



Illinois Municipal Utilities Association

Notice to Sellers of Goods

Compact Track-mounted Digger Derrick

An **Invitation to Bid** for compact track-mounted digger derrick along with one transport trailer.

Brief Description: The Illinois Municipal Utilities Association “IMUA” is requesting for one (1) compact track-mounted digger derrick suitable for backyard, confined-access, and distribution utility work, capable of setting poles up to approximately 40–55 ft. Along with one (1) transport trailer suitable in transporting the digger derrick to offsite locations.

Contact Information

Project Manager: Hubert Murray

Email: Procurement@imea.org

Phone: 217-789-4632

Targeted Timeframe *(subject to change without notice)*

Invitation to Bid published:	October 21, 2026
Bid documents due:	November 6, 2026, 5:00 PM CST
Anticipated award date:	November 20, 2026

Solicitation Document Includes

- Notice to Sellers of Goods
- Instructions to Sellers of Goods
- Quantities, Requirements and Specifications
- Quote Acknowledgment and Compliance Statement
- Build America, Buy America Act Certification Template

INSTRUCTIONS TO SELLERS OF GOODS

Solicitations are open to all business firms actively engaged in providing the goods specified and inferred.

INSTRUCTIONS TO BIDDERS

1. Solicitation Documents

- a. All documents related to this request are provided by the Illinois Municipal Utilities Association (IMUA). Bidders are responsible for reviewing all materials provided.

2. Questions

- a. Questions must be submitted via email to Procurement@imea.org by the stated deadline.

3. Submission of Bids

- a. Submit bids via email to Procurement@imea.org
- b. Include all required documents.
 - i. Notice to Sellers of Goods
 - ii. Instructions to Sellers of Goods
 - iii. Quantities, Requirements and Specifications
 - iv. Quote Acknowledgment and Compliance Statement
 - v. If applicable the Build America, Buy America Act Certification

4. Build America, Buy America Act Certification Template

- a. Clearly identify your company name and solicitation title in the subject line
- b. Late or incomplete submissions may not be considered

5. Bid Requirements

- a. Each bid must include:
 - i. Pricing (clearly itemized)
 - ii. Technical specifications or product details
 - iii. Any exceptions to requirements
 - iv. Contact information

6. Deadline

- a. All bids must be received by the specified due date and time.
- b. Bids received after this time may be rejected.

7. Evaluation and Award

- a. IMUA intends to obtain a minimum of three (3) competitive bids
- b. Bids will be evaluated based on price, compliance, and overall value
- c. IMUA reserves the right to reject any or all bids

8. Addenda

- a. Any updates or changes will be issued via email.
- b. Bidders are responsible for incorporating all updates into their submission.

9. Payment

- a. Services shall be invoiced on an agreed schedule.
- b. Authorization of payment requires receipt of seller's invoice, receipt of delivery of goods AND upon inspection and acceptance of goods by Project Manager, and receipt of other required paperwork.

10. Quality Issues

- a. The seller shall not be reimbursed until goods are deemed acceptable.

Quantities, Requirements and Specifications

1. Requested

- 1.1. Compact track-mounted digger derrick
- 1.2. Trailer capable of hauling compact track-mounted digger derrick

2. General Requirements

- 2.1. ANSI A10.31 compliant
- 2.2. OSHA compliant
- 2.3. Provide load charts, operator manuals, training on operations, and maintenance manuals

3. Mechanical & Access Requirements

- 3.1. Minimum lift capacity: 5,000 lb
- 3.2. Minimum capacity at 10 ft radius: 5,300 lb
- 3.3. Track-mounted undercarriage required
- 3.4. Digging radius range: approximately 12 ft to 21 ft
- 3.5. Must operate in confined backyard environments

4. Hydraulic & Tooling Requirements

- 4.1. Hydraulic tool circuit at boom tip
- 4.2. Auxiliary hydraulic circuit
- 4.3. Hydraulic pole guides with tilt capability
- 4.4. Auger compatibility required

5. Identification & Safety

- 5.1. Hydraulic Overload Protection (HOP) system
- 5.2. Hydraulic Side Load Protection
- 5.3. Emergency stop at operator station
- 5.4. Insulated boom section rated ≥ 46 kV
- 5.5. Load moment limiting system (LML) or equivalent

6. Carrier Requirements

- 6.1. Self-propelled track carrier
- 6.2. Engine: gasoline or diesel
- 6.3. Low ground pressure suitable for residential yards
- 6.4. Slope capability approximately 15%

7. Winch & Lifting

- 7.1. Planetary winch required
- 7.2. Rope guides and pole guides required
- 7.3. Jib attachment compatibility preferred

8. Warranty & Support

- 8.1. Full machine warranty for minimum 1-year
- 8.2. Structural warranty preferred
- 8.3. U.S.-based parts availability
- 8.4. Service support within reasonable distance

9. Delivery:

- 9.1. The successful bidder shall deliver these items to 1600 Groth Street, Springfield, IL 62703.
- 9.2. Coordinates: 39.785806, -89.615183

10. Shipping

- 10.1. Forty-eight (48) hour notice is required prior to delivery by calling, Hubert Murray, (217) 250-0760 between the hours of 8:00 a.m. and 3:00 p.m. weekdays.

11. Bid Structure

- 11.1. Mandatory Specifications (Pass/Fail)
- 11.2. Preferred Features (Scored)
- 11.3. Delivery Timeline Required
- 11.4. Total Cost with Options Table

12. Delivery:

- 12.1. The successful bidder shall deliver these items to **1600 Groth Street, Springfield, IL 62703.**
- 12.2. Coordinates: 39.785806, -89.615183

13. Shipping

- 13.1. All equipment shall be delivered. Forty-eight (48) hour notice is required prior to delivery by calling, Hubert Murray, (217) 250-0760 between the hours of 8:00 a.m. and 3:00 p.m. weekdays. The site is leased and IMUA does not have employees physically located at site.

Quote Acknowledgment and Compliance Statement

By submission of this Quote Form, the Vendor acknowledges receipt and reviews of the following documents, which are incorporated herein by reference:

- Instructions to Sellers of Goods
- Special Provisions for Goods
- Quantities, Requirements and Specifications
- Quote Acknowledgment and Compliance Statement
- Build America, Buy America Act Certification Template

Vendors are required to fully complete and submit the attached Quote Form for each transformer included in the Vendor's response. Failure to submit a completed Quote Form with the Vendor's quote shall render the quote as non-compliant and is subject to rejection.

The Illinois Municipal Utilities Association (IMUA) reserves the right to select the quote that, in its sole discretion, represents the best value to IMUA, considering price, compliance, technical merit, and other relevant factors.

Vendor Name: _____

Authorized Representative (Print Name): _____

Title: _____

Signature: _____

Date: _____

Price Proposal Page

I (we) propose to furnish all goods and services as specified in the attached solicitation documents at the price below. No additional charges over said pricing will be accepted by the IMUA without written approval by the Project Manager.

Compact Track-mounted Digger Derrick

Product: _____

Description: _____

Price: _____

Trailer

Product: _____

Description: _____

Price: _____

Please confirm that all fees, inclusive of but not limited to: shipping, handling, freight, stocking, delivery, mobilizations, fuel surcharge, permits, manufacturer's warranty including repair and replacement of parts and labor within warranty period; are included within the above prices. ☐ Yes ☐ No

We accept payment via Illinois Municipal Utilities Association credit card, **without additional** fees. ☐ Yes ☐ No

We accept payment via check. ☐ Yes ☐ No

We accept payment via ACH. ☐ Yes ☐ No

We allow a discount of _____% if payment is received within _____ days of invoice.

We allow these terms for all business conducted with the Illinois Municipal Utilities Association. ☐ Yes ☐ No

Build America, Buy America Act Certification Template

The following information is provided as a sample letter of certification for **BABA** compliance for **Manufactured Products**. **Documentation must be provided on company letterhead.**

Date

Company Name
Company Address
City, State Zip

Subject: Build America, Buy America Act Certification for Project Emergency Equipment Share Program (EESP).
Project Number: GD014-005

I, (company representative), certify that the manufactured product(s) shipped/provided to the subject project is/are in full compliance with the Build America, Buy America Act requirement as mandated in the Infrastructure Investment and Jobs Act (IIJA) Pub. L. No. 117-58, §§ 70901-52 and in EPA's State Revolving Fund Programs (if applicable). This/these product(s) meet(s) the 55 percent component cost test, where the cost of components that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components; and final manufacturing occurred in the United States.

Items, Products and/or Materials and relevant Product Service Code (PSC) and North American Industry Classification System (NAICS) code:

- 1.Xxxx
- 2.Xxxx
- 3.Xxxx

Final product manufacturing process(es) took place at the following location(s): (City and State)

- 1.Xxxx
- 2.Xxxx
- 3.Xxxx

If any of the above compliance statements change, we will immediately notify the subject project prime contractor.

Signature of company representative
Printed name of company representative
Professional title of company representative
Email address
Phone number