



# Peoria Park District Invitation for Bid

# 2026 Golf and Groundskeeping Supplies 25-10-IFB

Bid Due Date: Tuesday, October 14, 2025 by

2:00 pm (local prevailing Peoria Time)
Bids received after this time will not be

accepted.

Sealed bids will be received at the office of the

Peoria Park District 1125 W. Lake Ave. Peoria, IL 61614

Contact Information:
Nicole Staley
Purchasing Supervisor
Peoria Park District
1314 N. Park Rd
Peoria, IL 61604
309-686-3357 phone
nstaley@peoriaparks.org

### **INSTRUCTIONS TO BIDDERS**

Acceptance of Bids – The Board of Trustees of the Peoria Park District (hereinafter "Board") reserves, without limitation, the right to reject any and all bids, to waive any informalities or irregularities, and to negotiate contract terms with the successful bidder. The terms "Bid" and "Proposal" are interchangeable as used within this package. This project is an Invitation for Bid. The Board reserves, without limitation, the right to accept or reject all incomplete, non-conforming, non-responsive, unbalanced, obscure, or conditional bids, or bids which contain additions not called for, erasures, alterations, or irregularities of any kind, or which do not comply with the Instructions to Bidders. The Board reserves the right to reject the bid of any bidder if the Board believes that it would not be in the best interest of the Park District to make an award to that bidder, whether because the bid is not responsive or the bidder is unqualified or of doubtful financial ability or fails to meet any other pertinent standard or criteria established by the Park District. The Board further reserves the right to reject the bid of any bidder whom it finds, after reasonable inquiry and evaluation, to be non-responsible.

The Park District may make such investigations as the Park District deems necessary to assist in the evaluation of any bid and to establish the responsibility, qualifications, and financial ability of bidders to perform and furnish the materials and/or services in accordance with the contract to the Park District's satisfaction within the prescribed time. Bidder shall furnish to the Park District, within 5 days of Park District's request, all such information and data for this purpose as the Park District may request. Information which may be requested by the Park District may include, but shall not necessarily be limited to, financial data, previous experience, present commitments, performance records, and a description of the bidder's plant and equipment. The Park District reserves the right to reject any bid if the information submitted by, or investigation of, such bidder fails to satisfy the Park District that such bidder is properly qualified to carry out the obligations of the contract.

<u>Bid Amount</u> - The Board of Trustees of Peoria Park District reserves the right to award an order, or orders, as it sees fit by selecting the lowest individual bid on each article by the lowest responsible qualified bidder. The quality of the articles to be supplied, their conformity with specifications, their suitability to the requirements of the Park District and the delivery terms will be taken into consideration in making the award.

<u>Closing Time</u> - The bid closing time will be based upon Central Standard Time or Central Daylight Time; whichever is in effect on the date the bid is due. No bid will be opened after the closing time specified in the bid proposal.

<u>Prices Bid</u> - Prices bid will be understood to be firm prices unless otherwise qualified by a bidder. Each bidder must bid unit prices and extend totals, if applicable. In case of an error in extension, the unit prices shall govern. All prices must be typewritten or written clearly in ink. No erasures are permitted. Mistakes must be crossed out and corrections typewritten or written in ink adjacent thereto and initialed in ink by the party signing the bid or his/her authorized representative. The prices quoted must be total prices, including such cost (when they apply) as packaging, transportation, placement in certain locations, and assembly, if any. No separate charges except

those clearly recorded on the bid sheet will be allowed. Prices bid shall be held for no less than sixty (60) days from the date of the bid opening.

<u>Taxes</u> - The Peoria Park District is exempt from federal, state and local taxes. A certificate of exemption will be furnished upon request.

<u>Payment and Cash Discount</u> - Standard terms are Net 60 per the Illinois Prompt Payment Act. However, the Park District may take advantage of any cash discount offered in this bid for prompt payment. Discount terms will be considered in determining the low bidder.

<u>Parks Agent</u> - The Park District Purchasing Supervisor is designated to act on all matters pertaining to the bid proposal and questions thereon.

<u>Laws of the State of Illinois</u> – Contracts shall be entered into within the State of Illinois, and the laws of said state, whether substantive or procedural, shall apply to the Contract.

<u>Cancellation</u> - The Park District reserves the right to cancel all or part of any contract if the contractor fails to perform any provisions in the contract, fails to make delivery within the time stated or as is in the best interests of the Peoria Park District. The contractor will not be liable to perform if situations arise by acts of God or public enemy, acts of the Park District, fires or floods.

<u>Default</u> – In case of default by Vendor, the Peoria Park District will procure the products or services from other sources and shall hold the Vendor responsible for any excess cost incurred.

Addenda to the Bid Package - Any changes, additions or deletions to the bid documents will be issued in the form of a written addendum issued by the Purchasing Department of the Peoria Park District and will be posted on the Peoria Park District Bidding and Current Projects website <a href="https://www.peoriaparks-planning.org/bidding-and-projects/">https://www.peoriaparks-planning.org/bidding-and-projects/</a> under the appropriate project information section. All communication or questions pertaining to the bid shall be directed to the Purchasing Supervisor via email <a href="mailto:nstaley@peoriaparks.org">nstaley@peoriaparks.org</a>. Contact with all other park district staff is strictly prohibited during the bid process. Any vendor who desires a site visit for the purpose of inspecting buildings and/or equipment must schedule such visit with the Purchasing Supervisor.

<u>Signatures</u> - Each bid must be signed by the bidder with his/her signature or by an agent authorized to bind the company to a contract. Bids by partnerships must be signed with the partnership name and one of the members of the partnership, or by an authorized representative, followed by the signature and title of the person signing. Bids by corporations must be signed with the name of the corporation, followed by the signature and title of person authorized to bind it in the matter. All signature must be in ink and legible.

<u>Special Conditions</u> - Where special conditions are written in the specifications, these conditions shall take precedence over any conditions listed under the "Instructions to Bidders".

<u>Delivery</u> – Prices bid shall be Free on Board (F.O.B.) to the location specified in the minimum specifications. Deliveries will be accepted between 8:00 A.M. and 3:00 P.M., Monday through Friday.

<u>Bid Preparation Costs</u> - All costs incurred in the preparation and submission of bids and related documentation will be borne by the bidder.

<u>Bid Envelope Identification</u> – All bids must be returned in a **sealed envelope marked with the name of the bid** for identification of bid. Other forms or letters will not be accepted.

**Mailing of Bids** – All bid proposals are to be mailed or delivered to the following:

Secretary of the Board Peoria Park District 1125 W. Lake Ave. Peoria, IL 61614

The Park District assumes no responsibility for prompt and timely delivery of U.S. Mail or any other courier.

<u>Compliance with Laws</u> – Bidder shall comply with all applicable federal, state, and local laws, codes, ordinances, rules and regulations. It shall be the responsibility of the successful vendor to inform the Park, via written documentation, of new applicable federal, state and local laws, codes, ordinances, rules and regulations passed affecting the scope of services and/or any provision of the agreement.

<u>Copeland "Anti-Kick Back" Act</u> – Bidder shall comply with the Copeland "Anti-Kick Back" Act (18 USC 874) as supplemented in the Department of Labor Regulations (29 CPR Part 3). The Act provides that each contractor or subcontractor shall be prohibited from inducing, by any means, any person employed in the construction, completion or repair of public work to give up any part of the compensation to which he is otherwise entitled.

**Non-Barred Bidding** – Bidder certifies, by submission of this bid, that it is not barred or suspended from bidding on this contract by any governmental entity.

<u>Human Rights Act</u> – The contract will be subject to and governed by the rules and regulations of the Illinois Human Rights Act and rules applicable to public contracts, including equal employment opportunity, refraining from unlawful discriminations, and having written sexual harassment policies (775 ILCS 5/2-105).

<u>Freedom of Information Act</u> – Procurement information shall be a public record subject to disclosure to the extent provided in the Illinois Freedom of Information Act (5 ILCS 140) and shall be available to the public as provided by the Peoria Park District Freedom of Information Policy.

<u>Conflict of Interest</u> – Bidder certifies that no officer, agent or employee of the Peoria Park District who has an economic interest in the bid or proposal has participated in the bid or contract negotiations on the part of the Park District. Bidder further certifies that the bid is made in good faith without collusion or fraud and is competing solely on its own behalf without obligation to any undisclosed person or firm.

<u>Audit Rights</u> – Bidder agrees the Peoria Park District or its representatives shall have the right to examine any and all records which directly relate to this project.

Hold Harmless and Indemnification Agreement - To the fullest extent permitted by law, the Vendor shall indemnify and hold harmless the Peoria Park District and their officers, officials, employees, volunteers and agents from and against all claims, damages, losses and expenses including but not limited to legal fees (attorney's and paralegal's fees and court costs), arising out of or resulting from the performance of the Vendor's work, provided that any such claim, damage, loss or expense (i) is attributable to bodily injury, sickness, disease or death, or injury to or destruction of tangible property, other than the work itself, including the loss of use resulting there from and (ii) is caused in whole or in part by any wrongful or negligent act of omission of the Vendor, and Subcontractors, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except to the extent caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party of person described in this Paragraph. Vendor shall similarly protect, indemnify and hold and save harmless the Owner, its officers, officials, employees, volunteers and agents against and from any and all claims, costs, causes, actions and expenses including but not limited to legal fees, incurred by reason of Vendor's breach of any of its obligations under, or Vendor's default of, any provision of the Contract.

<u>No Strike Guarantee</u> - In the event of any labor stoppage or slow down, Contractor shall be obligated to take all steps necessary in order to continue providing all services per the bid documents. No additional fees shall be allowed for measures taken to fulfill the contract.

<u>Nonexclusive Contract</u> – The contract shall be a nonexclusive contract with the Peoria Park District.

<u>Assignment and Subcontracting</u> – The successful vendor shall not assign, subcontract or otherwise transfer the duties and/or obligations of the services outlined in the Invitation for Bid.

<u>Waiver of Protest</u> – By submitting a response to this Bid, each bidder expressly waives any and all rights that it may have to object, protest, or seek legal remedies whatsoever regarding any aspect of this request, the District's selection of the top bidder(s), the District's rejection of any or all responses, and any subsequent agreement(s) that might be entered into as a result of this Bid. Each bidder acknowledges, by response of a bid, that it is aware of and is voluntarily relinquishing its right to object, protest, or judicially challenge the solicitation, evaluation and award process as described in this Invitation for Bid.

### **REQUIRED DOCUMENTS**

The following forms must be completed and submitted with the bid or proposal. Failure to do so may result in the disqualification of the submitted bid or proposal.

<u>Certification of Compliance of the Listed Provisions and Laws</u> – Bidder must complete and sign the form included in the bid package.

<u>Company Ownership Certification</u> – Bidder must complete and sign the form included in the bid package.

<u>Certificate of Equal Employment Opportunity Compliance</u> – Bidder must complete, sign and notarize the form included in the bid package.

<u>W-9 Request for Taxpayer Identification Number and Certification</u> – Bidder must complete and sign the form included in the bid package.

<u>Certificate of Insurance</u> – Certificate of Insurance in amounts per the Contractor Insurance Requirements and an additional insured endorsement listing the Peoria Park District as additional insured.

**<u>Bid Form</u>** – Bidder must complete fully and legibly the bid form included in the bid package.

## CERTIFICATION OF COMPLIANCE OF THE LISTED PROVISIONS AND LAWS

1	) Illinois Dr	ug Free Wor	kplace Act of 1991

### 2) The Substance Abuse Prevention on Public Works Act Public Act 95-0635:

Prohibits the use of drugs and alcohol while performing work on a public works project.

The Contractor/Subcontractor has signed collective bargaining agreement for all of its employees that deal with the subject matter or the Contractor/Subcontractor has a prevention program that meets or exceeds the requirements of the Public Act for all employees not covered by a collective bargaining agreement.

### 3) Safety Compliance:

Date

Contractor/Subcontractors will comply with any and all prevailing occupational safety and health standards. Such compliance may include a training component or require a written program of compliance.

### 4) Illinois Criminal Code, Illinois Compiled Statutes 720 ILCS 5/33E-3 and 5/33E-4:

Contractor/Subcontractor has not been barred from bidding on public contract as a result of bid rigging or bid rotating.

The undersigned representative of the Contractor/Vendor herel provisions listed above.	
Contractor/Subcontractor	
Name of Authorized Representative (type or print)	
Signature of Authorized Representative	



### **PEORIA PARK DISTRICT**

### **Company Ownership Certification**

In compliance with Illinois Public Act 102-265, and Peoria Park District policy, disclosure of the information requested in this form is required by the Peoria Park District. Failure to properly complete and sign this form will result in it being returned unprocessed thereby resulting in a delay or denial of Company's eligibility to transact business with Peoria Park District.

Please answer all questions. Note, Company may answer "Yes" to more than one category.

•	Is the Company a Minority Owned Business? Check One:	YES	NO	
	Company holds Certification for this class	sification, or		
•	Is the Company a Woman Owned Business? Check One:	YES	NO	
	Company holds Certification for this class Company is self-certifying	sification, or		
•	Is the Company a Disability-Owned Business? Check One: Company holds Certification for this class	<u></u>	NO	
	Company is self-certifying			
•	Is the Company a Veteran Owned Business?  Check One:  Company holds Certification for this class  Company is self-certifying		NO	
•	Is the Company a Service Disabled Veteran Or Check One:	wned Business	? YES	NO
	Company holds Certification for this class Company is self-certifying	sification, or		
Does	Company qualify as a small business under fede https://www.sba.gov/document/support-table			YES NO
Pleas	e list the name(s) of the Company majority own	er(s):		
Does	Company have any parent and/or subsidiary co			
	ning this form, the Company and the individual signully, to the best of their knowledge.	ning below attes	t that the above quest	ions have been answered
_	Company Name	Com	pany Address	
	Signature of Company Official	Nam	e / Title	
	Telephone Number & Fax Number	Emai	l Address	



### PEORIA PARK DISTRICT

### **Definitions for Company Ownership Certification**

- Selected Classification of <u>Owned Business</u> means a business which is at least 51% owned by one or more persons of
  the selected ownership classification (i.e. minority, women, veteran, etc.), or in the case of a corporation, at least
  51% of the stock in which is owned by one or more persons of the selected ownership classification; and the
  management and daily operations of which are controlled by one or more of the selected ownership classification
  individuals who own it.
- Control means the exclusive or ultimate and sole control of the business including, but not limited to, capital investment and all other financial matters, property, acquisitions, contract negotiations, legal matters, officer-director-employee selection and comprehensive hiring, operating responsibilities, cost-control matters, income and dividend matters, financial transactions and rights of other shareholders or joint partners. Control shall be real, substantial and continuing, no pro forma. Control shall include the power to direct or cause the direction of the management and policies of the business and to make the day-to-day as well as major decisions in matters of policy, management and operations. Control shall be exemplified by possessing the requisite knowledge and expertise to run the particular business and control shall not include simple majority or absentee ownership.
- <u>Minority</u> person shall mean a person who is a citizen or lawful permanent resident of the United States and who is any of the following:
  - a) American Indian or Alaska Native (a person having origins in any of the original peoples of North and South America, including Central America, and who maintains tribal affiliation or community attachment).
  - b) Asian (a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, but not limited to, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam).
  - c) Black or African American (a person having origins in any of the black racial groups of Africa).
  - d) Hispanic or Latino (a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race).
  - e) Native Hawaiian or Other Pacific Islander (a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands).
- <u>Woman</u> shall mean a person who is a citizen or lawful permanent resident of the United States and who is of the female gender.
- Veteran means a person who (i) has been a member of the armed forces of the United States or, while a citizen of the United States, was a member of the armed forces of allies of the United States in time of hostilities with a foreign country and (ii) has served under one or more of the following conditions: (a) the veteran served a total of at least 6 months; (b) the veteran served for the duration of hostilities regardless of the length of the engagement; (c) the veteran was discharged on the basis of hardship; or (d) the veteran was released from active duty because of a service connected disability and was discharged under honorable conditions.
- <u>Service-Disabled Veteran</u> means a veteran who has been found to have 10% or more service-connected disability by the United States Department of Veterans Affairs or the United States Department of Defense.
- A <u>Person with a Disability</u> means a person who is a citizen or lawful resident of the United States and is a person qualifying as being disabled, meaning a person with a severe physical or mental disability that:
  - a) results from: amputation, arthritis, autism, blindness, burn injury, cancer, cerebral palsy, Crohn's disease, cystic fibrosis, deafness, head injury, heart disease, hemiplegia, hemophilia, respiratory or pulmonary dysfunction, an intellectual disability, mental illness, multiple sclerosis, muscular dystrophy, musculoskeletal disorders, neurological disorders, including stroke and epilepsy, paraplegia, quadriplegia and other spinal cord conditions, sickle cell anemia, ulcerative colitis, specific learning disabilities, or end stage renal failure disease; and
  - b) substantially limits one or more of the person's major life activities.
  - Another disability or combination of disabilities may also be considered as a severe disability for the purposes of item (a) of this subdivision if it is determined by an evaluation of the rehabilitation potential to cause a comparable degree of substantial functional limitation similar to the specific list of disabilities listed in item (a) of this subdivision.
- <u>Certification</u> means a determination made by the Business Enterprise Council for Minorities, Women, and Persons with Disabilities, or by one delegated authority from the Council to make certifications, or by a State agency with statutory authority to make such a certification, that a business entity is a business owned by a minority, woman, or person with a disability for whatever purpose.



### **Peoria Park District**

### Certificate of Equal Employment Opportunity Compliance for Contractors & Vendors

The Peoria Park District is an Equal Opportunity Employer and it agrees with each of the provisions below and requires that all suppliers, contractors, subcontractors, and vendors doing business with the Park District be Certified Equal Employment Opportunity Employers in compliance with the Illinois Human Rights Act and such regulations promulgated thereunder, and, that any and all suppliers, contractors, subcontractors or vendors who are found to be in non-compliance with the Illinois Human Rights Act or said regulations may be declared ineligible for future contracts with this Park District; and, that each and every supplier, contractor, subcontractor or vendor does at all times in connection with any dealings with this Park District agree as follows:

1) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, marital status, order of protection status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, military status or an unfavorable discharge from military service; and,

further, that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any underutilization [44 III Admin Code 750.110(b)].

- 2) That, if it hires additional employees in order to perform this contract or any portion of this contract, it will determine the availability (in accordance with the Illinois Department of Human Rights Rules and Regulations) of minorities and women in the areas from which it may reasonably recruit and it will hire for each job classification for which employees are hired in a way that minorities and women are not underutilized.
- 3) That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, order of protection status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, military status or an unfavorable discharge from military service.
- 4) That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising the labor organization or representative of the contractor's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules and Regulations, the contractor will promptly notify the Peoria Park District and will recruit employees from other sources when necessary to fulfill its obligations under the contract.
- 5) That it will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the Peoria Park District, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.
- 6) That it will permit access to all relevant books, records, accounts and work sites by personnel of the Peoria Park District and the Department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.
- 7) That it will include verbatim or by reference the provisions of this clause in every subcontract awarded under which any portion of the contract obligations are undertaken or assumed, so that the provisions will be binding upon the subcontractor. In the same manner as with other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by subcontractors; and further it will promptly notify the Peoria Park District and the Department in the event any subcontractor fails or refuses to comply with the provisions. In addition, the contractor will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

Failure to properly complete and sign this form, certifying that the Company will agree to the above provisions of the Illinois Human Rights Act as well as the items below will result in it being returned unprocessed thereby resulting in a delay or denial of eligibility to be awarded work with the Peoria Park District.

The Company certifies that it has a written sexual harassment policy meeting the Illinois Human Rights Act and Illinois Department of Human Rights requirements.

Company Name	Company Address
Signature of Company Official	Name / Title
Telephone Number & Fax Number	Email Address



# Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Befo	e y	<b>bu begin.</b> For guidance related to the purpose of Form W-9, see <i>Purpose of Form</i> , below.								
	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)									
Print or type. See Specific Instructions on page 3.	2 Business name/disregarded entity name, if different from above.									
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.  Individual/sole proprietor C corporation S corporation Partnership Trust/estate				4	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):				
	LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership)  Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.  Other (see instructions)				-   - E C	Exempt payee code (if any)  Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)				
	3b	If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tar and you are providing this form to a partnership, trust, or estate in which you have an ownership this box if you have any foreign partners, owners, or beneficiaries. See instructions	interest, o	check				ccount e Unite		intained ates.)
See	5	Address (number, street, and apt. or suite no.). See instructions.	Reques	ter's nan	ne and	addres	s (opt	onal)		
	6	City, state, and ZIP code								
	7	List account number(s) here (optional)	I							
Pa	t I	Taxpayer Identification Number (TIN)								
Enter	you	r TIN in the appropriate box. The TIN provided must match the name given on line 1 to av	oid	Social	secur	ity num	ber			
		rithholding. For individuals, this is generally your social security number (SSN). However, talien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other	or a			_		_		
		iller, sole proprietor, or disregarded entity, see the instructions for Part i, later. For other is your employer identification number (EIN). If you do not have a number, see <i>How to ge</i>	et a						$\perp$	
TIN, I	-	, , ,		Or	vor id	entificat	ion n	umboi		
Note	: <b>I</b> f tl	ne account is in more than one name, see the instructions for line 1. See also What Name	and	Linpio	] [				op	$\Box$
Numl	er ī	To Give the Requester for guidelines on whose number to enter.			-					
Par	t II	Certification								
Unde	r pe	nalties of perjury, I certify that:								
1. Th	e nu	mber shown on this form is my correct taxpayer identification number (or I am waiting for	a numb	er to be	issue	ed to m	e); ar	ıd		
Se	rvice	ot subject to backup withholding because (a) I am exempt from backup withholding, or (b) (IRS) that I am subject to backup withholding as a result of a failure to report all interest ger subject to backup withholding; and								
3. l a	n a	U.S. citizen or other U.S. person (defined below); and								
4. Th	e FA	TCA code(s) entered on this form (if any) indicating that ${f I}$ am exempt from FATCA reporting	ng is cor	rect.						
becaı acqui	ıse y sitio	ion instructions. You must cross out item 2 above if you have been notified by the IRS that you have failed to report all interest and dividends on your tax return. For real estate transaction or abandonment of secured property, cancellation of debt, contributions to an individual refunction interest and dividends, you are not required to sign the certification, but you must provide you	ons, item irement	n 2 does arrange	not a ment	apply. Fo (IRA), ar	or mo	rtgag eneral	e inte ly, pa	erest paid ayments

### **General Instructions**

Signature of

U.S. person

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

### What's New

Sign

Here

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

### **Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

Date

must obtain your correct taxpayer identification number (TIN), which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid).
- Form 1099-DIV (dividends, including those from stocks or mutual funds).
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds).
- Form 1099-NEC (nonemployee compensation).
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers).
- Form 1099-S (proceeds from real estate transactions).
- Form 1099-K (merchant card and third-party network transactions).
- Form 1098 (home mortgage interest), 1098-E (student loan interest), and 1098-T (tuition).
- Form 1099-C (canceled debt).
- Form 1099-A (acquisition or abandonment of secured property).

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

**Caution:** If you don't return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

### By signing the filled-out form, you:

- 1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued);
  - 2. Certify that you are not subject to backup withholding; or
- 3. Claim exemption from backup withholding if you are a U.S. exempt payee; and
- 4. Certify to your non-foreign status for purposes of withholding under chapter 3 or 4 of the Code (if applicable); and
- 5. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting is correct. See *What Is FATCA Reporting*, later, for further information.

**Note:** If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Establishing U.S. status for purposes of chapter 3 and chapter 4 withholding. Payments made to foreign persons, including certain distributions, allocations of income, or transfers of sales proceeds, may be subject to withholding under chapter 3 or chapter 4 of the Code (sections 1441–1474). Under those rules, if a Form W-9 or other certification of non-foreign status has not been received, a withholding agent, transferee, or partnership (payor) generally applies presumption rules that may require the payor to withhold applicable tax from the recipient, owner, transferor, or partner (payee). See Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities.

The following persons must provide Form W-9 to the payor for purposes of establishing its non-foreign status.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the disregarded entity.
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the grantor trust.
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust and not the beneficiaries of the trust.

See Pub. 515 for more information on providing a Form W-9 or a certification of non-foreign status to avoid withholding.

**Foreign person.** If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person (under Regulations section 1.1441-1(b)(2)(iv) or other applicable section for chapter 3 or 4 purposes), do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515). If you are a qualified foreign pension fund under Regulations section 1.897(I)-1(d), or a partnership that is wholly owned by qualified foreign pension funds, that is treated as a non-foreign person for purposes of section 1445 withholding, do not use Form W-9. Instead, use Form W-8EXP (or other certification of non-foreign status).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a saving clause. Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

- 1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
  - 2. The treaty article addressing the income.
- 3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
- 4. The type and amount of income that qualifies for the exemption from tax.
- 5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

**Example.** Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if their stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first Protocol) and is relying on this exception to claim an exemption from tax on their scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

### **Backup Withholding**

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include, but are not limited to, interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third-party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

### Payments you receive will be subject to backup withholding if:

- 1. You do not furnish your TIN to the requester;
- 2. You do not certify your TIN when required (see the instructions for Part II for details);
  - 3. The IRS tells the requester that you furnished an incorrect TIN;
- 4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only); or
- 5. You do not certify to the requester that you are not subject to backup withholding, as described in item 4 under "By signing the filled-out form" above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

See also Establishing U.S. status for purposes of chapter 3 and chapter 4 withholding, earlier.

### What Is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all U.S. account holders that are specified U.S. persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

### **Updating Your Information**

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you are no longer tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account, for example, if the grantor of a grantor trust dies.

### **Penalties**

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

**Civil penalty for false information with respect to withholding.** If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

**Criminal penalty for falsifying information.** Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

**Misuse of TINs.** If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

### **Specific Instructions**

### Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

• Individual. Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

**Note for ITIN applicant:** Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040 you filed with your application.

- **Sole proprietor.** Enter your individual name as shown on your Form 1040 on line 1. Enter your business, trade, or "doing business as" (DBA) name on line 2.
- Partnership, C corporation, S corporation, or LLC, other than a disregarded entity. Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.
- Other entities. Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. Enter any business, trade, or DBA name on line 2.
- Disregarded entity. In general, a business entity that has a single owner, including an LLC, and is not a corporation, is disregarded as an entity separate from its owner (a disregarded entity). See Regulations section 301.7701-2(c)(2). A disregarded entity should check the appropriate box for the tax classification of its owner. Enter the owner's name on line 1. The name of the owner entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For

example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2. If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

### Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, enter it on line 2.

### Line 3a

Check the appropriate box on line 3a for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3a.

IF the entity/individual on line 1 is a(n)	THEN check the box for
Corporation	Corporation.
Individual or	Individual/sole proprietor.
Sole proprietorship	
for U.S. federal tax purposes or	Limited liability company and enter the appropriate tax
LLC that has filed Form 8832 or 2553 electing to be taxed as a corporation	classification:  P = Partnership,  C = C corporation, or  S = S corporation.
Partnership	Partnership.
Trust/estate	Trust/estate.

#### Line 3b

Check this box if you are a partnership (including an LLC classified as a partnership for U.S. federal tax purposes), trust, or estate that has any foreign partners, owners, or beneficiaries, and you are providing this form to a partnership, trust, or estate, in which you have an ownership interest. You must check the box on line 3b if you receive a Form W-8 (or documentary evidence) from any partner, owner, or beneficiary establishing foreign status or if you receive a Form W-9 from any partner, owner, or beneficiary that has checked the box on line 3b.

**Note:** A partnership that provides a Form W-9 and checks box 3b may be required to complete Schedules K-2 and K-3 (Form 1065). For more information, see the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

If you are required to complete line 3b but fail to do so, you may not receive the information necessary to file a correct information return with the IRS or furnish a correct payee statement to your partners or beneficiaries. See, for example, sections 6698, 6722, and 6724 for penalties that may apply.

### **Line 4 Exemptions**

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

### Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third-party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space on line 4.

1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2).

- 2-The United States or any of its agencies or instrumentalities.
- 3—A state, the District of Columbia, a U.S. commonwealth or territory, or any of their political subdivisions or instrumentalities.
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities.
- 5-A corporation.
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or territory
- 7-A futures commission merchant registered with the Commodity Futures Trading Commission.
- 8-A real estate investment trust.
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940.
- 10—A common trust fund operated by a bank under section 584(a).
- 11-A financial institution as defined under section 581.
- 12—A middleman known in the investment community as a nominee or custodian.
- 13—A trust exempt from tax under section 664 or described in section 4947.

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

, 6	
IF the payment is for	THEN the payment is exempt for
Interest and dividend payments	All exempt payees except for 7.
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4.
Payments over \$600 required to be reported and direct sales over \$5,000 <sup>1</sup>	Generally, exempt payees 1 through 5. <sup>2</sup>
Payments made in settlement of payment card or third-party network transactions	Exempt payees 1 through 4.

<sup>&</sup>lt;sup>1</sup> See Form 1099-MISC, Miscellaneous Information, and its instructions.

**Exemption from FATCA reporting code.** The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) entered on the line for a FATCA exemption code.

- A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37).
  - B—The United States or any of its agencies or instrumentalities.
- C—A state, the District of Columbia, a U.S. commonwealth or territory, or any of their political subdivisions or instrumentalities.
- D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i).
- E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i).

- F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state.
  - G-A real estate investment trust.
- H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940.
  - I-A common trust fund as defined in section 584(a).
  - J-A bank as defined in section 581.
  - K-A broker.
- L—A trust exempt from tax under section 664 or described in section 4947(a)(1).
- M—A tax-exempt trust under a section 403(b) plan or section 457(g) plan.

**Note:** You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

#### Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, enter "NEW" at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

#### Line 6

Enter your city, state, and ZIP code.

### Part I. Taxpayer Identification Number (TIN)

**Enter your TIN** in the appropriate box. If you are a resident alien and you do not have, and are not eligible to get, an SSN, your TIN is your IRS ITIN. Enter it in the entry space for the Social security number. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). If the LLC is classified as a corporation or partnership, enter the entity's FIN.

**Note:** See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/EIN. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or Form SS-4 mailed to you within 15 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and enter "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, you will generally have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

**Note:** Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon. See also *Establishing U.S.* status for purposes of chapter 3 and chapter 4 withholding, earlier, for when you may instead be subject to withholding under chapter 3 or 4 of the Code.

**Caution:** A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

<sup>&</sup>lt;sup>2</sup> However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

### Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see Exempt payee code, earlier.

**Signature requirements.** Complete the certification as indicated in items 1 through 5 below.

- 1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.
- 2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.
- **3. Real estate transactions.** You must sign the certification. You may cross out item 2 of the certification.
- **4. Other payments.** You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third-party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).
- 5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

### What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account <sup>1</sup>
Two or more U.S. persons     (joint account maintained by an FFI)	Each holder of the account
<ol> <li>Custodial account of a minor (Uniform Gift to Minors Act)</li> </ol>	The minor <sup>2</sup>
<ol><li>a. The usual revocable savings trust (grantor is also trustee)</li></ol>	The grantor-trustee <sup>1</sup>
<ul> <li>b. So-called trust account that is not a legal or valid trust under state law</li> </ul>	The actual owner <sup>1</sup>
<ol><li>Sole proprietorship or disregarded entity owned by an individual</li></ol>	The owner <sup>3</sup>
7. Grantor trust filing under Optional Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))**	The grantor*

For this type of account:	Give name and EIN of:
Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity <sup>4</sup>
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing Form 1041 or under the Optional Filing Method 2, requiring Form 1099 (see Regulations section 1.671-4(b)(2)(i)(B))**	The trust

<sup>&</sup>lt;sup>1</sup>List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

- <sup>4</sup>List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.)
- \* Note: The grantor must also provide a Form W-9 to the trustee of the trust
- \*\*For more information on optional filing methods for grantor trusts, see the Instructions for Form 1041.

**Note:** If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

### **Secure Your Tax Records From Identity Theft**

Identity theft occurs when someone uses your personal information, such as your name, SSN, or other identifying information, without your permission to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax return preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity, or a questionable credit report, contact the IRS Identity Theft Hotline at 800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

<sup>&</sup>lt;sup>2</sup>Circle the minor's name and furnish the minor's SSN.

<sup>&</sup>lt;sup>3</sup>You must show your individual name on line 1, and enter your business or DBA name, if any, on line 2. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

Form W-9 (Rev. 3-2024)

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 877-777-4778 or TTY/TDD 800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to <code>phishing@irs.gov</code>. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 800-366-4484. You can forward suspicious emails to the Federal Trade Commission at <code>spam@uce.gov</code> or report them at <code>www.ftc.gov/complaint</code>. You can contact the FTC at <code>www.ftc.gov/idtheft</code> or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see <code>www.ldentityTheft.gov</code> and Pub. 5027.

Go to www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

### **Privacy Act Notice**

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and territories for use in administering their laws. The information may also be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payors must generally withhold a percentage of taxable interest, dividends, and certain other payments to a payee who does not give a TIN to the payor. Certain penalties may also apply for providing false or fraudulent information.

Page 6

## INSURANCE REQUIREMENTS FOR VENDORS AND SUPPLIERS

Company shall obtain insurance of the types and in the amounts listed below.

### A. Commercial General and Umbrella Liability Insurance

Company shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this project/location.

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

The Peoria Park District shall be included as an additional insured under the CGL, using ISO additional insured endorsement CG 20 26 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to District. Any insurance or self-insurance maintained by the District shall be excess of Company's insurance and shall not contribute with it.

### B. Business Auto and Umbrella Liability Insurance

Company shall maintain business auto liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of any auto including owned, hired and non-owned autos.

Business auto insurance shall be written on Insurance Services Office (ISO) form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

### C. Workers Compensation Insurance

Company shall maintain workers compensation as required by state statute and employers liability insurance.

### D. General Insurance Provisions

### 1. Evidence of Insurance

Company shall furnish District with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

All certificates shall provide for 30 days' written notice to District prior to the cancellation or material change of any insurance referred to therein. Written notice to District shall be by certified mail, return receipt requested.

Failure of District to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of District to identify a deficiency from evidence that is provided shall not be construed as a waiver of Company's obligation to maintain such insurance.

District shall have the right, but not the obligation, of prohibiting Company from entering the premises until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by District.

Failure to maintain the required insurance may result in termination of this Contract at District's option.

Company shall provide certified copies of all insurance policies required above within 10 days of Districts' written request for said copies.

### 2. Acceptability of Insurers

For insurance companies which obtain a rating from A.M. Best, that rating should be no less than A VII using the most recent edition of the A.M. Best's Key Rating Guide. If the Best's rating is less than A VII or a Best's rating is not obtained, the District has the right to reject insurance written by an insurer it deems unacceptable.

### 3. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to the District. At the option of the District, the Company may be asked to eliminate such deductibles or self-insured retentions as respects the District, its officers, officials, employees, volunteers and agents or required to procure a bond guaranteeing payment of losses and other related costs including but not limited to investigations, claim administration and defense expenses.

### 4. Subcontractors

Company shall cause each subcontractor employed by Company to purchase and maintain insurance of the type specified above. When requested by the District, Company shall furnish copies of certificates of insurance evidencing coverage for each subcontractor.

### E. Indemnification

To the fullest extent permitted by law, the Company shall indemnify and hold harmless the District and its officers, officials, employees, volunteers and agents from and against all claims, damages, losses and expenses, including but not limited to legal fees (attorney's and paralegals' fees and court costs), arising out of or resulting from the Company's activities, provided that any such claim, damage, loss or expense (i) is attributable to bodily injury, sickness, disease or death, or

injury to or destruction of tangible property, and (ii) is caused in whole or in part by any negligent or wrongful act or omission of the Company, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except to the extent caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Paragraph. Company shall similarly protect, indemnify and hold and save harmless the District, its officers, officials, employees, volunteers and agents against and from any and all claims, costs, causes, actions and expenses including but not limited to legal fees, incurred by reason of Company's breach of any of its obligations under, or Company's default of, any provision of the Contract.

### SAMPLE LIABILITY INSURANCE ENDORSEMENT

The following spaces preceded by an asterisk (\*) need not be completed if this endorsement and policy have the same inception date.

ATTACHED TO AND FORMING	*EFFECTIVE DATE OF	*ISSUED TO
PART OF POLICY NUMBER	ENDORSEMENT	

This endorsement changes the policy. Please read it carefully.

### **AUTOMATIC ADDITIONAL INSUREDS**

The following provision is added to (SECTION II), Who Is An Insured.

- 5. Any entity you are required in a written contract (hereinafter called Additional Insured) to name as an insured is an insured but only with respect to liability arising out of your premises, "your work" for the Additional Insured, or acts or omissions of the Additional Insured in connection with the general supervision of "your work" to the extent set forth below.
- a. The Limits of Insurance provided on behalf of the Additional Insured are not greater than those required by such contract.
  - b. The coverage provided to the Additional Insured(s) is not greater than that customarily provided by the policy forms specified in and required by the contract.
  - c. All insuring agreements, exclusions and conditions of this policy apply.
  - d. In no event shall the coverages or Limits of Insurance in this Coverage Form be increased by such contract.

Except when required otherwise by contract, this insurance does not apply to:

- 1) "Bodily injury" or "property damage" occurring after
  - a) All work on the project (other than service, maintenance or repairs) to be performed by or on behalf of the Additional Insured(s) at the site of the covered operations has been completed; or
  - b) That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.
- 2) "Bodily injury" or "property damage" arising out of any act or omission of the Additional Insured(s) or any of their employees, other than the general supervision of work performed for the Additional Insured(s) by you.
- 3) "Property damage" to
  - a) Property owned, used or occupied by or rented to the Additional Insured(s);
  - b) Property in the care, custody or control of the Additional Insured(s) or over which the Additional Insured(s) is for any purpose exercising physical control; or

c) "Your work" for the Additional Insured(s).

With respect to Additional Insureds who are architects, engineers or surveyors, this insurance does not apply "bodily injury", "property damage", "personal injury" or "advertising injury" arising out of the rendering of or the failure to render any professional services by or for you, including:

- a) The preparing, approving, or failing to prepare or approve maps, drawings, opinions, reports, surveys, change orders, designs or specifications; and
- b) Supervisory, inspection or engineering services.

Any coverages provided hereunder shall be excess over any other valid and collectible insurance available to the Additional Insured(s) whether primary, excess, contingent or on any other basis unless a contract specifically requires that this insurance be primary or you request that it apply on a primary basis.

No person or organization is an Additional Insured with respect to the conduct of any current or past partnership or joint venture that is not shown as a Named Insured in the Declarations.

### Scope of Services

The Peoria Park District is requesting bids for the "2026 Golf and Groundskeeping Supplies 25-10-IFB" project until 2:00 p.m., prevailing Peoria time, on Tuesday, October 14, 2025. The Park District reserves the right to award the contract(s) to the Bidder(s) who best meets the needs of the District.

Products shall be new and manufactured/produced in compliance with the laws, regulations, codes, terms, standards and/or requirements of all Federal, State and local authorities. Products shall be delivered in the original sealed packaging and may not be repackaged or leaking. Clearly identify all variances in packaging, size, etc. Delivery of goods not meeting specifications will be rejected.

Past performance, including vendor support, will be considered in the evaluation of bids and products.

Substitutions will not be accepted where brand names are listed. Item numbers listed with an asterisk \* are generic products and alternates may be accepted if deemed an approved equal. Vendor is responsible for listing the product name of any alternate proposed. In addition, it is the responsibility of the vendor to provide adequate documentation showing proof the item proposed meets the same minimum specifications as the product listed on the bid form. Failure to provide adequate documentation will automatically disqualify the product as an approved equal. The Peoria Park District reserves the right to determine if a product is an approved equal and may reject any products, which in their opinion, is not acceptable or equal. Bidding substitutions for products where not indicated with an asterisk \* may cause entire bid package to be rejected.

### **Bid Pricing**

Bid prices shall be inclusive of all costs associated with the product, delivery, overhead, etc. No additional fees will be accepted.

Prices quoted shall be FOB to the Park District warehouse located at:

Equipment Service Center Warehouse 1314 N Park Rd. (lower Bradley Park) Peoria, IL 61604

No changes to the bid package will be allowed following the bid opening.

Bids may not be withdrawn following bid opening or after the purchase order is issued for award of product(s).

### **Contract Award**

The District reserves the right to waive any technical deficiencies in the bid process. The District reserves the right to accept any bid which is, in the Board of Trustee's judgment, in the best interests of the District considering both price and customer service. The District reserves the right to reject any bid which is, in the Board of Trustee's judgment, less capable of providing the high level of service/product required to complete the contract.

### **Delivery**

Orders shall be delivered in full, partial shipments will be rejected. All goods shall be palletized and include MSDS sheets. Warehouse delivery hours are Monday – Friday, 7:00 a.m. to 2:30 p.m. Deliveries will not be accepted outside of these hours. An appointment is **required** for all deliveries. Appointment times are available by contacting Melissa Ashby, Warehouse Foreman at 309-686-3357.

Delivery of items shall be in early <u>March 2026 between the dates of March 2 and March 13</u>. Deliveries outside of those dates shall be rejected. Deliveries for products other than those specified on the bid form shall also be rejected with delivery/return costs being the responsibility of the bidder.

Material Safety Data Sheets (MSDS) in a PDF format must be furnished to warehouse@peoriaparks.org for each item within thirty days of delivery.

### **Invoicing**

A single invoice for payment shall be submitted for each purchase order following delivery of products. The invoice shall reference the appropriate purchase order number, each product description shall list the corresponding Item Number from the Bid Form and the total cost for the product.

The Peoria Park District is exempt from federal, state and local taxes. A certificate of exemption will be furnished upon request. Standard terms are Net 60, however the Park District may take advantage of any cash discount offered in this bid for prompt payment. Discount terms will be considered in determining the low bidder.

Invoices shall be submitted by email to <a href="mailto:purchasing@peoriaparks.org">purchasing@peoriaparks.org</a> or by mail to the following address:

Peoria Park District Attn: Purchasing 1125 W Lake Ave Peoria, IL 61614

### **Questions**

All questions or requests for information pertaining to the bid shall be submitted in writing to <a href="mailto:nstaley@peoriaparks.org">nstaley@peoriaparks.org</a> prior to 10:00 am CT on Tuesday, October 7, 2025 to allow sufficient time for an addendum to be issued. The bid name and number should be listed in the subject line. Questions received after this time will not be answered.

### **Nonexclusive Contract**

The contract shall be a nonexclusive contract with the Peoria Park District. The Park reserves the right to use other Vendors or its own employees to perform work similar to that being performed under the terms of this agreement.

### **Attachments**

The 2025 Golf and Groundskeeping Supplies bid tabulation is included as Attachment A.

Item #	Fertilizer Products	Unit Size	Quantity	Total Cost
1 *	Van Diest 20-0-10 w/UFLEX 2%Fe Mini Prilled Fertilizer, 50 lb	Pag	100	
	Bag	Bag	100	\$
Item #	Liquid Fertilizer & Miscellaneous Products	Unit Size	Quantity	Total Cost
	Plant Food DKP XTRA 4-20-22, 2 - 2.5 Gallon Containers per	0	22	
2	Case Plant Food 0-0-27 Polyphosphite 30, 2 - 2.5 Gallon Containers	Case	20	\$
3	per Case	Case	28	\$
4	Redox Fairway, 2 - 2.5 Gallon Containers per Case	Case	16	<b>\$</b>
5	Ignition 18-3-6, 2 - 2.5 Gallon Containers per Case	Case	33	\$
		_		
6	Umaxx 46-0-0, 50 lb Bag	Bag	30	\$
7	Soil Tech Fuzion S, 2 - 2.5 Gallon Containers per Case	Case	20	\$
8	Soil Tech Fuzion SF, 2 - 2.5 Gallon Containers per Case	Case	24	\$
9	Plant Food Flo-Thru A- Plus, 2 - 2.5 Gallon Containers per Case	Case	23	\$
10	Plant Food Hydration A-plus, 2 - 2.5 Gallon Containers per Case	Case	21	\$
Item #	Fungicide Products	Unit Size	Quantity	Total Cost
11 *		_	_	
	Quali-Pro Mefenoxan 2AQ, 2 – 1 Gallon Containers per Case	Case	6	\$
	Quali-Pro Mefenoxan 2AQ, 2 – 1 Gallon Containers per Case  Nufarm Traction, 2 - 2.5 Gallons per Case	Case Case	6	\$
	·			
12	Nufarm Traction, 2 - 2.5 Gallons per Case	Case	1 11	\$ \$
12	Nufarm Traction, 2 - 2.5 Gallons per Case  BASF Maxtima, 2.5 Gallon  Syngenta Posterity XT, 2.5 Gallon Container	Case Container	1	\$
12	Nufarm Traction, 2 - 2.5 Gallons per Case  BASF Maxtima, 2.5 Gallon	Case Container	1 11	\$ \$
12 13 14	Nufarm Traction, 2 - 2.5 Gallons per Case  BASF Maxtima, 2.5 Gallon  Syngenta Posterity XT, 2.5 Gallon Container	Case  Container  Container	1 11 27	\$ \$
12 13 14 15	Nufarm Traction, 2 - 2.5 Gallons per Case  BASF Maxtima, 2.5 Gallon  Syngenta Posterity XT, 2.5 Gallon Container  Syngenta Secure Action, 2.5 Gallon Container	Case  Container  Container  Container	1 11 27 19	\$ \$ \$
12 13 14 15 16	Nufarm Traction, 2 - 2.5 Gallons per Case  BASF Maxtima, 2.5 Gallon  Syngenta Posterity XT, 2.5 Gallon Container  Syngenta Secure Action, 2.5 Gallon Container  BASF Lexicon Intrinsic, 21 oz Container	Case  Container  Container  Container  Container	1 11 27 19	\$ \$ \$
12 13 14 15 16 17	Nufarm Traction, 2 - 2.5 Gallons per Case  BASF Maxtima, 2.5 Gallon  Syngenta Posterity XT, 2.5 Gallon Container  Syngenta Secure Action, 2.5 Gallon Container  BASF Lexicon Intrinsic, 21 oz Container  Syngenta Daconil Action, 2 - 2.5 Galons per Case  Navicon, 37oz Container	Case  Container  Container  Container  Container  Case  Container	1 11 27 19 19 21	\$ \$ \$ \$
12 13 14 15 16	Nufarm Traction, 2 - 2.5 Gallons per Case  BASF Maxtima, 2.5 Gallon  Syngenta Posterity XT, 2.5 Gallon Container  Syngenta Secure Action, 2.5 Gallon Container  BASF Lexicon Intrinsic, 21 oz Container  Syngenta Daconil Action, 2 - 2.5 Galons per Case	Case  Container  Container  Container  Container  Container	1 11 27 19 19 21	\$ \$ \$ \$

21	Navicon, 2 - 2.5 Gallon Containers per Case	Case	1	\$
22	BASF Encartis, 2 - 2.5 Gallon Containers per Case	Case	41	\$
23	Exteris Stressgard, 2 - 2.5 Gallon Containers per Case	Case	1	\$
24	Segway 39.2 oz Containers	Container	9	\$
25	Syngenta Medallion SC, 2 - 1 Gallon Containers per Case	Case	4	\$
26	Bayer Interface Stressgard, 2 - 2.5 Gallon Containers per Case	Case	1	\$
27	Syngenta Velista, 22 oz Container	Container	17	\$
28	Syngenta Briskway, 2 - 1 Gallon Containers per Case	Case	1	\$
29	Bayer Densicor, 51oz Container	Container	3	\$
Item #	Herbicides, Insecticides & Growth Regulator Products	Unit Size	Quantity	Total Cost
30 *	Evade 4F, 4 - 1 Gallon Containers per Case	Case	18	\$
31 *	Lesco Prosecutor, 2.5 Gallon Container	Container	6	\$
32 *	Quali-Pro T-Nex, 2 - 2.5 Gallon Containers per Case	Case	18	\$
33	Aquacare, 2 - 2.5 Gallon Containers per Case	Case	10	\$
34	Syngenta Acelpryn Extra, 2.5 Gallon Container	Container	7	\$
35	Prokoz Vessel 3 Way Herbicide, 2.5 Gallon Container	Container	15	\$
36	WinField United Gravity 12-0-0, 2 - 2.5 Gallon Containers per Case	Case	20	\$
37	Winfield United Gravity L 38 Special, 2 - 2.5 Gallon Containers per Case	Case	23	\$
38	Nufarm Anuew EZ, 2.5 Gallon Container	Container	7	\$
39	Lontrel, 1 Quart Container	Container	1	\$
40	Pylex, 4oz Bottle Container	Container	8	\$
41	Confront, 1 Gallon Container	Container	1	\$
42	Defendor, 1 Quart Container	Container	50	\$

43	Dispatch Sprayable, 30 Gallon Container	Container	1	\$
44	Lesco Spreader-Sticker Nonionic Surfactant, 2 - 2.5 Gallon Containers per Case	Case	15	\$
45	Proxy, 2 - 2.5 Gallon Containers per Case	Case	2	\$
46	Vivax, 2 - 2.5 Gallon Containers per Case	Case	10	\$
47	Tetrino, 1 Gallon Container	Container	4	\$
48*	Quali-Pro Suprado, 1 Gallon Container	Container	17	\$
49	Dimension, 2.5 gallon containers	Container	1	\$
Item #	Standard Golf Products	Unit Size	Quantity	Total Cost
50	Economy Tee Towels #04969, 200 per Case	Case	8	\$
51	Royaline Flagsticks Red/White Stripe #26121, Set of 9	Set of 9	1	\$
52	Tapered Green 9 Gallon Litter Caddie with Spike #13700	Each	6	\$
	Numbered Flags-DuPont SolarMax-200 Denier Red/White with Grommets #22101T, Set of 9	Set of 9	-	
53			2	\$
54	Du-Whipper #34300	Each	3	\$
Item #	Par Aide Golf Products	Unit Size	Quantity	Total Cost
55	Quick Release Top Studs, Pack of 10	Pack of 10	6	\$
56	Flag Sticks #730-0759-2, Box of 9	Box of 9	2	\$
57	Flag Sticks #750-0759, Box of 9	В	2	\$
58	Vinyl Flag Sticks #752-0759-2 Box of 9	Box of 9	3	\$
59	Red/White Tube Flags #8502, Set of 9	Set of 9	7	\$
60	Blue/White Tube Flags #8512, Set of 9	Set of 9	7	\$
61	Ever-white cup #935	Each	45	\$
62	Solid-Color Flags White Tube Style #8201	Each	8	\$
63	Satellite Tee Marker Red #650-1	Each	4	\$

64	Sattelite Tee Marker White #650-2	Each	4	\$
65	Satellite Tee Marker Blue #650-3	Each	4	\$
00	Catallita Tao Markor Vallaus #650 4	Fach	4	
66	Satellite Tee Marker Yellow #650-4	Each	4	\$
67	Fore-Ever Marked Tee Marker 3" White No Neck #635432	Each	6	\$
68	Fore-Ever Marked Tee Marker 3" Blue No Neck #635433	Each	10	\$
69	Hole Cutter blade #1008-02	Each	1	\$
09	Tible Gutter blade #1000-02	Lacii		Ψ
70	Disposable Green Tee Towels #642100, 200 per Case	Case	4	\$
71	Clubwasher Mounting Bracket #275	Each	2	\$
72	AccuFix Repair Kit #1092-99	Each	1	\$
70	Acquiform Acquiry Popoir Tool #1002	Fach	1	c
73	Accuform Accufix Repair Tool #1092	Each	1	\$
74	Hole Cutter Carrier #1011	Each	1	\$
75	Ball Washer Repair Kit #200-10	Each	1	\$
76	White Flagstick, White Flag #9190-9, Set of 9	Set of 9	4	\$
77	Junior Flag Stick Knob Only, Black #9099-9, Box of 9	Box of 9	1	\$
78	Directional Markers Green and White 8 in. #12250-25	Each	3	\$
79	Tube Style Green/White Junior Flag #9360	Each	1	\$
80	Dura-Flex Sign Hunter Green with White Letters "No Chipping" #5620-13	Each	1	\$
81	Dura-Flex Sign Hunter Green with White Letters "Carts" Left Arrow #5620-17	Each	2	
01		<u> </u>		\$
82	Dura-Flex Sign Hunter Green with White Letters "Carts" Right Arrow #5620-18	Each	2	\$
83	Dura-Flex Sign Hunter Green with White Letters "Please Repair Balls Marks" #5620-06	Each	2	\$
84	Dura-Flex Sign Hunter Green with White Letters "Wet Area Please Keep Off" #5620-08	Each	2	\$
85	Dura-Flex Sign Hunter Green with White Letters "Tee Area Closed" #5620-02	Each	1	\$
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Item #	Parks Order	Unit Size	Quantity	Total Cost
86	Colonise Bio LTO 4-0-2, 2.5 Gallon Container	Container	10	\$
87	Vessel, 2.5 Gallon Container	Container	27	\$
88	Stonewall, 10 lbs Container	Container	2	\$
89	Prodiamine, 5 lbs Container	Container	34	\$
90*	Lesco Prosecutor Pro, 2.5 Gallon Container	Container	42	\$
91*	Aquaneat or RoundUp Custom, 2.5 Gallon Container	Container	8	\$
92	Basal Bark Oil, 2.5 Gallon Container	Container	2	\$
93	Dimension 2EW Pre Emergent, 2.5 Gallon Container	Container	1	\$
94	Garlon 4, 2.5 Gallon Container	Container	2	\$
95	Tribune 2.5 gallon Container	Container	4	\$

<sup>\*</sup> Items with an asterisk\* following the Item # may be substituted if approved by the Park District.

The bidder acknow	wledges the following adder	nda, if any:	
Addenda #:	Dated		
	Dated		
Address of wareh	ouse providing delivery of p	roduct:	
	Street Addre	SS	
City		State	Zip Code
By signing below, that the company Section 33E-3 (bid	I do hereby certify that I am is not barred from bidding o d-rigging) or Section 33E-4 ( ne Illinois Revised Statutes.	a duly authorized an a public contract and the library and the	oria Park District Specification agent of the company and cert as a result of a violation of eith Illinois Criminal Code, containe
	Vendor	Name	
	Vendor A	Address	<u>.</u>
	City	State	Zip Code
	Phone		Email
Name of Authoriz	ed Representative (type or	print)	
Title of Authorize	d Representative (type or p	rint)	
Signature of Auth	orized Representative		Date

			Hornung's Golf	Tyler Enterprises, A Division of	Van Diest Supply	Heritage Landscape Supply		SiteOne	Advanced Turf
Item #	Product Description	QTY	Products, Inc.	Masterblend	Company	Group, Inc.	D&K Products	Landscape Supply	Solutions
Fertiliz	er Products								
1 *	Van Diest 20-0-10 w/UFLEX 2%Fe mini prilled fertilizer	300	No Bid	\$5,025.00	\$7,770.00	No Bid	\$7,170.00	\$9,750.00	No Bid
2 *	Van Diest 18-0-9 fertilizer	200	No Bid	\$2,650.00	\$2,980.00	No Bid	\$3,680.00	\$4,330.00	No Bid
3	Andersons 18-9-18 DG greens grade	14	No Bid	No Bid	No Bid	\$919.80	\$947.80	\$894.04	No Bid
Liquid	Fertilizer & Miscellaneous Products								
4	Plant Food DKP XTRA 4-20-22, 2 - 2.5 Gallon Containers per Case	20	No Bid	No Bid	No Bid	No Bid	\$6,350.00	No Bid	No Bid
5	Plant Food 0-0-27 Polyphosphite 30, 2 - 2.5 Gallon Containers per Case	32	No Bid	No Bid	No Bid	No Bid	\$11,488.00	No Bid	No Bid
6	Redox Fairway, 2 - 2.5 Gallon Containers per Case	16	No Bid	No Bid	\$7,432.00	\$7,432.00	\$7,000.00	No Bid	No Bid
7	Fish Sh!t 20 litter containers	3	No Bid	No Bid	No Bid	No Bid	\$1,545.00	No Bid	No Bid
8	Ignition 18-3-6 2-2.5 Gallon Containers	33	No Bid	\$2,392.50	No Bid	No Bid	\$5,197.50	No Bid	No Bid
9	Umaxx 46-0-0(50 lb bag)	37	No Bid	\$1,054.50	\$1,193.25	\$1,736.78	\$1,350.50	No Bid	No Bid
Fungic	ide Products								
10 *	Quali-Pro Mefenoxan 2AQ, 2 – 1 Gallon Containers per Case	8	No Bid	No Bid	\$5,196.80	\$6,353.44	\$4,640.00	\$5,466.72	\$6,800.00
11	Nufarm Traction, 2 - 2.5 Gallons per Case	2	No Bid	No Bid	\$2,533.00	\$2,533.00	\$2,533.00	\$2,533.00	\$2,533.00
12	BASF Maxtima, 2.5 Gallon	10	No Bid	No Bid	\$23,100.00	\$23,100.00	\$23,100.00	\$23,100.00	\$23,100.00
13	Syngenta Posterity XT, 2.5 Gallon Container	24	No Bid	No Bid	\$15,360.00	\$15,360.00	\$15,360.00	\$15,360.00	No Bid
14	Syngenta Secure Action, 2.5 Gallon Container	22	No Bid	No Bid	\$38,335.00	\$38,335.00	\$38,335.00	\$38,335.00	No Bid
15	BASF Lexicon Intrinsic, 21 oz bottles	17	No Bid	No Bid	\$10,531.50	\$10,531.50	\$10,531.50	\$10,531.50	\$10,531.50

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16	Syngenta Daconil Action, 2 - 2.5 Galons per Case	21	No Bid	No Bid	\$11,130.00	\$11,130.00	\$11,130.00	\$11,130.00	No Bid
	·				. ,	, ,	, ,	, ,	
17	Navicon fungicide, 37oz bottle	8	No Bid	No Bid	\$4,514.00	\$4,514.00	\$4,514.00	\$4,514.00	\$4,514.00
18	Pinpoint fungicide, 6-60oz per Case	1	No Bid	No Bid	No Bid	\$2,857.50	\$2,857.50	\$2,857.50	\$2,857.50
19	Xzempler fungicide, 2-114oz per Case	3	No Bid	No Bid	\$10,602.00	\$10,602.00	\$10,602.00	\$10,602.00	\$10,602.00
20	Navicon fungicide case(2-2.5 gal)	1	No Bid	No Bid	\$7,175.00	\$7,175.00	\$7,175.00	\$7,175.00	\$7,175.00
21	BASF Encartis fungicide(2-2.5 gal)	37	No Bid	No Bid	\$24,605.00	\$24,605.00	\$24,605.00	\$24,605.00	\$24,605.00
22	Exteris Stressgard(2-2.5gal)	1	No Bid	No Bid	\$732.00	\$732.00	\$732.00	\$732.00	\$732.00
23	Segway	9	No Bid	No Bid	\$3,870.00	\$3,870.00	\$3,870.00	\$3,870.00	\$3,870.00
24	Syngenta Medallion SC, 2-1 Gallon Containers per case	4	No Bid	No Bid	\$5,480.00	\$5,480.00	\$5,480.00	\$5,480.00	No Bid
25	Bayer Interface Stressgard(2-2.5 gal)	1	No Bid	No Bid	\$1,122.00	\$1,122.00	\$1,122.00	\$1,122.00	\$1,122.00
26	Syngenta Velista(22 oz bottle)	17	No Bid	No Bid	\$4,862.00	\$4,862.00	\$4,862.00	\$4,862.00	No Bid
27	Syngenta Briskway(2-1 gal)	1	No Bid	No Bid	\$2,914.00	\$2,914.00	\$2,914.00	\$2,914.00	No Bid
28	Bayer Densicor (51oz bottle)	3	No Bid	No Bid	\$2,218.80	\$2,218.80	\$2,218.80	\$2,218.80	\$2,218.80
29	Nufarm T-Methyl 4,5F SPC 2.5 gal	3	No Bid	No Bid	No Bid	\$562.50	\$365.25	No Bid	No Bid
Herbic	ides, Insecticides & Growth Regulato	r Proc	lucts						
3.0.010	Evade 4F, 4 - 1 Gallon Containers per								
30 *	Case	18	No Bid	\$7,272.00	\$5,017.00	No Bid	\$6,343.20	No Bid	No Bid
31 *	Lesco Prosecutor, 2.5 Gallon Container	13	No Bid	\$893.75	\$546.00	\$650.00	No Bid	\$680.42	No Bid
32 *	Quali-Pro T-Nex, 2 - 2.5 Gallon Containers per Case	17	No Bid	\$9,775.00	\$8,746.50	\$9,350.00	\$9,120.50	\$9,520.00	No Bid
33	Aquacare, 2 - 2.5 Gallon Containers	10	No Bid	No Bid	No Bid	\$4,725.00	No Bid	No Bid	No Bid

34	Syngenta Acelpryn Extra, 2.5 Gallon container	6	No Bid	No Bid	\$10,200.00	\$9,180.00	\$10,200.00	\$9,180.00	No Bid
35	Redox PeneCal, 2 - 2.5 Gallon Containers per Case	30	No Bid	No Bid	\$14,242.50	\$14,242.50	No Bid	No Bid	No Bid
36	Prokoz Vessel 3 Way Herbicide, 2.5 Gallon Container	35	No Bid	No Bid	\$1,758.75	No Bid	\$3,701.25	No Bid	\$2,479.40
37	WinField United Gravity 12-0-0 2-2.5 Gallon Container	20	No Bid	No Bid	No Bid	\$1,641.00	No Bid	No Bid	No Bid
38	Winfield United Gravity L 38 Special 2- 2.5 Gallon Container	43	No Bid	No Bid	No Bid	\$15,587.50	No Bid	No Bid	No Bid
39	Nufarm Anuew EZ, 2.5 Gallon Container	6	No Bid	No Bid	\$4,428.00	\$4,428.00	\$4,428.00	\$4,428.00	\$4,428.00
40	Lontrel(herbicide) guart	1	No Bid	No Bid	\$160.80	\$189.68	\$172.20	\$229.92	\$203.21
41	Pylex(herbicide) 4oz bottle	3	No Bid	No Bid	\$1,104.00	\$1,104.00	\$1,104.00	\$1,104.00	\$1,104.00
42	Confront(herbicide) 1 gallon	1	No Bid	No Bid	\$136.70	\$144.47	\$144.20	\$172.76	\$164.61
43	Defendor(herbicide) 1 quart	50	No Bid	No Bid	\$10,150.00	\$10,150.00	\$10,150.00	\$10,150.00	\$10,150.00
44	Dispatch Sprayable(wetting Agent) 30 gal	4	No Bid	No Bid	\$13,494.00	\$13,494.00	\$13,494.00	\$12,846.00	\$13,494.00
45	Lesco Spreader-Sticker non-ionic surfactant case (2-2.5gal)	14	No Bid	No Bid	No Bid	No Bid	No Bid	\$2,726.64	No Bid
46	Proxy(Growth regulator)(2-2.5)	3	No Bid	No Bid	\$540.75	\$945.00	\$696.00	\$953.16	\$807.66
47	Vivax(Wetting Agent)(2-2.5 gal)	10	No Bid	No Bid	No Bid	No Bid	\$4,290.00	No Bid	No Bid
48	Drive XLR8(herbicide)(4-64oz)	1	No Bid	No Bid	\$188.30	\$219.64	\$189.20	\$346.48	\$233.60
49	Ranger Pro Herbicide 2.5 Gallon Container	3	No Bid	\$3,368.75	\$126.00	\$150.00	\$129.75	\$178.83	\$147.21
50	Lesco Three-Way Selective Post Emergent Liquid Herbicide 2.5 Gallon Container	9	No Bid	No Bid	No Bid	No Bid	No Bid	\$702.45	No Bid
51	Quali-pro Pac-Low, 1 Gallon Container	2	No Bid	No Bid	\$257.90	\$378.06	\$266.00	\$494.22	No Bid
52	Tetrino, 1 Gallon Container	4	No Bid	No Bid	\$1,992.00	\$1,992.00	\$1,992.00	\$1,992.00	\$1,992.00

	Quali-pro Suprado, 1 Gallon								
53	Container	17	No Bid	No Bid	\$4,505.00	\$4,845.00	\$4,845.00	\$4,845.00	\$4,845.00
54	Sepro StriCore, 1 Gallon Container	1	No Bid	No Bid	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00
Early C	Order Pallet Offers								
55	Brandt B-Monthly Success Kit(36-5gal cases/kit)	4	No Bid	No Bid	No Bid	\$10,926.84	No Bid	\$9,535.68	No Bid
Standa	ard Golf Products								
56	Standard Golf Plastic ST2000 Smart- Fit Cups #18222	126	\$1,360.80	No Bid	No Bid	No Bid	No Bid	\$1,421.28	No Bid
57	Two-Tone Flag White/Black #22750T	3	\$340.20	No Bid	No Bid	No Bid	No Bid	\$355.32	No Bid
58	Two-Tone Flag Red/Black #22790T	2	\$226.80	No Bid	No Bid	No Bid	No Bid	\$236.88	No Bid
59	Two-Tone Flag Blue/Black #22800T	2	\$226.80	No Bid	No Bid	No Bid	No Bid	\$236.88	No Bid
60	Economy Tee Towels	8	\$1,204.40	No Bid	No Bid	No Bid	No Bid	\$1,258.08	No Bid
61	Standard Golf White/Black British Stripe flagstick(set of 9) 26103	2	\$437.40	No Bid	No Bid	No Bid	No Bid	\$456.84	No Bid
62	Standard Golf Red/White Stripe Flagstick(set of 9) 26121	1	\$218.70	No Bid	No Bid	No Bid	No Bid	\$228.42	No Bid
63	Standard Golf 9 Gallon Litter caddie with spike 13700	6	\$513.00	No Bid	No Bid	No Bid	No Bid	\$570.00	No Bid
64	Standard Numbered Flag red/white 22101T(set of 9)	2	\$252.00	No Bid	No Bid	No Bid	No Bid	\$263.20	No Bid
65	Standard Golf Hole Target ring 18020	25	\$101.25	No Bid	No Bid	No Bid	No Bid	\$144.50	No Bid
66	Standard white/red stripe flag stick 26915 ( set of 9)	1	\$206.55	No Bid	No Bid	No Bid	No Bid	\$229.50	No Bid
67	Du-whipper 34300	1	\$54.00	No Bid	No Bid	No Bid	No Bid	\$56.32	No Bid
Par Aid	de Golf Products								
68	Quick Release Top Studs, Pack of 10	5	\$270.75	No Bid	No Bid	No Bid	No Bid	\$267.90	No Bid
69	Flag Sticks #730-0759-2, Box of 9	2	\$726.70	No Bid	No Bid	No Bid	No Bid	\$481.50	No Bid

70	Flag Sticks #750-0759, Box of 9	2	\$457.40	No Bid	No Bid	No Bid	No Bid	\$452.62	No Bid
	Red/White Tube Flags #8502, Set of		,					<b>,</b> 102.02	
71	9	2	\$321.10	No Bid	No Bid	No Bid	No Bid	\$338.00	No Bid
72	Blue/White Tube Flags #8512, Set of 9	2	\$321.10	No Bid	No Bid	No Bid	No Bid	\$338.00	No Bid
73	Ever-white cup #935	18	\$589.50	No Bid	No Bid	No Bid	No Bid	\$621.00	No Bid
74	Solid-Color Flags White Tube Style #8201	6	\$678.30	No Bid	No Bid	No Bid	No Bid	\$714.00	No Bid
75	Par Aide Solid Color flags Red Tube style(set of 9) #8200	2	\$226.10	No Bid	No Bid	No Bid	No Bid	\$238.00	No Bid
76	Par Aide Solid Color flags Blue Tube style(set of 9) #8202	2	\$226.10	No Bid	No Bid	No Bid	No Bid	\$238.00	No Bid
77	Par Aide Satellite Tee Marker Red 650-01	10	\$275.50	No Bid	No Bid	No Bid	No Bid	\$290.00	No Bid
78	Par Aide Sattelite Tee Marker White 650-2	10	\$275.50	No Bid	No Bid	No Bid	No Bid	\$290.00	No Bid
79	Par Aide Satellite Tee Marker Blue 650-3	10	\$275.50	No Bid	No Bid	No Bid	No Bid	\$290.00	No Bid
80	Par Aide Satellite Tee Marker Yellow 650-4	10	\$275.50	No Bid	No Bid	No Bid	No Bid	\$290.00	No Bid
81	Par Aid black and yellow flag stick/ flag9set of 9)# 9195-9	1	\$302.55	No Bid	No Bid	No Bid	No Bid	\$299.39	No Bid
82	Par Aid Forever marked tee marker 3" no neck 63533-2	10	\$171.00	No Bid	No Bid	No Bid	No Bid	\$215.30	No Bid
83	Par Aid Forever marked tee marker 3" no neck 63533-3	20	\$342.00	No Bid	No Bid	No Bid	No Bid	\$430.60	No Bid
84	Par Aid Hole Cutter blade-1008-02	1	\$56.05	No Bid	No Bid	No Bid	No Bid	\$55.46	No Bid
85	Par Aid Disposable tee towels 642100	4	\$608.00	No Bid	No Bid	No Bid	No Bid	\$640.00	No Bid
86	Par Aid Clubwasher mounting bracket 275	2	\$150.10	No Bid	No Bid	No Bid	No Bid	\$158.00	No Bid
87	Par Aid Golf hole ring cup setter 655626	1	\$60.30	No Bid	No Bid	No Bid	No Bid	\$63.50	No Bid
88	Par Aid Ball Washere Liquid Detergent 4112	2	\$210.90	No Bid	No Bid	No Bid	No Bid	\$58.00	No Bid
89	Par Aid center set cup setter 655622	1	\$94.05	No Bid	No Bid	No Bid	No Bid	\$99.00	No Bid

Parks (	Order								
101	Colonise Bio LTO 4-0-2, 2.5 Gallon Container	31	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$4,538.50
102	Vessel, 2.5 Gallon Container	11	No Bid	No Bid	\$552.75	No Bid	\$1,163.25	No Bid	\$779.24
103	Prodiamine, 5 lb Container	10	No Bid	\$840.00	No Bid	\$806.50	\$627.50	\$787.60#	No Bid
104	MC 18-0-9 50%XCU 43%Bio-Solids W/ZNB, 50 lb bag	130	No Bid	\$2,275.00	No Bid	No Bid	No Bid	No Bid	No Bid
105	Lesco Prosecutor Pro, 2.5 Gallon Containers	8	No Bid	No Bid	No Bid	No Bid	No Bid	\$418.72	No Bid
106	Aquaneat or RoundUp Custom, 2.5 Gallon Containers	7	No Bid	No Bid	\$379.05	\$560.00	\$567.00	No Bid	\$527.45
107	Basal Bark Oil, 2.5 Gallon Containers	2	No Bid	No Bid	\$62.00	No Bid	No Bid	No Bid	No Bid
108	Garlon 4 Ultra, 2.5 Gallon Containers	2	No Bid	No Bid	\$304.00	\$459.00	\$420.50	No Bid	No Bid
109	Garlon 3A, 2.5 Gallon Container	4	No Bid	No Bid	\$465.00	\$758.00	\$651.50	No Bid	No Bid
110	Lesco Spreader-Sticker non-ionic surfactant case (2-2.5gal)	1	No Bid	No Bid	No Bid	No Bid	No Bid	\$194.76	No Bid

<sup>\*</sup> Items may be substituted if approved by the Park

Tied bids are split between these vendors based on level of customer service provided to the Park in 2024.

<sup>#</sup> Product bid does not meet minimum specifications