



WILL COUNTY, ILLINOIS

PURCHASING DEPARTMENT

JENNIFER BERTINO-TARRANT
WILL COUNTY EXECUTIVE

KEVIN LYNN
DIRECTOR

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County Office Building
302 N. Chicago Street
Joliet, IL 60432

December 19, 2025

To Whom It May Concern:

You are invited to submit your bid to provide Animal Care and Housing Services for the Will County Animal Protection Services Department, 22452 Cherry Hill Rd, Joliet, IL 60433. The contract is for a twelve-month period, commencing on February 1, 2026, through and including January 31, 2027, with three (3) one (1) year renewal options at the County's discretion.

Complete bid specifications are included, **which will act as the contract and must be filled out and returned as such.**

Bids will be received in the Purchasing Department, 2nd floor, Will County Office Building, 302 North Chicago Street, Joliet, IL 60432, **not later than 12:00 P.M., Friday, January 16, 2026, "As so indicated by the time stamp clock of Will County"**. Bids will be publicly opened and read by the Will County Executive or her representative at **12:05 P.M., Friday, January 16, 2026**, at the same location.

The bidder acknowledges the right of the County of Will to reject all bids and to waive non-material informality or irregularity in any bid received as may be specified in the solicitation.

Should you have any questions regarding this bid, please send them in writing to the Will County Purchasing Department at purchasing@willcounty.gov.

We welcome your bid.
Sincerely,

Kevin Lynn

Kevin Lynn
Purchasing Director

**ADVERTISEMENT OF BID
ANIMAL CARE AND
HOUSING SERVICES**

SEALED BIDS TO PROVIDE ANIMAL CARE AND HOUSING SERVICES FOR THE WILL COUNTY ANIMAL PROTECTION SERVICES DEPARTMENT, 22452 CHERRY HILL RD, JOLIET, IL 60433, WILL BE RECEIVED AT THE WILL COUNTY PURCHASING DEPARTMENT, WILL COUNTY OFFICE BUILDING, 302 N CHICAGO ST., JOLIET, IL 60432, UNTIL THE HOUR OF 12:00 P.M. FRIDAY, JANUARY 16, 2026.

BIDS WILL BE PUBLICLY OPENED AND READ BY THE WILL COUNTY EXECUTIVE OR HER REPRESENTATIVE AT 12:05 P.M. FRIDAY, JANUARY 16, 2026, AT THE WILL COUNTY OFFICE BUILDING, 302 N CHICAGO ST., JOLIET, IL, 60432, 2ND FLOOR.

SPECIFICATIONS AND CONDITIONS OF THE BID ARE AVAILABLE AT www.demandstar.com, www.willcounty.gov AS WELL AS THE PURCHASING DEPARTMENT, 2ND FLOOR, WILL COUNTY OFFICE BUILDING, 302 N CHICAGO ST., JOLIET, IL 60432, (815) 740-4712 OR EMAIL purchasing@willcounty.gov

THE TENDERING OF A BID TO THE COUNTY SHALL BE CONSTRUED AS ACCEPTANCE OF THE SPECIFICATIONS. THE COUNTY OF WILL RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS OR PROPOSALS RECEIVED IN WHOLE OR IN PART.

BY ORDER OF THE WILL COUNTY EXECUTIVE, JENNIFER BERTINO-TARRANT

**INSTRUCTIONS TO
BIDDERS ANIMAL CARE
AND HOUSING SERVICES**

SUBMITTAL REQUIREMENTS:

Each of the following documents shall be submitted by the bid time mentioned herein in order that the bid will be considered:

1. Summary of Experience and Management Information
2. Certificates of Insurance
3. **Signed** Copy of Prime Contractor Certification
4. **Signed** and completed Bid Form
5. **Signed** and completed Receipt of Addenda Form

GENERAL SPECIFICATIONS:

Bidders are invited to submit sealed bids for Animal Care and Housing Services for the Will County Animal Protection Services Department, 22452 Cherry Hill Rd, Joliet, IL 60433. The contract is for a twelve-month period, commencing on February 1, 2026, through and including January 31, 2027, with three (3) one (1) year renewal options at the County's discretion.

The guidelines provided by Will County Animal Protection Services is divided into 6 key areas:

- I. Required Information from Bidders
- II. Evaluation and Selection
- III. Scope of Work, Staffing and Duties
- IV. Insurance Requirements
- V. Pricing and Compensation
- VI. Nature of the Contract
- VII. Exhibits

We appreciate you working with us on this program evaluation, and we look forward to learning more about your company's capabilities and offerings.

I. REQUIRED INFORMATION FROM BIDDERS

SEALED BIDS:

Sealed bids will be received in the Purchasing Department, 2nd floor, Will County Office Building, 302 N. Chicago St., Joliet, IL 60432, **not later than 12:00 P.M., Friday, January 16, 2026, “as so indicated by the time stamp clock of Will County”**.

BIDS RECEIVED AFTER THIS TIME WILL NOT BE ACCEPTED.

Sealed bids will be publicly opened and read aloud by the Will County Executive or her representative at **12:05 P.M. Friday, January 16, 2026**, at the Will County Office Building, 302 N. Chicago St., 2nd floor, Joliet, IL 60432.

Bids must be made in accordance with the instructions contained herein.

Bid forms shall be completely filled out either typewritten or in ink and shall not be detached from this binding. The **complete set of Contract Documents shall** be submitted with the proposal in triplicate with **ONE ORIGINAL, TWO COPIES, AND ONE DIGITAL COPY ON AN ELECTRONIC STORAGE DEVICE, CLEARLY MARKED.** **In the event of a conflict between the terms of the submitted Contract Documents and the terms of the Bid Forms and Specifications, the terms of the Bid Forms and Specifications shall prevail.**

All Bid Forms and Specifications as attached hereto shall be used to form the Contract for the work to be performed. Proposals shall be submitted on the forms furnished by the County of Will in a sealed package, plainly marked, with the Bidder's name and address and the notation:

Bids shall be addressed to the Will County Purchasing Department, Will County Office Building, 302 N. Chicago St., Joliet, IL 60432.

SIGNATURE OF BIDS:

The signature on bid documents shall be that of an authorized representative of bidder. An officer or agent of the offering bidder who is empowered to bind the bidder in a Contract shall sign the proposal and any clarifications to that proposal.

Each bidder, by making and signing his bid, represents that he has read and understands the bidding documents. **Any bid not containing said signed documents shall be non-conforming and shall be rejected.**

BIDDING PROCEDURES:

1. All bids must be prepared on the forms provided by the County and submitted in triplicate, with **ONE ORIGINAL, TWO COPIES, AND ONE DIGITAL COPY ON AN ELECTRONIC STORAGE DEVICE, CLEARLY MARKED,** in accordance with the Instructions to bidders.
2. A bid is invalid if it has not been deposited at the designated location prior to the time and date for receipt of bids indicated in the Advertisement for Bids or prior to any extension thereof issued to the bidders.
3. Unless otherwise provided in any supplement to the instructions to bidders, no bidder shall modify, withdraw or cancel his bid or any part thereof for ninety (90) days after the time designated for the receipt of bids in the Advertisement for Bids.

4. Changes or corrections may be made in the bid documents after they have been issued and before bids are received. In such cases a written addendum describing the change or correction will be issued by the County of Will to all bidders recorded by the County of Will as having received the bidding documents and will be available for inspection wherever issued. Such addendum shall take precedence over that portion of the documents concerned, and shall become part of the bid documents. Except in unusual cases, such an addendum will be issued to reach the bidders at least five (5) days prior to date established for receipt of bids.
5. Each bidder shall carefully examine all bid documents and all addenda thereto, and shall thoroughly familiarize themselves with the detailed requirements thereof prior to submitting a proposal. Should a bidder find discrepancies or ambiguities in, or omissions from documents, or should they be in doubt as to their meaning, they shall, at once, and in any event, not later than seven (7) days prior to bid due date, notify the County of Will, who will, if necessary, send a written addendum to all bidders. The County of Will not be responsible for any oral instructions. All inquiries shall be directed to the Purchasing Director. After sealed bids are received, the bidder will make no allowance for oversight.

PRIME CONTRACTOR CERTIFICATION:

Included in this bid package is a prime contractor certification form. This form **must** be filled out and returned with your bid package, or it will not be accepted.

QUALIFICATIONS, CERTIFICATIONS, LICENSES:

Bidder shall have and if chosen as a Service Provider shall maintain for the term of the contract, all the necessary qualifications, certifications, and/or licenses pursuant to Federal and State law and regulations to provide the services required.

BIDDER'S QUALIFICATIONS:

All Bidders must be qualified bidders and demonstrate the capacity to provide animal care and housing to cats and dogs in accordance with these specifications. Bidders must be successfully servicing as an existing animal care facility for a minimum of one (1) year. References must be provided on the attached page. The County reserves the right to inspect such facilities to determine if this criteria is met. Bidder's must provide the address of their physical location, which must be within 10 miles of the Will County, Illinois border and within the state of Illinois.

Please provide the following information in your submittal:

A. Experience

In order to evidence your company's depth and breadth of capability, describe your company's experience (minimum 1 year) with animal housing and care, wherein your company handled animal welfare onsite.

B. Management Information

- List total number of employees employed – full time and part time (by category: administration/management, animal care, dog trainers, veterinarians, vet techs, other)

- List years in business using current name.
- What is employee turnover rate for the past two years?
- Describe the length of time you have provided animal care in the local area
-
- Describe any referral networks or fostering organizations you are associated with
- Describe any type of quality assurance programs that you have in place.

II. EVALUATION and SELECTION

EVALUATION CRITERIA:

The evaluation criteria shall include, but is not limited to the following:

1. References
2. The qualifications of the Bidder to provide Services required
3. History of Bidder's company

AWARDING OF BID:

The award will be based on the lowest responsible bidder that is able to meet or exceed the requirements of the County for the totals of the 1st year contract and the three (3) optional one (1) year contracts. This can be a multi-vendor award. It is the intent to use the low bidder first pending availability.

A bid is awarded based on cost per animal per day. Preference given to lowest bidder does not depend on location, and multiple awards are given, based on cost. All bidders are listed on a spreadsheet, and called in order of cost until placement needs are met.

The bidder acknowledges the right of the County of Will to reject any bids not in compliance with the request for bids and the right to reject all bids and the right to waive any non-material informalities or irregularities for any bid received and to accept the lowest responsible, responsive bid after all Bids have been examined and evaluated.

REJECTION OF BIDS:

The bidder acknowledges the right of the County of Will to reject any or all bids, to waive any non-material informality or irregularity in any bid received, and to accept the bid deemed most favorable to the interest of the County of Will after all bids have been examined and evaluated. In addition, the bidder recognizes the right of the County of Will to reject a bid if the bid is in any way incomplete or irregular. In evaluating the bids, the County of Will reserves the right to take into account various criteria including but not limited to, pricing, past performance, financial stability and reliability of each bidder in determining which bid is most favorable to the interests of the County of Will.

III. SCOPE of WORK, STAFFING and DUTIES

OVERVIEW:

It is the intention of the County of Will to request proposals for services of licensed veterinary hospitals, animal shelters, and boarding facilities who meet the requirements of these specifications for animal care and housing specifically for dogs and cats. These services are required on an as needed basis for animals that come into the care of Will County Animal Protection Services (WCAPS).

In awarding this bid the County shall consider criteria including, but not limited to, the following: site visit by WCAPS management, humane housing and care, minimally aversive handling, pricing, past performance, reliability and financial stability. The County shall award this bid by selecting a primary service provider and a secondary service provider, all other service providers to be ranked sequentially thereafter. All responding service providers shall be rated, as listed in these specifications. Should the primary service provider be unable to provide the services required, according to the specifications, the secondary service provider shall be used to fill the present service needs of the department. Should the secondary service provider be unable to respond satisfactorily, the next rated bidder shall be selected and all other service providers to be ranked sequentially. All responding providers that meet the requirements of the specifications shall be ranked and a contact list shall be made accordingly. WCAPS will begin housing requests with the top ranked vendor and proceed through the contact list until all current needs are met. County reserves the right to reject all bids if a responsible bidder is not found.

It is possible that one service provider shall be determined to be the primary bidder for animal care and housing of cats and another service provider may be the primary service provider for dogs or that the bid may need to be split due capacity concerns.

SCOPE OF WORK:

The Bidder is to fill the animal housing and care requirements of Will County Animal Protection Services as the need arises by providing housing, food, exercise, and daily care for cats and/or dogs for 7-business day stray hold. Preference will be given to organizations that will keep cats and/dogs after stray hold is completed so they can be made available for adoption through their adoption program or through the WCAPS adoption program.

The bidder shall at all times comply with the Humane Care for Animals Act as well as all state and local health regulations.

The bidder must provide intake, holding and release policies.

Will County Animal Protection Services shall notify the selected bidder of animal placement needs as soon as that information is available. However, due to the nature of services from Animal Protection Services the bidder may need to respond within a short notice period.

QUALIFIED STAFF REQUIREMENTS:

The bidder agrees that if selected, the necessary staffing levels will be maintained by trained, background checked staff. Training requirements include animal handling and de-escalation.

Hours of Operation:

Requested drop off/pick up time

Monday – Saturday from 8:30 am – 4:30 pm

Extended hours including holidays preferred

Volume:

Animal Care and Housing provided by WCAPS is an average of 393 cats and 481 dogs annually. The average animal amounts specified in this solicitation, however, are approximate only, and are given for the information of the Bidder and for the purpose of Proposal evaluation. They do not indicate the actual amount, which may be higher annually, since animal intake volume numbers of the Will County Animal Protection Services can vary year to year. This information is not a guarantee of what the County's requirements and needs will be during this contract period.

PROVIDER DUTIES:

1. Service Provider will provide:
 - a. Housing for a minimum of 10 WCAPS dogs and/or minimum of 10 WCAPS cats per month
 - i. Litters of kittens qualify as 1 cat for this requirement
 - b. Individual housing for animals with the exception of bonded pairs, litters, or nursing moms. Those animals may be housed together.
 - c. Housing separated by species
 - d. Species appropriate food and amount needed for animal's size and condition
 - e. Fresh water daily
 - f. Enclosures cleaned daily
 - g. Dogs a minimum of two times outside their kennel to exercise and relieve themselves
 - h. WCAPS any changes of an animal's medical or behavioral condition
 - i. Accept returned WCAPS animals adopted from their location
2. Service Provider will be in compliance with animal welfare requirements and will provide training to their staff and maintain all documentation necessary.

ANIMAL PROTECTION DUTIES:

1. Will County Animal Protection services will provide:
 - a. Transportation of animals to and from service provider
 - b. Holding for stray dogs and cats that are picked up at the end of day or afterhours until they can be transported to service provider
 - c. Core vaccines, dewormer, and microchip for WCAPS dogs and cats
 - d. All methods available to facilitate reuniting stray animals with their owners
 - e. Transportation of animals back to WCAPS for owner reclaims and process all reclaims and collect fees as appropriate
 - f. Transportation of feral cats entering into the Whiskers at Work program back to WCAPS

- g. Payment for vetting including spay/neuter, rabies vaccine, and heartworm or Feluk/FIV test for animals selected for adoption
- h. Marketing for WCAPS animals available for adoption at the organization's location including posting on social media and Petfinder
- i. Final humane euthanasia decisions and pay for the humane euthanasia for animals that are property of WCAPS

IV. INSURANCE REQUIREMENTS

INSURANCE REQUIREMENTS:

Contractor shall at all times maintain in force at Contractor's expense, each insurance noted below.

- 1. Commercial General Liability
 - a. \$1,000,000 per occurrence
 - b. \$2,000,000 general aggregate
 - c. No exclusions for animal-related injuries
- 2. Animal Bailee/Care, Custody & Control
 - a. \$100,000-\$500,000 aggregate
 - b. Per-animal limit stated
 - c. Coverage should include injury, illness, loss or death of animals while housed, transported, fostered, or in quarantine
- 3. Professional Liability/Errors & Omissions
 - a. \$1,000,000 per claim
 - b. \$2,000,000 aggregate
- 4. Workers Compensation
 - a. Illinois Workers' Compensation Act compliance
 - b. \$1,000,000 each accident
- 5. Automobile Liability
 - a. \$1,000,000 combined single limit
- 6. Cyber/Data Privacy Liability
 - a. \$500,000-\$1,000,000

PROOF OF CARRIAGE OF INSURANCE:

- 1. The certificates provided by the CONTRACTOR at the time of bidding shall not be canceled or materially altered except after 30 days written notice to the COUNTY and agreed upon.
- 2. All policies shall substitute the word "Occurrence" for "accident" for both bodily and property damage. "Occurrence" shall be defined to mean an event or series of events or continuous or repeated exposure to conditions, which unexpectedly cause injury or damage during the policy period.
- 3. All insurance coverage shall be provided by insurance companies maintaining a financial strength and claims paying ability rating no lower than "A" MINUS "VIII" as rated by the 1999 or most current AM Bests Insurance Guide.

V. PRICING and COMPENSATION

PRICES:

Bidders should respond with a rate for animal by species, as listed on the original bid form, included in this solicitation.

If County extends the optional renewal for year(s) two, three, and/or four, and no percent of increase has been listed on the bid form, the original first year rates will apply.

Prices shall remain in effect throughout the Contract Period, which is for a (12) twelve-month period, from February 1, 2026, through January 31, 2027, with three (3) one (1) year optional renewals, at the County's discretion.

COMPENSATION:

The Service Provider shall bill Will County Animal Protection Services on a monthly basis. Bills shall reflect the actual amount of animals received and for services rendered.

Will County Animal Protection services will pay the Service Provider in full for the services invoiced typically within thirty days after receipt of the invoice. In any case, payments shall be made in accordance with the Local Government Prompt Payment Act, 50 ILC 505/1 et seq.

WORDS AND FIGURES:

Where amounts are given in both words and figures, the words shall govern. If the amount is not written in words, the unit cost will take precedence over the extended price in case of a discrepancy in the multiplication.

VI. NATURE of CONTRACT

CONTRACT DURATION:

The contract is to commence February 1, 2026 through January 31, 2027. The County, at its sole discretion, reserves the right to extend the contract for three (3) optional one (1) year contracts.

TERMINATION:

Will County Animal Protection Services may automatically terminate this contract due to any unethical billing procedures and/or unprofessional and fraudulent practices.

Either party hereto may, at any time during the term hereof, terminate the contract, with or without cause, upon thirty (30) days written notice to the other party of such termination. At the end of said thirty (30) days notice period the contract shall be terminated.

Immediately upon the termination of the contract for any reason, all debts, obligations and liabilities theretofore accrued between the Service Provider and Will County Animal Protection Services will be paid, performed and discharged.

WORDS AND FIGURES:

Where amounts are given in both words and figures, the words shall govern. If the amount is not written in words, the unit cost will take precedence over the extended price in case of a discrepancy in the multiplication.

NON-DISCRIMINATION:

The Bidder shall at all times observe and comply with any law, statute, regulation or the like relating in any way to civil rights including but not limited to the Public Works Employment Discrimination Act, 775 ILCS 10/0.01 et seq.

DEFAULT:

In case of default by the successful bidder, the County of Will may procure the articles or services from other sources and may deduct from the unpaid balance due the successful bidder any of its costs resulting from the default, and the prices paid by the County of Will shall be considered the prevailing market price at the time such articles or services are procured.

TAX EXEMPTION:

The County of Will is exempt from Federal, State and Municipal Taxes.

HOLD HARMLESS CLAUSE:

The respondent will save and hold harmless the County of Will, it's officers, agents, and employees, from and against all causes of action, liabilities, claims, demands and damages of whatsoever kind or nature arising out of or connected with the performance of services by the respondent, whether such injury, death, loss or damage shall have been occasioned by the negligence of the respondent, or a sub-consultant of the respondent, or their employees, or otherwise. The respondent will defend at its own expense any actions based thereon and shall pay all charges of reasonable attorneys, all costs, damages and other expenses arising therefrom. All obligations arising from this clause shall survive termination of the agreement resulting from award of a contract derived from this Bid Request.

COMPLIANCE WITH APPLICABLE LAW:

In all aspects relative to the performance of their respective obligations, the respondent and County of Will shall conduct their respective businesses in accordance with all applicable federal, state and local laws.

CHOICE OF LAW:

Responses to this Bid and any agreement connected herewith shall be governed by the laws of the State of Illinois, without regard to conflict of law provisions.

VENUE:

Venue for any cause of action related to this Bid and any agreement connected herewith shall be filed with the Twelfth Judicial Circuit, Will County, Illinois.

INDEMNIFICATION:

There shall be a reciprocal obligation of indemnification. A Party who commits a negligent or intentionally wrongful act (the Indemnifying Party) has the obligation to shield the other innocent Party (Indemnified Party) for the legal results of the former's actions. The Indemnifying Party shall indemnify and hold harmless the Indemnified Party, and its officers, employees, and agents, to the fullest extent allowed by Illinois Law for any cause of action related to or arising from this Agreement, regardless of whether liability is premised on the action or inaction of Indemnifying Party. This indemnity shall include all costs, fees, damages, and monetary awards, including reasonable attorney's fees. Nothing herein shall be construed to limit the Indemnified Party's ability to select its own counsel or participate in its own defense. These indemnities shall survive the termination of this Agreement.

ILLINOIS FREEDOM OF INFORMATION ACT:

Any and all submissions to the County of Will become the property of the County of Will and these and any late submissions will not be returned. Your proposal will be open to the public under the Illinois Freedom of Information Act (FOIA) (5 ILCS 140) and other applicable laws and rules, unless you request in your proposal that we treat certain information as exempt. We will not honor requests to exempt entire proposals. You must show the specific grounds in FOIA or other law or rule that support exempt treatment. If you request exempt treatment, you must submit an additional copy of the proposal with exempt information deleted. This copy must tell the general nature of the material removed and shall retain as much of the proposal as possible. In the event the County of Will receives a request for a document submitted, the County of Will shall provide notice to contractor as soon as practicable. Regardless, contractor will be responsible for any costs or damages associated with defending your request for exempt treatment. Furthermore, contractor warrants that County of Will's responses to requests for a document submitted that is not requested to be exempt will not violate the rights of any third party.

Please be advised that if your proposal is accepted by the County of Will all related records maintained by, provided to, or required to be provided to the County of Will during the contract

duration are subject to FOIA. In the event the County of Will receives a request for a document relating to contractor, its provision of services, or the arranging for the provision of services, the County of Will shall provide notice to contractor as soon as practicable and, within the period available under FOIA, contractor may then identify those records, or portions thereof, that it in good faith believes to be exempt from production and the justification for such exemption. Regardless, contractor will be responsible for any costs or damages associated with defending the request for exempt treatment. Furthermore, contractor will warrant that County of Will's responses to requests for a document relating to contractor, its provision of services, or the arranging for the provision of services, will not violate the rights of any third party. Please be advised also that FOIA provides that any record in the possession of a party with whom the County of Will has contracted to perform a governmental function on behalf of the County of Will, and that directly relates to the governmental function and is not otherwise exempt under FOIA is considered a public record of the County of Will for purposes of FOIA. 5 ILCS 140/7(2). As such, upon request by the County of Will (or any of its officers, agents, employees or officials), the contractor shall provide to the County of Will at no cost and within the timeframes of FOIA a copy of any "public record" as required by FOIA and in compliance with the provisions of FOIA. After request by the County of Will, contractor may then identify those records, or portions thereof, that it in good faith believes to be exempt from production and the justification for such exemption. Regardless, contractor will be responsible for any costs or damages associated with defending the request for exempt treatment.

VII EXHIBITS:

PRIME CONTRACTOR CERTIFICATION

The undersigned hereby certifies that _____
Name of Bidder/Company

is not barred from contracting with any unit of State or local government as a result of a violation of either Section 33E-3 or 33E-4 of the Criminal Code of 1961.

Representative of Company Title

Signature Date

Note: A person who makes a false certificate commits a Class 3 Felony. Sections

33E-3 and 33E-4 provide as follows:

33E-3. Bid-rigging. A person commits the offense of bid-rigging when he knowingly agrees with any person who is, or but for such agreement would be, a competitor of such person concerning any bid submitted or not submitted by such person or another to a unit of State or local government when with the intent that the bid submitted or not submitted will result in the award of a contract to such person or another and he either (1) provides such person or receives from another information concerning the price or other material term or terms of the bid which would otherwise not be disclosed to a competitor in an independent noncollusive submission of bids or (2) submits a bid that is of such a price or other material term or terms that he does not intend the bid to be accepted.

Bid rigging is a Class 3 felony. Any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be barred for 5 years from the date of conviction from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation as provided in paragraph (2) of subsection (a) of Section 5-4 of this Code.

33E-4 Bid rotating. A person commits the offense of bid rotating when, pursuant to any collusive scheme or agreement with another, he engages in a pattern over time (which, for the purposes of this Section, shall include at least 3 contract bids within a period of 10 years, the most recent of which occurs after the effective date of this amendatory Act of 1988) of submitting sealed bids to units of State or local government with the intent that the award of such bids rotates, or is distributed among, persons or business entities which submit bids on a substantial number of the same contracts. Bid rotating is a Class 2 felony. Any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be permanently barred from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation as provided in paragraph (2) of subsection (a) of Section 5-4 of this Code.

Possible violations of Section 33 can be reported to the Office of the Will County State's Attorney at (815) 727-8453.



WILL COUNTY, ILLINOIS

PURCHASING DEPARTMENT

Bid Form

Animal Care and Housing Services

#2026-66

Name _____ F.E.I.N> # _____
Address _____
City _____ State _____ Zip _____
Contact Person _____ Phone _____
Email Address _____

THIS IS NOT AN ORDER

Will County Agency Name: _____

For additional information contact the Will County Purchasing Department at purchasing@willcounty.gov

The bidder proposes to provide the products and/or services in accordance with the specifications attached herein.

DESCRIPTION	Daily Rate
Canine Housing (Per Animal)	\$
Feline Housing (Per Animal)	\$
Year 2 and 3 percentage of increase	%
Additional Comments:	

Printed Name: _____

Signature: _____ **Title:** _____

Representative of Company



WILL COUNTY, ILLINOIS

PURCHASING DEPARTMENT

Reference Form

Animal Care and Housing Services

#2026-66

Please list three (3) references, other than the County of Will, that you have done similar work, service or supplied similar products to:

Entity: _____

Address: _____

City, State, Zip Code: _____

Telephone Number: _____

Contact Person: _____

Email Address: _____

Entity: _____

Address: _____

City, State, Zip Code: _____

Telephone Number: _____

Contact Person: _____

Email Address: _____

Entity: _____

Address: _____

City, State, Zip Code: _____

Telephone Number: _____

Contact Person: _____

Email Address: _____



WILL COUNTY, ILLINOIS

PURCHASING DEPARTMENT

Addendum Form

Animal Care and Housing Services

#2026-66

Name _____ F.E.I.N> # _____

Address _____

City _____ State _____ Zip _____

Contact Person _____ Phone _____

Email Address _____

THIS IS NOT AN ORDER

Will County Agency Name:

For additional information contact the Will County Purchasing Department at purchasing@willcounty.gov

Addendum Receipt: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

Addendum Receipt: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

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No. _____, dated _____, signed _____

Addendum Receipt: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

LATE BIDS CANNOT BE ACCEPTED!

SEALED BID DOCUMENT

Vendor Return Address:

BID #: 2026-66
DUE DATE: 1/16/2026
DUE: 12:00 P.M.
DESCRIPTION: APS Animal Care and Housing

DATED MATERIAL-DELIVER IMMEDIATELY
WILL COUNTY PURCHASING DEPARTMENT
302 N. CHICAGO ST., 2ND FLOOR
JOLIET, IL 60432

PLEASE CUT OUT AND AFFIX THIS BID LABEL (ABOVE)
TO THE OUTERMOST ENVELOPE OF YOUR SEALED BID
TO HELP ENSURE PROPER DELIVERY!

LATE BIDS CANNOT BE ACCEPTED!