



**CITY OF CHICAGO**  
**Department of Procurement Services**  
**Jamie L. Rhee, Chief Procurement Officer**  
121 North LaSalle Street, Room 403  
Chicago, Illinois 60602-1284

## REQUEST FOR QUOTATION INVITATION

**DATE:** October 4, 2010

**DPS:** Carolyn Sammons  
DPS Contract Administrator  
Email: Carolyn.Sammons@cityofchicago.org  
Telephone: 312-744-7284  
Fax: 312-744-3281

**REQUIREMENT:** Intoximeter Breathalyzers

**SUBJECT:** Small Orders - **Target Market** Request for Quotation (RFQ)  
RFQ Number: 3535 Specification Number: 89297

The City of Chicago Department of Procurement Services invites vendors to submit a quote for the above requirement. If you are interested in doing business with the City of Chicago, you are encouraged to respond. Please direct all questions to the DPS Contract Administrator.

This RFQ and resulting Purchase Order (PO) are subject to City of Chicago Request for Quotation and Detailed Specification (both attached) and to the Small Orders Terms and Conditions - Standard, (downloadable from the DPS Small Orders web site), and are hereby incorporated into the RFQ and PO by reference. The Maximum Compensation under the resulting PO cannot exceed \$100,000.00.

This is a Target Market RFQ. Award of PO is restricted to City of Chicago Certified Minority Business Enterprises (MBE) and Women Business Enterprises (WBE). A copy of your current City of Chicago Letter of Certification is to be submitted with your response to the RFQ. In the event that an MBE or WBE cannot be awarded a PO, the RFQ will be re-posted (advertised) open to all bidders.

RFQs, EDSs, and blank insurance certificates are available from the DPS Small Orders web site.

**TO RESPOND:** Please complete and sign the City of Chicago Request for Quotation, and along with your current City of Chicago Letter of Certification, fax or e-mail them to the above DPS Contract Administrator. **All RFQs must be received no later than 11:00 AM Central Time on the attached "Please Respond By" date on the**

**RFQ.** The "Please Respond By" date is the due date.

**Please write or stamp your firm's name on all pages of the RFQ.**

Following the RFQ due date and time, a bid tabulation will be prepared. Bid tabulations are made available to the public on DPS's web site: [www.cityofchicago.org/procurement](http://www.cityofchicago.org/procurement) under "Contract Administration," "Bid Tabulations (Bid Tabs)," "Get Started Online." Search by the above specification number. Please allow one to three business days for posting of the bid tabulation.

The lowest responsive and responsible bidder will then be contacted by the DPS Contract Administrator and will be required to submit original 1) City of Chicago Request for Quotation with original signature; 2) Economic Disclosure Statement (EDS); and 3) completed insurance certificate.

The CPO will then move to award a PO. Notice of Award for a Small Order PO is made by the City's web site when an Award Date is posted. Awarded POs and the Award Dates are made available to the public on Procurement Service's web site: [www.cityofchicago.org/procurement](http://www.cityofchicago.org/procurement) under "Contract Administration," "Awarded Contracts," "Get Started Online," "City of Chicago," "Contracts and Awards." Search by the above specification number.

Revised: March 16, 2010

**City of Chicago  
 Request for Quotation**

**CAUTION:  
 This is not an order.  
 Submit all quotations  
 on this form.**

**RFQ Header Information**

**Please Respond By** 10/8/2010

**RFQ Number** 3535

**RFQ Description** INTOXIMETER  
 BREATHALYZERS

**Ship To Location** 57-172-EAS  
 555 W. 14th Place  
 Chicago, IL 60607

**Special Instructions**

**Payment Terms** Due Now

**Your Quote is Effective as of** 10/8/2010

**For More Information Please Contact** CAROLYN SAMMONS  
 312 744 7284

**RFQ Status** Active

**NOTICE: The affidavits required to be executed annually by your company are not on file. Contact administrator indicated above.**

**RFQ Header Details**

**Contract Type** COMMODITIES-SMALL ORDERS

**Specification** 89297

**Target Market** YES

**Procurement Type** BID

**Advertise Date**

**Bid Deposit Required**

**WEB BID Edit Rules** ALL

**Compliance Officer**

**Compliance Type Description**

	<b>Percentage Type Desc</b>	<b>Required %</b>
Target Market	Minimum Percentage Rate	100.00 %

Line No	Line Type	Item	Category	Commodity Desc	UOM	Quantity	Price	Extended Price
1	Goods	6802410202	68024	BREATH ALCOHOL TESTING INSTRUMENTS AND SUPPLIES - RBTIV PORTABLE INSTRUMENT SET	Each	3	\$	\$
Comments:								
2	Goods	6802410100	68024	BREATH ALCOHOL TESTING INSTRUMENTS AND SUPPLIES - INTOX EC / IR II INSTRUMENT SET	Each	1	\$	\$
Comments:								
3	Goods	6802410132	68024	BREATH ALCOHOL TESTING INSTRUMENTS AND SUPPLIES - MOUTHPIECE, AS4 OR ECIR, CONSTRUCTION: ONE WAY, INDIVIDUALLY WRAPPED	Each	7100	\$	\$
Comments:								
4	Goods	6802410162	68024	BREATH ALCOHOL TESTING INSTRUMENTS AND SUPPLIES - PAPER ROLL RBT, SMALL	Roll	76	\$	\$
Comments:								
5	Goods	6802410182	68024	BREATH ALCOHOL TESTING INSTRUMENTS AND SUPPLIES - PRINTER RIBBON ERC05 RBTX, PURPLE	Each	8	\$	\$
Comments:								
6	Goods	6802410052	68024	BREATH ALCOHOL TESTING INSTRUMENTS AND SUPPLIES - DRYGAS 108L / 223PPM (.082)C	Each	3	\$	\$
Comments:								
7	Goods	6802410054	68024	BREATH ALCOHOL TESTING INSTRUMENTS AND SUPPLIES - DRYGAS REGULATOR 1.5LPM PUSH BUTTON	Each	2	\$	\$
Comments:								
8	Goods	6802410705	68024	BREATH ALCOHOL TESTING INSTRUMENTS AND SUPPLIES - WARRANTY, 2 YEARS PARTS & LABOR, FOR INTOX EC / IR	Each	5	\$	\$
Comments:								
9	Goods	6802410705	68024	BREATH ALCOHOL TESTING INSTRUMENTS AND SUPPLIES - WARRANTY, 2 YEARS PARTS & LABOR, FOR INTOX EC / IR	Each	5	\$	\$
Comments:								
10	Goods	6802410074	68024	BREATH ALCOHOL TESTING INSTRUMENTS AND SUPPLIES - EC / IR THERMAL PRINTER PAPER	Roll	12	\$	\$
Comments:								
11	Goods	6802410164	68024	BREATH ALCOHOL TESTING INSTRUMENTS AND SUPPLIES - PAPER ROLL RBT TAMPERPROOF	Each	2	\$	\$
Comments:								

Total Price \$

Cash billing terms: \_\_\_\_\_  
Delivery date: \_\_\_\_\_

Signed: \_\_\_\_\_  
By: \_\_\_\_\_

Date: \_\_\_\_\_

Bidder's Legal Name: \_\_\_\_\_

Bidder's Federal Employer Identification Number:  
(if you have one) \_\_\_\_\_

D/B/A (if applicable): \_\_\_\_\_

Business Address: \_\_\_\_\_

Person to contact regarding bid:

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

IF THE COMMODITY QUOTED ON THIS REQUEST CONTAINS A RECYCLED CONTENT, INDICATE THE DESCRIPTION AND PERCENTAGE OF THE RECYCLED CONTENT BELOW:

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Chicago, Illinois 60602-1284

**Fax: 312-744-3281**

## DETAILED SPECIFICATION

### INTOXIMETER BREATHALYZERS

Specification Number 89297

#### 1.1. SCOPE

The contractor must furnish and deliver, at no charge (F.O.B.), City of Chicago, Department of Police, Equipment and Supply Section, 555 West 14<sup>th</sup> Place, Chicago, Illinois 60607, Intoximeter Breathalyzers, along with the necessary supplies and accessories as may be required, as described herein and in accordance with all the terms and conditions of this specification.

#### 1.2. DEFINITIONS

For purposes of this contract, the following definitions and acronyms are used:

"Approved Evidentiary Instrument" (AEI) means an instrument approved for use by the Department of State Police, State of Illinois, to obtain a Breath Alcohol Concentration (BrAC) pursuant to a breath test as further described in 20 Illinois Administrative Code 1286.

"BrAC" or "Breath Alcohol Concentration" means grams of alcohol per 210 liters of breath as 20 Illinois Administrative Code 1286.

"Internal Memory" means the digital storage medium that is part of an approved evidentiary instrument that registers subject test records, accuracy check records, quick tests, and calibrations.

"Evidential Breath Tester" (EBT)

ABS – a type of plastic protective case, used to transport the mobile equipment.

#### 1.3. INTENT

This equipment is needed because the Police Department's sworn employees agreed to submit to mandatory alcohol breath testing after each and every firearm discharge incident whether the members are sworn or off duty. Since the officers are mostly still needed at the scene of the criminal investigation, there is a need for mobile breath testing devices.

#### 1.4. SPECIAL REQUIREMENTS

The Contractor must supply the Approved Evidentiary Instrument (AEI) and accessories which are listed on the Conforming Products List of Evidential Breath Measurement Devices as published by the United States Department of Transportation, National Highway Traffic Safety Administration. Furthermore, the Approved Evidentiary Instrument (AEI) must be approved by



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the Department of State Police, State of Illinois, per 20 Illinois Administrative Code 1286, Testing Of Breath, Blood, And Urine For Alcohol, Other Drugs, And Intoxicating Compunds.

The Approved Evidentiary Instrument (AEI) must include a printer in which test results can be published in hard copy form and stored in its internal memory for later retrieval and publication.

### 1.5. EVIDENTIAL BREATH TESTER (EBT) WITH PRINTER

- The instrument must be on the National Highway Transportation Safety Administration's (NSTSA) approved Conforming Products List (CPL) as an evidential breath alcohol detection device.
- The instrument must be listed in the Illinois Administrative Code under Title 20: Corrections, Criminal Justice, And Law Enforcement Chapter Ii: Department Of State Police Part 1286 Testing Of Breath, Blood And Urine For Alcohol, Other Drugs, And Intoxicating Compounds Section 1286.210 Evidentiary Instrument Approval.
- The instrument must be capable of accepting breath samples both automatically and manually.
- The instrument must utilize electrochemical (fuel cell) analysis.
- The instrument must utilize integration of the electrochemical detector output for determination of alcohol concentration.
- The instrument must be capable of providing up to 20 positive tests in an hour without need for re-calibration.
- The instrument must have an AC range of .000 to .400 Breath Alcohol Concentration (BrAC).
- The instrument must be handheld and capable of performing tests in the field by interfacing with a printer and providing printed copies of the test results.
- The instrument must be designed to perform automated calibrations.
- The instrument must be capable of performing either dry gas or wet bath accuracy checks and calibrations.
- The instrument must be capable of automatic zeroing.
- The instrument must allow the next test to commence without delay if the previous test is negative; within 90 seconds, if the previous test is positive.



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- The instrument must indicate by audible tones and indicators unfulfilled test conditions.
- The instrument must operate in ambient temperatures of 0° - 104° F.
- The instrument must provide a low flow resistance in its sampling system.
- The instrument must provide a minimum of 300 tests per battery at instrument temperatures between 0° -104° F.
- The unit must incorporate a four character LED alphanumeric display which prompts the test sequence, displays any error messages and all test results.
- The instrument must indicate in its display if the 9V heavy-duty alkaline battery is low.
- The instrument must be shielded from radio frequency interference (RFI). If radio frequency interference (RFI) is detected, the instrument must abort the test sequence.
- The instrument must be capable of recalling and printing the last test result.
- The handheld EBT (evidential breath tester) must incorporate a one-way mouthpiece to prevent subject from sucking back through mouthpiece.
- The instrument must incorporate an automatic mouthpiece ejection feature to eliminate the need for the operator's handling of used mouthpieces.
- The handheld EBT (evidential breath tester) must be capable of attaching or detaching from a printer by cable.
- Once attached to a printer, the instrument must be capable of preprogrammed protocols.
- The instrument must be capable of printing last test result, displaying and printing test sequence number, date, time, unit temperature, test number, test result, blank check and result, and serial number of printer device.
- The printer must have a numeric keypad.
- The display must be two line sixteen character backlit LCD display which prompts operator through proper test sequence or display any errors during a test sequence.



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- The printer must have an in-case light available for night time use.
- The instrument must be capable of storing a minimum of 500 tests in battery backup RAM for later retrieval.
- The unit must be capable of optional communications data export through phone modem or direct connect.
- The instrument must be capable of storing all accuracy checks and calibrations in memory.
- The instrument's printer must be capable of being powered by a 12 volt rechargeable battery (60 tests) or operate on 120 volt AC. 120 volt AC will also be used for recharging the 12v battery.
- The portable carrying case must be made of impact-resistant ABS plastic.
- The keypad display must prompt operator when 12v battery is low.
- After five minutes of non-use the instrument must automatically power down.
- A cradle which is designed to hold the evidential breath tester (EBT) must be included with the instrument package. The cradle will serve as a heater and fan for optimization of the evidential breath tester EBT's fuel cell and sampling system.

### 1.6. DESKTOP EVIDENTIAL INSTRUMENTS

- The instrument must be on the National Highway Traffic Safety Administration's (NHTSA) Conforming Products List (CPL) as an approved evidential breath alcohol detection device.
- The instrument must be listed in the Illinois Administrative Code under TITLE 20: CORRECTIONS, CRIMINAL JUSTICE, AND LAW ENFORCEMENT CHAPTER II: DEPARTMENT OF STATE POLICE PART 1286 TESTING OF BREATH, BLOOD AND URINE FOR ALCOHOL, OTHER DRUGS, AND INTOXICATING COMPOUNDS SECTION 1286.210 EVIDENTIARY INSTRUMENT APPROVAL.
- The instrument must carry, at a minimum, a one year warranty on parts and labor.
- To reduce the effects of radio frequency interference, the instrument must have a grounded metal case and be equipped with an internal circuit to detect radio frequency interference (RFI) prior to a test. The instrument must notify the operator of if radio frequency interference (RFI) is present.





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- The instrument must employ two distinct analytical techniques to measure a person's breath sample and alcohol – Breath Alcohol Concentration (BAC).
- As the primary sensor, the instrument must employ electrochemical analysis (fuel cell) for the determination of alcohol.
- The instrument must employ an infra-red (IR) path not longer than 4 inches for continuous determination of alcohol concentration in real time. The infer-red (IR) path must detect slope and the presence of mouth alcohol.
- The instrument breath tube must be mounted on the left side of instrument. The breath tube shall be heated by a safe, low voltage.
- The instrument must come standard with a Keyboard for entering data.
- The instrument's printer must be a high speed thermal printer with the option to be equipped with an external printer.
- The instrument's printer must not require a ribbon or ink to record test results. The printer paper must be thermal printout evidence paper.
- The instrument's serial number must be stored in memory.
- The instrument operator must be capable of initiating a breath test sequence by pressing a single key on the keyboard.
- Access to the instrument's settings and protocols must be allowed to qualified persons by entering Password levels through the keyboard.
- The instrument must have a two line twenty character graphics display.
- As the subject delivers a sample, the instrument must continuously monitor the breath flow rate, volume, distinguish rate of change and sense a deep lung sample, regardless of the subject's lung capacity.
- If the subject does not provide a satisfactory breath sample, the instrument shall be capable of displaying and printing "Insufficient Sample" and aborting the test.
- The instrument must be capable of displaying and printing g/210L, BAC, Breath Alcohol Concentration (BrAC) and be capable of modifying units of measure through the keyboard.
- Accuracy: The instrument must meet and exceed DOT Department of Transportation requirements.



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- Precision: The instrument must meet and exceed DOT Department of Transportation requirements.
- The instrument must have two inlet ports, one for the breath sample and one for Dry/Wet simulation for performing accuracy checks and calibration.
- The unit must weigh no more than 25 lbs.
- The instrument will be equipped with an internal modem and be equipped with a RS-232 serial port and a parallel port.
- The instrument must have the capability of running remote diagnostics with interface functions from a remote PC.
- The instrument must operate in a constant room temperature environment of 15° to 40°C.
- The instrument **must** have onboard or be capable of interfacing with a peripheral device which provides at least 4 USB host ports and Ethernet connectivity.

### 1.7. PRODUCT PACKAGING

An Approved Evidentiary Instrument (AEI) must be packaged in a black portable ABS plastic case. The Approved Evidentiary Instrument (AEI) must include a handheld, evidential breath testing instrument attached to a software-driven, printer. Connection between the handheld EBT and the printer will be accomplished via a communication cable.

### 1.8. DELIVERY

Deliveries for the Intoximeter Breathalyzers must be made at no charge (F.O.B.), City of Chicago, Chicago Department of Police, Equipment and Supply Section, 555 West 14<sup>th</sup> Place, Chicago, Illinois 60607, Monday through Friday, excluding Saturdays, Sundays and Holidays, between the hours of 8:00 a.m. and 3:30 p.m.

Deliveries must be made within twenty-one (21) calendar days from receipt of a purchase order release. All items must be delivered within the time frame specified unless a written request for an extension is received and granted in writing by the Chicago Department of Police prior to the delivery date. Failure of the contractor to deliver within the agreed upon time will be cause to find the contractor in default and possible termination of Contract.

### 1.9. MISSHIPMENTS

The Contractor will be responsible for any incorrect shipments or damaged shipments. The Contractor must make arrangements with their common carrier or company personnel to pick-up unacceptable Intoximeter Breathalyzers upon notification by authorized City personnel. The



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**DETAILED SPECIFICATION**

correct order request must be completed at no charge to the City. The City of Chicago will not be subject to restocking fees.

**1.10. RETURNS AND RESTOCKING FEES**

The Contractor must pick up any defective or rejected merchandise to be returned back to Contractor within forty-eight (48) hours of notification. The City of Chicago will not pay restocking fees for returned merchandise. The Contractor must replace the merchandise or issue a credit within ten (10) business days of the return. If a credit is not received within ten (10) business days, the City will deduct the amount of return from any outstanding invoice at the end of month or time of payment.

**1.11. INVOICES**

Original invoices must be forwarded by the Contractor to the City of Chicago, Department of Police, 3510 S. Michigan Ave., Room 3060 NE, Attn: Molly Waller, Chicago, IL 60653.

**1.12. WARRANTY**

The Contractor must furnish a guarantee for the Intoximeter Breathalyzers under this contract in accordance with the standard guarantee regularly supplied. The Contractor hereby warrants for a period of one (1) year from the date of final acceptance by the City, that it will, at its own expense and without any cost to the City, replace all defective Intoximeter Breathalyzers by reason of defected design, material or workmanship, or by reason of non-compliance with these specifications. The warranty period will commence on the first day the Intoximeter Breathalyzers are placed in service by the City. If a longer warranty can be furnished, at no additional cost to the City, the longer period will prevail.

**1.13. EXCEPTIONS**

Any deviations from these specifications must be noted on the Proposal Page or Pages attached thereto, with the exact nature of the change outlined in sufficient detail. The reason for which deviations were made must be submitted with the bid if not self-explanatory. Failure of a bidder to comply with the terms of this paragraph may be cause for rejection.

The City reserves the right to disqualify bids which do not completely meet outlined specifications. The impact of exceptions to the specification will be evaluated by the City in determining its need.



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**DPS WEB SITE & AWARDED POS**

To find **Current Downloadable Bid Opportunities**, click [www.cityofchicago.org/procurement](http://www.cityofchicago.org/procurement), "Contract Administration", "View All Services," and "Bids, RFP, RFQ, RFI Including Small Orders."



Copies of **Awarded POs** and **Award Dates** are made available to the public on the City of Chicago's web site, click [www.cityofchicago.org/procurement](http://www.cityofchicago.org/procurement), "Contract Administration", "View All Services," "Awarded Contracts", "Get Started Online", "Contracts and Awards". Search on the specification number.

