November 20, 2008

Illinois Valley Community College (IVCC) is accepting sealed bids for a Hunter Alignment System in accordance with the accompanying specifications. The system will be utilized in an educational automotive technology program. Shipping, installation, and on-site training must be included in bid.

INSTRUCTIONS TO BIDDERS

Bids will be received and publicly read aloud in Room C-342, Illinois Valley Community College, District #513, Oglesby, Illinois, at 1:00 P.M. on Thursday, December 4, 2008. Bids received after this time will not be accepted and will be returned to you unopened. Faxed bids will not be considered for award.

Bids must be made in accordance with the instructions contained herein. They shall be submitted on the forms furnished by the College in a sealed envelope to the Purchasing Office plainly marked with the Bidder’s name and address.

Delivery must be included in the bid price and are the sole responsibility of the vendor. The vendor must notify IVCC 72 hours prior to delivery. Equipment is to be delivered to Building 10 on the College’s East Campus. The equipment shall become property of Illinois Valley Community College after delivery and acceptance.

W-9 FORM:
Complete the W-9 form enclosed and return with your bid.

MANUAL AND WARRANTIES:
Owner manuals and warranties must be provided at time of delivery.

TAX EXEMPTION:
Illinois Valley Community College is tax exempt and therefore all bid submissions should not include tax.

SIGNATURE ON BIDS:
Illinois Valley Community College, District 513, requires the signature on bid documents to be that of an authorized representative of said company. Each Bidder, by making her/his bid, represents that she/he has read and understands the bidding documents and that these instructions to bidders are a part of the specifications.

BIDDING PROCEDURES:
No bid shall be modified, withdrawn, or canceled for sixty (60) days after the bid opening date without the consent of the College Board of Trustees.

Changes or corrections may be made in the bid documents after they have been issued and before bids are received. In such case, the College will issue a written addendum describing the change or correction to all bidders of record. Such addendum shall take precedence over that portion of the documents concerned, and shall become part of the bid documents. Except in unusual cases, addendum will be issued to reach the bidders at least five (5) days prior to date established for receipt of bids.

Each bidder shall carefully examine all bid documents and all addenda thereto, and shall thoroughly familiarize themselves with the detailed requirements thereof prior to submitting a bid. Should a bidder find discrepancies or omissions from documents, or should there be in doubt as to their meaning, they shall, at once, and in any event, not later than ten (10) days prior to bid due date, notify the Purchasing Director who will, if necessary, send a written addendum to all bidders. The College will not be responsible for any oral instructions. All inquiries shall be directed to the Director of Purchasing. After bids are received, no allowance will be made for oversight by bidder.
**ACKNOWLEDGEMENT OF ADDENDA:**
Signature of company official on original document shall be construed as acknowledgement of receipt of any and all addenda pertaining to this specific bid. Identification by number of addenda and date issued should be noted on all bids submitted. **FAILURE TO ACKNOWLEDGE RECEIPT OF ADDENDA ON BID SUBMITTED MAY RESULT IN DISQUALIFICATION OF BID.**

Bidders who obtain a copy of the bid from our website are responsible for checking back on the site for any addenda issued.

**AWARD CRITERIA:**
As provided by statute, award will be based on the lowest and best (most advantageous to IVCC) as determined by consideration of:

1. Price offered,
2. General reputation and performance capabilities of the bidder,
3. Conformity with specifications herein, and
4. Location and availability of service and repair facilities and personnel.

**Should there be a tie bid; award will be determined by lottery.**

IVCC reserves the right to reject any or all bids and to waive irregularities and to accept that bid considered to be in the best interest of the College.

**BID SECURITY:**
Bid Security, in the amount of not less than ten percent (10%) of the bid amount, payable to IVCC, in the form of a certified check, cashier’s check or bid bond must accompany bids. Such security will be considered a pledge that bidder will enter into a contract on the terms stated in the bid and will furnish bonds covering the full performance of the contract and full payment of all obligations. Should bidder, if selected, refuse to enter into contract or fail to provide satisfactory bonds, bid security will be forfeited to IVCC as liquidated damages. Bid security will not be forfeited in the event that IVCC fails to enter into a contract.

Bid securities will be returned to bidders as soon as practicable. IVCC reserves the right, however, to retain bid securities of all bidders to whom contract award is being considered until: (1) contract has been enacted; (2) sixty (60) days after bid date; or (3) all bids have been rejected, whichever is sooner.

**CERTIFICATE OF INSURANCE:**
The vendor must provide within five (5) calendar days of bid award notification from IVCC, certificate of insurance evidencing the insurances provided by the vendor and signed by the insurance companies or their authorized agents, certifying to the name and address of the party insured, the College as the Certificate holder and Additional Insured, the description of the work covered by such insurance, the insurance policy numbers, the limits of liability of the policies and the dates of their expirations with a further certification from the insurance companies that their policies will not be materially modified, amended, changed, canceled or terminated without thirty (30) business days prior written notice to the College.

**PERFORMANCE BOND:** None required

**PREVAILING WAGE RATE:** None Required.

**CERTIFICATION FORM:**
Bidders must sign the enclosed Certification Form that refers to the Criminal Code of 1961 and to the Illinois Human Right Act dealing with Sexual Harassment. The signed Certification must be submitted with your bid. Failure to do so may result in the rejection of your bid.
EQUAL OPPORTUNITY EMPLOYMENT:
IVCC is committed to a policy of non-discrimination on the basis of sex, handicap, race, color, and national or ethnic origin in the admission, employment, education programs, and activities it operates. Inquiries should be addressed to the Director of Human Resources.

The contractor (or vendor) shall agree to save and hold harmless the Illinois Valley Community College District #513, the members of its College Board, its agents and employees, from any and all actions or causes of action, or claim for damages, including the expense of defending suite, arising or growing out of the performance of, or failure to perform its contract.

__________________________
Pat Reed
Director of Purchasing
ILLINOIS VALLEY COMMUNITY COLLEGE
Oglesby, IL 61348

INFORMATION PERTAINING TO OUR BIDS CAN BE FOUND AT THE FOLLOWING WEBSITE:
www.ivcc.edu/purchasing
Specification

14,000 LBS CAPACITY HUNTER FOUR-POST ALIGNMENT RACK
MODEL NUMBER: L421-43-S

SAFETY

- Retract button and hydraulic release must be depressed simultaneously to lower the rack.
- Hydraulic bypass valve to prevent lift operation if vehicle exceeds lift capacity.
- Minimum 3-Horsepower pump with pressure-compensated flow control valve to assure a constant decent rate that is unaffected by the weight of the vehicle.
- Hydraulic velocity fuse to monitor fluid flow rate and stop the rack in a safe and level position if the rack lowers at a higher than normal speed.
- Hydraulic lines covered or positioned within rack structure to protect from damage.
- Rub rails to protect from driving off of rack.
- Louvered locks to ensure rack is stable and level at all heights.
- Louvered drive-on ramps to prevent wheel spin for safer approach in wet weather.
- Two moveable, aluminum work steps that attach to the rack at key service points.

DURABILITY/LONGEVITY

- Runways constructed of heavy duty 5/16” steel.
- Gutters to guide water, slush and salt away from slip-plates.
- Galvanized cables for longer life.
- Chrome-plated pins for longer life.
- Iron pulleys with Teflon bearings for longer life.
- Powder-coated paint to protect against rust and corrosion, ensuring longer life.
- Umbilical covering to protect air and hydraulic lines from damage.
- Shipping Weight: 4,600 Lbs.

FUNCTIONALITY

- Open access to front and rear.
- Extra-wide 22 ½” runways.
- Multi-service capable, no floor obstructions for techs, their tools or equipment.
- Capability to utilize optional extension kit for wheel bases up to 226 ½” for general service (extension kit, not included).
- Air line kit built into the rack to provide connections at front and rear for air tools and powering jacks.
- 80” Flush-mounted, full floating slip-plates to allow vehicles’ rear suspension to be relaxed for maximum alignment accuracy. Tethered lock pins retain slip plates.
- Built-in turn-plate pockets designed to accept a variety of turn-plate options.
- Ability to lock and level at 20 different heights; maximum runway height of 70”.
- Compatible with Swing Air Jacks.

SWING AIR JACKS

- Two jacks with 8,000 Lbs. capacity each.
- When not in use jacks flip up flush with runways and out of the way to prevent injury and protect from scraping the bottom of low-clearing vehicles.
- Fully pneumatic to reduce noise pollution and eliminate messy oil leaks, repairs and maintenance typically associated with traditional hydraulic jacks.
Lifts safely up to 22” from runway surface with capability to use optional risers and avoid stacking of unstable blocks to increase lifting heights.

Dual-handle operation requiring simultaneous activation of control handles when raising or lowering the jacks; thereby, requiring both hands be clear of the contact point between the jacks and the vehicle during the lifting process.

Special rails to allow jacks to be rolled to reach vehicle manufacturers’ specified jacking points.

ALI (Automotive Lift Institute) Certified*.

Shipping, installation, and on-site training must be included in bid.

* The Automotive Lift Institute (ALI) was founded in 1945 as the trade association of U.S. manufacturers of in-ground lifts. ALI, in cooperation with the National Bureau of Standards, sponsored the first standard governing vehicle lifts (CS142) in 1945. Today’s Institute remains diligent with regard to lift safety as a primary activity and pursues a mission of promoting the safe design, construction, installation and use of automotive lift products.
COMPUTERIZED HUNTER ALIGNMENT INSTRUMENTATION
MODEL NUMBER: WA233

VIDEO DISPLAY: 20” Widescreen Flat Panel LCD Monitor

PC HARDWARE

- Intel® Core 2 DUO Processor - 1.8 GHz (or greater).
- 2 GB RAM DDR2.
- 80GB SATA HDD (or greater).
- DVD/CD-RW drive
- USB 2.0 (2 front side USB ports).
- Network module.
- Wireless network module.
- Power line filter.
- Certified iShop compliant.
- ASANET Compliant.
- HP color printer.

ALIGNMENT SOFTWARE

- WinAlign™ Software Version 10.0 (or greater)
- Vehicle Specific Information Database.
- Two years free specification updates ($700 value)
- Manufacturers’ recommended alignment sequences.
- Cradle Inspection
- Tools and Kits Database.
- WinToe™ Software.
- CAMM™ (Control Arm Movement Monitor) Software.
- Shim Select II Software™.
- Faster Caster® Feature
- Wheel-off Adjustment capability (optional adaptor kit 20-1978-1, not included).
- Live Ride Height capability (optional adaptor kit 20-2050-1, not included).
- Supports multiple sensor choices, including heavy duty vehicles and corresponding heavy duty software.
- ABC™ (Alignment Bushing Calculator Software).
- SBDA™ (Suspension & Body Dimension and Audit Software).
- Symmetry Angle Measurements.
- ExpressAlign™ procedural guide provides six steps to alignment completion.
- Work Management Software.
- Alignment measurement result printouts.
- Compatible with Hunter LED Remote Indicator (Remote Indicator, not included).
- Compatible with Hunter Instruction Simulator (Simulator, not included.).
- FIA (Fully Integrated Alignment) capability.
- 36 Language options (or greater).
- Two years free subscription to WebSpecs®.
- Windows® Vista – Business Operating System.
- Two 14” stainless steel turn-plates included.
- Combination Digital – Photo/Video on DVD included
  - More than 2000 vehicle-specific digital photos identifying adjustment and inspection points.
More than 100 live videos (with audio), covering more than 90% of cars and light trucks sold in the United States, with respect to vehicle adjustments, inspection of components, use of special tools, installation of after-market correction kits and equipment operation.

**WHEEL SENSORS**

- Model number: HS401FC (HawkEye™)
- Four stationary, high-resolution cameras (one for each wheel).
- Raised vehicle adjustments possible without camera repositioning.
- Lightweights and corrosion resistant targets made of aluminum, no glass.
- Supports rolling compensation procedures.
- Includes turn-plate bridges.
- Calculates Toe-Out on turns (20 degrees).
- Self-Centering wheel adaptors fit 10.0” to 24.5” rims.

End of Specification
DATE: _____________, 2008

BID:

I/We having read and understand the bidding requirements, offer the following:

Hunter Alignment System: $___________________________

(Bid to include installation and on-site training by a Hunter Technical Representative.)

Freight: $___________________________

Remove existing alignment system and move to fenced in area behind in the auto tech building: $___________________________

(IVCC will be responsible for the disposal of the existing system.)

Attachments:
- IVCC Certification Form
- 10% Bid Security

Addendum No. __________ Dated ______________
Addendum No. __________ Dated ______________

SIGNATURE:

Representative Name (please print)__________________________________________

Representative Signature___________________________________________________

Company Name____________________________________________________________

_____________________________________________________________________

Date Phone # Fax #

Email Address__________________________
CERTIFICATION FORM

TO:    ILLINOIS VALLEY COMMUNITY COLLEGE
       DISTRICT 513
       OGLESBY, IL  61348

Pertaining to the bid titled:  Hunter Alignment System - Bid #PR-09-RB08

I/we, as the Bidder certify that I/we have not been barred from bidding on this project as a result of a
conviction for either bid-rigging or bid-rotating under Article 33E of the “Criminal Code of 1961”

We also do hereby certify that we have a written sexual harassment policy in place in full compliance
with Section2-105 of the Illinois Human Rights Act and will, upon request, be able to provide such
written policy to the Department of Human Rights.

SUBMITTED BY:

_____________________________________________________________________________
Company Name

_____________________________________________________________________________
Address

_____________________________________________________________________________
City       State       Zip

_____________________________________________________________________________
Authorized Signature

_____________________________________________________________________________
Typed or Printed Name of Authorized Person and Title
Illinois Valley Community College

COURTESY “NO BID” RESPONSE

Hunter Alignment System – Bid #PR-09-RB08

If your company decides not to submit an offer, Illinois Valley Community College, District 513, would appreciate your input as to why you are not participating. Please indicate your reason and return by bid due date to:

Pat Reed, Director of Purchasing
Illinois Valley Community College
815 North Orlando Smith Avenue
Oglesby, Illinois 61348
Phone: 815.224.0417
Fax: 815.224.0294

Reason did not submit a bid:

____________________________________________________________________________________

____________________________________________________________________________________

__________________________________________________
Company Name

__________________________________________________
Date

__________________________________________________
Signature
### Request for Taxpayer Identification Number and Certification

| Form W-9 (Rev. 11-2005) | Internal Revenue Service |

- **Name (as shown on your income tax return)**
- **Business name, if different from above**
- **Check appropriate box:**
  - Individual
  - Sole proprietor
  - Corporation
  - Partnership
  - Other
- **Address (number, street, and apt. or suite no.)**
- **City, state, and ZIP code**
- **List account number(s) here (optional)**

### Part I  Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see how to get a TIN on page 3.

**Note:** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

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**OR**

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### Part II  Certification

Under penalties of perjury, I certify that:

1. The number shown in this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply.
3. I am a U.S. person (including a U.S. resident alien).

**Certification Instructions:** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

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<th>Signature of U.S. person</th>
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### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

**U.S. person:** Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding,
3. Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners’ share of effectively connected income.

**Note:** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester’s form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-0(e) and 7701(f) for additional information.

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners’ share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States in the following cases:

- The U.S. owner of a disregarded entity and not the entity,