

VILLAGE OF ORLAND PARK, ILLINOIS

INVITATION TO BID

Service Van

ISSUED

Monday, November 30, 2009

BID OPENING

Monday, December 14, 2009
11:00 a.m.

VILLAGE OF ORLAND PARK, ILLINOIS
Service Van
INVITATION TO BID

TABLE OF CONTENTS

I. INSTRUCTIONS TO BIDDERS

- Overview 2
- Bid Specifications 4
- General Provisions 5
- Bid Submission Requirements 8
- Evaluation of Bids/Bidders 10
- Bid Submittal Checklist 11

II. REQUIRED BID SUBMISSION DOCUMENTS

- Bidder Summary Sheet 13
- Business Organization 14
- Certificate of Eligibility to Enter into Public Contracts 15
- Sexual Harassment Policy 16
- Equal Employment Opportunity 17
- Tax Certification 19
- References 20

III. BID SPECIFICATIONS AND ADDITIONAL INFORMATION

- Bid Specifications (Comply/Exception Forms) 22
- Option #1 29
- Additional Requirements 30
- Additional Information 31

VILLAGE OF ORLAND PARK, ILLINOIS
Service Van
INVITATION TO BID

I. INSTRUCTIONS TO BIDDERS

OVERVIEW

The Village of Orland Park requests Bids for a Service Van, (“the Project”) for the Village of Orland Park, Illinois (“Village”). See the Bid Specifications prepared by the Village of Orland Park Public Works Department for details on the Project (“Specifications”).

In order to be responsive, SEALED BIDS must be signed and received by the Village of Orland Park in the Office of the Village Clerk, 14700 South Ravinia Avenue, Orland Park, Illinois 60462, **not later than 11:00 a.m., local prevailing time on Monday, December 14, 2009.** All sealed bids must be submitted to the Village Clerk’s Office, located at the above stated address. All sealed bids submitted properly will be opened publicly and read aloud immediately following the stated submission time for the Project which described in detail consists of the following:

*One (1) new 14’ Service Van Body mounted on a 2010 or current model
year 1 Ton Cutaway Van chassis*

Oral, telephonic, telegraphic facsimile or electronically transmitted bids shall not be considered. No oral comments will be made to any Bidder as to the meaning of the Plans and Specifications or other contract documents. Requests for comments shall be made in writing. Contact Rick Hanik by fax at (708) 403-8798 if you have any technical questions on this project. Inquiries received in writing within five (5) or more days prior to the bid opening will be given consideration and answers will be provided in writing to all potential bidders and will be available to the public. Bidders will not be relieved of obligations due to failure to examine or receive documents, visit the site or become familiar with conditions or facts of which the Bidder should have been aware and the Village will reject all claims related thereto.

Information (other than in the form of a written Addendum issued by the Village) from any officer, agent, or employee of the Village or any other person shall not affect the risks or obligations assumed by the bidder or relieve him from fulfilling any of the conditions and obligations set forth in the bid and other contract documents. Before the bids are opened, all modification or additions to the Specifications or General Provisions, or other bid documents will be made in the form of a written Addendum issued by the Village. The Village will send copies of any such Addendum not less than three (3) calendar days before bids are opened to those persons who have received bid packages and provided sufficient contact information. In the event of conflict with the original contract documents, addenda shall govern all other contract documents to the extent specified. Subsequent addenda shall govern over prior addenda only to the extent specified.

VILLAGE OF ORLAND PARK, ILLINOIS
Service Van
INVITATION TO BID

The bidder shall be required to acknowledge receipt of the formal Addendum by signing the Addendum and including it with the bid quotation. Failure of a bidder to include a signed formal Addendum in its bid quotation shall deem its quotation non-responsive; provided, however, that the Village may waive this requirement in its best interest.

Any references in the Specifications to manufacturer's name, trade name, or catalog number (unless otherwise specified) is intended to be descriptive but not restrictive and only to indicate articles or materials that will be satisfactory. Bids on other makes will be considered, provided each bidder clearly states on the face of their bid exactly what is proposed to be furnished. Unless so stated in the bid, it shall be understood that the bidder intends to furnish the item specified and does not propose to furnish an "equal." The Village hereby reserves the right to approve as an equal, or to reject as not being an equal any article the bidder proposes to furnish which contains minor or major variations from specification requirements, but which may comply substantially therewith.

VILLAGE OF ORLAND PARK, ILLINOIS
Service Van
INVITATION TO BID

BID SPECIFICATIONS FOR:

One (1) new 14' Supreme Corporation Spartan Service Van Body mounted on a 2010 or current model year 1 Ton Cutaway Van Chassis.

SCOPE OF WORK:

The Village of Orland Park, Illinois is requesting bids for the purchase of a 14' Service Van Body mounted on a 1 Ton Cutaway Van Chassis. This Service Van Body, Cutaway Chassis and all aftermarket optional equipment shall be new, unused, and be of a current production model.

SPECIAL CONDITIONS:

These detailed specifications shall be construed as "minimum."

All integral parts and hardware not specifically mentioned in the scope of the specifications that are necessary to provide a complete working unit shall be furnished.

The bidder shall indicate whether the Service Van that is being furnished complies or does not comply with each section of the specifications as written on the Bid Specifications Comply/Exception forms in Section III. The bidder shall explain the reason for each exception taken in each section. Failure to properly complete the bid specification form may result in the disqualification of the proposed bid.

The Village will inspect the completed vehicle at the time of delivery for compliance to the accepted specifications. The vehicle will be inspected for proper workmanship, including, but not limited to: painting, welding, wiring, and general fit and finish. This inspection shall be completed before the Village accepts the vehicle.

Bid Submission:

Please provide a total bid price and delivery time (days) from the date of order of the unit on the Bidders Summary Sheet located in Section II.

Provide the cost of the Service Van and the approximate time of delivery on the ADDITIONAL INFORMATION page in Section III.

VILLAGE OF ORLAND PARK, ILLINOIS
Service Van
INVITATION TO BID

GENERAL PROVISIONS

Contract – The purchase order, bid documents and warranties shall serve as the contract between the successful bidder and the Village.

This contract will expire upon completion, inspection, acceptance, and final payment for the work/goods/services performed. Certain provisions of the Contract shall survive the expiration or termination of the Contract.

Payments – Payment terms shall be pursuant to the provisions of the Local Government Prompt Payment Act (50 ILCS 505/1 *et seq.*) after receipt by the Village of Contractor's Dated Invoice for the amount being requested. Invoices should include the following information:

- Name and address of contractor
- Purchase order number
- Dates of service
- Current invoice amount

Assignment – Successful bidder shall not assign the work of this Project without the prior written approval of the Village.

Compliance with Laws – The bidder shall at all times observe and comply with all laws, ordinances and regulations of the federal, state, local and Village governments, which may in any manner affect the preparation of bids or the performance of the Contract.

Bidder hereby agrees that it will comply with all requirements of the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq.*, including the provision dealing with sexual harassment and that if awarded the Contract will not engage in any prohibited form of discrimination in employment as defined in that Act and will require that its subcontractors agree to the same restrictions. The contractor shall maintain, and require that its subcontractors maintain, policies of equal employment opportunity which shall prohibit discrimination against any employee or applicant for employment on the basis of race, religion, color, sex, national origin, ancestry, citizenship status, age, marital status, physical or mental disability unrelated to the individual's ability to perform the essential functions of the job, association with a person with a disability, or unfavorable discharge from military service. Contractors and all subcontractors shall comply with all requirements of the Act and of the Rules of the Illinois Department of Human Rights with regard to posting information on employees' rights under the Act. Contractors and all subcontractors shall place appropriate statements identifying their companies as equal opportunity employers in all advertisements for workers to be employed in work to be performed.

VILLAGE OF ORLAND PARK, ILLINOIS
Service Van
INVITATION TO BID

Contractor shall be required to comply with all applicable federal laws, state laws and regulations regarding minimum wages, limit on payment to minors, minimum fair wage standards for minors, payment of wage due employees, and health and safety of employees. Contractor is required to pay employees all rightful salaries, medical benefits, pension and social security benefits pursuant to applicable labor agreements and federal and state statutes and to further require withholdings and deposits therefore.

Guarantees and Warranties - All guarantees and warranties required shall be furnished by the bidder if awarded the Contract and shall be delivered to the Finance Department before final payment on the Contract is issued. Information describing such guarantees and warranties shall be included as part of the bid. The bidder shall also specify any guarantees or warranties which are available for purchase by the Village and shall transfer the same in writing upon completion of the work, along with a Bill of Sale as may be appropriate.

The vehicle and equipment shall be new or current production, and be properly serviced for immediate operation. By submitting a bid, bidder expressly warrants that the vehicle, materials and equipment furnished under the contract will be of good quality and new unless otherwise expressly required or permitted by the contract documents, that the work will be free from defects for one (1) year from the issuance of the final payment by the Village or the length of time guaranteed under the warranty provided by the Contractor, whichever is greater. Where there are deficiencies, Contractor agrees to correct them with reasonable promptness after receiving notice of said deficiencies from the Village.

Indemnification - The selected contractor shall indemnify and hold harmless the Village of Orland Park ("Village"), its trustees, officers, directors, agents, employees, representative and assigns, from lawsuits, actions, costs (including attorney's fees), claims or liability of any character, incurred due to the alleged negligence of the Contractor, brought because of any injuries or damages received or sustained by any person, persons or property on account of any act or omission, neglect or misconduct of said Contractor, its officers, agents and/or employees arising out of , or in performance of any of the provisions of the Contract Documents, including and claims or amounts recovered for any infringements of patent, trademark or copyright; or from any claims or amounts arising or recovered under the "Worker's Compensation Act: or any other law, ordinance, order or decree. In connection with any such claims, lawsuits, actions or liabilities, the Village, its trustees, officers, directors, agents, employees, representatives and their assigns shall have the right to defense counsel of their choice. The Contractor shall be solely liable for all costs of such defense and for all expenses, fees, judgments, settlements and all other costs arising out of such claims, lawsuits, actions or liabilities.

**VILLAGE OF ORLAND PARK, ILLINOIS
Service Van
INVITATION TO BID**

The Contractor shall not make any settlement or compromise of a lawsuit or claim, or fail to pursue any available avenue of appeal of any adverse judgment, without the approval of the Village and any other indemnified party. The Village or any other indemnified party, in its or their sole discretion, shall have the option of being represented by its or their own counsel. If this option is exercised, then the Contractor shall promptly reimburse the Village or other indemnified party, upon written demand, for any expenses, including but not limited to court costs, reasonable attorneys' and witnesses' fees and other expenses of litigation incurred by the Village or other indemnified party in connection therewith.

VILLAGE OF ORLAND PARK, ILLINOIS
Service Van
INVITATION TO BID

BID SUBMISSION REQUIREMENTS

Bidder must submit two (2) complete, sealed, signed and attested copies of the bid, one (1) of which shall be a complete bound copy and one (1) of which shall be a complete, identical, unbound copy of the bid, and shall have provided all requested information, and submitted all appropriate forms, certificates, affidavits and addendum acknowledgements in each copy in order to be considered responsive. Both copies shall be the forms with the original signatures .

Once submitted, no bid may be withdrawn without the Village's consent, but it may be superseded by a subsequent timely bid. Any bid received after the time and date specified for opening, or any postponement thereof, will not be considered. Bids shall be irrevocable for a period of sixty (60) calendar days after the Village opens them.

Each bidder is responsible for reading the bid documents and determining that the Specifications describe the work to be performed in sufficient detail. Failure of a bidder to do so shall not relieve the bidder of any obligation with respect to said bid. Bidders shall notify the Village of any inappropriate service, brand name, component, or equipment called for by the Village in the Specifications and shall note in its bid the adjustments made to accommodate such deficiencies in the Specifications. After bids have been opened, no bidder shall assert that there was a misunderstanding concerning the nature of the work to be done or the quantities and specifications of the material/equipment/items to be delivered, and no such claim shall relieve a bidder from its obligation to perform. All bids must be made only on the forms provided by the Village and must be made in accordance with this Invitation to Bid and Specifications, (Project manual) all of which are on file and may be obtained for examination in the Clerk's Office at the above address and are made part of this notice as though fully set forth herein.

Bidder Summary Sheet – Section II includes the Bidder Summary Sheet that must be completed and submitted with the bid package.

Bid Deposit – No bid deposit is required to be submitted with this bid.

References – Bidders shall provide the Village with the names and contact information of three (3) references for which they have performed similar work. The bidders grant Village permission to contact said references and ask questions regarding prior work performance. Village shall use the information gained from bidder's references to further evaluate the bidders.

Payment and Performance Bonds – No payment or performance bonds are required to be submitted by the successful bidder in relation to this project.

Bid Price - The submitted bid price shall include all permits, insurance, equipment, plant facilities, work and expense necessary to perform the work in accordance with the Specifications included in this bid packet. The submitted bid price shall not include any

VILLAGE OF ORLAND PARK, ILLINOIS
Service Van
INVITATION TO BID

amount for sales or use taxes, or any other tax from which the Village is exempt.

Other - Bidders must complete and submit all of the Service Van Specification forms and Additional Requirements page in Section III by indicating if the equipment will comply or if there will be an exception. Bidder must also submit the make and model of the equipment that you will provide if selected. List the total cost and the delivery time after bid award on the Additional Information page in Section III.

The Specifications are not intended to describe a particular manufacturer's product. Brand names specified in the Specifications shall be deemed to include approved equals, but bidder must obtain the Village's approval of their proposed equal not less than five (5) calendar days before bids are opened, and the Village will notify all bidders accordingly.

EVALUATION OF BIDS/BIDDERS

VILLAGE OF ORLAND PARK, ILLINOIS
Service Van
INVITATION TO BID

The Village reserves the right to accept any bid, any part or parts thereof, or to reject any and all bids.

The Village reserves the right to waive minor informalities or irregularities in the bids received, to accept any bid deemed advantageous to the Village, or to reject any and all bids submitted. Conditional bids, or those which take exception to the Contract documents without prior written approval from the Village, may be considered non-responsive and may be rejected.

The Village may make such investigations as it deems necessary to determine the ability of the bidder to perform the work in conformity with the Contract documents, and the bidder shall furnish to the Village all such information and data for this purpose as the Village may request.

The Contract shall be awarded to the lowest responsive, responsible bidder. In determining the lowest responsive and responsible bid, consideration will be given to several factors, including but not limited to price, financial responsibility of the bidder, completion date, responsiveness to the specifications, and the experience of the Village and other purchasers with the bidders.

Award of the contract is subject to Village of Orland Park Board approval.

The Village may also conduct a pre-award facility survey of the bidder. This survey may include, but is not limited to, determining if the bidder has the experience, capability, necessary facilities and financial resources to complete the contract in a satisfactory manner within the required time.

The Village award will be made within sixty (60) calendar days after the date of the bid opening, or any mutually agreed extension thereof.

VILLAGE OF ORLAND PARK, ILLINOIS
Service Van
INVITATION TO BID

BID SUBMITTAL CHECKLIST

In order to be responsive, the bidder must submit all of the following items:

- Sealed Bid Envelope - **Addressed to the Village of Orland Park, Attn: Village Clerk's Office**, 14700 S. Ravinia Ave., Orland Park, IL 60462, and labeled: **Service Van** in the lower left hand corner.
- Bid - Bidder must submit **two (2) complete, sealed, signed and attested copies of the bid, one (1) of which shall be a complete bound copy and one (1) of which shall be a complete, identical, unbound copy of the bid**, and shall have provided all requested information, and submitted all appropriate forms, certificates, affidavits and addendum acknowledgements in each copy in order to be considered responsive. Both copies shall be the forms with the original signatures.
- All forms completed from Section II:
 - Bidder Summary Sheet
 - Business Organization
 - Certificate of Eligibility to Enter into Public Contracts
 - Sexual Harassment Policy
 - Equal Employment Opportunity
 - Tax Certification
 - References
- All forms completed from Section III:
 - Bid Specifications (Comply & Exception Sheets – 6 pages)
 - Option #1
 - Additional Requirements
 - Additional Information

II – REQUIRED BID SUBMISSION DOCUMENTS

BIDDER SUMMARY SHEET

_____ Project Name

IN WITNESS WHEREOF, the parties hereto have executed this Bid as of date shown below.

Firm Name: _____

Address: _____

City, State, Zip Code: _____

Contact Person: _____

FEIN #: _____

Phone: (____) _____ Fax: (____) _____

E-mail Address: _____

Signature of Authorized Signee: _____

Title: _____ Date: _____

TOTAL BID PRICE: \$ _____

(Insert Bid Price from Additional Information page)

BUSINESS ORGANIZATION:

_____ Sole Proprietor: An individual whose signature is affixed to this proposal.

_____ Partnership: Attach sheet and state full names, titles and address of all responsible principals and/or partners. Provide percent of ownership and a copy of partnership agreement.

_____ Corporation: State of incorporation: _____
Provide a disclosure of all officers and principals by name and business address, date of incorporation and indicate if the corporation is authorized to do business in Illinois.

In submitting this proposal, it is understood that the Village of Orland Park reserves the right to reject any or all proposals, to accept an alternate proposal, and to waive any informalities in any proposal.

In compliance with your Request for Proposals, and subject to all conditions thereof, the undersigned offers and agrees, if this proposal is accepted, to furnish the services as outlined.

_____ (Corporate Seal)
Business Name

_____ Signature _____ Print or type name

_____ Title _____ Date

**CERTIFICATION OF ELIGIBILITY
TO ENTER INTO PUBLIC CONTRACTS**

IMPORTANT: THIS CERTIFICATION MUST BE EXECUTED.

I, _____, being first duly sworn certify and say
that I am _____
(insert "sole owner," "partner," "president," or other proper title)

of _____, the Prime Contractor
submitting this proposal, and that the Prime Contractor is not barred from contracting with any unit of
state or local government as a result of a violation of either Section 33E-3, or 33E-4 of the Illinois
Criminal Code, or of any similar offense of "bid-rigging" or "bid-rotating" of any state or of the United
States.

Signature of Person Making Certification

Subscribed and Sworn To
Before Me This _____ Day
of _____, 200__.

Notary Public

SEXUAL HARASSMENT POLICY

Please be advised that pursuant to Public Act 87-1257, effective July 1, 1993, 775 ILCS 5/2-105 (A) has been amended to provide that every party to a public contract must:

"Have written sexual harassment policies that shall include, at a minimum, the following information: (I) the illegality of sexual harassment; (II) the definition of sexual harassment under State law; (III) a description of sexual harassment, utilizing examples; (IV) the contractor's internal complaint process including penalties; (V) the legal recourse, investigative and complaint process available through the Department (of Human Rights) and the Commission (Human Rights Commission); (VI) directions on how to contact the Department and Commission; and (VII) protection against retaliation as provided by Section 6-101 of the Act. (Illinois Human Rights Act). (emphasis added)

Pursuant to 775 ILCS 5/1-103 (M) (2002), a "public contract" includes:

...every contract to which the State, any of its political subdivisions or any municipal corporation is a party."

I, _____, having submitted a bid for _____ (Name of Contractor) for _____ (General Description of Work Bid on) to the Village of Orland Park, hereby certifies that said contractor has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105 (A) (4).

By: _____
Authorized Agent of Contractor

Subscribed and sworn to before
me this ____ day of _____, 20__.

Notary Public

EQUAL EMPLOYMENT OPPORTUNITY

Section I. This EQUAL EMPLOYMENT OPPORTUNITY CLAUSE is required by the Illinois Human Rights Act and the Rules and Regulations of the Illinois Department of Human Rights published at 44 Illinois Administrative Code Section 750, et seq.

Section II. In the event of the Contractor's noncompliance with any provision of this Equal Employment Opportunity Clause, the Illinois Human Right Act, or the Rules and Regulations for Public Contracts of the Department of Human Rights (hereinafter referred to as the Department) the Contractor may be declared non-responsible and therefore ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this agreement may be canceled or avoided in whole or in part, and such other sanctions or penalties may be imposed or remedies involved as provided by statute or regulation.

During the performance of this Agreement, the Contractor agrees:

A. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin or ancestry; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.

B. That, if it hires additional employees in order to perform this Agreement, or any portion hereof, it will determine the availability (in accordance with the Department's Rules and Regulations for Public Contracts) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.

C. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, or physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.

D. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Contractor's obligations under the Illinois Human Rights Act and Department's Rules and Regulations for Public Contract.

E. That it will submit reports as required by the Department's Rules and Regulations for Public Contracts, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and Department's Rules and Regulations for Public Contracts.

F. That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and Department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and Department's Rules and Regulations for Public Contracts.

G. That it will include verbatim or by reference the provisions of this Equal Employment Opportunity Clause in every subcontract it awards under which any portion of this Agreement obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as the other provisions of this Agreement, the Contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the Contractor will not utilize any subcontractor declared by the Illinois Human Rights Department to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

Section III. For the purposes of subsection G of Section II, "subcontract" means any agreement, arrangement or understanding, written or otherwise, between the Contractor and any person under which any portion of the Contractor's obligations under one or more public contracts is performed, undertaken or assumed; the term "subcontract", however, shall not include any agreement, arrangement or understanding in which the parties stand in the relationship of an employer and an employee, or between a Contractor or other organization and its customers.

ACKNOWLEDGED AND AGREED TO:

BY: _____

ATTEST: _____

DATE: _____

TAX CERTIFICATION

I, _____, having been first duly sworn depose and state as follows:

I, _____, am the duly authorized agent for _____, which has submitted a bid to the Village of Orland Park for

_____ and I hereby certify
(Name of Project)

that _____ is not

delinquent in the payment of any tax administered by the Illinois Department of Revenue, or if it is:

- a. it is contesting its liability for the tax or the amount of tax in accordance with procedures established by the appropriate Revenue Act; or
- b. it has entered into an agreement with the Department of Revenue for payment of all taxes due and is currently in compliance with that agreement.

By: _____

Title: _____

Subscribed and Sworn to
Before me this _____
Day of _____, 20__

REFERENCES

(Please type)

ORGANIZATION _____

ADDRESS _____

CITY, STATE, ZIP _____

PHONE NUMBER _____

CONTACT PERSON _____

DATE OF PROJECT _____

ORGANIZATION _____

ADDRESS _____

CITY, STATE, ZIP _____

PHONE NUMBER _____

CONTACT PERSON _____

DATE OF PROJECT _____

ORGANIZATION _____

ADDRESS _____

CITY, STATE, ZIP _____

PHONE NUMBER _____

CONTACT PERSON _____

DATE OF PROJECT _____

Bidder's Name: _____

Signature & Date: _____

III – BID SPECIFICATIONS AND ADDITIONAL INFORMATION

BID SPECIFICATIONS
(Comply/Exception Forms)

PROJECT:

Purchase one (1) new 14' Supreme Corporation Spartan Service Van Body mounted on a 2010 or current model year 1 Ton Cutaway Van Chassis.

COMPLIANCE TO SPECIFICATIONS:

The bidder shall indicate the vehicle and equipment that is being furnished complies or does not comply with each section of the specifications as written. **The bidder shall explain the reason for each exception taken in each section.** Failure to properly complete the Bid Specifications (Comply/Exception) form may result in the disqualification of the proposal bid.

The Village will inspect the completed vehicle at the time of delivery for compliance to the accepted specifications. The vehicle will be inspected for proper workmanship, including, but not limited to, painting, welding, wiring, hose routing and general fit and finish. This inspection shall be completed before the Village accepts the vehicle.

CUTAWAY VAN CHASSIS SPECIFICATIONS

CATEGORY	DESCRIPTION	COMPLY	EXCEPTIONS
Air Conditioning	Front	_____	_____
Alternator	145 Amp	_____	_____
Axle Ratio	4.10:1	_____	_____
Battery	650 cca Heavy Duty	_____	_____
Brakes	Power F & R Disc	_____	_____
Braking System	F & R Anti Lock	_____	_____
Front Bumper	Black Painted	_____	_____
Clock	Digital (W/Radio)	_____	_____
Cooling	External Engine	_____	_____
Cup Holders	(2) minimum	_____	_____
Drivetrain	RWD	_____	_____
Engine	Minimum 6.0 Liter with 300 HP Flex Fuel capable	_____	_____
Frame	Body Mount Isolators for Service Body Installation	_____	_____
Floor Covering	Black Vinyl	_____	_____
Fuel Tank	37.0 Gal Cap, minimum	_____	_____
Gauges	Oil Pressure, Voltmeter, Engine Temp, Fuel Level	_____	_____
Grille	Black	_____	_____
GVWR	12,300 lbs., minimum	_____	_____
Keys	(2) extra sets of keys	_____	_____
License Plate Kit	Front Bumper Bracket	_____	_____

CATEGORY	DESCRIPTION	COMPLY	EXCEPTIONS
Mirrors, Outside	Dual Trailer Towing, Manual Fold	_____	_____
Paint	Bright Red – Cab Only	_____	_____
Power Outlets	(2)	_____	_____
Radio	AM/FM Stereo	_____	_____
Restraint System	Dual Front Air Bag	_____	_____
Seat Arrangement	Driver's & Passenger's	_____	_____
Seat Trim	H.D. Grey Cloth	_____	_____
Seats	Hi-Back Bucket	_____	_____
Stabilizer Bar	Front	_____	_____
Steering	Power	_____	_____
Sun Visors	Dual	_____	_____
Tire	Conventional Spare	_____	_____
Tires	Sized to meet GVWR	_____	_____
Transmission	Minimum, 5 speed HD Automatic, O/D, tow/haul mode	_____	_____
W/S Wipers	Intermittent	_____	_____
Wheels	16" x 6"	_____	_____
Wheelbase	158" / 159"	_____	_____
Windows	Factory Tint, Windshield and Side Windows	_____	_____

CATEGORY	DESCRIPTION	COMPLY	EXCEPTIONS
Title and License	Bidder shall apply for the title and municipal license plates and shall include the following Owner information: <i>Village of Orland Park 14700 Ravinia Avenue Orland Park, IL 60462</i>	_____	_____
Temporary Tag	The vehicle shall be delivered with an Illinois temporary license tag.	_____	_____

*** Any exceptions must be explained.**

SERVICE VAN BODY SPECIFICATIONS

The following specifications shall describe a Supreme Spartan Model MI cutaway service van body mounted on a 1 ton cutaway chassis previously described in the above chassis specification.

CATEGORY	DESCRIPTION	COMPLY	EXCEPTIONS
General Body Information	Length 14' ID	_____	_____
	Height 78" ID	_____	_____
	Width 96" OD	_____	_____
Chassis Information	GVWR #12,300, Minimum	_____	_____
	Dual Rear Wheels	_____	_____
	Wheelbase 158" Minimum	_____	_____
Floor	2" x 6" Pine Floor, Undercoated	_____	_____
Interior Lights	(1) Dome Light w/Switch, Hotwired, (1) additional Dome Light	_____	_____
Bulkhead	28" Setback Bulkhead For a 3 Passenger Bench Seat	_____	_____
Front End	Solid Bulkhead, No Cab Access Door	_____	_____
	Windfairing	_____	_____
Sidewalls	3/8" Gelcoat, Standard White Color	_____	_____
Roof	.060 Lasco Translucent Roof Skin, #TTR6010-PEG 10% Light Transmission w/Roving on Edges	_____	_____

CATEGORY	DESCRIPTION	COMPLY	EXCEPTIONS
Roof (con'd)	Anti Snag Roof Bows on 24" Centers	_____	_____
Exterior Lights	FMVSS 108 LED Clearance Lights	_____	_____
	LED Taillight Package	_____	_____
Rear Bumper	Full Width Grip Strut	_____	_____
Rear Doors	Double Narrow 48" Rear Doors	_____	_____
	Black Hansen Door Hardware	_____	_____
	(2) 12" Aluminum Grab Handles	_____	_____
Rear Seat	3 Passenger Rear Bench Seat. Includes, Pine Floor w/ Barymat, (2) 16" x 30" Tinted Side Windows, (3) Seat Belts, Dome Light Wired to Factory Switch, Grey Plastic Interior Lining	_____	_____
Towing	Reese Receiver Tube	_____	_____
	6 Pin Trailer Plug, Pollack #11-609	_____	_____
Compartments	Standard Compartments 22.5", Both Sides	_____	_____
	Delete Far Front Compartments, Both Sides, for Bench Seat	_____	_____

CATEGORY	DESCRIPTION	COMPLY	EXCEPTIONS
Compartments (con'd)	Plexiglas Interior Sliding Doors for Horizontal Compartments, Both Sides	_____	_____
Shelving	11' of Adjustable Shelving, Both Sides, (2) Assemblies Per Side	_____	_____
	(1) Set of Additional Shelves, (2) Shelves Per Side, (4) Total Additional Shelves	_____	_____
Miscellaneous	Rear Mudflaps, Plain Black	_____	_____

OPTION #1

Provide the cost of painting the Service Body to match the color of the cab. The color must have the same paint code as the factory paint; include clearcoat if required. Service Van Body paint warranty must be equal to the cutaway cab factory paint warranty.

COST _____

ADDITIONAL REQUIREMENTS

All standard equipment provided by the manufacturer shall be supplied on each vehicle. No deletions will be allowed.

All standard and optional equipment shall be factory installed. No aftermarket equipment will be accepted in place of factory supplied equipment. This will also apply to a cab and chassis supplied by the manufacturer to an independent body supplier.

Service manuals and wiring diagrams shall be supplied for all equipment installed by an independent body supplier.

No dealer applied advertising i.e., decals, lettering or license plate frames will be allowed on the vehicle.

A state safety inspection shall be performed on each vehicle if required by law.

A reflective triangle emergency kit shall be provided for each vehicle if required by law.

The title and municipal license plates shall be applied for by the vendor. The title application shall include the following owner information:

Village of Orland Park
14700 Ravinia Avenue
Orland Park, IL 60462

The vehicle shall be delivered with a state of Illinois temporary license tag.

If the title and registration are not applied for by the vendor, the following items shall be provided to the Village at the time of delivery:

Certificate of Origin
Tax Form ST-556-Must include Copy 1 (white) and Copy 3 (blue)
Odometer Statement
Vehicle Registration Forms

The invoice and factory window stickers shall be provided to the Village at the time of delivery.

ACCEPT _____

EXCEPTION TO REQUIREMENTS _____

X

Signature of Authorized Signee

ADDITIONAL INFORMATION

YEAR, MAKE, MODEL _____
(Chassis)

COST OF CHASSIS _____

COST OF BODY _____

OPTION #1 COST _____

TOTAL COST _____

(List the Total Cost written here on the Bidder Summary Sheet in Section II also.)

DELIVERY TIME (DAYS)
AFTER ORDER DATE _____

X

Signature of Authorized Signee