COOK COUNTY HEALTH AND HOSPITALS SYSTEM (CCHHS)

Title: Boiler and Chiller Maintenance and Repair

REQUEST FOR PROPOSAL (RFP) # H17-0031

GENERAL DESCRIPTION: Preventative maintenance and repair of chiller systems, cooling towers, and boilers, at John H. Stroger, Jr. Hospital of Cook County and Oak Forest Health Center.

DATE ISSUED: September 19th, 2017

MANDATORY SITE INSPECTION: October 3rd, 2017

QUESTIONS DUE DATE: October 6th, 2017, by 2:00 PM CST.

PROPOSAL DUE DATE: October 20th, 2017, by 2:00 PM CST.

Responses to this proposal shall be delivered between the hours of 8:00 AM (CST) and 2:00 PM (CST) to:

Cook County Health and Hospitals System
C/O John H. Stroger Jr., Hospital of Cook County
1969 West Ogden Ave., Room # 250A
Chicago, IL 60612
Attention: Supply Chain Management Department.

Please send questions to purchasing@cookcountyhhs.org and include the RFP number in the subject line of your email. Questions received before the deadline will receive responses distributed to all vendors participating in the RFP process.

Please note that it takes approximately 20 minutes to pass security and walk to room 250A. Delivery of proposals must include the Proposal Acknowledgement form included in this document.
# TABLE OF CONTENTS:

1. **Background** ................................................................. 4
2. **Purpose** ........................................................................ 4
3. **Schedule** ....................................................................... 4
4. **Scope of Work** ............................................................. 4
   4.1 Service Locations .......................................................... 4
   4.2 Mandatory Site Inspections .......................................... 5
   4.3 Certifications ............................................................... 5
   4.4 Call Back Services ....................................................... 5
   4.5 Covered Equipment – Stroger Hospital Campus ............ 5
   4.6 Specifications For Stroger ........................................... 8
   John H. Stroger Hospital Jr. Powerhouse ............................ 14
   4.7 Covered Equipment – Oak Forest Health Center .......... 14
   4.8 Specifications – Oak Forest Health Center .................. 16
5. **Required Proposal Content** ............................................. 19
   5.1 Cover letter .................................................................. 19
   5.2 Proposed Solution ...................................................... 19
   5.3 Qualifications of the Proposer ..................................... 19
   5.4 Key Personnel ............................................................. 20
   5.5 Subcontracting and MBE/WBE Participation ................ 20
   5.6 Conflict of Interest ..................................................... 21
   5.7 Insurance Requirements ............................................. 21
   5.8 Contract ..................................................................... 21
   5.9 Economic Disclosure Statement .................................. 22
   5.10 Pricing Proposal ......................................................... 22
   5.11 Addenda .................................................................. 22
6. **Evaluation and Selection Process** ................................. 22
   6.1 Evaluation Process ...................................................... 22
   6.2 Right to Inspect ......................................................... 22
   6.3 Consideration for Contract .......................................... 23
7. **Evaluation Criteria** ....................................................... 23
7.1 Responsiveness of Proposal .............................................. 23
7.2 Technical Proposal ..................................................... 23
7.3 Reasonableness of Overall Price ..................................... 23
7.4 Other Qualitative Criteria .............................................. 23

8. Instructions to Proposers .................................................. 23
8.1 Number of Copies ....................................................... 23
8.2 Format ........................................................................ 24
8.3 Time for submission ..................................................... 24
8.4 Packaging and Labeling ............................................... 24
8.5 Timely delivery of Proposals ......................................... 24
8.6 Availability of Documents ............................................. 24
8.7 Questions and Inquiries ................................................ 24
8.8 Mandatory Site Visit .................................................... 25
8.9 Alteration/Modification of Original Documents ................. 25
8.10 Cost of Proposer Response ........................................... 25
8.11 Proposer’s Responsibility for Services Proposed ............... 25
8.12 RFP Interpretation ....................................................... 25
8.13 Errors and Omissions ................................................... 25
8.14 Proposal Material ........................................................ 25
8.15 Confidentiality and Response Cost and Ownership .......... 25
8.16 Awards ...................................................................... 26
8.17 CCHHS County Rights ............................................... 26
8.18 Cancellation of RFP; Requests for New or Updated Proposals 26

9. Proposal Acknowledgement Form .................................... 27
1. Background

The Cook County Health and Hospitals System ("CCHHS" or "System") is a unit within Cook County government. The CCHHS provides a full continuum of health care services through its seven operating entities, referred to as System Affiliates. System Affiliates provide a broad range of services from specialty and primary care to emergency, acute, outpatient, rehabilitation and preventative care. CCHHS services are offered without regard to a patient's economic status or ability to pay.

The System operates John H. Stroger, Jr. Hospital of Cook County, which is a tertiary, acute care hospital and Provident Hospital of Cook County, a community acute care hospital. The System also operates: 1. the Ambulatory and Community Health Network, a system of sixteen (16) clinics offering primary care services in medically underserved areas and schools; 2. the Cook County Department of Public Health, the certified local public health department for most parts of suburban Cook County, which provides limited clinical services, as well as communicable disease control, environmental health and prevention and education services; 3. Cermak Health Services of Cook County, a health facility operated within the confines of the Cook County Department of Corrections which provides health screening, primary and specialty care for detainees; 4. Ruth M. Rothstein Core Center, a comprehensive care center for HIV and other infectious diseases; and 5. Oak Forest Health Center of Cook County.

2. Purpose

CCHHS seeks to identify the most competitive proposer to provide preventative maintenance and repair services for chiller systems, cooling towers, boilers, and absorbers at John H. Stroger, Jr. Hospital of Cook County and Oak Forest Health Center. The resulting contract will be for a three (3) year term.

3. Schedule

CCHHS anticipates the following schedule.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Estimated Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. RFP posted to the website</td>
<td>September 19th, 2017</td>
</tr>
<tr>
<td>2. Mandatory Site Inspection</td>
<td>October 3rd, 2017</td>
</tr>
<tr>
<td>3. Proposer Inquiry Deadline</td>
<td>October 6th, 2:00 PM CST</td>
</tr>
<tr>
<td>4. Response to Inquiries – Tentative</td>
<td>Week of October 8th</td>
</tr>
<tr>
<td>5. Proposal Due Date</td>
<td>October 20th, 2017, 2:00 PM CST</td>
</tr>
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</table>

4. Scope of Work

4.1 Service Locations

All services shall be made as needed to the following locations:

John H. Stroger, Jr. Hospital of Cook County
1901 West Harrison St.
Chicago, IL 60612

Oak Forest Health Center
15900 S. Cicero Ave
Oak Forest, IL 60452

CCHHS Administration Building
1900 W. Polk Ave
Chicago, IL 60612
4.2 Mandatory Site Inspections

Mandatory site inspections will be held on:
**October 3rd, at 9:00 AM at John H. Stroger, Jr. Hospital of Cook County, Buildings and Grounds Conference Room LL280 and**
**October 3rd, at 1:00 PM at Oak Forest Health Center, Physical Plant Operation Office Conference Room**

For questions regarding the Stroger Site Inspection, please contact Sy Hickey at 312-864-1473. For questions regarding the Oak Forest Site Inspection, please contact Chuck Bloom at 708-633-2317.

Attendance at both site inspections is mandatory in order for a proposal to be considered. All Proposers are required to have a representative attend the site inspection to familiarize themselves with the locations, and the conditions that may be encountered in performing the Contract.

4.3 Certifications

Contractor shall provide the annual or other periodic certifications of maintenance and repair for the inventory of equipment identified in this Contract required by the regulatory agencies for healthcare facilities. The Contractor shall prepare an analysis of the certification requirements within thirty (30) days of the notice of award of the contract. The contractor shall review all applicable regulatory requirements to prepare this analysis. The regulatory requirements reviewed shall include the most current approval and applicable standards of The Joint Commission, IDPH, IEPA, OSHA, NFPA, ASHRAE, CAP and the City of Chicago.

4.4 Call Back Services

1. Repairs which are necessary to the operation of the Hospital or to units of the Hospital shall be provided by the Contractor on an emergency basis, which shall be available 24 hours a day and 7 days a week.

2. No charges for standby time or for travel time will be payable to the Contractor by the County.

4.5 Covered Equipment – Stroger Hospital Campus

**Chiller Equipment**

NEW POWER HOUSE
CHILLER MODEL # SERIAL #

1. Carrier 19XR8585584ELS68 800Q63016
2. Carrier 19XR8585584ELS68 900Q63015
3. Carrier 19XR8585584ELS68 509Q63013
4. Carrier 19XR8585584ELS68 300Q63014

PUMP DOWN ASSEMBLY

1. Carrier 49613 19EA51-748

COOLING TOWER Baltimore Air Coil (BAC)

1. Baltimore Air Coil 33935-4 USA000163403
2. Baltimore Air Coil 33935-4 USA000163402
3. Baltimore Air Coil 33935-4 USA000163401

HEKTOEN

CHILLER

1. Carrier OZXRV353CMH64 69182
2. Carrier OZXRV353CMH64 69183
3. Carrier OZXRV353CMH64 69181

COOLING TOWER

1. Baltimore Air Coil 3436A-3 U040476401
2. Baltimore Air Coil 3436A-3 U040476401
3. Baltimore Air Coil 3436A-3 U040476401

ADMINISTRATION BUILDING

CHILLER

1. YORK YCCH1935 19/10YC

COOLING TOWER

1. MARLEY 8813-2-263-84

Boiler Equipment

The Equipment is defined as:

MAIN POWER HOUSE

RFP H17-0031 TPN 6
BOILER MODEL # SERIAL #
1. Cleaver Brooks Boiler #1 CB-1200-800-200 OLO99109
2. Cleaver Brooks Boiler #2 CB-1200-800-200 OLO99111
3. Cleaver Brooks Boiler #3 CB-1200-800-200 OLO99110
4. Cleaver Brooks Boiler #4 CB-1200-800-200 OLO99108
5. Cleaver Brooks Boiler #5 CB-1220-800-200 OLO99113
6. Cleaver Brooks Boiler #6 CB-1200-800-200 OLO99112

DEAERATOR TANKS
1. Spray Master Deaerator SMP-100-1400-4H SP99-18178DG008405
2. Spray Master Deaerator SMP-100-1400-4H SP99-18180DG008406

HEKTOEN BUILDING

BOILERS
1. Cleaver Brooks-CB LE 700 350-150 OLO103504
2. Cleaver Brooks-CB LE 700 350-150 OLO103502
3. Cleaver Brooks-CB LE 700 350-150 OLO103503

DEAERATOR TANK/CONDENSATE RECEIVER
1. Cleaver Brooks Deaerator SCP45-900-7F 8689DG9423

CORE CENTER

BOILERS
1. Cleaver Brooks Fintube-FLX BT-5939
2. Cleaver Brooks Fintube-FLX BT-5940

REVERSE OSMOSIS (R.O) A.O. SMITH DOMESTIC HOT WATER TANKS
1. A.O. Smith Water Heaters GM500-106 H-9739608
2. A.O. Smith Water Heaters GM500-106 H-9739609

Cooling Tower Equipment
1. Marley Cooling Tower Cells 1-2 222-512

Chiller Starter Equipment

<table>
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<th>SERIAL #</th>
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<tr>
<td>G.E STARTER</td>
<td>CR194B118B2 CAT NO. #0665X0196V03A01</td>
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<tr>
<td>DIAGRAM</td>
<td>336B1058 S.H.3 POWER FUSE CAT NO.55A212942PRB</td>
</tr>
<tr>
<td>3-PHASE 60 HZ</td>
<td>4146 VOLT 60KV BIL CONTROL CIRCUIT 115V</td>
</tr>
</tbody>
</table>
4.6 Specifications For Stroger

ITEM NO. 1: CHILLERS, PUMP DOWN ASSEMBLY AND COOLING TOWERS

- This proposal is intended to be a full service maintenance contract covering all components of the equipment list. The chillers will be covered in their entirety with no additional cost for any work parts, refrigerants, fluids or any other components necessary to maintain the operational integrity of the chillers.

- All parts, labor, refrigerants, fluid, etc., required to perform the manufacturer’s (Carrier Corporation, York and others as applicable) preventive maintenance in accordance with guidelines and recommendations are intended to be included in this contract. All parts shall be the manufacturers’ specific replacement parts. No substitutions will be permitted unless specified in this contract as, “or equivalent.”

- Perform annual vibration analysis on the equipment listed in the equipment list. Provide two (2) copies of the report to the Owner. This report will include copies of all data collected, readouts, trending vibration plots, recommendations and all information necessary to accurately evaluate equipment condition.

- Perform annual oil analysis on all equipment listed in the equipment list. Replacement of oil as necessitated by the analysis is the responsibility of the Contractor as well as disposal of the waste oil. This includes the cooling towers.

- Perform annual preventive maintenance running inspections each year divided equally over the life of the contract. These inspections shall be performed prior to April 15th of each year unless otherwise approved by the Chief Engineer.

- The inspections are for the preventive maintenance and inspection of each chiller included in this agreement. Service calls or repairs will not be considered preventative maintenance inspections.

- Perform one eddy-current tube analysis on both the condenser and evaporator tubes performed in the first year of this contract only. Contractor will be responsible for the removal and reinstallation of heads.

- Provide emergency call back service within four (4) hours of notification by the CCHHS representative.

- Annual cleaning of the chilled water and condenser tubes will be the responsibility of the Contractor and are to be included in this agreement.

ITEM NO. 2: BOILER INSPECTION AND REPAIR, BOILERS AND BOILER CONTROLS

- Contractor will maintain a stock of spare parts adequate to provide on-site replacement of defective components such as amplifiers, motors, scales, potentiometers, lamp switches, electronic tubes and fuses and all other supplies and equipment and equipment necessary to carry out the intent of these specifications.

- Contractor will furnish required chars and inking system components adequate for at least a year’s supply on hand.
• Provide monthly maintenance service, work shall be performed during normal working hours, Monday through Friday (except holidays), between the hours of 7:00 A.M. and 3:30 P.M.

• On the occasion of each site visit, the Contractor will register with the Chief Engineer’s office, time arrival, name or names of contractor’s employees present and time of departure of site.

• Contractor will see that all instrumentation control loops are calibrated and maintained so that each will integrate into the control complex to provide overall stable operation of the full automatic mode at all operating levels.

• Century Integrate Display, Keyboard & Master Sequencer: Model CC600.

• Cleaver Brooks 02 Trim Control & Recorder: Six (6) in total.

• Bailey Fisher Porter Boiler Recorder: Six (6) in total.

• Boiler burner safety shut-off valves, vent valves, pilot shut-off, steam pressure operating and limit switches, boiler low water cut-out and alarm devices, burners, gas and oil, and steam pressure and temperature interlocks, alarms annunicator system. Various manufacturers, including in Part Maxon, General Controls, Gastrol, Asco, Honeywell, Allen Bradley, Mercoid, Penn Edwards, McDowell Miller, Air Diffuse Gas Regulator and other controls to operate boilers.

• Smoke density monitor with panel indicator and alarms and beeching light source and detector, photomation.

• Feed water control panels and associated sensors and controller,

• This is a full maintenance parts and labor contract.

• Refractory repairs to the boilers on burner walls for all boilers.

• Stop and check certifications and/or repair work if safety fails test on boilers.

• Any fees required for the City of Chicago annual high pressure certification shall be paid by the Contractor.

ITEM NO. 3: TEN YEAR TEARDOWN INSPECTION (OVERHAUL OF # 1 CHILLER IN POWERHOUSE)
CARRIER MODEL NUMBER 19XR 8585584ELS68, SERIAL # 800Q63016.

PER MANUFACTURER’S SPECIFICATIONS. PROPOSAL MUST INCLUDE PARTS.

- Disconnect electrical connections:
- Disconnect/remove refrigerant and lubrication piping.
- Remove suction elbow.
- Remove guide vane assembly.
- Remove Intake wall.
- Remove motor and rotor.
- Remove Compressor cap.
- Measure and record pinion gear bearing clearances.

Megger Motor:
- Replace contact seal and ring.
- Remove float cover and visually inspect float.
- Visually inspect impellers.
- Remove thrust assembly dissemble and:
  - Visually inspect.
  - Measure and record bearing clearances
  - Adjust as required.

Dissemble transmission:
- Visually inspect gears.
- Visually inspect gear journals.
- Measure and record pinion and gear bearing clearances.

Re-install motor:
- Reassemble compressor using new gaskets, O-Rings and internal seals.
- Re-connect electrical and piping connections.
- Transfer/distill Hospital's refrigerant charge.

ITEM NO. 4 : CHILLER #1 STARTER REBUILD/REPAIR

SCOPE

Price includes labor, material tax and ground freight for the specific work outlined. All work is to be done during normal business hours. Additional work that may be required or desired will only be performed with prior knowledge and approval.

STARTER REPAIR SCOPE

1. Receive all material at the loading dock. Hospital to assist with unloading using forklift.

2. Remove oil pump, breakers, transformer and power fuses.

3. Clean cabinet interior.

4. Re-torque all busses.
5. Inspect all power wiring.

6. Provide and install new G.E. factory oil pump, breakers, and transformers.

7. Replace power fuses.

8. Startup and check out starter operation.

Item No. 5: Furnish & Install Cooling Tower Fill

**SCOPE**

The contractor shall provide labor and material to replace the fill for tower #3 (Winter Tower) on the roof of the powerhouse for John H. Stroger Hospital, all in accordance with the contract documents, specifications and proposal herein.

Contractor is responsible for inside delivery, uncrating, set-up, permits and removal of all debris. The work schedule is dependent on the ability to shut down the cooling tower(s) without disruption of building operations. Additionally, availability of new tower fill inventory and delivery will be significant factor in awarding of contract. CCHHS may postpone work until after the cooling season.

The contractor shall provide all labor and materials to remove and replace cooling tower fill. Contractor will schedule this work with the chief engineer of the facility at the time of his/her choosing with the intent of causing as little disruption to the operation of the facility. The towers are divided into groups and only one group will be taken out of service at time. When one group is complete and tested then the other group may be taken out of service. Work will include the removal and disposal of all materials. The work shall include but not limited to the following.

**AREA TO BE SERVICED**

John H. Stroger Hospital Powerhouse
1901 West Harrison Street
Chicago, Illinois 60612

**Warranty**

All material and work shall be warranted for a period of one (1) year from the date of completion. Performance of each cooling tower cell will be guaranteed by the fill manufacturer and included with proposal documents.

**COOLING TOWER EQUIPMENT LIST**

1. Baltimore Air Coil 4 Cell. Model # 33935-4, Serial # USA000163401

**DESCRIPTION OF WORK**

Work will include the removal and disposal of all materials. The work shall include but not be limited to the following.

1. Prior to beginning work the contractor shall provide roof protection in all work and staging areas around the cooling tower in order to prevent and roof damage during construction. Contractor will
be responsible to repair any roof damage caused by the Contractor's employees at the Contractor's expense.

**REMOVAL**

a) Isolate the bottom outlet in the cooling tower to prevent any construction debris from entering the condensing water.

b) Remove and dispose of all Polyvinyl chloride (PVC) fill integral drift eliminators and louvers in the cooling tower.

c) Remove the fill support rods, from which media is hung, as well as any additional fills support hardware.

d) Remove all debris to be disposed of from site in a dumpster provided by the Contractor. Any debris or new fill, if transported through the building, must be done on off hours and scheduled with the Chief Engineer.

E) Thoroughly clean the inside of the cooling tower. Remove all scale and debris from the cold water basin floor and walls.

f) Fill material and configuration shall conform to the following specifications. Please provide a material specification sheet and a one (1) square sample of product along with proposal documents.

1. Polyvinyl chloride (PVC) film type material that is listed in the FM Approval guide, Chapter 10, Cooling Tower Systems Components.

2. 15 mils (0.015) PVC sheet thickness.

3. Self-spacing fill on a minimum 0.75 inch centers.

4. Flame spread rating not to exceed 25 percent ASTM E-84.

5. Integral louvers and eliminators shall be thermoformed integrally with each fill sheet.

6. Minimum of 51 square feet of wetted heat transfer surface per cubic foot of fill material.

7. Total air travel must be 54 inch with a minimum of 3 ½ inch wide integral louver and eliminator and total of 2 inch wide air distribution baffles at the fill sheet intersection.

8. The PVC, fill eliminator and louver system shall be supported from a bottom support grid. This grid shall be constructed of heavy gauge pultruded fiberglass members and fastened with non-ferrous rivets. The entire support system shall be 100% corrosion resistant to all chemicals typically used for condenser water treatment. The bottom support system shall elevate the fill a minimum of 6 inches above the cold - water basin floor in order to facilitate cleaning. The exact level of the fill shall be determined, such that the bottom of the fill is at the actual operating water level fill that is hung from rods shall not be accepted.

9. Air inlet face of the lower tower shall be free of water splash out.

10. Drift eliminator will be triple by – pass and shall limit drift loss to no more than.005%.
g) Contractor is to inspect all hot water distribution nozzles and nozzle orifices. All damaged nozzles of those with missing orifices are to be replaced with nozzles that match the water throughput of the original nozzles. The new nozzles shall be two-piece with an integral anti-vortex and anti-clogging cap.

h) Contractor shall broom clean the entire site. Clean the inside of the cooling tower and cold-water basin floor in order to remove any loose fill pieces of other construction debris.

i) After the repair when the cooling tower is returned to service. The contractor shall be responsible for the adjustment and balancing of the hot water basin flow control valves in order to ensure uniform water distribution over the entire fill surface.

Item No. 6: Replace all safety relief vales on all boilers in hospital powerhouse.

**SCOPE**

Contractor must provide all labor and material to replace all safety relief valves on all 6 (six) Cleaver Brooks Boilers. Model # CB-1200-800-200. The contractor will be responsible to obtaining all valve information, ordering all materials, and installation. There is a total of 18 (eighteen) valves. The contractor will schedule all work with the Chief Engineer or the Assistant Chief Engineer. All work will be scheduled Monday thru Friday between the hours for 7:00AM – 3:00PM.

**AREA TO BE SERVICED**

John H. Stroger Jr. Hospital Powerhouse  
1901 West Harrison Street  
Chicago, Illinois 60612

**WARRANTY**

All material and work shall be warranted for a period of one (1) year from the date of completion.

Item No. 7: Replacement of all variable frequency drives (VFD’s) for cooling towers at John H. Stroger Jr. Hospital Powerhouse.

The contractor shall provide all labor and material to replace all 12 ABB Variable Frequency Drives (VFD’s) for the cooling towers at the John H. Stroger Jr. Hospital Powerhouse. Contractor will be responsible for obtaining all information on the drives, ordering all materials, installation, start-up by a factory rep, testing, clean-up, and training. Contractor will schedule all work with the Chief Engineer or the Assistant Chief Engineer so there will not be a disruption to building services. All work will be done on Monday thru Friday between the hours of 7:00AM – 3:00PM.

**Area to Be Serviced**
John H. Stroger Hospital Jr. Powerhouse

1901 West Harrison Street

Chicago, Illinois 60612.

**Warranty**

All material and work will be warranted for a period of one (1) year from the date of completion. Performance of each drive will be guaranteed by drive manufacturer and included with proposal documents.

**Item No. 8: EMERGENCY SERVICE CALL BACK FOR BOILERS/CHILLERS**

Emergency service shall be available on a twenty-four (24), 365 day per year basis. Emergencies are defined as call-ins by the Chief Engineer for work called for in the contract. Call Backs on prior work are considered to be the responsibility of the contractor regardless if the call is considered emergency in nature. Emergency service shall be performed with a maximum response time of two (2) hours for after service calls, weekends and holidays. No additional payment will be made to Contractor for standby time or travel.

**4.7 Covered Equipment – Oak Forest Health Center**

**MASTER CONTROL EQUIPMENT LIST**

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<tr>
<th>DESCRIPTION</th>
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<tbody>
<tr>
<td>SIEMENS PRESSURE TRANSMITTER</td>
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<tr>
<td>SIEMENS 353 CONTROLLER</td>
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<tr>
<td>BELLOFRAM 3 TO 15 PSI</td>
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<tr>
<td>CHESSELL 1-PEN 390 RECORDER</td>
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<tr>
<td>HONEYWELL STEAM PRESSURE TRANSMITTER</td>
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**BOILER # 1 EQUIPMENT LIST FOR OAK FOREST**

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<tr>
<td>SIEMENS 353 1</td>
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<tr>
<td>BAILEY DRAFT GAUGES -WINDBOX-FURNANCE PRESSURE</td>
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<tr>
<td>YOKAGAWA AIR FLOW TRANSMITTER</td>
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<tr>
<td>RTD FLUE GAS TEMPERATURE</td>
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<tr>
<td>FISHER OIL VALVE W/FISHER PNEUMATIC</td>
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<tr>
<td>FISHER ECONOMIZER CONTROL VALVE W/JORDAY ELECTRIC ACTUATOR</td>
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<td>FISHER GAS CONTROL VALVE W / JORDAN ELECTRIC ACTUATOR</td>
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<td>100 OHMS RTD’S ECONOMIZER TEMPERATURE</td>
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<td>YOKAGAWA GAS FLOW TRANSMITTER</td>
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<td>FISHER FEEDWATER CONTROL VALVE W/ DVC POSITIONER</td>
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<td>JORDAN ELECTRIC AIR FLOW DAMPER</td>
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<td>SIEMENS 353 FUEL CONTROLLER</td>
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<td>CHESSEL 392 STEAM FLOW, AIR FLOW, FLUE GAS TEMP</td>
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<td>HONEYWELL STEAM PRESSURE TRANSFER</td>
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<td>SIEMENS 353 FORCED DRAFT CONTROLLER</td>
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<td>OMEGA TEMPERATURE DISPLAY</td>
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**BOILER #2 AND #3 EQUIPMENT**

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<td>SIEMENS 353 FUEL CONTROLLER PLUS H/A STATION</td>
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<td>BELLFRAM 3-15 I/P</td>
<td>3</td>
</tr>
<tr>
<td>BAILEY ACO404 AIR FLOW DAMPER DRIVE</td>
<td>1</td>
</tr>
<tr>
<td>FISHER FEEDWATER CONTROL VALVE W/FISHER FIELDVIEW DVC POSITIONER</td>
<td>1</td>
</tr>
<tr>
<td>FISHER OIL CONTROL VALVE WITH BAILEY AP2 POSITIONER</td>
<td>1</td>
</tr>
<tr>
<td>FISHER GAS CONTROL VALVE WITH BAILEY AP2 POSITIONER</td>
<td>1</td>
</tr>
<tr>
<td>FISHER ECONOMIZER TEMPERATURE CONTROL VALVE (NO POSITIONER)</td>
<td>1</td>
</tr>
<tr>
<td>100 OHMS RTD'S ECONOMIZER CONTROLS</td>
<td>4</td>
</tr>
<tr>
<td>YOKOGAWA GAS FLOW TRANSMITTER</td>
<td>1</td>
</tr>
<tr>
<td>HONEYWELL WATER FLOW TRANSMITTER</td>
<td>1</td>
</tr>
<tr>
<td>CLEVELAND OPACITY MONITOR</td>
<td>1</td>
</tr>
<tr>
<td>STEAM DRUM GAUGE</td>
<td>1</td>
</tr>
<tr>
<td>ATOMIZING STEAM GAUGE</td>
<td>1</td>
</tr>
<tr>
<td>OIL PRESSURE GAUGE</td>
<td>1</td>
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<tr>
<td>GAS PRESSURE GAUGE</td>
<td>1</td>
</tr>
<tr>
<td>YOKOGAWA UT TEMPERATURE CONTROLLER</td>
<td>1</td>
</tr>
<tr>
<td>YOKOGAWA DRUM LEVEL TRANSMITTER 30&quot;</td>
<td>1</td>
</tr>
<tr>
<td>RKC SSP-4 SELECTOR SWITCH</td>
<td>1</td>
</tr>
<tr>
<td>RKC DP-4 TEMPERATURE DISPLAY</td>
<td>1</td>
</tr>
</tbody>
</table>

**BOILER #4 EQUIPMENT**

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QUANTITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIEMENS 353 FEEDWATER CONTROLLER PLUS H/A STATION*</td>
<td>1</td>
</tr>
<tr>
<td>SIEMENS 353 FORCED DRAFT PLUS H/A STATION*</td>
<td>1</td>
</tr>
<tr>
<td>SIEMENS 353 FUEL CONTROLLER PLUS H/A STATION*</td>
<td>1</td>
</tr>
<tr>
<td>BAILEY DRAFT GAUGES WINDBOX -FURNACE -PRESSURE</td>
<td>1</td>
</tr>
<tr>
<td>CHESSEL 390 3-PEN RECORDER - STEAM FLOW, AIR FLOW, FLUE GAS, TEMPERATURE</td>
<td>1</td>
</tr>
<tr>
<td>ROSEMONT STEAM FLOW TRANSMITTER</td>
<td>1</td>
</tr>
<tr>
<td>YOKAGAWA AIR FLOW TRANSMITTER</td>
<td>1</td>
</tr>
<tr>
<td>YOKAGAWA DRUM LEVEL TRANSMITTER 30&quot;</td>
<td>1</td>
</tr>
<tr>
<td>100 OHMS RTD ECONOMIZER TEMPS. (FLUE GAS TEMP. TO CHESSEL)</td>
<td>1</td>
</tr>
</tbody>
</table>
FEED WATER PRESSURE CONTROL

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QUANTITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>HONEYWELL PP903A DIFFERENTIAL PRESSURETROL CONTROLLER (TRANSFER PUMP PRESSURE TO DEAERATOR)</td>
<td>1</td>
</tr>
<tr>
<td>FISHER PRESSURETROL W/ RESET &amp; P.B.</td>
<td>1</td>
</tr>
</tbody>
</table>

Three (3) Trane Centravacs:

A. Model #CVHF1470, SERIAL #L80K12360
B. Model #CVHB155PHE, SERIAL #L80K12361
C. Model #CVHB080PHE, SERIAL #L80K12362

4.8 Specifications – Oak Forest Health Center

**Chillers**

**INSPECTION:**

Contractor is to perform on inspection on each unit during the operating season. There must be an inspection report completed for each unit with the following information included:

A. Review the operating log and discuss and evaluate any current operating problems with the Chief Engineer.
B. Confirm and record operating temperatures, pressures and amperages on report.

C. Adjust operating safety controls. Log control settings on report.

D. Check operation of the purge purifier system, change filter drier cores and moisture indicator.

E. Check operation of control circuit including flow switches and pump pressures to ensure proper start-up and operation. Log all condition found on report.

F. Verify proper operation of lubrication system including oil pump and pressure regulator. Log all conditions found on report.

G. Report any deficiencies and/or problems, and make recommendation to the Chief or Assistant Chief Engineer on the report and in person leave one copy of the report in unit folder. Perform annual electrical inspection as outlined in the Oak Forest Health Center Centravac maintenance start-up check form.

ITEM NO. 1: MAINTENANCE, BOILER INSTRUMENTATION AND CONTROL

Instrumentation and control service shall be provided by an organization where service personnel are highly experienced (average 10 to 12 years) and skilled in both the instrumentation control and boiler process. Experience and skill must cover the range of instrumentation from pneumatic to the present microprocessor technology. Testing equipment must have annual certification.

Resumes of a minimum of six (6) system control specialists will be submitted indicating skills and years of experience.

Service specialists assigned to this project will be interviewed to confirm boiler process knowledge.

General specifications will apply to all four (4) boilers; two (2) 50,000 lbs./hour steam output, and two (2) 35,000 lbs./hour steam output. All boilers are capable of burning natural gas and No. 2 oil.

SCOPE OF WORK:
1. Contractor will furnish servicemen on job site for a minimum of two (2) days per month over the length of the contract to check and adjust the controls used on boilers.

2. In addition, the contractor will provide labor for the following:

A. Combustion tests over the range of the boilers on both gas and oil will be performed one (1) per year on all four (4) boilers.

B. All instrumentation (per attached Equipment List) on each boiler will be calibrated per factory specifications once each year with as found, and final calibration sheets.

C. Check calibration of boiler gas (4), oil (4), steam (13), and feed water (7) pressure gauges using dead weight or certified comparator tester (total of 28 gauges).

D. The local safeties for each boiler will be tested/inspected/set for proper operation one (1) time per year. At least one of the inspections on the low water cutoff is to be a running inspection (the boiler must shut down using the safety). The following safeties are to be inspected:
1. High Steam Pressure
2. Atomizing Steam Pressure
3. Low Oil Pressure
4. High Gas Pressure
5. Low Gas Pressure
6. Combustion Air Pressure Switches
   a. minimum air flow
   b. purge air flow

7. Low Water Cutoff
   a. column probes
   b. auxiliary float
   (Both to be tested during a slow drain test to insure of a boiler shut down)

8. Instrument Air Pressure Switch (boilers #1 #2 #3 and #4 )

9. Gas valve minimum positions switch

10. Oil valve minimum positions switch

11. Forced draft minimum position switch

12. Forced draft purged position switch
   (Items 13 & 14 are actuator and jackshaft on #1 boiler)

13. Flame Scanner and Strength
   (The flames safeguard system items 1 through 15 above are to be tested and documented once per year on calibration sheets provided by Contractor maintaining and trouble shooting of the COHEN 2 & 3, and FIREYE 1 & Burner Management System.

PATCHING AND RESTORATION
The Contractor will patch and/or restore to intended finish or use, any structure, surface, utility piping, etc., which is disturbed in the execution of this work

QUALITY CONTROL AND INSPECTION
The Contractor will, whenever requested, furnish the Chief Engineer or designee, casual labor and facilities to provide access to the work for the purpose of inspection of progress; and provide proof as to the source, type of, composition of, or quality of any materials in use or intended for use.

The Chief Engineer or designee shall have the right to obtain samples of construction materials for testing by themselves or an independent testing laboratory; or have the testing agency test or inspect work in progress or already in place. If unsatisfactory, materials or conditions are found, the same shall be corrected by the contractor, and re-inspected by an independent testing agency at the contractor’s expense.

EMERGENCY SERVICE
The Contractor will have service staff available for emergency repairs within two (2) hours. A 24-hour emergency phone number must be provided
5. Required Proposal Content

This RFP provides potential proposers with sufficient information to enable them to prepare and submit proposals. CCHHS is supplying a base of information to ensure uniformity of responses. It must be noted, however, that the guidelines should not be considered so rigid as to stifle the creativity of any contractor responding.

This RFP also contains the instructions governing the submittal of a proposal and the materials to be included therein, which must be met to be eligible for consideration. All proposals must be complete as to the information requested in this RFP in order to be considered responsive and eligible for award. Proposers providing insufficient details will be deemed non-responsive.

CCHHS expects all responses to reflect exceptional quality, reasonable cost and overall outstanding service.

Any page of a Proposal that Proposer asserts to contain confidential proprietary information such as trade secrets shall be clearly marked “CONFIDENTIAL PROPRIETARY INFORMATION” at the top of the page in at least one-half inch (“1/2”) size letters. The specific portions of the page are asserted to contain a trade secret shall be noted as such.

However, the proposer is hereby warned that any part of its Proposal or any other material marked as confidential, proprietary, or trade secret, can only be protected to the extent permitted by Illinois Statutes.

Proposals shall not contain claims or statements to which the Proposer is not prepared to commit contractually. The information contained in the Proposal shall be organized as described in this section.

5.1 Cover letter

**Please limit this to one page.** The cover letter shall be signed by an authorized representative of the Proposer. The letter shall indicate the *Proposer’s commitment to provide the services proposed* at the price and schedule proposed. **Do not forget to sign your cover letter.**

5.2 Proposed Solution

This section must address the detail scope requirements in Section 4.1.

5.3 Qualifications of the Proposer

a. Proposer must include a *description* of the organization’s track record as follows:

<table>
<thead>
<tr>
<th>Company Profile</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Legal Name</td>
</tr>
<tr>
<td>2. Assumed Names if any</td>
</tr>
<tr>
<td>3. Legal form (e.g. sole proprietor, partnership, corporation, joint venture)</td>
</tr>
<tr>
<td>4. If a subsidiary, provide the same information about the Parent Company as required in this table format.</td>
</tr>
<tr>
<td>5. Proposer’s principals/officers including President, Chairman, Vice Presidents, Secretary, Chief Operating Officer, Chief Financial Officer, and related contact information.</td>
</tr>
<tr>
<td>6. Point of Contact for this RFP including contact information.</td>
</tr>
<tr>
<td>7. Number of employees</td>
</tr>
<tr>
<td>8. Number of years in business</td>
</tr>
</tbody>
</table>
9. Relevant Certifications

10. Proposer’s Federal Employee Identification Number (or Social Security Number, if a sole proprietorship)

11. List any contracts which the Proposer has entered into during the past (10) years with Cook County, any Cook County Department or CCHHS.

b. Provide a list of installations of similar scope performed by your company during the last 24 months.

c. Provide at least three (3) relevant references in the required table format below, from clients.

<table>
<thead>
<tr>
<th>Contract/Project Name*</th>
<th>Name of the organization*</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Name of the contact person (title, email and phone number)*</td>
</tr>
<tr>
<td></td>
<td>Project dollar value*</td>
</tr>
<tr>
<td></td>
<td>Prime or subcontractor?*</td>
</tr>
<tr>
<td></td>
<td>Contract Period*</td>
</tr>
<tr>
<td></td>
<td>Project Scope*</td>
</tr>
<tr>
<td></td>
<td>Proposer’s role/scope (succinct description)*</td>
</tr>
</tbody>
</table>

*Required information

5.3.1 Proposer Compliance with Applicable Regulations

Proposer must describe the following:

a. Its procedure to oversee compliance with all applicable federal and state regulations as well as regulations applicable to federal programs and contracts, including but not limited to Occupational Safety and Health Administration (OSHA), and related Material Safety Data Sheets (MSDS);

If proposer determines any of the above requirements to be inapplicable, proposer shall state so, and shall also state the basis for determining each such requirement to be inapplicable.

5.4 Key Personnel

a. Provide a table with the following information:

i. Proposed project resources;

ii. Roles;

iii. High level skills (project alignment);

iv. Proposed work location for each resource (onsite/offsite);

v. Time commitment to the project if awarded;

The System Director of Supply Chain Management reserves the right to reject any key personnel proposed if it is determined not to be in CCHHS’ best interest. The evaluation of proposals includes the qualifications of the personnel proposed; therefore, proposers must name key personnel as part of their response. Key Personnel must not be replaced during the project without the approval of the System Director of Supply Chain Management.

5.5 Subcontracting and MBE/WBE Participation

The Proposer may be comprised of one or more firms as to assure the overall success of the project. The proposer must present a team chart that clearly identifies each team member and specify their role in the project (this should be more detailed than the information provided in the executive summary). For each subcontractor, provide the name of the firm(s), brief company background, level of participation, MBE or WBE if applicable, the type of services each resource, from each firm, will provide. For each MBE/WBE certified firm proposed, provide the appropriate information in the
Economic Disclosure Statement Forms (in a separate envelop). MBE/WBE Participation Goals for this procurement are stated in section 10.9 of this document.

The System Director of Supply Chain Management reserves the right to accept or reject any of the team members if in his sole opinion replacement of the team member, based on skills and knowledge, is in the best interest of the County.

Consistent with Cook County, Illinois Code of Ordinances (Article IV, Division 8, Section 34-267), CCHHS has established a goal that MBE/WBE firms retained as subcontractors receive a minimum 35% of this procurement.

The Office of Contract Compliance has established the following MBE/WBE participation goals for this RFP:

1. 25% MBE participation;
2. 10% WBE Participation.

The Proposer shall make good faith efforts to utilize MBE/WBE certified firms as subcontractors. In the event that the Proposer does not meet the MBE/WBE participation goal stated by CCHHS for this procurement, the proposer must nonetheless demonstrate that it undertook good faith efforts to satisfy the participation goal. Evidence of such efforts may include, but shall not be limited to, documentation demonstrating that the proposer made attempts to identify, contact, and solicit viable MBE/WBE firms for the services required, that certain MBE/WBE firms did not respond or declined to submit proposals for the work, or any other documentation that helps demonstrate good faith efforts. Failure by the proposer to provide the required documentation or otherwise demonstrate good faith efforts will be taken into consideration by CCHHS in its evaluation of the proposer’s responsibility and responsiveness.

5.6 Conflict of Interest

Provide information regarding any real or potential conflict of interest. Failure to address any potential conflict of interest upfront may be cause for rejection of the proposal. **If no conflicts of interest are identified, simply state “[Company X] has no conflict of interest.”**

5.7 Insurance Requirements

Prior to contract award, the selected Proposer will be required to submit evidence of insurance in the appropriate amounts. However, with its Proposal, the Proposer is required to provide a statement on their company letterhead stating their agreement to meet all insurance requirements by CCHHS.

The standard Insurance Requirements captured in the sample Contract General Terms and Conditions (GC-03) shall be modified to meet the needs of the future project.

5.8 Contract

Sample Contract General Terms and Conditions are available in the Doing Business with CCHHS website.

Execution of the Contract is not required at the time the qualifications are submitted. However if the proposer disagrees with any Contract provisions, or is proposing alternate language, it shall include the language for consideration by submitting the proposed redlines on the sample Contract General Terms and Conditions document.
CCHHS will not consider any exceptions or proposed alternate language to the Contract General Terms and Conditions if the proposer does not include these objections or alternate language with the proposal.

CCHHS shall not be deemed to have accepted any requested exceptions by electing to engage a Proposer in negotiations of a possible Contract.

5.9 Economic Disclosure Statement


**The EDS must be submitted with the pricing proposal in a separate envelope.**

5.10 Pricing Proposal

Submit your pricing proposal in a separate sealed envelope clearly marked with the RFP number and the label “Pricing Proposal.” Proposers are required to submit one (1) original, two (2) copies and one (1) electronic copy (USB drive only).

The pricing proposal must include any supplemental or renewal option period pricing or schedules offered by the Proposer. Proposers should include elements or references to the pricing proposal **only in this section and separate the pricing proposal according to the Instructions above.**

CCHHS makes no guarantee that the services or products identified in this RFP will be required. The Proposer must provide sufficient pricing details to permit the County to understand the basis for the proposal.

CCHHS is neither obligated to purchase the full quantities proposed by the Proposer, nor to enter into an agreement with any one Proposer.

5.11 Addenda

Since all addenda become a part of the Proposal, **all addenda must be signed by an authorized proposer representative and returned with the Proposal. Failure to sign and return any and all addenda acknowledgements shall be grounds for rejection of the Proposal.**

Addenda issued prior to the Proposal due date shall be made available via CCHHS website: [http://www.cookcountyhhs.org](http://www.cookcountyhhs.org).

6. Evaluation and Selection Process

6.1 Evaluation Process

Proposals will be evaluated by a RFP Evaluation Committee which may invite one or more Proposers to make presentations and/or demonstrations.

The evaluation committee, at its option, may request that all or a shortlisted group of proposers engage in proactive pricing feedback, submit clarifications, schedule a site visit of their premises (as appropriate), provide additional references, respond to questions, or consider alternative approaches.

6.2 Right to Inspect

CCHHS reserves the right to inspect and investigate thoroughly the establishment, facilities, equipment, business reputation, and other qualification of the proposer and any proposed subcontractors and to reject any proposal regardless of price if it shall be administratively determined that in CCHHS's sole discretion the proposer is deficient in any of the essentials necessary to assure acceptable standards of performance. CCHHS reserves the right to continue this inspection procedure throughout the life of the Contract that may arise from this RFP.
6.3 Consideration for Contract
Any proposed contract including all negotiations shall be subject to review and approval of CCHHS management and / or CCHHS legal. Proposed Contracts are also subject to review by the Cook County Office of Contract Compliance. Following finalization of contract documents to the satisfaction of CCHHS executive management, CCHHS shall secure appropriate reviews and may approve the proposed Contract for execution in its sole discretion. The identity of the successful Proposer shall be posted on the website.

7. Evaluation Criteria

7.1 Responsiveness of Proposal
Proposals will be reviewed for compliance with and adherence to all submittal requirements requested in this RFP. Proposals which are incomplete and missing key components necessary to fully evaluate the Proposal may, at the discretion of the System Director of Supply Chain Management or designee, be rejected from further consideration due to “Non-Responsiveness” and rated Non-Responsive.

7.2 Technical Proposal
Proposals will be reviewed and selected based on the following criteria.

A. Ability to achieve CCHHS's business goals, objectives and Scope of Work as described in this RFP.
B. Qualifications and experience of the proposer to successfully perform and provide the services described in this RFP.
C. Qualifications and experience of the proposed key personnel as evidenced by relevant experience.

7.3 Reasonableness of Overall Price
Price will be evaluated separately for overall reasonableness and competitiveness.

7.4 Other Qualitative Criteria
The System Director of Supply Chain Management may at his own discretion reject a proposal from further consideration due to “Non-Responsiveness,” if a proposal does not completely address the following:

1. M/WBE Utilization Plan (EDS forms);
2. Financial Statements;
3. Conflicts of Interest;
4. Contract Terms and Conditions (objections and/or suggested alternate language);
5. Complete References;
6. Addenda acknowledgement (See Addenda Section).

8. Instructions to Proposers
These instructions to Proposers contain important information and should be reviewed carefully prior to providing the Required Proposal Content. Failure to adhere to the procedures set forth in these instructions, failure to provide positive acknowledgement that the Proposers will provide all services and products or failure to provide acceptable alternatives to the specified requirements may lead to disqualification of the submitted proposal.

8.1 Number of Copies
Proposers are required to submit one (1) original paper copy, one (1) electronic copy (USB only please) and two (2) paper copies no later than the time and date indicated in the RFP.

NOTE: the pricing proposal and EDS must be submitted separate from the rest of the response. Each submission must then be separated in two (2) parts:

1. Full response except for Pricing and EDS;
2. Pricing and EDS in a separate envelop (or electronic file).

8.2 Format
Material should be organized following the order of the Required Proposal Content Section separated by labeled tabs. Expensive paper and bindings are discouraged since no materials will be returned. **Numbered titles and pages are required.** CCHHS reserves the right to waive minor variances.

8.3 Time for submission
Proposals shall be submitted no later than the date and time indicated on the cover page of this RFP. **Late submittals will not be considered.**

8.4 Packaging and Labeling
The outside wrapping/envelope shall clearly indicate the RFP Title, Proposer’s Name, Proposers Address and Point of Contact information. **The Price Proposal and EDS shall be submitted in a separate sealed envelope.** The envelope shall clearly identify the content as “Price Proposal”. All other submission requirements shall be included with the Technical Proposal.

8.5 Timely delivery of Proposals
The proposal(s) must be either delivered by hand or sent to CCHHS through U.S. Mail or other available courier services to the address shown on the cover sheet of this RFP. Include the RFP number on any package delivered or sent to CCHHS and on any correspondence related to the Proposal. If using an express delivery service, the package must be delivered to the designated building and drop box. Packages delivered by express mail services to other locations might not be re-delivered in time to be considered. CCHHS assumes no responsibility for any Proposal not so received.

8.6 Availability of Documents
CCHHS publishes competitive bid, RFP, and other procurement notices, as well as award information, at: [http://www.cookcountyhhs.org](http://www.cookcountyhhs.org) under the “Doing Business with CCHHS” tab. Proposers intending to respond to any posted solicitation are encouraged to visit the web site above to ensure that they have received a complete and current set of documents.

8.7 Questions and Inquiries
Questions regarding this RFP will be submitted in writing to the contact email listed on the cover page of this RFP no later than the date stated in the Schedule. **Question must be submitted in the following format, preferably in excel.**

<table>
<thead>
<tr>
<th>ID</th>
<th>Vendor Name</th>
<th>Question</th>
</tr>
</thead>
<tbody>
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<td>2.</td>
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<td>3.</td>
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<tr>
<td>4.</td>
<td></td>
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</tbody>
</table>

Should any proposer have questions concerning conditions and specifications, or find discrepancies in or omissions in the specifications, or be in doubt as to their meaning, they should notify the Supply Chain Management Office via the email provided on the cover sheet no later than the date stated on the Schedule and obtain clarification prior to submitting a Proposal. Such inquires must reference the proposal due date and CCHHS RFP number.
8.8 Mandatory Site Visit
CCHHS will hold a mandatory Site Visit on the date, time and location indicated on the cover page. Representatives of CCHHS will be present to answer any questions regarding the goods or services requested or proposal procedures. **If a mandatory site visit is required, the Proposer must sign the site inspection sheet and include a copy of this sign-in sheet in the response to the RFP.**

8.9 Alteration/Modification of Original Documents
The proposer certifies that no alterations or modifications have been made to the original content of this Bid/RFP or other procurement documents (either text or graphics and whether transmitted electronically or hard copy in preparing this proposal). Any alternates or exceptions (whether to products, services, terms, conditions, or other procurement document subject matter) are apparent and clearly noted in the offered proposal. Proposer understands that failure to comply with this requirement may result in the proposal being disqualified and, if determined to be a deliberate attempt to misrepresent the proposal, may be considered as sufficient basis to suspend or debar the submitting party from consideration from future competitive procurement opportunities.

8.10 Cost of Proposer Response
All costs and expenses in responding to this RFP shall be borne solely by the Proposer regardless of whether the Proposer’s Proposal is eliminated or whether CCHHS selects to cancel the RFP or declines to pursue a contract for any reason. The cost of attending any presentation or demonstration is solely the Proposer’s responsibility.

8.11 Proposer’s Responsibility for Services Proposed
The proposer must thoroughly examined and read the entire RFP document. Failure of proposers fully to acquaint themselves with existing conditions or the amount of work involved will not be a basis for requesting extra compensation after the award of a Contract.

8.12 RFP Interpretation
Interpretation of the wording of this document shall be the responsibility of CCHHS and that interpretation shall be final. The specifications in this document provide sufficient information for Proposers to devise a plan and provide pricing. Minor variations from those specifications will be considered as long as Proposers identify any instance in which their services specifications differ from those set forth in the proposal documents.

8.13 Errors and Omissions
The proposer is expected to comply with the true intent of this RFP taken as a whole and shall not avail itself of any errors or omission to the detriment of the services or CCHHS. Should the proposer suspect any error, omission, or discrepancy in the specifications or instructions, the proposer shall immediately notify CCHHS in writing, and CCHHS will issue written corrections or clarifications. The proposer is responsible for the contents of its Proposals and for satisfying the requirements set forth in the RFP. Proposer will not be allowed to benefit from errors in the document that could have been reasonably discovered by the proposer in the process of putting the proposal together.

8.14 Proposal Material
The Proposal material submitted in response to the RFP becomes the property of CCHHS upon delivery to the Supply Chain Management Office and may become part of a contract.

8.15 Confidentiality and Response Cost and Ownership
All information submitted in response to this RFP shall be confidential until CCHHS has executed a Contract with the successful Proposer or has terminated the RFP process and determined that it will not reissue the RFP in the near future. Following such actions, the contents of Proposals submitted in response to this RFP may be disclosed in response to requests made pursuant to the provisions of the Illinois Freedom of Information Act ("FOIA"). If a Proposer wishes to preserve the confidentiality of specific proprietary information set forth in its Proposal, it must request that the information be
withheld by specifically identifying such information as proprietary in its Proposal. CCHHS shall have the right to determine whether it shall withhold information upon receipt of a FOIA request, and if it does so pursuant to a Proposer request, the Proposer requesting confidential treatment of the information shall bear the costs of asserting that there is a proper exemption justifying the withholding of such information as proprietary in any court proceeding which may result. This notwithstanding, Proposer is on notice that the CCHHS is subject to the FOIA and that any documents submitted to the CCHHS by the Proposer may be released pursuant to a request under the FOIA.

8.16 Awards
CCHHS may, at its discretion evaluate all responsive Proposals. CCHHS reserves the right to make the award on an all or partial basis or split the award to multiple proposers based on the lowest responsible proposers meeting the specifications, terms and conditions. If a split award impacts the outcome of the project it must be so stated in the proposal.

8.17 CCHHS County Rights
CCHHS reserves the right to reject any and all offers, to waive any informality in the offers and, unless otherwise specified by the proposer, to accept any item in the offer. CCHHS also reserves the right to accept or reject all or part of your Proposal, in any combination that is in the best interest of CCHHS.

8.18 Cancellation of RFP; Requests for New or Updated Proposals
CCHHS, in its sole discretion, may cancel the RFP at any time and may elect to reissue the RFP at a later date. CCHHS may also issue an Addendum modifying the RFP and may request supplemental information or updated or new Proposals.
9. Proposal Acknowledgement Form

PROPOSAL RECEIPT ACKNOWLEDGEMENT FORM

This acknowledgement of receipt should be signed by a representative of Supply Chain Management located at Stroger Hospital, 1900 W. Ogden Avenue, lower level (LL) Room 250A, Chicago IL, 60612.

The outside wrapping shall clearly indicate the RFP Number and Title, Proposer’s Name, Proposer’s Address and Point of Contact information. **Prefill the first two lines prior to submission.**

<table>
<thead>
<tr>
<th>Solicitation Number and Title:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Name:</td>
</tr>
<tr>
<td>Accepted By:</td>
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<td>Date:</td>
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<td>Time (if time machine is not available, hand write the time):</td>
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Proposals shall be submitted no later than the date and time indicated on the cover page of the RFP. **Late submittals will not be considered.**

**Proposers must cut this sheet in two. SMC will time-stamp top and bottom sections. SCM will keep one section and the Proposer will keep the other section.**
Proposals shall be submitted no later than the date and time indicated on the cover page of the RFP. Late submittals will not be considered.

Proposers must cut this sheet in two. SMC will time-stamp top and bottom sections. SCM will keep one section and the Proposer will keep the other section.

Definitions

The following definitions shall apply to this RFP:

"Addendum" or "Addenda" shall refer to a one or more documents issued to Registered Proposers in hard or soft copy by which modifies this Request for Proposal or provides additional information.

"Board" or "System Board" shall refer to the Board of Directors of the Cook County Health and Hospitals System.

"Contract" shall mean a properly executed Contract that has been negotiated between CCHHS and a Proposer for some or all of the Deliverables described in this RFP.

"Contractor(s)" shall mean the individuals, businesses or entities that have submitted a Proposal and have negotiated a contract that has been properly executed on behalf of the Contractor and CCHHS.

"County" shall mean the County of Cook, Illinois, a body politic and corporate.

"Deliverables" shall refer to the items, supplies, equipment or services that will be provided pursuant to any Contract entered into as a result of this RFP.

"General Conditions" shall mean the terms and conditions included in Attachment C of the RFP. "Proposal" shall mean the document(s) submitted by Proposer(s) in response to this RFP that constitute a Proposer's offer to enter into contract with the CCHHS under terms consistent with this RFP, subject to the negotiation of a contract and approval by the Board.

"Proposer(s)" shall mean the individuals or business entities, if any, submitting a Proposal in response to this RFP.

"Procurement Director" or "System SCM Director" shall mean the System Director of Supply Chain Management who serves as chief procurement officer for the CCHHS.

"Registered Proposer" shall refer to a prospective Proposer who has submitted a completed Proposer Registration Form (Attachment B) to CCHHS.

"Request for Proposals" or "RFP" shall refer to this solicitation of Proposals by CCHHS which may lead to the negotiation of a contract and the recommendation that the CCHHS authorize a Contract with a Proposer.

"Solution" the specific configuration of Deliverables that is submitted in a Proposal to meet the needs and goals of the CCHHS as articulated in this RFP.
RFP #H17-0031

MANDATORY SITE INSPECTION - STROGER

This is to certify that, on this September 19th @ 9:00 AM I have attended a site inspection as required by the above numbered Request for Proposal.

I have contacted the person named in the Proposal documents for the Request for Proposal, or their assignee, and I am satisfied with the conditions as specified at all these locations.

Any unforeseen conditions not specified in the Request for Proposal and as found by my Site Inspection are shown on the front of this form and/or attached sheets.

_______________________________________
NAME (TYPED AND SIGNED)

________________________________________
COMPANY

________________________________________
OFFICIAL CAPACITY

________________________________________
TELEPHONE NUMBER (With Area Code)

NOTE: THIS FORM MUST BE FILLED IN COMPLETELY AND RETURNED WITH THE PROPOSAL. FAILURE TO COMPLETE THIS FORM SHALL BE CAUSE FOR DISQUALIFICATION OF PROPOSAL.

________________________________________
INSPECTION CONFIRMED BY: 

________________________________________
DATE: 

RFP #H17-0031

MANDATORY SITE INSPECTION – OAK FOREST HEALTH CENTER

This is to certify that, on this September 19th @ 1:00 PM I have attended a site inspection as required by the above numbered Request for Proposal.

I have contacted the person named in the Proposal documents for the Request for Proposal, or their assignee, and I am satisfied with the conditions as specified at all these locations.

Any unforeseen conditions not specified in the Request for Proposal and as found by my Site Inspection are shown on the front of this form and/or attached sheets.

_______________________________________
NAME (TYPED AND SIGNED)

________________________________________
COMPANY

________________________________________
OFFICIAL CAPACITY

________________________________________
TELEPHONE NUMBER (With Area Code)

NOTE: THIS FORM MUST BE FILLED IN COMPLETELY AND RETURNED WITH THE PROPOSAL. FAILURE TO COMPLETE THIS FORM SHALL BE CAUSE FOR DISQUALIFICATION OF PROPOSAL.

INSPECTION CONFIRMED BY: _________________________________

DATE: _________________________________