



REQUEST FOR PROPOSALS

PROJECT: 2027-2031 Golf Cart Lease

NUMBER: 26-103

INVITATION TO BID

Sealed Proposals for: **2027-2031 Golf Cart Lease** will be received by the Palatine Park District, 512 West Northwest Highway, Palatine, Illinois 60067 until 10:00 a.m. on Tuesday, July 7, 2026 at which time and place, all Proposals will be publicly opened and read aloud. Proposals received after the stated time shall be disqualified and returned unopened.

The Palatine Park District encourages minority business firms to submit proposals on this project and the successful contract bidder utilizes minority businesses as sub-contractors for supplies, equipment, services, and construction.

PLANS AND SPECIFICATIONS

Digital versions of Plans and Specifications are available at no cost beginning Friday, June 19, 2026, by contacting Cathy Laegeler, Administrative Assistant via email: parkprojects@palatineparks.org. Hard copies are available upon request only by calling 847-705-5140 and may be picked up at the offices of the Palatine Park District, 148 West Illinois Avenue, Palatine, Illinois 60067.

SUBMITTAL OF PROPOSAL FORMS

All forms necessary for submittal of a proposal are both bound into and enclosed loosely in the project manual. These forms are to be filled out completely, contain no qualifications or interlineations and be submitted as part of the proposal. Attached to the Proposal Form will be one or more certifications regarding the Bidder's compliance with applicable law. Failure of a Bidder to complete, sign and submit a required certification shall be the basis for immediate rejection of that Bidder's proposal. The certifications of the successful Bidder shall become a part of the Contract with the Park District.

Proposals shall be submitted in DUPLICATE in a sealed envelope, labeled "SEALED PROPOSAL" with the Project Name, the name of the bidder, date and time of opening, and addressed to Dan Hotchkin, Head Golf Professional, Palatine Park District, 512 West Northwest Highway, Palatine, IL 60067. DO NOT submit the project manual as part of the sealed proposal packet.

RELEASE OF PROPOSAL RESULTS

A proposal tabulation will be completed at the time of the proposal opening. This tabulation will be included in the summary and staff recommendation to the Park Board of Commissioners. The proposal tabulation will be posted to the Park District website (<https://www.palatineparks.org/public-bids/>) on the Bids and Proposals page within two (2) business days after the Park Board has made their determination. Results will not be released prior to posting on the web site.