



PEORIA PARK DISTRICT

REQUEST FOR PROPOSAL

Garbage & Recycling Services 26-07-RFP

PROPOSAL DUE

**Thursday, October 15, 2026
10:00 a.m.
Local prevailing Peoria time**

SUBMIT SEALED PROPOSALS TO

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

Proposals received after the stated deadline will not be accepted.

RFP CONTACT

**Karrie Ross
Superintendent of Finance and Business Services
309-681-2807
kross@peoriaparks.org**

About the Peoria Park District

The Peoria Park District is the oldest park district in Illinois and encompasses nearly 60 square miles. The District manages an extensive system of parks, trails, recreation and cultural facilities, golf courses, natural resource areas, and public assets serving residents throughout the Greater Peoria region.

District operations include Peoria Zoo, Peoria PlayHouse Children's Museum, Luthy Botanical Garden, RiverPlex Recreation and Wellness Center, Owens Center, recreation centers, golf facilities, RiverFront venues, natural areas and trails, and a commissioned Park Police Department. The District also manages significant capital investments and works extensively with governmental, nonprofit, and community partners.

The District is governed by an elected Board of Trustees and managed by a professional leadership team committed to transparency, fiscal responsibility, innovation, and exceptional public service.

District Commitments

Founded in 1894, our Peoria Park District was the first park district formed in the state and as the oldest district in Illinois, we are proud to serve our community and set the standard for what park districts should be across Illinois.... and across the country.

Our mission at the Peoria Park District is to contribute to healthy and vibrant communities by responsibly using our resources to offer high quality parks, recreation, and education experiences to those who live, work, or play in our District.

Parks and recreation are powerful. They impact you.... and me.... and us.... every single day, giving energy and support to all parts of our community. As with anything that has impact, our power must be focused to have a positive effect on those we serve. Our District has worked to prioritize our initiatives so that we can be the best stewards of the incredible resources we are charged with activating.

VIBRANCY

<https://peoriaparks.org/wp-content/uploads/CommitmenttoVibrancy.pdf>

ENVIRONMENTAL SUSTAINABILITY

<https://peoriaparks.org/wp-content/uploads/CommitmenttoEnviroSustainability.pdf>

DIVERSITY, EQUITY, INCLUSION, AND ACCESSIBILITY

<https://peoriaparks.org/wp-content/uploads/CommitmenttoDEIA-4.pdf>

Each of these principles serve as lenses through which both strategy and daily operations are evaluated and conducted in order to focus our work.

Within our three documents listed above, we lay out our commitment to progress in these areas, along with the strategies that we will allocate staff and financial resources to address.

We strongly encourage our vendors and/or contractors prioritize these commitments as well.

Scope of Services

The Peoria Park District is seeking an experienced vendor to provide garbage disposal and single-stream recycling services. Proponents submitting a proposal will receive fair and equitable treatment in the solicitation, receipt and evaluation of their proposal if received by the due date and time listed above. The Park District reserves the right to award the contract to the Proponent who best meets the needs of the District.

The contract shall be for a period of three (3) years. Upon conclusion of the original term, the District reserves the right to extend the contract for an additional two (2) years. Prices submitted shall be firm for the initial contract period. If the two (2) year extension is opted at the request of the Peoria Park District, the hourly rate may be economically based on written documentation submitted to the Park District substantiating the increase. The Peoria Park District must approve all increases. Unsubstantiated price increases shall not be accepted.

Vendor must have a minimum of five (5) years of experience providing services of a similar size and nature.

Vendor shall have the necessary financial stability to meet the requirements of the scope of services.

Vendor shall provide garbage and single-stream recycling dumpsters with wheels and locking lids along with roll-off containers of various sizes. Additional fees or charges are not permitted for the removal or placement of dumpsters and containers. At all times, dumpsters and vehicles shall be kept in sanitary condition and good repair with a reasonably neat appearance. Dumpsters shall also be free of graffiti. The Park District reserves the right of final authority on the appearance of the dumpsters and vehicles and reserves the right to request the vendor exchange any equipment not meeting approval within twenty-four (24) hours.

It is the responsibility of the vendor to provide an adequate number of leak-proof modern packer-type trucks to assure uninterrupted service. All vehicles used shall be identified on at least three sides with the name of the company and the vehicle number. It is the vendor's responsibility to determine the appropriate load style truck required for each location.

Sample schedules and locations of current dumpsters for summer 2026 are attached as Exhibit A. A final list of locations, frequency of service and dumpster sizes shall be provided prior to work commencement. Some locations are seasonal and may not require service through the off-season. Seasonal schedules are weather dependent and may fluctuate from year to year. The Park District reserves the right to alter the frequency of service or the quantity of dumpsters required with a ten (10) business day notice delivered via email. Changes shall be at bid prices and will not be subject to additional fees.

The vendor shall be responsible for collection and disposal of refuse materials at a landfill authorized to accept such waste and recyclable materials at an appropriate recycling location. All fees for such shall be included in the bid price.

Roll-off containers of different sizes will be ordered on an as-needed basis for temporary services and Special Events of a larger scale. The hauling fee shall be inclusive of all costs including, but not limited to, staff costs, overhead, delivery and pickup. The disposal fee shall be the fee paid at the landfill. No other fees will be accepted. Container services shall be requested by purchase order issuance and will be invoiced separately from the monthly services. A sample of the schedule of 2026 special event and temporary services roll-off containers are attached as Exhibit B.

Disposable boxes are routinely required for events. The preference is for the boxes to be made of recycled materials. The boxes should be a minimum of 40 gallons with a maximum of 50 gallons. Disposable boxes must indicate "garbage" or "recycling" on two sides. A purchase order will be issued for the purchase of disposable boxes.

Vendor agrees to abide by all federal, state, local or other rules, regulations or statutes relative to the collection, transportation and disposal of garbage and/or recyclable materials.

Proposal Submission Requirements

Proposals shall not exceed **100 pages** in length including all exhibits or attachments. The **original** proposal and three copies must be submitted by the due date and time at the address listed on the front page. Proposals received after the deadline will not be considered. The Park District assumes no responsibility for prompt and timely delivery of U.S. Mail or any other courier.

This RFP does not commit the District to pay any of proponent's costs in development of their proposal; all costs related to the development and preparation of the proposal are the responsibility of the proponent.

Proposals submitted in response to this RFP should be detailed sufficiently and demonstrate attention to the scope of the request as outlined above and shall include the following items:

Letter of Introduction – Introducing the Proponent and signed by the person(s) authorized to sign on behalf of and to bind the Proponent to statements made in response to this RFP and signed Proposal Form.

Table of Contents – Include page numbers and identify all included materials in the proposal submission.

Executive Summary – Proponent shall clearly articulate how their proposal will meet the garbage disposal and recycling services of the Peoria Park District. A clear and concise detailed plan with a timeline for transition of services or implementation shall be included.

Proponent Profile – Proponent should have the staff, equipment and financial resources to adequately ensure their ongoing ability to deliver and support the Project throughout the period of the Agreement. The profile should include a summary of corporate history including the companies practices to promote sustainability and reduce negative effects on the environment. The profile shall include a detailed description of the company's understanding of the Peoria Park District's three Commitments.

References – Proponent shall provide contact information for three (3) references (including company name, contact name and phone number) for which you are performing a similar scope of work.

Pricing Structure – Proponent shall provide pricing for each level of service and container size on the Pricing Form. Prices bid shall be all-inclusive. No fees other than those listed on the pricing form shall be accepted. The vendor is responsible for paying all fees associated with the scope of work including, but not limited to, licenses, insurance, maintenance, fuel, salaries, employee benefits and landfill charges.

A summary of services is listed by category and service frequency on the Proposal Form. This summary should be used to obtain the total cost per year.

Service Agreement – If the proponent will require the Peoria Park District to sign a service agreement, a copy of the service agreement must be included in the submission. The service agreement must follow all of the terms and conditions found within the proposal packet.

Questions, Addenda & Site Visits

Questions must be submitted in writing no later than 10:00 am on Wednesday, October 7, 2026 to allow sufficient time for an addendum to be issued. Questions received after this time will not be answered. The proposal name and number should be listed in the subject line. Any changes, additions or deletions to the proposal documents will be issued in the form of a written addendum posted on the Peoria Park District Bidding and Current Projects website <https://www.peoriaparks-planning.org/bidding-and-projects/> under the appropriate project information section. All communication or questions pertaining to the proposal shall be directed to the Superintendent of Finance and Business Services via email kross@peoriaparks.org. Contact with all other park district staff is strictly prohibited during the bid process.

Evaluation Process & Criteria

Proposals will be evaluated through a comprehensive review by the Evaluation Committee to select the Proposal, which in its opinion, best meets the needs of the Park District and provides the best overall value to the District. As part of the evaluation process, the Evaluation Committee may make requests for further information with respect to the content of any proposal in order to clarify the understanding of the Proponent's response.

The District will evaluate the overall quality and responsiveness of the proposal using but not limited to the following criteria, which are listed in no particular order:

- Completeness, overall organization, and clarity of the response;
- Demonstrated understanding of the District's service and equipment needs and the requirements of this RFP;
- Satisfaction of previous and current clients related to garbage disposal and recycling services;
- Evidence of financial stability and ability to provide the services required;
- Management approach and ability to provide the services identified;
- Transition plan for transferring services from current provider, if applicable;
- Pricing structure as indicated on the Pricing Form and Proposal Form;
- Knowledge of, and experience with local, state and federal rules and regulations relative to garbage disposal and recycling services;
- Understanding of the Peoria Park District's three Commitments.
- Recommendations to reduce the Peoria Park District's waste-to-landfill amounts.

The evaluation committee will rate qualification proposals based on the following categories:

A. Proponent Profile	20 Points
B. Approach to Performing the Scope of Work	35 Points
C. References	15 Points
D. Understanding of the District's Commitments	15 Points
E. Proposed Cost	15 Points
Total	100 Points

As part of the evaluation process, the Park District reserves the right to interview one or more of the Proponents. The representative of a Proponent at any interview scheduled is expected to be thoroughly versed and knowledgeable with respect to the requirement of this RFP and the contents of its proposal. The representative must have the ability to make decisions and commitments with respect to matters discussed at the interview, which shall be included in any resulting agreements.

For the purposes of evaluating the proposals, the evaluation committee may seek outside expertise, including but not limited to input from technical advisors, to assist in evaluating proposals.

Following the evaluation process, The Peoria Park District shall have the right to negotiate on such matter(s) as it chooses with the preferred Proponent without obligation to communicate, negotiate or review similar modifications with other Proponents. During negotiations, the scope of services may be refined, issues may be prioritized and issues concerning implementation may be clarified. The Peoria Park District shall incur no liability to any other Proponent as a result of such negotiation or alternative arrangements.

The award of any agreement(s) will be at the sole discretion of the Peoria Park District. The Peoria Park District reserves the right to reject any or all proposals, waive any formality or informality in the proposal process and to award business as is in the best interest of the Peoria Park District.

Instruction to Bidders

Acceptance of Proposals – 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 a Request for Proposal. The Board reserves, without limitation, the right to accept or reject all incomplete, non-conforming, non-responsive, unbalanced, obscure, or conditional proposals, or proposals 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 proposal 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 proposal 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 proposal 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 proposal 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 proposal 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.

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

Prices Quoted - 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 this proposal sheet will be allowed. Prices bid shall be held for no less than sixty (60) days from the date of the bid opening.

Laws of the State of Illinois – 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.

Signatures - Each proposal must be signed by the bidder with his/her signature or by an agent authorized to bind the company to a contract. Proposals 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. Proposals 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.

Special Conditions - Where special conditions are written in the specifications, these conditions shall take precedence over any conditions listed under the “Instructions to Bidders”.

Proposal Envelope Identification – All proposals must be returned in a sealed envelope marked with the name of the proposal for identification of proposal. Other forms or letters will not be accepted.

Mailing of Proposals – All 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.

Compliance with Laws – 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.

Copeland “Anti-Kick Back” Act – Bidder shall comply with the Copeland “Anti-Kick Back” Act (18 USC 874) as supplemented in the Department of Labor Regulations (29 CFR 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.

Human Rights Act – 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).

Freedom of Information Act – 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.

Conflict of Interest – 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 proposal 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.

Audit Rights – 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.

Prevailing Wage Act – According to the Illinois Prevailing Wage Act, 820 ILCS 130/01 et seq. (“the Act”) all labor performed on Peoria Park District property is subject to the prevailing rate of wages. The Act requires contractors and subcontractors to pay laborers, workers and mechanics performing services on public works projects no less than the current “prevailing rate of wages” (hourly cash wages plus amount for fringe benefits) in the county where the work is performed. For information regarding current prevailing wage rates and fringe benefits for Peoria County, please refer to the Illinois Department of Labor’s website at: <http://www.state.il.us/agency/idol/rates/rates>. The Department revises the prevailing wage rates and the contractor/subcontractor has an obligation to check the Department’s web site for revisions to prevailing wage rates. All contractors and subcontractors rendering services under this contract must comply with all

requirements of the Act, including but not limited to, all wage, notice and record keeping duties. It is the responsibility of the Proponent to contact the Illinois Department of Labor to determine the applicability of the Illinois Prevailing Wage Act for this project. All written determinations shall be provided to the Park within ten (10) days of receipt.

No Strike Guarantee - 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 proposal documents. No additional fees shall be allowed for measures taken to fulfill the contract.

Nonexclusive Contract – The contract shall be a nonexclusive contract with the Peoria Park District.

Assignment and Subcontracting – The successful vendor shall not assign, subcontract or otherwise transfer the duties and/or obligations of the services outlined in the Request for Proposal.

Waiver of Protest – By submitting a response to this Request for Proposal, 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 Request for Proposal. 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 Request for Proposal.

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

Payment and Cash Discount - Standard terms are Net 60. However, the Park District may take advantage of any cash discount offered in this proposal for prompt payment. Discount terms will be considered in determining the low bidder.

Invoicing

Monthly invoices submitted for payment shall reference the appropriate purchase order number. Each location serviced shall be itemized on the invoice identifying the frequency of service and dumpster size. The Park District must approve all additional work requested via purchase order issuance.

Existing Conditions

Proponent is strongly encouraged to inspect each site prior to proposal submittal to review existing site conditions. Additional reimbursement requests will not be accepted for any conditions that should have been noted during an inspection. Questions pertaining to the proposal process, scope of work, current service levels, etc. may not be discussed during site visits.

Inability to Perform

In the event the Proponent is unable to perform assigned task in the timeframe required, the Park District reserves the right to hire another vendor to complete the scope of work. Any charges or fees above the awarded contract price will be deducted from awarded proponent's next invoice.

Termination for Default and Convenience

If the vendor fails to perform the work to the standards as determined by the Peoria Park District and recognized within the community as being standard or does not complete the assigned work within reasonable times as determined by the Peoria Park District, then the Peoria Park District has the right to terminate the contract upon a ten (10) day written notification delivered by certified mail to the vendor's address on record.

Termination for Convenience

The Park District reserves the right to cancel all or part of any contract, with a thirty-day notice, as is deemed in the best interests of the Peoria Park District.

Required Submission Checklist

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

- ☐ Certification of Compliance of the Listed Provisions and Laws
- ☐ Company Ownership Certification.
- ☐ Certificate of Equal Employment Opportunity Compliance
- ☐ Workplace Profile.
- ☐ W-9 Request for Taxpayer Identification Number and Certification
- ☐ Certificate of Insurance
- ☐ References
- ☐ Pricing Form
- ☐ Proposal Form

**** Bidder is encouraged to register as a vendor at the Peoria Park District's website:
<https://vendors.peoriaparks.org/>**

**CERTIFICATION OF COMPLIANCE
OF THE LISTED PROVISIONS AND LAWS**

1) Illinois Drug Free Workplace 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:

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 hereby certifies to comply with the laws and provisions listed above.

Contractor/Subcontractor

Name of Authorized Representative (type or print)

Signature of Authorized Representative

Date



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?** ☐ YES ☐ NO
Check One:
☐ Company holds Certification for this classification, or
☐ Company is self-certifying
- **Is the Company a Woman Owned Business?** ☐ YES ☐ NO
Check One:
☐ Company holds Certification for this classification, or
☐ Company is self-certifying
- **Is the Company a Disability-Owned Business?** ☐ YES ☐ NO
Check One:
☐ Company holds Certification for this classification, or
☐ Company is self-certifying
- **Is the Company a Veteran Owned Business?** ☐ YES ☐ NO
Check One:
☐ Company holds Certification for this classification, or
☐ Company is self-certifying
- **Is the Company a Service Disabled Veteran Owned Business?** ☐ YES ☐ NO
Check One:
☐ Company holds Certification for this classification, or
☐ Company is self-certifying

Does Company qualify as a small business under federal Small Business Administration? ☐ YES ☐ NO
<https://www.sba.gov/document/support-table-size-standards>

Please list the name(s) of the Company majority owner(s): _____

Does Company have any parent and/or subsidiary companies? ☐ YES ☐ NO

If yes, please list all companies: _____

By signing this form, the Company and the individual signing below attest that the above questions have been answered truthfully, to the best of their knowledge.

Company Name

Company Address

Signature of Company Official

Name / Title

Telephone Number & Fax Number

Email Address



PEORIA PARK DISTRICT

Definitions for Company Ownership Certification

- Selected Classification of Owned Business 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.
- Minority 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).
- Woman 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.
- Service-Disabled Veteran 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 Person with a Disability 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.
- Certification 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 Ill 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

WORKFORCE PROFILE

IMPORTANT: Please complete the company workforce analysis below. Employment data must include ALL full-time company employees who were employed as of the most recent payroll period.

Job Classifications	Black Employees		White Employees		Hispanic Employees		Native American Employees		Asian Employees		Other Employees		TOTAL EMPLOYEES	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F
1. Officials, Managers, Supervisors														
2. Professionals														
3. Technicians														
4. Sales														
5. Office/Clerical														
6. White Collar Trainees:														
7. Skilled Crafts:														
8. Apprentices:														
9. On-the-job Trainees:														
10. Semi-skilled														
11. Service Workers														
12. Unskilled														
TOTALS														

Company Name: _____

05/2025

WORKFORCE PROFILE INSTRUCTIONS

RACE/ETHNIC IDENTIFICATION

WHITE (not of Hispanic origin): All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.

BLACK (not of Hispanic origin): All persons having origins in any of the Black racial groups of Africa.

HISPANIC: All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

ASIAN or PACIFIC ISLANDER: All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, India, Japan, Korea, the Philippine Islands, and Samoa.

NATIVE AMERICAN or ALASKAN NATIVE: All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

DESCRIPTION OF JOB CLASSIFICATIONS

OFFICIALS, MANAGERS, AND SUPERVISORS - Occupations requiring administrative personnel who set broad policies, and exercise over-all responsibility for the execution of these policies, and direct individual departments or special phases of a firm's operations. Includes: officials, executives, middle management, plant managers, department managers/superintendents, salaried foremen who are members of management, purchasing agents and buyers, and kindred workers.

PROFESSIONALS - Occupations requiring either college graduation or experience of such kind and amount as to provide a comparable background. Includes: accountants/auditors, airplane pilots and navigators, architects, artists, chemists, designers, dietitians, editors, engineers, lawyers, librarians, mathematicians, natural scientists, personnel and labor relations workers, physical scientists, physicians, social scientists, teachers, and kindred workers.

TECHNICIANS - Occupations requiring combination of basic scientific knowledge and manual skill which can be obtained through about 2 years of post high school education, such as is offered in many technical institutes and junior colleges, or through equivalent on-the-job training. Includes: drafters, engineering aids, junior engineers, scientific assistants, surveyors, technical illustrators, technicians (medical, dental, electronic physical sciences), and kindred workers.

SALES WORKERS - Occupations engaging wholly or primarily in direct selling. Includes: advertising agents/salespersons, insurance agents/brokers, real estate agents/brokers, stock and bond salespersons, demonstrators, salespersons and sales clerks, and kindred workers.

OFFICE AND CLERICAL WORKERS - Includes all clerical type work regardless of level of difficulty, where the activities are predominantly non-manual though some manual work not directly involved with altering or transporting the products is included. Includes: bookkeepers, cashiers, collectors (bills and accounts), messengers and office couriers, office machine operators, shipping and receiving clerks, stenographers, typist and secretaries, telegraph and telephone operators, and kindred workers.

WHITE COLLAR TRAINEES - Persons engaged in formal training for official, managerial, professional, technical, sales, office and clerical occupations.

SKILLED CRAFTS - Manual worker of relatively high skill level having a thorough and comprehensive knowledge of the processes involved in their work. Exercise considerable independent judgement and usually receive an extensive period of training. Includes: the building trades hourly paid foremen and leadmen who are not members of management, mechanics and repairmen, skilled machining occupations, compositors and typesetters, electricians, engravers, job setters (metal), motion picture projectionists, pattern and model makers, stationary engineers, tailors and tailoresses, and kindred workers.

APPRENTICES - Persons employed in a program including work training and related instruction to learn a trade or craft which is traditionally considered an apprenticeship, regardless of whether the program is registered with a Federal or State agency.

ON-THE-JOB TRAINEES - Persons engaged in formal training for craftsmen when not trained under apprentice programs; semi-skilled, unskilled and service occupations.

SEMI-SKILLED WORKERS - Workers who operate machine or processing equipment or perform other factory-type duties of intermediate skill level which can be mastered in a few weeks and require only limited training.

SERVICE WORKERS - Workers in both protective and non-protective service occupations. Includes: attendants (hospital and other institution, professional and personal service), barbers, charwomen and cleaners, cooks (except household), counter and fountain workers, elevator operators, fire fighters, guards, watchmen and doorkeepers, stewards, janitors, police officers and detectives, porters, waiters and waitresses, and kindred workers.

UNSKILLED WORKERS - Workers in manual occupations which generally require no special training. Perform elementary duties that may be learned in a few days and require the application of little or no independent judgement. Includes: garage laborers, car washers and greasers, gardeners (except farm) and groundskeepers, longshoremen and stevedores, lumbermen, craftsmen and wood choppers, laborers performing lifting, digging, mixing loading and pulling operations, and kindred workers.

**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.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	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.)	
	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 ☐ 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) _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions ☐	
	5 Address (number, street, and apt. or suite no.). See instructions.	Requester's name and address (optional)
	6 City, state, and ZIP code	
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number	
or	
Employer identification number	

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date
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General Instructions

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

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

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(l)-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 • Sole proprietorship	Individual/sole proprietor.
• LLC classified as a partnership for U.S. federal tax purposes or • LLC that has filed Form 8832 or 2553 electing to be taxed as a corporation	Limited liability company and enter the appropriate tax 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.

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 ¹	Generally, exempt payees 1 through 5. ²
• Payments made in settlement of payment card or third-party network transactions	Exempt payees 1 through 4.

¹ See Form 1099-MISC, Miscellaneous Information, and its instructions.

² 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.

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 EIN.

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.

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
2. 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 ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
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:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. 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

¹ 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.

² Circle the minor's name and furnish the minor's SSN.

³ 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.

⁴ 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.

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 phishing@irs.gov. 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 spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov 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.

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 District's 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 PART OF POLICY NUMBER	*EFFECTIVE DATE OF ENDORSEMENT	*ISSUED TO
--	-----------------------------------	------------

This endorsement changes the policy. Please read it carefully.

AUTOMATIC ADDITIONAL INSURED

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.



References

List three (3) references, including firm name, address, telephone number and contact person, for whom similar goods or services have been provided within the past three (3) years.

By completing this form, the contractor/vendor hereby certifies that it has provided goods or services to the companies listed below, which had needs similar to those of the Peoria Park District. The contractor/vendor further authorizes the Peoria Park District to verify references of business and credit at its discretion.

Company Name: _____

Address: _____

Contact Person: _____

Telephone Number: _____

Email: _____

Company Name: _____

Address: _____

Contact Person: _____

Telephone Number: _____

Email: _____

Company Name: _____

Address: _____

Contact Person: _____

Telephone Number: _____

Email: _____

Pricing Form

Garbage and Recycling Services 26-07-RFP

Proposed Monthly Fees for Garbage Services

Garbage Dumpster Size	Once per Month Service	Every Other Week Service	Once per Week Service	Twice per Week Service	Three Times per Week Service
2 yard	\$	\$	\$	\$	\$
4 yard	\$	\$	\$	\$	\$
6 yard	\$	\$	\$	\$	\$
8 yard	\$	\$	\$	\$	\$
10 yard	\$	\$	\$	\$	\$

Proposed Monthly Fees for Single-Stream Recycling Services

Single-Stream Recycling Dumpster Size	Once per Month Service	Every Other Week Service	Once per Week Service	Twice per Week Service
50 Gallon Rollout Tote	\$	\$	\$	\$
2 yard	\$	\$	\$	\$
4 yard	\$	\$	\$	\$
6 yard	\$	\$	\$	\$
8 yard	\$	\$	\$	\$

Additional Itemized Fees

Roll-Off Container Pricing	Hauling/Transport Fee per Load	Disposal per Ton
10 Cubic Yard	\$	\$
20 Cubic Yard	\$	\$
30 Cubic Yard	\$	\$

Disposable Box	Cost per Box	Is the disposable box made of recycled materials? Yes / No
40 Gallon Garbage Box *	\$	
40 Gallon Recycling Box *	\$	

*40-gallon minimum disposable box size, maximum 50-gallon disposable box.

Proposal Form

Garbage and Recycling Services 26-07-RFP

Summary of services for the year listed by category, quantity, service type and service frequency**

Dumpster Size	Qty	Recycling Service	Service Frequency
2 yard	2	Recycling	Once a Month
2 yard	1	Recycling	Every other week
2 yard	1	Recycling	Once a Week
2 yard	2	Recycling	Twice a week
4 yard	2	Recycling	Every other week
4 yard	1	Recycling	Once a Week
4 yard	1	Recycling	Twice a week
6 yard	1	Recycling	Every other week
Dumpster Size	Qty	Garbage Service	Service Frequency
1 yard	1	Trash	Once a Week
2 yard	1	Trash	Every other week
2 yard	3	Trash	Once a Week
2 yard	3	Trash	Twice a week
4 yard	8	Trash	Once a Week
4 yard	4	Trash	Twice a week
4 yard	1	Trash	Three times a week
6 yard	1	Trash	Once a Week
6 yard	1	Trash	Twice a week
8 yard	8	Trash	Once a Week
8 yard	8	Trash	Twice a week
10 yard	1	Trash	Twice a week

Roll-Off-Size	Qty per year	Service Type	Disposal
25-yard	8	Trash	assume 6 tons per roll-off
30-yard	18	Trash	assume 1.5 tons per roll-off

** Numbers are for bidding purposes only and may not represent actual quantities ordered.

Total Cost per Year: \$ _____

The bidder acknowledges the following addenda, if any:

Addenda #: _____ Dated _____ Addenda #: _____ Dated _____

The undersigned certifies that this proposal is in accordance with Peoria Park District Specifications. By signing below, I do hereby certify that I am a duly authorized agent of the company and certify that the company is not barred from bidding on a public contract as a result of a violation of either Section 33E-3 (bid-rigging) or Section 33E-4 (bid-rotating) of the Illinois Criminal Code, contained in Chapter 38 of the Illinois Revised Statutes.

It is further understood that by submitting this proposal, Proponent agrees the Peoria Park District reserves the right to cancel the proposal, waive any informalities in the proposal process, as it deems necessary and assign the work as is in the best interests of the District.

Proposal Submitted By:

Vendor Name

Vendor Address

City

State

Zip Code

Phone

E-mail

Name of Authorized Representative (type or print)

Signature of Authorized Representative

Date

EXHIBIT A

Location	Service Address	Dumpster Size	Qty	Service Type	Service Frequency
Equipment Service Center	1314 N. Park Road	2 yard	1	Trash	Twice a week
Equipment Service Center	1314 N. Park Road	4 yard	1	Recycling	Every other week
Bradley Park	1314 N. Park Road	4 yard	1	Recycling	Every other week
Bradley Park - Service	1314 N. Park Road	8 yard	1	Trash	Twice a week
Small Parks	1314 N. Park Road	8 yard	1	Trash	Once a Week
Cornstock Theater	1700 N. Park Road	8 yard	1	Trash	Once a Week
Newman Golf Course	2021 W. Nebraska	4 yard	1	Trash	Twice a week
Newman Golf Course	2021 W. Nebraska	4 yard	1	Recycling	Every other week
John Gwynn, Jr. Park	809 W. John Gwynn, Jr.	4 yard	1	Trash	Twice a week
Proctor Recreation Center	309 S. Dusable	4 yard	1	Trash	Once a Week
Franciscan Rec Center	2408 W. Heading	4 yard	1	Trash	Once a Week
Madison Golf Course	2735 W. Martin Luther King	4 yard	1	Trash	Twice a week
Logan Park	1414 S. Livingston	4 yard	1	Trash	Once a Week
Trewyn Park	2218 S. Idaho	4 yard	1	Trash	Twice a week
Trewyn Park	2218 S Idaho	2 yard	1	Recycling	Once a Week
RiverPlex	600 NE Water Street	10 yard	1	Trash	Twice a week
RiverPlex	600 NE Water Street	2 yard	1	Recycling	Twice a week
Glen Oak Park	2218 N. Prospect Road	8 yard	3	Trash	Twice a week
Peoria Playhouse	2218 N. Prospect Road	2 yard	1	Trash	Twice a week
Peoria Zoo	2320 N. Prospect Road	8 yard	1	Trash	Twice a week
Peoria Zoo	2320 N. Prospect Road	4 yard	1	Recycling	Twice a week
Peoria Stadium	500 E. Lake Avenue	6 yard	1	Trash	Twice a week
Lakeview Park-Noble Center	1125 W. Lake Avenue	4 yard	1	Trash	Once a Week
Lakeview Park-Noble Center	1125 W. Lake Avenue	6 yard	1	Recycling	Every other week
Owens Center	1019 W. Lake Avenue	8 yard	1	Trash	Once a Week
Lakeview Girl Scouts Office	1103 W. Lake Avenue	4 yard	1	Trash	Once a Week
Lakeview Recreation Center	1013 W. Lake Avenue	8 yard	1	Trash	Once a Week
Peoria Players	4300 N. University St.	2 yard	1	Trash	Once a Week
Safety Town	6518 N. Sheridan	2 yard	1	Trash	Twice a week
Donovan Park	6035 N. Knoxville	6 yard	1	Trash	Once a Week
Grand View Drive Park	3210 Grand View Drive	8 yard	1	Trash	Once a Week

Forest Park Nature Center	5809 Forest Park Drive	2 yard	1	Trash	Once a Week
Forest Park Nature Center	5809 Forest Park Drive	2 yard	1	Recycling	Once a Month
Detweiller Park RiverSide	8412 N. Galena Road	4 yard	1	Trash	Once a Week
Detweiller Park	8329 N. Galena Road	8 yard	2	Trash	Twice a week
Detweiller Park	8329 N. Galena Road	4 yard	1	Recycling	Every other week
Mossville Soccer Complex	12026 N. Galena Road	8 yard	1	Trash	Once a Week
Camp Wokanda	620 Boy Scout Road	8 yard	1	Trash	Once a Week
Camp Wokanda	620 Boy Scout Road	2 yard	1	Recycling	Every other week
HISRA	8727 Pioneer Road	4 yard	1	Trash	Once a Week
HISRA	8727 Pioneer Road	2 yard	1	Recycling	Once a Month
Kellogg Golf Course	7716 N. Radnor Road	8 yard	1	Trash	Twice a week
Kellogg Golf Course	7716 N. Radnor Road	4 yard	1	Recycling	Once a Week
Golf Learning Center	7815 N. Radnor Road	4 yard	1	Trash	Three times a week
Golf Learning Center	7815 N. Radnor Road	2 yard	1	Recycling	Twice a week
Sommer Park	1527 Koerner Road	8 yard	1	Trash	Once a Week
Sommer Park	1527 Koerner Road	2 yard	1	Trash	Once a Week
Riverfront Park	200 NE Water Street	1 yard	1	Trash	Once a Week
Tawny Oaks	715 W Singing Woods Road	2 yard	1	Trash	Every other week
Franciscan Recreation	908 N Sterling Avenue	4 yard	1	Trash	Once a Week

EXHIBIT B

Special Event	Roll-Off Needed	Location	Deliver Date	Pick-up Date
West Peoria Market	1 - 4 yard dumpster	Franciscan Rec Complex parking lot	5/26/2026	9/17/2026
Steamboat	1 - 30 yard roll-off	Riverfront parking lot	6/5/2026	6/8/2026
Yani Juneteenth	1- 30 yard roll off	Riverfront parking lot	6/12/2026	6/15/2026
PPD Juneteenth	1-30 yard roll-off	Riverfront parking lot	6/18/2026	6/22/2026
Red,White,Boom	3- 30 yard roll-off	2 locations in Riverfront parking lot	7/2/2026	7/6/2026
Landing Concert	1- 30 yard roll off	Riverfront parking lot	7/10/2026	7/13/2026
Pride Fest	1- 30 yard roll-off	Riverfront parking lot	7/16/2026	7/21/2026
Fiesta En El Rio	1 - 30 yard roll-off	Riverfront parking lot	7/24/2026	7/27/2026
Soul Fest	1 - 30 yard roll off	Riverfront parking lot	8/6/2026	8/10/2026
India Fest	1 - 30 yard roll off	Riverfront parking lot	8/14/2026	8/17/2026
Irish Fest	2 - 30 yard roll-off	Riverfront parking lot	8/26/2026	9/1/2026
Go Day/La Caravana	1- 30 yard roll off	Riverfront parking lot	9/11/2026	9/15/2026
Oktoberfest	2 - 30 yard roll-off	Riverfront parking lot	9/16/2026	9/22/2026
Illinois River Sweep	1 - 20 yard roll off	Detweiller Marina parking lot	9/18/2026	9/21/2026
Fine Art Fair	1 - 30 yard roll off	Riverfront parking lot	9/24/2026	9/28/2026
Temporary Services	Roll-Off Needed	Location	Deliver Date	Pick-up Date
Equipment Service Center	1 - 25 yard roll off	Parking lot	approx. 8 times per year	