



**CITY OF CHICAGO**  
**Department of Procurement Services**  
**Shannon E. Andrews, Chief Procurement Officer**  
121 North LaSalle Street, Room 806  
Chicago, Illinois 60602-1284

**DETAILED SPECIFICATION**

**PLASTIC ACCESS PANEL DOORS**  
**Specification Number: 897434**

**1.1. SCOPE**

The Contractor must furnish and deliver, F.O.B., City of Chicago, Department of Water Management, 1424 W. Pershing Rd, Chicago, Illinois 60609, Plastic Access Panel Doors as described herein and in accordance with all the terms and conditions of this specification.

**1.2. INTENT**

It is the intent of the City of Chicago to purchase Access Panel Doors as part of the Department of Water Management's meter save program. These doors will be purchased and installed by the Department of Water Management.

**1.3. DETAILED DOOR SPECIFICATIONS**

Plastic Access Panel Doors must consist of the following:

- **Designed to provide easy access to walls and ceilings**
- **Easy installation**
- **High Impact Styrene Plastic with U.V. stabilizer**
- **Door has rounded safety corners**
- **White textured exposed surfaces which allow for painting or wallpapering**
- **Hinged Door Panel with Removable Feature**

Features:

**Nominal Door Size Width & Height**

**14" x 14"**

**14" x 29"**

**22" x 22"**

**1.4. DELIVERY**

All product/material must be shipped and delivered to the City of Chicago, **Department of Water Management 1424 W. Pershing Ave., Chicago, Illinois 60609, and to any point within the City at no charge to the City, regardless of the Purchase Order release amount. The contact person is Michael Grillo, Phone: 312.747.7706.**



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Deliveries must be made between the hours of 7:30 am through 2:30 pm, Monday through Friday, excluding any legal holidays.

The City reserves the right to add or delete locations as required during the contract period.

**1.5. INVOICES**

Invoices for the Department of Water Management will be in a PDF addressed to: [Gary.Deitz@CityofChicago.org](mailto:Gary.Deitz@CityofChicago.org) the word INVOICE in the subject line, or:

**Department of Water Management**  
**Attn: Gary Dietz, Accounts Payable**  
**Jardine Water Purification Plant**  
**1000 East Ohio Street +25**  
**Chicago, IL 60611**

**1.6. INVENTORY LEAD TIME**

The Contractor must maintain an inventory of sufficient diversity and quantity as to ensure the delivery of any Plastic Access Panel Doors & Related Supplies listed in the Proposal, which is ordered by the City from their stock within ten (10) days after receipt of the Department of Water Management's order. In lieu of the inventory, the Contractor must be able to arrange such prompt delivery.

**Repeated failures of the Contractor to meet the above stated delivery requirements may be used by the City as grounds for the termination of this contract and may further affect the Contractors eligibility for future contract awards.**

The Contractors compliance with these requirements will be determined by the Chief Procurement Officer, whose decision will be binding.

**1.7. CONTRACT PERIOD**

**Contract Period: Twelve (12) months**

**Start Date:** \_\_\_\_\_

**End Date:** \_\_\_\_\_



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**1.8. WARRANTY**

The Contractor must furnish a warranty for the Plastic Access Panel Doors & Related Supplies provided under this contract in accordance with standard warranty regularly supplied.

At the minimum, 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 any defective Plastic Access Panel Doors & Related Supplies and to make any repairs that may be required or made necessary by reason of design, material, workmanship, or by reason of non-compliance with these specifications.

**If a longer warranty can be furnished, at no additional cost to the City, the longer period will prevail.**

**1.9. PRICE CALCULATIONS**

The Chief Procurement Officer reserves the right to make corrections, after receiving the bids, to any clerical error apparent on the Line Items, including but not limited to obviously incorrect units or misplaced decimal points, or arithmetic error. The Bidder must bid all line items set forth on the Proposal Pages, except to the extent that the Specifications expressly allows otherwise.

**In the event that a comparison of the Bidder's "Unit Price" and "Total Price" submitted for any line item reveals a calculation error or other discrepancy, the Unit Price will prevail.**

**The Chief Procurement Officer reserves the right to reject any Bid that, in his or her sole discretion and authority, is materially unbalanced.**