	Female	0	17603
Employee	Male	59	17603
Employee	Male	59	17603
Employee	Male	32	17603
Employee	Male	52	17603
Employee	Male	58	17603
Employee	Female	33	17603
Spouse	Female	58	17603
Spouse	Female	52	17603
Spouse	Female	58	17603
Spouse	Female	57	17603

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Female	24	17756
Child	Female	18	17756
Child	Female	23	17756
Employee	Male	53	17756
Employee	Male	46	17756
Spouse	Female	54	17756
Spouse	Female	47	17756
Child	Male	7	17821
Child	Male	18	17821
Employee	Male	38	17821
Employee	Male	49	17821
Spouse	Female	41	17821
Spouse	Female	36	17821
Stepchild	Male	13	17821
Child	Male	10	17823
Child	Male	12	17823
Child	Female	15	17823
Employee	Female	43	17823
Spouse	Male	46	17823
Child	Male	24	17878
Employee	Female	49	17878
Employee	Male	57	17888
Employee	Female	19	17901
Child	Male	20	17922
Child	Male	17	17922
Child	Female	20	17922
Child	Female	20	17922
Employee	Female	20	17929
Child	Female	8	17931
Employee	Male	36	17931
Employee	Male	60	17931
Employee	Male	62	17935
Spouse	Female	57	17935
Child	Male	15	17938
Child	Male	24	17938
Employee	Male	55	17938
Child	Female	10	17948
Child	Female	11	17948
Employee	Male	55	17948
Employee	Male	59	17948
Employee	Male	55	17948
Employee	Male	44	17960
Employee	Male	31	17976
Child	Male	17	18015
Child	Female	11	18015
Employee	Male	59	18015
Employee	Female	38	18015
Employee	Female	63	18015
Spouse	Male	45	18015
Employee	Male	61	18017
Employee	Male	39	18017
Employee	Male	24	18030

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Female	56	18030
Employee	Female	56	18030
Employee	Female	61	18030
Spouse	Male	67	18030
Child	Male	14	18031
Child	Female	18	18031
Employee	Male	57	18031
Spouse	Female	57	18031
Employee	Male	63	18032
Child	Female	13	18036
Child	Female	16	18036
Child	Female	1	18036
Employee	Male	41	18036
Employee	Male	48	18037
Child	Male	20	18038
Employee	Male	57	18038
Spouse	Female	49	18038
Child	Male	9	18041
Child	Male	16	18041
Child	Male	22	18041
Child	Female	18	18041
Employee	Male	34	18041
Employee	Male	55	18041
Spouse	Female	55	18041
Employee	Male	27	18042
Employee	Male	29	18042
Employee	Female	26	18042
Employee	Male	29	18045
Spouse	Female	28	18045
Child	Female	21	18049
Child	Female	2	18049
Employee	Male	40	18049
Employee	Female	49	18049
Spouse	Female	35	18049
Employee	Male	57	18051
Child	Male	15	18052
Child	Female	21	18052
Child	Female	3	18052
Child	Female	1	18052
Employee	Male	57	18052
Employee	Male	30	18052
Employee	Female	32	18052
Spouse	Female	29	18052
Employee	Female	32	18055
Child	Female	20	18059
Child	Female	18	18059
Employee	Male	48	18059
Spouse	Female	49	18059
Child	Male	17	18071
Employee	Male	57	18071
Employee	Male	59	18071
Employee	Male	58	18071

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	54	18071
Employee	Female	57	18071
Employee	Female	33	18071
Spouse	Male	58	18071
Spouse	Female	52	18071
Spouse	Female	55	18071
Spouse	Female	55	18071
Child	Female	19	18073
Child	Female	21	18073
Employee	Male	55	18073
Employee	Male	61	18073
Employee	Female	62	18073
Spouse	Female	52	18073
Employee	Male	58	18078
Employee	Male	56	18078
Employee	Female	55	18078
Child	Male	18	18079
Employee	Male	57	18079
Child	Male	21	18080
Child	Female	24	18080
Child	Female	25	18080
Child	Female	22	18080
Employee	Male	56	18080
Employee	Male	55	18080
Employee	Male	63	18080
Employee	Male	25	18080
Employee	Female	62	18080
Employee	Female	54	18080
Spouse	Female	55	18080
Spouse	Female	64	18080
Spouse	Female	64	18080
Spouse	Female	25	18080
Employee	Male	27	18088
Employee	Female	60	18088
Child	Female	9	18092
Employee	Male	53	18092
Employee	Male	38	18092
Spouse	Female	35	18092
Employee	Male	62	18103
Child	Male	16	18104
Child	Female	12	18104
Child	Female	3	18104
Child	Female	0	18104
Child	Female	21	18104
Employee	Male	51	18104
Employee	Male	31	18104
Employee	Male	53	18104
Employee	Male	26	18104
Employee	Female	58	18104
Employee	Female	64	18104
Spouse	Female	48	18104
Spouse	Female	26	18104

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	49	18104
Employee	Male	56	18106
Employee	Female	44	18109
Spouse	Male	45	18109
Employee	Male	55	18201
Employee	Male	61	18201
Employee	Male	49	18201
Employee	Male	51	18202
Spouse	Female	49	18202
Employee	Male	61	18210
Employee	Male	56	18210
Employee	Female	54	18210
Employee	Female	65	18210
Spouse	Male	57	18210
Employee	Female	52	18211
Child	Female	17	18214
Employee	Male	53	18214
Employee	Male	48	18214
Spouse	Female	52	18214
Spouse	Female	39	18214
Employee	Male	58	18216
Child	Male	11	18218
Child	Female	23	18218
Employee	Male	57	18218
Employee	Male	71	18218
Spouse	Female	48	18218
Spouse	Female	70	18218
Employee	Male	71	18222
Employee	Female	63	18222
Spouse	Male	64	18222
Spouse	Female	64	18222
Employee	Male	51	18224
Spouse	Female	52	18224
Child	Male	22	18229
Child	Male	13	18229
Child	Male	15	18229
Child	Male	4	18229
Child	Male	23	18229
Child	Male	21	18229
Child	Male	17	18229
Child	Female	3	18229
Child	Female	19	18229
Domestic Partner	Female	55	18229
Employee	Male	56	18229
Employee	Male	55	18229
Employee	Male	59	18229
Employee	Male	23	18229
Employee	Male	44	18229
Employee	Male	30	18229
Employee	Male	62	18229
Employee	Male	55	18229
Employee	Male	59	18229

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Female	61	18229
Spouse	Female	54	18229
Spouse	Female	61	18229
Spouse	Female	23	18229
Spouse	Female	46	18229
Spouse	Female	38	18229
Spouse	Female	61	18229
Spouse	Female	58	18229
Spouse	Female	50	18229
Child	Male	16	18232
Child	Female	17	18232
Employee	Male	70	18232
Spouse	Female	67	18232
Child	Male	22	18235
Child	Male	20	18235
Child	Male	24	18235
Child	Male	9	18235
Child	Male	20	18235
Child	Male	14	18235
Child	Male	12	18235
Child	Female	20	18235
Child	Female	13	18235
Child	Female	21	18235
Child	Female	9	18235
Child	Female	8	18235
Child	Female	24	18235
Employee	Male	57	18235
Employee	Male	46	18235
Employee	Male	44	18235
Employee	Male	57	18235
Employee	Male	52	18235
Employee	Male	47	18235
Employee	Male	44	18235
Employee	Male	59	18235
Employee	Male	50	18235
Employee	Male	49	18235
Employee	Male	51	18235
Employee	Male	66	18235
Employee	Male	44	18235
Employee	Male	34	18235
Employee	Male	21	18235
Employee	Male	21	18235
Employee	Male	45	18235
Employee	Male	57	18235
Employee	Female	69	18235
Employee	Female	60	18235
Employee	Female	56	18235
Employee	Female	58	18235
Employee	Female	59	18235
Spouse	Male	63	18235
Spouse	Male	64	18235
Spouse	Female	51	18235

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	40	18235
Spouse	Female	43	18235
Spouse	Female	58	18235
Spouse	Female	55	18235
Spouse	Female	50	18235
Spouse	Female	47	18235
Spouse	Female	63	18235
Spouse	Female	38	18235
Spouse	Female	30	18235
Spouse	Female	52	18235
Stepchild	Male	13	18235
Employee	Male	61	18237
Spouse	Female	59	18237
Employee	Male	29	18240
Spouse	Female	36	18240
Stepchild	Female	9	18240
Stepchild	Female	11	18240
Child	Male	16	18250
Employee	Male	53	18250
Employee	Male	65	18250
Employee	Male	46	18250
Employee	Male	66	18250
Spouse	Female	50	18250
Spouse	Female	67	18250
Spouse	Female	63	18250
Child	Male	7	18252
Child	Male	3	18252
Child	Female	19	18252
Employee	Male	57	18252
Employee	Male	31	18252
Employee	Male	64	18252
Employee	Male	24	18252
Employee	Female	40	18252
Employee	Female	59	18252
Employee	Female	50	18252
Spouse	Male	40	18252
Spouse	Male	58	18252
Spouse	Female	53	18252
Spouse	Female	31	18252
Child	Male	24	18255
Employee	Male	60	18255
Employee	Male	58	18255
Employee	Male	36	18255
Employee	Male	56	18255
Employee	Male	59	18255
Spouse	Female	55	18255
Spouse	Female	61	18255
Employee	Male	52	18330
Child	Male	10	18331
Child	Male	8	18331
Child	Male	1	18331
Employee	Male	35	18331

Employee/Dependent Census Data
May 20, 2020

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	36	18331
Employee	Male	65	18344
Child	Female	15	18347
Employee	Male	53	18347
Spouse	Female	39	18347
Child	Male	10	18403
Child	Female	13	18403
Child	Female	7	18403
Child	Female	22	18403
Employee	Male	41	18403
Employee	Male	52	18403
Employee	Male	38	18403
Employee	Male	49	18403
Spouse	Female	48	18403
Spouse	Female	41	18403
Child	Male	21	18407
Child	Female	19	18407
Employee	Male	53	18407
Child	Male	14	18411
Child	Male	16	18411
Child	Male	14	18411
Child	Male	16	18411
Child	Male	13	18411
Child	Male	17	18411
Employee	Male	50	18411
Employee	Male	51	18411
Employee	Female	49	18411
Spouse	Male	50	18411
Spouse	Female	49	18411
Spouse	Female	49	18411
Child	Female	11	18414
Employee	Male	45	18414
Spouse	Female	46	18414
Child	Female	22	18433
Child	Female	19	18433
Employee	Male	62	18433
Employee	Male	50	18433
Spouse	Female	59	18433
Child	Male	13	18434
Child	Female	10	18434
Child	Female	7	18434
Employee	Male	57	18434
Employee	Male	57	18434
Employee	Male	40	18434
Spouse	Female	49	18434
Spouse	Female	40	18434
Stepchild	Female	20	18434
Child	Male	18	18444
Child	Female	12	18444
Child	Female	23	18444
Child	Female	16	18444
Child	Female	16	18444

Employee/Dependent Census Data
May 20, 2020

Employee/Dependent	Gender	Age	Postal Code
Child	Female	21	18444
Child	Female	10	18444
Employee	Male	52	18444
Employee	Male	45	18444
Employee	Male	48	18444
Spouse	Female	48	18444
Spouse	Female	48	18444
Spouse	Female	48	18444
Stepchild	Female	21	18444
Child	Male	22	18447
Child	Male	19	18447
Child	Male	16	18447
Child	Male	25	18447
Child	Female	24	18447
Child	Female	24	18447
Employee	Male	56	18447
Employee	Male	63	18447
Employee	Male	54	18447
Spouse	Female	56	18447
Spouse	Female	67	18447
Spouse	Female	53	18447
Child	Male	22	18452
Child	Male	23	18452
Child	Male	22	18452
Child	Female	21	18452
Child	Female	18	18452
Child	Female	21	18452
Child	Female	24	18452
Employee	Male	54	18452
Employee	Male	55	18452
Employee	Male	48	18452
Employee	Male	53	18452
Employee	Male	31	18452
Spouse	Female	50	18452
Spouse	Female	50	18452
Spouse	Female	27	18452
Spouse	Female	53	18452
Employee	Female	61	18466
Child	Male	10	18504
Child	Male	23	18504
Child	Female	18	18504
Child	Female	22	18504
Employee	Male	41	18504
Employee	Male	59	18504
Employee	Male	52	18504
Spouse	Female	56	18504
Spouse	Female	47	18504
Child	Male	0	18505
Employee	Male	42	18505
Employee	Female	70	18505
Child	Male	1	18508
Child	Female	3	18508

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	39	18508
Spouse	Female	38	18508
Employee	Male	59	18509
Spouse	Female	58	18509
Child	Male	17	18510
Child	Male	22	18510
Child	Male	21	18510
Child	Male	19	18510
Employee	Male	48	18510
Spouse	Female	45	18510
Employee	Male	42	18512
Employee	Male	65	18512
Spouse	Female	60	18512
Child	Female	12	18518
Child	Female	20	18518
Child	Female	25	18518
Employee	Male	50	18518
Employee	Male	50	18518
Spouse	Female	49	18518
Employee	Male	51	18519
Employee	Male	51	18519
Spouse	Female	50	18519
Employee	Male	59	18610
Child	Female	5	18612
Employee	Male	56	18612
Employee	Male	76	18612
Employee	Male	63	18612
Employee	Male	25	18612
Spouse	Female	62	18612
Child	Male	12	18618
Child	Male	11	18618
Child	Female	8	18618
Employee	Male	41	18618
Spouse	Female	37	18618
Child	Male	10	18621
Child	Female	12	18621
Employee	Male	40	18621
Employee	Male	47	18621
Spouse	Female	45	18621
Spouse	Female	45	18621
Employee	Female	58	18624
Child	Male	4	18634
Child	Male	9	18634
Employee	Male	57	18634
Employee	Male	32	18634
Spouse	Female	54	18634
Child	Female	19	18636
Employee	Female	55	18636
Spouse	Male	52	18636
Employee	Male	28	18640
Employee	Male	61	18640
Employee	Female	61	18640

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Spouse	Male	65	18640
Employee	Male	32	18641
Employee	Male	40	18642
Child	Male	3	18643
Child	Female	1	18643
Employee	Male	35	18643
Employee	Male	55	18643
Employee	Female	76	18643
Spouse	Male	77	18643
Spouse	Female	32	18643
Spouse	Female	52	18643
Employee	Male	61	18644
Spouse	Female	65	18644
Spouse	Female	45	18645
Employee	Male	59	18651
Employee	Male	68	18651
Employee	Male	65	18651
Spouse	Female	63	18651
Employee	Male	58	18661
Employee	Female	42	18661
Child	Female	15	18702
Child	Female	18	18702
Child	Female	2	18702
Employee	Male	50	18702
Employee	Male	41	18702
Employee	Male	30	18702
Spouse	Female	47	18702
Child	Male	23	18704
Child	Female	19	18704
Child	Female	23	18704
Child	Female	22	18704
Child of Domestic Partner	Male	23	18704
Child of Domestic Partner	Female	20	18704
Domestic Partner	Female	49	18704
Employee	Male	51	18704
Employee	Male	59	18704
Employee	Male	55	18704
Employee	Male	61	18704
Employee	Male	58	18704
Employee	Female	31	18704
Legal Ward	Male	16	18704
Spouse	Female	46	18704
Spouse	Female	50	18704
Spouse	Female	63	18704
Spouse	Female	55	18704
Child	Male	18	18705
Employee	Male	54	18705
Employee	Male	18	18705
Spouse	Female	51	18705
Employee	Male	66	18706
Spouse	Female	63	18706
Employee	Male	63	18707

Employee/Dependent Census Data
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Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	58	18707
Employee	Male	60	18901
Child	Male	5	18914
Employee	Male	66	18915
Child	Female	16	18929
Child	Female	15	18929
Employee	Male	55	18929
Spouse	Female	50	18929
Child	Female	14	18944
Employee	Male	48	18944
Spouse	Female	39	18944
Stepchild	Female	20	18944
Child	Male	19	18947
Child	Male	23	18947
Employee	Male	64	18947
Spouse	Female	64	18947
Child	Male	21	18951
Child	Male	16	18951
Child	Female	19	18951
Child	Female	18	18951
Employee	Male	51	18951
Employee	Male	54	18951
Employee	Male	50	18951
Employee	Male	21	18951
Employee	Female	56	18951
Spouse	Female	48	18951
Spouse	Female	54	18951
Employee	Male	56	18955
Child	Male	13	18960
Child	Female	10	18960
Child	Female	7	18960
Employee	Male	45	18960
Spouse	Female	45	18960
Child	Male	14	18964
Child	Female	12	18964
Employee	Male	41	18964
Spouse	Female	40	18964
Child	Male	17	18966
Child	Female	18	18966
Employee	Male	51	18966
Employee	Female	55	18966
Employee	Female	52	18966
Spouse	Female	45	18966
Employee	Male	59	18969
Employee	Male	33	18969
Employee	Female	59	18969
Spouse	Female	58	18969
Child	Male	20	18974
Child	Male	23	18974
Domestic Partner	Female	31	18974
Employee	Male	48	18974
Employee	Male	54	18974

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	33	18974
Employee	Male	39	18974
Employee	Male	55	18974
Spouse	Female	43	18974
Child	Male	20	18976
Employee	Male	55	18976
Employee	Male	56	18976
Employee	Male	27	18976
Spouse	Female	57	18976
Spouse	Female	55	18976
Employee	Male	32	19002
Employee	Female	29	19002
Employee	Male	57	19004
Grandchild	Female	12	19004
Child	Female	22	19006
Employee	Male	63	19006
Employee	Male	44	19006
Employee	Female	50	19006
Spouse	Female	63	19006
Child	Female	14	19007
Employee	Male	51	19007
Employee	Male	57	19007
Employee	Male	27	19007
Child	Male	20	19008
Child	Male	19	19008
Child	Male	19	19008
Child	Female	17	19008
Child	Female	16	19008
Employee	Male	54	19008
Employee	Male	63	19008
Employee	Male	35	19008
Employee	Female	47	19008
Spouse	Male	48	19008
Spouse	Female	53	19008
Spouse	Female	64	19008
Spouse	Female	36	19008
Employee	Female	62	19012
Spouse	Male	65	19012
Child	Female	16	19015
Child	Female	14	19015
Employee	Male	48	19015
Spouse	Female	52	19015
Employee	Male	49	19018
Employee	Male	67	19018
Spouse	Female	60	19018
Child	Male	24	19020
Child	Male	24	19020
Child	Male	17	19020
Child	Male	15	19020
Child	Male	17	19020
Child	Male	6	19020
Child	Female	21	19020

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Female	18	19020
Child	Female	14	19020
Child	Female	4	19020
Employee	Male	55	19020
Employee	Male	38	19020
Employee	Male	40	19020
Employee	Male	58	19020
Employee	Male	51	19020
Employee	Male	29	19020
Employee	Male	44	19020
Employee	Female	47	19020
Employee	Female	54	19020
Employee	Female	38	19020
Employee	Female	50	19020
Employee	Female	36	19020
Employee	Female	39	19020
Spouse	Male	43	19020
Spouse	Male	46	19020
Spouse	Female	53	19020
Spouse	Female	57	19020
Spouse	Female	38	19020
Employee	Male	50	19021
Employee	Male	27	19021
Employee	Female	59	19021
Employee	Female	58	19021
Spouse	Female	50	19021
Spouse	Female	28	19021
Domestic Partner	Female	62	19025
Employee	Male	63	19025
Employee	Male	58	19026
Employee	Male	49	19026
Employee	Male	85	19026
Employee	Male	39	19026
Spouse	Female	57	19026
Employee	Male	59	19027
Employee	Male	69	19027
Employee	Male	46	19027
Employee	Male	26	19027
Spouse	Female	58	19027
Employee	Male	59	19032
Spouse	Female	57	19032
Employee	Male	57	19033
Child	Male	24	19038
Child	Male	17	19038
Child	Female	18	19038
Employee	Male	51	19038
Employee	Male	51	19038
Employee	Male	43	19038
Spouse	Female	47	19038
Child	Male	20	19040
Child	Male	22	19040
Child	Female	23	19040

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Female	20	19040
Child	Female	6	19040
Child	Female	21	19040
Employee	Male	49	19040
Employee	Male	49	19040
Employee	Male	55	19040
Employee	Male	56	19040
Employee	Male	64	19040
Employee	Female	28	19040
Spouse	Female	51	19040
Spouse	Female	52	19040
Spouse	Female	54	19040
Employee	Female	56	19044
Employee	Female	58	19044
Employee	Female	62	19044
Spouse	Male	58	19044
Child	Male	22	19046
Child	Male	25	19046
Child	Male	23	19046
Employee	Male	59	19046
Spouse	Female	42	19046
Stepchild	Female	22	19046
Child	Female	2	19047
Employee	Male	61	19047
Employee	Male	49	19047
Employee	Male	37	19047
Employee	Male	26	19047
Spouse	Female	59	19047
Spouse	Female	50	19047
Spouse	Female	34	19047
Employee	Male	46	19050
Employee	Male	62	19050
Employee	Female	51	19050
Spouse	Female	51	19050
Spouse	Female	67	19050
Child	Female	22	19053
Child	Female	25	19053
Employee	Male	55	19053
Employee	Male	69	19053
Employee	Female	51	19053
Spouse	Male	61	19053
Spouse	Female	60	19053
Child	Male	25	19054
Child	Male	18	19054
Child	Male	16	19054
Child	Female	22	19054
Child	Female	19	19054
Employee	Male	63	19054
Employee	Male	55	19054
Employee	Male	56	19054
Employee	Male	58	19054
Employee	Male	60	19054

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	56	19054
Spouse	Female	55	19054
Employee	Male	65	19055
Employee	Male	54	19055
Employee	Male	55	19055
Child	Male	8	19056
Child	Female	1	19056
Employee	Male	58	19056
Employee	Male	32	19056
Employee	Male	59	19056
Employee	Female	56	19056
Spouse	Female	64	19056
Spouse	Female	32	19056
Spouse	Female	59	19056
Child	Female	8	19057
Employee	Male	51	19057
Spouse	Female	50	19057
Employee	Male	64	19063
Child	Male	6	19064
Child	Male	7	19064
Employee	Male	45	19064
Spouse	Female	35	19064
Employee	Male	55	19067
Employee	Male	51	19067
Employee	Male	32	19067
Employee	Male	31	19067
Employee	Male	37	19067
Employee	Female	26	19067
Employee	Female	52	19067
Spouse	Female	52	19067
Spouse	Female	39	19067
Employee	Male	64	19072
Child	Female	10	19074
Child	Female	5	19074
Employee	Female	36	19074
Child	Female	12	19076
Employee	Female	35	19076
Child	Male	24	19078
Child	Male	15	19078
Child	Female	19	19078
Child	Female	22	19078
Employee	Male	57	19078
Employee	Male	46	19078
Employee	Male	57	19078
Spouse	Female	53	19078
Child	Female	19	19079
Child	Female	22	19079
Employee	Male	52	19079
Employee	Female	48	19079
Spouse	Male	39	19079
Spouse	Female	46	19079
Child	Male	20	19082

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Male	21	19082
Child	Male	16	19082
Child	Male	18	19082
Child	Female	23	19082
Employee	Male	60	19082
Employee	Male	49	19082
Employee	Male	49	19082
Employee	Female	70	19082
Spouse	Male	75	19082
Spouse	Female	57	19082
Child	Male	23	19083
Child	Female	15	19083
Child	Female	12	19083
Employee	Male	48	19083
Employee	Male	55	19083
Employee	Male	47	19083
Employee	Female	57	19083
Spouse	Female	56	19083
Spouse	Female	41	19083
Employee	Male	73	19087
Spouse	Female	67	19087
Child	Male	13	19090
Child	Male	12	19090
Child	Female	24	19090
Employee	Male	64	19090
Employee	Male	44	19090
Spouse	Female	51	19090
Spouse	Female	58	19090
Child	Female	11	19111
Child	Female	6	19111
Child	Female	6	19111
Employee	Male	44	19111
Employee	Female	55	19111
Spouse	Male	54	19111
Spouse	Female	41	19111
Spouse	Female	62	19111
Child	Female	24	19114
Child	Female	16	19114
Child	Female	23	19114
Employee	Male	50	19114
Employee	Male	60	19114
Employee	Male	35	19114
Employee	Male	59	19114
Employee	Male	55	19114
Employee	Male	51	19114
Employee	Female	54	19114
Spouse	Female	59	19114
Spouse	Female	49	19114
Child	Male	15	19115
Child	Male	6	19115
Child	Male	8	19115
Child	Male	22	19115

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Male	1	19115
Child	Male	9	19115
Domestic Partner	Male	42	19115
Employee	Male	63	19115
Employee	Male	32	19115
Employee	Male	67	19115
Employee	Male	43	19115
Employee	Female	53	19115
Employee	Female	37	19115
Spouse	Female	56	19115
Spouse	Female	34	19115
Spouse	Female	40	19115
Child	Male	12	19116
Child	Female	9	19116
Child	Female	23	19116
Child	Female	25	19116
Domestic Partner	Female	50	19116
Employee	Male	54	19116
Employee	Male	44	19116
Employee	Male	53	19116
Employee	Male	64	19116
Employee	Male	58	19116
Employee	Female	61	19116
Spouse	Female	42	19116
Spouse	Female	47	19116
Child	Female	23	19120
Employee	Male	62	19120
Employee	Female	45	19120
Employee	Female	55	19120
Employee	Female	50	19120
Employee	Female	32	19120
Employee	Male	63	19121
Employee	Male	53	19121
Employee	Female	36	19121
Child	Male	24	19122
Employee	Male	63	19122
Child	Male	3	19124
Child	Female	26	19124
Employee	Male	67	19124
Employee	Male	42	19124
Employee	Female	57	19124
Employee	Female	50	19124
Spouse	Female	66	19124
Employee	Male	55	19125
Employee	Female	62	19127
Employee	Male	61	19128
Spouse	Female	61	19128
Employee	Male	69	19130
Employee	Male	60	19131
Employee	Female	62	19131
Spouse	Female	62	19131
Employee	Male	58	19132

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	55	19132
Employee	Female	56	19133
Child	Male	21	19134
Child	Male	16	19134
Child	Male	23	19134
Child	Male	10	19134
Employee	Male	58	19134
Employee	Male	33	19134
Employee	Male	26	19134
Employee	Male	32	19134
Employee	Male	35	19134
Spouse	Female	59	19134
Spouse	Female	34	19134
Employee	Male	39	19135
Child	Female	0	19136
Employee	Male	51	19136
Employee	Male	40	19136
Employee	Male	31	19136
Employee	Female	57	19136
Spouse	Female	34	19136
Child	Male	18	19137
Child	Female	24	19137
Child	Female	22	19137
Employee	Male	48	19137
Spouse	Female	44	19137
Child	Male	1	19138
Employee	Male	39	19138
Employee	Male	53	19138
Spouse	Female	39	19138
Child	Male	17	19139
Employee	Male	25	19139
Employee	Male	31	19139
Employee	Female	35	19139
Employee	Male	52	19140
Employee	Male	59	19140
Employee	Female	26	19140
Child	Female	14	19141
Child	Female	16	19141
Child	Female	11	19141
Employee	Female	56	19141
Employee	Female	51	19141
Employee	Male	76	19143
Employee	Male	48	19143
Employee	Female	27	19143
Employee	Female	20	19143
Employee	Male	46	19144
Spouse	Female	49	19144
Child	Male	6	19145
Child	Male	13	19145
Child	Male	14	19145
Child	Female	4	19145
Employee	Male	49	19145

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	61	19145
Employee	Male	51	19145
Employee	Male	43	19145
Employee	Male	38	19145
Employee	Male	56	19145
Employee	Female	55	19145
Spouse	Female	39	19145
Spouse	Female	41	19145
Spouse	Female	65	19145
Spouse	Female	62	19145
Employee	Male	55	19147
Employee	Female	29	19147
Child	Male	23	19148
Child	Male	4	19148
Child	Female	2	19148
Child	Female	22	19148
Employee	Male	53	19148
Employee	Male	60	19148
Employee	Male	32	19148
Employee	Male	23	19148
Employee	Female	54	19148
Spouse	Female	58	19148
Spouse	Female	32	19148
Spouse	Female	53	19148
Child	Male	23	19149
Child	Male	23	19149
Child	Male	20	19149
Child	Female	20	19149
Child	Female	10	19149
Child	Female	15	19149
Employee	Male	59	19149
Employee	Male	47	19149
Employee	Male	64	19149
Employee	Male	31	19149
Employee	Male	64	19149
Employee	Male	46	19149
Employee	Male	72	19149
Employee	Male	61	19149
Employee	Female	55	19149
Spouse	Female	50	19149
Spouse	Female	58	19149
Spouse	Female	47	19149
Spouse	Female	73	19149
Spouse	Female	60	19149
Child	Male	7	19150
Child	Male	4	19150
Child	Male	14	19150
Child	Male	8	19150
Child	Female	24	19150
Child	Female	9	19150
Employee	Male	54	19150
Employee	Male	60	19150

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	52	19150
Employee	Male	29	19150
Employee	Female	47	19150
Employee	Female	60	19150
Spouse	Male	48	19150
Spouse	Male	67	19150
Spouse	Female	43	19150
Spouse	Female	41	19150
Stepchild	Male	20	19150
Stepchild	Male	23	19150
Stepchild	Female	25	19150
Child	Male	19	19151
Child	Female	15	19151
Child	Female	23	19151
Child	Female	20	19151
Employee	Male	48	19151
Employee	Male	40	19151
Employee	Male	48	19151
Employee	Male	68	19151
Employee	Male	47	19151
Employee	Female	51	19151
Spouse	Male	54	19151
Spouse	Female	49	19151
Spouse	Female	46	19151
Stepchild	Male	22	19151
Child	Male	22	19152
Child	Male	16	19152
Child	Female	9	19152
Employee	Male	53	19152
Employee	Male	40	19152
Employee	Male	45	19152
Employee	Male	54	19152
Employee	Female	54	19152
Spouse	Male	77	19152
Spouse	Female	36	19152
Child	Male	10	19154
Child	Male	9	19154
Child	Male	6	19154
Child	Male	7	19154
Child	Male	18	19154
Child	Male	12	19154
Child	Male	19	19154
Child	Male	18	19154
Child	Male	20	19154
Child	Male	23	19154
Child	Male	22	19154
Child	Male	11	19154
Child	Male	8	19154
Child	Female	13	19154
Child	Female	20	19154
Child	Female	17	19154
Child	Female	14	19154

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Child	Female	24	19154
Child	Female	21	19154
Child	Female	16	19154
Child	Female	10	19154
Employee	Male	45	19154
Employee	Male	54	19154
Employee	Male	55	19154
Employee	Male	42	19154
Employee	Male	43	19154
Employee	Male	47	19154
Employee	Male	54	19154
Employee	Male	46	19154
Employee	Female	50	19154
Employee	Female	44	19154
Employee	Female	59	19154
Spouse	Female	39	19154
Spouse	Female	33	19154
Spouse	Female	47	19154
Spouse	Female	41	19154
Stepchild	Female	14	19154
Stepchild	Female	11	19154
Child	Female	19	19258
Child	Female	19	19311
Child	Female	23	19311
Employee	Male	59	19311
Spouse	Female	56	19311
Child	Female	17	19312
Employee	Male	54	19312
Spouse	Female	58	19312
Child	Male	20	19320
Employee	Female	46	19320
Spouse	Male	46	19320
Employee	Male	57	19335
Employee	Male	49	19335
Child	Female	12	19355
Employee	Male	46	19355
Spouse	Female	38	19355
Employee	Male	63	19365
Employee	Male	57	19380
Employee	Male	69	19380
Spouse	Female	50	19380
Child	Male	15	19382
Child	Male	21	19382
Child	Female	13	19382
Child	Female	22	19382
Employee	Male	48	19382
Employee	Male	57	19382
Employee	Female	65	19382
Spouse	Female	48	19382
Spouse	Female	47	19382
Child	Female	21	19401
Employee	Male	57	19401

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	52	19401
Employee	Male	67	19401
Employee	Female	53	19401
Spouse	Male	76	19401
Spouse	Male	57	19401
Spouse	Female	53	19401
Spouse	Female	52	19401
Spouse	Female	65	19401
Child	Male	20	19403
Child	Male	24	19403
Child	Male	10	19403
Child	Female	21	19403
Child	Female	26	19403
Child	Female	8	19403
Employee	Male	53	19403
Employee	Male	60	19403
Employee	Male	63	19403
Employee	Male	57	19403
Employee	Male	48	19403
Employee	Male	47	19403
Employee	Male	23	19403
Employee	Female	60	19403
Spouse	Female	52	19403
Spouse	Female	57	19403
Spouse	Female	49	19403
Spouse	Female	47	19403
Child	Male	15	19405
Child	Male	18	19405
Employee	Male	54	19405
Employee	Female	47	19405
Spouse	Female	47	19405
Child	Male	8	19406
Child	Female	11	19406
Child	Female	26	19406
Employee	Male	55	19406
Employee	Male	43	19406
Employee	Male	61	19406
Employee	Male	45	19406
Employee	Female	58	19406
Spouse	Male	64	19406
Spouse	Female	34	19406
Spouse	Female	61	19406
Employee	Male	57	19422
Spouse	Female	66	19422
Employee	Female	60	19426
Child	Male	25	19428
Child	Male	24	19428
Employee	Male	56	19428
Employee	Male	57	19428
Employee	Male	58	19428
Employee	Male	56	19428
Spouse	Female	55	19428

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	53	19428
Spouse	Female	57	19428
Spouse	Female	59	19428
Employee	Male	45	19438
Employee	Male	62	19438
Spouse	Female	61	19438
Child	Male	16	19440
Child	Female	14	19440
Employee	Male	21	19440
Employee	Female	50	19440
Spouse	Male	59	19440
Employee	Male	55	19442
Employee	Male	49	19444
Child	Male	22	19446
Child	Male	22	19446
Child	Male	19	19446
Child	Male	23	19446
Child	Female	13	19446
Child	Female	9	19446
Child	Female	25	19446
Employee	Male	58	19446
Employee	Male	56	19446
Employee	Male	62	19446
Employee	Male	53	19446
Employee	Male	49	19446
Employee	Male	30	19446
Spouse	Female	49	19446
Spouse	Female	51	19446
Spouse	Female	58	19446
Spouse	Female	52	19446
Spouse	Female	47	19446
Child	Female	10	19448
Child	Female	24	19454
Employee	Male	57	19454
Employee	Male	35	19454
Employee	Male	60	19454
Spouse	Female	59	19454
Child	Male	17	19460
Child	Male	9	19460
Child	Male	19	19460
Child	Female	21	19460
Child	Female	10	19460
Child	Female	11	19460
Child	Female	22	19460
Employee	Male	54	19460
Employee	Male	54	19460
Employee	Male	40	19460
Employee	Male	51	19460
Spouse	Female	49	19460
Spouse	Female	40	19460
Spouse	Female	59	19460
Child	Female	6	19462

Employee/Dependent Census Data
May 20, 2020

Employee/Dependent	Gender	Age	Postal Code
Child	Female	3	19462
Employee	Male	32	19462
Employee	Female	57	19462
Child	Male	3	19464
Child	Male	9	19464
Child	Male	25	19464
Child	Female	13	19464
Child	Female	24	19464
Child	Female	6	19464
Employee	Male	53	19464
Employee	Male	29	19464
Employee	Male	32	19464
Employee	Male	42	19464
Employee	Female	43	19464
Employee	Female	61	19464
Spouse	Female	48	19464
Spouse	Female	27	19464
Spouse	Female	29	19464
Spouse	Female	42	19464
Employee	Male	24	19465
Employee	Male	62	19468
Employee	Male	37	19468
Spouse	Female	33	19468
Employee	Male	57	19473
Employee	Female	72	19473
Spouse	Female	59	19473
Stepchild	Female	23	19473
Employee	Male	57	19475
Spouse	Female	48	19475
Child	Male	2	19504
Child	Male	6	19504
Child	Male	4	19504
Employee	Male	37	19504
Spouse	Female	33	19504
Child	Male	17	19506
Child	Male	22	19506
Child	Female	18	19506
Child	Female	24	19506
Employee	Male	41	19506
Employee	Male	53	19506
Employee	Male	47	19506
Spouse	Female	41	19506
Spouse	Female	50	19506
Child	Male	14	19507
Child	Female	12	19507
Child	Female	15	19507
Child	Female	20	19507
Employee	Female	49	19507
Spouse	Female	55	19507
Employee	Male	66	19508
Domestic Partner	Female	24	19512
Employee	Male	47	19512

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	25	19512
Child	Male	17	19525
Child	Male	14	19525
Child	Male	5	19525
Child	Female	20	19525
Child	Female	12	19525
Employee	Male	53	19525
Employee	Male	31	19525
Employee	Male	42	19525
Spouse	Female	32	19525
Spouse	Female	36	19525
Stepchild	Male	10	19525
Employee	Female	56	19530
Spouse	Male	63	19530
Child	Male	3	19540
Child	Male	8	19540
Child	Male	5	19540
Child	Male	11	19540
Child	Male	8	19540
Child	Female	9	19540
Child of Domestic Partner	Male	13	19540
Child of Domestic Partner	Female	11	19540
Domestic Partner	Female	35	19540
Employee	Male	61	19540
Employee	Male	36	19540
Employee	Male	32	19540
Employee	Male	34	19540
Spouse	Female	29	19540
Child	Male	5	19543
Child	Male	8	19543
Child	Male	16	19543
Child	Female	15	19543
Child	Female	12	19543
Employee	Male	31	19543
Employee	Male	37	19543
Employee	Male	55	19543
Spouse	Female	31	19543
Employee	Male	34	19551
Child	Male	15	19555
Child	Female	18	19555
Employee	Male	50	19555
Spouse	Female	41	19555
Child	Female	3	19562
Child	Female	8	19562
Child	Female	11	19562
Employee	Male	32	19562
Spouse	Female	29	19562
Child	Male	11	19565
Employee	Female	43	19565
Employee	Male	57	19601
Employee	Female	42	19601
Spouse	Male	51	19601

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Spouse	Female	70	19601
Employee	Male	24	19602
Employee	Male	54	19604
Spouse	Female	54	19604
Child	Male	18	19605
Child	Female	21	19605
Employee	Male	53	19605
Employee	Male	57	19605
Employee	Female	54	19605
Spouse	Male	57	19605
Spouse	Female	59	19605
Child	Male	21	19606
Child	Male	14	19606
Child	Male	18	19606
Child	Female	23	19606
Child	Female	12	19606
Employee	Male	60	19606
Employee	Male	64	19606
Employee	Male	49	19606
Employee	Male	61	19606
Employee	Male	35	19606
Employee	Male	48	19606
Employee	Male	54	19606
Employee	Male	50	19606
Employee	Female	50	19606
Spouse	Male	48	19606
Spouse	Female	64	19606
Spouse	Female	46	19606
Spouse	Female	35	19606
Spouse	Female	50	19606
Spouse	Female	48	19606
Stepchild	Female	15	19606
Stepchild	Female	23	19606
Child	Male	18	19607
Child	Male	0	19607
Child	Female	3	19607
Employee	Male	55	19607
Employee	Male	56	19607
Employee	Male	41	19607
Employee	Male	29	19607
Employee	Male	60	19607
Spouse	Female	57	19607
Spouse	Female	31	19607
Spouse	Female	65	19607
Child	Male	8	19608
Child	Male	25	19608
Child	Female	13	19608
Child	Female	15	19608
Child	Female	1	19608
Child	Female	20	19608
Child	Female	3	19608
Child	Female	1	19608

**Employee/Dependent Census Data
May 20, 2020**

Employee/Dependent	Gender	Age	Postal Code
Employee	Male	49	19608
Employee	Male	28	19608
Employee	Male	56	19608
Employee	Male	28	19608
Employee	Male	23	19608
Employee	Male	21	19608
Spouse	Female	43	19608
Spouse	Female	28	19608
Spouse	Female	28	19608
Employee	Male	54	19609
Employee	Male	29	19610
Employee	Female	49	19610
Employee	Male	47	19703
Employee	Male	58	21204
Child	Female	18	44403
Employee	Male	41	44403
Spouse	Female	39	44403
Employee	Male	47	44413
Spouse	Female	52	44413
Child	Female	20	44443
Employee	Male	64	44443
Spouse	Female	54	44443
Child	Female	19	44514
Child	Female	18	44514
Child	Female	15	44514
Employee	Male	53	44514

Addendum No. 1

RFP # 20-10380-8978

Employee Assistance Program Services

Prospective Respondents: You are hereby notified of the following information in regard to the referenced RFP:

QUESTIONS AND ANSWERS

Following are the answers to questions submitted in response to the above referenced RFP as of June 30, 2020. All of the questions have been listed verbatim, as received by the Pennsylvania Turnpike Commission.

Proposer Questions			Pennsylvania Turnpike Commission (PTC)		
			RFP #20-10380-8978		
#	Page	Section	Section Description	Proposer Question	Commission Response
1.				Do you anticipate extending the bid due date?	No.
2.				What additional details are you willing to provide, if any, beyond what is stated in bid documents concerning how you will identify the winning bid?	All information concerning how the PTC will evaluate each proposal is included in section III-4 Evaluation Criteria of the RFP.
3.				Was this bid posted to the nationwide free bid notification website at www.MyGovWatch.com/free?	No.
4.				Other than your own website, where was this bid posted?	The RFP is also placed on the DGS website eMarketplace.

Proposer Questions			Pennsylvania Turnpike Commission (PTC)		
			RFP #20-10380-8978		
#	Page	Section	Section Description	Proposer Question	Commission Response
5.	6	Part 1	I-24 Term of Contract	Are the two optional one year extensions with mutual agreement between the commission and vendors?	Yes.
6.	15	Part IV	IV-2 Scope	How many training/topical seminar hours were used in 2019? 2018? 2017?	In 2019, the PTC used 8 training sessions. In 2018, the PTC used 0 training sessions.
7.	15	Part IV	IV-2 Scope	How many critical incident response/CIR/CISD hours were used in 2019? 2018? 2017?	In 2019, the PTC used 2 Critical Incident Debriefing Sessions. In 2018, the PTC used 0 Critical Incident Debriefing sessions.
8.	51	Appendix G	Cost Submittal	Can you please explain "supplemental employees" and provide a count and details of these employees? Are they year round, seasonal, etc.?	We no longer employ supplemental employees, as of the current date; however, while they are in a lay-off status we intend to provide them these EAP benefits. These employees will receive the same benefits as permanent, full-time employees.
9.	N/A			If utilization reports are not available: -How many EAP cases were there in 2019? 2018? 2017? -How many EAP cases were there in 2019? 2018? 2017? -How many EAP face-to-face counseling sessions were completed in 2019? 2018? 2017?	A utilization report is available and will be provided to those who request access to the report, as directed in the RFP.

Proposer Questions			Pennsylvania Turnpike Commission (PTC)		
			RFP #20-10380-8978		
#	Page	Section	Section Description	Proposer Question	Commission Response
10.	N/A			What is your current PEPM rate? What services are included in this rate (# of sessions, work/life, onsite hours, etc.)?	The Commission will not be providing the current PEPM rate. The current PEPM rate is based on 6 counseling sessions per issue, per calendar year, per employee and eligible dependent/household member, as well as 10 hours allotted to either Critical Stress Defusing or Debriefing and/or training.
11.	N/A			Who is your current EAP provider, and how long have they been your EAP provider?	The current EAP provider for the Commission is ComPsych Guidance Resources. They have been providing EAP services for the Commission since January 2010.
12.	N/A			Do you currently have a well-being program for your members? If so, who?	Although we do not have a branded “well-being program,” our current EAP vendor provides work-life balance solutions and referrals in addition to the counseling and mental health services.
13.	N/A			Would you be interested in seeing well-being resources that can be used with EAP/WL services or a more robust wellness program?	The Commission will review any information that a prospective vendor wishes to provide.
14.	3	Calendar of Events	Activity: Anticipated Notice to Proceed (Estimate Only); Date: December, 2020	Based on the estimated “Anticipated Notice to Proceed,” when does the Commission anticipate the contract will expire?	The contract will commence on January 1, 2021 and will end three (3) years from that date, with an option for up to two (2) one-year contract extensions.

Proposer Questions			Pennsylvania Turnpike Commission (PTC)		
			RFP #20-10380-8978		
#	Page	Section	Section Description	Proposer Question	Commission Response
15.	26; 29	Appendix A: Standard Agreement	Diverse Business (DB) Requirements; Security Requirements, Contractor Integrity Provision	Within the aforementioned sections of Appendix, A, the Commission references “Exhibit X,” as [additionally] attached requirements or provisions for consideration; however, Exhibit X is not included within the solicitation document or on the Commission’s website. May we please confirm that all required documentation is included in the solicitation and that Exhibit X is referenced in error?	RFP Appendix A is the standard agreement and it refers to Exhibits that will be attached when executed. Since we don't know for sure what exhibits will be added to the agreement, it is just listed as ‘X’ until we create the final agreement. The referenced documents are attached to the RFP as appendices.
16.				Does the Commission currently offer an EAP?	Yes.
17.				If the Commission has an EAP, what do you like about your current provider?	The Commission’s service expectations to be provided are included in this RFP and also apply to the existing vendor. The Commission will review any information that a prospective vendor wishes to provide.
18.				If the Commission has an EAP, how would you improve your EAP?	The Commission’s service expectations to be provided are included in this RFP and also apply to the existing vendor. The Commission will review any information that a prospective vendor wishes to provide.

Proposer Questions			Pennsylvania Turnpike Commission (PTC)		
			RFP #20-10380-8978		
#	Page	Section	Section Description	Proposer Question	Commission Response
19.				If the Commission has an EAP, what are your goals for the EAP? (e.g. enhance the benefit package, improve employee health and wellness, manage risk and employee performance, contain health care costs)	Please reference section IV-3 Requirements.
20.				If the Commission has an EAP, what services are included in your EAP? Do the services include Work <i>Life</i> services? Would you like them to?	The current EAP offers counseling services, CISM resources, training, DOT SAP services, fitness for duty evaluation referrals, COCE Mandatory referrals, and work-life solutions and referrals, etc.
21.				If the Commission has an EAP, is your EAP integrated with your organization's other benefits?	Our EAP offers 6 counseling sessions per issue, per calendar year, per employee and/or eligible household member/dependent. After those 6 sessions, the PTC's medical benefits can be used if the provider is within network.
22.				If the Commission has an EAP, how is your EAP utilized?	Currently, the PTC uses our EAP vendor to provide referrals to qualified professionals for counseling services, CISM services, SAP services, training, communications, outreach, referrals for work-life solutions, etc. Please reference section IV-3 for PTC's requirements.

Proposer Questions			Pennsylvania Turnpike Commission (PTC)		
			RFP #20-10380-8978		
#	Page	Section	Section Description	Proposer Question	Commission Response
23.				If the Commission has an EAP, do your employees and their family members use the program?	Yes, employees and eligible household members and dependents use the program.
24.				If the Commission has an EAP, at what rate? (Utilization typically ranges from 1% to 10%)	A utilization report is available and will be provided to those who request access to the report, as directed in the RFP.
25.				If the Commission has an EAP, how do managers and supervisors use the service? To what degree?	The supervisors and management may request a mandatory referral for employees as needed. Trainings can be provided for supervisors.
26.				If the Commission has an EAP, what consultation and support services do they receive from the EAP?	Please see section IV-3 for requirements. The PTC will require the selected vendor to participate in the development of education, training, and outreach programs for employees, supervisors, and union officials. Additionally, the selected vendor must be familiar with the Department of Transportation Substance Abuse Professional Program in order to manage the process and provide consultation with PTC Designated Employer Representative as part of the process. Additional consultation and support services may be required.

Proposer Questions			Pennsylvania Turnpike Commission (PTC)		
			RFP #20-10380-8978		
#	Page	Section	Section Description	Proposer Question	Commission Response
27.				If the Commission has an EAP, is your EAP bundled with another insurance product? If so, what product?	No.
28.				If the product is not bundled with another insurance product, how do you manage traumatic workplace events?	We require the EAP to provide CISM services. Please reference section IV-3 Requirements.
29.				If the product is not bundled with another insurance product, how do you manage performance concerns?	We do not use our EAP to address performance concerns unless it appears a fitness for duty evaluation or Condition of Continued Employment (mandatory referral) is required. The selected EAP vendor will be required to provide these services and/or referrals for these services.
30.				If the product is not bundled with another insurance product, how do you manage serious fitness-for-duty situations?	The selected EAP vendor will be required to provide fitness for duty evaluations or referrals to a provider who can provide these services for the PTC.
31.				Who is the current EAP provider and for how many years?	The current EAP provider for the Commission is ComPsych Guidance Resources. They have been providing EAP services for the Commission since January 2010.

Proposer Questions			Pennsylvania Turnpike Commission (PTC)		
			RFP #20-10380-8978		
#	Page	Section	Section Description	Proposer Question	Commission Response
32.				What is the Commission currently paying for the EAP? Please provide a rate history for the contract. Do these rates include career transition services, DOT SAP Evaluations, or FFDEs?	The Commission will not be providing the current PEPM rate. The current PEPM rate includes 6 counseling sessions per issues, per calendar year, per employee and eligible dependent/household member, as well as 10 hours allotted to either Critical Stress Defusing or Debriefing and/or training.
33.				Please provide a yearly 2019 utilization report. If not available, please provide the number of sessions and opened cases in 2019.	A utilization report is available and will be provide to those who request access to the report, as directed in the RFP.
34.				How many health/open enrollment fairs is the EAP provider expected to attend each year and how many hours is each fair?	The Commission requests an allotment of on-site training hours (i.e., topical trainings, health fair participation, etc.) within the PEPM cost. Please provide a per-hour pricing for additional on-site services. In 2019, the PTC used 8 training sessions.
35.				Please provide an employee zip code census in Excel format.	Appendix J is attached to the RFP in Excel format.

Proposer Questions			Pennsylvania Turnpike Commission (PTC)		
			RFP #20-10380-8978		
#	Page	Section	Section Description	Proposer Question	Commission Response
36.				Must EAP companies be physically located /have employees located in Pennsylvania or will a local network of contracted providers in Pennsylvania be sufficient?	EAP companies do not need to be located in Pennsylvania; however, the PTC does require the selected vendor to have a comprehensive network of providers across the state of Pennsylvania that also accept the PTC's current health insurance.

All other terms, conditions and requirements of the original RFP dated June 12, 2020 remain unchanged unless modified by this Addendum.