



**Illinois Tollway**  
**REQUEST FOR QUOTE**

**Quotes must be back by the date and time as published in BidBuy**

**AGENCY:** Illinois Tollway  
**ADDRESS:** 2700 Ogden Avenue  
**CITY:** Downers Grove, Illinois 60515  
**CONTACT:** Nell Posmer, Contract Negotiator  
**PHONE:** (630)743-3204  
**EMAIL:** [nposmer@getipass.com](mailto:nposmer@getipass.com)

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**Specifications and Requirements**

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**DESCRIPTION OF SUPPLIES AND SERVICES**

1. SUPPLIES AND/OR SERVICES REQUIRED: The Illinois State Toll Highway Authority is seeking a Vendor to provide the machine rental, monthly maintenance which includes the equipment service, repair parts, removal and proper disposal of paint shop waste products, and all required supplies with the minimum standards for the following required items:

- Automated paint gun cleaning cycle - Five-gallon capacity
- 10 cubic feet per minute (CFM) capacity, minimum
- Maximum pressure of 120-pound force per square inch (PSI)
- Foot operated lid
- Five (5) cleaning ports in basin
- Additional port with hose to supply solvent through parts cleaning brush for exterior cleaning of parts and spray gun basin
- Cleaning machine with an exhaust system
- 1-1/4" vent port for fume emissions

**1.1. MILESTONES AND DELIVERABLES**

Maintenance and service shall be scheduled for the first week of each subsequent month following the initial delivery and set-up of the paint gun cleaning machine. Service shall be performed within the first ten (10) days of each month. If the successful bidder does not service the unit before the 10th of any month the vendor cannot bill for services in those months.

- 1.2 VENDOR/STAFF SPECIFICATIONS:** The Vendor, upon request by the Tollway, shall provide documentation that tracks the life of the solvents from the point of creation until disposal of the product, taking full responsibility and liability for waste solvents once in their possession. All services shall be performed in accordance with the U.S., Illinois Environmental Protection Agency rules/regulations with compliance documents furnished to the Tollway upon request.

- 1.3 TRANSPORTATION AND DELIVERY:** Delivery shall be freight on board (FOB) between the hours of 8:00 am through 2:00 pm CT to the following location: Illinois Tollway Central Shop located at 3460 S. Finley

Road in Downers Grove, IL 60515.

- 1.4 STANDARDS OF PERFORMANCE:** The Vendor shall perform, or cause to be performed, all work required of it under the terms and conditions of the Contract with that degree of skill, care and diligence normally exercised by an experienced Vendor performing work in projects of a scope and magnitude comparable to this project. The Vendor shall use reasonable efforts to assure timely and satisfactory completion of the work. The Vendor shall always act in the best interest of the Tollway. The Vendor shall perform or cause to be performed, all work in accordance with the terms and conditions of this Contract and to the reasonable satisfaction of the Tollway.
- 1.5 SAFETY:** The Vendor and its suppliers shall perform the services in a safe and responsible manner. In the performance of scope of work, the Vendor shall shield all interior areas near the work area as required to protect Tollway personnel and property. Vendor shall, at their own expense, conform to safety policies and regulations, and comply with all specific safety requirements of the Occupational Safety and Health Act (OSHA) of 1970 and the Construction Safety Act of 1969 and all other related Acts.
- 1.6 INSURANCE:** The Vendor shall procure and maintain for the duration of the contract, insurance against claims for injuries to persons or damage to property which may arise from, or in connection with, the performance of the work by the Vendor, his/her agents, representatives, employees or subcontractors. Work shall not commence until insurance required by this section has been obtained and documentation submitted to the Tollway for acceptance. All coverages must be with Insurance Companies with an A.M. Best Company financial strength rating of "A minus" or better. Insurance coverage shall not limit Vendor's obligation to indemnify, defend or settle any claims.

Minimum Scope of Insurance Coverage shall be at least as broad as:

- Commercial General Liability coverage on an unmodified, Insurance Service Office "Occurrence" form, current edition or an alternative form providing equivalent protection.
- Automobile Liability on an unmodified, Insurance Service Office form, current edition or an alternative form providing equivalent protection.
- Worker's Compensation insurance as required by the State of Illinois and include Employers Liability.

Minimum Limits of Insurance Contractor or Vendor shall maintain no less than:

- Commercial General Liability: \$1,000,000 each occurrence for bodily injury, personal injury, and property damage and \$2,000,000 general aggregate and \$2,000,000 products/completed operations aggregate.
- Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
- Worker's Compensation and Employers Liability: Statutory Limits with Employers Liability limit of not less than \$500,000 per occurrence.

The Illinois State Toll Highway Authority including all appointed officials and employees, shall be named "Additional Insured" as part of the commercial general liability and automobile liability coverage. This coverage shall be primary for the Additional Insured and not contributing with any other insurance or similar protection available to the Additional Insured, whether said other coverage be primary, contributing or excess.

All deductibles or self-insured retentions must be declared and recognized by the Authority. Proof of insurance shall include originals of the applicable "additional insured" endorsements for approval of the Authority. Any failure by the Authority to request proof of insurance will not waive the requirement of maintenance of minimum protection specified.

## **2. TERM AND TERMINATION**

2.1 **TERM OF THIS CONTRACT:** The estimated duration of this contract shall be for the period of two (2) years from March 02, 2026, to March 01, 2028.

3.1 **RENEWAL:** This Contract may not be renewed.

4.1 **TERMINATION FOR CAUSE:** The State may terminate this Contract, in whole or in part, immediately upon notice to the Vendor if it is determined that the actions, or failure to act, of the Vendor, its agents, employees or subcontractors have caused, or reasonably could cause jeopardy to health, safety, or property. The Contract may be terminated if the State determines that the Vendor lacks the financial resources to perform under the Contract. If Vendor fails to perform to the State's satisfaction any material requirement of this Contract or is in violation of a material provision of this Contract, the State shall provide written notice to the Vendor requesting that the breach or noncompliance be remedied within the period specified in the State's written notice. If the breach or noncompliance is not remedied by that date the State may either:

- a. immediately terminate the Contract without additional written notice or
- b. enforce the terms and conditions of the Contract, and in either event seek any available legal or equitable remedies and damages.

5.1 **TERMINATION FOR CONVENIENCE:** Following thirty (30) days written notice, the State may terminate this Contract in whole or in part without the payment of any penalty or incurring any further obligation to the Vendor. Following any such termination for convenience, the Vendor shall be entitled to compensation upon submission of invoices and proof of claim for services provided under this Contract up to and including the date of termination.

This contract is contingent upon and subject to the availability of funds. The State, at its sole option, may terminate or suspend this contract, in whole or in part, without penalty or further payment being required, if the Illinois General Assembly or the federal funding source fails to make an appropriation sufficient to pay such obligation, or if funds needed are insufficient for any reason. 30 ILCS 500/20-60.

The Vendor shall be entitled to compensation upon submission of invoices, proof of claim for supplies, services provided in compliance with this contract up to and including the date of termination.

**3. STANDARD TERMS AND CONDITIONS**

**3.1 CONTRACT DOCUMENTS:**

Upon award, Vendors will be required to complete a contract along with applicable forms and disclosures. The required forms are as follows and are not required at the time of bid submission. They may be located on the CPO’s website at:

<https://www2.illinois.gov/cpo/general/Pages/SolicitationandContractTemplates.aspx>

**FORMS A**

Complete this section if you are not using an Illinois Procurement Gateway (IPG) Registration #

**OR**

**FORMS B**

Complete this section only if you are using an IPG Registration #

**3.2 INVOICING INFORMATION**

Vendor(s) are required to attest to the standards set forth in this contract and must include the following statement on every one of their invoices delivered to the Tollway pursuant to statute 605 ILCS 10/16.1.

**This statement must be imprinted on the invoice or an attachment attesting to the following statement:**

INVOICE# \_\_\_\_\_ INVOICE DATE \_\_\_\_\_

“The Seller \_\_\_\_\_ hereby certifies that the goods, merchandise and wares shipped in accordance with the attached delivery invoice have met all the required standards set forth in the purchasing contract”.

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

If the Vendor does not comply with attesting to the statute 605 ILCS 10/16.1 this will cause delay in payment.

All invoices must include original order date to ensure accurate and timely payment processing.

Invoices shall be sent to the following address:

Illinois Tollway  
Attention: Accounts Payable  
P.O. Box 3094  
Lisle, Illinois 60532-8094

Email: [FinanceInvoices@getipass.com](mailto:FinanceInvoices@getipass.com)

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## Pricing

**\*Notes to Vendor: All Quoted prices shall be valid for 180 days from date of submission.  
No price increases shall be accepted.  
In the event of a price decrease, the Tollway is guaranteed to receive the lowest price.**

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If the Tollway issues an award, the award will be made to the Responsive/Responsible bidder who submits the lowest price. Bidders shall bid on all line items to be deemed responsive. Failure to bid on all items shall result in a disqualified bid.

**The Vendor shall enter their unit prices in BidBuy. Vendor's failure to enter its unit prices in BidBuy shall result disqualifying Vendors quote.**

**METHOD AND RATE OF COMPENSATION:** Vendor shall be compensated by the following method:

| Description and Requirements  | Specifications   | Quantity  | Price/Each   | Extended Price<br>(Quantity x Price)                       |
|---|--|-----------|--|--|
| Delivery and Set-up of machine  | Initial delivery and set-up of paint gun cleaning machine.                     | 01        | All Pricing shall be entered into BidBuy to be considered. | All Pricing shall be entered into BidBuy to be considered. |
| Rental of Paint Gun Cleaning Machine, To Include: Monthly Maintenance, Service, Repair Parts, and all required supplies and solvents. | Service shall be performed within the first ten days of each subsequent month. | 23 Months | All Pricing shall be entered into BidBuy to be considered. | All Pricing shall be entered into BidBuy to be considered. |
| Disposal of Paint Waste<br>(Four times per year)  | 16 Gallon Drum   | 08        | All Pricing shall be entered into BidBuy to be considered. | All Pricing shall be entered into BidBuy to be considered. |
| Disposal of Paint Booth Filters<br>(Three times per year)   | 55 Gallon Drum   | 06        | All Pricing shall be entered into BidBuy to be considered. | All Pricing shall be entered into BidBuy to be considered. |
| Disposal of Solvent Rags<br>(Four times per year)   | 55 Gallon Drum   | 08        | All Pricing shall be entered into BidBuy to be considered. | All Pricing shall be entered into BidBuy to be considered. |

**COMPANY NAME:** \_\_\_\_\_

**PRICE(S) QUOTED BY:** \_\_\_\_\_

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

**WARRANTY:**

**All Products will be new and will carry the minimum manufacturer's warranty from date of delivery.**

**Estimated delivery time:** \_\_\_\_\_

**\*Notes to Vendor: All Quoted prices must be valid for 180 days from date of submission.** All prices must include shipping and handling charges. No price increases will be accepted. In the event of a price decrease, the agency is guaranteed to receive the lowest price. We reserve the right to reject all offers; to reject individual offers for failure to meet any requirement; to award by item, part or portion of an item, group of items, or total; and to waive minor defects. Vendor must agree to partial ship equipment in case of a delay on total order.

T c may attach separate page describing their proposal.

**\*IF THIS FORM IS NOT FILLED OUT IN ITS ENTIRETY THE QUOTE MAY BE DISQUALIFIED.**