



Grant Community High School District #124 Invitation to Bid: Lawn and Grounds Maintenance



**Intent to Provide Bid Form —
due no later than 3:00 pm, Friday, December 12, 2025**

**Bids —
due no later than 3:00 pm, Friday, January 9, 2025**



Notice to Bidders:

Sealed bids will be received until **3:00 p.m., prevailing time, on Friday, January 9, 2026** at the Grant Community High School District Office 25700 W. Old Grand Ave, Ingleside, Illinois 60041, by the Board of Education of Grant Community High School District #124, Lake County, Illinois, for:

- Lawn and Grounds Maintenance Bid

Proposals complying with the bid documents will be received for the project until the specified closing time. Bids shall be submitted on or before the specified closing time in an opaque sealed envelope marked "Lawn and Grounds Maintenance Bid" on the outside and addressed to:

Beth Reich, Business Manager
Grant Community High School District 124
25700 W. Old Grand Ave..
Ingleside, IL 60041

Bids shall be opened publicly and the contents announced at the specified closing time and at the location immediately above. Bids received after stated time will not be accepted and will be returned unopened.

All bids submitted shall be valid for a period of at least (60) sixty days from the date of bid opening. The only alterations, which may be allowed, will be those approved by the Board of Education. No immediate decision shall be rendered concerning the bids submitted at time of opening.

The Bidder shall be actively engaged in work of the nature of the project for which bid is submitted as described in the bid specifications and shall have adequate equipment and personnel to do the work. Each Bidder shall submit with their proposal, a list of no less than five (5) projects, from five different clients, completed within the last three years, related to the type of work specified in the particular bid specification.

The Board of Education of Grant Community High School District #124 reserves the right to reject any or all bids or parts thereof, to waive any irregularities or informalities in the bidding procedures and to award the contracts in a manner serving the best interest of the school district.

All bidders must comply with the Illinois Statutory requirements regarding labor and bidding service work including, Equal Opportunity Laws.

All bidders interested in providing a proposal must submit a completed copy of the **"Intent to Provide Bid Form"** to the Grant Community High School District 124 District office, **no later than 3:00 pm, December 12, 2025** in order to ensure that bidder is notified of any Addenda to the Bid Specifications in a timely manner to afford the bidders an opportunity to provide a complete bid.

Bidding documents will be on file and may be obtained from the Grant Community High School District 124 website (www.grantbulldogs.org) or by calling the office of the Director of Buildings and Grounds, telephone (847) 973-3410, fax (847) 587-7098.

Sincerely,

Beth Reich
Business Manager/CSBO
285 E Grand Avenue
Fox Lake, Illinois 60020



General Conditions

See Instructions to Bidders and General Conditions later in this document. When a bidder signs the bid form, the bidder acknowledges having read and agrees to all the conditions and terms listed in this document. In addition, the bidder must sign and include copies of the forms from that document with the bid form for a complete bid. A bid bond in the amount of 10% of the base bid for mowing services is required to be submitted with the bid.

Site Visits

Bidders should make an examination of the site to acquaint themselves with the requirements of the specifications. The site locations are shown in Attachment A, Attachment B, and Attachment C. Please contact the Director of Buildings and Grounds at 847-973-3410 to schedule a site visit.

Scope of Work

The scope of services to be provided as a part of this bid shall include:

- Turf care – including mowing and trimming, and fertilizer/herbicide applications
- Mulched Beds, ornamental beds, and tree rings care
- Retention ponds

Bid shall include all labor, material and equipment costs, and administrative services to provide the services described herein during each contract year's season. Bidders are invited to provide quotations for the base year (2026) and the second (2027) and third year (2028) for a maintenance contract. The first-year services begin March 15, 2026 and goes through November 15, 2026. Subsequent years (2027 and 2028) begin March 15th through November 15th.

Bidders shall provide a qualifications statement with the bid which includes copies of all applicable licensures, professional affiliations, and certifications.

Proper precautions when working on site to protect any and all amenities on the property including utilities will be taken by the Contractor. Any damages caused by the Contractor's operation will be reported immediately to the Director of Buildings & Grounds of Grant Community High School District #124. Any damages caused by the Contractor's actions shall be corrected and/or paid for by the Contractor at no additional cost to the School District.

All Personnel provided by the Contractor, including subcontractor(s) shall be competent, experienced, courteous, properly dressed with identifiable uniforms, and skilled in high profile landscape management.

Contractor is to provide corporate support having the ability to provide landscape design consultation, develop landscape management specification.



TURF CARE

MOWING AS FOLLOWS:

March	1 mowing	Dependent on weather; to be determined by Director of Buildings & Grounds
April	4 mowings	Every 7 days, not to exceed 4 mowings
May	4 mowings	Every 7 days, not to exceed 4 mowings
June	4 mowings	Every 7 days, not to exceed 4 mowings
July	4 mowings	Every 7 days, not to exceed 4 mowings
August	4 mowings	Every 7 days, not to exceed 4 mowings
September	4 mowings	Every 7 days, not to exceed 4 mowings
October	4 mowings	Every 7 days, not to exceed 4 mowings
November	1 mowing	Completed no later than November 15th

Exceptions: The Director of Buildings & Grounds reserves the right to cancel or add a mowing and the billing will be adjusted accordingly.

Mowing to include:

1. Removal of all papers and trash from lawns prior to cutting. Vendor is also to remove any rocks that may cause damage or injury, prior to mowing.
2. Height of grass to remain at 2 ½" after cut.
3. Excessive clippings removed from lawn as needed.
4. Clippings removed from walks, beds, drives, and curbs at each mowing.
5. Trimming of all obstacles – poles, trees, walls, fences, along sidewalks, and the like that are within the boundaries of the lawns being mowed.
6. No mowing will be conducted during a rainfall or after a rainfall or if the ground is so wet that damage may occur. Grass clippings or clumps of grass left on lawns and/or the damage of lawns due to this condition are the sole responsibility of the contractor.
7. Mowing date and time shall be scheduled with the Director of Buildings & Grounds, so as not to disrupt regularly scheduled student activities in those areas.
8. Grass clippings blown onto personal or public property will be removed per occurrence and any complaint will be responded to within one business day following the complaint to the Director of Buildings & Grounds.
9. Mowing required beyond the number and frequency as stated above will be by approval of the Director of Buildings & Grounds.
10. Property damage, personal property damage, or any injury resulting from the mowing activity, will be reported in full to the Director of Buildings & Grounds within one business day of the occurrence.



Fall Clean Up

At the conclusion of the mowing season, the removal of all leaves, trash and debris from lawns, roadways, parking lots, walks, shrub beds, fence lines, etc., to be completed at the conclusion of the fall leaf drop.

Spring Clean Up

To include raking or blowing of lawns and bed areas and removal of accumulated winter trash and debris from walks, lots, roadways, pavement and fence lines. To be completed in March/April.

Mowing Areas:

Grant Community High School District Office - 25700 W Old Grand Ave, Ingleside Illinois

All areas adjacent to and surrounding the buildings, including the parking areas, along sidewalks and driveways. All areas along Old Grand Ave and along Route 59 are included in the mowing schedule. See Attachment A-1 (Red highlights) for visual map.

Grant Community High School Bulldog Athletic Complex (BAC) - 26421 Molidor Road, Ingleside, IL

All areas adjacent to and surrounding the buildings, including the parking areas, along sidewalks and driveways. All areas along Molidor Road and along Fish Lake Road, including Grant Township R.O.W. Cross country running trail and hill which is located between baseball fields and soccer fields is included in the mowing schedule. See Attachment B-1 (Red highlights) for visual map.

Bid Alternate Option A (In addition to base bid)

Grant Community High School Main Campus - 285 East Grand Ave, Fox Lake, Illinois

All areas adjacent to and surrounding the buildings, including the parking areas, along sidewalks and driveways. All areas along Route 59, Grand Ave, and Devlin Road are included in the mowing schedule. See Attachment C-1 (Red highlights) for visual map.

Bid Alternate Option A (In addition to base bid)

Grant Community High School Field House - 110 Devlin Rd. Fox Lake, Illinois

All areas adjacent to and surrounding the buildings, including the parking areas, along sidewalks and driveways are to be included in the mowing schedule. In addition, all areas along Devlin Road, Hawthorn Lane, and Shady Lane, including athletic fields, are to be included in the mowing schedule. The areas excluded from this location are the infields and outfields of baseball and softball athletic fields. See Attachment C-1 (Red highlights) for visual map.

Bid Alternate Option A (In addition to base bid)

Grant Community High School Satellite Lot - 248 E Grand Ave. Fox Lake, Illinois

All areas adjacent to and surrounding the parking lot, along sidewalks and driveways are to be included in the mowing schedule. All areas along Grand Ave and Lippincott Rd are to be included in the mowing schedule. See Attachment D-1 (Red highlights) for visual map.

Bid Alternate Option A (In addition to base bid)

Grant Community High School Transportation - 122 Sayton Rd. Fox Lake, Illinois

All areas adjacent to and surrounding the building and lot, along roadways and driveways are to be included in the mowing schedule. All areas along Sayton Rd are to be included in the mowing schedule. See Attachment E-1 (Red highlights) for visual map.



Trimming

Trimming must be done around buildings, fences, walls, and other amenities as a part of the bid. This work can be done with mechanical means such as a “weed eater” or by chemical means only if the following requirements are met. Contractors who prefer chemical means of trim control must first provide the district with a proposal for this process for review and approval by the district. The proposal must include:

- Copies of Product Literature and Manufacturer’s MSDS sheets for chemicals being proposed which are acceptable to the district.
- Copies of Illinois Commercial Applicator’s license for on-site supervisor of the proposed application. This on-site supervisor must be on-site at all times, directly supervising the application.
- Chemical means will only be allowed along fence rows.
- If by chemical means, the width of vegetation control application is limited to no more than 4 inches.
- Vegetation control will not be used or will be suspended in areas where erosion is a concern of the property owner.
- All debris shall be removed from turf, walks and other hard surfaces immediately following completion of edging.

Line Trimming (Weed Eating)

Line trimming shall be performed in all areas inaccessible to mowers. These areas may include but are not limited to areas along raised walks, curbs, mulch bed edges, light bollards, signposts, fences and other fixed objects.

Line trimming shall not be performed near the base of any living plant. The same care in operation described for mowing shall be employed for line trimming.

Line trimming shall be performed each time the lawn is mowed.

The same care in operation described for mowing shall be employed for edging.

Sidewalk Edging

Edging of all sidewalks using a mechanical motorized edging machine, cutting along the walks, removal of cut turf, blowing of walks after edging. To be done once a year in July or August.

Fertilizer/Herbicide Applications (see attachments A-1, B-1, C-1, D-1, and E-1).

Fertilization and weed control shall be done three (3) times per year. The bid shall include all equipment, labor, and materials to complete applications in accordance with requirements of the Illinois Department of Agriculture’s Cooperative Extension and the Illinois Department of Public Health. The Contractor’s site supervisor must have a commercial applicator’s license for products to be utilized. The contractor shall be responsible for reasonable advance coordination with the School District to allow adequate time for the district to notify all concerned parties on the District’s Registry. The fertilizer shall be dry powder.

Throughout the season, lawns shall exhibit uniform, healthy color and growth. When fertilizers are applied, it shall not result in streaks, stripes, or burns on the lawns.

A minimum of three fertilizer applications per year shall be performed as part of the base bid. The Owner representative is to choose the number of applications. If more applications are made, two will



be in the fall at the rate of one pound of nitrogen per thousand square feet and split applications in the spring (half-rate with each application) to be applied. When three applications are made, one will be in the fall at the rate of one pound of nitrogen per thousand square feet and two applications in the spring (half-rate for each application). Timing for fall applications shall be timed on or around Labor Day with a forty-five-day interval (approximate) for one fall applications and thirty-day interval (approximate) for two fall applications. Spring application shall take place approximately two weeks prior (calculated by local weather patterns) to green up and then followed by approximately forty-five days.

Fertilizers shall be balanced fertilizers unless otherwise dictated by soil tests or state or local ordinances that restrict certain nutrients. Fertilizers shall have a minimum of 25% slow-release properties for fall applications and a minimum of 50% for spring applications. No more than four pounds of actual nitrogen shall be applied in any one year.

Sulfur applications to neutralize the turf/soil PH level, as may be recommended by the soil sample analysis, shall be provided as a part of the base bid at no additional cost to the School District.

Bidder shall provide the labor to extract soil sample plugs for analysis by the Illinois Dept. of Agriculture. Contractor shall clearly identify each sample and document its extraction location upon delivery to the district. The district will pay for and deliver the samples to the Field Office. The number of samples to be taken shall be no less than seven (7) per athletic field. Samples to be taken in the early spring and scheduled with the Director of Buildings and Grounds.

Lawn Weed Management/Abatement (see attachments A-1, B-1, and C-1).

Campus and Management Service provider shall establish acceptable threshold for weed presence in lawns. For general lawns, the typical goal will not be 100% weed-free but instead, to maintain an environment that is relatively weed-free (75-90% of lawns shall be comprised of desirable turf). If the weed population exceeds this threshold, then and only then, will herbicides approved for lawns be applied to maintain acceptable threshold. All applications shall be made by a licensed applicator, and all Federal, State, and local laws shall be followed.

The contractor shall provide the School District with a written report of the application event no later than two business days after the application event. The report shall include:

- Copies of all material procurement receipts for all materials applied to District #124's property
- Rates of application by area
- Identification of equipment utilized for the application process
- Applicators' and supervisors' names and Illinois Department of Agriculture license number(s)

Prior to the application of herbicides, all reasonable cultural management techniques will be exhausted to ensure that turf is maintained in a healthy state, and it reduces competition from weeds.

Application Schedule

Spring Application

- Pre-emergent weed control
- Fertilizer

Fall Application

- Fertilizer



- Broad leaf weed control shall be liquid. The herbicide to be used shall be broad spectrum selective type

Pest Control

Bidder shall be capable and licensed for the application of pesticides on District grounds. The price for services will be negotiated as needed.

Inspection for Insects and Diseases

General monitoring shall be conducted by the contractor for the presence of insects and diseases. The Contractor shall deliver to the Owner a formal written report of the monitoring. When insects or diseases become evident, an action plan for control/eradication shall be implemented. This may include any of the following; biological control, mechanical control, or the use of labeled pesticides. Blanket control will be allowed only when documented evidence including previous years scouting/records warrants.

Fertilizer/Pesticide Application Scheduling

All fertilization and pest control applications must be pre-approved by the Director of Buildings and Grounds. The dates the approved treatments are applied must be pre-approved by the Director of Buildings and Grounds.

MULCHED BEDS, ORNAMENTAL BEDS, AND TREE RINGS

Maintenance (see attachments A-2, B-2, C-2, and D-2).

All mulched beds and tree rings shall maintain a fresh, neat, crisp look and be weed-free. Mulch shall be added to/replaced annually. All mulched areas where applicable shall maintain a clean defined edge that separates lawns from bed/tree rings. Mulching/cultivating shall take place during the dormant season or as needed.

Beds/tree rings shall receive mulch annually using an approved organic (or where applicable an inorganic mulch) to ensure that beds/tree rings maintain a neat clean appearance. Beds will be periodically edged mechanically during the active growing season to ensure encroachment of lawns does not occur. A minimum depth of two inches of mulch and a maximum of three inches is acceptable for shrubs and tree rings. Perennials shall have no more than one inch of mulch. Ground covers should only receive mulch when soil is exposed. Once growth is complete, mulching shall cease.

Beds/tree rings shall remain weed-free through means of mechanical weeding, pre-emergent, and post-emergent herbicides. Bed lines/tree rings shall maintain uniformity and be proportional to the plants/tree in which the bed surrounds.

Cultivation of mulch beds/tree rings shall be employed prior to adding new mulch. No cultivating shall take place under drip lines of shrubs or evergreen trees. Ornamental trees and shade trees can be lightly cultivated within twelve inches of trunk when branched up.

Debris created during the edging and mulching process shall be removed.

Spring Cleanup

All beds and tree rings shall be cultivated and edged. To be completed in March/April.



Mulched Beds, Ornamental Beds, and Tree Rings Management Areas:

Grant Community High School District Office – 25700 W Old Grand Ave, Ingleside, Illinois

All areas adjacent to and surrounding the buildings, including the parking areas, along sidewalks and driveways. All areas along Old Grand Ave and along Route 59 are included. See Attachment A-2 (Yellow highlights) for visual map.

Grant Community High School Athletic Field Complex - 26421 Molidor Road, Ingleside, Illinois

All areas adjacent to and surrounding the buildings, including the parking areas, along sidewalks and driveways. All areas along Molidor Road and along Fish Lake Road, including Grant Township R.O.W. Cross country running trail and hill which is located between baseball fields and soccer fields are included. See Attachment B-2 (Yellow highlights) for visual map.

Grant Community High School Main Campus – 285 East Grand Avenue, Fox Lake, Illinois

All areas adjacent to and surround buildings, including main school building, surrounding areas, parking areas, along sidewalks, and driveways are included. See Attachment C-2 (Yellow highlights) for visual map.

Grant Community High School Field House – 110 Devlin Avenue, Fox Lake, Illinois

All areas adjacent to and surround buildings, Field House and concession building, athletic fields, parking areas, along sidewalks, and driveways are included. See Attachment C-2 (Yellow highlights) for visual map.

Grant Community High School Satellite Lot – 248 East Grand Avenue, Fox Lake, Illinois

All areas adjacent to and surround Parking Lot, including surrounding fence line, parking areas, along sidewalks, and driveways are included. See Attachment D-2 (Yellow highlights) for visual map.

RETENTION PONDS

Mowing/Maintenance (attachements A-3, B-3, and C-3)

Retention pond maintenance shall consist of one mowing at the beginning of the season, typically April. If locations are too wet to mow at this time, a scheduled time in the fall will be acceptable. The date and time will be scheduled with the Director of Buildings and Grounds and is subject to retention being full of water or not. See Attachments A-3, B-3, and C-3 (Orange highlights) for locations of retention ponds. There are multiple retentions, located at 26421 W. Molidor Road, Ingleside, Illinois and 285 E. Grand Avenue, Fox Lake, Illinois. There is one retention pond located at 25700 W Old Grand Ave, Ingleside, Illinois.



SPECIAL NOTES

Public Contact

On occasion, the contractor may come in contact, in some manner, with the general public. The employees shall be instructed to politely inform the citizens to direct their comments and/or questions to the **Director of Buildings and Grounds** at 285 E Grand Avenue, Fox Lake, IL, or call 847-587-2561.

Final Appearance

Mowing patterns will be such that there are no visible signs of grass clippings on the top of the grass blades. Trees, shrubs, and other plants shall not be damaged by lawn care equipment.

Equipment, Supplies, Repairs

Contractor shall be responsible for the purchase and transportation of equipment, fuel, supplies, and parts. The School District shall have no responsibility for handling, procurement, or storage of any of the above. Bidders shall provide an hourly rate sheet for equipment operators and labor as part of a complete bid.

Manpower

Bidders shall provide a staffing plan with the bid as a part of the complete bid.

Subletting Contract

It is mutually understood and agreed that the contractor shall not assign, transfer, convey, sublet or otherwise dispose of his/her contract or right, title or interest therein, or power to execute such Contract, to any other person, firm or corporation, without previous written consent of the School District. In no case shall such consent relieve the Contractor from his/her obligation or change the terms of the Contract.

Base Bid

Scope to include the entire package, minus what is noted in Alternate bid package A.

Alternate Bid Package A

Scope includes 285 E Grand Ave, Fox Lake Illinois, 110 Devlin Rd, Fox Lake Illinois, 248 E Grand Ave, Fox Lake Illinois, and 122 Sayton Rd., Fox Lake Illinois. Mowing, Trimming, Line Trimming, and Sidewalk Edging. See Attachment C-1, D-1, and E-1



INSTRUCTIONS TO BIDDERS AND GENERAL CONDITIONS

1. GENERAL

- A. Bidders shall prepare their submission in compliance with the instructions in this package. ALL BIDS MUST BE SUBMITTED ON THE BID PROPOSAL FORM PROVIDED IN THIS PACKAGE.
- B. Facsimile copies of bids are not accepted
- C. Bids must be submitted in a sealed envelope. They should be addressed to Lily Wu, Accounting & Fiscal Coordinator, Grant Community High School District 124, 285 E Grand Avenue, Fox Lake, IL 60020.
- D. The sealed envelope with the bid should be marked in the lower left-hand corner with "Lawn and Grounds Maintenance Bid".
- E. A completed copy of the Intent to Provide Bid form must be completed, signed, and submitted no later than **3pm, Friday, December 12, 2025**.
- F. The following **MUST** be included in the returned bid response as part of a complete bid. These forms must be fully completed, signed, and notarized as required on forms:
 - i. One complete paper copy of the Bid Proposal Form which includes
 - 1. Base Bid Price page
 - 2. Alternate Bid Package A price page
 - 3. Certificate of Eligibility To Bid
 - 4. Certificate of Compliance To The Illinois Department of Human Rights
 - 5. Hold Harmless Agreement
 - 6. Certificate of Compliance with a Drug-Free Workplace Act
 - 7. Equipment List
 - 8. Reference List
 - 9. Authorization for Criminal Background Investigation
 - 10. Contractor Questionnaire
 - ii. Bid Bond if required on page 3 in the specification;
- G. Bids will not be accepted after the scheduled date and time of the bid opening.
- H. On supply or equipment bids, prices quoted shall include delivery to the School District Building as indicated on the specifications.
- I. All bids must be typed or written in pen. Pencil is not acceptable. **BIDS WRITTEN IN PENCIL WILL BE REJECTED.**
- J. The district reserves the right to reject any or all bids. Bid awards will not necessarily be made on the basis of price alone: suitability to purpose, design, quality, past service, date of delivery, responsibility, and other factors deemed to be in the best interest of the district may also be considered. The district shall be the sole judge of these factors. In all instances, the decision rendered by the School Board shall be final and not subject to contest by others.

2. EXCEPTIONS

Any exceptions to these conditions or deviations from the specifications must be submitted in writing and attached to the bid form.

3. FIRM BID PRICES

Prices, terms, and conditions must be firm for a period of sixty days from the date of the bid unless otherwise agreed to by Grant Community High School District 124 and the bidder.

4. EXEMPTION FROM TAXES

GRANT COMMUNITY HIGH SCHOOL DISTRICT 124 is exempt from Federal, State, and Municipal taxes.



5. INVESTIGATION OF BIDDERS

Contractors or suppliers who are bidding work for Grant Community High School District 124 shall submit at least five references, name, addresses, and phone numbers of the last five school projects done in the last four years. These should be from managers of commercial buildings or school buildings and preferably in the north or northwest suburban area. The five references must be for five different projects. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not qualified to accomplish the work described in the specifications in an acceptable manner.

6. RESERVATION OF RIGHTS BY THE DISTRICT

The Board of Education reserves the right to reject any or all bids and either award the bid in the best interest of the district or re-advertise as it deems fit in its discretion.

7. DEPARTMENT OF HUMAN RIGHTS REGULATIONS

All bidders must abide by and attest to the fact that they are in compliance with the Illinois Human Rights Act as amended effective July 1, 1993 (formerly the Fair Employment Practice Commission). The D.H.R. (formerly F.E.P.C.) number must be on the bid form. Bidders who do not have a D.H.R. number can satisfy this requirement by signing the enclosed Certificate of Compliance and submitting it with the bid.

8. ELIGIBILITY TO CONTRACT

Vendor, pursuant to Section 5/10-20.21(b) of the School Code, with submission of its bid certifies that neither it, nor any of its partners, or officers or owners:

- A. Have been convicted in the past five (5) years of the offense of bid-rigging under Section 33E of the Illinois Criminal Code of 1961, 720 ILCS 5/33E -1 et seq., as amended;
- B. Have ever been convicted of the offense of bid-rotating under Section 33E-4 of the Illinois Criminal Code of 1961, as amended;
- C. Have ever been convicted of bribing or attempting to bribe an officer or an employee of the State of Illinois; or
- D. Have made an admission of guilt of any of the above conduct which is a matter of record.

Vendor acknowledges that the School Board may declare any contract awarded pursuant to this bid void if this certification is false.

9. CRIMINAL BACKGROUND INVESTIGATIONS

Vendor hereby represents, warrants, and certifies that no officer or director of vendor has any knowledge that any employee thereof has been convicted of committing or attempting to commit any one or more of the following offenses set forth in Section 5/21-23a of the Illinois School Code or who falsifies, or omits facts from his or her employment documents.

Vendor agrees that it shall not employ any person who has or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all employees or applicants who may have direct contact with employees shall be required to furnish a written "Authorization for Criminal Background Information" on forms provided by the district authorizing the Board of Education to request a criminal background investigation of said person pursuant to 105 ILCS 5/10-21-9 as amended by P.A. 96-1452 and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above.



Vendor further agrees to submit with said authorization for any costs and expenses associated with the criminal background investigation.

Vendor further represents, warrants, and certifies that no employee or applicant with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, including the Sex Offender Registry Act, and the Statewide Child Murder and Violent Offender Against Youth Database shall be employed thereby in any position that involves or may involve contact with the students of the school district.

All results of background checks must be provided to the District.

10. NONDISCRIMINATION

Vendor, certifies with submission of a bid, that it does not engage in discriminatory practices regarding employment or delivery of or access to services and programming and that it fully complies with the requirements of federal and State civil rights laws, including but not limited to: the Illinois Civil Rights Act of 2003, P.A. 93-0425; Illinois Human Rights Act, 775 ILCS 5/1-101 et seq.; the Americans with Disabilities Act, 42 U.S.C.12101 et seq., and the Rehabilitation Act of 1973, as amended, 29 USC 701 et seq., as well as the rules and regulations promulgated there under.

Vendor acknowledges that the School Board may declare any contract awarded pursuant to this bid void if this certification pursues false.

11. INSURANCE REQUIREMENTS

- A. Grant Community High School District 124 will only accept carriers on the contractor's Certificate of Insurance that have an A.M. Best's rating of no lower than A-7.
- B. The successful bidder shall expressly bind himself/herself to defend and save the District harmless from all suits or actions of every name and description including Scaffolding Act Liability. Successful bidder shall carry insurance, in company or companies acceptable to the District, for Worker's Compensation, Commercial General Liability, and Automobile liability.
- C. Each bidder shall submit as part of the bid, a certification of insurance in force to meet the above specifications. That certificate shall name GRANT COMMUNITY HIGH SCHOOL DISTRICT 124 as an additional insured and shall state that all insurance listed above is primary. GRANT COMMUNITY HIGH SCHOOL DISTRICT 124 shall be notified 30 days prior to any material change in the insurance.
- D. **Workman's Compensation - Statutory**
 - e.l. - each occurrence \$1,000,000
 - e.l. - disease -each employee \$1,000,000
 - e.l. - disease - policy limit \$1,000,000
- E. **Comprehensive General Liability Insurance:** The successful bidder shall maintain at all times during the contract Comprehensive Liability Insurance (including Broad Form Property Damage) with limits for combined bodily injury and property damage of not less than \$1,000,000 for each occurrence and not less than \$2,000,000 aggregate.
- F. **Comprehensive Auto Liability Insurance:** The successful bidder shall maintain at all times during the contract Comprehensive Auto Liability with limits for combined bodily injury and property damage of not less than \$1,000,000 for each occurrence and not less than \$1,000,000 aggregate.



- G. Excess Liability:** An umbrella policy is required with minimum limits of \$5,000,000 per occurrence and will apply to both bodily injury and property damage. The umbrella policy shall apply over all primary coverage and limits of liability as listed in the preceding section. The umbrella coverage must be as broad as the primary policies and must be free of any restrictions that do not appear in the underlying policies.
- H. Owned/Rented Equipment Insurance:** The Contractor shall secure, pay for, and maintain whatever Fire or Extended Coverage Insurance deemed necessary to protect the Contractor against loss of owned or rented capital equipment and tools, including any tools owned by mechanics, and any tools, equipment, scaffoldings, staging, towers and forms owned or rented by the Contractor. The requirement to secure and maintain such insurance is solely for the benefit of the Contractor; Contractor shall require same coverage of Subcontractor. Failure of the Contractor to secure such insurance or to maintain adequate levels of coverage shall not obligate Grant Community High School District 124, or their agents and employees for any losses of owned or rented equipment. It is expressly understood and agreed that Grant Community High School District 124 shall have no responsibility therefore, the Contractor secures such insurance the insurance policy shall include a waiver of subrogation clause as follows: "It is agreed that in no event shall this insurance company have any right of recovery against Grant Community High School District 124 or their agents."
- I. Contractor's Obligation:** The procuring of the insurance required under this Contract shall be considered solely as securing Contractor's obligation or liabilities assumed under the Contract. Contractor shall remain fully liable and responsible for all such obligations, whether or not the insurance provided by the Contractor is approved by Grant Community High School District 124.

There will be no "Waivers of Subrogation" permitted on the insurance policy or contract between GRANT COMMUNITY HIGH SCHOOL DISTRICT 124 and the contractor. A copy of the Certificate of Insurance shall be furnished to the Director of Buildings and Grounds before the work begins.

12. FORCE MAJEURE

The parties to any contract shall be excused from performance during the time and to the extent that they are prevented from obtaining goods or performing services by acts of God, fire, or power failure or reduction, provided that: satisfactory evidence thereof is presented to the District, and provided further that it is satisfactorily established that the non-performance was not due to the fault or negligence of the party not performing. The scheduled completion date stipulated in these specifications shall be adjusted by a period of time equal to such time lost because of the stated condition.

13. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of the bid form shall be construed as acceptance of all the provisions contained herein.

14. BID BOND

Each bid shall be accompanied by a bid bond in the amount of 10% of the total amount bid issued by a properly licensed commercial surety. The bid bond shall be given as a guarantee that the bidder will supply the items in accordance with specifications and prices bid. Bid security in the form of a Cashier Check will be accepted in lieu of a bid bond. The cashier's check or irrevocable letter of credit from bidder's bank on their letterhead signed by authorized bank officer, must be in the amount equal to 10% of the bid. Bid



security in the form of a bid bond issued by a surety having a “Best” rating of A- or better and licensed to conduct business in the state where the Project is located and named in the current list of “Surety Companies Acceptable on Federal Bonds” as published in the Federal Register by the Audit Staff Bureau of Accounts, U.S. Treasury Department. The successful bidder’s bond will be retained by the District until a contract is signed and full delivery and installation is complete.

15. PAYMENTS/BILLINGS

On District projects, a 10% retainer fee will be held if applicable, until all punch list items are completed and approved by the Director of Buildings and Grounds. Grant Community School District 124 processes checks once a month. Monthly statements will be submitted by the Contractor and payments will be authorized at the regular meeting of the Board of Education for all services performed during the previous calendar month. The deadline for receiving invoices is the Wednesday before the second Thursday of the month. Payment shall be considered for approval at the regular Board meeting (generally the third Thursday of the month). Payment will follow meeting approval.

16. LIEN WAIVERS

Waivers of lien from prime contractor, prime contractor’s supplier(s), subcontractor(s), and subcontractors’ supplier(s) must accompany each request for payment. Contractor must furnish the names of all subcontractors and a schedule of values with each pay request. Partial waivers must list a dollar amount. All final waivers must state “Paid in Full” in place of a dollar amount. Final payment will not be released until final waivers marked “Paid in Full” are submitted for all subcontractors, suppliers, and prime contractor. All waivers must be accompanied by a sworn statement listing subcontractors and suppliers, the amounts of their contracts and the amounts requested.

17. EXAMINATION OF SITES

Before submitting a bid, the contractor should visit the site and is responsible for knowing the conditions affecting the work. Failure to visit the site(s) shall not be accepted as a valid reason for any changes by the successful bidder. Please contact Director of Buildings and Grounds at 847-973-3410, to make an appointment to examine the site.

18. SAFETY

The contractor is responsible for making sure that all conditions are safe for pedestrians and workers. Any precautionary measures such as warning signs, barricades, etc., that might be necessary shall be at the expense of the contractor and provided for in the quoted price.

19. WORKMANSHIP

All work under this contract shall be performed in a skillful and workmanlike manner. Grant Community High School District 124 may, in writing, require the Contractor to remove from the work any employee the District deems incompetent, careless, or otherwise objectionable.

20. CONSTRUCTION DEBRIS DISPOSAL

Contractors shall not use GRANT COMMUNITY HIGH SCHOOL DISTRICT 124’s refuse dumpsters for debris brought to the jobsite or created at the jobsite by the contractors work onsite. This includes demolition debris.



21. CLEAN-UP

The contractor is responsible for keeping the job site clean at all times. Also, after the job is completed, he is responsible for removing all tools, equipment, excess material and debris from the site and leaving the area in a clean condition that meets the approval of the Director of Buildings and Grounds or his designee. Final cleaning shall be completed to the School District's satisfaction.

22. CHANGE IN SCOPE

Contractors and subcontractors must receive prior written approval from GRANT COMMUNITY HIGH SCHOOL DISTRICT 124's Director of Buildings and Grounds or Business Manager before proceeding with any work which is a change in scope and/or additional cost (a change order) to GRANT COMMUNITY HIGH SCHOOL DISTRICT 124.

23. BID SUMMARIES

Bid Summaries will be mailed within three business days after the Board approves the lowest responsible bid.

24. MATERIAL SAFETY DATA SHEETS

All contractors performing work in GRANT COMMUNITY HIGH SCHOOL DISTRICT 124 Buildings shall submit, to the Director of Buildings and Grounds, copies of Material Safety Data Sheets (MSDS) on all building materials to be used in accordance with the Illinois Department of Labor's Hazardous Communication Program Regulations prior to the commencement of work. Contractors must maintain a legible copy of these MSDS sheets on file at the job site at all times while construction is in progress. Periodic District checks may be performed, contractor must be able to furnish information on demand. Contractor must provide adequate control measures to protect the occupants of the building before, during, and after the use of any building materials which contain hazardous ingredients. Contractors who must use building materials which contain hazardous ingredients must review with and get approval on the intended control measures prior to the commencement of the work.

In addition, all contractors who are to perform work at GRANT COMMUNITY HIGH SCHOOL DISTRICT 124 facilities must make their employees aware of GRANT COMMUNITY HIGH SCHOOL DISTRICT 124's Hazardous Communication Program. GRANT COMMUNITY HIGH SCHOOL DISTRICT 124 has a copy of all MSDS sheets on products at the building which the District has purchased. The binder containing those MSDS sheets is in the Director of Building and Grounds' Office. If any contractor's employee would like a copy of GRANT COMMUNITY HIGH SCHOOL DISTRICT 124's Hazardous Communication Plan procedure or a particular MSDS sheet of a particular material the District has delivered to the site from a source other than the contractor, please see the Director of Buildings and Grounds to get a copy duplicated.

25. CONTRACT

This bid, the specifications included and the signing and returning of the bid form acknowledging the specifications and bid amount, are the contract. Term of this contract is from March 15, 2026 and will run through November of 2028. After that term, the District shall have the right to renew the contract for up to four (4) additional one (1) year terms. If the District renews the contract, the price shall be increased by either two percent (2%) or the then current Consumer Price Index (December to December), whichever is less. The



District shall have the right to terminate the contract at any time for convenience by providing a thirty (30) day written notice of termination.

26. SUBSTITUTIONS

- A. The materials, products, and equipment described in the Contract Documents establish a standard of required function, dimension, appearance, and quality to be met by any proposed substitution.
- B. A Contractor only (not distributor, representative, or other person in like capacity) may request of the Owner/Architect/Engineer a statement a minimum of 5 days prior to bid opening, concerning acceptability of any material or device which the Contractor is uncertain of as to compliance with the Contract Documents. It shall be the sole responsibility of the Contractor to transmit such requests in writing only in a full and complete manner accompanying the request with all data necessary for qualification of the article and at such a date as to allow reasonable time for the examination thereof. Such data may include structural analysis, drawings, including specific details pertaining to the Project, Project Manual and modifications, and any other information deemed necessary by the Owner/Architect/Engineer. All costs incidental to the submission of this data are to be borne by the submitting Contractor.
- C. The Owner/Architect/Engineer will examine such requests to the extent possible, but there shall be no guarantee that all requests can be examined, nor will the Owner/Architect/Engineer examine requests accompanied by inadequate data, that are received too late to be qualified, or are received after the last Addendum to the Project Manual has been issued.
- D. If the Owner/Architect/Engineer approves any proposed substitutions, such approval will be set forth in an Addendum. Bidders shall not rely upon approvals made in any other manner. Approved substitutions may include modifications to submitted material deemed necessary by the Owner/Architect/Engineer to conform to the established standard of required function, dimension, appearance, and quality set forth in the Contract Documents and shall be binding with regard to the performance of the Work, if accepted.

27. CONTACT WITH STUDENTS

When School is in session, personnel shall have absolutely no contact with students. Any expense to be incurred for the contractor to meet the following access limitations shall be a part of the contractor's bid.

- A. On days when school is in session the trades should not be allowed into areas where students are during the school day. Therefore the bidder shall plan all work that needs to take place in halls and other rooms (like running power to the space, etc.) to be done other than during school hours.
- B. Emergency access to student occupied school areas is only allowed if the tradesmen enter the front door and proceed to the main office directly, sign in and get a visitors badge before entering or if a District employee accompanies the tradesman at all times.
- C. If tradesmen must be in student occupied areas alone where they may have direct contact due to extenuating circumstances, those tradesmen must have a full criminal background check completed by the State of Illinois and District ID badges prior to gaining access. The background checks will be at the bidder's expense and the badges will be purchased from the District by the bidder at the published District employee replacement cost at the time of the purchase.



LAWN AND GROUNDS MAINTENANCE BID

- D. For contractors that have frequent need to access and work in areas of the buildings where the possibility of direct student contact is often necessary, the contractor should have his affected employees submit to the fingerprint and background check so that they can effectively perform the work that they are to do.



Intent to Provide Bid Form

This form acknowledges receipt of this bid and states whether the supplier intends to submit or not submit a Bid. The District requires a response, to this section, from all potential bidders receiving this Bid Specification no later than due date listed on page two (2).

Bid Name: _____

Company Name/Address:

Bidder's Primary Contact for this Bidding Process: (Please list main contact and alternate):

NAME	PHONE NUMBER	FAX NUMBER	E-MAIL ADDRESS

___ We **DO** plan to submit a proposal for this project.

___ We **DO NOT** plan to submit a proposal.

We would appreciate an indication of the reason(s) for declining to submit a proposal (if applicable):

Authorized Signature

Date

Printed Name

Title

Bidders shall return this form to the attention of Director of Buildings and Grounds at Grant Community High School District 124 via fax (847) 587-7098 AND/OR email to istaples@grantbulldogs.org no later than 3pm, Friday, December 12, 2025.



BID FORM

BF page 1 of 10

Bidder's Name: _____

Bid For: Lawn and Grounds Maintenance at Grant Community High School District 124 -
Locations Included:
25700 W Old Grand Ave, Ingleside, Illinois,
285 E Grand Avenue, Fox Lake, Illinois, 110 Devlin Ave, Fox Lake, Illinois, and
26421 W Molidor Road, Ingleside, Illinois

Bid Prices Including:

- Turf care – including mowing and trimming, and fertilizer/herbicide applications
- Mulched Beds, ornamental beds, and tree rings care
- Retention ponds

Base Bid for Three Years March 15, 2026 through November 15, 2028

\$ _____

The breakdown of the base bid is as follows:

Year One (1): 3/15/2026 through 11/15/2026 - \$ _____

Year Two (2): 3/15/2027 through 11/15/2027 - \$ _____

Year Three (3): 3/15/2028 through 11/15/2028 - \$ _____

Price/credit for addition/deletion of mowing - \$ _____ per event

Alternate Bid Package A – March 15, 2026 through November 15, 2028

Mowing, Trimming and Edging at 285 E Grand Ave, Fox Lake Illinois, 248 E Grand Ave., Fox Lake Illinois, 110 Devlin Rd, Fox Lake, Illinois, and 122 Sayton Rd, Fox Lake, Illinois

\$ _____

The breakdown of the Alternate Bid Package A is as follows:

Year One (1): 3/15/2026 through 11/15/2026 - \$ _____

Year Two (2): 3/15/2027 through 11/15/2027 - \$ _____

Year Three (3): 3/15/2028 through 11/15/2028 - \$ _____



For a **COMPLETE BID**, the bidder must include the following documents on their company letterhead:

1. An hourly rate sheet for costs for each piece of equipment with operator and hand laborers. The unit prices stated shall include all costs to Grant Community High School District #124 for that service.
2. A complete staffing plan for manpower proposed to meet the requirements of this bid specification including workers, supervisors, and program administrators.

Bidder acknowledges having received and read Addenda(s) ___ thru ___ and understands the bid prices above include all requirements of these addenda, should an addenda be issued. If an addenda was not issued, this will be left blank.

By signing the Bid Form, the Bidder acknowledges having received, read, and agrees to all the terms and conditions in the bid specifications and the “Instructions to Bidders and General Conditions”, a separate document. In addition, the bidder understands that the bid will be considered incomplete unless the forms which are a part of the “Instructions to Bidders and General Conditions” are completed and attached to this bid form.

_____ Company Name	_____ Officers Signature
_____ Street Address	_____ Officer’s Printed Name
_____ City, State, Zip Code	_____ Officer’s Official Title
_____ Telephone Number	_____ Fax Number
_____ Email Address	



BID FORM

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CERTIFICATE OF ELIGIBILITY TO BID

_____ (contractor), pursuant to Section 33E-11 of the Illinois Criminal Code of 1961 as amended, hereby certifies that neither (he, she, it) nor any of (his, her, its) partners, officers, or owners of (his, her, its) business has been convicted in the past five (5) years of the offense of bid-rigging under Section 33E-3 of the Illinois Criminal Code of 1961 as amended and that neither (he, she, it) nor any of (his, her, its) partners, officers or owners of (his, her, its) business has ever been convicted of the offense of bid-rotating under Section 33E-4 of the Illinois Criminal Code of 1961 as amended.

Date	Name of Contractor/Company
------	----------------------------

Street Address	City, State, Zip
----------------	------------------

Title of Officer	Name of Officer (Please Print)
------------------	--------------------------------

Signature of Officer



BID FORM

BF Page 3 of 10

Certificate of Compliance

To the

Illinois Department of Human Rights Regulations

For this bid to receive consideration by the Board of Education of School District #124, Fox Lake, Illinois, the following certificate must be signed by an official of your company and returned with your bid. All successful contractors must comply with the provisions of the Illinois Human Rights Act (HRA) dealing with equal employment opportunities (Section 2-105, 775 ILCS 5/2-105) including equality of employment opportunity and the regulations of the Department of Human Rights of the State of Illinois and also must provide for the adoption and implementation of written Sexual Harassment Policies. The contract with the successful bidder will provide for this requirement. The statutory provisions require that the written Sexual Harassment Policy included at a minimum the following information: (i) the illegality of sexual harassment, (ii) the definition of sexual harassment under Illinois law, (iii) a description of sexual harassment, utilizing examples (iv) a vendor's internal compliant process including penalty, (v) the legal recourse, investigative and compliant process available through the Department of Human Rights Commission, (vi) protection against retaliation as provided by Section 6-101 of the Illinois Human Rights Act.

This is to certify that our company is in compliance with the provisions of the Illinois Department of Human Rights Regulations.

Signed: _____

Signature

By: _____

Printed Name

Title: _____

Date: _____

Subscribed and sworn to before me

This _____ day of _____, 2025.

Notary Public: _____

Commission Expires: _____



BID FORM

BF Page 4 of 10

**GRANT COMMUNITY HIGH SCHOOL DISTRICT 124
HOLD HARMLESS AGREEMENT**

By signing this Hold Harmless Agreement, the bidder certifies that to the fullest extent permitted by law, the bidder agrees to defend, pay on behalf of, and hold harmless Grant Community High School District 124 and its elected and appointed officials, employees, volunteers, and others working on behalf of Grant Community High School District 124; against any and all claims, demands, suits, loss, including all costs connected therewith, for any damages which may be asserted, claimed, or recovered against from Grant Community High School District 124, its elected and appointed officials, employees, volunteers, and others working on behalf of Grant Community High School District 124, by reason of personal injury, including bodily injury and death; and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this contract.

Company Name

By (Sign Name)

Address

Title

Sworn and subscribed on the ____ day of _____, 2025,

before me, notary public, appointed in _____ County for the State of IL

Signature of Notary

Name Typed or Printed

(Seal)

My commission expires:

Month Day Year

City of Residence

County



BID FORM

BF Page 5 of 10

CERTIFICATE OF COMPLIANCE WITH A DRUG-FREE WORK PLACE ACT

I, _____, as an authorized agent, do hereby certify that

_____ (check appropriate box):

NAME OF BUSINESS

Has 25 or more employees and, pursuant to Section 3 of the Illinois Drug Free Workplace Act, 30 ILCS 580/1 et seq., shall provide a drug free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the Illinois Drug Free Workplace Act. I further certify that _____ (Name of Business) is not ineligible for award contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

Has less than 25 employees and shall provide a drug free workplace for all employees engaged in the performance of work under the contract.

In certifying to the above, I hereby acknowledge that the School Board may declare any contract awarded pursuant to this bid void if this certification proves false.

_____ Authorized Agent of Bidder

_____ Date

Subscribed and sworn to before me

This _____ day of _____, 2025.

Notary Public: _____

Commission Expires: _____



BID FORM

BF Page 6 of 10

Name of Contractor (Bidder) _____

EQUIPMENT TO BE UTILIZED FOR THE COMPLETION OF THIS WORK INCLUDES:.....

<u>Equipment Type</u>	<u>Quantity to be Provided</u>	<u>Manufacturer and Model</u>	<u>Age</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____
8.	_____	_____	_____
9.	_____	_____	_____
10.	_____	_____	_____
11.	_____	_____	_____
12.	_____	_____	_____
13.	_____	_____	_____
14.	_____	_____	_____
15.	_____	_____	_____
16.	_____	_____	_____
17.	_____	_____	_____
18.	_____	_____	_____
19.	_____	_____	_____
20.	_____	_____	_____
21.	_____	_____	_____
22.	_____	_____	_____
23.	_____	_____	_____



BID FORM

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Name of Contractor (Bidder) _____

REFERENCE SHEET

Please submit the names of the last five projects done for four or five different School Districts, Colleges, or Companies for whom you have done similar work in the last four years.

1. Name _____
Address _____
City _____
Contact Person _____ Telephone _____

2. Name _____
Address _____
City _____
Contact Person _____ Telephone _____

3. Name _____
Address _____
City _____
Contact Person _____ Telephone _____

4. Name _____
Address _____
City _____
Contact Person _____ Telephone _____

5. Name _____
Address _____
City _____
Contact Person _____ Telephone _____



BID FORM

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Name of Contractor (Bidder) _____

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The Vendor agrees that it shall not employ any person who has or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all employees or applicants who may have direct contact with pupils shall be required to furnish a written "Authorization for Criminal Background Information" pursuant to 105 ILCS 5/10-21-9 as amended by P.A. 96-1452 and for the District to receive criminal history record information pursuant thereto to determine if the employee has been convicted of attempting to commit any of the criminal or drug offenses enumerated above.

Employees who will have contact with pupils:

(First & Last Name) _____

(First & Last Name) _____

(First & Last Name) _____

(First & Last Name) _____

(First & Last Name) _____

(First & Last Name) _____

(First & Last Name) _____

Please indicate how background investigations will take place(if necessary):

- The undersigned hereby authorizes the Board of Education of School District No. 124, Lake County, Illinois to request a criminal investigation from the Illinois State Police, pursuant to Section 5/1-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto on all named employees above who will have contact with pupils.
- The vendor will request and incur any costs and expenses associated with obtaining a criminal investigation from the Illinois State Police, pursuant to Section 5/1-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9. All results of the background check must be provided to the District.



BID FORM

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Name of Contractor (Bidder) _____

CONTRACTOR QUESTIONNAIRE

Pursuant to 105 ILCS 5/10-20.40 all school districts in the State of Illinois are required to annually report the number and value of contracts awarded to "minority owned businesses, female owned businesses, and businesses owned by persons with disabilities, as defined in the Business Enterprise for Minorities, Females and Persons with Disabilities Act, and locally owned businesses" for contracts over \$25,000. In order to comply with this requirement, we request contractors to complete the following questionnaire and return with their bid responses.

Is Your Company a Locally Owned Business YES _____ NO _____ as it relates to this School District?

For purposes of this questionnaire, "Locally Owned" means that the registered address or principal place of business of the company is located within the boundaries of the school district. For a corporation, LLC, LP, LLP, or LLLP, the registered address is the address for business on file with the Illinois Secretary of State. For all other business entities, the principal place of business is where the books and records of the business are kept and/or the management of the business works.

..... Guidance issued by the Illinois State Board of Education suggests that we inquire whether your company is certified as a minority, female, or disabled person owned business by a certifying agency (e.g., Chicago Transit Authority - Cook County - Illinois Department of Transportation - Metropolitan Transit Authority Metropolitan Water Reclamation District- U.S. Small Business Administration - State of Illinois) or that it would be eligible for certification if an application were made. The Guidance includes the definitions set forth below.

Definition of Ownership: "Minority owned business, female owned business, and business owned by a person with a disability" means a business concern which is at least 51% owned by one or more minority persons, females, or persons with a disability; or in the case of a corporation, at least 51% of the stock in which is owned by one or more minority persons, females, or persons with a disability; and the management and daily business operations of which are controlled by one or more of the minority females, or persons with a disability who own it. (30 ILCS 575/2)

Is Your Company a Minority Owned Business? YES _____ NO _____

"Minority person" shall mean a person who is a citizen or lawful permanent resident of the United States and who is: (a) African American - a person having origins in any of the black racial groups in Africa; or (b) Hispanic - a person of Spanish or Portuguese culture with origins in Mexico, South or Central America, or the Caribbean Islands, regardless of race; or (c) Asian American - a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent or the Pacific Islands); or (d) Native American or Alaskan Native - a person having origins in any of the original peoples of North America. (30 ILCS 575/2)



BID FORM

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Name of Contractor (Bidder) _____

CONTRACTOR QUESTIONNAIRE(cont...)

Is Your Company a Female Owned Business? YES _____NO _____

"Female" shall mean a person who is a citizen or lawful permanent resident of the United States and who is of the female gender. (30 IL CS575/2)

Is Your Company a Business Owned By Persons with Disabilities? YES _____NO _____

"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, where "Disabled" means a severe physical or mental disability that:

(a) results from: amputation, arthritis, autism, blindness, burn injury, cancer, cerebral palsy, cystic fibrosis, deafness, head injury, heart disease, hemiplegia, hemophilia, respiratory or pulmonary dysfunction, mental retardation, mental illness, multiple sclerosis, muscular dystrophy, musculoskeletal disorders, neurological disorders, including stroke and epilepsy, paraplegia, quadriplegia and other spinal cord conditions, sickle cell anemia, 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) if it is determined by an evaluation of rehabilitation potential to cause a comparable degree of substantial functional limitation similar to the specific list of disabilities listed in this definition. (30 ILCS 575/2).

COMPANY NAME

SIGNATURE

PRINT NAME

TITLE