



MOLINE CITY COUNCIL AGENDA

Tuesday, January 28, 2014

6:30 p.m.

(immediately following the Committee-of-the-Whole meeting)

City Hall

Council Chambers – 2nd Floor

619 16th Street

Moline, IL

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

CONSENT AGENDA

All items under the consent agenda are considered to be routine in nature and will be enacted by one motion. There will be no separate discussions of these items unless a council member so requests, in which event the item will be removed from the consent agenda and considered as the first item after approval of the consent agenda.

COUNCIL MEMBER	PRESENT	ABSENT
Knaack		
Parker		
Bender		
Brown		
Turner		
Schoonmaker		
Liddell		
Acri		
Mayor Raes		

APPROVAL OF MINUTES

Committee-of-the-Whole and Council meeting minutes of January 21, 2014

SECOND READING ORDINANCES

1. Council Bill/General Ordinance 3001-2014

An Ordinance amending Chapter 31, "TAXATION," of the Moline Code of Ordinances, by repealing Section 31-7105 in its entirety and enacting in lieu thereof one new Section 31-7105 relating to the same subject matter.

EXPLANATION: Chapter 31, Article VII, of the Moline Code of Ordinances, contains provisions pertaining to prepared food and liquor tax. Section 31-7105 thereof provides for the assessment of a late payment penalty and certain enforcements for failure of an operator of a prepared food facility or liquor facility to remit tax payments to the City, but it does not contain the City's standard penalty provision of an imposed fine for the violation of failure to remit the taxes. This ordinance will amend Section 31-7105 to allow the City to impose a fine for violation of Article VII upon a court finding of violation.

FISCAL IMPACT: N/A

PUBLIC NOTICE/RECORDING: Pamphlet Publication

2. Council Bill/General Ordinance 3002-2014

An Ordinance amending Chapter 22, "OFFENSES - MISCELLANEOUS," of the Moline Code of Ordinances, by repealing Sec. 22-4100(1) in its entirety and enacting in lieu thereof one new Sec. 22-4100(1) relating to the same subject matter.

EXPLANATION: Subsection 22-4100(1) of the Code of Ordinances contains a list of weapons that constitute an offense of the Code if an individual sells, manufactures, purchases, possesses or carries any such weapon within City limits. This subsection includes metal knuckles, but does not match the state statute's full description of "metal knuckles or other knuckle weapons regardless of its composition" found at 720 ILCS 5/24-1. City staff wishes to amend Sec. 22-4100(1) of the Code to

match the state statute's language for this type of weapon and to further the City's goal of protecting the public health, safety and welfare of its citizens.

FISCAL IMPACT: N/A

PUBLIC NOTICE/RECORDING: Pamphlet Publication

3. Council Bill/Special Ordinance 4003-2014

A Special Ordinance authorizing the Mayor and City Clerk to award certain contracts for treatment chemicals to be used by the Department of Public Works for the calendar year 2014 and authorizing the Mayor and City Clerk to execute the necessary contract documents.

EXPLANATION: Treatment chemical bids are solicited annually through the Bi-State Joint Purchasing Council. Staff recommends awarding the contracts to the lowest responsive bidders that meet specifications for each treatment chemical. In the case of anionic polymer, cationic polymer, cationic filter aid, and polyphosphate, staff recommends continued use of water treatment chemicals from the current vendors, until such time as bench, plant and system-wide testing determines that satisfactory performance can be obtained from alternate treatment chemicals procured at a lower cost and until any related Public Water Supply Operating Permit changes have been authorized by the Illinois Environmental Protection Agency.

FISCAL IMPACT: Funds are budgeted in #310-1712-434.06-33, #320-1832-433.06-33 and #320-1833-433.06-33, Chemical Supplies.

PUBLIC NOTICE/RECORDING: N/A

RESOLUTIONS

4. Council Bill/Resolution 1009-2014

A Resolution authorizing the Mayor and Police Chief to execute an Equitable Sharing Agreement and Certification between the Federal Government and the Moline Police Department, setting forth the requirements for participation in the federal equitable sharing program and the restrictions upon the use of federally forfeited cash, property, proceeds, and any interest earned thereon, which are equitably shared with participating agencies.

EXPLANATION: The federal government requires that the police department annually enter into a formal agreement and provide certification of receipts and expenditures of federal forfeiture funds and property.

FISCAL IMPACT: Allows receipt of federal forfeiture funds and property.

PUBLIC NOTICE/RECORDING: N/A

5. Council Bill/Resolution 1010-2014

A Resolution considering all Rules and Regulations adopted by the Board of Fire and Police Commissioners (Board) concerning "Chapter IV – Promotions – Police," and approving same as an exercise of the City's Home Rule Powers.

EXPLANATION: During the negotiations that resulted in the 2014-2015 Labor Agreement with the Fraternal Order of Police (FOP), Lodge #77, the City and FOP agreed to changes to the police lieutenant promotional process. The Board approved said changes to its Rules and Regulations at its January 16, 2014 meeting. Additional documentation is attached.

FISCAL IMPACT: N/A

PUBLIC NOTICE/RECORDING: Newspaper Publication

6. Council Bill/Resolution 1011-2014

A Resolution authorizing the Director of Public Works to apply to the Illinois Department of Commerce and Economic Opportunity for a grant for the Riverside Cemetery Retaining Wall Repair/Replacement in the amount of \$50,000.00 for the City of Moline, and that City staff is

authorized to do all things necessary to prepare and submit said grant application to the Illinois Department of Commerce and Economic Opportunity.

EXPLANATION: Staff is requesting authorization to submit a grant application to the Illinois Department of Commerce and Economic Opportunity to repair/replace the Riverside Cemetery retaining wall. The City is eligible to submit an application for a grant appropriated in the amount of \$50,000 for general infrastructure improvements. Council identified Riverside Cemetery Retaining Wall Repair/Replacement as a Top Priority for 2013 – 2014.

FISCAL IMPACT: NA

PUBLIC NOTICE/RECORDING: N/A

7. Council Bill/Resolution 1012-2014

A Resolution declaring two Stryker Ambulance Cots (Models 6080 and 6082 MX-PRO) as surplus property and authorizing the Finance Director to dispose of said surplus property.

EXPLANATION: The Moline Fire Department has a surplus of two Stryker Ambulance Cots (Models 6080 and 6082 MX-PRO) after purchasing some newer, easy lifting cots a few years back. The two cots are twelve years old and have an assessed value of \$300 a piece. Authorization needs to be given to dispose of this surplus item through the legal disposal process that is most advantageous to the City whether sealed bid, auction, negotiation or otherwise.

FISCAL IMPACT: Potential Revenue for General Fund

PUBLIC NOTICE/RECORDING: N/A

OMNIBUS VOTE

ITEMS NOT ON CONSENT

RESOLUTIONS

8. Council Bill/Resolution 1013-2014

A Resolution authorizing the Department of Planning and Development to apply to the Illinois Department of Transportation (IDOT) for a Safe Routes to School grant in the amount of \$160,000.00 to plan, design, and construct a shared use trail in the City of Moline; and authorizing staff to do all things necessary to prepare and submit said grant application.

EXPLANATION: The Department of Planning and Development proposes to submit an application for grant funding in the amount of \$160,000.00 to the Illinois Department of Transportation for the Safe Routes to School grant program. The grant funds, if awarded, would be used to assist with the planning, design, and construction of a multi-use side-path located adjacent to 25th Avenue between 12th Street and 7th Street. The grant program requires a 20 percent local match. This would equate to a \$40,000.00 local match if the City were to be awarded the full \$160,000.00.

FISCAL IMPACT: The grant program requires a 20 percent local match. Staff requests that the match be paid from the General Fund Contingency Account in an amount up to, but not to exceed \$40,000

PUBLIC NOTICE/RECORDING: N/A

MISCELLANEOUS BUSINESS

PUBLIC COMMENT

Members of the public are permitted to speak after first stating their name and address.

EXECUTIVE SESSION

OMNIBUS VOTE		
Council Member	Aye	Nay
Parker		
Bender		
Brown		
Turner		
Schoonmaker		
Liddell		
Acri		
Knaack		
Mayor Raes		

1013-2014		
Council Member	Aye	Nay
Parker		
Bender		
Brown		
Turner		
Schoonmaker		
Liddell		
Acri		
Knaack		
Mayor Raes		

Council Bill/General Ordinance No. 3001-2014

Sponsor: _____

AN ORDINANCE

AMENDING Chapter 31, "TAXATION," of the Moline Code of Ordinances, by repealing Section 31-7105 in its entirety and enacting in lieu thereof one new Section 31-7105 relating to the same subject matter.

WHEREAS, Chapter 31, Article VII, of the Moline Code of Ordinances, contains provisions pertaining to prepared food and liquor tax; and

WHEREAS, Section 31-7105 thereof provides for the assessment of a late payment penalty and certain enforcements for failure of an operator of a prepared food facility or liquor facility to remit tax payments to the City, but it does not contain the City's standard penalty provision of an imposed fine for the violation of failure to remit the taxes; and

WHEREAS, this ordinance will amend Section 31-7105 to allow the City to impose a fine for violation of Article VII upon a court finding of violation.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOLINE, ILLINOIS, as follows:

Section 1 – That Chapter 31, "TAXATION," of the Moline Code of Ordinances, is hereby amended by repealing Section 31-7105 in its entirety and enacting in lieu thereof one new Section 31-7105 relating to the same subject matter, which shall read as follows:

"SEC. 31-7105. PENALTY, INTEREST ON DELINQUENT TAX, ENFORCEMENT.

(a) If any person operating a prepared food facility or a liquor facility within the City fails or omits to pay any tax when due, interest shall be added at the rate of one and one half percent (1½ %) per month on the amount of delinquent tax, calculated from the first day of delinquency, until such time as the delinquent tax is paid.

(b) Failure of any person operating a prepared food facility or liquor facility to collect, account for and remit the tax and any late payment interest to the City may be enforced by action in any court of competent jurisdiction. Any person who violates any provision of this article, upon conviction thereof, shall be punished by a fine of not less than two hundred dollars (\$200.00) nor more than three hundred dollars (\$300.00) for the first offense and not more than seven hundred fifty dollars (\$750.00) for a second and each subsequent offense committed within any one hundred eighty (180) day period. Each day during which such violation continues shall be regarded as a separate punishable offense.

(c) In addition to court action, failure of any person operating a prepared food facility or liquor facility to collect, account for and remit the tax and any late payment interest to the City shall be cause for suspension or revocation of any City license issued to the facility's premises.

(d) Any person failing to maintain or allow examination of the books and records provided herein or elsewhere by law or ordinance, upon conviction, shall be fined not less than two hundred dollars (\$200.00) nor more

than seven hundred fifty dollars (\$750.00) for each offense, and each day a violation continues shall be considered a separate violation.”

Section 2 – That this ordinance shall be in full force and effect from and after passage, approval and, if required by law, publication in the manner provided for by law.

CITY OF MOLINE, ILLINOIS

Mayor

Date

Passed: _____

Approved: _____

Attest: _____

City Clerk

Approved as to Form:

City Attorney

Sponsor: _____

AN ORDINANCE

AMENDING Chapter 22, "OFFENSES - MISCELLANEOUS," of the Moline Code of Ordinances, by repealing Sec. 22-4100(1) in its entirety and enacting in lieu thereof one new Sec. 22-4100(1) relating to the same subject matter.

WHEREAS, subsection (1) of Section 22-4100, "Unlawful Use of Weapons," contains a list of weapons that constitute an offense of the Moline Code of Ordinances if an individual sells, manufactures, purchases, possesses or carries any such weapon within City limits; and

WHEREAS, this subsection includes metal knuckles, but does not match the state statute's full description of "metal knuckles or other knuckle weapons regardless of its composition" found at 720 ILCS 5/24-1; and

WHEREAS, City staff wishes to amend Sec. 22-4100(1) of the Code to match the state statute's language for this type of weapon and to further the City's goal of protecting the public health, safety and welfare of its citizens.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOLINE, ILLINOIS, as follows:

Section 1 – That Chapter 22, "OFFENSES - MISCELLANEOUS," of the Moline Code of Ordinances, is hereby amended by repealing Sec. 22-4100(1) in its entirety and enacting in lieu thereof one new Sec. 22-4100(1) relating to the same subject matter, which shall read as follows:

"SEC. 22-4100. UNLAWFUL USE OF WEAPONS.

* * * * *

- (1) Sells, manufactures, purchases, possesses or carries any air gun, spring-loaded gun, bludgeon, blackjack, slungshot, slingshot, sand-club, sandbag, metal knuckles or other knuckle weapon regardless of its composition, throwing star, or any knife, commonly referred to as a switchblade knife, which has a blade that opens automatically by hand pressure applied to a button, spring or other device in the handle of the knife; or a ballistic knife, which is a device that propels a knifelike blade as a projectile by means of a coil spring, elastic material or compressed gas; or"

* * * * *

Section 2 – That this ordinance shall be in full force and effect from and after passage, approval and, if required by law, publication in the manner provided for by law.

CITY OF MOLINE, ILLINOIS

Mayor

Date

Passed: _____

Approved: _____

Attest: _____

City Clerk

Approved as to Form:

City Attorney

Council Bill/Special Ordinance No.: 4003-2014

Sponsor: _____

A SPECIAL ORDINANCE

AWARDING certain contracts for treatment chemicals to be used by the Department of Public Works for the calendar year 2014 and authorizing the Mayor and City Clerk to execute the necessary contract documents.

WHEREAS, bids were received for various treatment chemicals through the Bi-State Regional Commission, to be used by the Water Division and Water Pollution Control Division; and

WHEREAS, the Director of Public Works has reviewed the bids and recommends that the contracts be awarded as follows to the lowest responsive bidders meeting the specifications:

1. Anhydrous Ammonia to Tanner Industries, Inc., 735 Davisville Road, Southampton, Pennsylvania 18966. Price \$1,620.00/ton.
2. Carbon to Michigan Renewable Carbon/Biogenic Reagents, 4500 Ball Road NE, Circle Pines, Minnesota 55014. Price \$1,160.00/ton.
3. Chlorine (Liquid) to Brenntag Mid-South, Inc., 4616 S. Enterprise Drive, Bartonville, Illinois 61607. Price \$369.00/ton.
4. Chlorine (Sodium Hypochlorite) to K. A. Steel Chemicals, Inc., 1001 W. 31 Street, Downers Grove, Illinois 60585. Price \$0.67/gallon.
5. Hydrofluorosilic Acid to Mosaic Crop Nutrition LLC, 13830 Circa Crossing Drive, Lithia, Florida 33547. Price \$520.00/ton.
6. Lime to Mississippi Lime Co., 3870 S. Lindbergh Boulevard, Suite 200, St. Louis, Missouri 63127. Price \$171.00/ton.
7. Liquid Carbon Dioxide to Continental Carbonic Products, 3985 East Harrison Avenue, Decatur, Illinois 62526. Price \$70.00/ton.
8. Liquid Ferric Sulfate to Kemira Water Solutions, Inc., 3211 Clinton Parkway Court, Lawrence, Kansas 66047. Price \$204.40/ton.
9. Potassium Permanganate to Carus Corporation, 315 5 Street, Peru, Illinois 61354. Price \$3,800.00/ton.; and

WHEREAS, the Director of Public Works recommends continued use of the following water treatment chemicals from the current vendors, until such time as bench, plant and system-wide testing determines that satisfactory performance can be obtained from alternate treatment chemicals procured at a lower cost and until any related Public Water Supply Operating Permit changes have been authorized by the Illinois Environmental Protection Agency:

1. Anionic Polymer to Pristine Water Solutions, 1570 S. Lakeside Drive, Waukegan, Illinois 60085.
2. Cationic Polymer to Ashland Specialty Chemical, 1500 Pincroft Road, Suite 300, Greensboro, North Carolina 27407.
3. Cationic Filter Aid to Pristine Water Solutions, 1570 S. Lakeside Drive, Waukegan, Illinois 60085.
4. Sodium Polyphosphate to Pristine Water Solutions, 1570 S. Lakeside Drive, Waukegan, Illinois 60085.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOLINE, ILLINOIS, as follows:

Section 1. That contracts be awarded for treatment chemicals to be used by the Department of Public Works for the calendar year 2014 and that the Mayor and City Clerk are hereby authorized and directed to execute the necessary contracts; provided said contracts are substantially similar in form and content to group Exhibit "A" attached hereto and incorporated herein by this reference thereto and have been approved as to form by the City Attorney.

Section 2. That this Special Ordinance shall not constitute a repeal of any ordinance with which it may conflict, but shall be considered a temporary variance from said conflicting ordinance.

Section 3. That this ordinance shall be in full force and effect from and after passage and approval; and, if required by law, published in the manner provided by law.

CITY OF MOLINE, ILLINOIS

Mayor

Date

Passed: _____

Approved: _____

Attest: _____
City Clerk

Approved as to Form:

City Attorney

Water Treatment Chemicals – October 30, 2013 – Moline Awarded Contracts highlighted in yellow

SUPPLIER	COST PER UNIT	TOTAL
1. Aluminum Sulfate (Alum) - Bulk tank truck		
USALCO Michigan City Plant, LLC	\$491.00/dry ton	\$785,744.00
General Chemical Performance Products	\$538.00/dry ton	\$860,800.00
2. Anhydrous Ammonia - Bulk tank truck		
SNR Technologies	\$390.60/ton *For every 20 tons See notes attached to bid	\$7,812.00*
Tanner Industries	\$0.81/lb	\$67,230.00
3. Anthracite Filter Coal - 1 ton bulk sacks on flatbed truck		
SNR Technologies	\$0.229/lb - See notes attached to bid	\$5,954.00
Carbonite Filter Corporation	\$333.20/ton	\$8,330.00
Prominent Systems, Inc.	\$409.00/ton	\$10,225.00
Unifilt Corporation	\$499.16/ton	\$12,479.00
4. Anthracite - Crushed, in suitable heavy-duty cloth, paper or polyethylene bags		
Carbonite Filter Corporation	\$0.182/lb	\$4,732.00
Unifilt Corporation	\$0.27/lb	\$7,020.00
Powell Chemical Corporation	\$565/dry ton	\$183,625.00
5. Caustic Soda - bulk tank truck		
K.A. Steel Chemical, Inc.	\$540.00/ton - See note on bid	\$175,500.00
Brenntag Mid-South, Inc.	\$574.00/DST	\$186,550.00
Alexander Chemical Corporation, A Carus Company	\$588.00/ton	\$191,100.00
Univar USA, Inc.	\$589.00/DST	\$191,425.00
Vertex Chemical Corporation	\$610.00/dry ton	\$198,250.00
6. Activated Carbon - bulk truck in loads of 30,000 pounds		
Prominent Systems, Inc.	\$1,190.00	\$35,700.00
Thatcher Company of Montana	\$0.558/lb	\$66,960.00
Michigan Renewable Carbon/Bio-genic Reagents	\$0.58/lb	\$69,000.00
Cabot Norit Americas, Inc.	\$0.63/lb	\$75,000.00
Standard Purification	\$0.7315/lb	\$87,780.00
Calgon Carbon Corporation	\$0.87/lb	\$104,000.00

SUPPLIER	COST PER UNIT	TOTAL
7. Activated Carbon - 50 lb. bags palletized and plastic wrapped for fork lift		
Michigan Renewable Carbon/Biogenic Reagents	\$990.00/ton	\$29,700.00
Thatcher Company of Montana	\$1,044.00/ton	\$31,320.00
Standard Purification	\$1,620.00/ton	\$48,600.00
Cabot Norit Americas, Inc.	\$1,780.00/ton	\$53,400.00
Calgon Carbon Corporation	\$1,840.00/ton	\$55,200.00
8. Activated Carbon - bulk truck loads not to exceed 20,000 lbs.		
Michigan Renewable Carbon/Biogenic Reagents	\$0.62/lb	\$93,000.00
Cabot Norit Americas, Inc.	\$0.68/lb	\$102,000.00
Standard Purification	\$0.8145/lb	\$122,175.00
Calgon Carbon Corporation	\$0.89/lb	\$133,000.00
9. Chlorine (Gas) 150 lb. Cylinders		
Brenntag Mid-South, Inc.	\$0.315/lb - No chlorine gas sales to East Moline Pool	\$14,080.50
Viking Chemical Company	\$0.3585/lb - No sales to East Moline	\$16,024.95
Alexander Chemical Corporation, A Carus Company	\$0.36/lb	\$16,092.00
Hawkins, Inc.	\$0.36/lb	\$16,092.00
10. Chlorine (Sodium Hypochlorite 15%) – 4,500 gallon loads		
K.A. Steel Chemicals, Inc.	\$0.67/gallon - See note on bid	\$130,650.00
Rowell Chemical Corporation	\$0.685/gallon	\$133,575.00
Vertex Chemical Corporation	\$0.705/gallon	\$137,475.00
Alexander Chemical Corporation, A Carus Company	\$0.794/gallon	\$154,830.00
Pristine Water Solutions	\$1.929/gallon - Includes certified lab report costs	\$376,155.00
11. Chlorine (Liquid) - truck load lots varying from 2 to 6 one-ton cylinders		
Brenntag Mid-South, Inc.	\$369.00/ton	\$43,173.00
Alexander Chemical Corporation, A Carus Company	\$389.00/ton	\$45,513.00
12. Citric Acid - lots of 5-10, 100 lb. bags		
Hawkins, Inc.	\$1.03/lb	\$2,678.00
Viking Chemical Company	\$1.04/lb - 50 lb bag	\$2,704.00
Brenntag Mid-South, Inc.	\$1.09/lb	\$2,834.00
AmPac Chemical Company	\$1.20 - 50 lb bag, granular	\$3,120.00

SUPPLIER	COST PER UNIT	TOTAL
13. Copper Sulfate - lots of 20-30, 50 lb. bags		
Chemrite, Inc.	\$1.55	\$9,455.00
Univar USA, Inc.	\$1.578	\$9,625.80
Brenntag Mid-South, Inc.	\$1.64	\$10,004.00
AmPac Chemical Company	\$1.76 - Fine 20 snow 50 lb bags	\$10,736.00
14. Hydrofluosilicic Acid - bulk tank truck		
Viking Chemical Company	\$0.36/lb - East Moline only	\$27,000.00
Hawkins, Inc.	\$0.36/lb - East Moline only	\$27,000.00
Mosaic Crop Nutrition, LLC	\$0.26/lb - Price based on 23% assay adjusted basis + 40,000/lb minimum releases. Moline & Rock Island only. No bid East Moline	\$42,250.00
Hawkins, Inc.	\$0.29/lb - Full truck load	\$47,125.00
Key Chemical, Inc. (bid is missing page 2)	\$0.2575/lb or \$514.95/ton	\$61,156.25
Alexander Chemical Corporation, A Carus Company	\$0.27/lb	\$64,125.00
Pencco, Inc.	\$0.278/lb - 4,000 gallon minimum order/delivery	\$66,025.00
Brenntag Mid-South, Inc.	\$0.29 - 44,000 lb minimum order	\$68,875.00
15. Hydrofluosilicic Acid - 15 gallon buckets		
Brenntag Mid-South, Inc.	\$4.00/gallon	\$2,940.00
Hawkins, Inc.	\$0.395/lb or \$4.045/gallon	\$2,973.08
16. Lime - bulk trucks of 50,000 pound loads		
Mississippi Lime Company	\$171.00/ton	\$162,925.00
Carmeuse Lime, Inc.	\$0.098385/lb or \$196.77/ton	\$186,931.50
Lhoist North America of Missouri, Inc.	\$217.00 - additional fuel surcharge based on rate at time of shipment applies	\$206,150.00
17. Liquid Carbon Dioxide – Tank Supply		
Continental Carbonic Products, Inc.	\$0.035 (\$70.00/ton) - see notes on bid	\$13,125.00
Poet Ethanol Products, CO2	\$0.045/lb	\$16,875.00
18. Liquid Ferric Sulfate 18%+++ - bulk tank truck, 4,500 gallon loads		
Kemira Water Solutions, Inc.	\$0.1022/wet lb	\$29,127.00
Geneval Chemical Performance Products, LLC	\$0.109/lb	\$31,065.00
19. Magnesium Bisulfite - lots of approximately four to eight - 30 gallon plastic drums		
Brenntag Mid-South, Inc.	\$0.44	\$880.00

SUPPLIER	COST PER UNIT	TOTAL
20. Potassium Permanganate - lots of ten -110 lb. (50Kg) drums		
Marubeni Specialty Chemicals, Inc.	\$1.935/lb	\$7,159.50
Viking Chemical Company	\$1.935/lb	\$7,159.50
American International Chemical	\$1.99/lb - 55 gallon drums	\$7,363.00
AmPac Chemical Company	\$2.18/lb - 55.115 lb drum	\$8,066.00
21. Potassium Permanganate – 55lb drum (25Kg pails) with handles		
Carus Corporation	\$1.90/lb	\$29,070.00
Marubeni Specialty Chemicals, Inc.	\$1.935/lb	\$29,605.50
Viking Chemical Company	\$1.935/lb	\$29,605.50
Thatcher Company of Montana	\$1.954/lb	\$29,896.20
F2 Industries, LLC	\$1.984/lb	\$30,355.20
American International Chemical	\$1.99/lb	\$30,447.00
Chemrite, Inc.	\$2.08/lb	\$31,824.00
AmPac Chemical Company	\$2.13/lb	\$32,589.00
22. Aqua Mag – 55 gallon drums		
Pristine Water Solutions	\$0.574/lb - Aquadene SK 7641	\$2,159.39
Shannon Chemical Corporation	\$0.597/lb	\$2,245.91
Hawkins, Inc.	\$0.60/lb - LPC-AM, trade name	\$2,257.20
Brenntag Mid-South, Inc.	\$0.64/lb - Aquapure 3637	\$2,407.68
Carus Corporation	\$0.667/lb	\$2,482.92
23. Phosphoric Acid – Bulk tank truck		
Chemrite, Inc.	\$0.524/lb	\$23,580.00
Carus Corporation	\$0.53/lb	\$23,850.00
Shannon Chemical Corporation	\$0.535/lb	\$24,075.00
Brenntag Mid-South, Inc.	\$0.62/lb	\$27,900.00
Pristine Water Solutions	\$0.849/lb	\$38,205.00
24. SOD Hypochlorite 12.5% - 53 gallon drums		
Viking Chemical Company	\$1.39/gallon	\$1,252.39
Brenntag Mid-South, Inc.	\$1.43/gallon	\$1,288.43
Hawkins, Inc.	\$1.75/gallon	\$1,576.75
Pristine Water Solutions	\$2.71/gallon	\$2,441.71

SUPPLIER	COST PER UNIT	TOTAL
25. Hydrofluosilicic Acid 23% - 150 lb container		
Hawkins, Inc.	\$0.395/lb or \$4.045/gallon	\$177.75
Brenntag Mid-South, Inc.	\$0.439/lb	\$197.55

No Bids

- 1. Nalco Company**
- 2. Polydyne**
- 3. C&S Chemicals**
- 4. Praxair**
- 5. Harcros Chemicals**

Bid Award Notes:

East Moline -

Item 8 - Michigan Renewable - Unresponsive bid - vendor did not comply with bid specifications - no sample was received.

Item 14 - Tie bid price - Hawkins chosen because they allow credit card payments and are located in closer proximity to East Moline so delivery time is quicker.

Rock Island -

Item 7 - Michigan Renewable never returned the multiple attempts to contact them. Unresponsive bidder.

Water Chemical Bid Opening – October 30, 2013

Council Bill/Resolution No. 1009-2014
Sponsor: _____

A RESOLUTION

AUTHORIZING the Mayor and Police Chief to execute an Equitable Sharing Agreement and Certification between the Federal Government and the Moline Police Department to accept the terms for participation in the Equitable Sharing Program and certify all receipts and expenditures of federal forfeiture funds during the last fiscal year.

WHEREAS, the police department is occasionally awarded funds and/or property through federal forfeiture proceedings; and

WHEREAS, the Department of Justice and Department of the Treasury mandate any law enforcement agency participating in the federal forfeiture equitable sharing program to enter into a formal Equitable Sharing Agreement and Certification on an annual basis; and

WHEREAS, the agreement certifies receipts and expenditures during fiscal year 2013 and renews participation in the program for the period January 1, 2014 through December 31, 2014.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MOLINE, ILLINOIS, as follows:

That the Mayor and Police Chief are hereby authorized to execute an Equitable Sharing Agreement and Certification between the Federal Government and the City of Moline Police Department, accepting the terms for participation in the Equitable Sharing Program and certifying all receipts and expenditures of federal forfeiture funds during the last fiscal year, provided said agreement is substantially similar in form and content to Exhibit A, attached hereto and incorporated herein by this reference thereto, and has been approved as to form by the City Attorney.

CITY OF MOLINE, ILLINOIS

Mayor

January 28, 2014

Date

Passed: January 28, 2014

Approved: February 4, 2014

Attest: _____
City Clerk

Approved as to form:

City Attorney



Equitable Sharing Agreement and Certification



OMB Number 1123-0011
Expires 9-30-2014

- Police Department**
 Sheriff's Office
 Task Force (Complete Table A)
 Prosecutor's Office
 National Guard Counterdrug Unit
 Other

* Please fill each required field. Hover mouse over any fillable field for pop-up instructions. *

Agency Name: Moline Police Department

NCIC/ORI/Tracking Number:

I	L	0	8	1	0	6	0	0
---	---	---	---	---	---	---	---	---

Mailing Address: 1640 6th Avenue

City: Moline

State: IL

Zip: 61265

Finance Contact: First: Jody

Last: Walker

Phone: 309-524-2230

E-mail: jwalker@moline.il.us

Preparer:

First: Jody

Last: Walker



Same as
Finance Contact

Phone: 309-524-2230

E-mail: jwalker@moline.il.us

Independent Public Accountant:

E-mail: lramirez@moline.il.us

Last FY End Date: 12/31/2013

Agency Current FY Budget:

\$14,123,665.00

- New Participant:** Read the Equitable Sharing Agreement and sign the Affidavit.
 Existing Participant: Complete the Annual Certification Report, read the Equitable Sharing Agreement, and sign the Affidavit.
 Amended Form: Revise the Annual Certification Report, read the Equitable Sharing Agreement, and sign the Affidavit.

Annual Certification Report

Summary of Equitable Sharing Activity		Justice Funds ¹	Treasury Funds ²
1	Beginning Equitable Sharing Fund Balance (must match Ending Equitable Sharing Fund Balance from prior FY)	\$19,643.07	
2	Federal Sharing Funds Received	\$29,387.62	
3	Federal Sharing Funds Received from Other Law Enforcement Agencies and Task Forces (To populate, complete Table B)		
4	Other Income		
5	Interest Income Accrued Non-Interest Bearing <input type="radio"/> Interest Bearing <input checked="" type="radio"/>	\$3.66	
6	Total Equitable Sharing Funds (total of lines 1 - 5)	\$49,034.35	\$0.00
7	Federal Sharing Funds Spent (total of lines a - m below)	\$0.00	\$0.00
8	Ending Balance (difference between line 7 and line 6)	\$49,034.35	\$0.00

¹ Justice Agencies are: FBI, DEA, ATF, USPIA, USDA, DCIS, DSS, and FDA.

² Treasury Agencies are: IRS, ICE, CBP, TTB, USSS, and USCG.

Summary of Shared Funds Spent		Justice Funds	Treasury Funds
a	Total spent on salaries under permitted salary exceptions		
b	Total spent on overtime		
c	Total spent on informants, "buy money", and rewards		
d	Total spent on travel and training		
e	Total spent on communications and computers		
f	Total spent on weapons and protective gear		
g	Total spent on electronic surveillance equipment		
h	Total spent on buildings and improvements		
i	Total transfers to other participating state and local law enforcement agencies (To populate, complete Table C)		
j	Total spent on other law enforcement expenses (To populate, complete Table D)		
k	Total Expenditures in Support of Community-Based Programs (To populate, complete Table E)		
l	Total Windfall Transfers (To populate, complete Table F)		
m	Total spent on matching grants (To populate, complete Table G)		
n	Total	\$0.00	\$0.00
o	Did your agency receive non-cash assets? <input checked="" type="radio"/> Yes <input type="radio"/> No If yes, complete Table H.		

Please fill out the following tables, if applicable.

Table A: Members of Task Force

Agency Name	NCIC/ORI/Tracking Number

Table B: Equitable Sharing Funds Received from other Agencies

Transferring Agency Name, City, and State	Justice Funds	Treasury Funds
Agency Name: <input type="text"/>		
NCIC/ORI/Tracking Number: <input type="text"/>		

Table C: Equitable Sharing Funds Transferred to Other Agencies

Receiving Agency Name, City, and State	Justice Funds	Treasury Funds
Agency Name: <input type="text"/>		
NCIC/ORI/Tracking Number: <input type="text"/>		

Table D: Other Law Enforcement Expenses

Description of Expense	Justice Funds	Treasury Funds

Table E: Expenditures in Support of Community-Based Programs

Recipient	Justice Funds	

Table F: Windfall Transfers

Recipient	Justice Funds	Treasury Funds

Table G: Matching Grants

Matching Grant Name	Justice Funds	Treasury Funds

Table H: Other Non-Cash Assets Received

Source	Description of Asset
Justice <input type="radio"/> Treasury <input checked="" type="radio"/>	51" Samsung Plasma Television
Justice <input type="radio"/> Treasury <input checked="" type="radio"/>	Compaq Presario Laptop, HP Pavilion Laptop, 500GB Maxtor hard drive, Amtex custom built computer tower, Linksys wireless router and Sagitta custom built computer tower
Justice <input type="radio"/> Treasury <input checked="" type="radio"/>	42" HiSense television

Table I: Civil Rights Cases

Name of Case	Type of Discrimination Alleged			
		<input type="checkbox"/> Race	<input type="checkbox"/> Color	<input type="checkbox"/> National Origin
	<input type="checkbox"/> Disability	<input type="checkbox"/> Age	<input type="checkbox"/> Other _____	

Paperwork Reduction Act Notice

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a valid OMB control number. We try to create accurate and easily understood forms that impose the least possible burden on you to complete. The estimated average time to complete this form is 30 minutes. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, please write to the Asset Forfeiture and Money Laundering Section, 1400 New York Avenue, N.W., Washington, DC 20005.

Equitable Sharing Agreement

This Federal Equitable Sharing Agreement, entered into among (1) the Federal Government, (2) the above-stated law enforcement agency ("Agency"), and (3) the governing body, sets forth the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited cash, property, proceeds, and any interest earned thereon, which are equitably shared with participating law enforcement agencies.

By its signatures, the Agency agrees that it will be bound by the statutes and guidelines that regulate shared assets and the following requirements for participation in the federal Equitable Sharing Program. Receipt of the signed Equitable Sharing Agreement and Certification (this "Document") is a prerequisite to receiving any equitably shared cash, property, or proceeds.

1. Submission. This Document must be submitted to aca.submit@usdoj.gov within 60 days of the end of the Agency's fiscal year. This Document must be submitted electronically with the Affidavit/Signature submitted by fax. This will constitute submission to the Department of Justice and the Department of the Treasury.

2. Signatories. This agreement must be signed by the head of the Agency and the head of the governing body. Examples of Agency heads include police chief, sheriff, director, commissioner, superintendent, administrator, chairperson, secretary, city attorney, county attorney, district attorney, prosecuting attorney, state attorney, commonwealth attorney, and attorney general. The governing body's head is the person who allocates funds or approves the budget for the Agency. Examples of governing body heads include city manager, mayor, city council chairperson, county executive, county council chairperson, director, secretary, administrator, commissioner, and governor.

3. Uses. Any shared asset shall be used for law enforcement purposes in accordance with the statutes and guidelines that govern the federal Equitable Sharing Program as set forth in the current edition of the Department of Justice's *Guide to Equitable Sharing for State and Local Law Enforcement (Justice Guide)*, and the Department of the Treasury's *Guide to Equitable Sharing for Foreign Countries and Federal, State, and Local Law Enforcement Agencies (Treasury Guide)*.

4. Transfers. Before the Agency transfers cash, property, or proceeds to other state or local law enforcement agencies, it must first verify with the Department of Justice or the Department of the Treasury, depending on the source of the funds, that the receiving agency is a current and compliant Equitable Sharing Program participant.

5. Internal Controls. The Agency agrees to account separately for federal equitable sharing funds received from the Department of Justice and the Department of the Treasury. Funds from state and local forfeitures and other sources must not be commingled with federal equitable sharing funds. The Agency shall establish a separate revenue account or accounting code for state, local, Department of Justice, and Department of the Treasury forfeiture funds. Interest income generated must be accounted for in the appropriate federal equitable sharing account.

The Agency agrees that such accounting will be subject to the standard accounting requirements and practices employed for other public funds as supplemented by requirements set forth in the current edition of the *Justice Guide* and the *Treasury Guide*, including the requirement in the *Justice Guide* to maintain relevant documents and records for five years.

The misuse or misapplication of shared resources or the supplantation of existing resources with shared assets is prohibited. Failure to comply with any provision of this agreement shall subject the recipient agency to the sanctions stipulated in the current edition of the *Justice or Treasury Guides*, depending on the source of the funds/property.

6. Audit Report. Audits will be conducted as provided by the Single Audit Act Amendments of 1996 and OMB Circular A-133. The Department of Justice and Department of the Treasury reserve the right to conduct periodic random audits.

Affidavit - Existing Participant

Under penalty of perjury, the undersigned officials certify that **they have read and understand their obligations under the Equitable Sharing Agreement** and that the information submitted in conjunction with this Document is an accurate accounting of funds received and spent by the Agency under the *Justice* and/or *Treasury Guides* during the reporting period and that the recipient Agency is in compliance with the National Code of Professional Conduct for Asset Forfeiture.

The undersigned certify that the recipient Agency is in compliance with the nondiscrimination requirements of the following laws and their Department of Justice implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 *et seq.*), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), and the Age Discrimination Act of 1975 (42 U.S.C. § 6101 *et seq.*), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations.

During the past fiscal year: (1) has any court or administrative agency issued any finding, judgment, or determination that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above; or (2) has the Agency entered into any settlement agreement with respect to any complaint filed with a court or administrative agency alleging that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above? Yes No

If you answered yes to the above question, complete Table I

Agency Head

Governing Body Head

Signature: _____
 Name: Kim Hankins
 Title: Chief of Police
 Date: _____
 E-mail: khankins@moline.il.us

Signature: _____
 Name: Scott Raes
 Title: Mayor
 Date: _____
 E-mail: sraes@moline.il.us

Subscribe to Equitable Sharing Wire:

The Equitable Sharing Wire is an electronic newsletter that gives you important, substantive, information regarding Equitable Sharing policies, practices, and procedures.

Final Instructions:

- Step 1: Click to save for your records
- Step 2: Click to save in XML format

- Step 3: Email the XML file to aca.submit@usdoj.gov
- Step 4: Scan & email this Affidavit to aca.affidavit@usdoj.gov
 (Email subject line must include Agency NCIC/ORI Code)

FOR AGENCY USE ONLY

Entered by _____

Entered on _____

FY End: 12/31/2013

NCIC: IL0810600 Agency: Moline Police Department

State: IL Preparer: Jody Walker



Date Printed: January 10, 2014 14:59

Phone: 309-524-2230

E-mail: jwalker@moline.il.us

Council Bill/Resolution No. 1010-2014

Sponsor: _____

A RESOLUTION

CONSIDERING all Rules and Regulations adopted by the Board of Fire and Police Commissioners concerning “Chapter IV – Promotions – Police,” and

APPROVING same as an exercise of the City's Home Rule Powers.

WHEREAS, the Moline Code of Ordinances authorizes the Board of Fire and Police Commissioners to adopt rules and regulations; and

WHEREAS, the Board of Fire and Police Commissioners has proposed and adopted rules and regulations; and

WHEREAS, these rules and regulations pertain to the government and affairs of the City of Moline and are an integral aspect of the City's self-government under its home rule powers granted under the Illinois Constitution of 1970; and

WHEREAS, certain of these rules and aspects thereunder may conflict with state law, but this Council deems them appropriate as an exercise under its home rule powers and consistent with Section 2-4406 of the Moline Code of Ordinances.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MOLINE, ILLINOIS, as follows:

That the proposed “Chapter IV – Promotions – Police” of the Rules of the Board of Fire and Police Commissioners of the City of Moline, Illinois, 2014 and any and all rules and regulations promulgated, proposed, adopted or approved by such Board on Exhibit A, attached hereto, are hereby considered, ratified, and approved, including any such rules that would otherwise violate, contradict or conflict with state statutes, and the City of Moline hereby exercises its Home Rule Powers under the Illinois Constitution to legislatively adopt and ratify such rules and regulations, notwithstanding the powers, duties, and procedures established by state law in the Board of Fire and Police Commissioners, and said board shall have the powers and duties authorized or established in state law or in said rules and regulations; provided, however, that where said rules and regulations conflict with state law, the powers established by said rules and regulations shall control.

Council Bill/Resolution No. 1010-2014
Sponsor: _____
Page 2 of 2

CITY OF MOLINE, ILLINOIS

Mayor

January 28, 2014

Date

Passed: January 28, 2014

Approved: February 4, 2014

Attest: _____
City Clerk

Approved as to form:

City Attorney

EXHIBIT A

CHAPTER IV - PROMOTIONS - POLICE

* * * *

Section 3. TYPES OF EXAMINATIONS

* * * *

(b) Promotion to the Rank of Lieutenant

* * * *

5. The final promotional score will be determined as follows:

<u>Examination</u>	<u>Grade</u>
Written Examination	20% 30% (weight) x (raw score / total available x 100)
Assessment Center	30% 30% (weight) x (raw score / total available x 100)
Review Panel	20% 30% (weight) x (raw score / total available x 100)
Oral Interview	30% 10% (weight) x (raw score / total available x 100)

(Raw score based on 100 maximum)

Council Bill/Resolution No. 1011-2014

Sponsor: _____

A RESOLUTION

AUTHORIZING the Director of Public Works to apply to the Illinois Department of Commerce and Economic Opportunity for a grant for the Riverside Cemetery Retaining Wall Repair/Replacement in the amount of \$50,000.00 for the City of Moline; and

AUTHORIZING City staff to do all things necessary to prepare and submit said grant application to the Illinois Department of Commerce and Economic Opportunity.

WHEREAS, the City is eligible to submit an application for a grant appropriated in the amount of \$50,000.00 for general infrastructure improvements to the Illinois Department of Commerce and Economic Opportunity; and

WHEREAS, Council identified Riverside Cemetery Retaining Wall Repair/Replacement as a Top Priority for 2013 – 2014.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MOLINE, ILLINOIS, as follows:

That the Director of Public Works is hereby authorized to apply to the Illinois Department of Commerce and Economic Opportunity for a grant for the Riverside Cemetery Retaining Wall Repair/Replacement in the amount of \$50,000.00 for the City of Moline, and that City staff is authorized to do all things necessary to prepare and submit said grant application; provided, however, that said application is substantially similar in form and content to that attached hereto and incorporated herein by this reference thereto as Exhibit "A" and has been approved as to form by the City Attorney.

CITY OF MOLINE, ILLINOIS

Mayor

January 28, 2014

Date

Passed: January 28, 2014

Approved: February 4, 2014

Attest: _____
City Clerk

Approved as to Form:

City Attorney



Illinois
Department of Commerce
& Economic Opportunity

Pat Quinn, Governor

TO: Michael Waldron
City of Moline

FROM: Duane Brusnighan, DCEO Grant Management Program

DATE: January 15, 2014

RE: Grant Appropriation

Project No.: HD140124
Amount: \$50,000
Purpose: for general infrastructure improvements
Funding Source: Bond Fund

Please be advised that the Department of Commerce and Economic Opportunity has been given the responsibility of administering the above mentioned grant. In order for us to begin the process, you are being asked to complete the enclosed survey form. The information supplied on this form will allow us to develop a formal Grant Agreement (legal document).

Once the Grant Agreement process is completed and all documents are in order, we will begin the payment process. **Be aware that there is no set timeline for grant recipients to receive their funds; however, processing time is largely determined by the accuracy of the information contained in the survey response.** Also, please be aware that if the Grantee has failed to comply with the requirements of any prior grant issued to it by the State, the Department may require that the Grantee cure such deficiencies before the current grant request may be finalized. **The Department's provision of this survey form does not serve as a guarantee of future funding availability.**

Please note that the first page of the survey provides some important points to keep in mind while filling out the survey. If you have questions, feel free to contact me at 217-782-5327.

Completed surveys may be mailed to:

DCEO
Duane Brusnighan
500 E. Monroe St.
Springfield, Illinois 62701
Fax: 217-557-1663

www.ildceo.net

500 East Monroe
Springfield, Illinois 62701-1643
217/782-7500 • TDD: 800/785-6055

100 West Randolph Street, Suite 3-400
Chicago, Illinois 60601-3219
312/814-7179 • TDD: 800/785-6055

2309 West Main, Suite 118
Marion, Illinois 62959-1180
618/997-4394 • TDD: 800/785-6055



State of Illinois
Department of Commerce and Economic Opportunity

F I S C A L Y E A R 2 0 1 4

DCEO Grant Survey



NOTICE OF GRANT REQUIREMENT

Prevailing Wage Act (820 ILCS 130/0.01 et seq.). "All projects for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) unless the provisions of that Act exempt its application. In the construction of the project, the Grantee shall comply with the requirements of the Prevailing Wage Act, including, but not limited to, inserting into all contracts for such construction a stipulation to the effect that not less than the prevailing rate of wages as applicable to the project shall be paid to all laborers, workers and mechanics performing work under the contract and requiring all bonds of contractors to include a provision as will guarantee the faithful performance of such prevailing wage clause as provided by contract."

The Comptroller's Office requirement derives from Attorney General Opinion No. 00-018 that states, where a non-governmental entity receives a grant of public funds for the construction of a fixed work, the provisions of the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) apply to the project. **NOTE: Public bodies continue to be subject to Prevailing Wage requirements.**

Please be advised that DCEO will not render a legal opinion as to applicability of the Prevailing Wage Act to any project. You should consult your own legal counsel for such an opinion. Questions regarding the applicability of Prevailing Wage requirements may also be referred to the Illinois Department of Labor at 312/793-2800 or 217/782-6206 Attorney General Opinion No. 00-018 may be accessed on the Attorney General's web site at www.ag.state.il.us/opinions/00-018.htm.

Employment of Illinois Workers on Public Works Act (30 ILCS 570/0.01 et seq.)

If an entity receives funds from the Capital Bill (HB215) for construction related activities, the entity must employ at least 90% Illinois laborers on such projects during periods of excessive unemployment in Illinois.

- Defines "period of excessive unemployment" to mean any month immediately following two consecutive calendar months during which the level of unemployment in the State of Illinois has exceeded 5%.
- Defines "Illinois laborer" as any person who has resided in Illinois for at least 30 days and intends to become or remain an Illinois resident.
- Establishes civil penalties for violations of the Act not to exceed \$1,000 for each violation found in the first investigation by the Department, not to exceed \$5,000 for each violation found in the second investigation and not to exceed \$15,000 for a violation found in a third or subsequent investigation. Each violation for each worker and for each day the violation continues is a separate and distinct violation.

The Act may be found in its entirety at <http://www.state.il.us/agency/idol/laws/Law570.htm>. Any questions regarding the Act should be directed to the Illinois Department of Labor's Conciliation and Mediation Division at (217) 782-1710. For further information, please visit the IDOL website at: www.state.il.us/agency/idol/.

Public Act 96-1064 - Business Enterprise Program - Public Act 96-1064 mandates that each award by grant or loan of State funds of \$250,000 or more for capital construction costs or professional services is conditioned upon the recipient's written certification that the recipient shall comply with the business enterprise program practices for minority-owned businesses, female-owned business, and businesses owned by persons with disabilities of the Business Enterprise for Minorities, Females and Persons with Disabilities Act (30 ILCS 575/) and the equal employment practices of Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105).

Conflict of Interest: A conflict of interest exists if a Grantee's officers, directors, agents, employees and family members use their position for a purpose that is, or gives the appearance of, being motivated by a desire for a private gain, financial or nonfinancial, for themselves or others, particularly those with whom they have a family business or other ties. Safeguards, evidenced by rules or bylaws, shall also be established to prohibit persons from engaging in actions, which create or which appear to create a conflict of interest.





DCEO Grant Survey

NOTICE: The Department's provision of this survey form does not serve as a guarantee of future funding availability.

IMPORTANT GRANT INFORMATION

- The grant award may not be finalized, and grant funds may not be disbursed, until all necessary approvals have been obtained and a Grant Agreement has been executed between DCEO and the Grantee. **All sections of the attached survey are required to be completed.** The time required to finalize this process depends largely upon the completeness and accuracy of the information submitted in the attached survey.
- The grant term should begin no earlier than July 1, 2013. The grant term cannot exceed two years. All project activities must be completed within this time.
- All project activities and all expenditures of grant funds must be consistent with the Scope of Work and Budget included in the Grant Agreement. The Scope of Work and the Budget will be developed based upon the information provided in the Grantee's completed survey.
- All environmental approvals must be submitted and cleared by the appropriate state agency **prior to payment** of costs related to renovation of a building/structure or "dirt-moving" costs.*
- Payment provisions will be specified in the Grant Agreement. Payment for bond fund projects will be disbursed on a reimbursement basis, unless otherwise approved by DCEO.
- **Any** contractual agreement between the Grantee and another party (being paid with grant funds) must include special language to allow DCEO access to the other party's records, relative to the grant. This includes construction subcontractors, consultants who provide services, and **any other entity** with which the grantee has a legal agreement to expend grant funds. Please contact your grant manager if you need a copy of this language (to incorporate into your legal subcontracts) prior to receiving your grant agreement.
- If required by the Grant Agreement, the Grantee must provide an audit relating to its compliance with the terms of the Grant Agreement.
- The Grantee shall ensure that grant funds are expended in accordance with generally accepted sound, business practices, arms-length bargaining, applicable federal and state laws and regulations. Grant expenditures should conform to the terms and conditions of the grant agreement and should not exceed the amount that would be incurred by a prudent person under the circumstances prevailing at the time the decision is made to incur the costs. Grant accounting should be consistent with generally accepted accounting principles.

NOTE: Please be aware that until a Grant Agreement has been executed by the Grantee and DCEO, the Grantee is at risk for any costs incurred that it intends to be paid for from grant funds. Thus, recipients of grant appropriations are advised not to begin project activities and not to incur costs until they have received a fully executed Grant Agreement reflecting the agreed upon Scope of Work and Budget.

PLEASE SUBMIT THE FOLLOWING SUPPORTING DOCUMENTATION ALONG WITH THE SURVEY (If Applicable)

SUBMITTED

_____ List of Principal Individuals and Board Members–Non-governmental Grantees only. This list must include each individual's name, home address, home phone number and (if different) daytime phone number.

_____ Job Descriptions of Staff Positions to be Funded by Grant Funds

_____ W-9 form (revised January 2011) – **REQUIRED FOR ALL GRANTEEES** –

_____ IRS Letter or Verification of Entity Name on File with the Internal Revenue Service – **REQUIRED FOR ALL GRANTEEES** –

* "Dirt-moving" costs are costs incurred in activities that disturb or alter the project site.



DCEO Grant Survey

1) GRANTEE/PROJECT INFORMATION

Project No.: _____
(Provided on survey cover memo.)

Project Title: _____

Legal Name of Grantee: _____ Year Established _____

Address: _____

City: _____ State: _____ ZIP + 4: _____ - _____
(Mandatory)

County: _____ Business Phone: (_____) _____ - _____ ext. _____

Fax: (_____) _____ - _____ E-mail address: _____

Web site Address: _____

Name and Title of Person Authorized to Sign Legal Documents for Grantee (see Appendix 2 on page 19):

Name of Project Contact/Administrator of Grant (if other than listed above):

Title: _____ Contact's Phone: (_____) _____ - _____ ext. _____

Address: _____

City: _____ State: _____ ZIP + 4: _____ - _____
(Mandatory)

Fax: (_____) _____ - _____ E-mail address: _____

FEIN: _____ - _____ (9 digit federal taxpayer identification number)

NAICS Code: _____ (6 digit Industry Classification Code) Grantee's DUNS Number: _____
See page 15 for information about NAICS Code and DUNS Number.

Legal Name of Owner of FEIN: _____

You must provide the FEIN number of the entity that will directly receive the grant funds from DCEO. Do not use the FEIN number of any Subgrantee or affiliate of the Grantee. Providing an incorrect FEIN will cause a delay in grant processing.

GRANTEE'S FISCAL YEAR: From: _____ To: _____

CERTIFICATION: Under penalty of perjury, I certify that I have examined this document and the document(s), schedule(s), and statement(s) submitted in conjunction herewith, and that, to the best of my information and belief, the information contained herein is true, correct, and complete. I represent that I am the person authorized to submit this document on behalf of the Grantee. (Please refer to page 19 for listing of Authorized Signatories)

I hereby release to DCEO the rights and use of photographs and/or any written statements or information, regardless of format (whether they are direct quotes or paraphrased by DCEO), contained in or provided after the grant survey for the purpose of publication on DCEO's website. I hereby also release any and all claims against DCEO, its officers, agents, employees and/or affiliates arising out of, or in connection with, the usage of photographs and/or written statements or information, regardless of format (whether they are direct quotes or paraphrased by DCEO), for the purpose of publication on DCEO's website.

Authorized Official (signature) Printed Name & Title Date



DCEO Grant Survey

TYPE OF ORGANIZATION (Check only one):

- Individual
- Sole Proprietor
- Partnership/Legal Corporation
- Corporation providing or billing medical and/or health care services
- Governmental
- Other :
 - Not-for-profit Corporation
 - Minority-Owned
 - Female-Owned
 - Charitable/Not-for-profit entity
 - Minority-Owned
 - Female-Owned
 - Tax exempt entity
 - If your organization or entity is not named above, please identify or describe the type of organization/entity that will be receiving grant funds:

2) **SCOPE OF WORK:** Please use the space below to describe what you intend to do with the funding. This must include a **detailed narrative** description of the activities **which will be funded by the grant** (e.g., land, property, easement, right-of-way acquisition; construction/renovation activities [including all ADA compliance covered by the project]; equipment; development/delivery of programs and services [including administrative activities]; or other activities). This information will be included in the Grant Agreement as the Scope of Work.

a) Grantee will complete the following tasks:

	ESTIMATED COMPLETION DATE
Task 1. _____	_____
Task 2. _____	_____
Task 3. _____	_____
Task 4. _____	_____
Task 5. _____	_____
Task 6. _____	_____
Task 7. _____	_____
Task 8. _____	_____



DCEO Grant Survey

b) Provide details to identify the items that will be included in each line of the budget (*attach information as needed*).

c) Project Location: (*Must provide an electronic/digital photo of project location*)

Address _____ City _____ County _____

Zip Code + 4 _____

d) If the property is being improved, is the property owned by the grantee? Yes No, or leased by the grantee? Yes No

If your organization is a **non-governmental** entity, please provide the answers to questions 3 and 4 (which are required of all non-governmental entities) If not, please skip to question 5.

3) **YOUR ORGANIZATION:** a) What is your organization's mission statement? b) What are the primary goals of your organization?

4) **YOUR PARTICIPANTS:** a) Describe any eligibility criteria for participation in your program(s) (*i.e., income level, age, employment status, etc.*). b) Describe how participants are identified or recruited, or describe who refers participants to your organization for services. c) If services cannot be provided to all that apply, describe the manner in which participants are selected (*i.e., standardized testing; first-come, first served*). d) State the cost to participants for these programs and services, and specify whether a sliding scale (*i.e. cost for services is reduced or waived, based on income or ability to pay*) is enacted.

5) **PUBLIC PURPOSE:** What is the public purpose? Why is this project necessary? What is the expected benefit of this project (*i.e., city will no longer be on IEPA restricted status list; unemployed persons will receive job training, etc.*)?



DCEO Grant Survey

6) PUBLIC BENEFIT:

a) Estimate the number of persons to benefit or be served by the proposed project: _____.

State the percentage of current or projected participants who are disadvantaged or low-income: _____.

State the percentage of participants who receive (or will receive) services at no cost or a reduced fee: _____.

b) Jobs: Please refer to page 14 for instructions.

1. Number of permanent full-time individuals currently employed by grantee: _____.

2. Number of permanent part-time individuals currently employed by grantee: _____.

3. Number of permanent full-time jobs that would be created by grantee as a direct result of receiving the grant award: _____.

4. Number of permanent part-time jobs that would be created by grantee as a direct result of receiving the grant award: _____.

5. Number of temporary full-time jobs that would be created by grantee as a direct result of receiving the grant award: _____.

6. Number of temporary part-time jobs that would be created by grantee as a direct result of receiving the grant award: _____.

7. Number of permanent full-time jobs that would be retained by grantee as a direct result of receiving the grant award: _____.

8. Number of permanent part-time jobs that would be retained by grantee as a direct result of receiving the grant award: _____.

9. Number of temporary full-time jobs that would be retained by grantee as a direct result of receiving the grant award: _____.

10. Number of temporary part-time jobs that would be retained by grantee as a direct result of receiving the grant award: _____.

11. Describe any other projected employment impact as a result of receiving the grant award.

12. Average of annualized salaries for permanent full-time jobs created _____.

13. Average of annualized salaries for permanent full-time jobs retained _____.

c) Projected Construction Jobs Impact:

1. Projected number of construction labor hours for project _____.

2. Projected number of construction FTE's for project (FTE's = total hours in row above divided by 2,080 hours) _____.

7) GRANTEE HISTORY:

a) Have you received a grant from the State of Illinois within the last 3-years? Yes No

If yes, provide the following:

Agency: _____ Grant #: _____

Grant Amount: _____ Grant Term: _____

General description of grant: _____

Issues: _____

b) If applicable, list all Names and FEINs that are registered to your organization or have been registered during the past 3 years.

Name: _____ FEIN: _____

Name: _____ FEIN: _____

Name: _____ FEIN: _____



DCEO Grant Survey

c) In the past twelve months, have there been any changes in the following key staff? Check all that apply. Indicate the number of months the position has been vacant if the position is currently vacant.

- CEO/Executive Director/Chief Elected Official. Months vacant _____
- CFO/Controller. Months vacant _____
- Grant Administrator. Months vacant _____
- Grant Administrative Support Staff (i.e. Reporting, correspondence, document control). Months vacant _____
- Bookkeeper/Accountant for Grant. Months vacant _____
- No Changes

d) If your proposed budget includes any staff costs for this grant, please indicate the type of documentation that will be maintained and used to allocate staff costs to the DCEO grant.

- Time sheets
- Cost allocation plans
- Certifications of time spent
- Other, please describe:
- None

e) Has the grantee or any principal formed a business that existed for less than two years? If yes, provide requested detail.

- Yes No

If yes, provide name(s) of failed business and reason(s) for its failure.

f) Has the grantee or any principal experienced foreclosure, repossession, civil judgment or criminal penalty (or been a party to a consent decree) within the past seven years as a result of any violation of federal, state or local law applicable to its business? Yes No

If yes, identify the nature (including case number and venue) of the action and the disposition. If the action/proceeding is still pending or unresolved, provide a status identifying the unresolved issues.

g) To the best of grantee's knowledge, is the grantee or any principal the subject of any proceedings that are pending or threatened, that may result in any adverse change in grantee's financial condition or will materially and adversely affect grantee's operations? Yes No

If yes, provide requested information.

h) Does the grantee or any principal owe any debt to the State? Yes No

If yes, list reason and amount:



DCEO Grant Survey

- 8) **REPRESENTATIONS AND WARRANTIES:** Grantee certifies that there is no action, suit or proceeding at law or in equity pending, nor to the best of Grantee's knowledge, threatened, against or affecting the Grantee, before any court or before any governmental or administrative agency, which will have a material adverse effect on the performance required by the Grant.

Grantee certifies that it is not currently operating under or subject to any cease and desist order, or subject to any informal or formal regulatory action, and, to the best of the Grantee's knowledge, that it is not currently the subject of any investigation by any state or federal regulatory, law enforcement or legal authority.

Grantee certifies that should it become the subject of an action, suit or proceeding at law or in equity that would have a material adverse effect on the performance required by the Grant; or an investigation by any state or federal regulatory, law enforcement or legal authority; Grantee shall promptly notify the Department, in writing.

- 9) **CONFLICT OF INTEREST:** A conflict of interest exists if a Grantee's officers, directors, agents, employees and family members use their position for a purpose that is, or gives the appearance of, being motivated by a desire for a private gain, financial or nonfinancial, for themselves or others, particularly those with whom they have a family business or other ties. Safeguards, evidenced by rules or bylaws, shall also be established to prohibit persons from engaging in actions, which create or which appear to create a conflict of interest as described herein.
- a. Governmental Entity. If the Grantee is a governmental entity, the Grantee certifies that no conflict of interest exists. Further, Grantee certifies that no officer or employee of the Grantee and no member of its governing body and no other public official of the locality in which the program objectives will be carried out who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of such objectives shall participate in any decision relating to any contract negotiated under a program grant which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested, or has any financial interest, direct or indirect, in such contract or in the work to be performed under such contract.
- b. Nongovernmental Entity. If the Grantee is a nongovernmental entity, the Grantee certifies that no conflict of interest exists. Further, Grantee certifies that no officer or employee of the Grantee in which the program objectives will be carried out who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of such objectives shall participate in any decision relating to any contract negotiated under a program grant which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested, or has any financial interest, direct or indirect, in such contract or in the work to be performed under such contract.



DCEO Grant Survey

The Grantee must provide the substantiating documentation to support that the conflict of interest was appropriately handled by the Grantee organization. Substantiating documentation should include, but not limited to, the following: organization's bylaws; list of board members; procedures to safeguard against the appearance of personal gain by the organization's officers, directors, agents, and family members; procedures detailing the proper internal controls in place; timesheets documenting time spent on grant; and bid documents supporting the selection of the individual with the conflict.

The Grantee must immediately notify the Department in writing of any actual or potential conflicts of interest, as well as, any actions that create or which appear to create a conflict of interest. *Are you aware of any potential conflict(s) of interest, as well as, any actions that create or which appear to create a conflict of interest? Please explain.*

10) LOCAL OPPOSITION: Do you anticipate any opposition to this project? Yes No If yes, please describe:

11) ESTIMATED TIMETABLE FOR COMPLETION: Start Date: ____/____/____ Completion Date: ____/____/____

If you are providing a program or service, please be specific about the length of the program or service delivery, whether it is a one-time offering or an ongoing program/service, how many times it will be provided, etc.

(NOTE: Grant-funded activities must be completed within a two-year time frame. The start date should reflect the date the Grantee anticipates incurring costs against this grant award, or, if costs have already been incurred, the date that the Grantee actually started to incur costs. The grant manager will work with the Grantee to establish the appropriate grant term).

Please complete questions 11a through 11g.

a) If applicable, describe any actions/approvals that must be completed prior to the start of this project, with corresponding time frames for completion. Examples of such actions/approvals may include: hiring staff to implement the project, securing a location from which to operate the program, approval by your organization's board of directors, etc.



DCEO Grant Survey

b) Has your organization secured all necessary federal, state and local permits and approvals to proceed with this project?
_____ If not, please identify permits/approvals to be obtained and provide a reasonable, estimated timetable to secure such permits/approvals.

c) If grant funds are to be utilized to make capital improvements to real property (structures/land) **that your organization does not own**, please provide a copy of the lease or other agreement (i.e., easements, rights-of-way, etc.) between your organization and the property owner that will allow your organization to continue to use the improved premises, for an appropriate length of time, consistent with applicable state law and rules.

If the project involves the purchase of land or building(s), you must answer questions 11d-11g and attach supplementary explanatory materials as needed.

d) Does your organization have an executed contract for the purchase/acquisition of the land/building in question?
_____ If not, when do you expect to have an executed contract? _____

e) If your organization is a governmental entity, is it acquiring the land/building through an outright purchase, or through eminent domain/condemnation proceedings? _____
_____ If acquiring through eminent domain/condemnation, when do you **realistically** expect to finalize the acquisition? _____

f) Is your organization aware of any existing (or reasonably anticipated) legal proceedings such as zoning issues, objections of nearby property owners, etc., relating to the proposed use of the land/building being purchased with grant funds? _____ If yes, please attach a detailed explanation.

g) Provide the name, address, phone number and email address (if applicable) of the entity from which the land/building(s) is/are being purchased. If multiple owners, please provide this information for each.



DCEO Grant Survey

12a) BUDGET FOR NON-CONSTRUCTION PROJECTS

ACTIVITY LINE ITEM	GRANT AMOUNT *
1. Personnel Costs **	\$
2. Travel	
3. Equipment (must itemize in #2, Scope of Work)	
4. Commodities/Printing/Postage	
5. Rent/Utilities (list address in #2, Scope of Work)	
6. Contractual/Consultant (including service contracts)†	
7. Audit/Accounting/Legal	
8. Training/Conferences††	
9. Marketing/Advertising/Web Site	
10. Other (must specify in #2, Scope of Work)	
TOTAL	\$

* Grant amount column must total the grant amount to be received from DCEO. Please be as accurate as possible when specifying line item amounts. If actual spending varies by more than 10 percent, a grant modification will be required.

** For all personnel being paid in-full or in-part with Grant Funds, a complete job description must be included. Please also include details on the number of persons to be hired in each job title, and specify the number of months each person is expected to be paid with grant funds.

† Provide details in #2, Scope of Work, regarding the type of contractor/consultant and the services to be provided by each.

†† Provide details in #2, Scope of Work, regarding how many events are planned, how many people will participate in each, location(s), etc.



DCEO Grant Survey

12b) BUDGET FOR CONSTRUCTION PROJECTS

(NOTE: BOND FUNDED PROJECTS MUST COMPLY WITH APPENDIX I: BONDABILITY GUIDELINES.)

ACTIVITY LINE ITEM	GRANT AMOUNT *
1. Design/Engineering	\$ _____ Usually limited to 10% – 15% of total grant funding.
2. Building/Land Purchase	_____
3. Wiring/Electrical	_____
4. Equipment/Material/Labor	_____
5. Paving/Concrete/Masonry	_____
6. Construction Management/Oversight	_____ Limited to 10% – 15% of total grant funding.
7. Mechanical System	_____
8. Excavation/Site Prep/Demolition	_____
9. Plumbing	_____
10. Other Construction Expenses (<i>must itemize in #2, Scope of Work</i>)	_____
11. Contingency	_____ Limited to 10% – 15% of total grant funding.
TOTAL	\$ _____

* Grant amount column must total the grant amount to be received from DCEO. Please be as accurate as possible when specifying line item amounts. If actual spending varies by more than 10 percent, a grant modification will be required.



DCEO Grant Survey

GRANT MANAGEMENT PROGRAM BUDGET DEFINITIONS

Personnel Costs – salary, income tax, FICA, insurance (health, dental, worker's comp., etc.) for Grantee employee titles listed in the Part II Scope of Work, limited to verifiable time working on this project or a % of total salary as listed in Part II Scope of Work.

Travel – travel-related expenses, associated with the project scope, by the Grantee's employees; contracted personnel (if travel is outside of the contract cost itself); and/or project clients/participants.

Equipment (Non-Construction Projects) – purchase and/or lease of equipment to be used or installed as part of the project, including associated labor/installation/training costs, as identified within the Part II Scope of Work.

Commodities/Printing/Postage – expendable materials necessary for completion of the project scope, used by either Grantee personnel or program clients/participants.

Rent/Utilities – rental and/or utility charges for a facility whose location is listed in the Part II Scope of Work (either by specific address if available, or otherwise by the most specific location description possible).

Contractual/Consultant – specific one-time contracts for provision of services necessary for completion of the Grant-funded project, as identified within the Part II Scope of Work.

Audit/Accounting/Legal – annual or Grant-specific audit(s); accountant and/or legal/attorney fees specifically related to the Grant project; etc. as identified within the Part II Scope of Work.

Training/Conferences – training and/or conferences for staff; training, conferences, ceremonies, and/or award functions for project clients/participants; etc.

Marketing/Advertising/Web Site – brochures and/or fliers for Grant-funded activities; print, radio, television, and/or billboard advertisements; Web site development and/or management; Internet access fees; etc.

Other – costs which cannot be easily broken out into or covered by other individual/specific Budgetary line items including, but not limited to: stipends; loan payments; administrative overhead; insurance; etc. as identified within the Part II Scope of Work.

Design/Engineering – costs associated with creation of the project's architectural drawings; engineering studies and/or fees; etc., including costs of plans & specs and/or printing costs if specifically identified as such within the Part II Scope of Work.



DCEO Grant Survey

GRANT MANAGEMENT PROGRAM BUDGET DEFINITIONS *(continued)*

Building/Land Purchase – costs to purchase, either in whole or in part, a building, structural shell, condominium, land, and/or easement including, but not limited to: the net purchase price itself; closing costs charged to the buyer on the closing document; legal fees; etc.

Wiring/Electrical – purchase of materials necessary for completion of the project scope such as: electrical wiring; conduit; outlets; switches; etc. including associated labor/installation costs, as identified within the Part II Scope of Work.

Equipment/Materials/Labor – purchase of materials and/or purchase/lease of equipment, to use or install for the project, such as: steel; drywall; lumber; wiring; doors; windows; roofing; rock; etc. including labor/installation costs, as identified - within Part II Scope of Work.

Paving/Concrete/Masonry – purchase of materials necessary for completion of the project scope such as bituminous pavement; concrete; rock; bricks; blocks; mortar; tuckpointing; etc. including associated labor/installation costs, as identified within the Part II Scope of Work.

Construction Management/Oversight – costs associated with managing the construction activities and/or overseeing all aspects of the construction project, either by contractor personnel or Grantee personnel, but limited to verifiable time working on this project.

Mechanical System – purchase of materials necessary for completion of the project scope such as: HVAC; elevators; fire alarm, sprinkler, or ventilation systems; etc. including associated labor/installation costs, as identified within the Part II Scope of Work.

Excavation/Site Prep/Demo – costs associated with demolition of existing structures on the project site and/or preparation of the project site including excavation, etc. ahead of actual new construction/renovation activities.

Plumbing – purchase of materials necessary for completion of the project scope such as: internal or external pipes for water, gas, and/or sewage; fixtures; etc. including associated labor/installation costs, as identified within the Part II Scope of Work.

Other Construction Expenses – costs that can't be easily broken out to or covered by other individual/specific Budgetary line items such as: landscaping; hauling; equipment rental; insurance; environmental fees; loan payments; etc. as identified within the Part II Scope of Work.

Contingency – coverage of potential cost overruns in any of the other utilized Grant Budget line items.



DCEO Grant Survey

13) OTHER FUNDING:

- a) Are other funds necessary to complete the *grant scope of work* (i.e., the activities for which this grant is being used)?
 Yes No
- b) Are other funds necessary to complete the *overall project* (of which this grant is just one component)?
 Yes No

If "yes" to either question above, please indicate the source, status and amount of those funds below. This information **MUST** correlate with your answers to question 2 on pages 3-4.

SOURCES OF FUNDING	Approved / Secured	Pending	Not Yet Applied For	If Funds Not Yet Approved / Secured, Provide Estimated Date.	Activities in Grant Scope of Work – see pages 3-4 of survey, question 2.	Overall Project – see pages 3-4 of survey, question 2.
Federal Funds (list:)						
					\$	\$
					\$	\$
					\$	\$
Other State Funds (list funds from <i>any</i> state source/program:)						
					\$	\$
					\$	\$
					\$	\$
Other Funds (list your organization's funds, bank and other loans, fundraising, donations, etc.:)						
					\$	\$
					\$	\$
					\$	\$
TOTALS					\$	\$



DCEO Grant Survey

NAICS CODE AND DUNS NUMBER INFORMATION

(from page 2)

Provide the grantee's North American Industry Classification System Code. The NAICS (pronounced Nakes) was developed as the standard for use by Federal statistical agencies in classifying business establishments for the collection, analysis, and publication of statistical data related to the business economy of the U.S. If you do not know your business NAICS Code, you may look it up at: <http://www.naics.com/index.html>.

A DUNS Number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of over 100 million businesses worldwide. Provide the grantee's DUNS number. If your business does not have a DUNS number, you may request one *for free* at: http://www.dnb.com/us/duns_update/. Click on the button "request a DUNS Number", then go to the Section marked "Get a D-U-N-S Number for Government Purposes" and click on the "go" button.

JOBS INSTRUCTIONS

Definitions for Question 6b, #1 - #11:

Employee – an individual that agrees to participate in an employer/employee business relationship and provide services for the employer in return for a defined salary or wage; the employer files forms and withholds taxes per the IRS requirements for an employee.

Created job – a new position to be developed and filled, or an existing unfilled position to be filled; either of which could not be filled but for the DCEO grant provided.

Retained job – an existing position to be maintained that otherwise would be eliminated but for the DCEO grant provided.

Permanent job – a job intended to last indefinitely; does not have a finite ending date.

Temporary job – a job that is typically short term, and will last only for a specified period of time (example: a seasonal job).

Full time job – employee will be expected to work the full number of hours in a standard work week in the organization, as defined by the employer; full time positions often approximate 40 hours per week and typically include benefits such as a pension plan, insurance, and vacation benefits.

Part time job – employee will be expected to work fewer hours per week than the hours required in a full time position; this type of job often does not include benefits or receives reduced benefits.

Other projected employment impact – the count may include other impacts with the grantee organization, such as temporary jobs or independent contractors needed by the grantee; and/or other employment impacts elsewhere in the economy.

Definitions for Question 6c, #1 & #2:

1. Provide the number of projected hours of construction labor that will result if the project is funded by the DCEO grant. Include all construction jobs for the entire project even if the DCEO grant leverages, or is combined with, other funding needed for the project.
2. Provide the number of projected construction FTE's for the project. This number is calculated by taking the total number of construction labor hours divided by 2,080.



DCEO Grant Survey

GRANTEE HISTORY INSTRUCTIONS

Question #7

- a) Complete this section with information on any grants received from the state of Illinois by the grantee within the last 3 years from the date of this submission. Grantee must provide the following information for each grant received:

Agency – List the name of the agency from which the grant was received.

Grant #: – List the number related to the grant.

Grant Amount – List the total amount of the grant

Grant Term – List the term to include the beginning and end date of the grant.

General description of grant – Provide a brief description of the grant project.

Issues – Provide a description of any financial or programmatic issues that were identified with this grant by either the grantor agency and/or grantee. State whether the issues are resolved or unresolved. If the issues are unresolved, please state the reason why and provide a current status.

- b) If the grantee's organization has operated under any other names or FEIN numbers during the past 3 years from the date of this submission, this information must be provided in this section.
- c) Indicate which key staff positions have changed within the past twelve months from the date of this submission, and indicate the number of months that position has been vacant, if applicable
- d) Indicate in the list provided the type of documentation that the grantee's organization will maintain to support and allocate staff costs to the DCEO grant. Any staff costs incurred need to be adequately supported to ensure appropriate allocation to the DCEO grant.
- e) Indicate whether a previous business existed for less than two years from the date of this submission. Principal is defined as anyone in the organization who governs the activity of the organization or has authority to make decisions on behalf of the organization.
- If yes, provide name(s) of business and reason(s) supporting why the business is no longer in existence. Please be as descriptive as possible for reason(s) why the business is no longer in existence. Attach additional supporting documentation to support your response to this question.
- f) Indicate yes or no and provide additional information in subsequent question.
- If yes, identify the nature (including case number and venue) of the action and the disposition. If the action/proceeding is still pending or unresolved, provide a status identifying the unresolved issues. Be as descriptive as possible and attach additional supporting documentation to support the response to this question.
- g) Indicate yes or no and provide additional information in subsequent question. Principal is defined as anyone in the organization who governs the activity of the organization or has authority to make decisions on behalf of the organization.
- If yes, describe the proceedings and provide the current status. Be as descriptive as possible and attach additional supporting documentation to support the response to this question.
- h) Indicate any debt owed to the state by listing the specific reason(s) and amount(s). Attach additional documentation to explain the debt owed to the state.



DCEO Grant Survey

APPENDIX 1: BONDABILITY GUIDELINES

TYPE OF PROJECT	BONDABLE EXPENDITURES	NON-BONDABLE EXPENDITURES
Planning	<ul style="list-style-type: none"> ■ A/E design for construction or installation (<i>from schematic design to working drawings</i>). ■ Construction management and observation. <p><i>Costs of the following are eligible only if done as part of a larger (grant funded) bondable project:</i></p> <ul style="list-style-type: none"> ■ Environmental assessments, wetland delineations, archeological surveys, historical properties studies/surveys. 	<p><i>Long-range development plans, facility surveys, feasibility studies, etc.</i></p> <ul style="list-style-type: none"> ■ Energy audits. ■ Program or scope statements. ■ Archeological digs.
Land and Building Acquisition	<ul style="list-style-type: none"> ■ Acquisition costs of all improved or unimproved real property including appraisal fees, title opinions, surveying fees, real estate fees, title transfer taxes, condemnation and related legal expenses. 	<ul style="list-style-type: none"> ■ Acquisition of leasehold interests through rental of real property. ■ Relocation costs.
Utilities	<p><i>Installation or replacement of:</i></p> <ul style="list-style-type: none"> ■ Potable, high temperature or domestic water systems. ■ Electrical systems including components or telecommunications equipment. ■ Steam and condensate return systems. ■ Fire hydrants, standpipes and central fire and security alert systems. ■ Lighting systems and tap-ons or extensions of existing utility systems. ■ Automated temperature or environmental control systems and air or water pollution control systems, including installing energy management control computers. ■ Waste disposal systems for contaminated radioactive, hazardous or surgical waste. ■ Solar heating associated with a larger bondable project. ■ Sewage and water treatment facilities. ■ Earth moving to create artificial lakes, reservoirs or for utility or other related conservation purposes. ■ Restoration to original condition of natural or man-made features at the site of any utility installation. ■ Trenches or ditches dug for the purpose of laying tile or providing ducts to remove excessive rainfall and prevent erosion. ■ Storm and sanitary sewers. 	<p><i>Minor changes such as repairing or replacing:</i></p> <ul style="list-style-type: none"> ■ Leaking corroded wiring or pipes. ■ Radiators, coils, fans, motors, retubing boilers, central valves, thermostats, timers or meters. ■ Installing energy management control computers. ■ Duct work, return air systems, heat reclamation systems. ■ Solar heating or cooling systems. ■ Telephone or communications systems. ■ Paging systems, lines for television or computer monitoring for security or energy management. ■ Installation of energy conservation equipment or changes to existing systems to reduce energy consumption. ■ Installation of insulation.
Buildings, Additions or Structures	<ul style="list-style-type: none"> ■ New construction of buildings or structures. ■ New additions to existing buildings or structures. ■ Reconstruction of an existing building or structure (<i>including installation of new structural or interior walls, floors, ceilings, utilities, interior finishes, carpeting, furnishings and equipment along with demolition</i>). ■ Exterior work to surface, structure or foundation to extend useful life. ■ Roof Work: limited to removal of the system to the decking as well as stone, metal or other work to control water damage or ice formation. 	<ul style="list-style-type: none"> ■ Normally anticipated exterior repairs (<i>e.g., patching concrete, filling or sealing cracks, painting, caulking, insulation, plastering, etc.</i>). ■ Roof repairs, patching, replacing shingles, spot treatment, adding gravel or other materials, replacing gutters, fascia, downspouts, etc.



DCEO Grant Survey

APPENDIX 1: BONDABILITY GUIDELINES (continued)

TYPE OF PROJECT	BONDABLE EXPENDITURES	NON-BONDABLE EXPENDITURES
Buildings, Additions or Structures, cont'd.	<p><i>Costs of the following are eligible only if done as part of a larger bondable (grant-funded) project:</i></p> <ul style="list-style-type: none"> ■ Interior work such as painting or plastering, sanding, replacing electrical and light fixtures, decorative remodeling, paneling, handicapped accessibility improvements, moving toilets, water fountains, telephone, windows, etc. ■ Fire alarms, smoke detectors, fire doors and hall partitions, vent dampers, automatic door closers, security systems, etc. 	
Site Improvements	<ul style="list-style-type: none"> ■ Demolition. ■ Grading sidewalks, terracing, exterior lighting, seeding/sodding if part of a larger bondable project. ■ Replacement and/or renovation of bridges, ramps, curbs, overpasses, and underpasses. ■ Landscaping, installation of plant material if associated with a bondable project. ■ Construction and/or renovation of a road, parking lot or campground; extension of a road, parking lot or campground. ■ Upgrade of road or parking lot. 	<ul style="list-style-type: none"> ■ Seeding or sodding for erosion control, installation of plants or landscaping not a part of a larger bondable project. ■ Archeological digs, research or exploration. ■ Leaking underground storage tank fees.
Durable Movable Equipment	<ul style="list-style-type: none"> ■ Art-In-Architectural Art. ■ Heavy Duty Fire Protection Apparatus. <p><i>Acquisition, transportation and installation of initial movable equipment associated with a larger bondable (grant-funded) project:</i></p> <ul style="list-style-type: none"> ■ Office and household equipment and furniture. ■ Machinery and implements. ■ Scientific instruments and apparatus with the exception of those with short useful life. 	<ul style="list-style-type: none"> ■ Commodities. ■ Library books, maps and paintings other than those purchased with the Art-In-Architecture Program. ■ Livestock. ■ Rolling stock including cars, trucks, boats and related items. ■ Spare and replacement parts. ■ Items such as glassware, crockery, etc. ■ Computers, related equipment and software.



DCEO Grant Survey

APPENDIX 2: AUTHORIZED SIGNATORIES

Grantees may encounter difficulty in determining who is legally authorized to sign the Grant Agreement and the necessary reports for the grant. Here are the common types of grantees and a listing of who is generally considered to be an authorized signatory. If your circumstances vary from these general guidelines, it is best to include written supporting documentation. If your organization is not mentioned below, please contact your grant manager to discuss who the authorized signatory can be.

GRANTEE	WHO IS AUTHORIZED TO SIGN	SPECIAL CIRCUMSTANCES
County (or the <i>County</i> for the Sheriff's Department, Health Department, etc.)	County Board Chairman	President of the County Board of Commissioners or County Executive, if authorized by ordinance provided to DCEO
City (or the <i>City</i> for the Police Department, Fire Department, etc.)	Mayor	City Manager, if authorized by ordinance provided to DCEO
Village (or the <i>Village</i> for the Police Department, Fire Department, etc.)	Village President	Village Manager, if authorized by ordinance provided to DCEO
Township	Township Supervisor	
Fire Protection District	President	
Municipal Library or Library District	President of the Library Board	
Park District	President of the Park District Board	
School District	Superintendent of Schools or School Board Chairman	
University	President or Chancellor	For the University of Illinois, the Comptroller has authorization
Community College	President	
Nonprofit	Executive Director or Chief Executive Officer	
Nonprofit Volunteer Fire Department <i>with its own FEIN</i>	Fire Chief or Board President	

Council Bill/Resolution No. 1012-2014

Sponsor _____

A RESOLUTION

DECLARING Two Stryker Ambulance Cots (Models 6080 and 6082 MX-PRO) as surplus property and authorizing the Finance Director to dispose of said surplus property.

WHEREAS, this Council finds and declares that the two Stryker Ambulance Cots (Models 6080 and 6082 MX-PRO) purchased twelve years ago by the Moline Fire Department as surplus property are no longer necessary or useful to, or for the best interest of the City; and

WHEREAS, Section 2-2234 and 2-2235 of the Moline Code of Ordinances authorizes the sale of municipal property, and said sections require that the City Council direct the Finance Director to dispose of said property.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MOLINE, ILLINOIS, as follows:

That this Council finds and declares two Stryker Ambulance Cots (Models 6080 and 6082 MX-PRO) purchased by the Moline Fire Department twelve years ago as surplus property and authorizes the Finance Director to dispose of said surplus property.

BE IT FURTHER RESOLVED that this City Council hereby authorizes the disposal of said property through the legal disposal process that is most advantageous to the City whether sealed bid, auction, negotiation or otherwise.

CITY OF MOLINE, ILLINOIS

Mayor

January 28, 2014

Date

Passed: January 28, 2014

Approved: February 4, 2014

Attest: _____
City Clerk

Approved as to Form:

City Attorney

Moline Fire Department Central Station

Reserve Stryker Cot Inventory



1. **Model 6080 MX-PRO** SN: 990939159 (**\$300**)
2. **Model 6082 MX-PRO** SN: 011239911 (**\$300**)

Note: All cots appear to be in working order and service ready. MFD continues to inventory two additional Stryker cots for use in the reserve ambulance and also at Special Events such as events at the I-Wireless Center. All cots have been assessed and priced by Stryker Medical for appropriate value.

Council Bill/Resolution No. 1013-2014
Sponsor: _____

A RESOLUTION

AUTHORIZING the Department of Planning and Development to apply to the Illinois Department of Transportation (IDOT) for a Safe Routes to School grant in the amount of \$160,000.00 to plan, design, and construct a shared use trail in the City of Moline; and

AUTHORIZING staff to do all things necessary to prepare and submit said grant application.

WHEREAS, as the IDOT has made grant funding available for the construction of bicycle and pedestrian facilities to accommodate the creation of safe routes to schools; and

WHEREAS, the City of Moline is eligible as an Illinois municipality to make application to said grant program; and

WHEREAS, the Planning and Development Department has been given direction to make application to said grant program by the City's Committee of the Whole.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MOLINE, ILLINOIS, as follows:

That the Department of Planning & Development is hereby authorized to make application to the Illinois Department of Transportation (IDOT) for a Safe Routes to School grant in the amount of \$160,000.00 to plan, design, and construct a shared use trail in the City of Moline, and to authorize staff to do all things necessary to prepare and submit said grant application.

CITY OF MOLINE, ILLINOIS

Mayor

January 21, 2014

Date

Passed: January 21, 2014

Approved: January 28, 2014

Attest: _____
City Clerk

APPROVED AS TO FORM:

City Attorney