

**MidwestMechanical**

Building Efficiency and Sustainability



A Service Logic Company

Proposal For:

# Village of Orland Park

## Police Department Air Handling System Cleaning

This project adheres to the terms and conditions of Omnia co-op contract 159053

## INSTALLATION PROPOSAL

### By and Between:

**Contractor Performing Work:**  
Midwest Mechanical Group, Inc.  
801 Parkview Boulevard  
Lombard, IL 60148

**Customer:**  
Village of Orland Park  
14700 S. Ravinia Ave.  
Orland Park, IL 60462-3167

### PROJECT LOCATION:

Orland Park Police Department  
15100 South Ravinia Ave  
Orland Park, IL 60462-4634

CONTRACT END DATE: 10/31/2026

### PROJECT DESCRIPTION: Cleaning of Air Handling Systems

**DATE: 11/25/2025**

**RQN: 2025072200**

### OUR BASE PROPOSAL INCLUDES THE FOLLOWING SCOPE OF WORK:

We propose cleaning the air handling equipment serving the Orland Park Police Department. Work is to include the cleaning of Air Handling Unit including (fresh air intake, filter chamber, coils, coil housings, fans and fan housing), in its entirety, all supply and return ductwork, as well as the related grilles, vents and diffusers are to be cleaned as well as access allows (slit grilles in-place). Please note that an escort will be needed while working in the Evidence Storage area.

### Scope of Work:

#### AIR HANDLING UNITS

- i. Air intakes, dampers, louvers and plenums are cleaned by brushing, scraping and HEPA vacuuming to remove dust, dirt, soot, grease and other foreign materials. Filters, when provided by customers, will be changed.
- ii. Heating and cooling coils are first brushed to remove all loose dirt. Wherever possible they are then washed with a chemical solution applied by pressure to achieve the optimal results for cleaning.
- iii. Fans and fan housings are scraped and HEPA vacuumed to remove dust, dirt, soot and all other foreign materials. Wherever possible they are washed with a chemical solution applied under pressure.

#### DUCTWORK

- i. All ductwork, excluding flexible ductwork, is cleaned by using skilled workers to crawl through them. They brush, scrape and HEPA vacuum all surfaces to remove accumulations of dirt, dust, soot and other foreign material. Ductwork will also be cleaned by using state of the art, compressed air equipment that is used under negative air pressure (Nikro Negative Air Machine HEPA) to minimize workspace contamination. Flexible ductwork is excluded because it cannot be cleaned satisfactorily without being severely damaged.
- ii. To clean ductwork too small to crawl through holes are cut as needed to facilitate

- accessibility. Skilled workers then reach in with proper tools and clean these ducts.
- iii. After cleaning, ducts that have been cut into are resealed with new sheet metal plates. These plates are attached with sheet metal screws. All openings will be made in accordance with the National Air Duct Cleaners Association Standard NADCA 05-1997 Requirements for the Installation of Service Openings in HVAC Systems.

#### **GRILLES AND VENTS**

- i. All grilles, diffusers, registers and vents are marked, taken down and cleaned by brushing, HEPA vacuuming and washing if conditions permit.
- ii. After cleaning, these grilles are replaced in their original marked settings to maintain proper airflow.

#### **GENERAL REQUIREMENTS:**

- A. All projects will be reviewed and managed by a NADCA certified project manager. All work will be performed according to current NADCA Standards for the Assessment, Cleaning & Restoration of HVAC Systems and NAIMA Cleaning Fibrous Glass Insulated Air Duct Systems - Recommended Practices.
- B. At the time of the cleaning, duct-cleaning personnel will take photographs of the system to document the cleaning. Any problems found by our workers during work will be reported to your personnel on a report sheet that will be turned in to the customer on a daily basis. After the project is completed, the contractor will supply a close out report detailing conditions found during the cleaning.
- C. Where work involves potentially hazardous conditions, such as exposure to chemical agents as defined by OSHA, Table Z, fire and electrical hazards and entry into permit required confined spaces, the customer will inform the duct cleaning contractor's Safety Officer of the hazards before work is started. The customer will also inform the duct-cleaning contractor of any special safety conditions that may become present during work.

#### **LABOR AND MATERIAL:**

- The below price(s) include(s) Labor, Supervision, Equipment, Workmen's Compensation, Pollution and Public Liability Insurance.

#### **PERFORMANCE OF WORK:**

- This price is based on work to be performed Monday through Friday. On work to be performed on Saturday or only on a Sunday this will be figured at time and one-half. Work to be performed on Saturday and Sunday, Saturday will be based on time and one-half and Sunday at double time.

#### **OUR PROPOSAL EXCLUDES THE FOLLOWING:**

- Providing any labor, materials, or equipment for work not explicitly detailed in the above scope, including but not limited to:
  - Any duct modifications
  - Any fire alarm work
  - Any additional room cleaning
  - Hazardous material testing and abatement.
  - Any MEP work not listed in the above scope.

**PRICING SUMMARY Base Proposal:**

**The price for above scope of work and materials is .....\$37,887.00**

Given current volatilities in material distribution, factory production schedules, and government tariffs, Midwest Mechanical guarantees project pricing for 10 business days from the date of this proposal. If documented approval is received after 10 business days from the date of this proposal, the customer acknowledges and accepts that pricing and lead times are subject to adjustment (i.e., change order), due to market conditions including government-imposed tariffs and material cost fluctuations beyond Midwest Mechanical's control.

The terms of payment for this project: 25% upon approval, and progress billing up to completion. Midwest Mechanical looks forward to exceeding your expectations during and after the project. Please feel free to contact me at (630)487-5961 with any questions or concerns.

Best Regards,

Dan Brandolino  
Vice President- Public Sector

Approved By:\_\_\_\_\_

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

Approved By: \_\_\_\_\_

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

#### CONTRACT AGREEMENT - TERMS AND CONDITIONS

1. Applicability. These terms and conditions (these “**Terms**”) are the only terms which govern the sale of the goods (“**Goods**”) and services (“**Services**”) by MIDWEST MECHANICAL (“**Seller**”) to The Village of Orland Park (“**Buyer**”). The accompanying [quotation/confirmation of sale/invoice] (the “**Sales Confirmation**”) and these Terms (collectively, this “**Agreement**”) comprise the entire agreement between the parties, and supersede all prior or contemporaneous understandings. These Terms prevail over any of Buyer’s general terms and conditions of purchase regardless whether or when Buyer has submitted its purchase order or such terms. Fulfillment of Buyer’s order does not constitute acceptance of any of Buyer’s terms and conditions and does not serve to modify or amend these Terms. In the event of a conflict between the risk-shifting terms contained in these general terms and conditions and in the Sales Confirmation, the terms contained in these general terms and conditions shall control and prevail.

2. Delivery of Goods and Performance of Services. The Goods will be delivered within a reasonable time after the receipt of Buyer’s purchase order, subject to availability of finished Goods. Seller shall not be liable for any delays, loss, or damage in transit. Unless otherwise agreed in writing by the parties, Seller shall deliver the Goods to the location described in the Sales Confirmation (the “**Delivery Point**”) using Seller’s standard methods for packaging and shipping such Goods. Seller shall use reasonable efforts to meet any performance dates to render the Services specified in the Sales Confirmation, and any such dates shall be estimates only. With respect to the Services, Buyer shall (i) cooperate with Seller in all matters relating to the Services and provide such access to Buyer’s premises, and such office accommodation and other facilities as may reasonably be requested by Seller, for the purposes of performing the Services; (ii) respond promptly to any Seller request to provide direction, information, approvals, authorizations, or decisions that are reasonably necessary for Seller to perform Services in accordance with the requirements of this Agreement; and (iii) obtain and maintain all necessary licenses and consents and comply with all applicable laws in relation to the Services before the date on which the Services are to start.

3. Shipping Terms. Delivery of the Goods shall be made FOB as set forth in the Sales Confirmation.

4. Title and Risk of Loss. Risk of loss passes to Buyer upon delivery of the Goods at the Delivery Point. Title passes to Buyer only upon payment for the Goods in full.

5. Buyer's Acts or Omissions. If Seller's performance of its obligations under this Agreement is prevented or delayed by any act or omission of Buyer or its agents, subcontractors, consultants, representatives, or employees, Seller shall not be deemed in breach of its obligations under this Agreement or otherwise liable for any costs, charges, or losses sustained or incurred by Buyer, in each case, to the extent arising directly or indirectly from such prevention or delay.

6. Nonconforming Goods. Buyer shall inspect the Goods immediately upon receipt. Buyer will be deemed to have accepted the Goods unless it notifies Seller in writing of any Nonconforming Goods within 1 day after the Inspection Period and furnishes such written evidence or other documentation as required by Seller.

7. Price. Buyer shall purchase the Goods and Services from Seller at the prices (the "**Price[s]**") set forth in Seller's published price list in force as of the date of the Sales Confirmation. All Prices are exclusive of all sales, use, and excise taxes, and any other similar taxes, duties, and charges of any kind imposed by any government.

8. Payment Terms. Buyer shall pay all invoiced amounts due to Seller within 10 days from the date of Seller's invoice. Buyer shall pay interest on all late payments at the lesser of the rate of 1.5% per month, calculated daily and compounded monthly. Buyer shall reimburse Seller for all costs incurred in collecting any late payments, including, without limitation, attorneys' fees. Buyer shall not withhold payment of any amounts due and payable by reason of any set-off of any claim or dispute with Seller, whether relating to Seller's breach, bankruptcy or otherwise. Buyer shall not leave any of the Goods or Services furnished or installed by Seller in operation until the customer has approved and accepted same and paid Seller the billed Price for such Goods and Services in full.

9. Limited Warranty. Seller warrants to Buyer that for a period of one (1) year from the date of shipment of the Goods ("**Warranty Period**"), that such Goods will materially conform to the specifications set forth in Seller's published specifications in effect as of the date of manufacture. Seller warrants to Buyer that it shall perform the Services using personnel of required skill, experience, and qualifications and in a professional and workmanlike manner in accordance with generally recognized industry standards for similar services and shall devote adequate resources to meet its obligations under this Agreement. This workmanship warranty will terminate one (1) year from the date Services were performed. **EXCEPT FOR THE WARRANTIES SET FORTH IN THIS SECTION, SELLER MAKES NO WARRANTY WHATSOEVER WITH RESPECT TO THE GOODS OR SERVICES, INCLUDING ANY (a) WARRANTY OF MERCHANTABILITY; OR (b) WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE; OR (c) WARRANTY OF TITLE; OR (d) WARRANTY AGAINST INFRINGEMENT OF INTELLECTUAL PROPERTY RIGHTS OF A THIRD PARTY; WHETHER EXPRESS OR IMPLIED BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE, OR OTHERWISE.** Products manufactured by a third party ("**Third Party Product**") may constitute, contain, be contained in, incorporated into, attached to or packaged together with, the Goods. Third Party Products are not covered by the warranty in Section 119. For the avoidance of doubt, **SELLER MAKES NO REPRESENTATIONS OR WARRANTIES WITH RESPECT TO ANY THIRD-PARTY PRODUCT, INCLUDING ANY (a) WARRANTY OF MERCHANTABILITY; (b) WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE; (c) WARRANTY OF TITLE; OR (d) WARRANTY AGAINST INFRINGEMENT OF INTELLECTUAL PROPERTY RIGHTS OF A THIRD PARTY; IN EACH CASE, REGARDLESS OF WHETHER EXPRESS OR IMPLIED BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE, OR OTHERWISE. SELLER SHALL HAVE NO LIABILITY TO BUYER (AND BUYER HEREBY WAIVES ALL RIGHTS TO RECOVER FROM SELLER) FOR ANY LOSS OR DAMAGE ARISING FROM OR RELATED TO A THIRD PARTY PRODUCT.** Seller shall not be liable for a breach of the warranties set forth herein unless Buyer gives written notice of the defective Goods or Services to Seller within thirty (30) days of the time when Buyer discovers or ought to have discovered the defect. Seller shall not be liable for a breach of the warranty set forth herein if: (i) Buyer makes any further use of such Goods after giving such notice; (ii) the defect arises because Buyer failed to follow Seller's instructions; or (iii) Buyer alters or repairs such Goods without the prior written consent of Seller. Subject to the limitations herein, with respect to any such Goods during the warranty period, Seller shall, in its sole discretion, either: (i) repair or replace such Goods (or the defective part) or (ii) credit or refund the price of such Goods at the pro rata contract rate provided that, if Seller so requests, Buyer shall, at Seller's expense, return such Goods to Seller. Subject to the limitations herein above, with respect to any Services subject to a claim under the warranty set forth herein, Seller shall, in its sole discretion, (i) repair or re-perform the applicable Services or (ii) credit or refund the price of such Services at the pro rata contract rate. **THE REMEDIES SET FORTH IN THIS SECTION SHALL BE THE BUYER'S SOLE AND EXCLUSIVE REMEDY AND SELLER'S ENTIRE LIABILITY FOR ANY BREACH OF THE LIMITED WARRANTIES SET FORTH IN THIS SECTION.**

10. Limitation of Liability. **IN NO EVENT SHALL SELLER BE LIABLE TO BUYER OR ANY THIRD PARTY FOR ANY LOSS OF USE, MAINTENANCE EXPENSE, CLAIMS OF CUSTOMERS, CLAIMS OF TENANTS, OR CLAIMS OF CLIENTS, LOSS OF REVENUE OR PROFIT OR LOSS OF DATA OR DIMINUTION IN VALUE, OR FOR ANY CONSEQUENTIAL, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, OR PUNITIVE DAMAGES WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGES WERE FORESEEABLE AND WHETHER OR NOT SELLER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE. IN NO EVENT SHALL SELLER'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, EXCEED THE TOTAL OF THE AMOUNTS PAID TO SELLER FOR THE GOODS AND SERVICES SOLD HEREUNDER IN THE IMMEDIATELY PRECEDING ONE (1) YEAR PERIOD.**

11. Insurance. During the term of this Agreement, each party shall, at its own expense, maintain and carry insurance in which includes, but is not limited to, commercial general liability (including product liability and liability covering independent contractors) in reasonable amounts. Buyer shall carry all risk property insurance to the full value of the materials and equipment and name Seller as an additional insured.

12. Indemnification. To the fullest extent permitted by law, Buyer shall indemnify, defend, release, and hold harmless Seller, its affiliates, and its and their respective agents, representatives, contractors and employees from and against all claims, damages, losses and expenses, arising out of or resulting from the performance of Services or deliver of Goods hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by any active or passive act or omission of Buyer, anyone directly or indirectly employed by Buyer, or anyone for whose acts Buyer may be liable, regardless of whether it is caused in part by the negligence of Seller.

13. Termination. In addition to any remedies herein, Seller may terminate this Agreement with immediate effect upon written notice to Buyer, if Buyer: (a) fails to pay any amount when due; (b) has not otherwise performed or complied with any of these Terms; or (c)

becomes insolvent. In addition, if the project to which the Goods and Services relate is paused for a period of thirty (30) days through no act or fault of Seller, Seller may terminate this Agreement and immediately recover from Buyer payment for all work to date and for any proven loss, including reasonable profit and damages.

14. Confidential Information. All information of Seller disclosed by Seller to Buyer in connection with this Agreement is confidential, solely for the use of performing this Agreement and may not be disclosed or copied unless authorized in advance by Seller in writing. Upon Seller's request, Buyer shall promptly return all documents and other materials received from Seller. This Section does not apply to information that is: (a) in the public domain; (b) known to Buyer at the time of disclosure; or (c) rightfully obtained by Buyer on a non-confidential basis from a third party.

15. Force Majeure. Seller shall not be liable or responsible to Buyer for any failure or delay in fulfilling or performing any term of this Agreement when and to the extent such failure or delay is caused by or results from acts or circumstances beyond the reasonable control of Seller including, without limitation, acts of God, flood, fire, earthquake, explosion, governmental actions, war, invasion, or hostilities (whether war is declared or not), terrorist threats or acts, riot, or other civil unrest, national emergency, revolution, insurrection, epidemic, pandemic, lockouts, strikes or other labor disputes (whether or not relating to either party's workforce), or restraints or delays affecting carriers or inability or delay in obtaining supplies of adequate or suitable materials, materials or telecommunication breakdown or power outage.

16. Miscellaneous. This Agreement is governed by laws of the State in which the Goods are delivered and/or the Services are performed. Provisions of these Terms which by their nature should apply beyond their terms will remain in force after any termination of this Agreement. These Terms may only be amended or modified in a writing stating specifically that it amends these terms and is signed by an authorized representative of each party.

By signing the below line, you are confirming that you have read and understand this paragraph and that you agree to the Terms and Conditions listed above.

Signature:

Date:

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