



# Memo



**To:** Contractors and Subcontractors  
**From:** Palatine Park District  
**Date:** March 29, 2021  
**Re:** Prevailing Wage and Certified Payroll

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## **Prevailing Wage Requirements**

The Illinois Prevailing Wage Act, 820 ILCS 130/.01 et seq. (the Act) requires contractors and subcontractors to pay all laborers, workers and mechanics performing work for public bodies to pay no less than the prevailing rate of wages (hourly cash wages plus fringe benefits) in the county where the work is performed. Contractors rendering services to Palatine Park District must comply with all requirements of the Act, including but not limited to all wage, notice and record keeping duties and are responsible for determining the applicable prevailing wage rates throughout performance of the work. Failure of a contractor to make such determination shall not relieve it of its obligations to comply with all aspects of the Act.

Revisions of the Prevailing Wage Rates are made periodically by the Illinois Department of Labor (IDOL) and, as required by the Act, a Schedule of Wages is available online: <https://www2.illinois.gov/idol/Laws-Rules/CONMED/Pages/Rates.aspx>. The Contractor acknowledges and agrees that the foregoing notice of periodic revisions to the prevailing wage rates satisfies any obligation of the Park District to notify the Contractor of any such revisions to the prevailing wage rates while performing services for Palatine Park District.

## **Certified Payroll Requirements**

Palatine Park District will no longer collect Certified Payroll. All contractors and subcontractors performing work or providing services for Palatine Park District are now required to obtain an Illinois Public ID Account for the purpose of submitting their Certified Payroll documents to IDOL.

Invoices or other requests for payment MUST INCLUDE a copy of IDOL's email confirmation of certified payroll submission for the work/services completed. DO NOT include the PDF of the certified payroll that is attached to the confirmation email.