



**Request for Quotes
RFQ# Q26-0226-05**

HAHU-3-1 VFD Replacement

John A. Logan College

John A. Logan College
700 Logan College Drive
Carterville, IL 62918

OVERVIEW

John A. Logan Community College (also referred to as “JALC” or “The College”) is requesting quotes for the replacement of the 480V existing variable frequency drive (VFD) in the F-Wing on the Carterville Main Campus.

Quotes will be due from Contractors by 11:00 A.M. on Friday February 27, 2026 at the office of the Director of Purchasing, John A. Logan College, 700 Logan College Drive, E106, Carterville, IL, 62918 and may be submitted via email to purchasing@jalc.edu.

Questions regarding this solicitation should be directed to:

Mr. Jeremy Mueller
Director of Buildings and Grounds
E-mail: Jeremy.Mueller@jalc.edu
Phone: (618) 985-2828 ext. 8208

SCOPE OF WORK**1. General**

Provide all labor, materials, equipment, permits, and incidentals required to remove and replace the existing 480V Variable Frequency Drive (VFD) serving HAHU-3-1. The Contractor shall deliver a complete, code-compliant, fully operational installation. All work necessary to achieve this intent shall be included in the Bid.

2. Contractor Responsibility

Contractor shall field-verify all existing conditions prior to bid. Compatibility with existing motor, electrical, and control systems is the Contractor’s responsibility. Claims for additional compensation due to field conditions shall not be accepted.

3. Removal

De-energize, lockout/tagout, disconnect, remove, and dispose of the existing VFD and associated materials in accordance with applicable codes and regulations.

4. New VFD

Furnish and install one (1) new VFD meeting the following minimum requirements:

- 30 HP minimum rating
- 480V, 3-phase
- Variable torque (fan) application
- NEMA-rated enclosure suitable for location
- Integral overload, fault, and diagnostic protection
- Compatible with existing control and BAS interfaces (if applicable)

Substitutions require prior written approval.

5. Installation and Integration

Install VFD at existing location. Reuse existing conduit and wiring where code-compliant; replace as required. Provide all power, control, grounding, and bonding connections. Integrate with existing controls at no additional cost.

6. Programming, Testing, and Acceptance

Program VFD using motor nameplate data. Perform startup, functional testing, and demonstrate proper operation, safeties, and alarms. Correct deficiencies at no additional cost. Final acceptance contingent on successful testing.

7. Codes and Warranty

Comply with NEC, NFPA 70E, OSHA, and local codes. Provide a minimum one-year warranty on labor and materials from final acceptance.

Notes: A site visit with Jeremy Mueller is necessary prior to quoting and may be scheduled by email or phone.

QUOTES

The contractor shall include all costs associated with the labor and incidental materials for the scope of work.

Work shall be priced according to the following conditions:

- All work will be performed between the hours of 7:30 am to 4:30 pm, Monday through Friday unless other arrangements are made ahead of time with college personnel.
- Contractor must comply with the requirements of the Illinois Prevailing Wage Act (820 ILCS 130/1-12).
- The College is a tax-exempt entity and will provide its exemption number to the successful Bidder, if applicable.
- Insurance is required.
- Performance bond required if quote exceeds \$5,000 and cost must be included in the proposal.
- Work to be coordinated with Director of Buildings and Grounds, Jeremy Mueller.

Quotes will be reviewed and work will be awarded. The Owner reserves the right to reject any and all quotes and to accept quotes deemed most favorable to the Owner.

If all quotes collected exceed \$25,000, a formal BID process is required.

AWARD OF WORK**Prevailing Wage & Other Regulations**

For all work to be completed on campus, the successful contractor shall be required to observe 820 ILCS 130/0.01 et. Seq., pertaining to wages and known as the "Prevailing Wage Act" as issued by the Illinois Department of Labor. The successful bidder must pay not less than the prevailing hourly wage rate determined by the Illinois Department of Labor for the county where the contract is executed, and the craft or type of worker needed to execute the contract.

If, during the course of work under this contract, the Department of Labor revises the prevailing rate hourly wage to be paid under this contract for any trade or occupation, Owner, will notify contractor and each subcontractor of the changes in the prevailing rate of hourly wages. Contractor shall have the sole responsibility and duty to ensure that the revised prevailing rate of hourly wages is paid by contractor and all subcontractors to each worker to whom a revised rate is applicable. Contractor is responsible for reporting all wages on project to Illinois Department of Labor for prevailing wage requirement. Revisions to the prevailing wage as set forth above shall not result in an increase in the contract sum.

Successful contractors shall also observe 30 ILCS 560/0.01 et. Seq., pertaining to hiring Illinois labor and known as the "Public Work Preference Act". Furthermore, successful contractors shall observe the "Illinois Human Rights Act, as Amended", 775 ILCS 5/1-101et. Seq., and the Rules and Regulations, Title 44, Section 750 of the Illinois Administrative Code, Illinois Department of Human Rights. For projects exceeding \$50,000, successful contractors and any of their subcontractors shall be required to enter a project labor agreement with the Egyptian Building & Construction Trades Council.

Performance Bond

The successful contractor will be required to furnish a bond of a surety company satisfactory to the Board of Trustees guaranteeing faithful performance of the agreement for **the full face value amount** of the quote for quotes of \$5,000 or greater. The performance bond is due 15 days after award. The cost of obtaining the bond shall be included in the quote provided.

Business Enterprise Program**GOALS FOR MINORITY/FEMALE/PERSONS WITH DISABILITIES BUSINESS PARTICIPATION**

John A. Logan College will make every effort to use local business firms and contract with small, minority-owned, women-owned, and/or persons with a disability-owned businesses, certified with the State of Illinois' Commission on Equity and Inclusion, in the procurement process.

The Business Enterprise for Minorities, Females and Persons with Disabilities Act (30 ILCS 575/1) is a law requiring state agencies and public institutions of higher education to set aspirational goals to increase the participation of businesses owned by minorities, females, and persons with disabilities in the contracts that these public bodies award.

If the Bidder is a certified BEP firm with the State of Illinois Commission on Equity and Inclusion, please include a copy of the certification with bid submission. If there is no certified minority-owned, female-owned, or person with a disability-owned participation in the bid submission, Bidder must include a statement acknowledging such.

Payment Terms/Invoice Requirements

The successful contractor will receive a Contract & Notice to Proceed upon receipt of insurance and bond requirements, if applicable, and shall submit invoices for services rendered to the College with NET 30 terms. Invoices must reference the project RFQ number, which will be listed on the Contract & Notice to Proceed, and must identify labor costs as separate line items from costs for materials, parts, and/or supplies. The College is exempt from sales and use taxes.

Certificate of Insurance

A Certificate of Insurance will be required providing for the following minimum coverages and **naming John**

A. Logan College as an additional insured:

General Liability insurance shall be comprehensive on occurrence form, and shall include:

- 1. Premises and Operations
- 2. Independent Vendors
- 3. Products and Completed Operations
- 4. Broad Form Property Damage
- 5. Contractual
- 6. Personal Injury
- 7. Explosion, Collapse and Underground Damage (if applicable)
- 8. An Additional Insured Status Using Form CG 20 10 04 13 or its equivalent, **ADDITIONAL INSURED – VENDORS.**

Workers Compensation:

- 1. State: \$500,000
- 2. Applicable Federal: \$500,000
- 3. Employer’s Liability: \$500,000

Commercial General Liability:

- 1. General Liability:
 - \$1,000,000 Each Occurrence
 - \$2,000,000 Aggregate
- 2. Products and Completed Operations:
 - \$1,000,000 Each Occurrence
 - \$2,000,000 Aggregate
- 3. Personal and Advertising Injury Limit:
 - \$1,000,000 Each Occurrence
- 4. Fire Damage Limit
 - \$100,000 Each Occurrence
- 5. Medical Expense Limit
 - \$5,000 Each Person

Commercial Automobile Liability:

- 1. \$1,000,000 Combined Single Limit Coverage for bodily injury and property damage aggregate limit.
- 2. Owned, Non-owned and Hired Motor Vehicles

Excess Umbrella Liability Coverage

- 1. \$2,000,000 excess of all of the primary liability coverage shown above.

APPENDIX A

Required Contractor Forms

- 1) References Form
- 2) Bidder's Certification Form
- 3) Quote Form

REFERENCES

Bidder must be able to present evidence of satisfactory experience in providing similar materials and/or services to that requested in this Request for Quotation document. List, as references, the three nearest companies or governmental agencies for the proposed goods and/or services which can be contacted or inspected for an assessment of past client satisfaction.

Name of Entity/Firm			
Address			
City/State/Zip Code			
Contact Person		Title	
Phone Number		Ext#	

Name of Entity/Firm			
Address			
City/State/Zip Code			
Contact Person		Title	
Phone Number		Ext#	

Name of Entity/Firm			
Address			
City/State/Zip Code			
Contact Person		Title	
Phone Number		Ext#	

Bidder Signature: _____

**JOHN A. LOGAN COLLEGE
BIDDER'S CERTIFICATION**

TO WHOM IT MAY CONCERN:

I, _____, being a bidder for sales of goods or services to John A. Logan College hereby certify:

All of the following must be true:

- a. I am not barred from bidding on this contract as a result of violation of 720 Illinois Compiled Statutes, Section 33E-3, within the preceding five years of the submission of this bid.
- b. I am not barred from bidding on this contract as a result of violation of 720 Illinois Compiled Statutes, Section 33E-4, prior to the bidding of this contract.
- c. That as of the date of this certification, I am not aware of any action by any person who is an official of, or employed by John A. Logan College, which would constitute a violation of any of the terms of 720 Illinois Compiled Statutes, Section 33E.

I understand that the bid submission requires that I provide this certification, and that John A. Logan College will rely upon this certification, and that the above certification is true and accurate to the best of my knowledge.

Signature: _____

Date: _____

