

Committee-of-the-Whole Agenda

6:30 p.m.

Tuesday, July 10, 2012

Recognition

Recognition of Captain Jeff Snyder, Lieutenant Tom Kennedy, Engineer Brett Clark, FF/P Geoffrey McClellan, and FF/P Nathan Girard, for the Cave Rescue call on May 18, 2012 at Maquoketa Caves State Park (*Kim Hankins, Public Safety Director & Todd Allen, Battalion Chief*)

Mayor's Board Appointments

Mayor's reappointment of Frank Ege to the Moline Centre Main Street Commission for a full, three-year term to expire June 30, 2015.

Mayor's appointment of Gary Freeman to the Moline Centre Main Street Commission for a full, three-year term to expire June 30, 2015, to fill the expired term of Curtiss Roseman.

Mayor's appointment of Beth Lagomarcino to the Moline Centre Main Street Commission for a full, three-year term to expire June 30, 2015, to fill the expired term of David Wise Jr..

Mayor's reappointment of Beth Lagomarcino to the Special Service Area #6 Board for full, three-year term to expire September 30, 2014.

Mayor's reappointment of Darrell S. Turner to the Special Service Area #6 Board for full, three-year term to expire September 30, 2013.

Mayor's appointment of Patrick Burke to the Special Service Area #6 Board to replace the expired term of Pam Fisher for a full three-year term to expire September 30, 2015.

Mayor's appointment of Chris Lambrecht to the Special Service Area #6 Board to replace the unexpired term of David Wise Jr. to expire September 30, 2014.

Mayor's appointment of Janet Mathis to the Special Service Area #6 Board to replace the unexpired term of David Barker to expire September 30, 2014.

Questions on the Agenda

Agenda Items

1. **Request from QC Arts for a Licensing Agreement to install artwork on City-owned property at 1520 River Drive.** (Pam Owens, Main Street Program Coordinator)
2. **Request from Windstream, KDL, Inc. to amend a Licensing Agreement to install fiber-optic cable in Right-Of-Way.** (Chris Mathias, Property Management Coordinator)

3. **Consideration of a Grant Application to the Illinois Environmental Protection Agency for the Removal of Contamination at 2500 & 2600 River Drive** (Patrick Burke, Economic Development Manager)
4. **City Hall HVAC Repairs/Replacement** (Doug House, Municipal Services General Manager)
5. **Acceptance of IHDA Agreement for Single Family Owner-Occupied Rehabilitation (SFOOR) funding in the amount of \$210,000.00 for program year 2012-2014.** (Jeff Anderson, City Planner)
6. **Inter Agency Agreement between the City of Moline and the Illinois State Police for providing fee based criminal history record information from fingerprint submissions for non-criminal justice applicants.** (Kim Hankins, Interim Public Safety Director)
7. **Inter Agency Agreement between the City of Moline Liquor Control Commissioner and the Illinois State Police for providing fee based criminal history record information from fingerprint submissions for liquor license applicants.** (Kim Hankins, Interim Public Safety Director)
8. **Inter Agency Agreement between the City of Moline Fire Department and the Illinois State Police for providing fee based criminal history record information from fingerprint submissions for fire department applicants.** (Kim Hankins, Interim Public Safety Director)
9. **Purchase of Narrowband Compliant Equipment for Emergency Warning Siren Control and ISPERN/IREACH access** (Kim Hankins, Interim Public Safety Director)
10. **Acceptance of the Proposal Submitted by Etico Solutions, Inc., Macomb, Illinois, in the amount of \$14,903.72 to conduct a patrol staffing study for the police department.** (Kim Hankins, Interim Public Safety Director)
11. **Parks Seasonal Mowing and Cleaning Request for Proposal** (Mike Waldron, Public Works Director)
12. **First Amendment to Promissory Note, First Amendment to Loan and Property Development Agreement, and First Amendment to Collateral and Security Agreement between Financial District Properties HQO, L.L.C., an Illinois limited liability company, and the City.** (Maureen Riggs, City Attorney)
13. **Request from Northwest Bank & Trust Company to pay off a non-recourse loan on Hawk Hallow at a discounted amount to release mortgage.** (Lew Steinbrecher, City Administrator)
14. **Approval of Contract with Walter D Laud, Inc. for Project #1161, 2012 Water Main Improvements** (Scott Hinton, City Engineer)
15. **Approval of Contract with AJ Excavating for Project #1165, Parking Lot and Demolition at 17th Street and River Drive** (Scott Hinton, City Engineer)
16. **Approval of Change Order #1 with Miller Trucking and Excavating for Project #1157, 16th Street Water Main Improvements** (Scott Hinton, City Engineer)
17. **Approval of a Stormwater Utility Rate Increase** (Scott Hinton, City Engineer)
18. **Approval of the 2013 – 2017 Capital Improvement Program** (Scott Hinton, City Engineer)
19. **Other**

Explanation

1. Request from QC Arts for a Licensing Agreement to install artwork on City-owned property at 1520 River Drive. (Pam Owens, Main Street Program Coordinator)

Explanation: The City has been contacted by Quad City Arts regarding the possible installation of a sculpture on the Historic Block Courtyard at 1520 River Drive. When artwork has been placed in Downtown in the past, it has gone through a committee selection process to determine appropriate design and proper placement. This proposal has not had the same level of review and has not been approved by any committee. Staff has concerns that this artwork will not fit with the overall design of the Historic Block Courtyard and the Downtown Historic District. If the Council chooses to approve, the City would enter into an agreement with the artist directly; Bruning Sculpture, Inc.

Staff Recommendation: Council Review of Proposal
Fiscal Impact: N/A
Public Notice/Recording: N/A
Goal Impacted: Quality Neighborhoods & Vibrant Downtown

2. Request from Windstream, KDL, Inc. to amend a Licensing Agreement to install fiber-optic cable in Right-Of-Way. (Chris Mathias, Property Management Coordinator)

Explanation: A few weeks ago, the Council approved a resolution to enter into a licensing agreement with Windstream, KDL, Inc. to install fiber-optic facilities in right-of-way at four different locations. One of those locations was proposed to run from 34th Street, along the north side of 12th Avenue right of way, to 41st Street and then north in 41st Street right of way to the Moline Housing Authority facility located at 1150 41st Street. The applicant has discovered existing utilities on the north side of 12th Avenue that are an obstruction to running the line in that location. The new proposal has the bore running on the south side of 12th Avenue. Please see the attachments for more details.

Staff Recommendation: Approval
Fiscal Impact: \$560 application fee and \$30 annual fee to the City
Public Notice/Recording: N/A
Goal Impacted: Improved City Infrastructure and Facilities

3. Consideration of a Grant Application to the Illinois Environmental Protection Agency for the Removal of Contamination at 2500 & 2600 River Drive (Patrick Burke, Economic Development Manager)

Explanation: During final site grading at RiverTech, foreign objects were uncovered. Sampling analysis concluded that the foreign objects were damaged drums of dried lead paint. The contaminated area has been defined. It is estimated that digging and hauling the contaminated soil to the landfill and hauling clean fill will take two days. The total project cost is estimated to be \$13,748.20. The grant would reimburse the City 70% (\$9,575.00).

Staff Recommendation: Staff recommends submitting the application.
Fiscal Impact: \$2,050.00 from TIF 1 (\$2,123.20 from in-kind service).
Public Notice/Recording: N/A
Goal Impacted: Strong Local Economy

4. City Hall HVAC Repairs/Replacement (Doug House, Municipal Services General Manager)

Explanation: As a result of the 2012-2013 Council goal setting, evaluation of the City Hall HVAC was identified as a priority. Staff was directed to evaluate the current condition of the system and make recommendations to repair and or replace it. The City Hall HVAC Committee met and toured the facility with HVAC experts and identified four main areas of concern and developed a budget to address them. The areas of concern in order of the Committee's priorities are:

- 1. Replace 39 Thermostats \$40,000 *
- 2. Replace the Boiler & Chiller Controls \$25,000
- 3. Update the Council Chambers Fan Coils \$20,000
- 4. Replace the 1988 Chiller \$120,000

Estimate for above work to be completed: \$205,000

* TMI submitted a proposal for \$50,350 to replace the 39 thermostats. However, staff believes the work can be done in-house for approximately \$40,000.

Staff Recommendation: HVAC repairs for the Emergency Center were budgeted in the 2012 Public Works Building & Grounds budget under the Building Improvements line item. The Emergency Center HVAC repairs have been completed and a balance of \$40,000 remains. Staff recommends using that balance to purchase the 39 replacement thermostats needed for City Hall and completing that project in-house this fiscal year. The remaining City Hall repairs itemized above would be budgeted in the 2013 and 2014 Buildings & Grounds budget under the Contractual Repairs line item.

Fiscal Impact:

City Hall Project	Amount	Funding: P.W. Buildings & Grounds Budget
Replace 39 thermostats	\$ 40,000	2012 Building Improvements - HVAC Repairs-balance
Replace boiler & chiller controls	\$ 25,000	2013 Contractual Repairs
Update Chambers fan coils	\$ 20,000	2013 Contractual Repairs
Replace 1988 chiller	\$120,000	2014 Contractual Repairs

Public Notice/Recording: N/A

Goals Impacted: Improved City Infrastructure & Facilities; Financially Strong City

5. Acceptance of IHDA Agreement for Single Family Owner-Occupied Rehabilitation (SFOOR) funding in the amount of \$210,000.00 for program year 2012-2014. (Jeff Anderson, City Planner)

Explanation: The SFOOR program is part of the HOME Program, which is a federal housing “block grant” program for which Moline does not qualify as a direct formula grantee (“participating jurisdiction”). The Planning and Development Department prepared the grant and submitted it to IHDA for funding in which the City of Moline was awarded \$210,000.00. Loans for rehabilitation shall not be less than \$4,000.00 and not more than \$40,000.00 per applicant.

Staff Recommendation: Approve

Fiscal Impact: N/A

Public Notice/Recording: Public Notice Required

Goals Impacted: Quality Neighborhoods & Vibrant Downtown; Desirable Place to Live

6. Inter Agency Agreement between the City of Moline and the Illinois State Police for providing fee based criminal history record information from fingerprint submissions for non-criminal justice applicants. (Kim Hankins, Interim Public Safety Director)

Explanation: Criminal justice record information is needed from time to time by the City of Moline on non-criminal justice applicants for various city positions. This information can only be obtained through the fee based fingerprint submission service provided by the Illinois State Police. Execution of an inter agency agreement by the Mayor is required in order to utilize this service.

Staff Recommendation: Approve execution of the agreement.

Fiscal Impact: Fees are part of the application process
Public Notice/Recording: N/A
Goal Impacted: N/A

7. Inter Agency Agreement between the City of Moline Liquor Control Commissioner and the Illinois State Police for providing fee based criminal history record information from fingerprint submissions for liquor license applicants. (Kim Hankins, Interim Public Safety Director)

Explanation: Criminal justice record information is needed by the City of Moline on all liquor license applicants. This information can only be obtained through the fee based fingerprint submission service provided by the Illinois State Police for non-criminal justice applicants. Execution of an inter agency agreement by the Liquor Commissioner (Mayor) is required in order to utilize this service.

Staff Recommendation: Approve execution of the agreement.
Fiscal Impact: Fees are part of the application process
Public Notice/Recording: N/A
Goal Impacted: N/A

8. Inter Agency Agreement between the City of Moline Fire Department and the Illinois State Police for providing fee based criminal history record information from fingerprint submissions for fire department applicants. (Kim Hankins, Interim Public Safety Director)

Explanation: Criminal justice record information is needed by the City of Moline on all fire department applicants. This information can only be obtained through the fee based fingerprint submission service provided by the Illinois State Police for non-criminal justice applicants. Execution of an inter agency agreement by the Interim Public Safety Director is required in order to utilize this service.

Staff Recommendation: Approve execution of the agreement.
Fiscal Impact: Fees are part of the application process
Public Notice/Recording: N/A
Goal Impacted: N/A

9. Purchase of Narrowband Compliant Equipment for Emergency Warning Siren Control and ISPERN/IREACH access (Kim Hankins, Interim Public Safety Director)

Explanation: The Federal Communications Commission (FCC) has mandated that all public safety and industrial/business licensees migrate their VHF/UHF radio systems from wideband to narrowband channel bandwidth by January 1, 2013. This process has been completed for all existing licenses and equipment that is narrowband capable. However, the VHF receivers and transmitter currently used by the City of Moline for control of the emergency warning sirens and ISPERN/IREACH access are over 20 years old, not capable of narrowband, and must be replaced in order to achieve compliance. RACOM Corporation, the sole service and equipment provider for the radio system utilized by the City of Moline, has provided a quote to replace the receivers and related equipment in the amount of \$12,025.65. The expense is not budgeted and staff is requesting that contingency funds be used to make the purchase.

Staff Recommendation: Approve acceptance of quotation from RACOM Corporation
Fiscal Impact: \$12,025.65 from General Fund Contingency
Public Notice/Recording: N/A
Goal Impacted: Improved City Infrastructure & Facilities

10. Acceptance of the Proposal Submitted by Etico Solutions, Inc., Macomb, Illinois, in the amount of \$14,903.72 to conduct a patrol staffing study for the police department. (Kim Hankins, Interim Public Safety Director)

Explanation: A Request for Proposals (RFP) was issued on May 2, 2012 for qualified firms provide a comprehensive police patrol operations staffing study; specifically, to review and analyze the existing

law enforcement workload, deployment and allocation of personnel and staffing in the Operations Division. Proposals were accepted through June 1, 2012. Five responses were received and subsequently reviewed by the Chief of Police, two captains and three Operations lieutenants, taking into consideration the price and evaluation factors set forth in the RFP. Etico Solutions is recommended as the most advantageous to the City of Moline and in the City's best interest. The cost for the study will be paid from police asset forfeiture funds.

Staff Recommendation: Approve acceptance of proposal from Etico Solutions, Inc.
Fiscal Impact: No impact to budget; \$14,903.72 to be paid from police forfeiture funds
Public Notice/Recording: N/A
Goal Impacted: N/A

11. Parks Seasonal Mowing and Cleaning Request for Proposal (Mike Waldron, Public Works Director)

Explanation: Council identified the evaluation of seasonal maintenance of the City Parks as a priority and directed staff to prepare new bid documents and seek bids for mowing, trash collection and restroom cleaning. Staff utilized the prior bid documents from 2010 for these services, and additionally benchmarked other municipalities and park districts on content and requirements. The City currently maintains 28 park areas, 2 cemeteries, and 38 City owned properties that include every City Building, parking lot medians, vacant lots, Moline Centre areas. Seasonal staff cleans and maintains 19 park restrooms and 13 reservation shelter facilities. The bid documents attempt to cover the many aspects of this work so as to leave little to no misunderstanding as to the quality and frequency of maintenance.

Staff Recommendation: Staff recommends approval of the bid documents and proceeding in accordance with the purchasing policy to issue the request for proposal.
Fiscal Impact: N/A
Public Notice/Recording: N/A
Goal Impacted: N/A

12. A Resolution authorizing the Mayor and City Clerk to execute a First Amendment to Promissory Note, First Amendment to Loan and Property Development Agreement, and First Amendment to Collateral and Security Agreement between Financial District Properties HQO, L.L.C., an Illinois limited liability company, and the City. (Maureen Riggs, City Attorney)

Explanation: In 2007, the City approved a loan to Financial District Properties HQO, L.L.C. (HQO) in the amount of \$7.5 million, and was granted first position mortgage to allow HQO to purchase the old KONE property. The term of the loan was 36 months with a maturity date of December 31, 2010. As the Promissory Note approached maturity, HQO indicated it would be unable to pay off the loan due to economic conditions. Council Bill 1246-2010 authorized the Mayor and City Clerk to enter into a Collateral and Security Agreement with HQO. The Collateral and Security Agreement provided for additional security for the City's Seven Million, Five Hundred Thousand Dollar (\$7,500,000.00) loan, and the City also agreed and contracted with HQO to refinance the remaining principal balance owed on the Loan for three years at an interest rate of 3.25% per annum, monthly interest payments only. At the time the Collateral and Security Agreement was entered, there were no written amendments made to the Loan Agreement or Promissory Note regarding the change in the interest rate or the extension of the term of the note. The parties have continued, since December 31, 2010, to operate under the original Loan Agreement and Promissory Note but according to the terms set forth in the Collateral and Security Agreement. The attached documents amend the Loan Agreement and Promissory Note pursuant to the terms in the Collateral and Security Agreement.

Staff Recommendation: Approve
Fiscal Impact: N/A
Public Notice/Recording: N/A
Goal Impacted: Strong Local Economy & Financially Strong City

13. Request from Northwest Bank & Trust Company to pay off a non-recourse loan on Hawk Hallow at a discounted amount to release mortgage. (Lew Steinbrecher, City Administrator)

Explanation: In August 2009, the Moline City Council adopted a special ordinance entering into a Redevelopment Agreement with Northwest Bank & Trust Company and Moline Place Development Company, L.L.C. (Michael Shamsie), to facilitate the demolition of the nurses' dormitory on the property and to transfer ownership of the Hawk Hallow Redevelopment site (formerly known as Phases II and III of One Moline Place) to the City of Moline. In October 2010, the City Council approved an amended Redevelopment Agreement that enabled the complete build-out of Phase I of the project and the demolition of the dormitory. That building was demolished in early 2011, and the property transferred to the City with a \$440,000 mortgage in the form of a non-recourse loan with the City to be paid once the City sold the property to a new developer. In February 2012, the City Council approved a Term Sheet with IDP Illinois Acquisition Company, L.L.C. (Irgens Development Partners) to redevelop this property for market rate senior housing following completion of its due diligence. The developer is nearing completion of that process and has expressed its anticipation to enter into a Purchase Agreement for \$440,000 in the foreseeable future and move forward with its project. Northwest Bank & Trust has expressed its interest in releasing the \$440,000 mortgage on the property and has offered to do so before July 31, 2012 at a discounted pay-off amount of \$396,000 by the City of Moline. See attached letter from Northwest Bank & Trust.

Staff Recommendation: The Administration favorably recommends the approval of this request to save \$44,000 in TIF expenses.

Fiscal Impact: Savings of \$44,000 in TIF expenses

Public Notice/Recording: NA

Goals Impacted: Financially Strong City; Quality Neighborhoods & Vibrant Downtown; Desirable Place to Live

14. Approval of Contract with Walter D Laud, Inc. for Project #1161, 2012 Water Main Improvements (Scott Hinton, City Engineer)

Explanation: Bids were opened and publicly read on June 26, 2012 for Project #1161 with the following results:

\$346,885.50	Walter D Laud
\$370,062.00	Miller Trucking and Excavating
\$408,883.50	Valley Construction
\$425,928.05	Brandt Construction
\$463,248.00	Langman Construction
\$513,534.00	Laverdiere Construction

Project #1161 includes the replacement of "red" water mains at four locations: 15th Avenue west of 32nd Street, 29th Avenue west of 4th Street, 31st Street Court south of 24th Avenue, and 36th Ave/44th St/34th Ave Place east of 41st Street.

Staff Recommendation: Staff recommends approval of a contact with the lowest responsive and responsible bidder, Walter D Laud.

Fiscal Impact: Funds are budgeted and available as follows:

ACCOUNT	BUDGETED	AS-BID
CIP		510-9957-438.08-10
Water	346,885.50	310-1716-434.04-25
WPC		320-1835-433.08-30
Storm		330-1971-433.08-35
		346,885.50

Public Notice/Recording: NA

Goal Impacted: Improved City Infrastructure & Facilities/Strong Local Economy

15. Approval of Contract with AJ Excavating for Project #1165, Parking Lot and Demolition at 17th Street and River Drive (Scott Hinton, City Engineer)

Explanation: Bids were opened and publicly read on July 3, 2012 for Project #1165 with the following results:

\$182,007.10	A.J. Excavating
\$185,216.95	Miller Trucking and Excavating
\$186,673.60	Valley Construction
\$218,177.57	Brandt Construction
\$223,456.80	Walter D Laud
\$226,784.80	Langman Construction
\$274,503.95	McCarthy Improvement
\$307,448.90	Lester Construction

Project #1165 includes the demolition of the Indecco Building at 1710 River Drive and the construction of a pervious asphalt parking lot at 1708 and 1710 River Drive.

Staff Recommendation: Staff recommends approval of a contact with the lowest responsive and responsible bidder, AJ Excavating.

Fiscal Impact: TIF #1 Funds are available for this project.

Public Notice/Recording: NA

Goal Impacted: Improved City Infrastructure & Facilities/Strong Local Economy

16. Approval of Change Order #1 with Miller Trucking and Excavating for Project #1157, 16th Street Water Main Improvements (Scott Hinton, City Engineer)

Explanation: In order to make final payment to the contractor and close out the contract, a change order is needed in the amount of \$4,180.29. The change order reflects the difference between the estimated bid quantities and final quantities actual constructed. The change order increases the original contract value of \$111,307.75 by 3.8% to \$115,488.04. The majority of the change order cost is related to the repair of a leaking sanitary sewer lateral.

Staff Recommendation: Staff recommends approval of the change order.

Fiscal Impact: Funds are available as detailed below.

ACCOUNT	BUDGETED	ORIGINAL CONTRACT	ADDITIONAL WORK	TOTAL
Utility Tax				
Water		111,307.75	464.13	111,771.88
WPC			3,716.16	3,716.16
Storm				
		111,307.75	4,180.29	115,488.04

Public Notice/Recording: NA

Goal Impacted: Improved City Infrastructure & Facilities/Strong Local Economy

17. Approval of a Stormwater Utility Rate Increase (Scott Hinton, City Engineer)

Explanation: Since 2010, the City Council has enacted a Utility Tax and adjusted the Water and Water Pollution Control Utility rates in an effort to adequately fund replacement and repairs to the City's aging street and utility infrastructure. The Stormwater Utility rates have not been similarly adjusted and are now insufficient to fund the Stormwater portion of the annual Capital Improvement Program. Staff proposes to increase the Stormwater Utility rates by 15% on January 1st of 2013, 2014, and 2015 to provide additional funding for stormwater infrastructure replacement and repair.

The proposed rate increase will allow the Stormwater Utility to fully fund the stormwater portion of the annual Capital Improvement Program while continuing to work on stormwater master plan projects. When fully implemented in 2015, the average household will see a cumulative increase of \$3.04 to their quarterly Stormwater fee, or approximately \$12 per year. The Stormwater Utility, similar to both the Water and Water Pollution Control Utilities, operates as an enterprise fund where the rates are set to provide sufficient revenues to cover the entire cost of providing the service. In order to operate as true Utility, the revenues collected must cover all expenditures without being subsidized by other sources. As such, it is not appropriate to fund the deficit in Stormwater revenues with General Fund monies, other City funds intended for capital projects (CIF, Utility Tax, Water, or WPC), or any other non-Stormwater source. The Stormwater Utility Rates were last increased on January 1, 2005.

Staff Recommendation: Staff recommends approval of a Stormwater rate increase of 15% on January 1st of 2013, 2014, and 2015.

Fiscal Impact: Estimated future revenues and expenditures are detailed as follows:

	2012	2013 (+15%)	2014 (+15%)	2015 (+15%)
Total Revenues	956,000	1,099,400	1,264,300	1,453,900
less				
Unfunded Mandates	396,000	392,000	397,900	407,800
Emergency Repairs	200,000	200,000	200,000	200,000
Capital Projects	360,000	507,400	666,400	846,100

Public Notice/Recording: NA

Goal Impacted: Improved City Infrastructure & Facilities/Strong Local Economy

18. Approval of the 2013 – 2017 Capital Improvement Program (Scott Hinton, City Engineer)

Explanation: A five-year Capital Improvement Program (CIP) has been formulated for the Committee’s review. Proposed expenditures for FY 2013 total \$13,860,350 with expenditures for the entire five year plan totaling \$62,722,550. The 2013 CIP continues the past practice of coordinating Utility replacements with the reconstruction of deteriorated pavements. Five of the six proposed concrete reconstruction projects were chosen due the need to replace underground water and sanitary sewer piping. The Pavement Patching Program will continue to use a large portion of funding on arterial and collector streets, but will also provide for patching in residential areas. The Utility Tax revenues will fund the three Seal Coat Upgrade projects, two Alley Reconstruction projects, the Sidewalk 75/25 Program, and several asphalt overlay and concrete reconstruction projects in residential areas. Capital Improvement Funding (CIF) will fund the reconstruction of the last section of 5th Avenue downtown and the construction of a salt storage dome on the south side of town.

Staff Recommendation: Staff recommends approval of the 2013 – 2017 Capital Improvement Program with the understanding that the years of 2014 – 2017 provide a general framework for future projects that may change as funding levels, priorities, and needs change.

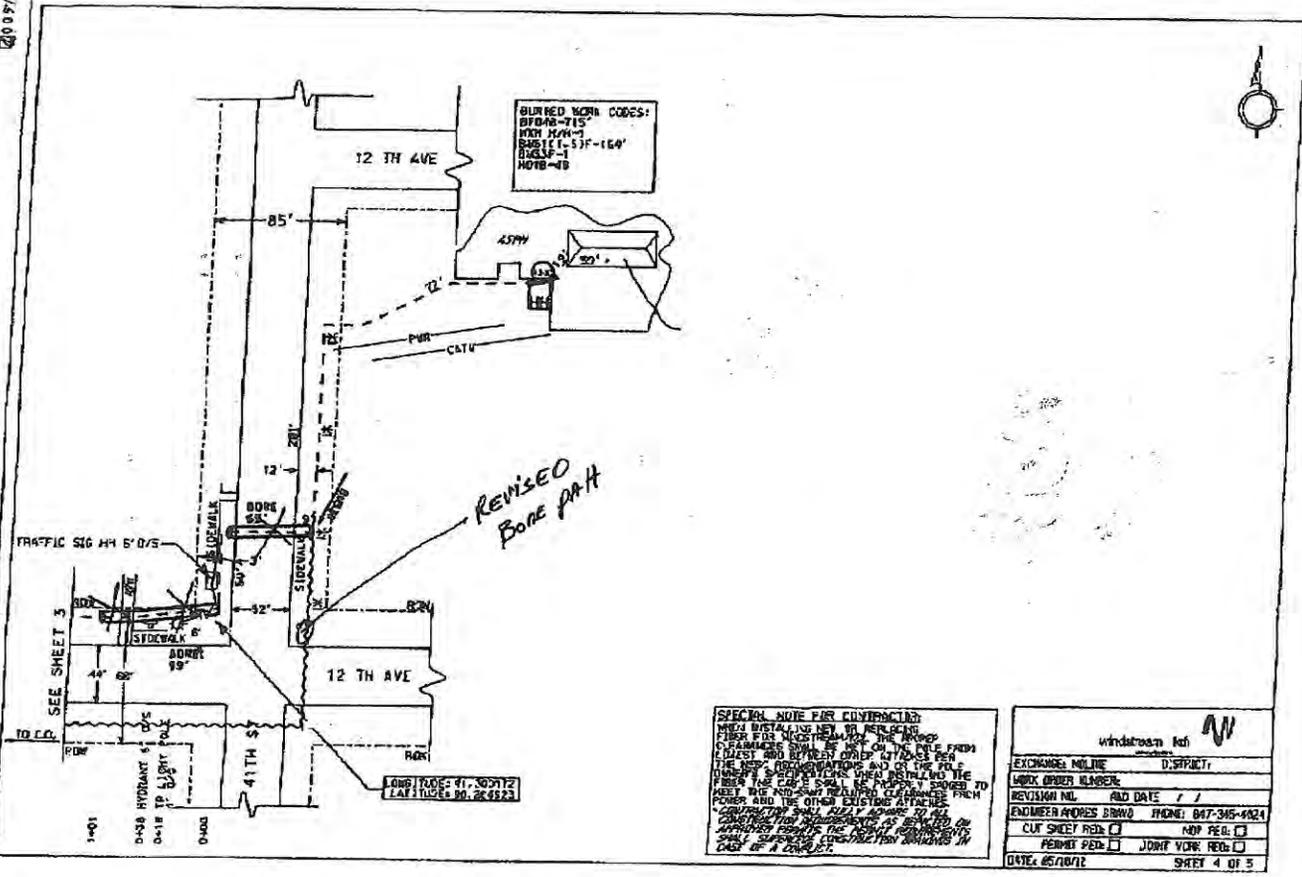
Public Notice/Recording: NA

Fiscal Impact: FY 2013: \$13,860,350 FY 2014 – 2017: \$48,862,200

Goal Impacted: Financially Strong City Strong Local Economy
Leader in Customer Service Quality Neighborhoods
Vibrant Downtown







05/17/2012 THU 16:09 FAX 309 683 3016 CUSTOM UNDERGROUND INC *** bread forward 00067010

Is the applicant a municipality as defined in the Illinois Environmental Protection Act, 415 ILCS 5/58.2? Please check one.

Yes No

What are the proposed uses of the grant? Please check the appropriate answer(s).

Identification of Brownfield Sites	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Site Investigation	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Development of Remedial Objectives	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Development of Remedial Action Plans	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Implementation of Remedial Action Plans and Completion Reports	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Other: _____		

For Site-Specific Proposals

Is the site already part of the Illinois EPA's Site Remediation Program? Please check one.

Yes No

Please complete the following for *each* site. Attach separate sheets as needed.

Site Name: former American Air Filter/Hendricks property

Site Owner: City of Moline
First Name Last Name

Site Location: 2500 & 2600 River Drive
Street Address P.O Box

City: Moline State: IL Zip Code: 61265

Latitude 41.513577 Longitude -90.501683 Site Size (in acres): 15.5

Type of Contamination (actual or suspected):

Petroleum Hazardous Waste Both

Site Used Formerly As: Industrial

I have read Appendix C: Brownfields Redevelopment Grant Program Example Grant Agreement. Please check one.

Yes No



APPENDIX B

MUNICIPAL BROWNFIELDS REDEVELOPMENT GRANT PROGRAM:
PROPOSED BUDGET

Name of Municipality Moline

SUMMARY ESTIMATE

	Applicant's Match		State Funding Requested	Total Cost
	Monetary ¹	In-Kind ²	Grant Dollars	
A. Personnel Services ³		\$1,432.32	\$0.00	\$1,432.32
B. Equipment	\$0.00	\$690.88	\$6,210.00	\$6,900.88
C. All Other Direct Costs	\$250.00	\$0.00	\$0.00	\$250.00
D. Consultant, Contractor & Subcontractors	\$1,800.00	\$0.00	\$3,365.00	\$5,165.00
Total	\$2,050.00	\$2,123.20	\$9,575.00	\$13,748.20
Percentage of Total	14.9%	15.4%	69.6%	100%

Note: Round all amounts to the nearest dollar and carry all percentages to one decimal place.
A detailed cost breakdown for each category must be provided on the following pages.

¹ External financing.

² Personnel, equipment, etc. employed or purchased prior to the execution of the proposed grant project.

³ Personnel services for applicant and primary consultant/planner.

BUDGET BREAKDOWN

A. PERSONNEL SERVICES List employees by name and title below.

A.1.	Applicant (In-house services)	Hourly Rate	Estimated Time on Project	Match Amount	Grant Amount	Total Cost
1.	Gary Vise, MEO	\$46.38	16.00	\$742.08	\$0.00	\$742.08
2.	Martin Engh, Laborer	\$43.14	16.00	\$690.24	\$0.00	\$690.24
3.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
4.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
5.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
6.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
7.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
8.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
9.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
10.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
11.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
12.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
13.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
14.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
15.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
16.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
17.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
18.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
A.1 SUBTOTAL:				\$1,432.32	\$0.00	\$1,432.32

BUDGET BREAKDOWN (continued)

<u>A.2.</u>	Primary Consultant/Planner (Project management and principal staff) Firm Name: <u>EnviroNET</u>	Hourly Rate	Estimated Time On Project	Match Amount	Grant Amount	Total Cost
1.	Jennifer Walker - hazardous waste handling/management	\$95.00	10.00	\$0.00	\$0.00	\$950.00
2.	Jennifer Walker - project management & reporting	\$70.00	40.00	\$0.00	\$0.00	\$2,800.00
3.	Alex Nelson	\$35.00	8.00	\$0.00	\$0.00	\$280.00
4.	Fred Lawrence	\$85.00	10.00	\$0.00	\$0.00	\$850.00
5.	Molly Newell	\$95.00	3.00	\$0.00	\$0.00	\$285.00
6.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
7.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
8.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
9.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
10.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
11.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
12.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
13.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
14.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
15.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
16.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
A.2 SUBTOTAL:				\$0.00	\$0.00	\$5,165.00
A. PERSONNEL SERVICES TOTAL:				\$1,432.32	\$0.00	\$6,597.32

BUDGET BREAKDOWN (continued)

B. EQUIPMENT Equipment purchased with applicant's funds prior to execution of the proposed grant project may be considered "in-kind" contribution.

	Equipment	Rate ¹ or Purchase Price	Estimated Hours/Units	Match Amount	Grant Amount	Total Cost
1.	Lab Fees	\$0.00	0.00	\$0.00	\$1,000.00	\$1,000.00
2.	Disposal Fees	\$0.00	0.00	\$0.00	\$5,000.00	\$5,000.00
3.	Backfill Material	\$0.00	0.00	\$0.00	\$210.00	\$210.00
4.	Dump Truck	\$27.46	16.00	\$439.36	\$0.00	\$439.36
5.	Backhoe	\$15.72	16.00	\$251.52	\$0.00	\$251.52
6.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
7.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
8.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
B. SUBTOTAL:				\$690.88	\$6,210.00	\$6,900.88

¹ Designate if rate is hourly, daily, weekly or monthly.

BUDGET BREAKDOWN (continued)

C. ALL OTHER DIRECT COSTS

Include costs to participate in the Site Remediation Program, computer services, duplicating, materials/supplies, postage, publication charges, telephone, fuel, automobile operations, etc. List all items in reasonable detail.

	Equipment or Service	Rate ¹ , Purchase Price or Direct Cost	Estimated Hours/Units	Match Amount	Grant Amount	Total Cost
1.	IEPA Review			\$250.00	\$0.00	\$250.00
2.						\$0.00
3.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
4.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
5.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
6.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
7.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
8.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
9.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
10.		\$0.00	0.00	\$0.00	\$0.00	\$0.00
C. SUBTOTAL:				\$250.00	\$0.00	\$250.00

¹ Designate if rate is hourly, daily, weekly or monthly

BUDGET BREAKDOWN (continued)

D. CONTRACTORS & SUBCONTRACTORS

List all vendors, contractors and subcontractors providing professional services by firm. Details of vendors, contractors and subcontractors, including names of key staff assigned to project, must be attached.

	Firm Name	Match Amount	Grant Amount	Total Cost
1.	EnviroNET	\$1,800.00	\$3,365.00	\$5,165.00
2.		\$0.00	\$0.00	\$0.00
3.		\$0.00	\$0.00	\$0.00
4.		\$0.00	\$0.00	\$0.00
5.		\$0.00	\$0.00	\$0.00
6.		\$0.00	\$0.00	\$0.00
7.		\$0.00	\$0.00	\$0.00
8.		\$0.00	\$0.00	\$0.00
D. SUBTOTAL:		\$1,800.00	\$3,365.00	\$5,165.00



Heating Air Conditioning Plumbing Appliance

Phase 1 Options for:

**City of Moline
City Hall
619 16th Street
Moline, IL 61265**

Includes:

- A. Thermostats
- B. City Counsel fan coils
- C. Boiler and chiller controls
- D. 1988 Chiller



Heating Air Conditioning Plumbing Appliance

Phase 1 Option for:

Thermostats







1017 State Street ♦ Bettendorf, IA 52722
 (563) 355-5400 ♦ FAX (563) 355-7221
 Heating ♦ Air Conditioning ♦ Plumbing ♦ Appliance
 Commercial ♦ Residential

www.tmiservices.net

PAGE 1 OF 1 PAGES

Proposal

PROPOSAL SUBMITTED TO City of Moline	PHONE 309-736-5751	DATE 6/18/12	FAX 309-797-0756
STREET 3635 4 th Avenue	JOB NAME Thermostats		
CITY, STATE and ZIP Moline, IL 61265	JOB LOCATION Moline City Hall 619 16 th Street		
REFERENCE	JOB PHONE		

We propose to furnish labor and material including:

1st, 2nd and 3rd floor thermostats

1. Removal of Thirty-Nine (39) original thermostats.
2. Provide a wall plate adapter.
3. Provide line voltage programmable thermostat.
4. Start up and check operation after neutral wire has been pulled to the thermostat, which is included.

Total Maintenance labor	\$400.00 X 39	\$15,600.00
Lighting Maintenance	\$623.08 X 39	\$24,300.00
Republic thermostats	\$265.00 X 39	\$10,335.00

Alt # 1 Basement thermostats

5. Removal of Fifteen (15) original thermostats.
6. Provide a wall plate adapter.
7. Provide line voltage programmable thermostat.
8. Start up and check operation after neutral wire has been pulled to the thermostat, which is included.

Total Maintenance labor	\$400.00 X 15	\$ 6,000.00
Lighting Maintenance	\$700.00 X 15	\$10,500.00
Republic thermostats	\$265.00 X 15	\$ 3,975.00

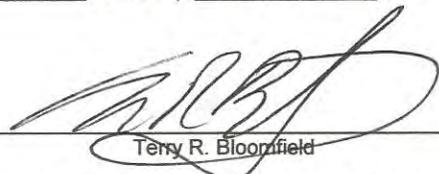
All parts, labor, and accessories furnished by Total Maintenance, Inc. shall carry a full one-year warranty from date of completion. All sales, use, or other State or Municipal taxes are NOT included in this agreement.

We Propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of:
See above for Pricing _____ dollars (**SEE ABOVE**).

Payment to be made as follows:

Upon Completion

Authorized Signature



Terry R. Bloomfield

NOTE:

We may withdraw this proposal if not accepted within 30 days.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered under Workman's Compensation Insurance.

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____



351 N. 6th Ave. • Eldridge, Iowa 52748
 (563) 322-2023 • Fax: (563) 285-6413

Proposal Submitted to :	Date:	Phone:
TMI – Total Maintenance, Inc.	June 15, 2012	355-8686
Address:	Job Name:	
1017 State Street	Moline City Hall	
City, State and Zip Code	Job Address:	
Bettendorf, IA 52722		
Architect:	City, State and Zip Code	
Terry Bloomfield 529-3194	Moline, IL	

We hereby submit specifications and estimates for:

The supply of all material, labor, and permit to install new control wiring to thermostats as follows:

1 st Floor	19
2 nd Floor	2
3 rd Floor	18

Total	39
-------	----

Quote	\$24,300.00
-------	-------------

Alternate #1

Basement	15
----------	----

Quote	\$10,500.00
-------	-------------

We appreciate the opportunity to quote this project. Please feel free to contact me about any questions or concerns.

We propose hereby to furnish material and labor complete in accordance with the above specifications for the sum of:

Please return one copy to us as acceptance of this proposal.

Authorized Signature

Acceptance Signature



ResponseAbility™

QUAD CITIES
737 CHARLOTTE ST.
DAVENPORT, IA 52803
PHONE 563-322-6204
TOLL FREE 800-397-6204
FAX 563-326-0550
WEB

DUBUQUE
3195 HUGHES COURT
DUBUQUE, IA 52003
PHONE 563-588-1856
TOLL FREE 866-648-9977
FAX 563-588-1948
http://www.RepublicCo.com

CEDAR RAPIDS
260 33rd AVE SW SUITE F
CEDAR RAPIDS, IA 52404
PHONE 319-730-2RED(2733)
TOLL FREE 877-70-GO-RED(46-733)
FAX 319-364-2316

QUOTE

UPC VENDOR	QUOTE DATE	ORDER NO.
000000	06/12/12	1027042-00
P.O. NO.		PAGE #
PECO TSTAT CITY MOLINE		1

CUST.# 3593

SHIP TO: TOTAL MAINTENANCE INC
1017 STATE ST
BETTENDORF, IA 52722

CORRESPONDENCE TO: Republic Companies
PO BOX 3807

Davenport, IA 528083807

BILL TO: TOTAL MAINTENANCE INC - L
1017 STATE ST
BETTENDORF, IA 52722

INSTRUCTIONS		TERMS
*** E.P.A. CERTIFIED ***		1% 10th PROX
SHIP POINT	SHIP VIA	SHIPPED
Republic Companies	GOLD EVERYDA	

LINE NO.	PRODUCT AND DESCRIPTION	QUANTITY ORDERED	QUANTITY B.O.	QTY. SHIPPED	QTY. U/M	UNIT PRICE	AMOUNT (NET)
AUV1*** LUXAIRE *** ***** FREIGHT IS INCLUDED IN THIS QUOTE *****							
1	KEL TA180-001 7DAY 4 EVENT SCHEDULE 1H/1C 24-277VAC POWER	2			each	265.00	530.00
1	Lines Total				Total		530.00
					Invoice Total		530.00

Last Page

Last Page



Heating Air Conditioning Plumbing Appliance

Phase 1 Option for:

City Counsel fan coils

Fancoil Certified Drawing

FT_4F_4P_LH

McQuay International certifies that its equipment will conform to this drawing and McQuay's published specifications, subject to its published warranty. Purchaser must determine that the equipment is fit and sufficient for the job specifications. No change to this drawing may be made unless approved in writing by McQuay. www.mcquay.com

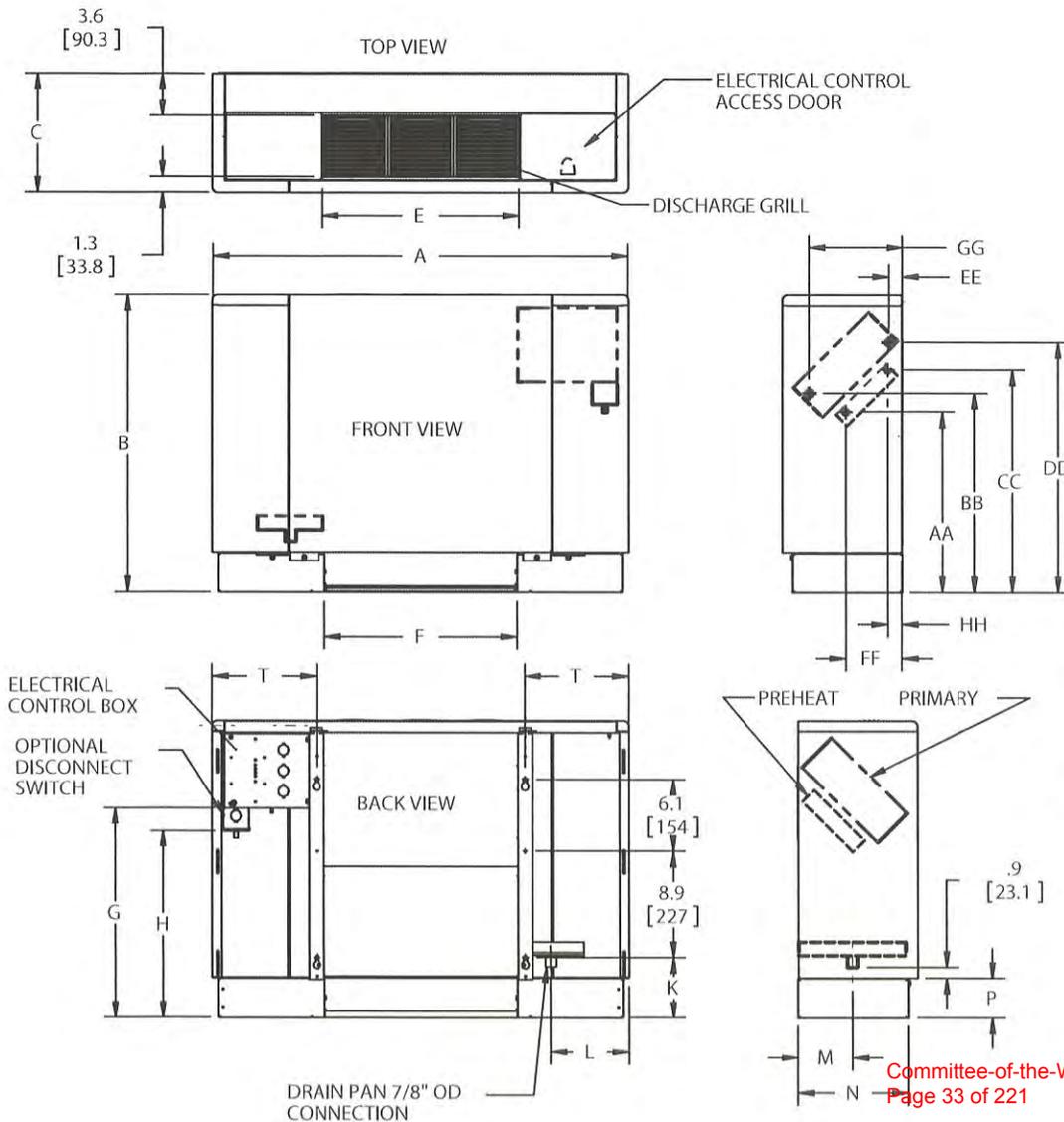
View: Unit Layout

Model: FCVC112

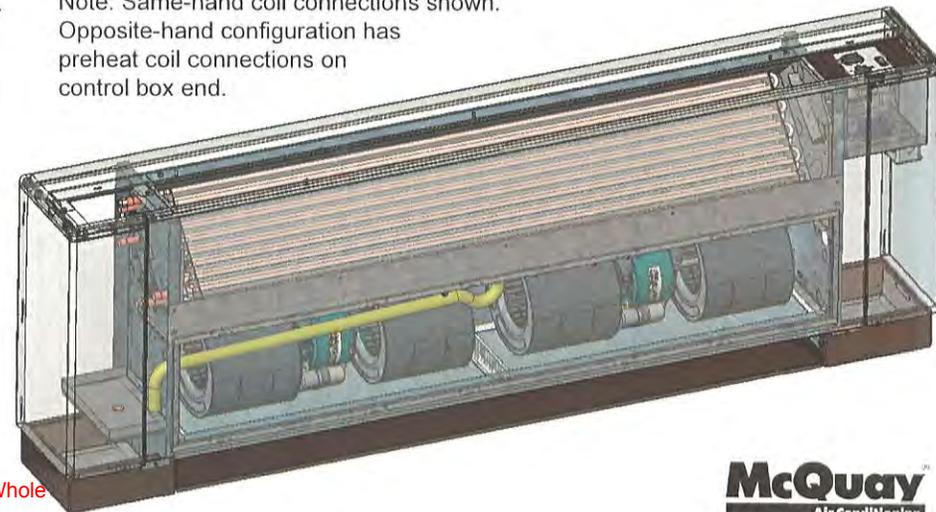
Date: 6/8/2012

Unit Tag: FCU 1-3

Description	Letter	Dimension in
Width	A	84.5
Dim AA	AA	15.00
Height	B	25.0
Dim BB	BB	16.70
Depth	C	10.0
Dim CC	C	18.70
Dim DD	DD	21.00
Dim E	E	65.80
Dim EE	EE	1.10
Dim F	F	65.70
Dim FF	FF	4.70
Dim G	G	17.60
Dim GG	GG	7.80
Dim H	H	15.70
Dim HH	HH	1.20
Dim K	K	5.00
Dim L	L	4.50
Dim M	M	4.60
Sub_base depth	N	9.30
Dim P	P	3.40
Dim T	T	8.80
Dim U	U	8.80



Note: Same-hand coil connections shown. Opposite-hand configuration has preheat coil connections on control box end.





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Proposal

PROPOSAL SUBMITTED TO City of Moline	PHONE 309-736-5751	DATE 6/13/12	FAX 309-797-0756
STREET 3635 4th Avenue	JOB NAME Fan coil units for City Counsel		
CITY, STATE and ZIP Moline, IL 61265	JOB LOCATION Moline City Hall 619 16th Street		
REFERENCE L12-0344	JOB PHONE		

We propose to furnish labor and material including:

1. Removal of three (3) original fan coil units in the city counsel room.
2. Provide and install three (3) new McQuay fan coils.
3. Re-connect water lines and drain lines to the new units.
4. Reconnect electrical and thermostat to the new units.
5. Start up and check operation.

Please Note: The new units will be approximately 20" longer then the existing units.

All parts, labor, and accessories furnished by Total Maintenance, Inc. shall carry a full one-year warranty from date of completion.

All sales, use, or other State or Municipal taxes are NOT included in this agreement.

Thank you for the opportunity to quote this work.

We Propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of: Eighteen Thousand Three Hundred and Forty-Six 00/100 dollars (\$18,346.00).

Payment to be made as follows:

Upon Completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered under Workman's Compensation Insurance.

Authorized Signature

Terry R. Bloomfield

NOTE:

We may withdraw this proposal if not accepted within 30 days.

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____



Heating Air Conditioning Plumbing Appliance

Phase 1 Option for:

Boiler and chiller controls



A HIGH DEGREE OF SYSTEM MANAGEMENT
— WITHOUT THE NEED FOR A DEGREE

Reduce Complexity In Managing Building Systems

No Programming Required

Honeywell WebVision™ lets you manage small-to-large building systems from a single interface, all without needing to be licensed or certified by the Niagara^{AX} Framework[®]. Configuration and monitoring tools are all combined into a WEBS controller, so you won't have to worry about needing a degree in software programming — you'll simply be able to do the work you want to do efficiently and effectively.

Versatile And Compatible

Honeywell WebVision gives you plenty of application flexibility because it integrates easily with XL10, Spyder[®] and other controllers. Configuration wizards guide the setup to reduce installation time. Importing and monitoring third-party devices is a breeze with WebVision. Each Honeywell WebVision application supports up to 120 devices, and multiple WebVisions can be inter-connected to form a system.

You'll be able to monitor and raise alarms on controller points, configure and collect trends, drive scheduled occupancy states, and manage energy usage all from a single point of entry into the system.

Use With Confidence

Honeywell has taken ease of use to a new level with WebVision. Because many tools are bundled into one system, there's a very short learning curve to get up and running. The intuitive graphical user interface provides clear guidance, so whether you're charged with managing a single system or a network of multiple systems, you'll be confident at every step.

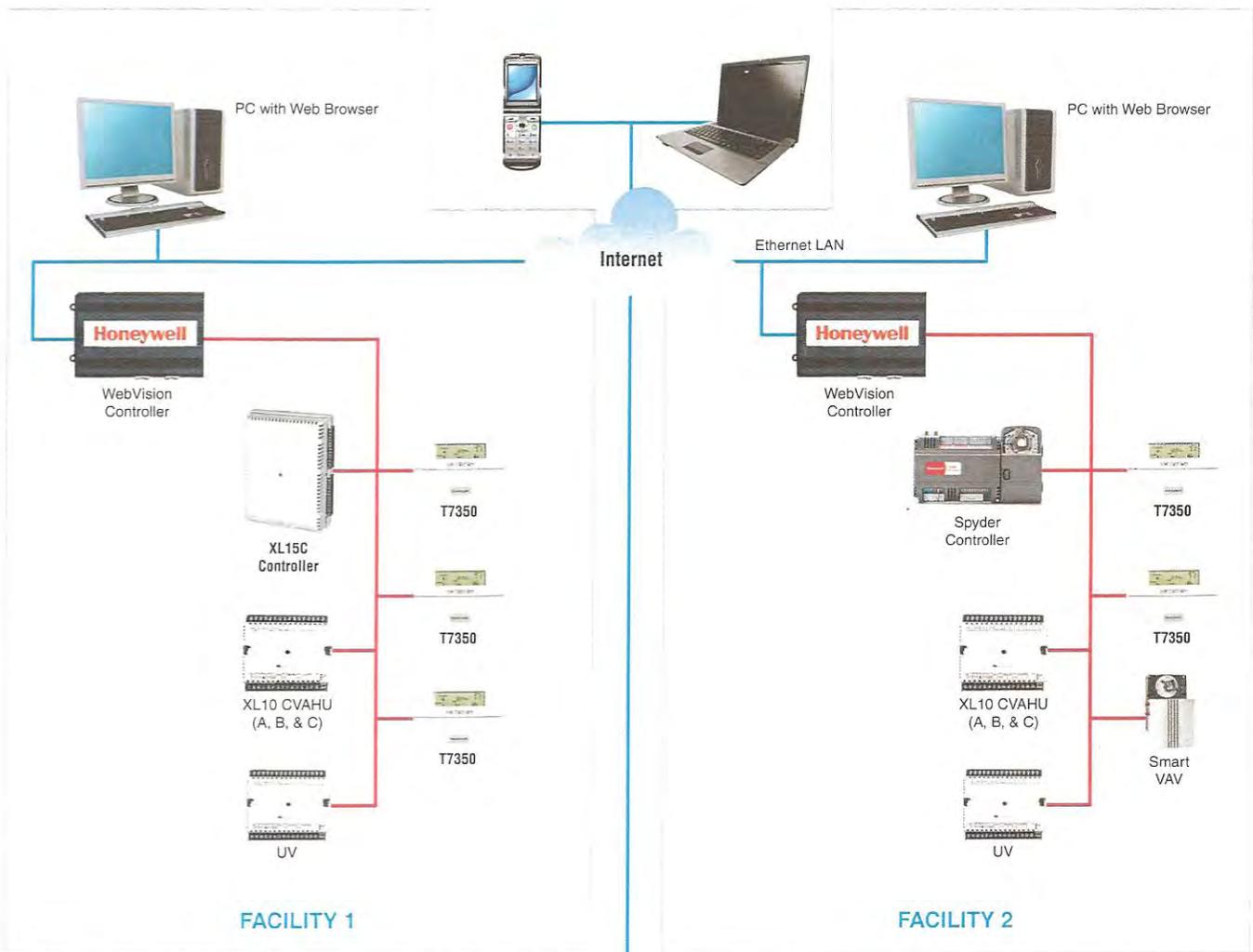
All devices on the network can be scheduled and monitored with WebVision from any location. You'll gain management efficiencies as well as reduce costs by not needing to visit multiple job sites.

Truly Smart

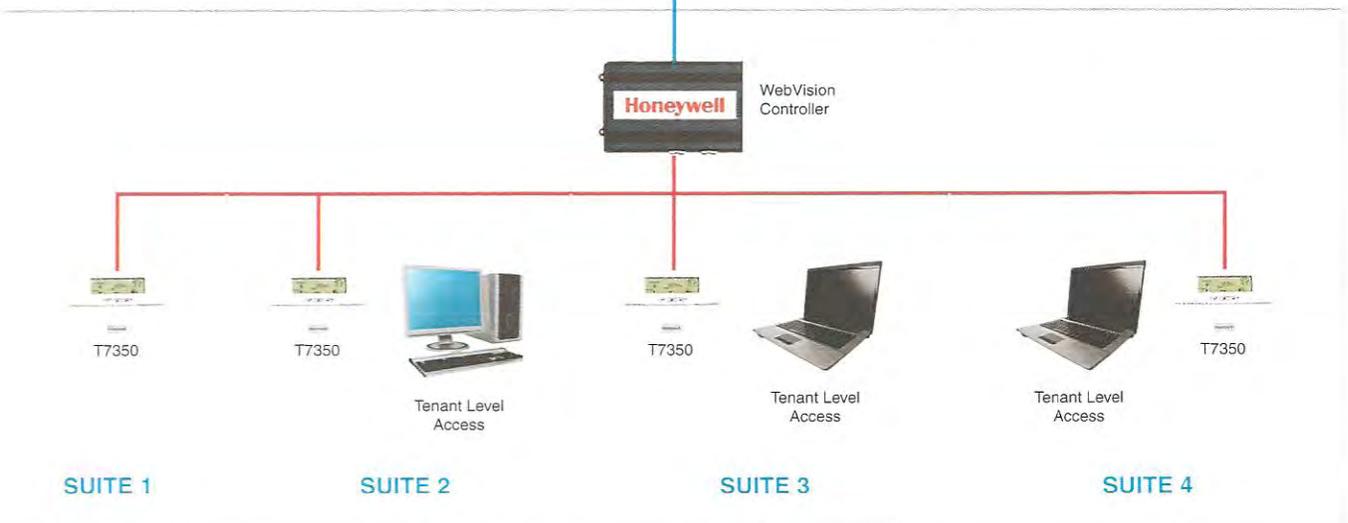
From the energy savings of demand limit control to the simplified maintenance of easy-to-use diagnostics, WebVision is a smart choice for applications from single buildings to facilities with multiple locations. It all adds up to headache-free system management and monitoring.



Honeywell Building Integration



Multiple Facilities: Manage local and remote sites from any location with a PC, a web browser and internet access.



Multi-Tenant Facility: Each tenant can be provided with permissions for their space while the building manager has full access.



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PAGE 1 OF 1 PAGES

Proposal

PROPOSAL SUBMITTED TO City of Moline	PHONE 309-736-5751	DATE 6/13/12	FAX 309-797-0756
STREET 3635 4 th Avenue	JOB NAME Boiler and Chiller operational control system		
CITY, STATE and ZIP Moline, IL 61265	JOB LOCATION Moline City Hall 619 16 th Street		
REFERENCE Honeywell Control system	JOB PHONE		

We propose to furnish labor and material including:

1. Removal of control system that is obsolete and non-operational.
2. Provide and install a new HONEYWELL boiler and chiller operating control panel. With Honeywell WebVision remote accessibility.
3. Work with the city's IT department to allow remote access for emergency alarms or temperature changes remotely.
4. Start up and check operation.

Please Note: Honeywell control parts will be purchased and install by TMI as a CCES authorized Honeywell installer. The total for the purchased of parts and labor with the hourly rate (\$94.00 per hour) under the current (2009) maintenance agreement.

All parts, labor, and accessories furnished by Total Maintenance, Inc. shall carry a full one-year warranty from date of completion.

All sales, use, or other State or Municipal taxes are NOT included in this agreement.

Thank you for the opportunity to quote this work.

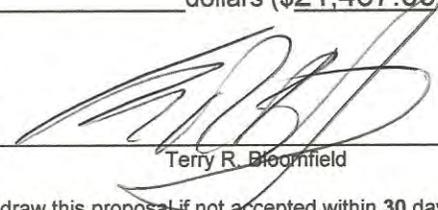
We Propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of: Twenty-One Thousand Four Hundred and Sixty-Seven 00/100 dollars (\$21,467.00).

Payment to be made as follows:

Upon Completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered under Workman's Compensation Insurance.

Authorized Signature



Terry R. Bloomfield

NOTE:

We may withdraw this proposal if not accepted within 30 days.

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____



Heating Air Conditioning Plumbing Appliance

Phase 1 Option for:

1988 Chiller



Air Cooled Scroll Chillers

High efficiency and quiet operation at an affordable price

Daikin McQuay air cooled scroll chillers have the performance and features typical of larger, more expensive chillers. These 25 to 190-ton chillers provide big benefits for small to mid-sized buildings.

Efficient – Exceeds ASHRAE Standard 90.1. See EERs on back page for full & part load ratings.

Quiet – Sound pressure ratings as low as 60 dBA, without any optional acoustic treatment.

Ideal for Retrofit – Compact unit footprint can save installation space and costs.

Responsible Refrigerants – These 25 to 190-ton chillers use R-410A, which has no ozone depletion potential and no phase-out schedule.

Easy to Integrate – Our Open Choices™ feature allows the unit controls to easily integrate with your choice of building automation system using LonTalk®, BACnet® or Modbus® open protocols.

LEED® Points – All dual circuit models qualify for LEED EAC – 4 for Enhanced Refrigerant Management worth 2 points.



Dual Circuit Scroll Chiller
25 to 190-ton



Daikin McQuay Air Cooled Scroll Chillers are the smart, affordable choice for small to mid-sized buildings.

Options to exactly meet your requirements

Environments
High ambient kit, for operation from 105 to 125 °F (40 to 52 °C)
Low ambient kit, down to -10 °F (-23 °C)
Condenser coil options for enhanced durability in seacoast environments: copper fins or Electrofin™ and Blackfin™ coatings
Efficiency
Ice storage capability to reduce operating costs
Hot gas bypass for low load operation, down to 10%
Fan VFD control for enhanced part load efficiency
Quiet
Compressor sound reduction package for ultra sound-sensitive projects
Flexible Installation
Pump packages for reduced installation costs and time
Remote evaporator for keeping all chilled water piping within the building
Serviceability
Phase voltage monitor senses and avoids undesirable electrical conditions

Engineered for flexibility and performance™

Daikin McQuay Air Cooled Scroll Chillers Technical Specifications

Model AGZ	Capacity Tons @ ARI	Full Load EER	IPLV	Dimensions – inches	Sound Pressure dBA without acoustical treatment ¹	Sound Pressure dBA with acoustical treatment ¹	Refrigerant Circuits
				(L x W x H)			
025D	27.3	9.6	14.6	95 x 88 x 101	60	58	2
030D	31.6	9.6	14.7	95 x 88 x 101	60	58	2
035D	34.9	10.0	15.2	95 x 88 x 101	60	58	2
040D	37.9	10.1	15.5	95 x 88 x 101	61	58	2
045D	42.6	10.3	15.6	95 x 88 x 101	62	60	2
050D	48.1	10.1	15.5	95 x 88 x 101	63	60	2
055D	51.6	10.0	15.4	95 x 88 x 101	64	60	2
060D	56.1	9.8	15.5	95 x 88 x 101	64	60	2
065D	58.1	10.3	15.5	95 x 88 x 101	64	60	2
070D	64.1	9.7	15.4	95 x 88 x 101	65	60	2
075D	73.1	10.0	15.4	135 x 88 x 101	65	61	2
080D	81.1	9.8	15.4	135 x 88 x 101	66	61	2
090D	89.2	9.8	15.4	135 x 88 x 101	66	61	2
100D	99.8	9.6	15.1	135 x 88 x 101	67	61	2
110D	106.1	9.8	15.4	174 x 88 x 101	67	61	2
125D	117.1	9.8	15.4	174 x 88 x 101	68	61	2
130D	129.6	9.6	15.2	174 x 88 x 101	68	62	2
140D	136.2	10.2	15.4	219 x 88 x 101	69	63	2
160D	153.3	10.0	15.6	219 x 88 x 101	70	64	2
180D	172.2	9.6	15.2	219 x 88 x 101	70	64	2
190D	180.1	10.1	15.4	257 x 88 x 101	70	64	2

1. Measured at 30 ft from the side of the unit

Make it a Daikin McQuay System for Optimum System Performance and Reliability

STEP ONE: Choose an Air-Cooled Chiller



Dual Circuit Scroll Chiller
25 to 190-ton



Pathfinder™ Chiller with VFD
150 to 530-ton

STEP TWO: Choose a Daikin McQuay Air Handler or Terminal Unit



Vision™, Vision™ Plus Air Handler
900 to 100,000 cfm



Skyline™, Skyline™ Plus Air Handler
900 to 65,000 cfm



Destiny™ Indoor Air Handler
600 to 15,000 cfm



RoofPak™ Outdoor Air Handler
4000 to 50,000 cfm



Unit Ventilators
750 to 2,000 cfm



Fan Coil Units
200 to 3,000 cfm

McQuay[®]
International
a member of **DAIKIN** group

For more information about Daikin McQuay Scroll Chillers, contact your Daikin McQuay representative. To find a Daikin McQuay representative near you, visit www.daikinmcquay.com.

800.432.1342
www.daikinmcquay.com



The following are trade names or registered trademarks of their respective companies: BACnet from ASHRAE; LonTalk from Echelon Corp.; Modbus from Schneider Electric; LEED from the US Green Building Council.

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A/SP 31-315 (02/12)





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Proposal

PROPOSAL SUBMITTED TO City of Moline	PHONE 309-736-5751	DATE 6/13/12	FAX 309-797-0756
STREET 3635 4 th Avenue	JOB NAME Chiller Replacement		
CITY, STATE and ZIP Moline, IL 61265	JOB LOCATION Moline City Hall 619 16 th Street		
REFERENCE L12-0347	JOB PHONE		

We propose to furnish labor and material including:

1. Removal of chiller which was installed in 1988.
2. Crane for the removal and setting of the new chiller.
3. Provide and install a new McQuay chiller with the design use of 40% glycol which is in the system. This chiller is rated at 9.6 EER.
4. Removal and replacement of both base mounted chill water/hot water circulation pumps.
5. Reconnect existing chill water piping to the new chiller.
6. Insulate the new exterior connection piping.
7. Re-connect electrical to the existing 400 amp disconnect.
8. Reconnect control circuit to the new chiller.
9. Start up and check operation.

All parts, labor, and accessories furnished by Total Maintenance, Inc. shall carry a full one-year warranty from date of completion.

All sales, use, or other State or Municipal taxes are NOT included in this agreement.

Thank you for the opportunity to quote this work.

We Propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of: One Hundred Twelve Thousand Three Hundred and Sixty-Seven 00/100 dollars (\$112,346.00).

Payment to be made as follows:

Upon Completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered under Workman's Compensation Insurance.

Authorized Signature

Terry R. Bloemfield

NOTE:

We may withdraw this proposal if not accepted within 30 days.

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____



Heating Air Conditioning Plumbing Appliance

Phase 1:

NOTES:



1017 State Street ♦ Bettendorf, IA 52722
 (563) 355-5400 ♦ FAX (563) 355-7221
 Heating ♦ Air Conditioning ♦ Plumbing ♦ Appliance
 Commercial ♦ Residential

www.tmiservices.net

PAGE 1 OF 1 PAGES

Proposal

PROPOSAL SUBMITTED TO City of Moline	PHONE 309-736-5751	DATE 6/11/09	FAX 309-797-0756
STREET 1630 8th Avenue	JOB NAME Chiller and Air Handler Budget		
CITY, STATE and ZIP Moline, IL 61265	JOB LOCATION Downtown fire station		
REFERENCE Chiller and air handler	JOB PHONE		

Budget prices

Removal of the 100 ton Trane chiller and provide and install a new Trane chiller.

1. The new chiller is higher efficiency then the present chiller.
2. Environmentally friendly refrigerant.
3. Quieter operation then the present chiller.
4. American Made.

Budget price to replace the chiller \$125,000.00

Replace the blower in the basement which was manufactured April 4, 1972.

Budget price to replace the blower only \$75,000.00

All parts, labor, and accessories furnished by Total Maintenance, Inc. shall carry a full one-year warranty from date of completion.

All sales, use, or other State or Municipal taxes are NOT included in this agreement.

Thank you for the opportunity to quote this work.

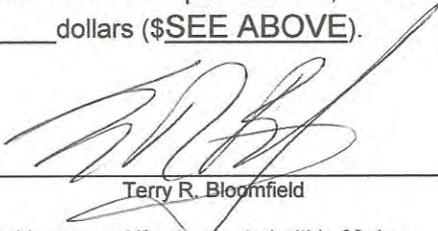
We Propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of:
SEE ABOVE FOR PRICING dollars (**\$SEE ABOVE**).

Payment to be made as follows:

Upon Completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered under Workman's Compensation Insurance.

Authorized Signature


Terry R. Bloomfield

NOTE:

We may withdraw this proposal if not accepted within 30 days.

Acceptance of Proposal- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____

HO-50532
CITY OF MOLINE
Single Family Owner-Occupied Rehabilitation ("SFOOR")

SFOOR PROGRAM AGREEMENT

This **SFOOR PROGRAM AGREEMENT** ("**Agreement**") is made and entered into as of the ____ day of _____, 2012 by and between the **CITY OF MOLINE**, an Illinois unit of local government ("**State Recipient**"), and the **ILLINOIS HOUSING DEVELOPMENT AUTHORITY** ("**Authority**"), a body politic and corporate of the State of Illinois (the "**State**") established pursuant to the Illinois Housing Development Act, 20 ILCS 3805/1 *et seq.*, as amended from time to time (the "**IHDA Act**").

RECITALS

A. The Authority has been designated the program administrator of the HOME Investment Partnerships Program ("**HOME Program**") for the State of Illinois, as authorized by Title II of the National Affordable Housing Act of 1990 (P.L. 101-165) ("**HOME Act**"), the regulations promulgated thereunder and codified at 24 CFR, Part 92 ("**HOME Regulations**"), and the Authority's rules for the HOME Program, codified at 47 Ill. Adm. Code, Part 371 ("**IHDA Rules**") all as may be amended and supplemented from time to time. The Authority receives funding for the HOME Program from the U.S. Department of Housing and Urban Development ("**HUD**"), CFDA number 14.239. The IHDA Rules and HOME Regulations are incorporated herein by this reference and made a part hereof. All capitalized terms not defined in this Agreement shall have the meanings established in the HOME Act, and if not defined there, the meanings established in the HOME Regulations, and if not defined there, the meanings established in the IHDA Rules. **Appendix A** attached hereto contains the text and a summary of the sections of HOME Regulations that are referenced in this Agreement.

B. The State Recipient has applied to the HOME Program for funding ("**Funding**"), the proceeds of which will be used for the rehabilitation ("**Rehabilitation Program**") of approximately five (5) single-family, owner-occupied residences (each, a "**Residence**," and collectively, the "**Residences**"), to be identified at a later date, which are located in the City of Moline, Rock Island County, Illinois. The rehabilitation of a Residence shall hereinafter be referred to as a "**Project**." Approximately five (5) of the Residences shall be owner-occupied dwelling units for Very Low-Income households ("**Households**").

C. It is a condition of the Authority's making the Funding that the State Recipient enter into and be bound by this Agreement.

AGREEMENTS

NOW, THEREFORE, in consideration of the recitals set forth above and other good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

1. **INCORPORATION.** The foregoing recitals are made a part of this Agreement.

2. **CONTINGENCIES.** The Authority agrees to make the Funding to the State Recipient, contingent on the following:

(a) the Illinois General Assembly, HUD, or other federal funding source making a sufficient appropriation of funds for the HOME Program;

(b) the Illinois General Assembly, HUD, or other federal funding source making a sufficient appropriation or grant of funds for the Rehabilitation Program to permit the State Recipient to operate the Rehabilitation Program as required and to fulfill its obligations under this Agreement;

(c) funds that have been appropriated or granted by the Illinois General Assembly, HUD, or other federal funding source for the HOME Program or the Rehabilitation Program are not de-appropriated or allocated for another purpose;

(d) funds necessary for the Authority, in the Authority's sole discretion, to operate the HOME Program are insufficient for any reason;

(e) the State Recipient's fulfillment of each and every other term and condition set forth in this Agreement to the Authority's sole satisfaction, including, without limitation, closing of the transaction contemplated hereunder on or before the Outside Closing Date (as hereinafter defined); and

(f) the Authority's determination, in its sole discretion, that (i) on each date upon which funds from the Funding are to be disbursed to the State Recipient for a Project, Funding amounts to be disbursed, together with other sources of funding, will be sufficient to complete the Project; and (ii) such Project is otherwise satisfactory.

3. **GENERAL CONDITIONS.** This Agreement and the Funding shall be subject to the terms and conditions of the HOME Act, the HOME Regulations, the IHDA Act and the IHDA Rules, all as they may be amended and supplemented from time to time.

4. **TERMS AND CONDITIONS OF THE FUNDING.** The Funding shall be subject to the following terms and conditions:

(a) **Amount.** The Funding shall be in the maximum amount of Two Hundred Ten Thousand and No/100 Dollars (\$210,000.00).

(b) **Use.** The proceeds of the Funding shall be used by the State Recipient to make Loans to Households for the Rehabilitation Program and to reimburse the State Recipient for certain administrative costs ("Administrative Costs") (as defined in the 24 CFR §92.207 and Project Delivery Costs as defined by the Authority), all as more fully described in **Paragraph 8** hereof. The proceeds of the Funding shall be extended in accordance with the Project Schedule set forth on **Exhibit C** attached hereto, time being of the essence with respect to such expenditures.

(c) **Project Requirements.** All activities undertaken by the State Recipient in connection with the Rehabilitation Program must comply with Subpart F of the HOME Regulation regarding Project Requirements, as applicable to the type of project assisted. State Recipient must carry out each activity in connection with the Rehabilitation Program in accordance with Subpart H of the HOME Regulations, regarding other Federal Requirements, as applicable, except for Section 92.352 and 92.357 of the HOME Regulations.

(d) **Term and Funding Proceeds Availability.** The Funding shall only be available to the State Recipient for a period of two (2) years from the earlier of (a) the date this Agreement is executed by the Authority (and the Authority's receipt of all documents attendant thereto); and (b) October 18, 2012 (the "Outside Closing Date"). STATE RECIPIENT ACKNOWLEDGES THAT TIME IS OF THE ESSENCE WITH RESPECT TO THE OUTSIDE CLOSING DATE AND THAT IN NO EVENT SHALL THE AUTHORITY BE UNDER ANY OBLIGATION TO EXTEND THE OUTSIDE CLOSING DATE.

5. **AUTHORITY'S RIGHT TO REDUCE FUNDING.** Failure by the State Recipient to achieve closing deadlines or milestones and/or failure by the State Recipient to make sufficient progress (as determined in the Authority's sole discretion) in the expenditure of the Funding and/or the completion of the Residences or a Project within one year of the date of this Agreement shall entitle the Authority to exercise its remedies under this Agreement, including, without limitation to withhold or reduce further disbursement of the Funding or take any other action which the Authority may deem appropriate in its sole discretion.

6. **FUNDING DOCUMENTS.** Simultaneously with the State Recipient's execution of this Agreement, the State Recipient shall deliver to the Authority (i) three (3) original copies of this Agreement, (ii) three (3) original copies of the Service Agreement and (iii) such other documents as the Authority in its sole discretion may require, all executed in the manner indicated therein, and in form and substance acceptable to the Authority in its sole discretion (collectively, "**Funding Documents**").

7. **REHABILITATION PROGRAM.**

(a) **Program Manual.** The State Recipient acknowledges that it has received, reviewed and understands the HOME Program requirements set forth in the Authority's HOME Owner-Occupied Rehabilitation Program Manual (as amended and supplemented by the Authority from time to time, "**Program Manual**"). The State Recipient agrees that, in addition to the provisions of this Agreement, it shall at all times comply with the requirements of the Program Manual with respect to the Funding and the Rehabilitation Program. The Program Manual is incorporated in this Agreement by this reference.

(b) **Eligibility.** The State Recipient agrees to make Loans only to Households for the rehabilitation of Projects that meet the following eligibility requirements:

(i) Household. A Household is eligible to participate in the Rehabilitation Program if:

A. For a Low-Income Household, it has adjusted gross annual income (as such term is defined for purpose of reporting under Internal Revenue Service form 1040), adjusted for family size, less than or equal to eighty percent (80%) of the median income for the metropolitan statistical area ("**MSA**") or county in which the Residence is located, as determined by HUD; and for a Very Low-Income Household, it has a gross annual income, adjusted for family size, less than or equal to fifty percent (50%) of the median income for the MSA or county in which the Residence is located, as determined by HUD; and for an Extremely Low-Income Household it has a gross annual income, adjusted for family size, less than or equal to thirty percent (30%) of the median income for the MSA or county in which the Residence is located, as determined by HUD;

B. A member of the Household holds fee simple title, or such other form of ownership as may be approved by the Authority, to the Residence; and

C. It resides in the Residence as its principal residence.

(ii) Project. As permitted under Section 92.254(a)(2)(iii) of the HOME Regulations, the appraised value of each Residence after completion of the Rehabilitation shall not exceed Two Hundred Thousand One Hundred Sixty and No/100 Dollars (\$200,160.00), as amended from time to time by HUD, or such other amount as may be required by HUD. If at any time after the date of this Agreement, HUD requires such appraised after rehabilitation value be modified, the Authority will notify the State Recipient of such amount in writing.

(iii) Eligible Project Costs. The State Recipient shall use the Funding proceeds to pay only the Eligible Project Costs (as defined in Section 92.206 of the HOME Regulations) of each Project (including Administrative Costs and Project Delivery Costs that are Eligible Project Costs).

(c) Conditions. Each Loan shall be for the term of the applicable Repayment Period (as hereinafter defined), shall bear no interest, shall be repayable to the Authority in accordance with the Repayment Agreement (as defined below), shall be in an amount not to exceed the Eligible Project Costs of the Project, and shall have an original principal amount not less than Four Thousand Dollars (\$4,000) and not more than Forty Thousand Dollars (\$40,000).

(d) Repayment Agreement. Each Household receiving a Loan shall enter into a Repayment Agreement in favor of the Authority ("**Repayment Agreement**") in the form attached as Exhibit A to the Rehabilitation Program Agreement (defined below).

(e) **Rehabilitation Program Agreement.** Prior to receiving a Loan, each Household participating in the Rehabilitation Program shall enter into: (i) a rehabilitation program agreement ("**Rehabilitation Program Agreement**") with the State Recipient in the form attached hereto as **Exhibit A**, (ii) a promissory note ("**Note**"), (iii) a repayment agreement ("**Repayment Agreement**") and (iv) a mortgage ("**Mortgage**") each in the form attached to the Rehabilitation Program Agreement. The Repayment Agreement and the Mortgage shall be recorded in the recorder's office of the county in which the Residence is located. The State Recipient understands that any declaration of default by it under a Rehabilitation Program Agreement will constitute a violation of this Agreement, as provided in Paragraph 12 hereof.

(f) **Project Set-Ups.** The State Recipient shall provide the Authority with a set up form for each Project in HUD's Integrated Disbursement Information System ("**IDIS**") prior to the commencement of rehabilitation of such Project.

(g) **State Recipient's Eligible Fees.** The State Recipient may retain, as Project Delivery Costs, up to fifteen percent (15%) of the HOME Program funds expended for hard costs and soft costs (as described in 24 CFR §92.206) budgeted for each Project, provided that such Project Delivery Costs are documented Eligible Project Costs specific to such Project. The State Recipient also may retain up to Ten Thousand and No/100 Dollars (\$10,000.00) of the Funding amount for reimbursement of Administrative Costs of the Rehabilitation Program, provided that such Administrative Costs are Eligible Project Costs.

(h) **Previously Incurred Administrative Costs.** Administrative Costs incurred by the State Recipient for the Project prior to the date of this Agreement shall be reimbursed up to One Thousand and No/100 Dollars (\$1,000.00) based upon invoices and paid receipts satisfactory to the Authority.

(i) **Disbursement.**

(i) **General.** The State Recipient shall request disbursements of Funding proceeds from the Authority in connection with the rehabilitation of each Project (including Administrative Costs) when funds are needed for payment of the Eligible Project Costs of such Project. The total amount of each disbursement request shall be limited to the amount of the Eligible Project Costs of the Project.

(ii) **Termination.** The Authority shall not be obligated to disburse Funding proceeds in connection with any Project after the Outside Closing Date.

(iii) **Authorization.** The Authority shall authorize the disbursement of Funding proceeds to the State Recipient for a Project only upon delivery of the following documents, acceptable to the Authority in its sole discretion:

A. A copy of all HUD IDIS set-up forms and revisions, if applicable, of those forms;

B. The required environmental review forms, in the form set forth in the Program Manual;

C. The Authority's HOME Program Disbursement Request Form executed by the State Recipient; and

D. Any and all other documents and showings requested by the Authority or its counsel.

Within ten (10) business days from receipt of these documents, the Authority shall approve or reject the request for disbursement. If the request for disbursement is approved, the Authority shall notify the State Recipient and shall endeavor to disburse the appropriate amount to the State Recipient within thirty (30) business days from the date of its approval. If the request for disbursement is rejected, the Authority shall give its reasons for such rejection in writing to the State Recipient.

(iv) **Payments.** Within five (5) business days from receipt of the Funding proceeds in connection with a Project, the State Recipient shall pay all contractors for all work performed on such Project; provided, however, that all such contractors have provided the State Recipient with partial or final lien waivers, as applicable, for such work.

Notwithstanding the foregoing, if the State Recipient is unable or unwilling to pay the contractors by the date identified in the preceding paragraph, the State Recipient shall immediately remit any unpaid funds to the Authority. The State Recipient agrees that any monies received from the Authority and awaiting disbursement to contractors shall be deposited and held in a non-interest bearing, FDIC-insured bank account.

(v) **Records.** The State Recipient shall obtain for its files the original of the Rehabilitation Program Agreement, a file-stamped copy of the Repayment Agreement, the original Note (as defined in the Rehabilitation Program Agreement), originals of the other Loan Documents (as defined in the Rehabilitation Program Agreement). The State Recipient shall record or cause to be recorded the Repayment Agreement and the Mortgage, upon closing

(j) **Project Completion.** Within sixty (60) days after receiving the final disbursement for a Project, the State Recipient shall file a HUD Project Completion Report with the Authority.

(k) **Governmental Approvals.** The State Recipient shall require that, for each Project, the Household and any contractors shall obtain and comply with all Federal, State and local governmental approvals required by law.

(l) **Property Standards.** The State Recipient shall require of each Household receiving a Loan that their Project be conducted in compliance with all local codes, ordinances, zoning ordinances and that their Residence shall, at a minimum, meet

the property standards set forth in Section 92.251(a)(1) of the HOME Regulations and the Authority's Property Standards for Rehabilitated Units.

(m) **Certification of Income.** Prior to the making of a Loan to a Household, the State Recipient shall obtain an Income Certification Form, set forth in the Program Manual, completed and executed by the Household receiving the Loan. In the manner prescribed by the Authority, the State Recipient shall obtain written evidence substantiating the information given on such Income Certifications and shall retain such evidence in its files for five (5) years after the year to which such evidence pertains.

(n) **Repayment of Funding Monies.** The State Recipient agrees to repay to the Authority any Funding proceeds used for a Project if the Project fails to meet the affordability restrictions set forth in the HOME Regulations and in the Repayment Agreement, or if the proceeds are used to pay for costs other than Eligible Project Costs. This obligation to repay Funding proceeds shall continue for each Project until the expiration (without default) of the Repayment Period (as defined in the Rehabilitation Program Agreement) for such Project.

(o) **Expiration of Agreement Remaining Monies.** Upon the expiration of this Agreement, any Funding proceeds not used by the State Recipient and any accounts receivable of the State Recipient attributable to the use of HOME funds shall be returned immediately to the Authority.

(p) **Prohibited Transfer; Subordination Policy.** The State Recipient shall require the Owner of each Residence to acknowledge that, without the prior written consent of the Authority, such owner shall not effect, suffer or permit any conveyance, sale, assignment, transfer, lien, pledge, mortgage, security interest or other encumbrance or alienation (or any agreement to do any of the foregoing) of the Residence (each a "**Prohibited Transfer**") not in compliance with the terms and conditions of the Repayment Agreement. A Prohibited Transfer shall include without limitation, any re-subordination of a Loan by the owner of a Residence without the prior written consent of the Authority, which may be granted or withheld in the Authority's sole discretion.

(q) **Program Income.** At no time shall the State Recipient cause the generation of any income as a result of or related to the Program ("Program Income"). In the event that there is Program Income, the State Recipient shall remit all such Program Income to the Authority prior to the State Recipient making any disbursement requests of the Authority.

8. **OTHER HOME PROGRAM REQUIREMENTS.**

(a) **Equal Employment Opportunity.** The State Recipient shall require that the Households execute the Owner-Occupied Rehabilitation Contract in the form attached to the Rehabilitation Program Agreement as Exhibit E thereto ("Construction Contract"), including without limitation the incorporation of the equal opportunity clause contained in **Exhibit B** attached to and incorporated into the Construction Contract. The State Recipient further agrees that it will (1) assist and cooperate actively with the

Authority and the United States Secretary of Labor ("**Secretary**") in obtaining the compliance of all contractors and subcontractors with the equal opportunity clause and the rules, regulations and relevant orders of the Secretary, (2) furnish the Authority and the Secretary such information as they may require for their supervision of such compliance and (3) otherwise assist the Authority in the discharge of the State Recipient's primary responsibility for securing compliance. The State Recipient further agrees that it will not enter into any contract or contract modification with a contractor who has been excluded ("debarred") from, or who has not demonstrated eligibility for, Government contracts and Federally assisted construction contracts pursuant to Executive Order 11246 of September 24, 1965 ("**Executive Order**"), and will carry out such sanctions and penalties for any violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary pursuant to Part II, Subpart D of the Executive Order. In addition, the State Recipient agrees that if it fails or refuses to comply with these undertakings, the Authority may terminate this Agreement and pursue its remedies hereunder and/or refer the case to the United States Department of Justice for appropriate action.

(b) **Local Preference.** The State Recipient shall require that Households participating in the Rehabilitation Program meet the rehabilitation requirements of Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u), as amended, that to the greatest extent feasible, (i) opportunities for training and employment shall be given to lower income residents located in the MSA or county in which the Residence is located; and (ii) contracts for construction work in connection with the Project shall be awarded to business concerns engaged in the business of construction that are located in, or owned in substantial part by, persons residing in the MSA or county in which the Residence is located. The State Recipient shall require that the Households include the provisions of this **Paragraph 9(b)** in any construction contract with a general contractor for a Project.

(c) **Minority Business Enterprises.** The State Recipient shall make efforts to encourage the use of minority and women's business enterprises in connection with the rehabilitation of each Project, as provided in Executive Orders 11625, 12432 and 12138.

(d) **Lead-Based Paint.** The State Recipient shall provide each Household applying to participate in the Rehabilitation Program with the Lead-Based Paint Notification contained in the Program Manual. The State Recipient shall evaluate the Residence to determine whether there is the presence of lead-based paint or lead-based paint hazards, and shall require, as part of the Project, that the Owner comply with the Lead-Based Paint Poison Prevention Act, as amended (42 U.S.C. 4821 *et seq.*) and the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851 *et seq.*) and the Lead-Based Paint HOME Regulations codified at 24 CFR Part 35. The State Recipient shall also require that all construction contracts and subcontracts provide that lead-based paint not be used in the Project. Construction contracts must also include all requirements (i) for the use of applicable safe work practices and (ii) that all contractors and their employees, and subcontractors and their employees, have been properly trained and possess proper qualifications or certifications as applicable to carry out the work.

(e) **Environmental Review.** Each activity carried out with Funding proceeds must be assessed by the State Recipient, for the benefit of the Authority, in accordance with the provisions of the National Environmental Policy Act of 1969 and the related authorities listed in the implementing regulations at The foregoing must be completed in accordance with the provisions of the National Environmental Policy Act of 1969 and the related authorities listed in the implementing regulations at 24 CFR, Parts 50, 51, 55 and 58, and 36 CFR 800, as set forth in Section 92.352 of the HOME Regulations. The State Recipient shall submit each Project assessment to the Authority with each project set up days prior to the initial closing. State Recipient may not expend any funds for activities until the Authority has notified State Recipient in writing that the environmental review is complete.

(f) **Flood Insurance.** No portion of the Funding proceeds may be used for acquisition or construction (including rehabilitation) of a Project located in an area identified by the Federal Emergency Management Agency as having special flood hazards unless flood insurance is obtained, as provided in 24 CFR 58.6.

(g) **Uniform Administrative Requirements.** The State Recipient shall comply with applicable uniform administrative requirements pursuant to Section 92.505 of the HOME Regulations.

(h) **Residence Value.** As permitted under Section 92.254(a)(2)(iii) of the HOME Regulations, the appraised value of each Residence after completion of the rehabilitation shall not exceed Two Hundred Thousand One Hundred Sixty and No/100 Dollars (\$200,160.00), as amended from time to time by HUD, or such other amount as may be required by HUD. If at any time after the date of this Agreement, HUD requires such appraised value be modified, the Authority will notify the State Recipient of such amount in writing.

(i) **Debarment.** The State Recipient shall (i) certify that the State Recipient has not been debarred from any governmental contracts, including but not limited to the form of Debarment Certificate attached hereto and made a part hereof as **Exhibit D**, and (ii) maintain evidence satisfactory to the Authority that no contractors involved in the rehabilitation of a Projects has been debarred from any governmental contracts during their involvement with a Project.

(j) **No Defaults.** The State Recipient by this Agreement certifies that as of the date hereof, and at all times hereafter, State Recipient has satisfied and shall continue to satisfy all terms, conditions, and covenants of, and has not suffered or will suffer any event of default of any agreement, contract or requirement of the Authority, HUD, the State of Illinois, or any political subdivision thereof.

9. **PARTICIPANT SELECTION PLAN; NON-DISCRIMINATION.**

(a) **Participant Selection Plan.** In the selection of Households for participation in the Rehabilitation Program, the State Recipient agrees to abide by its Participant Selection Plan, as approved by the Authority.

(b) **Non-Discrimination.**

(i) The State Recipient shall not, in the selection of Households for participation in the Rehabilitation Program, in the provision of services in connection therewith, or in any other manner discriminate against any person on the grounds of race, color, creed, religion, sex, age, handicap, national origin, familial or marital status, ancestry, or unfavorable military discharge.

(ii) The State Recipient shall comply with all of the provisions of Paragraph 313 of the HOME Act, and all provisions of Federal, State and local laws relating to non-discrimination as applicable, including, but not limited to, (1) the Fair Housing Act (42 U.S.C. 3601-20) and the implementing regulations; (2) Executive Order 11063, as amended by Executive Order 12259 and the implementing regulations; (3) Title VI of the Civil Rights Act of 1964 and the implementing regulations; (4) the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and the implementing regulations; (5) Section 504 of the Rehabilitation Act of 1973 and the implementing regulations; (6) the requirements of Executive Order 11246 and the implementing regulations; and (7) the Illinois Human Rights Act (775 ILCS 5/1-101 et seq. (1992)); all as they may be subsequently amended and supplemented.

10. **CONFLICT OF INTEREST.** The State Recipient shall comply with the conflicts of interest provisions in 24 CFR 85.36 and 24 CFR 84.42 respectively. In all cases not governed by 24 CFR 85.36 and 24 CFR 84.42 the State Recipient shall comply with the prohibitions on conflicts of interest set forth in Section 92.356 of the HOME Regulations, as the same may be modified, amended or supplemented from time to time, and with the prohibitions on conflicts of interest otherwise adopted by the HOME Program from time to time. Among other things, (i) no person who is an employee, agent, consultant, officer or elected or appointed official of the State Recipient may obtain a financial interest or benefit from a HOME Program-assisted activity, or have an interest in any contract, subcontract or agreement with respect thereto, or the proceeds thereunder, during their tenure or for one year thereafter, and (ii) in addition to, and not in limitation of, clause (i) above, no person who is an employee, agent, consultant, officer or elected or appointed official of the State Recipient and who exercises or has exercised any functions or responsibilities with respect to activities assisted with HOME Program funds, or who is in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from a HOME Program-assisted activity, or have an interest in any contract, subcontract or agreement with respect thereto, or the proceeds thereunder, either for themselves or for those with whom they have family or business ties, during their tenure or for one year thereafter. The State Recipient shall take all reasonable steps to ensure that the provisions of this **Paragraph 10** are adhered to and observed, including, but not limited to, requiring that all contracts and subcontracts in connection with any Project contain language prohibiting such conflicts of interest.

11. **RECORDS.**

(a) **Audits.** The plans, specifications, books, contracts, records and documents relating to the Rehabilitation Program shall at all times be maintained by the State Recipient in accordance with Section 92.508 of the HOME Regulations and otherwise in reasonable condition for proper audit, and shall be subject to examination, inspection and copying by the Authority or its agent or representative at any time as the Authority reasonably requires.

(b) **Financial Report.** The State Recipient shall furnish the Authority with a compliance audit, prepared in accordance with the requirements of 24 CFR Part 85, OMB Circular A-133 (Audits of State and Local Governments) and OMB Circular A-110, as applicable, and certified to the Authority by the State Recipient and an Illinois-licensed certified public accountant. The audit of State Recipient shall be completed and submitted within the earlier of thirty (30) days after receipt by State Recipient of the auditor's reports, or nine (9) months after the end of the State Recipient audit period. The Authority reserves the right to require such additional reports as necessary.

(c) **Project Files.** The State Recipient shall maintain files, in a manner acceptable to the Authority, for each Household participating in the Rehabilitation Program evidencing that the State Recipient has met all requirements of the Rehabilitation Program, the IHDA Rules and the HOME Regulations. In addition, the State Recipient shall maintain all documents delivered to the Authority and listed on the Homeowner Rehabilitation Monitoring Checklist in the Program Manual.

(d) **Furnishing Information.** At the request of the Authority, the State Recipient shall furnish such reports, budgets, certifications and other documents required pursuant to the IHDA Rules and the HOME Regulations, or other applicable Federal or State statutes or requirements, and shall give specific answers to questions from the Authority, from time to time, relative to the State Recipient's contracts and operations in connection with the Rehabilitation Program and the Projects. In addition, the State Recipient shall permit the Authority, the Auditor General, or the Attorney General to inspect and audit any books, records, or papers related to the Rehabilitation Program, the Project, the Residences or use for which the Funding was provided.

(e) **Reporting Compliance with Program Provisions.** The State Recipient and Household receiving a Loan shall have mutual obligations of reporting compliance with the conditions contained in the Rehabilitation Program Agreement from the date the Project has been identified as "completed" in IDIS until the Loan has been forgiven in full (whether five years or ten years, as the case may be), along with a requirement that the State Recipient and the Household receiving the Loan shall promptly notify the Authority in the event that the Residence is no longer owner-occupied.

12. **DEFAULT; REMEDIES.** The occurrence of any one or more violations of the provisions of this Agreement by the State Recipient shall constitute an "**Event of Default**" hereunder. Upon an Event of Default, the Authority shall give written notice thereof to the State Recipient, as provided in **Paragraph 16** hereof. If (i) such Event of Default is not cured to the satisfaction of the Authority within thirty (30) days after the date such notice is given, or within such further time as the Authority in its sole discretion permits (but if such violation is of a

nature that it cannot be cured within such thirty (30) day period, then so long as the State Recipient commences to cure within such thirty (30) day period and diligently pursues such cure to completion within a reasonable period not to exceed one hundred twenty (120) days from the date of such notice, it shall not be considered to be an Event of Default), or (ii) if there exists any default under any Rehabilitation Program Agreement or any Loan Document (as defined therein), then the Authority may declare a default (“**Default**”) under this Agreement, effective on the date of declaration of Default and notice thereof to the State Recipient, and upon such Default the Authority shall act in accordance with 24 CFR 85.43 and may:

(a) Take one or more of the following actions, as appropriate in the circumstances: (1) temporarily withhold cash payment pending correction of the deficiency by the State Recipient or more severe enforcement action by the Authority, (2) disallow (that is deny both use of funds and matching credit for) all or part of the cost of the activity or action not in compliance, (3) wholly or partly suspend or terminate the current award for the Rehabilitation Program or (4) withhold awards for the Rehabilitation Program;

(b) Recover any unexpended proceeds of the Funding and recover as damages any amounts that the Authority may be required to return to HUD pursuant to the HOME Program as a consequence of the Default;

(c) Apply to any court, State or Federal, for an injunction against any Default, or for such other relief as may be appropriate. The State Recipient acknowledges and agrees that, because the injury to the Authority arising from a Default would be irreparable and the amount of damages would be difficult to ascertain, the Authority's remedies at law, in the event of a violation of this Agreement, would be inadequate to assure the Authority's public purpose under the IHDA Act and the HOME Act; and

(d) Exercise such other rights or remedies as may be available to the Authority hereunder, at law or in equity.

The Authority's remedies are cumulative, and the exercise of one remedy shall not be deemed an election of remedies, nor foreclose the exercise of any other remedy by the Authority. No waiver of any breach of this Agreement by the Authority shall be deemed to be a waiver of any other breach or a subsequent breach. If the Authority fails to exercise, or delays in exercising, any right under this Agreement, such failure or delay shall not be deemed a waiver of such right or any other right.

13. **NO PERSONAL LIABILITY**. No member, officer, agent or employee of the Authority, or their successors and assigns, shall be liable personally concerning any matters arising out of or in relation to the undertakings or obligations set forth in this Agreement.

14. **INDEMNIFICATION**.

(a) The State Recipient shall indemnify the Authority and the Authority's officers, agents, employees, or servants against, and hold them harmless from, liabilities, claims, damages, losses and expenses, including, but not limited to, legal defense costs, attorneys' fees, and settlements or judgments, in any claim or lawsuit arising out of

the State Recipient's performance hereunder or any actions of any Household in connection with any Project brought against the Authority or the Authority's officers, agents, employees or servants.

(b) If a claim or suit is brought against the Authority or the Authority's officers, agents, employees or servants for which the State Recipient is responsible pursuant to **subparagraph (a)** of this **Paragraph 15**, the State Recipient shall defend the Authority, at the State Recipient's cost and expense, and will pay any resulting claims, judgments, damages, losses, expenses or settlements against the Authority or the Authority's officers, agents, employees or servants, including, but not limited to, attorneys' fees.

15. **AMENDMENT**. This Agreement shall not be altered or amended except in a writing signed by the parties hereto.

16. **NOTICES**. Any notices, demand, request or other communication which any party may desire or may be required to give to any other party hereunder shall be given in writing at the addresses set forth below, by any of the following means: (a) personal service; (b) overnight courier; or (c) registered or certified United States mail, postage prepaid, return receipt requested.

The State Recipient:

City of Moline
619 16th Street
Moline, IL 61265
Attn: Ms. Liliana Rodriguez

The Authority:

Illinois Housing Development Authority
401 N. Michigan, Suite 700
Chicago, Illinois 60611
Attn: Legal Department

Such addresses may be changed by notice to the other party given in the same manner as herein provided. Any notice, demand, request or other communication sent pursuant to subsection (a) hereof shall be served and effective upon such personal service. Any notice, demand, request or other communication sent pursuant to subsection (b) shall be served and effective one (1) business day after deposit with the overnight courier. Any notice, demand, request or other communication sent pursuant to subsection (c) shall be served and effective three (3) business days after proper deposit with the United States Postal Service.

17. **SUCCESSORS**. This Agreement shall bind, and the benefits shall inure to, the parties hereto, their legal representatives, successors in office or interest and assigns, provided that the State Recipient may not assign this Agreement or any of its obligations, or delegate any of its duties, hereunder without the prior written approval of the Authority.

18. **PUBLICITY.** The Authority reserves the right to publicize the execution of this Agreement and the making of the Funding. The State Recipient shall notify the Authority immediately of any formal publicity in connection with the Rehabilitation Program or any Project that is arranged or promoted by the State Recipient or any other party participating in the financing or development of any Project. Formal publicity includes, but is not limited to, participation in news conferences and similar media events. The use of the Authority's name in any signage is subject to the Authority's prior written consent.

19. **SURVIVAL OF OBLIGATIONS.** The State Recipient's obligations, as set forth in this Agreement, shall survive the Outside Closing Date and the State Recipient shall continue to cooperate with the Authority and furnish any documents, exhibits or showings required hereunder.

20. **CONSTRUCTION OF AGREEMENT.**

(a) **Partial Invalidity.** If any term, covenant, condition or provision of this Agreement, or the application thereof to any circumstance, shall, at any time or to any extent, be determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement, or the application thereof to circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and each term, covenant, condition and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

(b) **Gender.** The use of the plural in this Agreement shall include the singular, the singular shall include the plural, and the use of any gender shall be deemed to include all genders.

(c) **Captions.** The captions used in this Agreement are inserted only as a matter of convenience and for reference and in no way define, limit or describe the scope of the intent of any provision of this Agreement.

(d) **Construction.** This Agreement shall be construed and interpreted in accordance with the laws of the State of Illinois.

(e) **Exhibits.** The Exhibits attached hereto are incorporated herein and made a part of this Agreement.

21. **WAIVER OF JURY TRIAL. THE PARTIES WAIVE TRIAL BY JURY IN ANY ACTION, PROCEEDING OR COUNTERCLAIM BROUGHT BY EITHER OF THE PARTIES HERETO AGAINST THE OTHER ON ANY MATTER WHATSOEVER ARISING OUT OF OR IN ANY WAY CONNECTED WITH THE REHABILITATION PROGRAM OR THIS AGREEMENT.**

23. **JURISDICTION. TO INDUCE THE AUTHORITY TO ACCEPT THE TERMS OF THIS AGREEMENT, STATE RECIPIENT IRREVOCABLY AGREES THAT, SUBJECT TO THE AUTHORITY'S SOLE AND ABSOLUTE ELECTION, ALL ACTIONS OR PROCEEDINGS IN ANY WAY ARISING OUT OF OR RELATED TO THIS AGREEMENT WILL BE LITIGATED IN COURTS HAVING SITUS IN**

CHICAGO, ILLINOIS. STATE RECIPIENT HEREBY CONSENTS AND SUBMITS TO THE JURISDICTION OF ANY COURT LOCATED WITHIN CHICAGO, ILLINOIS, WAIVES PERSONAL SERVICE OF PROCESS UPON STATE RECIPIENT, AND AGREES THAT ALL SUCH SERVICE OF PROCESS MAY BE MADE BY REGISTERED MAIL DIRECTED TO STATE RECIPIENT AT THE ADDRESS STATED HEREIN AND SERVICE SO MADE WILL BE DEEMED TO BE COMPLETED UPON ACTUAL RECEIPT.

24. **COUNTERPARTS.** This Agreement may be executed in any number of counterparts, all of which shall be taken to be one and the same instrument, for the same effect as if all parties hereto had signed the same signature page.

25. **LIABILITY OF THE AUTHORITY.** In no event shall the Authority be liable to the State Recipient for consequential or incidental damages, including, without limitation, lost profits, whatever the nature of the breach by the Authority of its obligations under this Agreement or the Funding Documents or in connection herewith and the State Recipient waives all claims for consequential and incidental damages and for all damages described in **Paragraph 26** below.

26. **FUNDING.** The parties acknowledge that the Funding is to be funded with monies provided by HUD, and that the Authority is under no obligation to request such funds for any disbursement of proceeds of the Funding unless and until all necessary preconditions to disbursement set forth herein and in the other Funding Documents shall have been satisfied to the Authority's satisfaction, and that significant time delays might result from the funding of such monies by HUD. Without limiting the generality of **Paragraph 25** above, in no event shall the Authority be liable to the State Recipient for any damages whatsoever which might result in whole or in part from any delays in funding any proceeds of the Funding. In addition, as a condition that must be satisfied prior to Authority disbursing any proceeds of the Funding, the State Recipient must provide to Authority the Certification attached hereto as **Exhibit E**. No proceeds of the Funding shall be disbursed without the certification.

27. **THE AUTHORITY'S RIGHT TO TERMINATE.** In addition to any other rights granted to the Authority herein, the Authority reserves the right to terminate this Agreement for convenience, in accordance with 24 CFR 85.44.

28. **ANTI-LOBBYING CERTIFICATION.** Pursuant to the requirements in 24 CFR 91.225, State Recipient certifies, to the best of his or her knowledge and belief, that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of State Recipient, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, State Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," ("Lobbying Disclosure Certificate", attached hereto as **Exhibit F**) in accordance with its instructions.

(c) State Recipient shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

29. **PRIVACY ACT CERTIFICATION.**

State Recipient certifies, to the best of his or her knowledge and belief, that the undersigned has adopted and implemented and will enforce an Information Security Policy ("Privacy Policy") that: (a) complies with the Gramm-Leach-Bliley Act (the "GLB Act"); (b) complies with the Federal Trade Commission's established policies and procedures for safeguarding information for applicants' and individual participants ("Participants") of the Rehabilitation Program (the "Safeguard Rule"); (c) includes appropriate measures to dispose of applicants' and Participants' information in compliance with the foregoing (the "Disposal Rule"); and (d) complies with the Personal Information Act (the "PIP Act") (the GLB Act, the Safeguard Rule, the Disposal Rule and the PIP Act shall be collectively referred to herein as the "Privacy Legislation").

State Recipient additionally certifies, to the best of his or her knowledge and belief, that the undersigned's Privacy Policy: (a) creates a form of privacy notice that is in compliance with the Privacy Legislation ("Privacy Notice"); (b) requires that the Privacy Notice be delivered to all individuals prior to a relationship being established with and prior to the applicant disclosing any nonpublic personal information to the State Recipient regardless of whether or not a loan is extended to this individual; (c) directs that the Privacy Notice be sent by mail to the last known address or delivered in person to all of the existing Participants under the Rehabilitation Program and yearly thereafter for the duration of the relationship with the Participants; (d) provides that if the State Recipient changes its Privacy Policy that the State Recipient will need to provide a new, revised Privacy Notice reflecting the changes to the Privacy Policy to the Participants; and (e) complies with all of the requirements set forth in that certain Notice Regarding Privacy Act delivered to the State Recipient by the Authority.

State Recipient acknowledges that this certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction.

[Signatures on Next Page]

IN WITNESS WHEREOF, the parties hereto have executed this agreement to be effective as of the date first written above.

STATE RECIPIENT:

CITY OF MOLINE,
an Illinois unit of local government

By: _____

Name: _____

Title: _____

AUTHORITY:

**ILLINOIS HOUSING DEVELOPMENT
AUTHORITY**

By: _____

Mary R. Kenney
Executive Director

APPROVED AS TO FORM:

By: _____

Maureen G. Ohle
General Counsel

By: _____

Hazim Taib
Chief Financial Officer

Exhibits:

A: Rehabilitation Program Agreement

Exhibits:

- A: Repayment Agreement
- A.1: Repayment Agreement Amendment
- B: Promissory Note
- C: Mortgage
- D: Contractor's Payment Request
- E: Certificate of Completion
- F: Owner-Occupied Rehabilitation Construction Contract
- G: Rehabilitation Work List

- H: Right to Rescind
- B: Intentionally Omitted
- C: Projected Payout Schedule
- D: Debarment Certification
- E: Certification
- F: Disclosure of Lobbying Activities Certification

Appendices:

- A: Summary and Text of Applicable HOME Regulations



**STATE OF ILLINOIS
ILLINOIS STATE POLICE
INTER AGENCY AGREEMENT BETWEEN
THE ILLINOIS STATE POLICE**

AND

CITY OF MOLINE ORI: ILL13348S

Requesting Organization (User)

The Illinois State Police (hereinafter “ISP”) acting as the state central repository for Criminal History Record Information (hereinafter “CHRI”) and the User, hereby agree to the following terms, provisions, and conditions:

I. Purpose:

- (1) ISP, in its capacity as the state central repository, has the authority to provide CHRI, pursuant to the applicable Illinois Compiled Statute, and be paid for its expenses. This Interagency Agreement (hereinafter “Agreement”) establishes the terms of the relationship.

II. Effective Date:

- (1) This agreement will commence upon execution of the signature of the Director of the Illinois State Police and continues unless canceled by either party upon thirty (30) days written notice.

III. Services the ISP agrees to provide to User:

- (1) Fingerprint-based Criminal History Record Information authorized by law to be released.

IV. Duties of User:

User agrees to undertake and perform the following duties:

- (1) User will request applicants submit fee applicant fingerprint cards, via a live scan vendor, for processing by ISP through its files. Manual fee applicant cards (IL 493-0696) will be accepted in those instances where live scan transmissions cannot be used.

- (2) User shall submit FBI fee applicant fingerprint cards for submission to the Federal Bureau of Identification's Criminal Justice Information Services (CJIS) Division through the ISP.
- (3) User shall be responsible for checking the quality and completeness of all manual forms submitted by their Agency or Department to ensure they are legible and properly completed. Forms deemed to be incomplete may be returned unprocessed.
- (4) User shall cooperate with and make its records available to ISP/FBI for the purpose of conducting periodic audits to ensure User's compliance with all laws, rules, and regulations regarding the processing of CHRI furnished by ISP to User.
- (5) User agrees to keep such records as ISP may direct in order to facilitate such audits. At a minimum, User shall log all dissemination of ISP/FBI CHRI received from ISP and/or the FBI. This log must include the identities of persons or agencies to whom the information is released, the name of the requester, the authority of the requester, the purpose of the request, the identity of the individual to whom the information relates, and the date of the dissemination. Such log shall be retained for a period of three (3) years.
- (6) User shall be responsible for the physical security of ISP/FBI CHRI under its control or in its custody and shall protect such information from unauthorized access, disclosure and dissemination.
- (7) User shall limit dissemination of CHRI to statutorily authorized parties and ensure such authorized parties agree to provide the same protection and physical security of CHRI as agreed to by User.
- (8) When CHRI is no longer required by User, data shall be destroyed by User through shredding or burning of paper documentation and/or deletion of electronic CHRI from User's databases.
- (9) The User shall comply with all the provisions of Criminal Identification Act (20 ILCS 2630/1, et seq).
- (10) Payments for services rendered by ISP pursuant to the terms of this Interagency Agreement shall be paid in full not later than forty-five (45) calendar days from the last date of the billing cycle. Failure to pay on a timely basis could result in an interruption of services rendered by ISP.
- (11) User shall comply with all provisions outlined in Addendum 1 if User is providing live scan fingerprinting services as part of this Interagency Agreement.
- (12) User shall report in writing to the ISP any changes in agency contact information, and initiate a new user agreement for Chief Administrator(s) name change.

V. Duties of ISP:

ISP agrees to undertake and perform the following duties:

- (1) ISP shall process, in a timely fashion, all ISP/FBI fee applicant cards submitted by User.
- (2) ISP agrees to forward, in a timely fashion, FBI applicant fingerprint cards to the FBI's Criminal Justice Information Services (CJIS) Division.
- (3) ISP shall, if requested, assist User in the interpretation or translation of any CHRI requiring clarification.
- (4) ISP shall conduct an annual review in order to determine the level of fees to be established to cover the cost of processing criminal record inquiries. ISP fees shall be based upon the cost of providing CHRI services, as required by law. User shall be notified of any change in ISP fees. Pursuant to notification by ISP, any new ISP fee established shall replace the ISP fee identified in Appendix A.
- (5) Fingerprint submission procedures established by the FBI are subject to change and ISP shall advise User immediately of any changes promulgated by the FBI.
- (6) ISP will notify User if fee applicant fingerprint cards are of insufficient fingerprint quality. Background checks can not be processed for fee applicant fingerprint cards containing insufficient fingerprint quality. The User may request the applicant resubmit a new completed fingerprint card for reprocessing by ISP with the appropriate fee.

VI. General Provisions

- (1) ISP agrees to notify User sixty (60) days prior to making changes in rules, procedures, and policies adopted by it and incorporated in this agreement. Changes in the rules, procedures, and policies originating with federal and state executive order, congressional or state legislative enactment, or by court decision shall be initiated as required by law.
- (2) The current fee schedule is reflected in Appendix A. This agreement may be amended by the mutual consent of both parties at anytime during its term. Amendments to this Agreement shall be in writing and signed by both parties or their authorized representatives. Modifications of the fee amounts in Appendix A will be implemented upon written notification from ISP to User.

IN WITNESS THEREOF, the parties hereto caused this agreement to be executed by the proper officers and officials.

Signature of Agency Head

DONALD P. WELVAERT, MAYOR

Print or Type Name of Agency Head

CITY OF MOLINE, ILLINOIS

Name of Agency

619 - 16TH STREET

MOLINE

IL

61265

Address of Agency

City

State

Zip

309-524-2001

309-524-2031

Telephone Number

Fax Number

dwelvaert@moline.il.us

E-mail Address

07/17/2012

Date

State of Illinois
Illinois State Police

By: _____
Director

Date: _____

Appendix A

AUTHORIZATION: ISP will provide User with CHRI pursuant to and limited by:
20 ILCS 2630/et seq

FEES: Services performed by ISP will be based upon the following fee schedule:

- | | |
|---------|---|
| \$39.25 | Each original set of Fee Applicant fingerprint cards (1-ISP & 1-FBI) submitted manually. |
| \$34.25 | Each set of Fee Applicant fingerprint images (1-ISP & 1-FBI) submitted electronically. |
| \$20.00 | Each ISP Fee Applicant fingerprint card submitted manually |
| \$15.00 | Each ISP Fee Applicant fingerprint card submitted electronically. |
| \$19.25 | Each FBI Applicant fingerprint card submitted manually or electronically. |
| \$10.00 | Each re-submission of ISP/FBI Fee Applicant fingerprints as a result of an unclassifiable fingerprint card. |

NOTICES: All notices shall be effective on the date of posting with the U. S. Postal Service and shall be addressed as follows:

ISP:

Illinois State Police
Bureau of Identification
260 North Chicago Street
Joliet, Illinois 60432- 4072

USER:

CITY OF MOLINE

Agency

619 16TH ST., MOLINE, IL 61265

Street Address, City, State Zip

309-524-2001

Telephone Number

Fax Number

*E-mail Address

Please mark only **one** preferred response method:

*Agency must have installed the decryption software (www.isp.state.il.us) and must be registered with Entrust (www.illinois.gov/pki) **prior to receiving** email responses.

Addendum 1

(Addendum I to be utilized in conjunction with ISP Interagency Agreement for the sole purpose of utilizing live scan fingerprinting services)

Purpose:

Governmental agencies or other legal entities (hereinafter "Users") have a need for live scan fingerprinting services in order to perform their licensing and employment responsibilities. Vendors may be utilized by such Users to provide live scan fingerprinting services and have the fingerprint images forwarded to the ISP for processing. ISP, in its capacity as the state central repository, has the authority to provide CHRI, pursuant to the applicable Illinois Compiled Statute, and be paid for its expenses. This Addendum establishes the terms of the relationship.

Services ISP Agrees to Provide:

ISP agrees to accept and process live scan fingerprint images submitted in the form and manner prescribed by ISP.

Duties of User:

User agrees to undertake and perform the following duties:

- (1) User agrees to capture and transmit all fingerprint images to the ISP using live scan equipment certified by the Federal Bureau of Investigation (FBI). The fingerprint images and demographic data must be submitted in the form and manner required by ISP/FBI, including the electronic transfer of fingerprint and demographic data to the ISP NATMS/AFIS system via a network connection as defined by the ISP/FBI. All fingerprint and demographic data transmitted must be encrypted at all times using FBI encryption standards.
- (2) User agrees to comply with all ISP/FBI certification standards and procedures, which includes but is not limited to certification of live scan equipment, audits of live scan transmissions to the ISP/FBI.
- (3) User agrees to take appropriate action to ensure each live scan transmission is sent to ISP successfully and passes all ISP live scan edits, conforming to the most recent ISP Electronic Fingerprint Submission Specifications (EFSS). In the event the electronic fingerprint specifications are modified, the user agrees to make any changes necessary to meet the new specifications within thirty (30) days of notification.

Addendum 1 -continued-

- (4) User agrees to cooperate and make its records available for the purpose of conducting periodic audits by ISP/FBI to ensure compliance with all laws, rules and regulations regarding the submission of fingerprints to the ISP/FBI via live scan.

Dissemination:

At a minimum, User shall log all dissemination of ISP/FBI CHRI received from ISP and/or the FBI. This log must include the identities of persons or agencies to whom the information is released, the name of the requester, the authority of the requester, the purpose of the request, the identity of the individual to whom the information relates, and the date of the dissemination. Such log shall be retained for a period of three (3) years. CHRI will only be disseminated directly to the Requester and only to the extent permitted by law.

Signature of Agency Head

DONALD P. WELVAERT, MAYOR

Print or Type Name of Agency Head

CITY OF MOLINE, ILLINOIS

Name of Agency

619 16TH STREET

MOLINE

IL

61265

Address of Agency

City

State

Zip

07/17/2012

Date



**STATE OF ILLINOIS
ILLINOIS STATE POLICE
INTER AGENCY AGREEMENT BETWEEN
THE ILLINOIS STATE POLICE**

AND

MOLINE LIQUOR CONTROL COMMISSION ORI: ILL13347S

Requesting Organization (User)

The Illinois State Police (hereinafter “ISP”) acting as the state central repository for Criminal History Record Information (hereinafter “CHRI”) and the User, hereby agree to the following terms, provisions, and conditions:

I. Purpose:

- (1) ISP, in its capacity as the state central repository, has the authority to provide CHRI, pursuant to the applicable Illinois Compiled Statute, and be paid for its expenses. This Interagency Agreement (hereinafter “Agreement”) establishes the terms of the relationship.

II. Effective Date:

- (1) This agreement will commence upon execution of the signature of the Director of the Illinois State Police and continues unless canceled by either party upon thirty (30) days written notice.

III. Services the ISP agrees to provide to User:

- (1) Fingerprint-based Criminal History Record Information authorized by law to be released.

IV. Duties of User:

User agrees to undertake and perform the following duties:

- (1) User will request applicants submit fee applicant fingerprint cards, via a live scan vendor, for processing by ISP through its files. Manual fee applicant cards (IL 493-0696) will be accepted in those instances where live scan transmissions cannot be used.

- (2) User shall submit FBI fee applicant fingerprint cards for submission to the Federal Bureau of Identification's Criminal Justice Information Services (CJIS) Division through the ISP.
- (3) User shall be responsible for checking the quality and completeness of all manual forms submitted by their Agency or Department to ensure they are legible and properly completed. Forms deemed to be incomplete may be returned unprocessed.
- (4) User shall cooperate with and make its records available to ISP/FBI for the purpose of conducting periodic audits to ensure User's compliance with all laws, rules, and regulations regarding the processing of CHRI furnished by ISP to User.
- (5) User agrees to keep such records as ISP may direct in order to facilitate such audits. At a minimum, User shall log all dissemination of ISP/FBI CHRI received from ISP and/or the FBI. This log must include the identities of persons or agencies to whom the information is released, the name of the requester, the authority of the requester, the purpose of the request, the identity of the individual to whom the information relates, and the date of the dissemination. Such log shall be retained for a period of three (3) years.
- (6) User shall be responsible for the physical security of ISP/FBI CHRI under its control or in its custody and shall protect such information from unauthorized access, disclosure and dissemination.
- (7) User shall limit dissemination of CHRI to statutorily authorized parties and ensure such authorized parties agree to provide the same protection and physical security of CHRI as agreed to by User.
- (8) When CHRI is no longer required by User, data shall be destroyed by User through shredding or burning of paper documentation and/or deletion of electronic CHRI from User's databases.
- (9) The User shall comply with all the provisions of Criminal Identification Act (20 ILCS 2630/1, et seq).
- (10) Payments for services rendered by ISP pursuant to the terms of this Interagency Agreement shall be paid in full not later than forty-five (45) calendar days from the last date of the billing cycle. Failure to pay on a timely basis could result in an interruption of services rendered by ISP.
- (11) User shall comply with all provisions outlined in Addendum 1 if User is providing live scan fingerprinting services as part of this Interagency Agreement.
- (12) User shall report in writing to the ISP any changes in agency contact information, and initiate a new user agreement for Chief Administrator(s) name change.

V. Duties of ISP:

ISP agrees to undertake and perform the following duties:

- (1) ISP shall process, in a timely fashion, all ISP/FBI fee applicant cards submitted by User.
- (2) ISP agrees to forward, in a timely fashion, FBI applicant fingerprint cards to the FBI's Criminal Justice Information Services (CJIS) Division.
- (3) ISP shall, if requested, assist User in the interpretation or translation of any CHRI requiring clarification.
- (4) ISP shall conduct an annual review in order to determine the level of fees to be established to cover the cost of processing criminal record inquiries. ISP fees shall be based upon the cost of providing CHRI services, as required by law. User shall be notified of any change in ISP fees. Pursuant to notification by ISP, any new ISP fee established shall replace the ISP fee identified in Appendix A.
- (5) Fingerprint submission procedures established by the FBI are subject to change and ISP shall advise User immediately of any changes promulgated by the FBI.
- (6) ISP will notify User if fee applicant fingerprint cards are of insufficient fingerprint quality. Background checks can not be processed for fee applicant fingerprint cards containing insufficient fingerprint quality. The User may request the applicant resubmit a new completed fingerprint card for reprocessing by ISP with the appropriate fee.

VI. General Provisions

- (1) ISP agrees to notify User sixty (60) days prior to making changes in rules, procedures, and policies adopted by it and incorporated in this agreement. Changes in the rules, procedures, and policies originating with federal and state executive order, congressional or state legislative enactment, or by court decision shall be initiated as required by law.
- (2) The current fee schedule is reflected in Appendix A. This agreement may be amended by the mutual consent of both parties at anytime during its term. Amendments to this Agreement shall be in writing and signed by both parties or their authorized representatives. Modifications of the fee amounts in Appendix A will be implemented upon written notification from ISP to User.

IN WITNESS THEREOF, the parties hereto caused this agreement to be executed by the proper officers and officials.

Signature of Agency Head

DONALD P. WELVAERT, MAYOR/LIQUOR CONTROL COMMISSIONER

Print or Type Name of Agency Head

MOLINE LIQUOR CONTROL COMMISSION

Name of Agency

619 - 16TH STREET

MOLINE

IL

61265

Address of Agency

City

State

Zip

309-524-2001

309-524-2031

Telephone Number

Fax Number

dwelvaert@moline.il.us

E-mail Address

07/17/2012

Date

State of Illinois
Illinois State Police

By: _____

Director

Date: _____

Appendix A

AUTHORIZATION: ISP will provide User with CHRI pursuant to and limited by:
20 ILCS 2630/et seq

FEES: Services performed by ISP will be based upon the following fee schedule:

\$39.25	Each original set of Fee Applicant fingerprint cards (1-ISP & 1-FBI) submitted manually.
\$34.25	Each set of Fee Applicant fingerprint images (1-ISP & 1-FBI) submitted electronically.
\$20.00	Each ISP Fee Applicant fingerprint card submitted manually
\$15.00	Each ISP Fee Applicant fingerprint card submitted electronically.
\$19.25	Each FBI Applicant fingerprint card submitted manually or electronically.
\$10.00	Each re-submission of ISP/FBI Fee Applicant fingerprints as a result of an unclassifiable fingerprint card.

NOTICES: All notices shall be effective on the date of posting with the U. S. Postal Service and shall be addressed as follows:

ISP:

Illinois State Police
Bureau of Identification
260 North Chicago Street
Joliet, Illinois 60432-4072

USER:

MOLINE LIQUOR CONTROL COMMISSION

Agency

619 16TH ST., MOLINE, IL 61265

Street Address, City, State Zip

309-524-2001

Telephone Number

Fax Number

*E-mail Address

Please mark only **one** preferred response method:

*Agency must have installed the decryption software (www.isp.state.il.us) and must be registered with Entrust (www.illinois.gov/pki) **prior to receiving** email responses.

Addendum 1

(Addendum 1 to be utilized in conjunction with ISP Interagency Agreement for the sole purpose of utilizing live scan fingerprinting services)

Purpose:

Governmental agencies or other legal entities (hereinafter "Users") have a need for live scan fingerprinting services in order to perform their licensing and employment responsibilities. Vendors may be utilized by such Users to provide live scan fingerprinting services and have the fingerprint images forwarded to the ISP for processing. ISP, in its capacity as the state central repository, has the authority to provide CHRI, pursuant to the applicable Illinois Compiled Statute, and be paid for its expenses. This Addendum establishes the terms of the relationship.

Services ISP Agrees to Provide:

ISP agrees to accept and process live scan fingerprint images submitted in the form and manner prescribed by ISP.

Duties of User:

User agrees to undertake and perform the following duties:

- (1) User agrees to capture and transmit all fingerprint images to the ISP using live scan equipment certified by the Federal Bureau of Investigation (FBI). The fingerprint images and demographic data must be submitted in the form and manner required by ISP/FBI, including the electronic transfer of fingerprint and demographic data to the ISP NATMS/AFIS system via a network connection as defined by the ISP/FBI. All fingerprint and demographic data transmitted must be encrypted at all times using FBI encryption standards.
- (2) User agrees to comply with all ISP/FBI certification standards and procedures, which includes but is not limited to certification of live scan equipment, audits of live scan transmissions to the ISP/FBI.
- (3) User agrees to take appropriate action to ensure each live scan transmission is sent to ISP successfully and passes all ISP live scan edits, conforming to the most recent ISP Electronic Fingerprint Submission Specifications (EFSS). In the event the electronic fingerprint specifications are modified, the user agrees to make any changes necessary to meet the new specifications within thirty (30) days of notification.



**STATE OF ILLINOIS
ILLINOIS STATE POLICE
INTER AGENCY AGREEMENT BETWEEN
THE ILLINOIS STATE POLICE**

AND

MOLINE FIRE DEPARTMENT ORI: ILL12048F

Requesting Organization (User)

The Illinois State Police (hereinafter “ISP”) acting as the state central repository for Criminal History Record Information (hereinafter “CHRI”) and the User, hereby agree to the following terms, provisions, and conditions:

I. Purpose:

- (1) ISP, in its capacity as the state central repository, has the authority to provide CHRI, pursuant to the applicable Illinois Compiled Statute, and be paid for its expenses. This Interagency Agreement (hereinafter “Agreement”) establishes the terms of the relationship.

II. Effective Date:

- (1) This agreement will commence upon execution of the signature of the Director of the Illinois State Police and continues unless canceled by either party upon thirty (30) days written notice.

III. Services the ISP agrees to provide to User:

- (1) Fingerprint-based Criminal History Record Information authorized by law to be released.

IV. Duties of User:

User agrees to undertake and perform the following duties:

- (1) User will request applicants submit fee applicant fingerprint cards, via a live scan vendor, for processing by ISP through its files. Manual fee applicant cards (IL 493-0696) will be accepted in those instances where live scan transmissions cannot be used.

- (2) User shall submit FBI fee applicant fingerprint cards for submission to the Federal Bureau of Identification's Criminal Justice Information Services (CJIS) Division through the ISP.
- (3) User shall be responsible for checking the quality and completeness of all manual forms submitted by their Agency or Department to ensure they are legible and properly completed. Forms deemed to be incomplete may be returned unprocessed.
- (4) User shall cooperate with and make its records available to ISP/FBI for the purpose of conducting periodic audits to ensure User's compliance with all laws, rules, and regulations regarding the processing of CHRI furnished by ISP to User.
- (5) User agrees to keep such records as ISP may direct in order to facilitate such audits. At a minimum, User shall log all dissemination of ISP/FBI CHRI received from ISP and/or the FBI. This log must include the identities of persons or agencies to whom the information is released, the name of the requester, the authority of the requester, the purpose of the request, the identity of the individual to whom the information relates, and the date of the dissemination. Such log shall be retained for a period of three (3) years.
- (6) User shall be responsible for the physical security of ISP/FBI CHRI under its control or in its custody and shall protect such information from unauthorized access, disclosure and dissemination.
- (7) User shall limit dissemination of CHRI to statutorily authorized parties and ensure such authorized parties agree to provide the same protection and physical security of CHRI as agreed to by User.
- (8) When CHRI is no longer required by User, data shall be destroyed by User through shredding or burning of paper documentation and/or deletion of electronic CHRI from User's databases.
- (9) The User shall comply with all the provisions of Criminal Identification Act (20 ILCS 2630/1, et seq).
- (10) Payments for services rendered by ISP pursuant to the terms of this Interagency Agreement shall be paid in full not later than forty-five (45) calendar days from the last date of the billing cycle. Failure to pay on a timely basis could result in an interruption of services rendered by ISP.
- (11) User shall comply with all provisions outlined in Addendum 1 if User is providing live scan fingerprinting services as part of this Interagency Agreement.
- (12) User shall report in writing to the ISP any changes in agency contact information, and initiate a new user agreement for Chief Administrator(s) name change.

V. Duties of ISP:

ISP agrees to undertake and perform the following duties:

- (1) ISP shall process, in a timely fashion, all ISP/FBI fee applicant cards submitted by User.
- (2) ISP agrees to forward, in a timely fashion, FBI applicant fingerprint cards to the FBI's Criminal Justice Information Services (CJIS) Division.
- (3) ISP shall, if requested, assist User in the interpretation or translation of any CHRI requiring clarification.
- (4) ISP shall conduct an annual review in order to determine the level of fees to be established to cover the cost of processing criminal record inquiries. ISP fees shall be based upon the cost of providing CHRI services, as required by law. User shall be notified of any change in ISP fees. Pursuant to notification by ISP, any new ISP fee established shall replace the ISP fee identified in Appendix A.
- (5) Fingerprint submission procedures established by the FBI are subject to change and ISP shall advise User immediately of any changes promulgated by the FBI.
- (6) ISP will notify User if fee applicant fingerprint cards are of insufficient fingerprint quality. Background checks can not be processed for fee applicant fingerprint cards containing insufficient fingerprint quality. The User may request the applicant resubmit a new completed fingerprint card for reprocessing by ISP with the appropriate fee.

VI. General Provisions

- (1) ISP agrees to notify User sixty (60) days prior to making changes in rules, procedures, and policies adopted by it and incorporated in this agreement. Changes in the rules, procedures, and policies originating with federal and state executive order, congressional or state legislative enactment, or by court decision shall be initiated as required by law.
- (2) The current fee schedule is reflected in Appendix A. This agreement may be amended by the mutual consent of both parties at anytime during its term. Amendments to this Agreement shall be in writing and signed by both parties or their authorized representatives. Modifications of the fee amounts in Appendix A will be implemented upon written notification from ISP to User.

IN WITNESS THEREOF, the parties hereto caused this agreement to be executed by the proper officers and officials.

Signature of Agency Head

KIM R. HANKINS, INTERIM PUBLIC SAFETY DIRECTOR

Print or Type Name of Agency Head

MOLINE FIRE DEPARTMENT

Name of Agency

1630 - 8TH AVENUE

MOLINE

IL

61265

Address of Agency

City

State

Zip

309-524-2250

309-524-2270

Telephone Number

Fax Number

aaubrey@moline.il.us

E-mail Address

07/17/2012

Date

State of Illinois
Illinois State Police

By: _____
Director

Date: _____

Appendix A

AUTHORIZATION: ISP will provide User with CHRI pursuant to and limited by:
20 ILCS 2630/et seq

FEES: Services performed by ISP will be based upon the following fee schedule:

\$39.25	Each original set of Fee Applicant fingerprint cards (1-ISP & 1-FBI) submitted manually.
\$34.25	Each set of Fee Applicant fingerprint images (1-ISP & 1-FBI) submitted electronically.
\$20.00	Each ISP Fee Applicant fingerprint card submitted manually
\$15.00	Each ISP Fee Applicant fingerprint card submitted electronically.
\$19.25	Each FBI Applicant fingerprint card submitted manually or electronically.
\$10.00	Each re-submission of ISP/FBI Fee Applicant fingerprints as a result of an unclassifiable fingerprint card.

NOTICES: All notices shall be effective on the date of posting with the U. S. Postal Service and shall be addressed as follows:

ISP:

Illinois State Police
Bureau of Identification
260 North Chicago Street
Joliet, Illinois 60432- 4072

USER:

MOLINE FIRE DEPARTMENT

Agency
1630 8TH AVE., MOLINE, IL 61265

Street Address, City, State Zip

309-524-2050

Telephone Number

Fax Number

*E-mail Address

Please mark only **one** preferred response method:

*Agency must have installed the decryption software (www.isp.state.il.us) and must be registered with Entrust (www.illinois.gov/pki) **prior to receiving** email responses.

Addendum 1

(Addendum 1 to be utilized in conjunction with ISP Interagency Agreement for the sole purpose of utilizing live scan fingerprinting services)

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Governmental agencies or other legal entities (hereinafter "Users") have a need for live scan fingerprinting services in order to perform their licensing and employment responsibilities. Vendors may be utilized by such Users to provide live scan fingerprinting services and have the fingerprint images forwarded to the ISP for processing. ISP, in its capacity as the state central repository, has the authority to provide CHRI, pursuant to the applicable Illinois Compiled Statute, and be paid for its expenses. This Addendum establishes the terms of the relationship.

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- (2) User agrees to comply with all ISP/FBI certification standards and procedures, which includes but is not limited to certification of live scan equipment, audits of live scan transmissions to the ISP/FBI.
- (3) User agrees to take appropriate action to ensure each live scan transmission is sent to ISP successfully and passes all ISP live scan edits, conforming to the most recent ISP Electronic Fingerprint Submission Specifications (EFSS). In the event the electronic fingerprint specifications are modified, the user agrees to make any changes necessary to meet the new specifications within thirty (30) days of notification.

**MOLINE POLICE DEPARTMENT
STAFFING STUDY RFP
RESPONSES RECEIVED**

COMPANY	TOTAL COST	COMPLETION
A. Criterion Associates, LLC 16 Balmoral St., Unit 114 Andover, MA 01810 Contact: Travis R. Miller, President	\$32,900.00	12 Weeks
B. Matrix Consulting Group 101 Southpointe Drive, Suite E Edwardsville, IL 62025 Contact: Richard Brady, President	\$32,000.00	9 Weeks
C. RW Management Group, Inc. 1295 Appleton Rd., Suite 2 Menasha, WI 54925 Contact: Jeffrey R. Roemer, President	\$58,500.00	4 Months
D. Etico Solutions, Inc. 524 E. Washington St. Macomb, IL 61455 Contact: Timothy J. Freesmeyer	\$14,903.72	6 Months
E. International City/County Management Assoc. ICMA Center for Public Safety Management 777 North Capital Street NE, Suite 500 Washington, DC 20002 Contact: Timothy J. Wiczorek, Director	\$60,500.00	5-7 Months

City of Moline
Police Staffing Study Proposal

Etico Solutions, Inc., 524 E. Washington Street, Macomb, Illinois 61455



Captain Jerome Patrick
Moline Police Department
1640 6th Avenue
Moline, IL 61265

May 15, 2012

Captain Patrick,

Thank you for the opportunity to present the following proposal for a Police Patrol Staffing Study for the City of Moline Police Department. Etico Solutions, Inc. is pleased to submit the following proposal with full confidence that we can meet all elements of the RFP and exceed the expectations for the final outcome.

It has been our pleasure to have several members of your agency present in our four-day Resource Allocation course presented through the Illinois Law Enforcement Standards and Training Board Executive Institute. The same methods taught to your managers would be used in this staffing study methodology. Furthermore, the mathematical processes and spreadsheets that were presented to your officers would be the same basis upon which this study would be built. If Etico Solutions is successful in this RFP process, your own managers and administrators could update the final results of the staffing study in subsequent years.

On behalf of Etico Solutions, I look forward to any questions or comments upon review of this RFP response. I can be reached at 309-333-4906 or by email at tim@eticosolutions.com. It would be a pleasure to work with your agency on this project.

Best regards,

A handwritten signature in black ink, appearing to read "Tim".

Timothy J. Freesmeyer

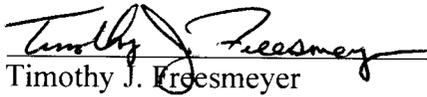
**REQUEST FOR PROPOSAL FOR POLICE PATROL STAFFING
STUDY FOR THE CITY OF MOLINE**

CORPORATION:

The undersigned certifies on behalf of the corporation names below that the corporation is not barred from bidding on this contract as a result of a violation of either bid-rigging or bid-rotating. Further, the undersigned certifies and warrants that he or she is duly authorized to execute this certification on behalf of the corporation in accordance with by-laws of the corporation and that this certification is binding upon the corporation and is true and accurate.

Corporate Name: **Etico Solutions, Inc.**

Signed by:



Timothy J. Freesmeyer

Title: **President, Etico Solutions, Inc.**

Business Address: **524 E Washington Street, Macomb, IL 61455**

Names of Corporate Officers:

President: **Timothy J. Freesmeyer**

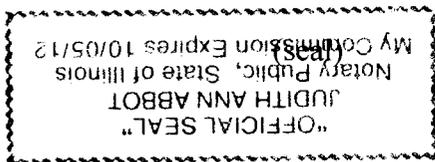
Secretary: **Terri L. Freesmeyer**

Attest:



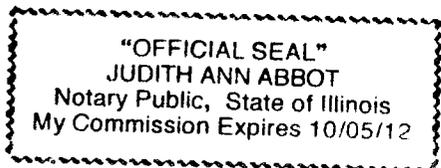
Secretary

SUBSCRIBED AND SWORN to before me on this 14 day of June,
2012





Notary



**REQUEST FOR PROPOSAL FOR POLICE PATROL STAFFING
STUDY FOR THE CITY OF MOLINE**

Total Cost: **\$14,903.72**

Project Start Date: **July 1, 2012** Project Completion Date: **December 31, 2012**

Study Proposed: Police Patrol Staffing study as described in the following proposal to include: (1) calculations of optimal staffing based on agency data and specified performance parameters, (2) current beat analysis for workload equity and appropriate recommendations for improvement, (3) deployment recommendations by location, day of week, and time of day, and (4) schedule analysis and recommendations for schedule optimization.

The undersigned certifies that he/she is a representative of the Proposer shown below and as such representative is authorized to submit this bid on the Proposer's behalf.

Federal Tax Identification Number: **36-4555542**

Proposer: ***Etico Solutions, Inc.***

Address: ***524 E Washington Street***

City/State/Zip: ***Macomb, IL 61455***

Telephone Number: ***309-421-0005***

Fax Number: ***309-837-7577***

Authorized Signature: 

Name/Title: ***Timothy J. Freesmeyer / President***

Date: ***5/15/2012***

**REQUEST FOR PROPOSAL FOR POLICE PATROL STAFFING
STUDY FOR THE CITY OF MOLINE**

POLICY STATEMENT

EQUAL EMPLOYMENT OPPORTUNITY

It is the policy of Etico Solutions, Inc. to provide equal employment opportunity to all persons regardless of race, color, religion, sex or national origin. Accordingly, we will take Affirmative Action to insure that we will:

1. Recruit, hire and promote in all job classifications regardless of race, color, religion, sex or national origin.
2. Make promotional decisions that are in accordance with principles of equal opportunity by imposing only valid requirements for promotional opportunities.
3. Incorporate our equal employment opportunity policy in all personnel actions such as compensations, benefits, transfers, layoffs, returns from layoffs, company sponsored training, education and tuition assistance.
4. Conduct social and recreation programs sponsored by our agency without regard to race, color, sex and religion.

Proposer/Business Name	<i>Etico Solutions, Inc.</i>
Authorized Signature	
Title	<i>President / Etico Solutions, Inc.</i>
Date	<i>5/15/2012</i>

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I. EXECUTIVE SUMMARY – “SCOPE”

The City of Moline Police Department issued a request for proposal on May 2, 2012 for a Police Patrol Staffing Study for the Moline Police Department. The primary scope of the study was to (1) review and evaluate present patrol operations, (2) define strengths and/or needs and formulate preliminary recommendations, and (3) present recommendations and a final report.

Etico Solutions is pleased to submit the following proposal in response to the City’s request. Timothy J. Freesmeyer, the researcher that would undertake this study, has a long-standing reputation as an expert in the science of resource allocation, deployment, beat design, and staff scheduling. He has over 17 years experience in the discipline of resource analysis, allocation, and deployment and has made it his sole focus for the last eight years.

Proper resource allocation and deployment is a managerial necessity for agencies that desire to maximize the efficient use of current resources. Proper staffing levels can affect many agency performance indicators such as response times, call for service stacking, and the frequency of cross beat dispatching.

Historically, many agencies have relied upon benchmarking techniques based on “similar” agencies or national officer-to-population ratios to determine adequate staffing. Population statistics are *external* workload indicators that describe very little about the agency under study. Because of its simplicity, benchmarking relies on many assumptions about the selected “similar agencies.” It is often assumed that the demographic compositions of comparable jurisdictions are similar and that the philosophy and composition of the police agencies are similar. Even more importantly, benchmarking techniques assume that the comparable agencies are appropriately staffed. These are important and often erroneous assumptions.

Etico Solutions will use calls-for-service data and average service times to obtain an accurate picture of the work performed by the agency’s patrol division. These *internal* workload indicators account for transient populations, demographic characteristics of the community, seasonal activities, and the call-for-service level within the jurisdiction. Multiple years of CAD data will be used to make reliable forecasts of future workload. The predicted workload will be used to make staffing recommendations.

The data and information required for the staffing estimates will be collected in several ways. Although CAD data will be the primary means of determining patrol workload, officer activity data collected firsthand from patrol officers through ride-alongs, interviews, and observations will also be used. Leave times for several years will be used to estimate officer availability.

Several direct workload drivers will be used to determine optimal officer deployment strategies. Using the same CAD data that was used to determine appropriate staffing levels, Etico Solutions will develop a deployment plan that equalizes officer workload. Time spent riding with patrol officers will be used to collect qualitative data for

deployment and beat design considerations. If desired by the agency, several alternative deployment plans can also be developed; for example, (1) deploy enough officers to cover the obligated workload and allow the remaining officers to be targeted to districts for community oriented policing, or (2) use a hazard scoring model based on multiple subjective weights and measures to tailor the allocation based on community expectations and department priorities.

At the completion of the study, a set of computer-based spreadsheets will be delivered to the agency. The spreadsheets will allow officer activity to be entered by MPD personnel to estimate optimal staffing levels. With these tools, the agency will be able to reproduce the staffing analyses in future years.

Descriptions of past projects by Etico Solutions are presented in later sections of this report. A review of past clients will reveal a wide variety of police staffing and deployment experience that directly matches the scope of the City of Moline's request for proposal.

II. Qualifications and Experience

General Company Information

Etico Solutions was originally founded in March of 2004 as a sole proprietorship by Timothy J. Freesmeyer. Within three months, requests for training workshops and full resource allocation studies soon surpassed what could be accomplished on a part-time basis. The company was incorporated to become Etico Solutions, Inc. in July of 2004 and Tim Freesmeyer became the first full-time employee focusing on resource allocation, deployment, and scheduling for law enforcement agencies.

Etico Solutions, Inc. is located at 524 E. Washington Street in Macomb, Illinois. It is a privately owned "C" corporation with Timothy and Terri Freesmeyer owning 100% of the company shares. Etico is listed with Dunn and Bradstreet, fully insured through American Family Insurance Company, and operates under FEIN# 36-455542.

Qualifications Overview

The demand for quality resource allocation and deployment services has continued to grow over the last eight years keeping Etico's main focus on *staffing services to law enforcement agencies*.

One of the best ways to learn a particular discipline is to teach it to someone else. Tim Freesmeyer has been teaching resource allocation, deployment, and staff scheduling to law enforcement managers routinely since 1995. From 2001 through 2008, Tim contracted with the International Association of Chiefs of Police (IACP) to provide four-day workshops on Resource Allocation, Deployment, and Staff Scheduling throughout the United States. Etico Solutions is the only training provider used by the IACP in this discipline. At the present time, Etico Solutions provides annual upper-level management training in Law Enforcement Command programs in Michigan, Wisconsin, Ohio, Missouri, and Illinois.

Upon request, Etico Solutions has contracted directly with larger agencies such as the Lakeland Police Department (Lakeland, FL), the Polk County Sheriff's Office (Bartow, FL), the San Diego Sheriff's Office (San Diego, CA), the Lakewood Police

Department (Lakewood, CO), the Orange County Sheriff's Office (Orange, CA), and the Madison Police Department (Madison, WI) to offer in-house three-day or four-day resource allocation and deployment workshops.

Etico Solutions took the classroom into the field in 2004 and began to conduct full resource allocation studies for police agencies. Since that time, Etico has conducted numerous independent staffing studies for various sized agencies and worked in conjunction with the IACP Management Consulting team to conduct additional studies. These projects will be explained in greater detail in a following section.

Over time, Etico Solutions has expanded into two additional business markets based on client requests.

- In September of 2004, Etico began to design, build, and host *online training modules for the law enforcement and security professions*. Demand for online training was soon large enough to create a second business center within the company. Etico Solutions currently hosts four separate online training platforms for national and international organizations.
- A third business center emerged to respond to requests for *web-based applications for law enforcement and security operations*. Etico Solutions has created an Internet based daily activity report (DAR) application that enables officers to track their daily activity from their in-car computers over the Internet. These data sets are used to verify an agency's CAD information. An event tracking application was also created for the private security profession to serve as a notification tool for major events.

As Etico Solutions grew and expanded into these additional services, additional subcontractors were brought onto the team. Today, approximately eleven subcontractors are used for application programming, network administration, and for the creation of online training modules for law enforcement and security. Staffing studies and workshops are conducted and managed by Tim Freesmeyer, Etico's founder. For larger resource allocation and deployment proposals, additional resource allocation experts are brought in as subcontractors.

Organizational Management Approach

Timothy J. Freesmeyer will be the project manager and primary researcher for this study. It will be his responsibility to maintain contact with the Moline Police Department and to share information in a timely manner. As milestones are reached in data analysis, beat design proposals, and alternative schedules, the results will be posted into a secure area on the Etico Solutions web portal. Moline Police Department personnel with the required access will be able to log into the web portal and download results for review and comment as the study progresses.

A minimum of three site visits will be held at the Moline Police Department throughout the study. During the initial on-site visit to the Moline Police Department, introductory contact will be made with all persons responsible for collecting and submitting data in order to acquire phone numbers and contact times for future questions.

It is customary for many phone conversations to take place with key personnel throughout the study.

The researcher assigned to this study resides less than two hours from Moline. Additional site visits can easily be arranged if phone conversations or email correspondence are not yielding the required results.

Key Staff

Timothy Freesmeyer has been teaching resource allocation methods to police managers on a routine basis for the last seventeen years. Mr. Freesmeyer taught on behalf of the Northwestern University Center for Public Safety (NUCPS) for six years in their School of Police Staff and Command (SPSC) before taking a full time faculty appointment in 2000 as the Director of Management Training. In 2001, Mr. Freesmeyer left NUCPS and began to incorporate newer technologies into teaching and learning. He modified the resource allocation course to be taught as an interactive workshop format and began to create interactive spreadsheets that could be easily adapted by others. After leaving NUCPS, he began to teach for the International Association of Chiefs of Police as their sole instructor for resource allocation and staff scheduling. He has conducted numerous studies for small, medium, and large agencies both independently and in conjunction with the International Association of Chiefs of Police Management Consulting team. After founding Etico Solutions, Inc. in March of 2004, he has devoted his entire career to police resource analysis and deployment. A full vitae is attached as appendix A.

Experience

Since its incorporation in July of 2004, Etico Solutions has completed a number of patrol staffing studies both independently and in conjunction with the IACP. For larger agencies that choose to train their command staff on resource allocation methods, Etico Solutions has provided four-day in-house workshops. Three-day classes on behalf of Northwestern University were provided in the past as well as three and four day seminars on behalf of the IACP. The workshops, classes, and seminars are detailed in Appendix A. Section 3 of this report contains a list of past staffing studies completed solely by Etico Solutions and staffing studies conducted in conjunction with the IACP.

Response to Technical Approach Questionnaire

1. Please explain the process you would use to analyze the current level, allocation and utilization of Patrol staffing by function, time and area in order to determine appropriate levels of staffing. This explanation should include how you plan to incorporate considerations of projected community growth, and community expectations of level of service.

Etico Solutions uses internal workload measures such as calls for service, service times, and officer availability factors to determine the appropriate level, allocation, and utilization of patrol staffing resources.

By examining the last three to four years of CAD data from the agency's patrol division, Etico Solutions will develop interactive spreadsheets that indicate

the frequency and time spent on call for each CAD code used by patrol. The frequencies and average times provide a picture of the annual obligated workload that must be met by the patrol division. By analyzing each year separately, a linear regression model can be used to forecast the frequencies of the various CAD codes in future years. The frequencies of future CFS activity by CAD code will be used to estimate patrol workload for up to three years beyond the completion date of the study. If the city is growing at a constant rate, the linear regression model can be used to identify projected police workload due to community growth.

In addition to the annual obligated workload, it is also crucial to examine the leave time of patrol officers. An officer availability rate, also known as a shift relief factor, will be ascertained based on the officer's regular days off, benefit days, non-patrol days, and net compensatory time off. This step takes into account leave time given by the Moline Police Department, the amount of training time spent by the average patrol officer, the amount of special assignments that pull officers away from street patrol, and time lost when officers take compensatory time off.

Police allocation and deployment, despite its quantitative nature, is not solely a matter of mathematics or statistics. The optimal ratio of officers to various workload indicators is a matter of human judgment and community resources. An agency administrator will have to make a subjective decision on how many minutes out of the average patrol hour the average patrol officer should spend on obligated activities. This decision will determine the amount of unobligated time, or free patrol time, that should be added to the annual obligated time collected from the CAD database. Higher amounts of unobligated time provide more time for community oriented policing but also require more officers and higher funding. Lower unobligated times per hour reduce costs but also increase response times and lower citizen satisfaction.

Combining the officer availability rate with the obligated and unobligated workload will form the foundation of the staffing recommendations. The same data used to determine the annual workload will also be used to evaluate staffing needs by day of week, hour of day, and geographic location.

2. Please provide a detailed description of the type of data that would be needed in order to effectively evaluate Patrol service levels, and outline any requirements for assistance/input from Moline Police Department staff in this process.

Internal department data required for successful completion of the study will consist of the following:

- CAD Data
 1. Call Event number
 2. Event date and time
 3. Officer assigned
 4. Location
 5. Priority
 6. CAD code

7. Offense description
 8. Source (911/officer initiated/ non-emergency phone/walk-in)
 9. Dispatch time
 10. Arrival time
 11. Cleared time
 12. Data on all assisting units
- Officer Leave Data
 1. Vacation leave
 2. Sick leave
 3. Training leave
 4. On-duty-injury
 5. Personnel leave
 6. Special assignment
 7. Court leave
 8. Overtime hours worked
 9. Compensatory hours taken
 10. Four consecutive weeks of roll-call sheets indicating who was assigned, present, and absent. This should cover a time frame that is considered as normal activity for the agency.
 - Geographic data
 1. A city map showing a key for the location of calls.
 2. District boundaries
 3. Sector (beat) boundaries
 4. Geocoding (subbeat) boundaries

It will also be important for the MPD to appoint a liaison or contact person who can assist the study team in identifying and contacting persons both within and outside the department who are familiar with and can assist in obtaining data required for the study. Two important areas that the contact person will be needed are:

- Obtaining information about citizen expectations (e.g., recent citizen surveys).
 - Meeting with key department personnel to obtain an understanding of department priorities with regard to patrol performance (e.g., response times, time spent on community-oriented policing, maintaining beat integrity, etc.)
3. If a specific data set is not currently available (or only partially available), please explain any options you would provide in order to implement the project.

Etico Solutions has built a web-based daily activity reporting application that officers can complete from a web-browser on their in-car computers. The

application has been successfully used to collect data for other resource allocation projects. The application runs on Etico servers and does not require any additional software to be installed on the patrol car computers. If some portion of CAD data identified above is not readily available, and if the MPD has Internet access in their squad cars, a two-month sample of officer activity can be easily obtained and used to augment the CAD data.

Other missing data such as report writing times can be estimated based on interviews and/or a two-month sample of reports.

Since it is never possible to anticipate all data collection issues beforehand, it is important that the researcher has extensive experience with resource analysis projects in a variety of law enforcement settings. Etico has professional experience dealing with large and small police agencies. The researcher assigned to this project has dealt with numerous data collection issues and has used creative solutions to overcome data problems. As an example, the researcher for this project is intimately familiar with staff estimating procedures to be used and, as a result, has the ability to precisely assess the required level of accuracy that is needed for each individual data element.

4. Please explain how you would accommodate the Moline Police Department philosophy of proactive community oriented policing in the analysis.

The procedure to be used to determine the appropriate staffing level for patrol is based on the average amount of time each officer spends on obligated and unobligated time per hour. Obligated time is patrol time used primarily to respond to CFS (reactive activities). Unobligated time is time spent on free patrol and on officer-initiated activities (i.e., proactive activities such as community-oriented policing). The determination of the appropriate split between obligated and unobligated time is a direct input to the analysis procedure that will be used for this study. As a result, an agency can change the obligated/unobligated time split to assess the impact on patrol performance and determine what split is consistent with community expectations and department priorities.

Since the procedures used for deployment (both geographic and temporal) are also based on time, the user has the same ability to explicitly specify what the obligated/unobligated split should be by geographic area and time of day. As an example, one deployment option can distribute the number of units required for reactive activities according to the obligated workload only and deploy remaining units to specific areas and times that need extra attention (e.g., areas that may benefit from targeted community-oriented activities)

5. Please outline the anticipated project timeline from date of award. Include specific milestones and deliverables for each phase of the project.

The proposed study will consist of six major tasks. The discussion below briefly

describes each task. A Gantt chart on page 16 shows the anticipated timeline for each task and subtask.

Task 1: Initial On-Site Meeting

The initial on-site meeting will be held within two weeks after project award. Etico would be on-site at MPD for two to three days. The purpose of the meeting will be:

- To meet key MPD and other personnel
- To review the objectives, tasks, deliverables, and timetable for the project
- To collect as much data as possible about current MPD patrol operations including CFS data, CAD codes, allocation of patrol personnel by time and day, and the current MPD schedule for patrol,
- To identify procedures for collecting other CAD and officer field data.

Task 2: Evaluation of Current MPD Patrol Operations

This task will consist of three subtasks

Task 2.1: Data Gathering

This subtask will begin immediately following the Initial on-site meeting (Task 1) and is anticipated to last approximately six weeks. The primary purpose of the subtask will be the collection of all data needed to evaluate current MPD patrol operations. The data required for this task are identified in the response to Technical Question 2 above.

Task 2.2: Review of Current MPD Patrol Operations

This subtask will use the data collected for tasks 1 and 2.1 to perform a comprehensive review of the current staffing, allocation, and use of the MPD patrol staff by time of day, day of the week, and geographic area. The review will incorporate projected community growth and what is known about community expectations as it relates to patrol performance. It is anticipated that this task will conclude approximately eight weeks following project award.

Task 2.3 Interim Report on Current MPD Patrol Operations

This subtask will produce a written report based on the results of subtasks 2.1 and 2.2. The report will describe the data collected; the methods used to review current patrol operations; assess the current strengths and needs of patrol operations; and offer preliminary recommendations. The Interim Report will be delivered to the MPD approximately two weeks prior to the On-Site Status Meeting (Task 3).

Task 3: On-Site Status Meeting

This meeting will be held at the end of the third month of the project and will be used to: (1) review the findings of the Interim Report, (2) meet with MPD personnel to classify patrol activities into obligated and unobligated time categories, (3) meet with MPD personnel to determine the target obligated/unobligated time split for the MPD, (4) assess current MPD patrol beat allocation and scheduling strategies, and (5) review final tasks for the study

Task 4: Analysis of MPD Patrol Performance Objectives

This task will use the information gathered at the On-Site Status Meeting (Task 3) to estimate an appropriate staffing level for MPD patrol based on department objectives regarding obligated and unobligated time. Recommendations for improving department allocation strategies by time of day, day of week, and geographic area will also be developed. It is anticipated that this task will be completed near the end of month 4 after project award.

Task 5: Final Report

This task will consist of three subtasks.

Task 5.1: Preparation of the Draft Final Report

This task will produce a draft of the final report for the study. It will describe the data collected, the analysis tools used, the findings of the analyses, the strengths and needs of the patrol functions, and specific recommendations for staffing and deployment of the patrol personnel.

Task 5.2: MPD Review

A copy of the draft final report will be delivered to the MPD approximately 4½ months after project award. The MPD will review the draft and offer recommendations for

revisions within two weeks.

Task 5.3: Completion of the Final Report

Upon receipt of the review comments from the MPD, the final report will be completed and delivered to the MPD. Also included with the final report will be a set of computer-based spreadsheets which will allow the MPD to replicate the staffing analyses of the study based on future data collections. It is anticipated that the report will be delivered approximately 5½ months after project award.

Task 6: On-Site Presentation

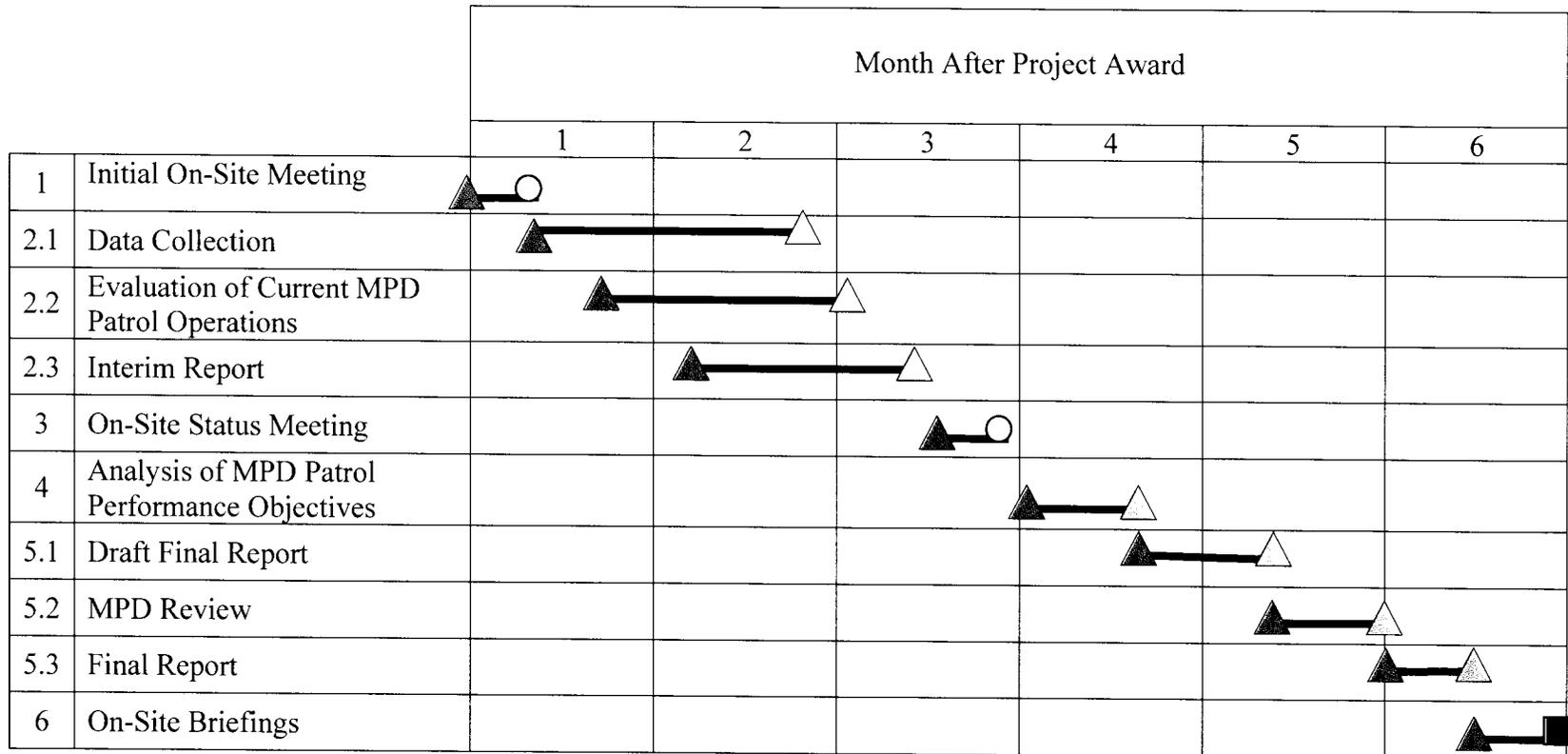
Within two weeks of delivery of the final report to the MPD, the researcher will make, at the request of the MPD, a maximum of two on-site presentations on the findings of the study. Both presentations will be scheduled to allow the researcher to make only one trip to Moline. The specific time for the presentations will be made by mutual agreement between the MPD and Etico Solutions.

Deliverables

The study will produce four deliverables:

1. Interim Report (Task 2.3)
2. Final Report (Task 5)
3. Set of computer-based spreadsheets (Task 5.3)
4. Two final presentations (Task 6)

Project Tasks and Timeline



○ - Project meeting ▲ - Task beginning △ - Task end ■ - Presentation

6. Please explain what recommendations your process will provide. (For example, will there be a recommendation regarding what percentage of an officers shift will be utilized for a type of activity? Will there be a recommendation regarding what percentage of time is needed for breaks/lunch? Will there be a recommendation regarding overall recommended numbers of patrol officers/sergeants needed by shift and what this staff can be expected to accomplish?) Include a detailed description of exactly how the recommendations will be outlined upon completion of the study.

Recommendations presented by Etico Solutions in the Final Report will consist of two types:

1. **Direct recommendations** that address the specific objectives of the study; that is, (1) the appropriate level of patrol staffing for the MPD to meet patrol requirements, and (2) deployment strategies to use patrol staffing in the most efficient manner.
2. **Indirect recommendations** based on observations about the policies, procedures, practices, and objectives of the MPD in general and the patrol function in particular.

Each type of recommendation is described in greater detail below.

Direct Recommendations

Direct recommendations and deliverables address the objectives of the study and will include, but not be limited to, the following:

- Specific recommendations about the total patrol staff, divided into officers and sergeants, required for the MPD.
- Specific recommendations about the allocation of patrol staff by time; that is, by time of day and day of the week.
- Specific recommendations about the allocation of patrol staff by geographic area; that is, by beat.
- Specific recommendations about the most effective division of obligated and unobligated time to meet the department requirements to provide adequate service for both reactive activities (i.e., CFS) and proactive activities (i.e., officer-initiated activities and community-oriented policing activities).
- Delivery of a set of computer-based electronic worksheets to enable the MPD to perform staffing analyses in the future.

Indirect Recommendations

Indirect recommendations will be based on observations by the researcher during the project. Because indirect recommendations, by definition, include all possible recommendations that are not direct recommendations, it is not possible to accurately

forecast what issues will arise during the course of the study. Examples of indirect recommendations from previous resource analysis studies include:

- Recommendations for revisions to the current scheduling procedures used for individual officers
- Recommendations for modifications to CAD codes
- Recommendations for improvements in capturing patrol workload data
- Recommendations for the need to study other department policies and procedures

All direct recommendations will be included in the Executive Summary of the Final Report, and an in-depth explanation of each direct recommendation will be included in the body of the Final Report. Indirect recommendations will be identified and discussed in a separate section in the Final Report.

III. References

This section contains a list of past staffing studies completed solely by Etico Solutions and staffing studies conducted in conjunction with the IACP.

Port St. Lucie Police Department

121 SW Port St. Lucie Blvd

Port St. Lucie, FL 34984-5099

Contact: Capt. Joe D'Agostino, (772) 871-5011

Study began: July 2004

Study completed: March 2005

Agency size: 247

Etico worked independently on this study and analyzed three years of past CAD data to provide a forecast of expected workload in future years. Port St. Lucie held the title of "Safest City in Florida" for seven consecutive years and subscribed to a community oriented policing philosophy. Recommended staffing levels were determined as well as alternative work schedules for the agency. Recommendations were offered for dispatching alternatives, updated signal code listings and additional uses for civilian volunteers. As a result of this study, additional officers were approved for patrol and approval was given for a designated dispatch center for the city.

Clovis Police Department

1233 Fifth Street

Clovis, CA 93612

Contact: Capt. Bob Keyes, (559) 324-2414

Study began: November 2005

Study completed: March 2006

Agency size: 135

Etico worked independently on this study and analyzed seven years of past CAD data to determine current staffing needs for the city of Clovis as well as predicted future needs in the following 3 years. Once the optimal staff size was determined, a plan for a three-year escalation of officers was created as well as an alternative shift schedule to maximize their current resources. The study was incorporated into the Clovis Master Service Plan for the next six years. Clovis is proud of its status as having the lowest crime in the Fresno Valley and also subscribes to a community oriented policing philosophy.

Fort Pierce Police Department

920 South U.S. Highway 1

Fort Pierce, FL 34954

Contact: Chief Sean Baldwin (772) 461-3820

Study began: January 2006

Study completed: June 2006

Agency size: 162

Etico was contracted to independently conduct a staffing and deployment study for the Fort Pierce Police Department's Patrol Bureau. Three years of past CAD data was analyzed to determine the recommended staffing levels for the current year and for three subsequent years. The City of Fort Pierce was divided into 9 beats with no sub beats or smaller geo-coding schemes present. The last year of CAD events was hand mapped to their location of incident and a new 10 beat plan was created to optimize their deployment and equalize workload for the officers. At the conclusion of the study, Etico fulfilled a request to address the city council on the methodologies and results of the study. Actions are underway at this time to incorporate the new beat plans into the agency's CAD software to improve call tracking capabilities for the next study.

Bozeman Police DepartmentSouth 16th Avenue

Bozeman, MT 59715

Contact: Lt. Richard McLane, (406) 582-2000

Study began: September 2006

Study completed: November 2006

Agency size: 52

The contact person for Bozeman PD was a former student in an Etico workshop and contacted Etico directly to assist with a staffing study of the Bozeman Police Patrol Division. Lt. Rich McLane collected the majority of the agency data and collaborated with Etico Solutions to complete a basic allocation template for the agency. On April 2, 2007, after optimal staffing levels were determined, Etico Solutions presented the methodology of the study and the interpretation of the results to the city council. Based on that presentation, Etico was retained and requested to design a deployment study and a beat design schema for the City of Bozeman. At the conclusion of the beat design plan, the Police Department was able to successfully use the entire study to levy a millage for additional staffing.

Oakland Police Department

455 Seventh Street

Oakland, CA 94607

Contact: Chief Jeffrey Israel, (510) 238-7437

Study began: October 2006

Study completed: November 2007

Agency size: 1,019

Etico was contacted directly by an administrative officer for the Oakland Police Department who had participated in a prior Etico workshop. The Deputy Chief for Field Operations requested assistance in determining appropriate staffing levels for their agency, making recommendations on deployment alternatives, and to evaluate their current staff scheduling practices. Appropriate staff sizes were determined based on call for service workload data and service times per call. Leave times and overtime usage were studied and an alternative work schedule was proposed to drastically reduce overtime. Etico testified as an expert witness in an arbitration hearing for the City of Oakland and the City successfully won the arbitration and converted their shifts to 12-hour shifts. Mandated overtime was practically eliminated and productivity increased. Unfortunately, a change in upper management caused the agency to revert back to their old schedules and overtime resumed as before.

National Wildlife Refuge System

Department of the Interior
1849 C. Street N.W.
Washington DC 20240

Contact person: Jerry Olmsted (703) 358-1725

The IACP Management Consulting team undertook this project in 2003. Etico Solutions was asked to join the team as a subcontractor in February of 2004 to assist in the creation of a hazard-scoring model for resource analysis and deployment. The National Wildlife Refuge System (NWRS) employs law enforcement officers on 592 refuges located throughout the US. No single CAD system contained call for service patterns for all of the refuges. In addition, the data on refuge characteristics and usage patterns was sporadic. Starting from very little data, the team was able to create a single hazard-scoring model that allocated officers effectively across all refuges, taking into consideration the nuances and special law enforcement needs of each refuge. The model is in use today and is the only land management hazard-scoring model of its kind. Etico Solutions was instrumental in creating the final model and writing the final report.

Study began: February 2004
Study completed: July 2004
Agency size: approximately 400

Pittsburgh Police Department

1203 Western Avenue
Pittsburgh, PA 15233

Contact: Robert McNeilly (Former Chief)

The IACP Management Consulting team began this project in August of 2004 and subcontracted with Etico Solutions for assistance. Etico Solutions obtained the CAD data and human resource data in order to calculate Pittsburgh's optimal staffing size and officer availability for patrol operations. Other team members focused on the support divisions and supervisor staffing. Etico Solutions also assisted in writing the final report for the staffing study. Based on the heavy political issues that were taking place at the time, it is unknown if any of the study results were used.

Study began: August 2004
Study completed: February 2005
Agency size: 943

Billings Police Department

220 North 27th St.
Billings, MT 59101

Contact: Richard St. John (406) 657-8200

The IACP Management Consulting team began this project in June of 2005 and subcontracted with Etico Solutions for assistance. Etico Solutions made contact with the IT staff at Billings PD and made arrangements to obtain all necessary data to calculate optimal staffing for the Billings Patrol Division. Multiple years of CAD data was analyzed and recommendations were forwarded to the IACP team for appropriate staffing levels.

Study began: June 2005
Study completed: October 2005
Agency size: 145

Fredericksburg Police Department

615 Princess Anne Street
P.O. Box 828
Fredericksburg, VA 22404

Contact: Chief David Nye (540) 372-3122

Study began: November 2005
Study completed: February 2006
Agency size: 86

The IACP Management Consulting team began this project in November of 2005 and subcontracted with Etico Solutions for assistance. Etico Solutions made contact with the agency and attempted to obtain as much CAD data as possible to determine an appropriate staff size for the Fredericksburg Patrol Division. The data that was available was suspect and many additional factors had to be included into the study in an attempt to estimate their true workload. Once the data was obtained and cleaned, a recommendation for appropriate staff sizes based on the desired level of performance was created. Etico's involvement was solely in the area of estimating appropriate patrol staffing levels.

Madison Police Department

211 S. Carroll Street
Madison, WI 53703

Study began: September 2007

Study completed: July 2008

Agency size: 579

Contact: John Davenport (Assistant Chief) (608) 266-4318

Etico worked independently on this study with the assistance of William Stenzel as a subcontractor to Etico. Three years of past CAD data was analyzed to provide a forecast of expected workload in future years. Madison is the Capital of Wisconsin and home to the University of Wisconsin-Madison. They subscribed to a community oriented policing philosophy and were very transparent in their communications with the public. Recommended staffing levels were determined as well as alternative work schedules for the agency. At the conclusion of the study, a lengthy presentation was given to the Madison City Council resulting in the adoption of the PAM methodology for future police department staffing. It is believed that the education of their City Council may have prevented lay-offs several months later when the economics of the State began to tighten.

Corpus Christi Police Department

321 John Sartain Street
Corpus Christi, Texas 78401

Study began: March 2008

Study completed: July 2009

Agency size: 432

Contact: Commander Todd Green (361) 886-2619

Etico worked independently on this study with the assistance of William Stenzel and William Gielow as subcontractors to Etico. This study included all components of the police department including dispatch, records, forensics, vice/narcotics, investigations, patrol, training, and building maintenance. The study was an exhaustive look at the agency and resulted in a final report of over 170 pages. There were numerous recommendations that dealt with staffing, to deployment, to accountability, to reorganization. The report was widely publicized and many presentations were given to the City Council, action committees, and special interest groups. Agency commanders have reported that the agency does not even look the same after the study and that their operations have improved profoundly. Talks are presently underway to contract once again to update the study and the recommendations given the amount of change that has taken place in the city.

Westfield Police Department

130 Penn Street
Westfield, IN 46074

Study began: May 2008

Study completed: March 2009

Agency size: 44

Contact: Asst. Chief Scott Jordan (317) 896-5236

Etico worked independently on this study and analyzed four years of past CAD data to determine current staffing needs for the city of Westfield as well as predicted future needs in the following 4 years. The workload by beat was analyzed and a new set of beat maps was configured to equalize the workload among beats. The agency's workload curve was determined and schedule modifications were suggested to improve the correlation between their workload curve and their staffing curve. Four years of leave and training data was also analyzed to determine optimal staffing.

Santa Rosa Police Department

965 Sonoma Avenue
Santa Rosa, CA 95404

Contact: Michelle Comerford (707) 543-3561

Study began: September 2008

Study completed: March 2009

Agency size: 244

Etico worked independently on this study to determine the proper staffing needs of their patrol division, evidence technicians, dispatchers, and records clerks. Four years of CAD data and four years of leave data was used to determine staffing needs. The patrol beats for the city were reviewed with recommendations given for beat optimization. Their work schedule was compared to their workload curve and several suggestions were made for improved efficiencies in staffing and deployment. Many suggestions were implemented and the city of Santa Rosa is currently under contract with Etico once again to have their original study updated with 2009-2011 data.

Santa Cruz Police Department

155 Center Street
Santa Cruz, CA 95060

Contact: Zach Friend (831) 420-5818

Study began: December 2008

Study completed: April 2009

Agency size: 109

Etico worked independently on this study with the agency's Crime Analyst to collect, clean, and prepare their CAD data for analysis. Four years of leave data was used in conjunction with the CAD data to determine their optimal staff size for patrol and to evaluate their current beat structures. As with previous studies, their workload curve was determined and compared against their staffing curve to determine their current scheduling efficiency. Alternate schedules were created and offered along with a final presentation to their command staff.

Madison Police Department (Detective Study)

211 S. Carroll Street
Madison, WI 53703

Contact: Captain Vic Wahl (608) 261-9105

Study began: December 2008

Study completed: May 2010

Agency size: 579

The Madison Police Department contracted with Etico after their initial Patrol Staffing Study to conduct a staffing study of their Detective Division. Using an online Daily Activity Report application that was created by Etico in 2004, we captured 90 days of workload data for the detectives and used that data to determine how much of their workday is spent on case activity, admin time, special projects, and leave time. Staffing ratios of detectives to overall staff, patrol staff, sworn staff, and various crime categories were benchmarked with several other agencies. Final staffing recommendations were made along with recommendations for deployment by district.

Noblesville Police Department

135 South 9th Street
Noblesville, IN 46060

Contact: Chief Kevin Jowitt (317) 776-6339

Study began: December 2009

Study completed: May 2012

Agency size: 81

Etico worked independently on this study to determine the appropriate staffing levels for the City of Noblesville Police Patrol Division. CAD data and leave data were analyzed to determine the proper staffing for their patrol division. Location data was used to redesign their beats into three districts and to optimize their current schedule based on the agency's workload curve. The agency is currently considering a change to the three-district configuration.

Flint Police Department

210E Fifth Street
Flint, MI 48502

Contact: Captain Tim Johnson (810) 237-6913

Study began: March 2010

Study completed: November 2010

Agency size: 155

The Flint Police Department staffing study, conducted solely by Etico Solutions, included the Patrol Division, the Investigations Division, the Telecommunications Division, and the Records Division. This project was done under contract with the Michigan State University School of Criminal Justice Training and Technical Assistance Team. A complete review of the agency was completed which led to a number of critical areas that needed to be addressed. The MSU team received additional funding to address several issues identified in the study and talks are underway for additional work by Etico with the Flint Police Department. As with all other studies, CAD data, leave data, and schedule data was used to analyze their current operations. Recommendations were made for increased efficiency and many cost saving actions through process redesign.

Lakewood Police Department

445 S Allison Parkway
Lakewood, CO 80226

Contact: Asst. Chief Michelle Tovrea (303) 987-7171

Study began: March 2010

Study completed: January 2011

Agency size: 424

After a four-day training course held at the Lakewood Police Department in January of 2010, Etico contracted with the Lakewood Police Department to conduct a staffing study of their patrol division. The scope of the study was to determine appropriate staffing levels for the agency, to evaluate their current beat design for workload equity, and to examine their current schedule to see if changes would bring about greater efficiency with their current resources. After examining their CAD data and leave data, a variety of staffing metrics were formulated. An examination of their beats revealed a wide discrepancy in the workload levels among beats. Their shifts were not optimized to their workload curve leaving times throughout the day where they were overstaffed and other times when they were stacking calls on the beat level. After redesigning their beats to equalize their workload, a proposal was made for a 12-hour shift schedule that would maximize efficiency and reduce overtime spending. The agency acted on the proposal and is in the midst of a 6-month trial of the 12-hour shift.

IV. Work Outline

A work outline for this project is contained in question 5 of the Technical Approach Questionnaire in Section 2 of this RFP response.

V. Cost Utilization

Etico Solutions is submitting this proposal at a total cost of \$14,903.72. Three invoices would be sent to the City of Moline at the following milestones and in the following amounts:

- The first invoice will be due at the start of the study during the initial site visit. The first invoice will be for 35% of the total project cost.
- The second invoice will be presented at the second site visit. The second invoice will be for 35% of the total project cost.
- The final invoice will be sent with the final report approximately 5 ½ months after project award. The final invoice will be payable upon the consultant's final visit for result presentations. The final invoice will be for the remaining 30% of the total project costs.

A breakdown of total costs for this project is contained on the following page.

Cost Utilization

Travel			
Mileage			
Initial On-site Meeting	\$0.555/mile	\$89.24	
On-Site Status Meeting	\$0.555/mile	\$89.24	
Final Presentation	\$0.555/mile	\$89.24	
Total Mileage:			\$267.72
Lodging			
Initial On-site Meeting	1 Night	\$77.00	
Total Lodging:			\$77.00
Daily Per Diem			
Initial On-site Meeting	2 Days	\$92.00	
On-Site Status Meeting	1 Day	\$46.00	
Final Presentation	1 Day	\$46.00	
Total Per Diem:			\$184.00
Total Travel:			\$528.72
Office Costs			
Phone Expense		\$75.00	
Computer/Software Costs		\$200.00	
Printing		\$100.00	
Total Office Costs:			\$375.00
Personnel Costs			
Task 1:			
On-Site Visit	2 Days	\$2,000.00	
Task 2:			
Data Gathering	3 Days	\$1,500.00	
Review of Current Ops	4 Days	\$2,000.00	
Interim Report on Current	2 Days	\$1,000.00	
Task 3:			
On-Site Visit	1 Day	\$1,000.00	
Task 4:			
Analysis of MPD Patrol	5 Days	\$2,500.00	
Task 5:			
Draft Report	5 Days	\$2,500.00	
Final Report	1 Day	\$500.00	
Task 6:			
On-Site Presentations	1 Day	\$1,000.00	
	24 Days		\$14,000.00
Total Project Costs			
Total Project Costs:			\$14,903.72

Appendix A

Timothy J. Freesmeyer

524 E. Washington Street
Macomb, IL 61455
H: 309.837.7577
C: 309.333.4906
tim@eticosolutions.com

Relevant Employment

2004 - Present

Etico Solutions Inc., Macomb, Illinois

Founder and President

Etico Solutions was founded in March of 2004 as a sole proprietorship focused on law enforcement consulting, education, and training in the areas of resource allocation, staff scheduling, and resource deployment. Based on numerous opportunities in the private sector for online interactive training, the company was incorporated on July 3, 2004. Etico's project scope was expanded to include online training courses for the private security industry and corporate security organizations.

2001 - 2004

Western Illinois University, Macomb, Illinois

Faculty Development Office

May 2004 – July 2004: Interim Coordinator – Duties included the overall supervision and direction of the Faculty Development Office. Services and programs were directed towards all WIU faculty on both the Macomb Campus and the Quad Cities Campus. New faculty orientations, mentor programs, research seminars, and Faculty networking activities were all coordinated through the Faculty Development Office.

Center for the Application of Information Technologies (CAIT)

2001 - 2004: Instructional Development Services Coordinator – Duties included coordination and facilitation of faculty and student development within the College of Education and Human Services (COEHS).

2002 – 2004: Faculty Innovator's Program Coordinator – Organized, facilitated, and coordinated a twelve month technology introduction course for faculty members from the COEHS.

2001 - 2003: User Services and Support Coordinator – Duties included supervision and leadership for the User Services and Support staff and overall responsibility for the CAIT helpdesk.

2002 – 2003: Systems Support Coordinator – Duties included oversight and supervision of the System Support staff, the COEHS electronic classrooms, Compressed Video Services, and desktop support staff.

2002 – 2003: WIU CATALISE Project Coordinator - Assisted the Project Director in managing and coordinating a three year, multimillion dollar federal grant designed to Prepare Teachers to Use Tomorrow's Technology. This program entailed numerous site visits to other state and private institutions on a consultative basis to evaluate their technology use by faculty and to make follow-up recommendations for infusing technology into teaching and learning.

2002 – 2003: Abbott Laboratories Security Management Certification Course

Project Director for a six month, technology-rich, security management program. Duties included project acquisition, design, budget proposal and oversight, and classroom

instruction. This project was a joint venture between CAIT and the Law Enforcement and Justice Administration Department.

1995-2001

**Northwestern University, Evanston, Illinois
Center for Public Safety**

2000-2001: Junior Lecturer / Director, Management Training Division – Managed and led a division of four full time professional employees, six support services employees, and over eighty adjunct field instructors. Taught in the areas of Resource Allocation, Staff Scheduling, and Computers for Law Enforcement. As the division Director; maintained primary responsibility for the two week “Staff Supervision School”, the three week “Executive Management Program”, and the ten week “School of Police Staff and Command”. Additional responsibilities included hiring and dismissal of adjunct instructors, curriculum review and approval, and program marketing and sales. While in this position, I introduced the BlackBoard Course Management System to the center and oversaw its implementation.

1995-2000: Adjunct Instructor – Areas of instruction included Resource Allocation, Staff Scheduling, and Computers. The Resource Allocation class was a considerable challenge for many students due to the mathematical and statistical nature of the class. Due to my undergraduate work in physics and mathematics, I was one of only two instructors for this block of material.

1990-2000

Normal Police Department, Normal, Illinois

1998-2000: Shift Watch Commander - Senior Sergeant on the midnight shift and served as the shift Watch Commander

1995-1998: Shift Sergeant - Transferred to uniform patrol as a shift sergeant on the 3rd watch.

1995: Attended Northwestern University Center for Public Safety “School of Police Staff and Command”. Graduated in June 1995 and received the “Franklin J. Kreml” award for “high ethical and professional values and dedication to public service.”

1994-1995: Detective Sergeant - Promoted to the rank of Sergeant and assumed supervisory responsibility for the Criminal Investigation Division.

1991-1994: Detective - Joined the Criminal Investigation Division as a Police Detective and remained active in juvenile matters, general case investigation, and major crimes. Maintained primary responsibility for juvenile cases and school-related investigations.

1990-1991: Patrol Officer - Entered the department as a uniformed patrolman. Completed basic training in May 1990 and received the “Irvin H. Warren” award for excellence.

1988-1990

Champaign County Sheriff’s Department, Champaign, Illinois

1988-1990: Deputy Sheriff Correctional Officer: Performed routine correctional officer duties including cellblock supervision, resident escorts, court security, and resident intakes.

1987-1988

Arizona Department of Corrections, Florence, Arizona

1987-1988: Correctional Service Officer I - Performed routine security services for various security level prisons within the state of Arizona. Began working maximum security, accepted a voluntary transfer to a minimum custody work camp, and then transferred back to a Special Management / Death Row facility.

Education

Illinois State University, Normal, IL

Currently enrolled in the Ph.D. program in Educational Administration and Foundations.
Course work to be completed in Spring of 2012.

Illinois State University, Normal, IL

1998-2000: Master of Business Administration (MBA), GPA 3.9/4.0 Electives focused on internet technologies and computer network administration.

Illinois State University, Normal, IL

1990-1998: Bachelor of Science, Physics
Maintained position on Dean's List

Northwestern University, Center for Public Safety, Evanston, IL

1995: School of Police Staff and Command - Upon successful completion of this ten-week management course, I received 18 undergraduate credits from Northwestern University.

Adjunct Teaching Affiliations

2010-2011	School of Law Enforcement and Justice Administration, Western Illinois University <u>Adjunct Instructor</u> – <i>LEJA 208: Introduction to External Security</i> Began teaching this three-hour undergraduate course in the Fall of 2010
2001-2009	International Association of Chiefs of Police, Arlington, Virginia <u>Instructor</u> - Determining Patrol Staffing, Deployment, and Scheduling Upon the request of the IACP Training Manager, the material taught in the IACP course was completely revised and updated. Served as the only instructor for the IACP in this area conducting nation-wide three-day workshops on resource allocation and two-day workshops on police work scheduling.
1998-Present	Executive Development Institute, Fox Valley Technical College, Appleton, WI <u>Guest lecturer</u> - Currently conducting four-day workshops on Resource Allocation and Staff Scheduling on an annual basis.
2006-Present	Staff and Command, Michigan State University, Lansing, MI <u>Guest lecturer</u> - Currently conducting four-day workshops on Resource Allocation and Staff Scheduling on an annual basis.
2008-Present	Illinois Law Enforcement Standards and Training Board Executive Institute, Western Illinois University, Macomb, IL <u>Guest lecturer</u> - Currently conducting four-day workshops on Resource Allocation and Staff Scheduling on an annual basis.
2009-Present	Command College, Missouri Police Chief's Association, Jefferson City, MO <u>Guest lecturer</u> - Currently conducting four-day workshops on Resource Allocation and Staff Scheduling on an annual basis.

Resource Allocation Studies Conducted

2004 - 2005	Port St. Lucie Police Department Port St. Lucie, Florida Contact: Capt. Joe D'Agostino July 2004 - March 2005
2005 - 2006	Clovis Police Department Clovis, California Contact: Capt. Bob Keyes November 2005 - March 2006
2006 - 2006	Fort Pierce Police Department Fort Pierce, Florida Contact: Asst. Chief Sean Baldwin January 2006 - June 2006
2006 - 2007	Bozeman Police Department Bozeman, Montana Contact: Lt. Richard McLane September 2006 - November 2007
2006 - 2007	Oakland Police Department Oakland, California Contact: Chief Jeffrey Israel October 2006 - November 2007
2007 - 2008	Madison Police Department Madison, Wisconsin Contact: Asst. Chief John Davenport September 2007 - July 2008
2008 - 2009	Corpus Christi Police Department Corpus Christi, Texas Contact: Commander Todd Green March 2008 - July 2009
2008 - 2009	Westfield Police Department Westfield, Indiana Contact: Asst. Chief Scott Jordan May 2008 - March 2009
2008 - 2009	Santa Rosa Police Department Santa Rosa, California Contact: Michelle Comerford September 2008 - March 2009
2008 - 2009	Santa Cruz Police Department Santa Cruz, California Contact: Zach Friend December 2008 - April 2009

2008 - 2010	Madison Police Department (Detective Study) Madison, Wisconsin Contact: Captain Vic Wahl December 2008 – May 2010
2009 - 2012	Noblesville Police Department Noblesville, Indiana Contact: Chief Kevin Jowitt December 2009 – May 2012
2010 - 2011	Flint Police Department Flint, Michigan Contact: Captain Tim Johnson March 2010 – December 2011
2011 - 2012	Lakewood Police Department Lakewood, Colorado Contact: Deputy Chief Michelle Tovrea March 2011 – January 2012

Resource Allocation Studies Conducted with the IACP

2004	National Wildlife Refuge System Department of Interior Washington, DC. February 2004 – July 2004
2004 - 2005	Pittsburgh Police Department Pittsburgh, Pennsylvania August 2004 – February 2005
2005	Billings Police Department Billings, Montana June 2005 – October 2005
2005 - 2006	Fredericksburg Police Department Fredericksburg, Virginia November 2005 – February 2006
2008	Sarasota Police Department Sarasota, Florida February 2008 – April 2008

In-House Resource Allocation Training Seminars

2005	Polk County Sheriff's Office Bartow, Florida Contact: Nick Staszko, Police Planner July 18-20, 2005
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2006	Lakeland Police Department Lakeland, Florida Contact: Greg Policastro, Captain January 9-11, 2006
2006	Madison Police Department Madison, Wisconsin Contact: Carl Glaede June 19-21, 2006
2006	San Diego County Sheriff's Office San Diego, California Contact: Jason King, COPPS Administration Detail June 26-28, 2006
2008	Santa Cruz Police Department Santa Cruz, California Contact: Zach Friend March 4-6, 2008
2011	Lakewood Police Department Lakewood, Colorado Contact: Ken Perry January 11-14, 2011
2012	Orange County Sheriff's Office Orange, California April 30 – May 3, 2012 Contact: Commander Don Barnes

IACP Resource Allocation Courses Taught

Locations include but are not limited to:

Slidell, LA
 Fremont, CA
 Pleasanton, CA
 Grayslake, IL
 Greenwood, IN
 Shakopee, MN
 Grand Junction, CO
 Boise, ID
 Concord, MA
 Greer, SC
 Murrieta, CA
 Seattle, WA
 Toledo, OH
 Richmond, VA
 Roanoke, VA
 Germantown, TN
 Boston, MA

SPSC Resource Allocation Course Locations

Locations include but are not limited to:

Evanston, IL
Elmhurst, IL
Bolingbrook, IL
New London, OH
Sea Girt, NJ
Newark, NJ
Philadelphia, PA
Seattle, WA
Meridian, ID
Nashville, TN
Santa Fe, NM
Jefferson City, MO
Springfield, IL
Holland, MI
Farmington, MI
Detroit, MI
Bismarck, ND
Minneapolis, MN
Milwaukee, WI
Rockford, IL

Computer-Based Law Enforcement / Security Projects

2002 - 2003

Abbott Laboratories, Security Supervisor Course: November 2002 – August 2003
Directed, designed, and administered a six-month hybrid training course for corporate security managers at Abbott Laboratories. The course was created while I was employed at WIU and utilized Law Enforcement and Justice Administration faculty for content creation. CAIT staff created the technical site and animations. The course was a combination of online modules, face-to-face workshops, and web-based discussion boards.

2004 - 2007

Initial Security, Initial Online Academy: September 2004 – 2007
Created and designed an asynchronous officer training program for Initial Security that allowed them to meet the basic training requirements of all 50 states. The induction series contained 13 separate training modules covering the following topics:

- Introduction to Asset Protection and Security
- Physical Security and Crime Prevention
- Patrols and Fixed Posts
- Communications
- Report Writing
- Human and Public Relations
- Fire Protection and Life Safety
- Ethics, Deportment, and Professional Conduct
- Civil law and Civil liability
- Criminal Law and Criminal Liability
- Emergency Situations

- Investigations
- Homeland Security

2005 - Present

Abbott Laboratories, Global Security E-Learning Program: June 2005 – Present
Configured and customized an open-source course management system for delivery of online security training for Abbott Security personnel. Installed the 13-module induction series onto their system and taught their Training Manager how to use the system. Etico Solutions, Inc. currently hosts, maintains, and supports the Abbott Security online training platform and we continue to create new modules each year based on topics of their choice. The site is now in use around the world at numerous Abbott facilities.

2005 - Present

Takeda Pharmaceuticals, Global Security E-learning Program: December 2005 – Present
Configured and customized an open-source course management system for delivery of online security training for Takeda Security personnel. Installed 4 modules onto their system and taught their Training Manager how to use the system. Etico Solutions, Inc. currently hosts, maintains, and supports the Takeda Security online training platform and we continue to create new modules each year based on topics of their choice. The site is now in use around the world at numerous Takeda facilities.

2005 - Present

Abbott Laboratories, Global Security ALERTS Application: December 2005 – Present
Designed and directed the creation of a web-based notification application for the Abbott Global Security Division that automates the process of risk notifications and threat tracking. This application is used world-wide and was designed specifically to meet an identified set of needs by the Abbott Global Security team. This site is currently being hosted, maintained, and supported by Etico Solutions, Inc.

2006 - 2008

Fox Valley Technical College, Criminal Justice Department, DNA & Crime Scene Management Online Training Series: February 2006 – December 2006
Created a four-module series on the basic forensics of DNA and its use in cold case investigations. The four modules addressed the following four topics:

- Deoxyribonucleic Acid
- Proper handling of DNA evidence
- CODIS – Combined DNA Index System
- DNA considerations for investigators

An open-source course management system was configured and customized to deliver these training courses to officers across the United States. Enrollment was open to all law enforcement personnel through a federal DOJ grant. Etico Solutions, Inc. hosted, maintained, and supported this site located at www.dnacsm.com.

2006 - Present

Center for American and International Law, Institute for Law Enforcement Administration, Online Training Platform: November 2006 – Present
Configured and customized an open source course management system for use by the Institute. Plans are underway to create the first series of online modules on police ethics to be taught by the Institute staff asynchronously. Etico Solutions, Inc. hosts, maintains, and supports this site.

2006 - Present

National Biopharmaceutical Security Council, Web Portal: December 2006 - Present
Designed and customized a web portal for the NBSC to facilitate member workgroups and to provide a professional web presence. Etico Solutions, Inc. currently hosts, maintains, and supports this portal located at www.nbsconline.org.

INVITATION

The City of Moline will receive sealed bids for the provision of labor, materials and equipment necessary to complete grounds/facilities maintenance of City Parks, City Cemeteries, Moline Centre, ROW's, & other City-owned property in Moline, Illinois and for the purchase of the City of Moline's mowing equipment.

Bids may be hand carried or mailed and will be received at the City of Moline – Municipal Services Building, 3635 Fourth Avenue, Moline, IL 61265, until 10:00AM on August 10th, 2012. Bid envelopes **MUST BE SEALED AND MARKED "MOLINE MAINTENANCE BID"** in order to avoid being opened prematurely.

This is for a minimum three-year period, annually reviewed and approved, beginning January 1, 2013, and concluding December 31, 2015. Questions should be directed to the following City of Moline representatives:

Doug House, Municipal Services General Manager	309-524-2401
Rodd Schick, Park Operations Manager	309-524-2410

A Mandatory Pre-Opening Informational Meeting will be held at 3:00 pm on Tuesday July 24th in the Public Works Conference Room, 3635 4th Avenue.

- Submission of the bid will be construed as evidence of understanding of the issues and resolutions determined at the Pre-Opening Informational Meeting, and later claims for labor or equipment required or for difficulties encountered will NOT be approved.

The City of Moline reserves the right to accept or reject any or all portions of the bids and to waive formalities as its best interests may require.

I. GENERAL CONDITIONS

1. Award of Bid – A contract will be awarded to the contractor submitting the lowest total bid to include all properties/areas specified, including any or all Alternates, provided the proposal is in the best interest of the City of Moline, especially that information submitted under “II Specifications,” “6. Contractor Equipment.” The term of the contract shall be: a minimum three-year contract, 1/1/2013 through 12/31/2015, annually renewed, provided that the City of Moline may terminate said agreement on or before January 1 of each succeeding year by giving thirty (30) days written notice prior to that date.
2. Unit Price Changes – A progressive unit cost proposal is requested. The successful contractor will be entitled to the price specified in the original bid, effective January 1 of each contract year.
3. Submit bid on forms provided (in duplicate), in a sealed envelope, clearly marked with the bid title (see above) on the outside.
4. All bids must be accompanied by bid bond, certified check or cash bond, for five percent (5%) of the first year’s bid total. Bidders are required to fill out the Bid Bond Form and submit it with each proposal. No bid will be considered without satisfactory provision of this item.
5. The successful contractor will be required to execute a written contract, with sureties (performance bond and insurance requirements), within fifteen (15) days from acceptance of proposal. In the case of neglect or failure to execute contract, the five percent (5%) bid deposit shall be forfeited to the City of Moline, IL, as liquidated and confessed damages.
6. The successful contractor will be required to furnish an approved performance bond or escrow agreement, using the forms provided, for a sum equal to ten percent (10%) of the yearly contract amount, or a sum equal to \$1,000.00, whichever amount is greater, conditioned upon the faithful performance of the contract. The bond or escrow agreement must be renewed annually for the next contract year. The bond shall be conditioned to indemnify and protect the City of Moline, from all suits, claims, and actions brought against it, and all costs and damages to which the City of Moline may be put by reason of any injury or alleged injury to the person or property of another, resulting from negligence or carelessness in the performance of the work or any repairing done under and in pursuance of the contract. (See Performance, Labor, Material and Maintenance Form.)
7. Drawings, maps, specifications and estimated measurements are furnished for reference only. Contractors shall field verify conditions which could affect completion of work. Submission of the bid will be construed as evidence that such

examination has been made, and later claims for labor or equipment required or for difficulties encountered will NOT be approved.

8. The City of Moline reserves the right to correct accidental variances.
9. All bids must be accompanied by a completed Contractor/Supplier Certification, pursuant to 720 ILCS 5/33E-11 (bid rigging or bid rotating).
10. All bids shall remain valid for ninety (90) days, and any contractor submitting a proposal agrees not to withdraw or modify their proposal for this period.
11. The successful contractor is responsible for job safety for their employees and shall comply with requirements of OSHA, U.S. Department of Labor.
12. Insurance Requirements:
 - A. The contractor shall carry or require that there be carried, Workman's Compensation Insurance for all their employees and those of their subcontractors engaged in work at the site in accordance with Sate or Territorial Workman's Compensation Laws.
 - B. The Contractor shall carry, or require that there be carried, Manufacturers' and Contractors' Public Liability Insurance, with limits of \$1,000,000 per occurrence/\$1,000,000 aggregate, to protect the contractor and his subcontractors against claims for injury to or death of one, or more than one person, because of accidents which may occur or result from operations under the contract. Such insurance shall cover the use of all equipment, hoists, and motor vehicles on the site, or hauling materials or debris from the site.
 - C. The contractor shall carry, during the life of the contract, Property Damage Insurance in an amount not less than \$100,000 to protect them and their subcontractors from all claims for property damage that might arise from operations under this contract.
 - D. Before commencing work, the contractor shall submit evidence of the coverage required above to the City for review and approval. Such evidence shall contain the following cancellation clause: "NO CANCELLATION BEFORE EXPIRATION DATE OF POLICIES LISTED HEREIN ABOVE SHALL BE EFFECTIVE UNLESS THE HOLDER OF THIS CERTIFICATE HAS RECEIVED AT LEAT TEN (10) DAYS PRIOR WRITTEN NOTIFICATIONS OF SAID CANCELLATION." The City will, in writing, identify the policies and indicate approval or disapproval. New policies from other companies shall be provided in place of those disapproved. Such insurance shall be carried with financially responsible insurance companies licensed in the State and approved by the City, and shall be kept in force until the contractor's work is accepted by the City. Contracts of insurance (covering all operations under this contract) that expire before the City accepts the contractor's work will be renewed and evidence submitted to the City for its approval. This may be provided after the bids have been opened, but prior to the signing of the contract.

- E. The Contractor shall also obtain at his own expense, and deliver to the City, an Owner's Protective Liability Insurance Policy naming the City of Moline as insured with the same insurance company with which the contractor carries their Contractor's Public Liability Insurance and Automobile Liability Insurance, and in like amounts. In lieu thereof, The City of Moline shall accept being named as an additional insured on the policy required in Paragraph "B" above and receipt of a duplicate policy. No policy will be accepted which excludes liability for damage to underground structures, or by reason of collapse. At any time during the life of the contract should blasting be required, the contractor will provide additional coverage to the City of Moline.
- F. In case any or all of this work is sublet, the contractor shall require the subcontractor to procure and maintain all insurance under this contract, and in like amounts.
- G. Indemnify the City of Moline – In addition to carrying the above insurance, the contractor and their sureties will indemnify and save harmless the City of Moline and all of its officers, agents and employees, against any claims and liabilities arising from or based on the violation of any law, ordinance, regulation, or order whether by themselves or employees.

SPECIFICATIONS

GENERAL –

1. Change Orders: Any work to be added or deducted from contract amounts, as may be required from time to time, will be completed through a written change order issued by the City of Moline.
2. Payment:
 - i. Successful contractor will be entitled to seven (7) equal monthly payments, with the first invoice submitted no earlier than May 1st of each contract year. Continue to submit bills for the previous month's work no earlier than the first of each month.
 - ii. The sooner monthly billings are submitted, the sooner they will be paid. Expect to wait two to three weeks for bills to be processed and paid.
 - iii. Billings are to be submitted to the City of Moline – Municipal Services Building, 3635 Fourth Avenue, Moline, IL 61265
3. Inspection of Work: City staff will make periodic inspections of all work sites. The contractor may be requested to accompany staff. Inspections may include a walk through, as well as a riding visit.
4. Reporting Problems/Acts of Vandalism: Contractors will report any problems incurred or incidents involving vandalism of City property to the staff contact person, as soon as practical.
5. Hours of Work: Work may not commence earlier than 6:00AM and shall cease at dusk, Monday through Saturday. Sunday work may be permitted, but must be authorized by the City of Moline.
6. Contractor Equipment: All bidders will submit a list of prime equipment to be used. In addition, this list will include back-up equipment available to complete the work. **This information is to be submitted with the sealed bid.** The City of Moline reserves the right to consider this factor, along with price and quality of work performed for other customers, in making the final selection of the successful bidder. (See "Award of Bid" under "I. General conditions.")
7. Protection of City Property: Contractors will exercise the utmost care in preventing damage or destruction of trees, walks, buildings, benches, signs, tree grates, turf, or any other improvements at the various work sites. If a contractor, workman of a contractor, or any other representative of the contractor causes damage to City property, it is the contractor's responsibility to immediately notify the appropriate staff contact person of such damage. **Repair, restoration or replacement of damaged property is the responsibility of the contractor.**

8. Grounds Maintenance Contractors:

- A. All mowing blades or knives will be kept sharpened to ensure leaf blades are cut evenly, not left jagged.
- B. Windrowing of grass clippings is not permitted. Also, any grass clippings discharged upon roadways, streets or sidewalks must be removed by sweeping, mechanical blowers or power vacuums, after each mowing.
- C. Contractors will minimize “rutting” in turf areas. If such occurs, the contractor will repair same within two weeks, weather permitting.
- D. **If the application of herbicides will be used**, contractors will minimize drift and will be responsible for any damages incurred through the use of herbicides. All herbicide application must be approved by the Park Operations Manager prior to application. Contractors are responsible for complying with all laws & regulations concerning herbicide application and for obtaining all required licenses.
- E. Prior to each mowing, the contractor will pick up all loose litter found on the site. **Mowing through or over loose litter is not permitted.**
- F. Written daily reports shall be kept of all maintenance completed and shall be made available to the City upon request.
- G. The Contractor shall keep daily cleaning logs at each restroom.
- H. The Contractor shall employ only workers who are competent and skilled for work under this contract. The City shall, throughout the life of the contract, have the right of reasonable rejection and/or approval of staff assigned to the work by the contractor. If the City rejects one of Contractor's staff, the Contractor must provide replacement staff satisfactory to the City at no additional cost to the City. If, in the opinion of the City, any Contractor employee who is incompetent, disorderly, refuses to perform in accordance with the contract specifications, threatens or uses abusive language while on City property, or is otherwise unsatisfactory, shall be removed immediately from work under this contract upon request of the City.
- I. The Contractor shall have and maintain a zero-tolerance drug policy. The Contractor shall have all workers submit to a drug test at the Contractor's expense at the start of each season. Proof that drug testing has been completed shall be provided to the City.
- J. The Contractor shall have background checks completed on all workers at the Contractor's expense. The background checks shall include a federal criminal check, county of residence criminal check, and sex offender registry

check. Proof that background checks have been completed shall be provided to the City.

- K. No unauthorized person or persons not employees of the Contractor (i.e., spouse, children, brother, sister, friends, etc.) shall be allowed within the immediate work area during the performance of services under this contract.
- L. The Contractor is responsible for any and all damage to any improvement, public or private, which is a result of Contractor's actions and/or inaction. Contractor shall notify City within 24 hours of any damage to any City or private amenities/improvements or property caused by Contractor. Contractor shall repair or replace any damaged improvement to the Park Operations Manager's satisfaction at no cost to the City.
- M. The Contractor shall be solely responsible for the safety and welfare of all Contractors' personnel performing work under this contract. Contractor is solely responsible for advising and educating all personnel to the health hazards associated with this work prior to personnel commencing work under this contract. All work shall be performed with the utmost concern for safety of both the workers and the public.
- N. The Contractor shall have adequate inventory of materials used in the performance of this contract. Contractor shall provide all supplies necessary to accomplish the required services. Cleaning supplies shall conform to contract requirements and industry standards for the type of cleaning being accomplished. The Contractor shall submit a list of supplies and their respective Material Safety Data Sheets to the Park Operations Manager.
- O. The Contractor shall ensure that all items of possible personal or monetary value found by Contractor/Contractor's employees are turned in to the Park Operations Manager.

Special Provisions - Standards of Performance

1. All other portions of these special provisions notwithstanding, it is intent of these special provisions that the Contractor provide a level of maintenance that will present the streets, medians, parks and other landscape/open space areas in an attractive, desirable, neat and trim appearance at all times. It is the intent to call for the highest level of quality in maintenance compatible with standard maintenance practices and modern techniques accepted by the industry. The Contractor agrees to maintain all designated park areas covered by these special provisions at this level. The Park Operations Manager or designee(s) shall be the sole judge as to whether the Contractor's work conforms to the specifications.

2. It is the intent of these specifications that all work is to be performed by the Contractor's forces. The Contractor shall obtain City approval before subcontracting any part of this work.
3. The Contractor and the Contractor's personnel shall present a neat appearance. Contractor and Contractor's employee(s) shall wear an ANSI Class II high-visibility vest which clearly identifies the Contractor's company. Personnel not so attired shall not be permitted to work under this contract until properly uniformed. The uniform shall be consistent for all workers and shall be worn at all times while performing maintenance under this contract. Uniforms shall be kept in a neat, clean and orderly manner.
4. All Contractor's maintenance vehicles, or vehicles of those persons representing the Contractor, shall be in proper working order and in a good state of repair, and shall clearly present the Contractor's company name, address, and telephone number of local office.
5. The Contractor shall use equipment of the quality, size, and durability normally used in the industry for the performance of similar services. The Park Operations Manager shall periodically inspect the Contractor's equipment to ensure its serviceability, safety and performance. Equipment determined not to be in compliance will be removed and replaced with suitable equipment.
6. The Contractor shall provide at their own risk, all labor, materials, supervision, tools, equipment, insurance, storage, transportation, hauling, dumping, proper protection and all other items needed, or as directed to perform the work described in the specifications.
7. The Contractor shall employ a sufficient number of staff to ensure performance of the work described. All work shall be performed by experienced staff directly employed by the Contractor. The Contractor shall provide management and technical supervision through competent supervisors as required to implement modern methods and newly developed maintenance procedures. The Contractor shall be responsible for the skills, methods, and actions of Contractor's employees and for all work.
8. All work shall be performed with the utmost concern for safety of both the workers and the public.
9. Contractor and Contractor's staff must be able to work with a minimum of supervision. These specifications describe the areas of work and the expected appearance of the areas upon completion of maintenance tasks.
10. Contractor is expected to be familiar with all areas and locations of the work and if they are not, shall have those questions answered before commencing work on this contract. Good, two-way communication between Contractor and City is paramount to good stewardship of park and landscape resources and essential for successful contract fulfillment.

GROUNDS MAINTENANCE SPECIFICATIONS

CITY PARKS

Please refer to the “City Parks,” which is part of the specifications.

1. Grounds/facilities maintenance work shall be completed during the growing season. For the purpose of this contract, the growing season is defined as April 1st through October 31st, annually.
2. Base Bid: City Parks are to be mown on a seven (7) calendar day cycle. All trash is to be removed from the grounds prior to each mowing. All trash is to be emptied from the trash receptacles five (5) days a week on Mondays, Wednesdays, Fridays, Saturdays, and Sundays. All trash receptacle liners shall be provided by the Contractor at no additional cost to the City. All City Park Restrooms are to be cleaned and supplies restocked daily. All cleaning materials and restroom supplies shall be provided by the Contractor at no additional cost to the City. All mower equipment will be kept at a mower blade height of 3 inches.
3. Base Bid: The finish trimming frequency is to be done once every seven (7) calendar days (along with a mowing cycle). Velie Park hill shall be trimmed once every twenty-one (21) days.
4. Prior to each mowing, all litter, debris & trash in and around the mowing areas shall be picked up and disposed of properly at the Contractor’s expense. Any litter, debris or trash that is mowed over shall be picked up immediately.
5. Contractor’s employees shall ensure that all grounds, parking lots and playgrounds are kept free of litter, debris and loose trash each day they are present to clean restrooms and remove trash.
6. All trimming is to be done by mechanical means such as filament trimmers or trim mowers. Trimming is defined as areas along or around trees, shrubs, grave markers (including flush/flat markers), memorial markers, curbs, signs, poles, water hydrants, sidewalks, steps, parking lot stripes, etc., out a distance of six (6) inches. All curbs are to be kept trimmed. Cuttings or trimmings are to be removed from sidewalks, roadways and parking lots by power sweeping, vacuuming or hand blowers. Under no circumstances shall a Contractor blow any debris into the street, gutter, and/or storm drains and allow it to remain. Herbicides may be applied to reduce trimming requirements except around grave markers and memorial markers.
7. Volunteer trees or shrubs will be removed during each occurrence of hand trimming.
8. Any trees or shrubs that interfere with mowing and need to be trimmed shall be the responsibility of the contractor. Before work commences, the Park Operations Manager shall

be notified. Proper pruning procedures shall be followed and the contractor will dispose of the trimmed materials. Trees are to be kept free of suckers around the base of the tree.

9. At any given time, the City of Moline may ask for a special mow and trim out of sequence. Contractors are to complete the Extra Mow and Trim per Time Section of the Bid Form.
10. Should flowers be planted in any area currently indicated as a green-space; the contractor shall trim around each planted area.
11. From time to time, there may be complaints from residents/park patrons, concerning mowing and trimming. The contractor will have 48 hours to address the complaint, if not in compliance with the contract specifications.
12. Millennium Park (7801 34th Avenue) has shared maintenance responsibilities with the City of East Moline. East Moline is responsible for all maintenance through 2014. The City of Moline is responsible for the maintenance of Millennium Park in 2015. Therefore, Contractors shall only submit bid pricing for Millennium Park for the year of 2015.

LIST OF CITY OF MOLINE PARKS

48th Street Field - 5301 48th Street

- Approximately 8 mowed acres
- 2 trash receptacles

Bass Street Landing – 1701 1st Avenue

- Approximately 1.5 mowed acres

Ben Butterworth Memorial Parkway – 3301 to 4913 River Drive

- Approximately 17 mowed acres
- 24 trash receptacles
- 3 restrooms
- 2 large shelters

Browning Park – 1618 21st Avenue

- Approximately 2 mowed acres
- 6 trash receptacles
- 1 restroom
- 1 shelter

Butterworth Park – 1500 8th Avenue

- Approximately 2 mowed acres
- 2 trash receptacles

East End Park – 4631 5th Avenue

- Approximately 1.75 mowed acres
- 3 trash receptacles
- 1 restroom
- 1 shelter

Floraciente Triangle – 5th Avenue & 6th Street

- Approximately 0.25 mowed acres

Greenvalley Nature Preserve – 5301 41st Street

- Approximately 8 mowed acres

Harold's Landing – 2460 North Shore Drive

- Approximately 6 mowed acres
- 5 trash receptacles
- 1 restroom

Jefferson Park – 3010 26th Avenue Court

- Approximately 11 mowed acres

Karstens Park – 2200 5th Street

- Approximately 2.25 mowed acres
- 5 trash receptacles
- 1 restroom

Kiwanis Park – 1301 18th Street

- Approximately 1 mowed acre
- 2 trash receptacles
- 1 shelter

McCandless Park – 102 7th Avenue

- Approximately 4 mowed acres
- 6 trash receptacles
- 1 restroom
- 1 shelter

Meersman Park – 2400 34th Street

- Approximately 1 mowed acre

Millennium Park – 7801 34th Avenue – only 2015

- Approximately 5.5 mowed acres
- 7 trash receptacles
- 1 restroom
- 1 shelter

Miss Patties Park – 800 Orchard Hill Boulevard

- Approximately 4 mowed acres
- 4 trash receptacles
- 1 restroom

Old Greenvalley Park – 5910 52nd Avenue

- Approximately 10.5 mowed acres
- 6 trash receptacles

Optimist Park – 2525 18th Avenue A

- Approximately 0.75 mowed acres
- 2 trash receptacles

Peterson Park – 3651 8th Avenue

- Approximately 2.5 mowed acres
- 9 trash receptacles
- 1 restroom
- 1 shelter

Prospect Park – 3100 Park 16th Street

- Approximately 20 mowed acres

- 18 trash receptacles
- 14 disc golf trash receptacles
- 2 restrooms
- 2 shelters

Ralph Birks Bike Trail – 1st Avenue & 1st Street along the Mississippi up to the I-Wireless

Parking lot

- Approximately 7 mowed acres
- 3 trash receptacles

Riverside Park – 3300 5th Avenue

- Approximately 41.5 mowed acres (Little League mows their fields and between their fields)
- 42 trash receptacles
- 2 restrooms
- 2 shelters

Stephens Park – 531 15th Avenue

- Approximately 16 mowed acres
- 18 trash receptacles
- 3 restrooms
- 2 shelters

Stephens Square – 601 19th Street

- Approximately 1 mowed acre
- 4 trash receptacles

Sylvan Island – 1 2nd Street

- Approximately 6 mowed acres
- 5 trash receptacles

Sylvan Gateway Park – 101 1st Avenue

- Approximately 1.5 mowed acres
- 6 trash receptacles
- 1 restroom
- 1 shelter

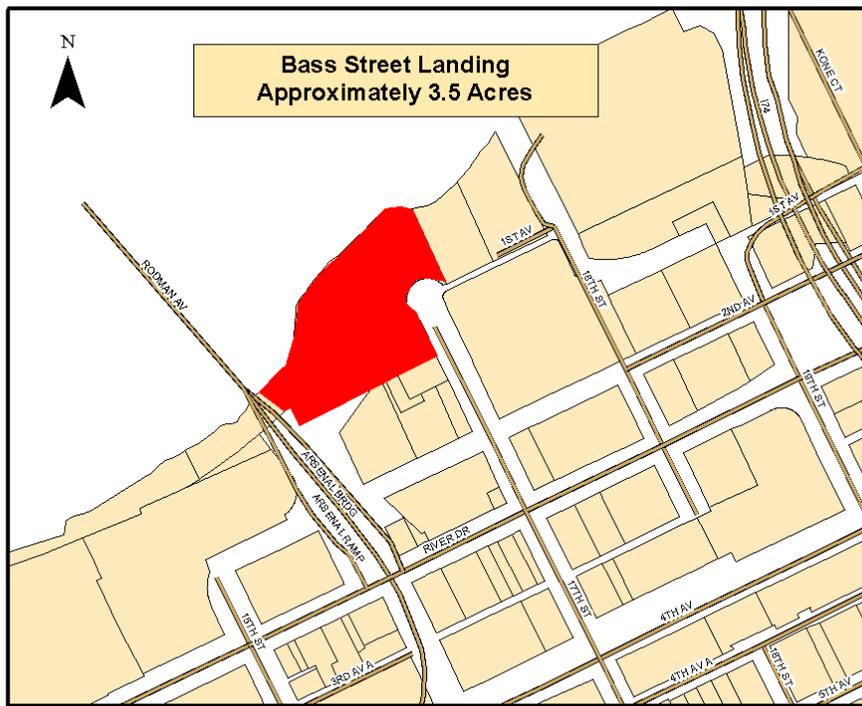
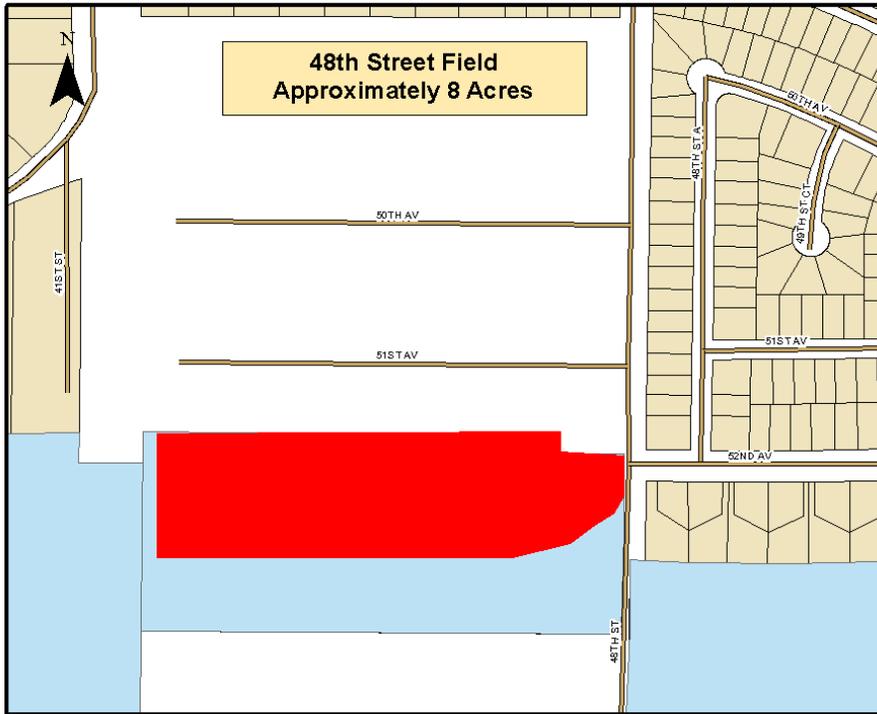
Velie Park – 601 11th Street

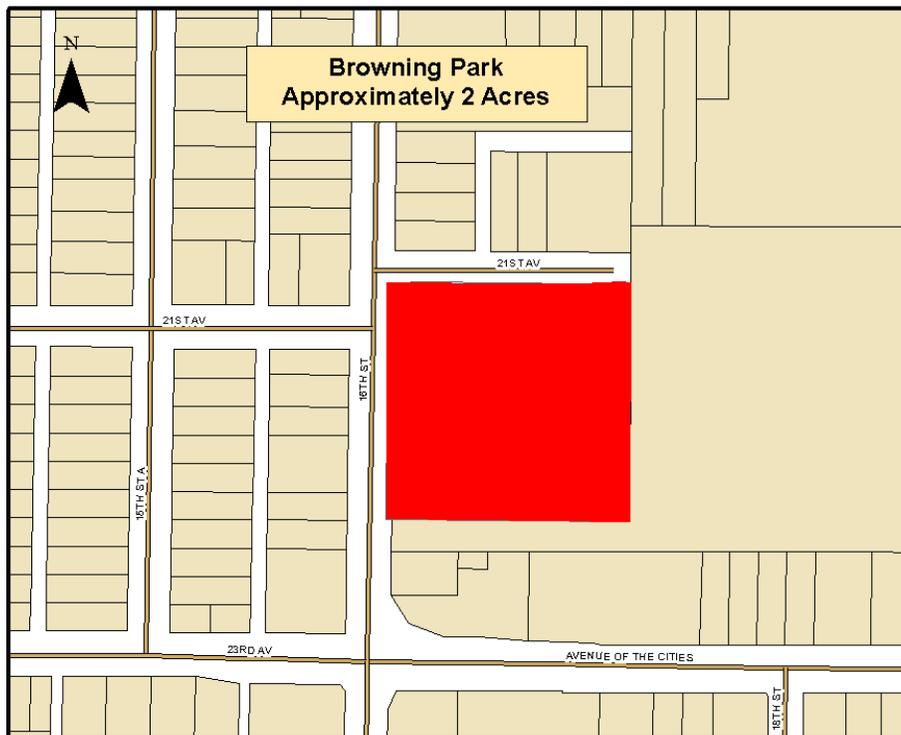
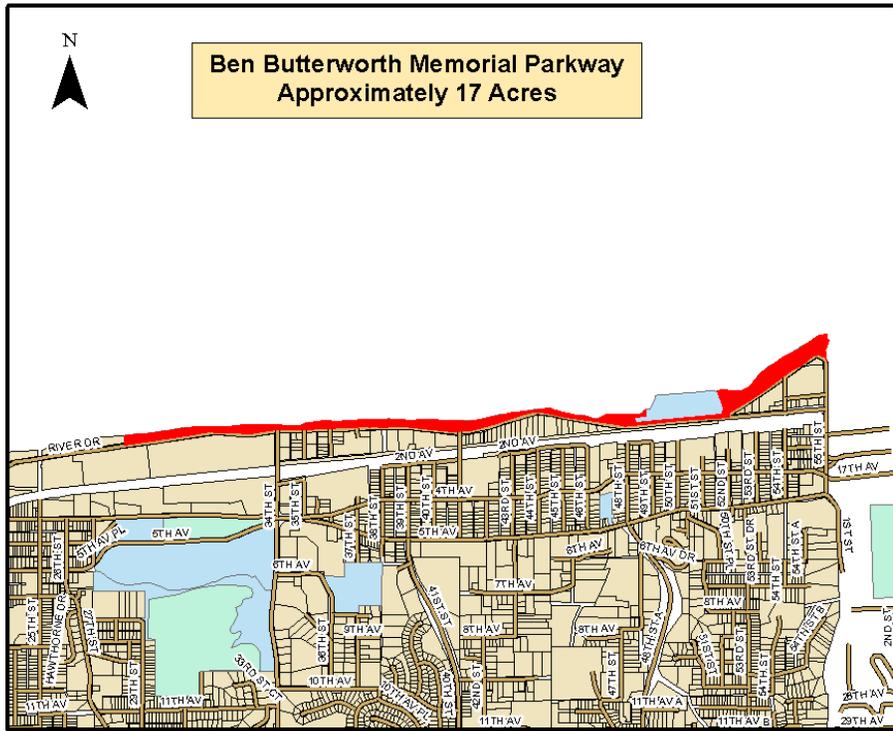
- Approximately 4.5 mowed acres
- 3 trash receptacles

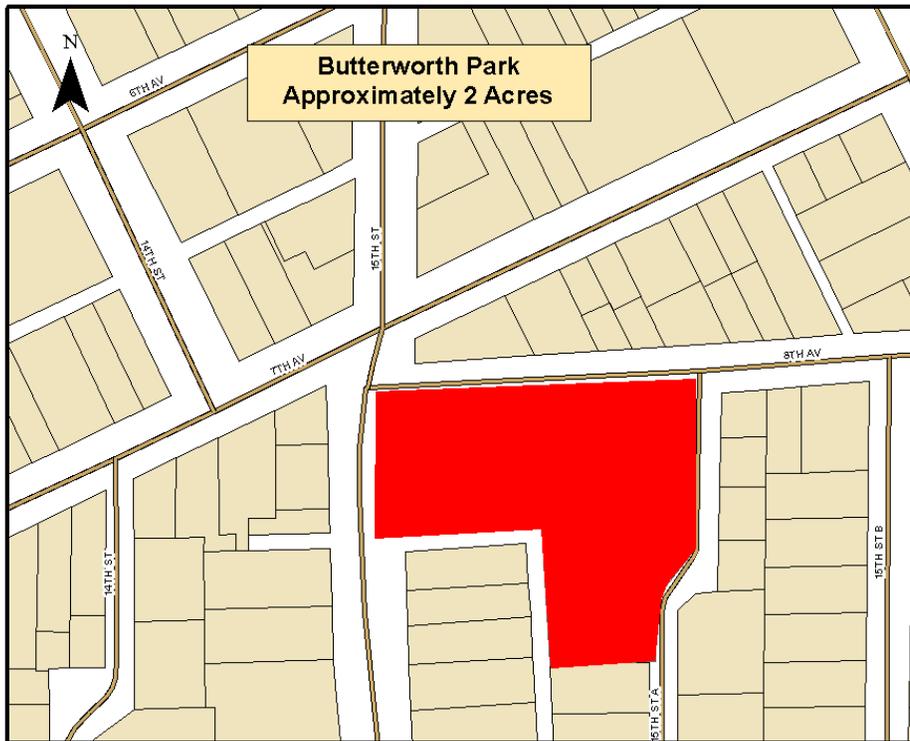
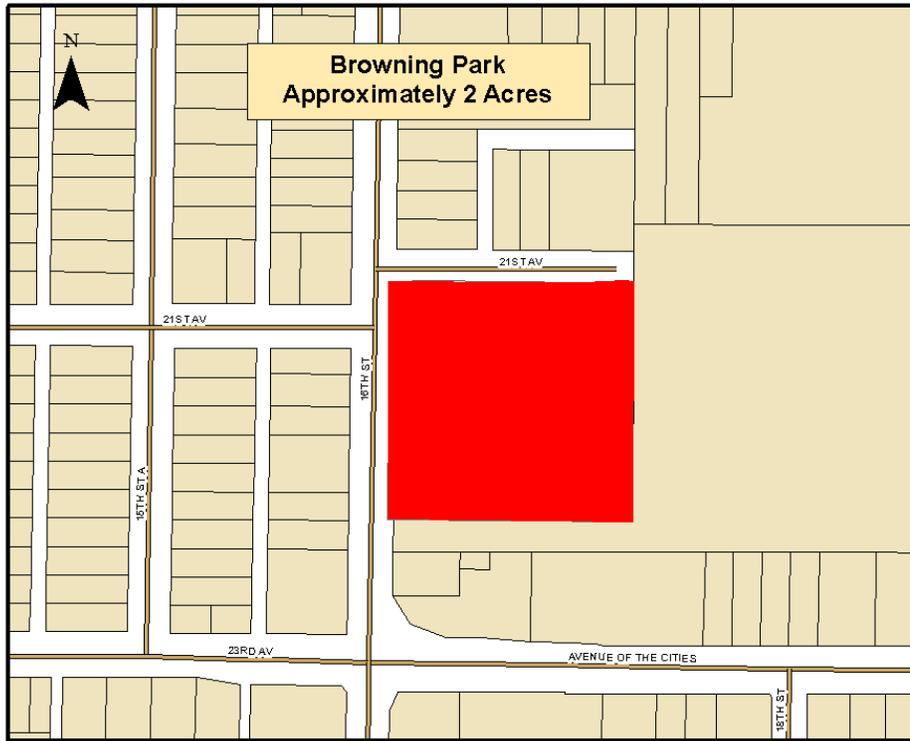
Veterans Parkway – 5910 52nd Avenue

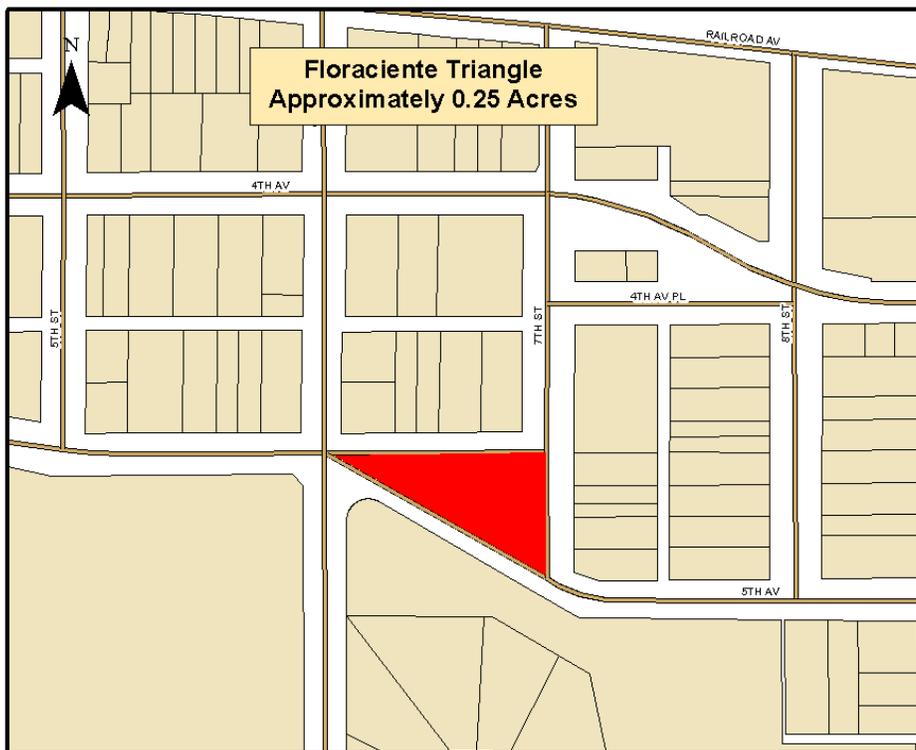
- Approximately 7 mowed acres
- 6 trash receptacles

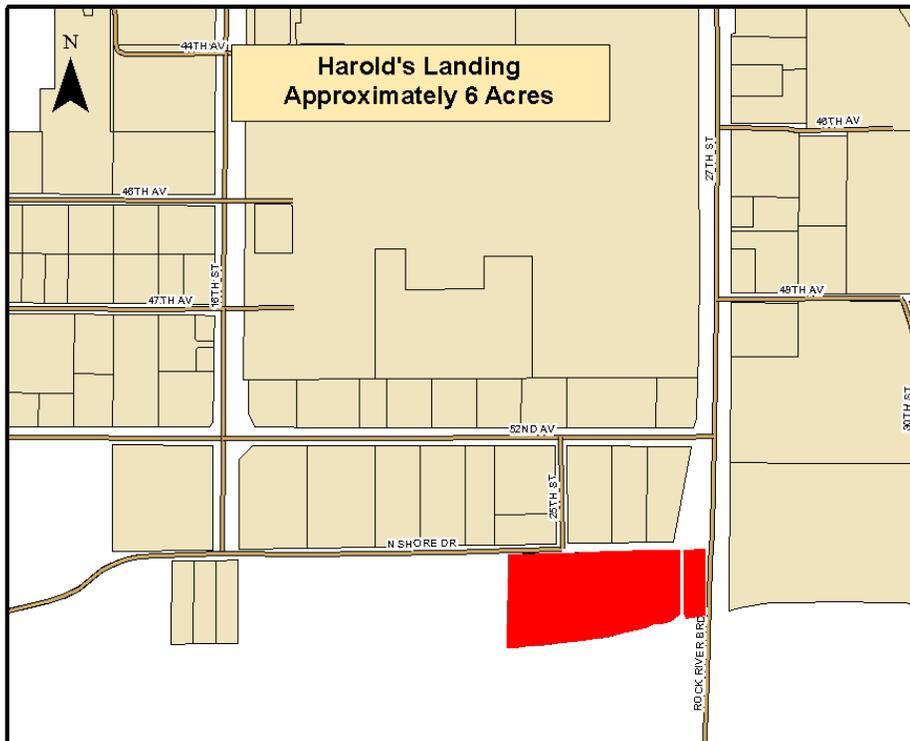
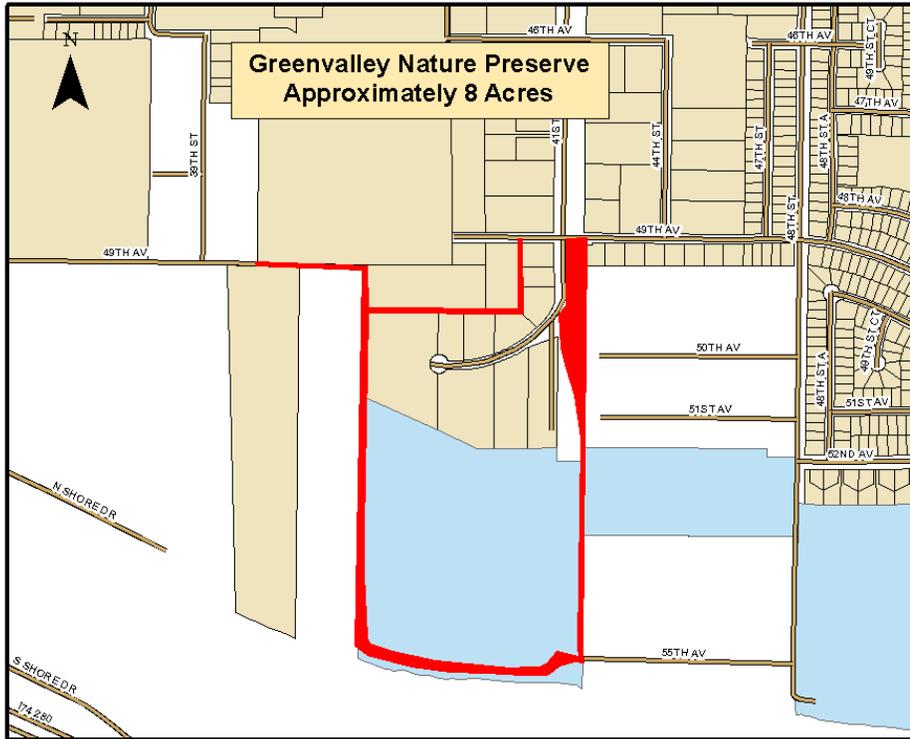
MAPS OF MOLINE PARKS

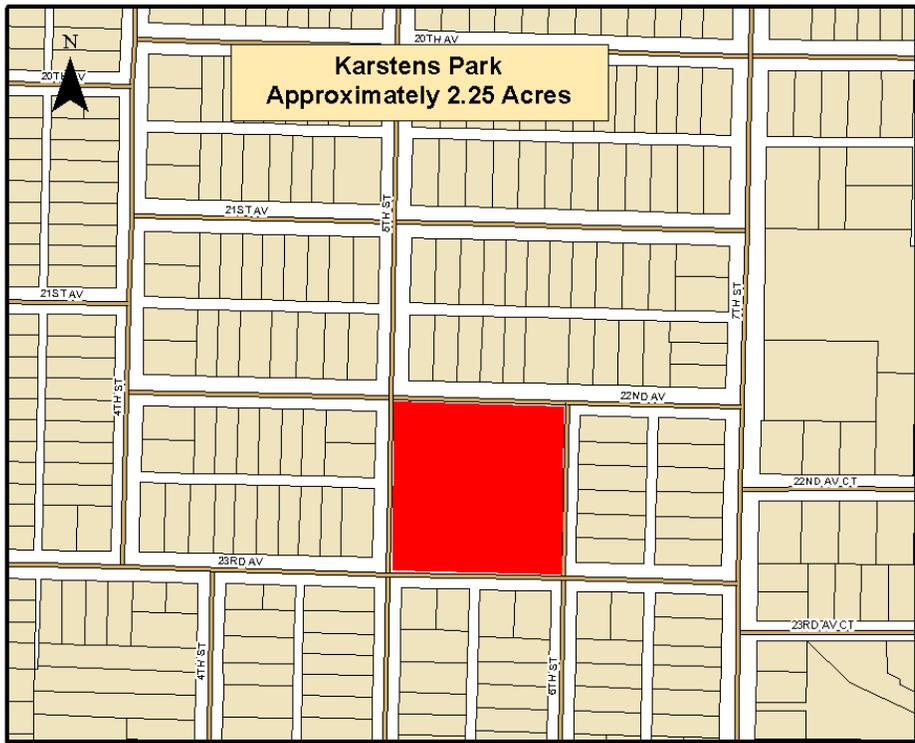
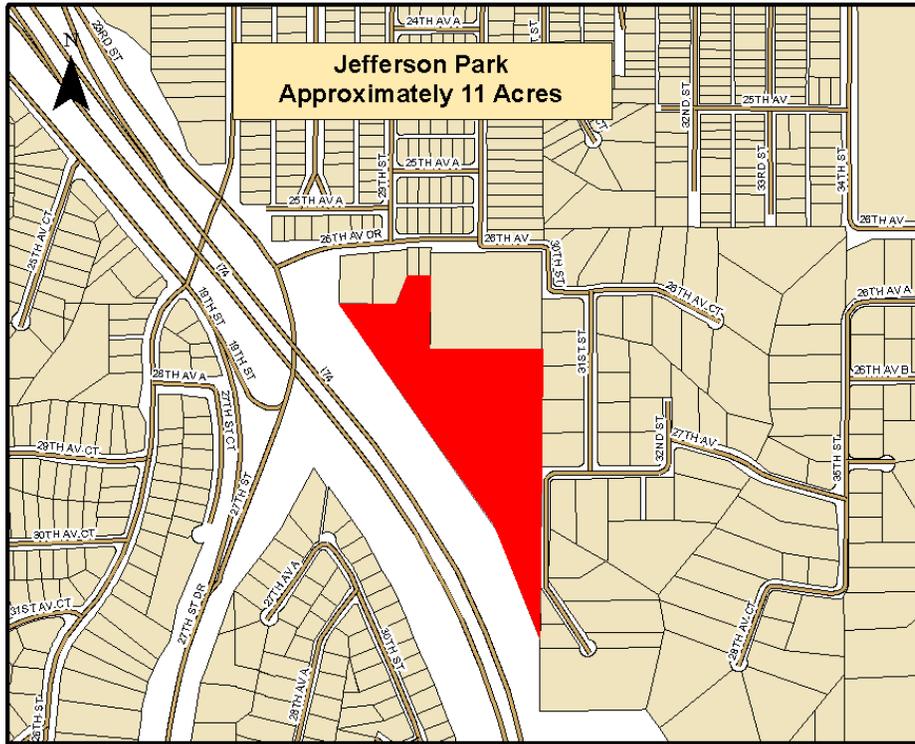


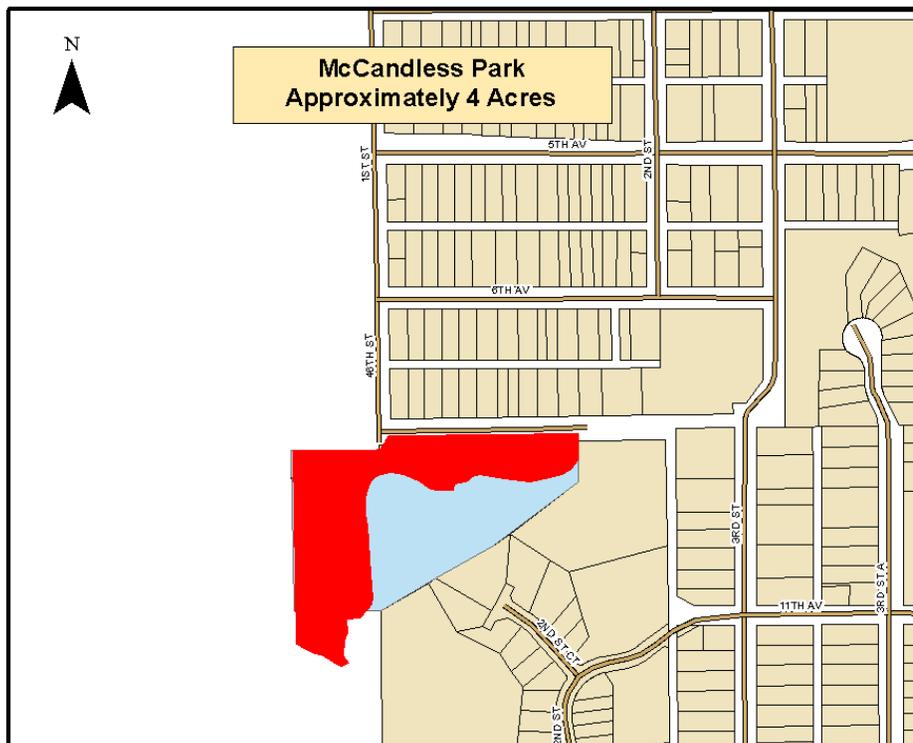


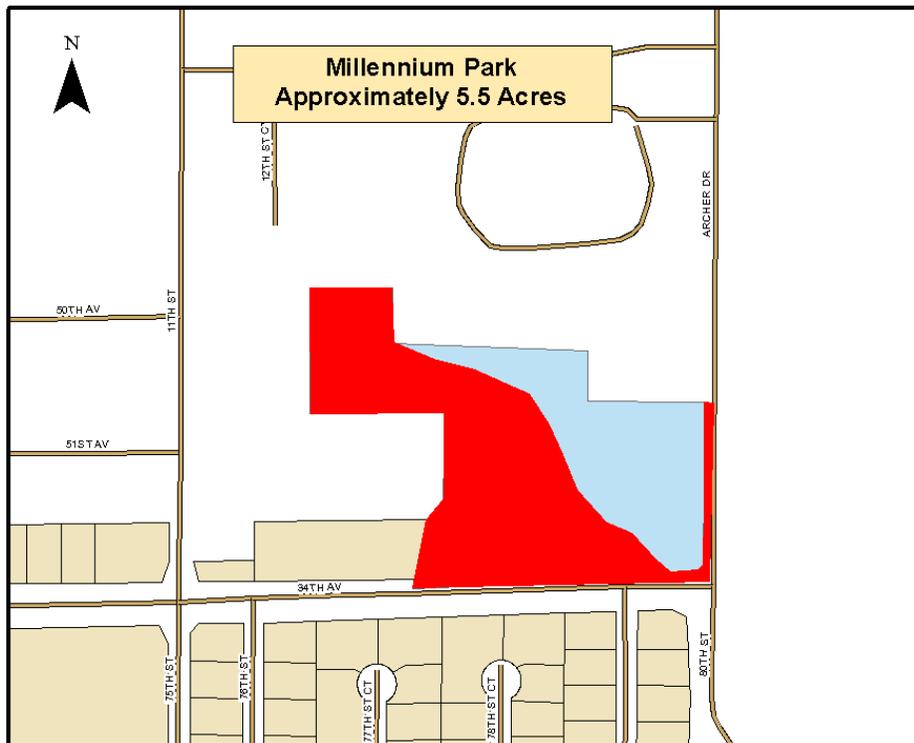
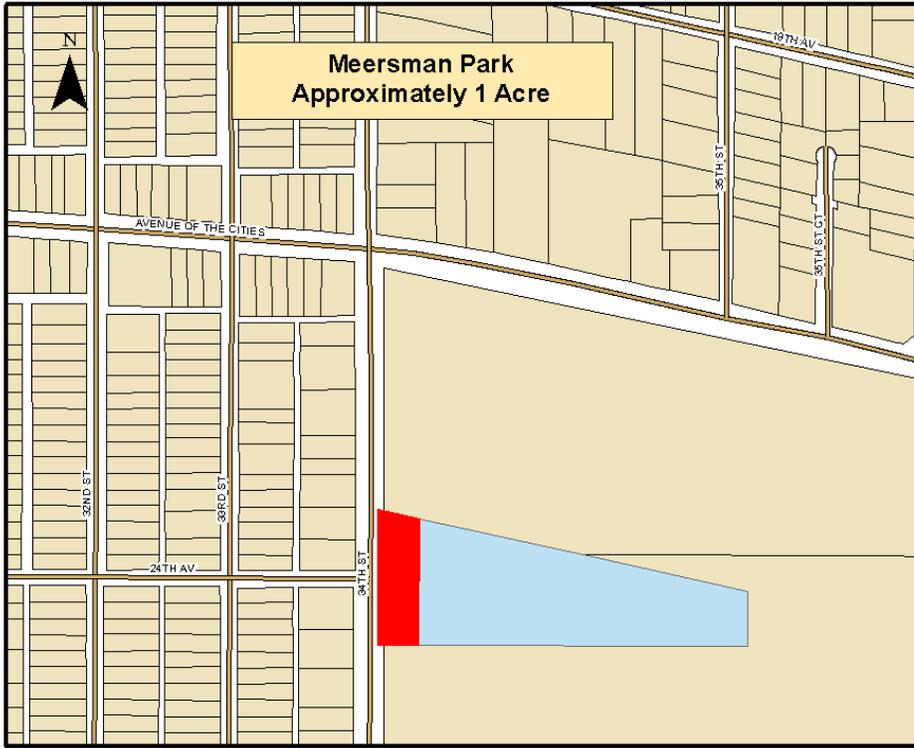


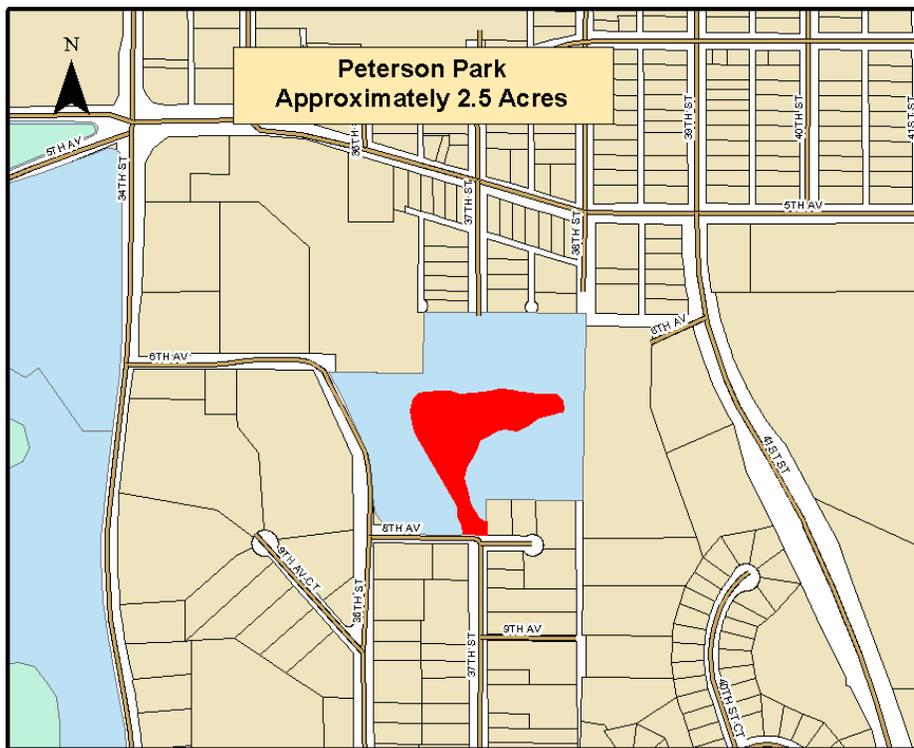
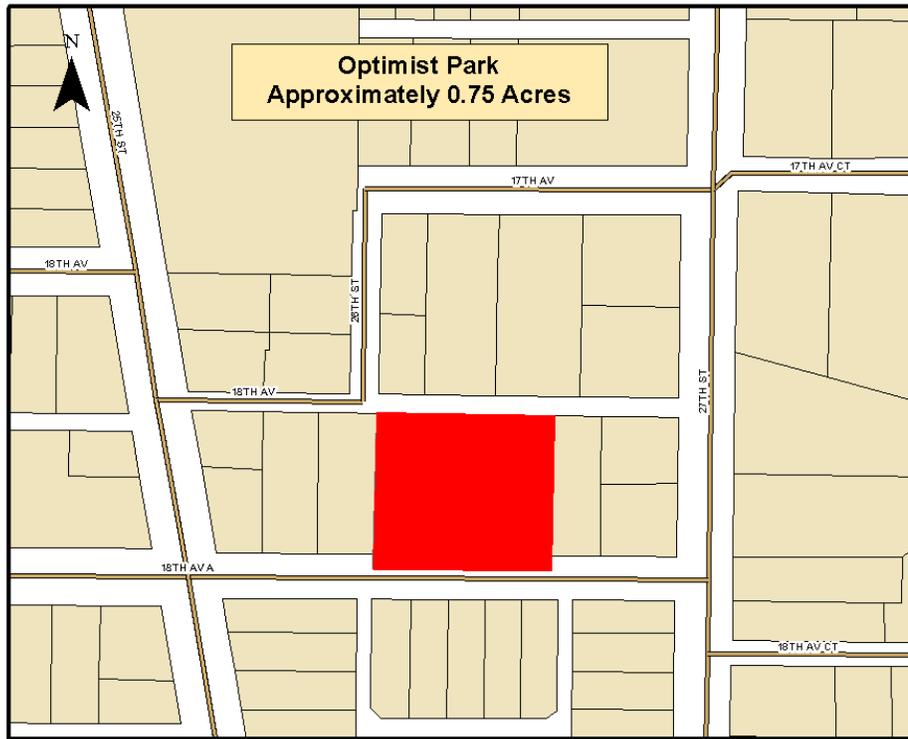


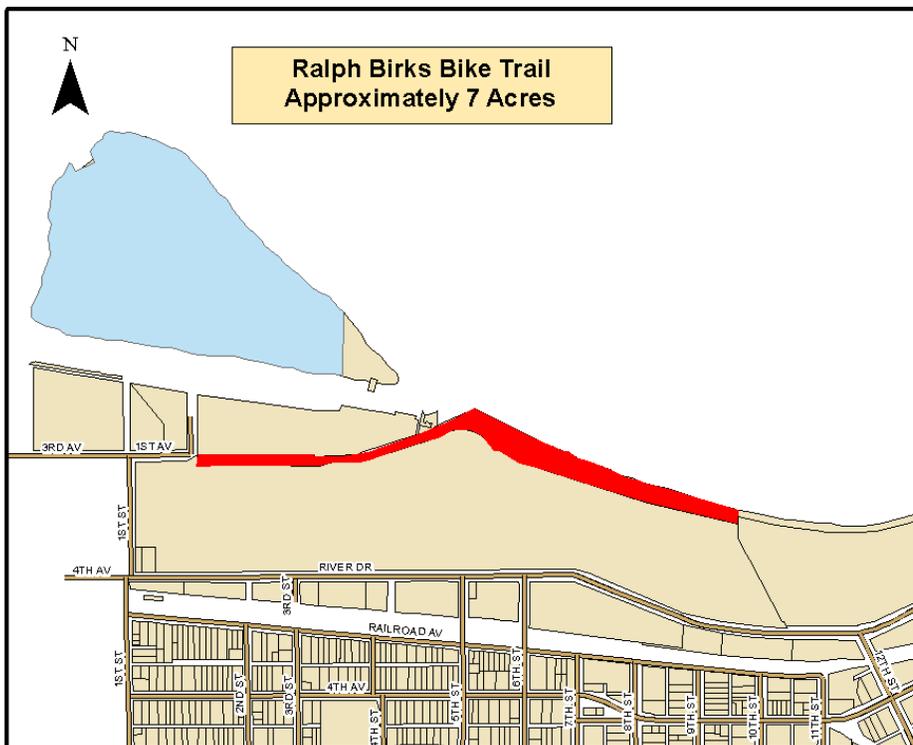
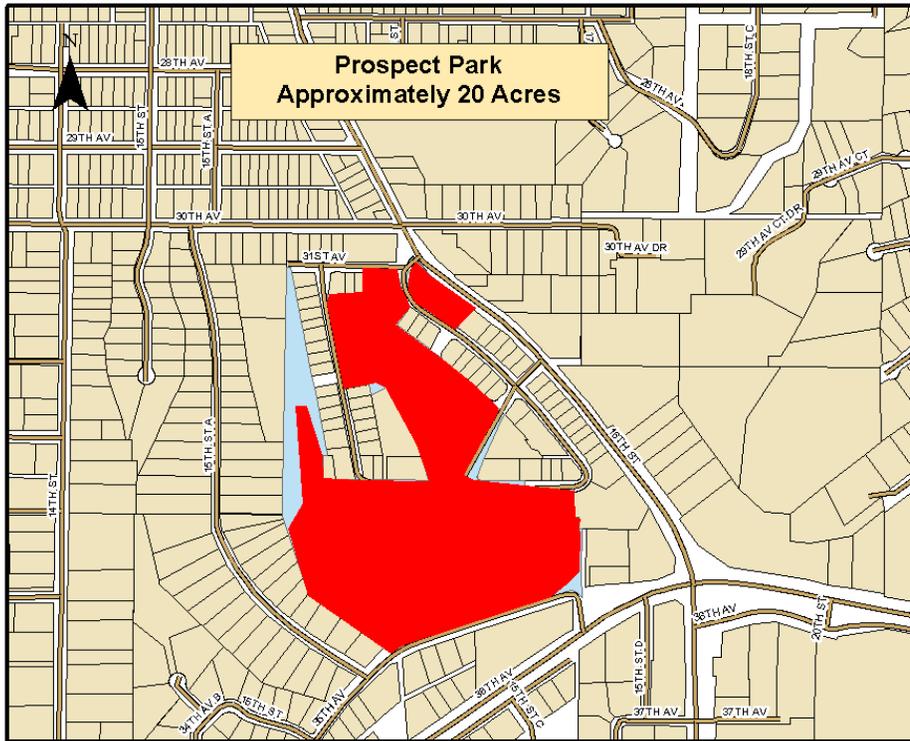


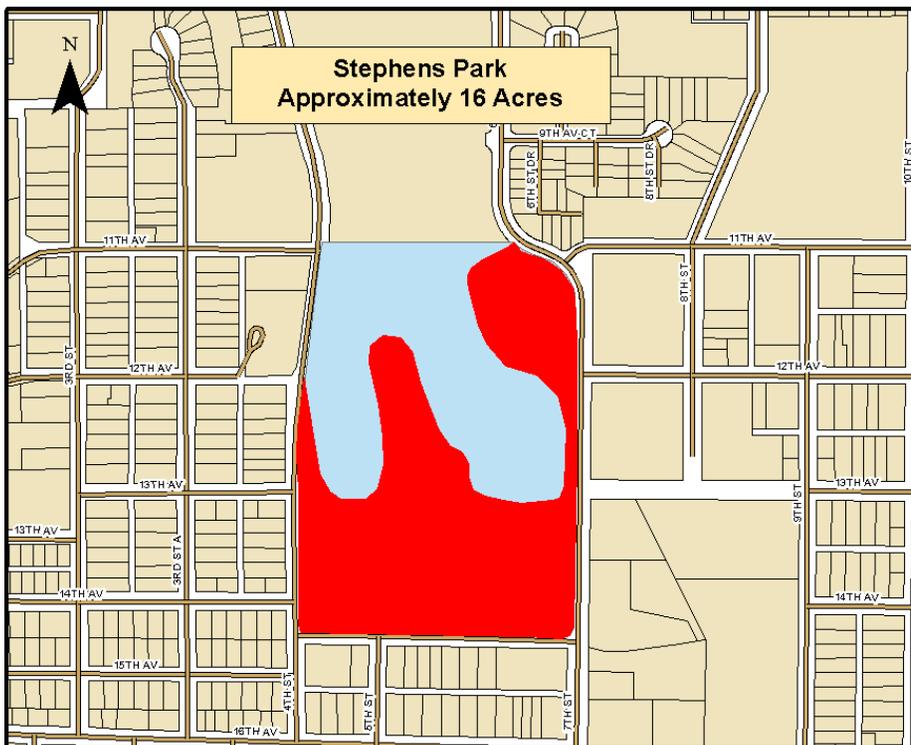
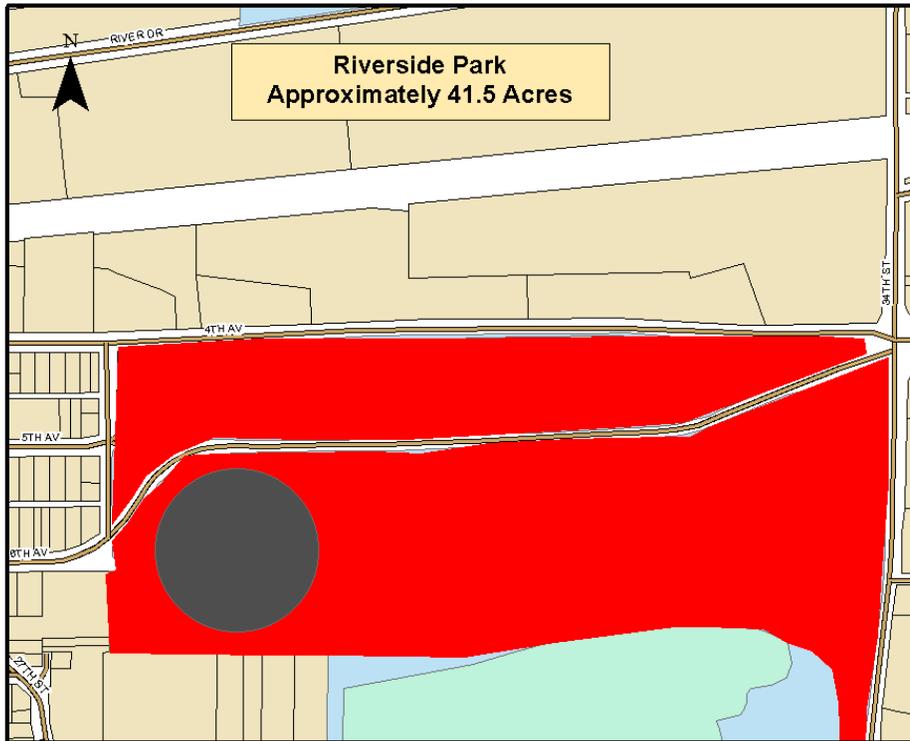


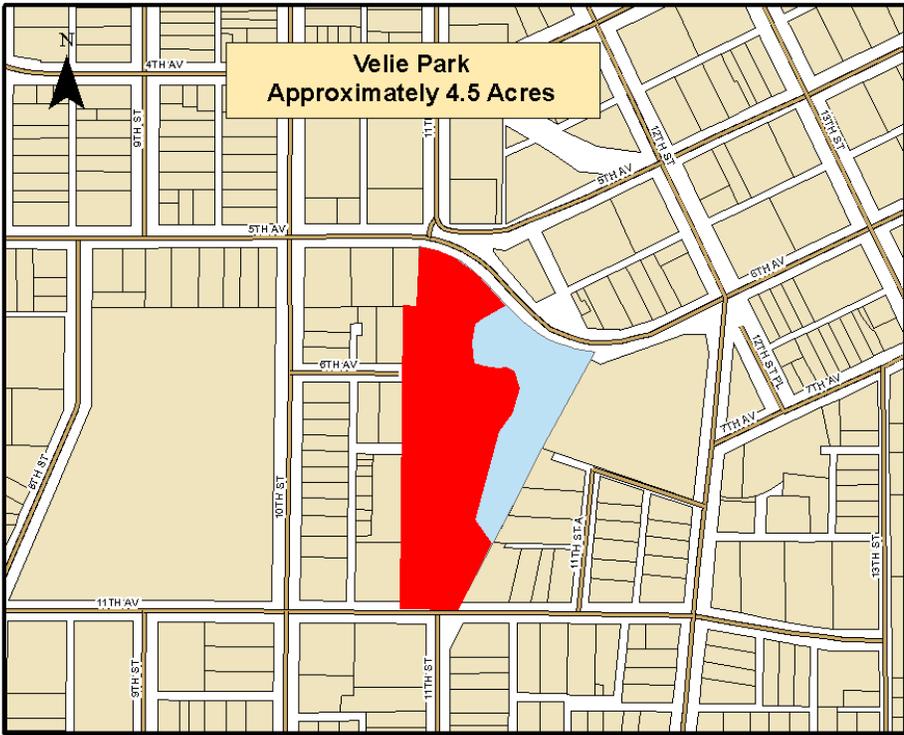


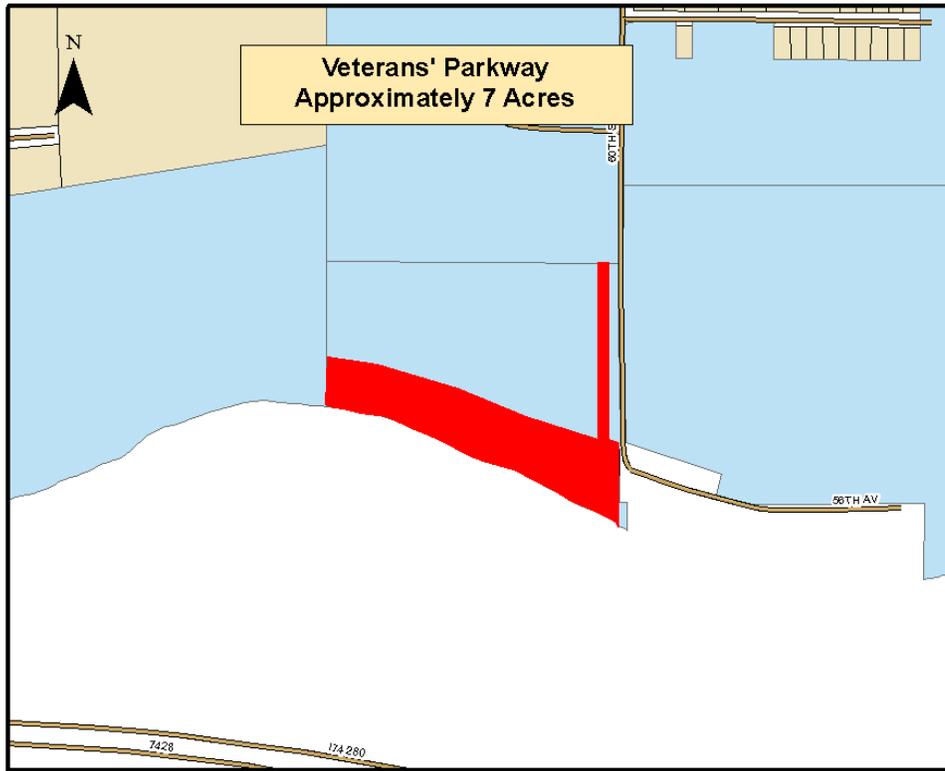












GROUNDS MAINTENANCE SPECIFICATIONS

CITY CEMETERIES

Please refer to the “City Cemeteries,” which is part of the specifications.

1. Grounds maintenance work shall be completed during the growing season. For the purpose of this contract, the growing season is defined as April 1st through October 31st, annually.
2. Base Proposal: City Cemeteries are to be mown on a seven (7) calendar day cycle. All trash is to be removed from the grounds prior to each mowing. All mower equipment will be kept at a mower blade height of 3 inches. Mowing/grounds maintenance work shall not interfere with memorial services. Particular attention to maintenance quality shall be given for holidays (Mother’s Day, Memorial Day, Father’s Day, 4th of July, Labor Day, etc.). Flowers and other grave decorations shall not be removed by the contractors.
3. Base Proposal: The finish trimming frequency is to be done once every seven (7) calendar days (along with a mowing cycle). Riverside Cemetery terraces shall be trimmed once every twenty-one (21) days.
4. Prior to each mowing, all litter, debris & trash in and around the mowing areas shall be picked up and disposed of properly at the Contractor’s expense. Any litter, debris or trash that is mowed over shall be picked up immediately.
5. All trimming is to be done by mechanical means such as filament trimmers or trim mowers. Trimming is defined as areas along or around trees, shrubs, grave markers (including flush/flat markers), memorial markers, curbs, signs, poles, water hydrants, sidewalks, steps, parking lot stripes, etc., out a distance of six (6) inches. All curbs are to be kept trimmed. Cuttings or trimmings are to be removed from sidewalks, roadways and parking lots by power sweeping, vacuuming or hand blowers. Herbicides may be applied to reduce trimming requirements except around grave markers and memorial markers.
6. Volunteer trees or shrubs will be removed during each occurrence of hand trimming.
7. Any trees or shrubs that interfere with mowing and need to be trimmed shall be the responsibility of the contractor. Before work commences, the Park Operations Manager shall be notified. Proper pruning procedures shall be followed and the contractor will dispose of the trimmed materials. Trees are to be kept free of suckers around the base of the tree.
8. At any given time, the City of Moline may ask for a special mow and trim out of sequence. Contractors are to complete the Extra Mow and Trim per Time Section of the Proposal Form.
9. Should flowers be planted in any area currently indicated as a green-space; the contractor shall trim around each planted area.

10. From time to time, there may be complaints from residents/park patrons, concerning mowing and trimming. The contractor will have 48 hours to address the complaint, if not in compliance with the contract specifications.

LIST OF CITY OF MOLINE CEMETERIES

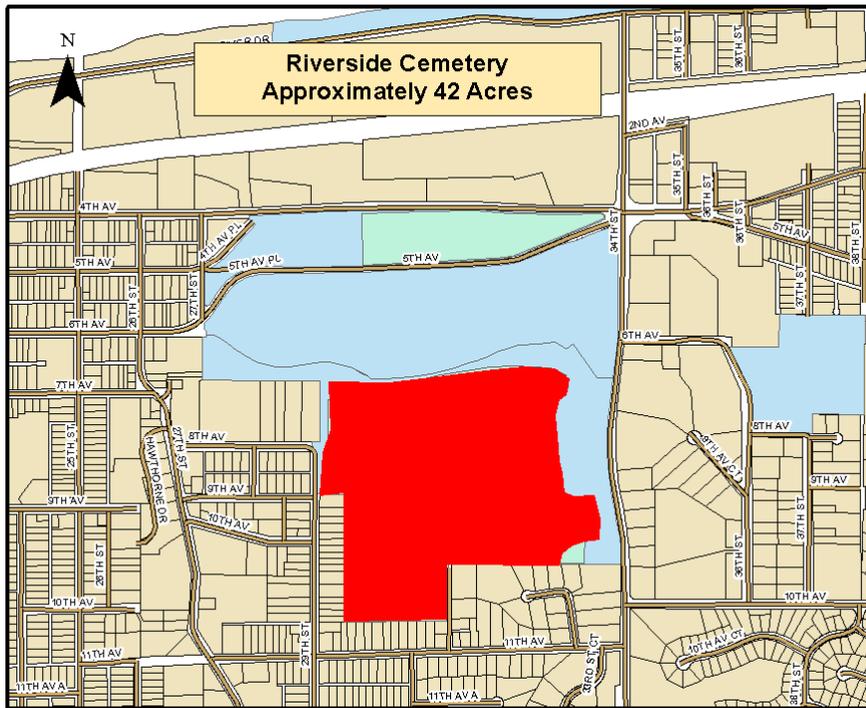
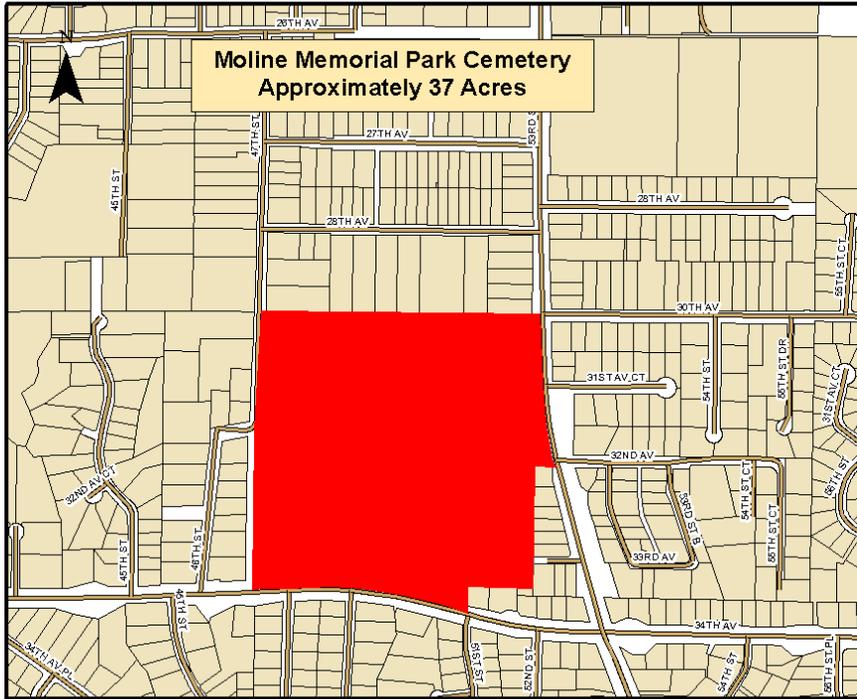
Moline Memorial Park and Cemetery – 5001 34th Avenue

- Approximately 37 mowed acres
- 12 trash receptacles

Riverside Cemetery – 800 29th Street

- Approximately 42 mowed acres
- 12 trash receptacles

MAPS OF CITY OF MOLINE CEMETERIES



GROUNDS MAINTENANCE SPECIFICATIONS

OTHER CITY PROPERTIES

Please refer to the “Other City Properties,” which is part of the specifications.

1. Grounds maintenance work shall be completed during the growing season. For the purpose of this contract, the growing season is defined as April 1st through October 31st, annually.
2. Base Proposal: Other City Properties are to be mown on a seven (7) calendar day cycle. All trash is to be removed from the grounds prior to each mowing. All mower equipment will be kept at a mower blade height of 3 inches.
3. Base Proposal: The finish trimming frequency is to be done once every seven (7) calendar days (along with a mowing cycle).
4. Prior to each mowing, all litter, debris & trash in and around the mowing areas shall be picked up and disposed of properly at the Contractor’s expense. Any litter, debris or trash that is mowed over shall be picked up immediately.
5. All trimming is to be done by mechanical means such as filament trimmers or trim mowers. Trimming is defined as areas along or around trees, shrubs, grave markers (including flush/flat markers), memorial markers, curbs, signs, poles, water hydrants, sidewalks, steps, parking lot stripes, etc., out a distance of six (6) inches. All curbs are to be kept trimmed. Cuttings or trimmings are to be removed from sidewalks, roadways and parking lots by power sweeping, vacuuming or hand blowers. Herbicides may be applied to reduce trimming requirements except around grave markers and memorial markers.
6. Volunteer trees or shrubs will be removed during each occurrence of hand trimming.
7. Any trees or shrubs that interfere with mowing and need to be trimmed shall be the responsibility of the contractor. Before work commences, the Park Operations Manager shall be notified. Proper pruning procedures shall be followed and the contractor will dispose of the trimmed materials. Trees are to be kept free of suckers around the base of the tree.
8. At any given time, the City of Moline may ask for a special mow and trim out of sequence. Contractors are to complete the Extra Mow and Trim per Time Section of the Proposal Form.
9. Should flowers be planted in any area currently indicated as a green-space; the contractor shall trim around each planted area.
10. From time to time, there may be complaints from residents/park patrons, concerning mowing and trimming. The contractor will have 48 hours to address the complaint, if not in compliance with the contract specifications.

LIST OF OTHER CITY PROPERTIES

Heritage Ditch

- 51st Street – 44th to 47th Avenue

Moline Public Library

- 3210 41st Street

3700 12th Avenue

- ROW on North and South sides of 12th Avenue

4th and 4th COP West

- 402 4th Avenue

Boulevard -12th Avenue East of 19th Street

- ROW on North and South sides of 12th Avenue

City Lot – 10th Street and 21st Avenue

- 926 19th Avenue

City Lot – Avenue of the Cities and 23rd Street A

- 2331 Avenue of the Cities

City Parking Lot – 19th Avenue and 16th Street

- 1900 16th Street

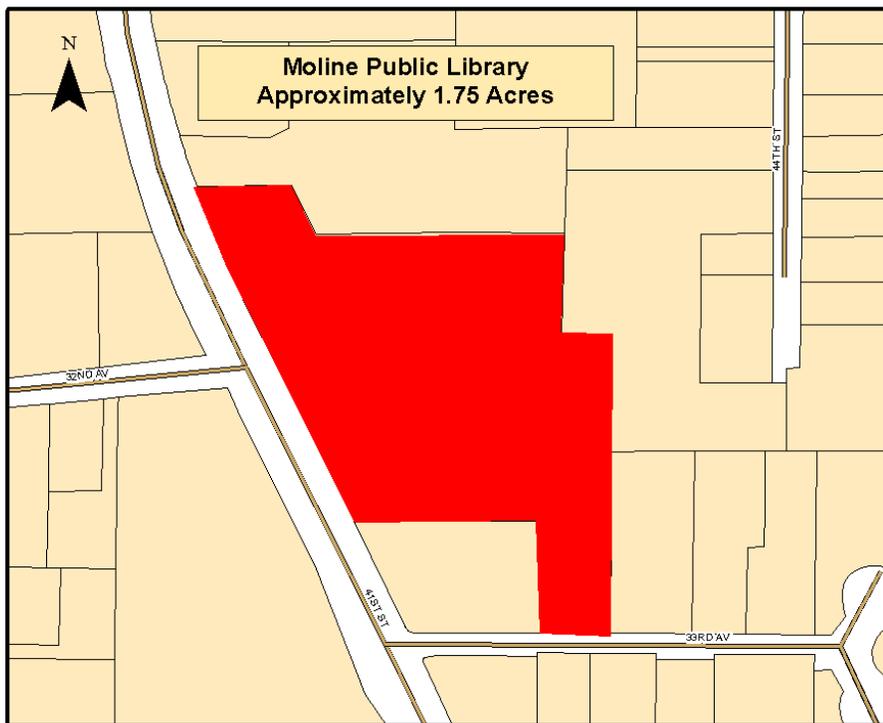
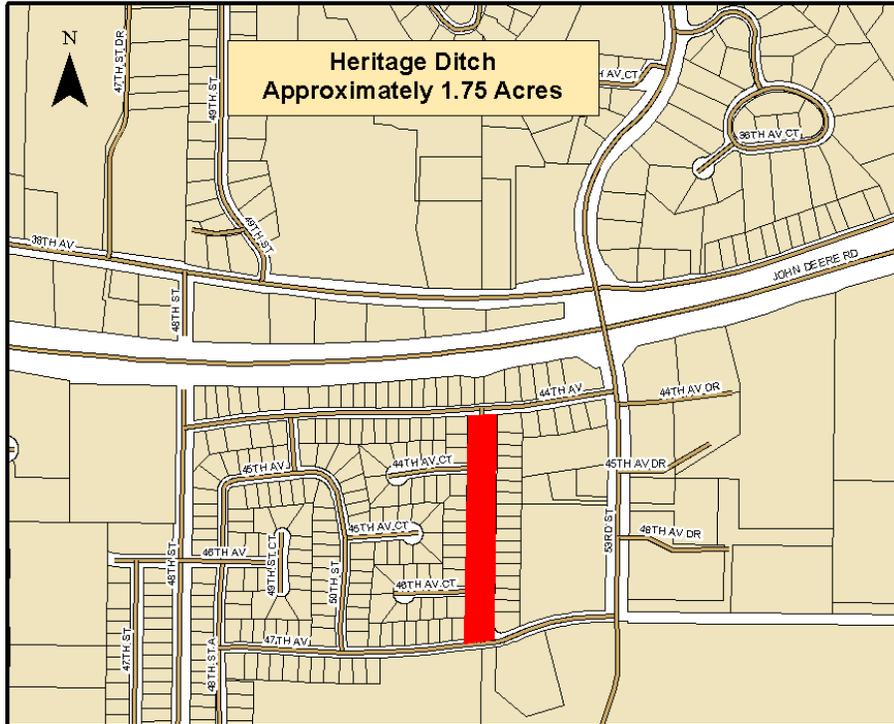
City Parking Lot – 31st Street South of Avenue of the Cities

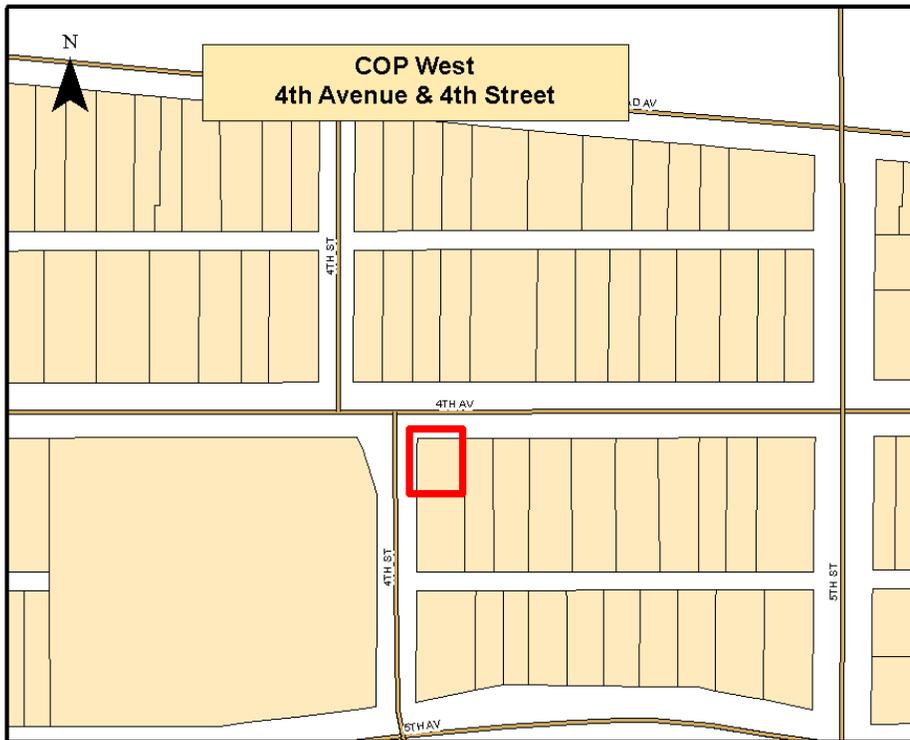
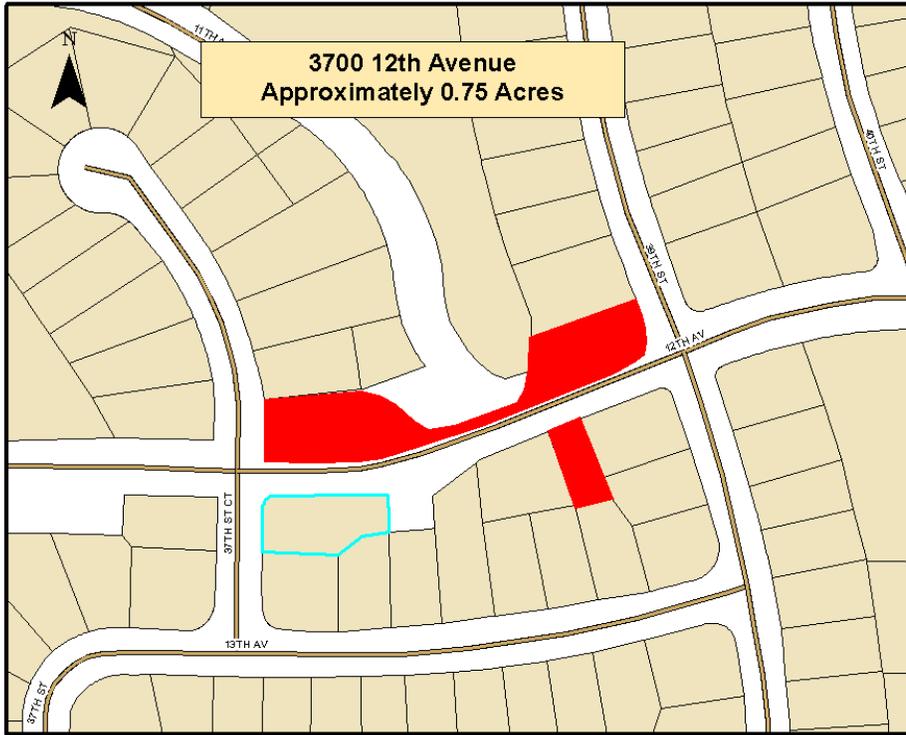
- 2320 31st Street

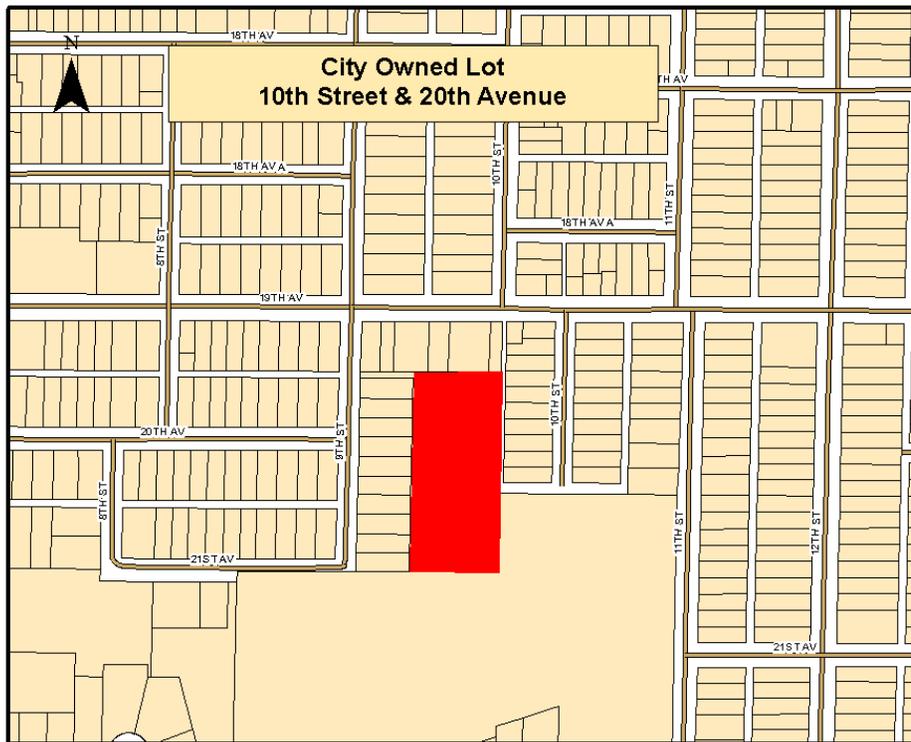
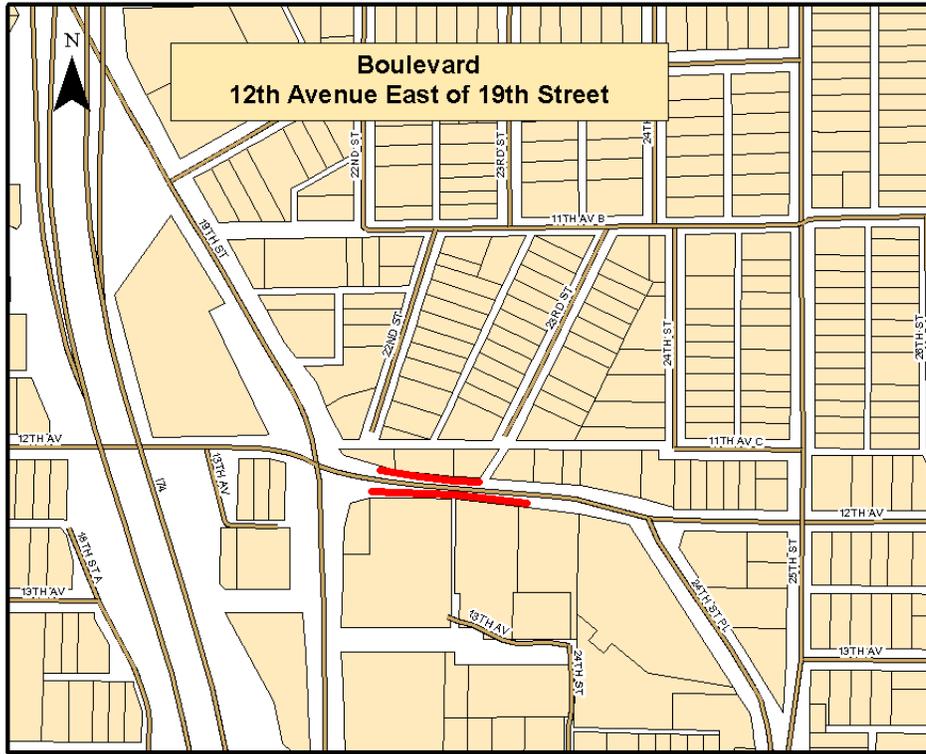
Peterson Park Sign

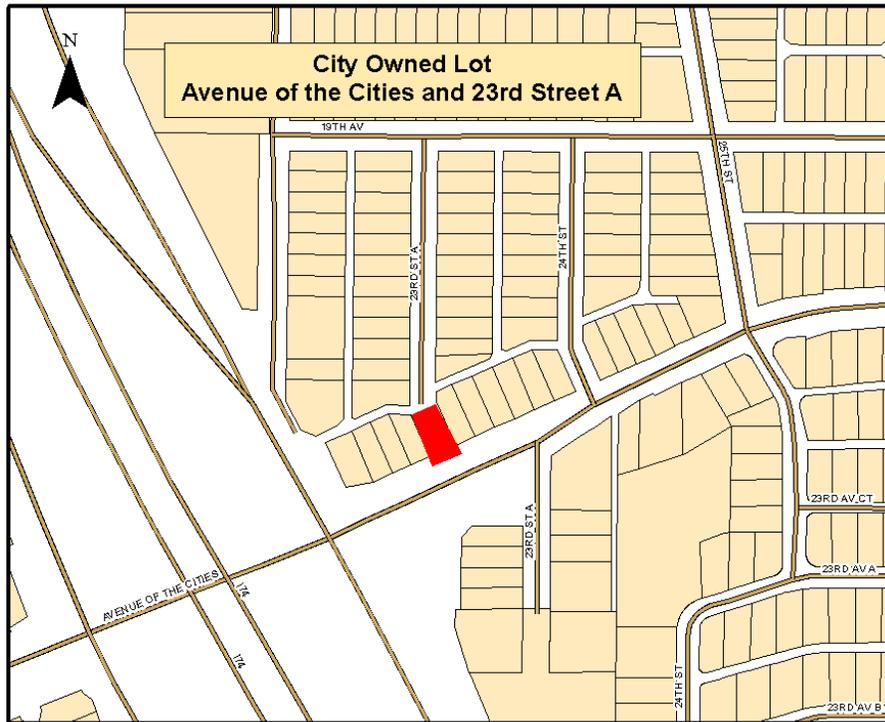
- 600 34th Street

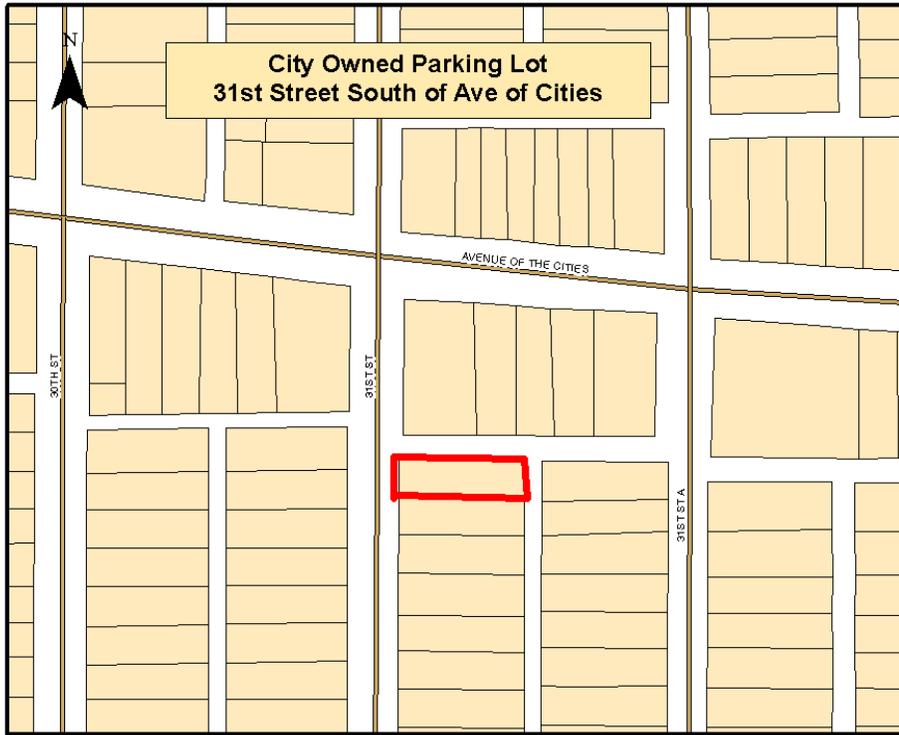
MAPS OF OTHER CITY PROPERTIES











GROUNDS MAINTENANCE SPECIFICATIONS

TRANSITIONAL CITY PROPERTIES

Please refer to the “Transitional City Properties,” which is part of the specifications.

1. Grounds maintenance work shall be completed during the growing season. For the purpose of this contract, the growing season is defined as April 1st through October 31st, annually.
2. Base Proposal: Other City Properties are to be mown on a twenty-one (21) calendar day cycle. All trash is to be removed from the grounds prior to each mowing. All mower equipment will be kept at a mower blade height of 3 inches.
3. Transitional properties are regularly added and deleted. As properties are deleted, the Contractor shall remove the costs for the maintenance from their billing. As properties are added, the Contractor shall meet with the City and agree to pricing based on comparable properties currently maintained within the contract.
4. Prior to each mowing, all litter, debris & trash in and around the mowing areas shall be picked up and disposed of properly at the Contractor’s expense. Any litter, debris or trash that is mowed over shall be picked up immediately.
5. Base Proposal: The finish trimming frequency is to be done once every twenty-one (21) calendar days (along with a mowing cycle).
6. All trimming is to be done by mechanical means such as filament trimmers or trim mowers. Trimming is defined as areas along or around trees, shrubs, grave markers (including flush/flat markers), memorial markers, curbs, signs, poles, water hydrants, sidewalks, steps, parking lot stripes, etc., out a distance of six (6) inches. All curbs are to be kept trimmed. Cuttings or trimmings are to be removed from sidewalks, roadways and parking lots by power sweeping, vacuuming or hand blowers. Herbicides may be applied to reduce trimming requirements except around grave markers and memorial markers.
7. Volunteer trees or shrubs will be removed during each occurrence of hand trimming.
8. Any trees or shrubs that interfere with mowing and need to be trimmed shall be the responsibility of the contractor. Before work commences, the Park Operations Manager shall be notified. Proper pruning procedures shall be followed and the contractor will dispose of the trimmed materials. Trees are to be kept free of suckers around the base of the tree.
9. At any given time, the City of Moline may ask for a special mow and trim out of sequence. Contractors are to complete the Extra Mow and Trim per Time Section of the Proposal Form.

10. Should flowers be planted in any area currently indicated as a green-space; the contractor shall trim around each planted area.
11. From time to time, there may be complaints from residents/park patrons, concerning mowing and trimming. The contractor will have 48 hours to address the complaint, if not in compliance with the contract specifications.

LIST OF TRANSITIONAL CITY PROPERTIES

City Lot – 1600 Block of 13th Avenue

- 1620 13th Avenue

City Lots – 12th Avenue & 15th Street

- 1145 15th Street and 1130 15th Street

City Lot – 8th Avenue & 21st Street A

- 2114 8th Avenue

City Lot – 2400 Block of 4th Avenue

- 2423 4th Avenue

City Lot – 12th Avenue & 39th Street

- 1141 39th Street

City Lot – 3rd Street & 16th Avenue

- 307 16th Avenue

City Lot – 26th Street & 4th Avenue

- 2530 4th Avenue

City Lot – 21st Street & 6th Avenue

- 2113 6th Avenue

City Lot – 21st Street & 5th Avenue

- 511 21st Street

City Lot – 23rd Street & 5th Avenue

- 2338 5th Avenue

City Lot – 2nd Street & 16th Avenue

- 220 16th Avenue

City Lot – 7th Avenue & 14th Street

- 749 – 751 14th Street

City Lot – 13th Avenue & 16th Street

- 1302 16th Street

City Lot – 13th Avenue & 17th Street

- 1325 17th Street

City Lot – 17th Street & 14th Avenue

- 1718 14th Avenue

City Lot – 12th Street & 7th Avenue

- 1203 7th Avenue

City Lot – 16th Street & 16th Avenue

- 1613 16th Avenue

City Lot – 1100 Block of 14th Street

- 1111 14th Street

City Lot – 1100 Block of 14th Street

- 1120 14th Street

City Lot – 6th Street & 5th Avenue

- 635 10th Avenue

City Lot – 12th Street & 4th Avenue

- 1201 4th Avenue

City Lot – 17th Street & 8th Avenue

- 1714 8th Avenue

City Lot – 3rd Street & 4th Avenue

- 308 4th Avenue

City Lot – 19th Street & 5th Avenue

- 1909 5th Avenue

City Lot – 9th Street & 32nd Avenue A

- 933 32nd Avenue A

City Lot – 3rd Street & 5th Avenue

- 302 5th Avenue

City Lot – 5th Avenue & 6th Street

- 502 6th Street

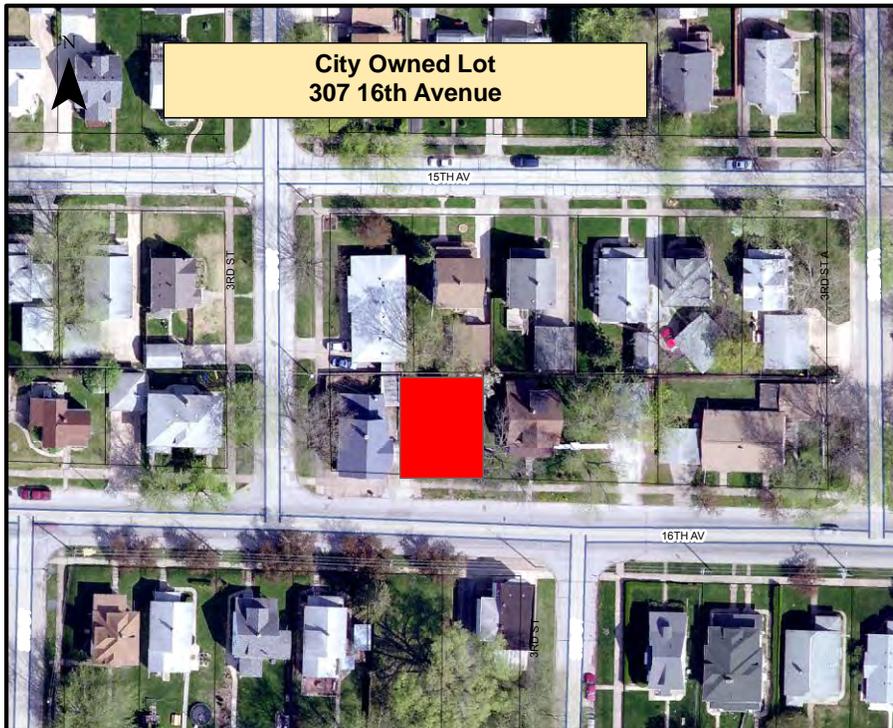
City Lot – 2600 Block of River Drive

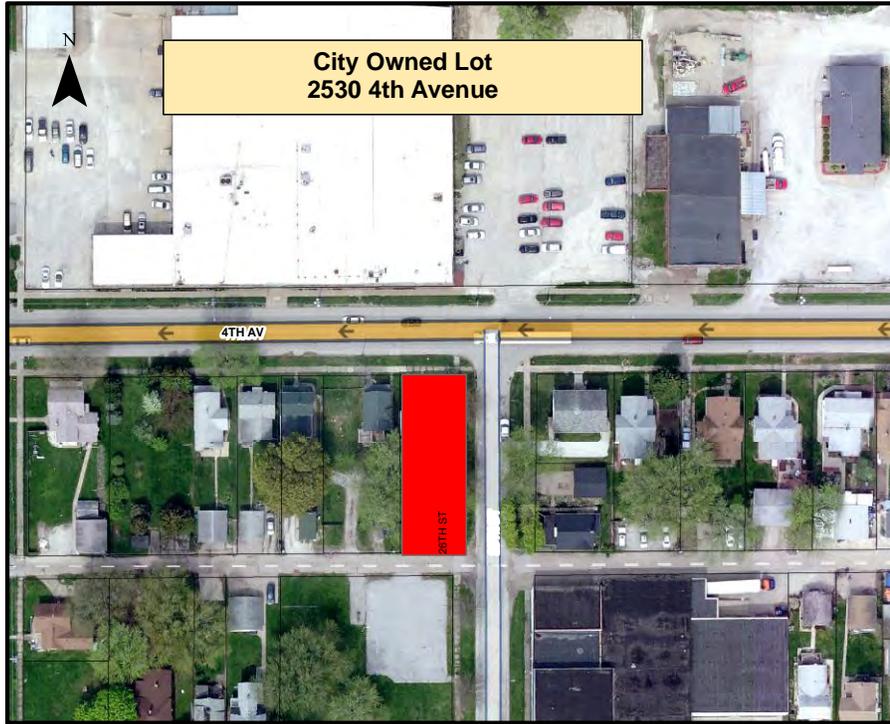
- 2600 River Drive

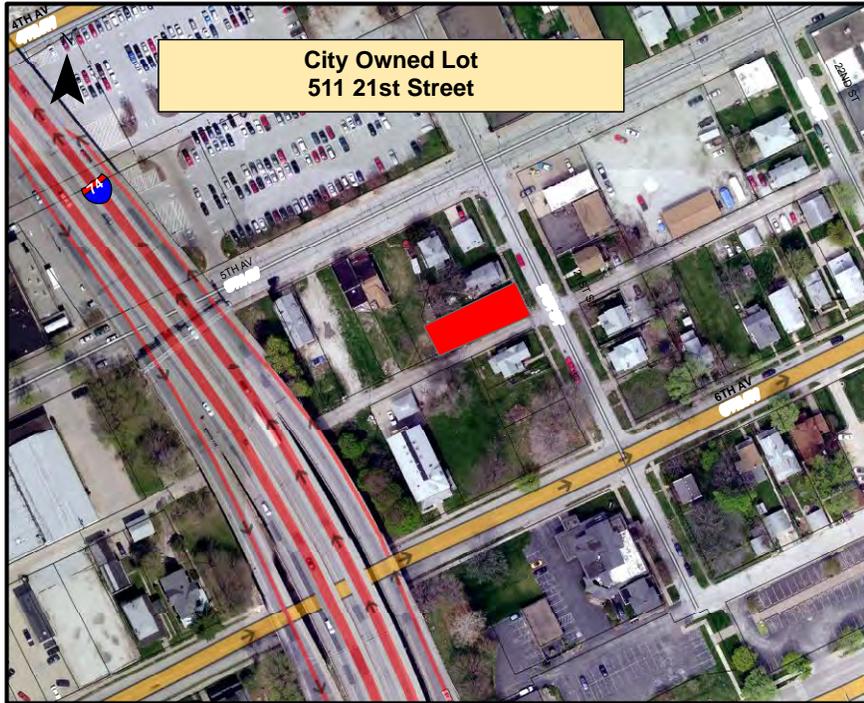
MAPS OF TRANSITIONAL CITY PROPERTIES



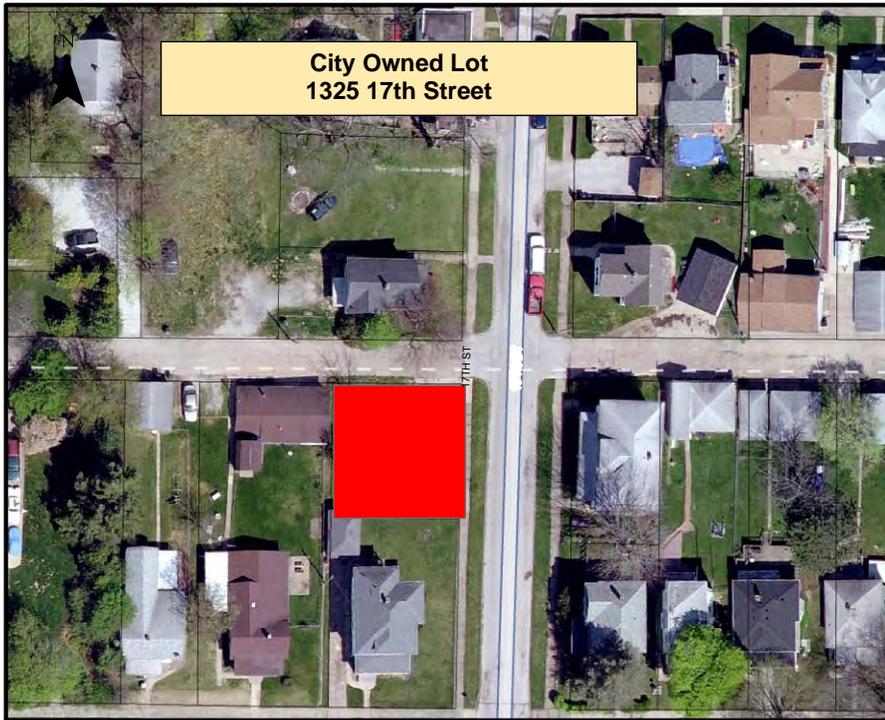






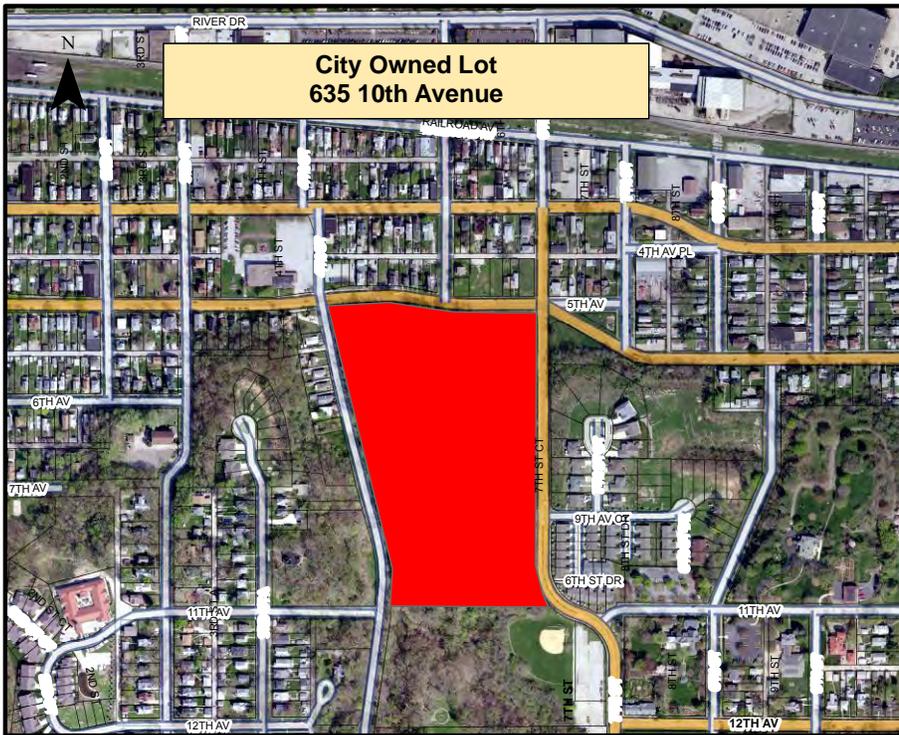


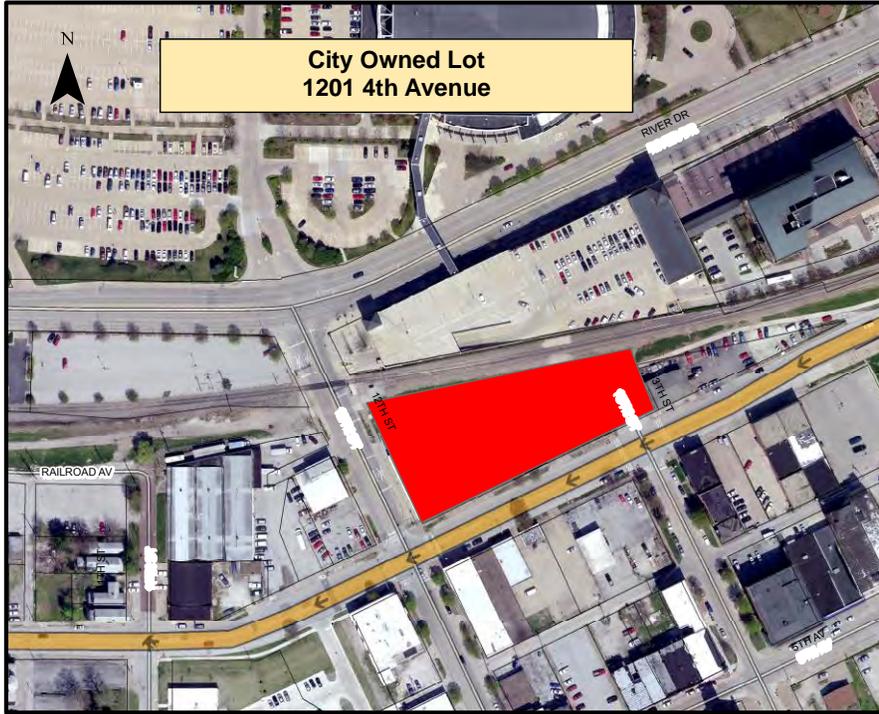






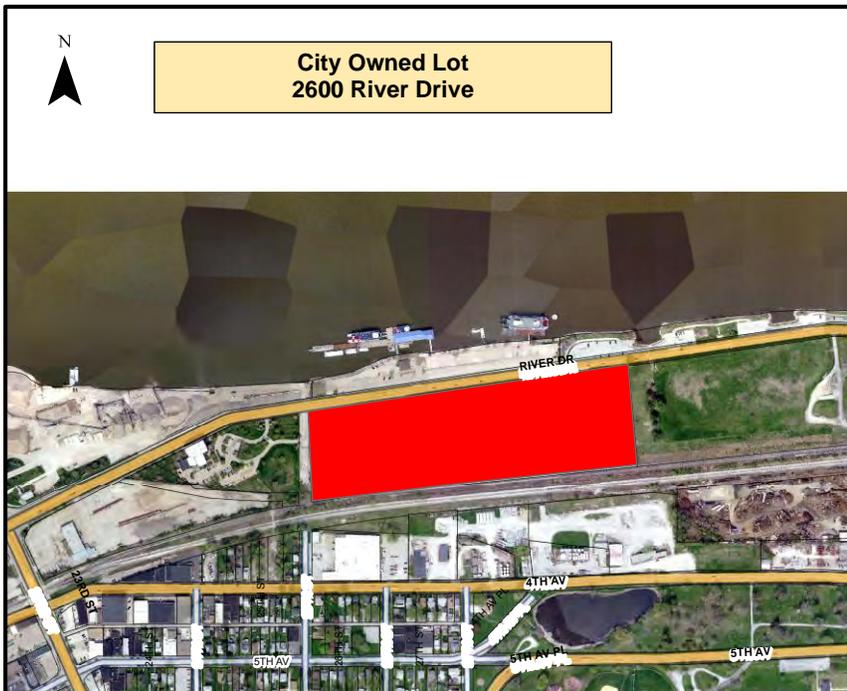












GROUNDS MAINTENANCE SPECIFICATIONS

MOLINE CENTRE AREA

The general boundaries of the area are 1st Street on the west, River Drive on the north, 19th Street on the east, and 7th Avenue on the south.

Please refer to the “List of Moline Centre Grounds Maintenance Areas,” which is part of the specifications.

1. Grounds maintenance work shall be completed during the growing season. For the purpose of this contract, the growing season is defined as April 1st through October 31st, annually.
2. Base Proposal: All areas in Moline Centre are to be mown on a seven (7) calendar day cycle. All trash is to be removed from the grounds prior to each mowing. All mower equipment will be kept at a mower blade height of 3 inches.
3. Base Proposal: The finish trimming frequency is to be done once every seven (7) calendar days (along with a mowing cycle).
4. Prior to each mowing, all litter, debris & trash in and around the mowing areas shall be picked up and disposed of properly at the Contractor’s expense. Any litter, debris or trash that is mowed over shall be picked up immediately.
5. All trimming is to be done by mechanical means such as filament trimmers or trim mowers. Trimming is defined as areas along or around trees, shrubs, curbs, signs, poles, water hydrants, sidewalks, steps, parking lot stripes, etc., out a distance of six (6) inches. All curbs are to be kept trimmed. Cuttings or trimmings are to be removed from sidewalks, roadways and parking lots by power sweeping, vacuuming or hand blowers. Herbicides may be applied to reduce trimming requirements except around grave markers and memorial markers.
6. Volunteer trees or shrubs will be removed during each occurrence of hand trimming.
7. Any trees or shrubs that interfere with mowing and need to be trimmed shall be the responsibility of the contractor. Before work commences, the Park Operations Manager shall be notified. Proper pruning procedures shall be followed and the contractor will dispose of the trimmed materials. Trees are to be kept free of suckers around the base of the tree.
8. At any given time, the City of Moline may ask for a special mow and trim out of sequence. Contractors are to complete the Extra Mow and Trim per Time Section of the Proposal Form.
9. Should flowers be planted in any area currently indicated as a green-space; the contractor shall trim around each planted area.

10. From time to time, there may be complaints from downtown businesses, concerning mowing and trimming. The contractor will have 48 hours to address the complaint, if not in compliance with the contract specifications.

LIST OF MOLINE CENTRE GROUNDS MAINTENANCE AREAS

18th Street

- East and West Side Boulevard, 5th to 6th Ave.
- East side Boulevard, 6th to 7th Ave.

17th Street

- West Boulevard, 8th to 7th Ave.
- West Boulevard, 7th to 6th Ave.
- West Boulevard, 6th to 5th Ave.
- East Boulevard by Library
- East and West Boulevard, 5th to 4th Ave.
- East and West Boulevard, 4th to 3rd Ave.
- East and West Boulevard, 3rd Avenue to Cul-De-Sac
- 17th Street at 3rd Avenue, NW Corner Lot by Arsenal Bridge

16th Street

- West Boulevard by Heritage Ramp
- East and West Boulevard, 6th to 7th Ave.

15th Street

- East and West Boulevard, 4th to 3rd Ave.

14th Street

- Along Off Ramp at 4th Ave.
- West Boulevard, 4th to 5th Ave.
- East and West Boulevard, 5th to 6th Ave.
- East Boulevard, 6th to 7th Ave.

13th Street

11. East Boulevard, 7th to 6th Ave.
12. East and West Boulevard, 5th to 4th Ave.
13. Triangle Lot North of 4th Ave. along Railroad

12th Street

- West Boulevard, 4th to 3rd Ave.
- East and West Boulevard, 4th to 7th Ave.

6th Avenue

- North Boulevard, 13th to 14th St.
- North Boulevard, 16th to 17th St.
- South Boulevard, 18th to 19th St.

5th Avenue

- 5th Avenue, 7th Street, 2 Lots

4th Avenue

- South Boulevard, 18th to 16th St.
- South Boulevard, 15th to 13th St.
- 4th Avenue, 4th Street Substation Lot
- 4th Avenue, 11th Street Lot

3rd Avenue

- South Boulevard, 16th to 17th Street

Railroad Right of Way

- South Side 15th to 1st St.

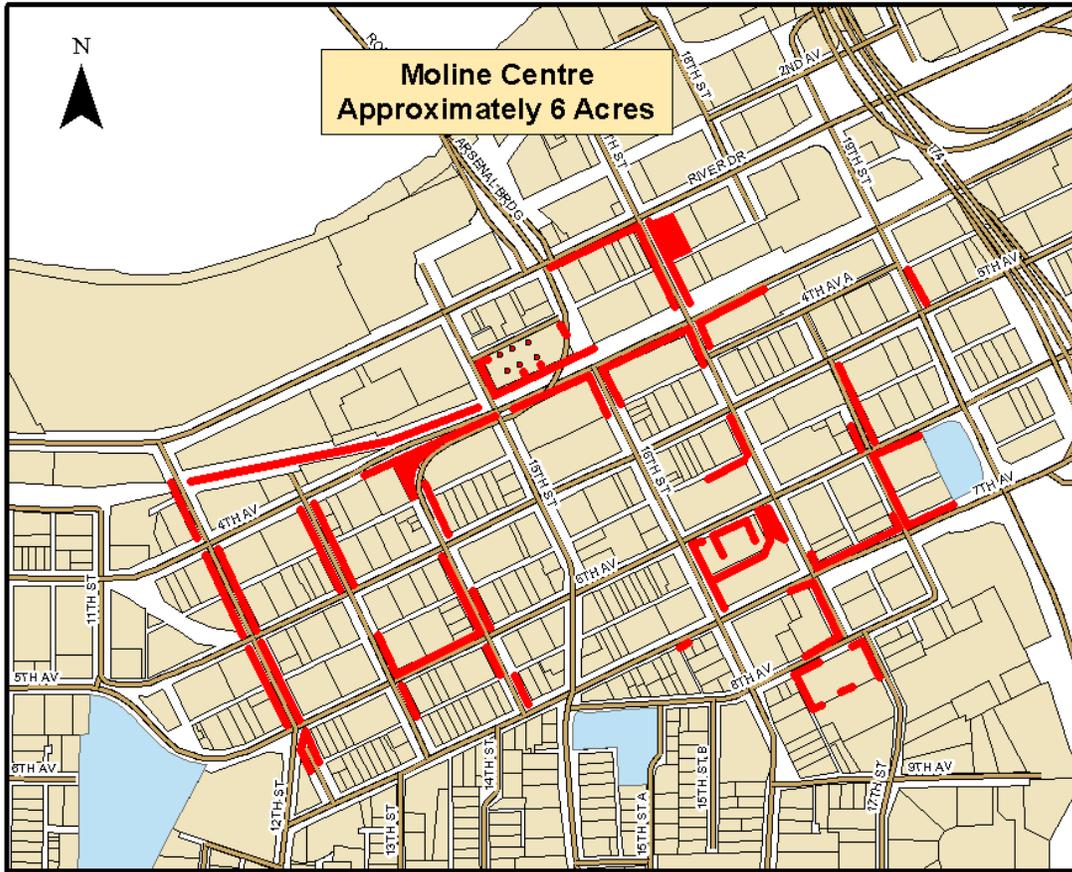
Parking Lots (Interior and Surrounding Medians)

- 4th Avenue, 17th to 15th St.
- 7th Avenue, 16th to 17th St. (East of City Hall)
- 16th Street, 6th to 7th Ave. (North of City Hall)
- 7th Avenue, 15th to 16th St. (South of City Hall)
- 4th Avenue, 16th to 17th St. (West of John Deere Computer)
- 17th Street, 7th to 8th Ave. (North of Emergency Center)
- 6th Avenue, 16th to 17th St. (North of City Annex)
- 4th Avenue, 15th to 14th St.

Public Buildings (Grass Areas Immediately Adjacent)

- Moline Activity Center, 620 18th Street
- Emergency Center, 1630 8th Avenue
- City Hall, 619 16th Street
- City Hall East Annex, 1616 6th Avenue

MAP OF MOLINE CENTRE GROUNDS MAINTENANCE AREAS



CITY OF MOLINE'S MOWING EQUIPMENT

Contractors are required to submit a bid on the following list of equipment to be considered a responsive bidder under the terms and conditions of this Invitation to Bid. The City reserves the right to accept or refuse the bid for equipment and reserves the right to dispose of the equipment in the manner most advantageous to the City.

All equipment will be available for inspection at the Mandatory Pre-Opening Informational Meeting which will be held at 3:00 pm on Tuesday July 10th in the Public Works Conference Room, 3635 4th Avenue.

Truck

- One (1) 2003 GMC 6500 LOW PRO Crew Cab – Landscape Bed

Tractors/Mowers

- One (1) 2007 John Deere 1600 Wide Area Mower
- One (1) 2009 John Deere 1600 Wide Area Mower
- Two (2) 2006 John Deere 997 Z-Trak Mowers
- Two (2) 2007 John Deere 997 Z-Trak Mowers
- One (1) 2008 John Deere 997 Z-Trak Mowers

Other Equipment

- One (1) 2005 John Deere TX Gator
- One (1) John Deere Push Mower
- Two (2) Lawn Boy Push Mowers
- Twelve (12) Stihl FS85 String Trimmers

BASE BID FORM

The undersigned, having examined the plans, specifications, conditions, and contract documents for the area to be maintained, and having determined all circumstances affecting the work, hereby proposes to provide all the necessary labor, materials, and equipment to complete the work in a manner prescribed by the above documents, for the following prices:

Moline Centre Bid

	2013	2014	2015	Extended Total
Moline Centre Ground Maintenance				
Extra Mow and Trim Per Occurrence				

Cemeteries Bid

	2013	2014	2015	Extended Total
Moline Memorial Park and Cemetery				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Riverside Cemetery				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Total for Cemeteries				

Parks Bid

	2013	2014	2015	Extended Total
48th Street Field				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Bass Street Landing				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Ben Butterworth Memorial Parkway				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Browning Park				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Butterworth Park				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
East End Park				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Floraciente Triangle				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Greenvalley Nature Preserve				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Harold's Landing				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Jefferson Park				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Karstens Park				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Kiwanis Park				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
McCandless Park				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Meersman Park				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Millennium Park	NO BID	NO BID		
Extra Mow and Trim Per Occurrence	NO BID	NO BID		

	2013	2014	2015	Extended Total
Miss Patties Park				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Old Greenvalley Park				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Optimist Park				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Peterson Park				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Prospect Park				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Ralph Birks Bike Trail				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Riverside Park				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Stephens Park				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Stephens Square				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Sylvan Island				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Trailhead Park				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Velie Park				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Veterans Parkway				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
Total for Parks				

Other City Properties Bid

	2013	2014	2015	Extended Total
Moline Public Library				
Extra Mow and Trim Per Occurrence				

	2013	2014	2015	Extended Total
3700 12th Avenue				

	2013	2014	2015	Extended Total
4th and 4th COP West				

	2013	2014	2015	Extended Total
Boulevard – 12th Avenue East of 19th Street				

	2013	2014	2015	Extended Total
City Lot – 10th Street and 21st Avenue				

	2013	2014	2015	Extended Total
City Lot - 1600 Block of 13th Avenue				

	2013	2014	2015	Extended Total
City Lot – Avenue of the Cities and 23rd Street A				

	2013	2014	2015	Extended Total
City Lots – 12th Avenue and 15th Street				

	2013	2014	2015	Extended Total
City Parking Lot – 19th Avenue and 16th Street				

	2013	2014	2015	Extended Total
City Parking Lot – 31st Street South of Avenue of Cities				

	2013	2014	2015	Extended Total
Peterson Park Sign				

	2013	2014	2015	Extended Total
City Lot – 8th Avenue and 21st Street A				

	2013	2014	2015	Extended Total
City Lot – 12th Avenue and 17th Street				

	2013	2014	2015	Extended Total
City Lot – 2400 Block of 4th Avenue				

	2013	2014	2015	Extended Total
Total for Other City Properties				

	2013	2014	2015	Extended Total
<i>TOTAL BID AMOUNT</i>				

Firm Name: _____

Representative Signature: _____

Title: _____

Address: _____

Date: _____

EQUIPMENT BID FORM

Contractors are required to submit a bid on the following list of equipment to be considered a responsive bidder under the terms and conditions of this Invitation to Bid. The City reserves the right to accept or refuse the bid for equipment and reserves the right to dispose of the equipment in the manner most advantageous to the City.

All equipment will be available for inspection at the Mandatory Pre-Opening Informational Meeting which will be held at 3:00 pm on Tuesday July 10th in the Public Works Conference Room, 3635 4th Avenue.

Truck

- One (1) 2003 GMC 6500 LOW PRO Crew Cab – Landscape Bed

Tractors/Mowers

- One (1) 2007 John Deere 1600 Wide Area Mower
- One (1) 2009 John Deere 1600 Wide Area Mower
- Two (2) 2006 John Deere 997 Z-Trak Mowers
- Two (2) 2007 John Deere 997 Z-Trak Mowers
- One (1) 2008 John Deere 997 Z-Trak Mowers

Other Equipment

- One (1) 2005 John Deere TX Gator
- One (1) John Deere Push Mower
- Two (2) Lawn Boy Push Mowers
- Twelve (12) Stihl FS85 String Trimmers

The undersigned, having examined the preceding specified equipment agrees to purchase said equipment from the City of Moline for the following bid amount:

Equipment Bid: _____

Firm Name: _____

Representative Signature: _____

Title: _____

Address: _____

Date: _____

INCOMPLIANCE WITH 720 ILCS 5/33E-11

The undersigned individual certifies that he or she is not barred from bidding on this contract as a result of a violation of either 720 ILCS 5/33E-11 or 720 ILCS 5/33E-4, bid rigging or bid-rotating.

INDIVIDUAL:

Signature of Bidder: _____

Business Address: _____

Business Phone Number: _____

SUBSCRIBED AND SWORN to before me on

_____ (Date)

Notary Public

PARTNERSHIP:

The under signed certifies on behalf of the partnership named below that the partnership is not barred from bidding on this contract as a result of a violation of either 720ILCS 5/33E-3 or ILCS 5/33E-4, bid rigging or bid-rotating.

Further, the undersigned certifies and warrants that he or she is duly authorized to execute this Certification on behalf of the Partnership and in accordance with the Partnership Agreement and the laws of the State of Illinois and that this Certification is binding upon the Partnership and is true and accurate.

Partnership Name: _____

Signed by: _____

Business Address: _____

Business Phone Number: _____

Insert names and addresses of all partners:

SUBSCRIBED AND SWORN to before me on

_____ (Date)

Notary Public

CORPORATION:

The under signed certifies on behalf of the corporation named below that the corporation is not barred from bidding on this contract as a result of a violation of either 720ILCS 5/33E-3 or ILCS 5/33E-4, bid rigging or bid-rotating.

Further, the undersigned certifies and warrants that he or she is duly authorized to execute this Certification on behalf of the Corporation in accordance with the by-laws of the Corporation and that this Certification is binding upon the Corporation and is true and accurate.

Corporate Name: _____

Signed by: _____

Title: _____

Business Address: _____

Business Phone Number: _____

President: _____

Names of Corporate Officers:

Secretary: _____

Treasurer: _____

Attest: _____

Secretary

First Amendment to Promissory Note

This First Amendment to Promissory Note is entered into on this _____ day of _____ 2012, by Financial District Properties HQO, L.L.C., an Illinois limited liability company (hereinafter "Borrower"), and is approved, as to form, by the City of Moline, Illinois, a municipal corporation (hereinafter "Lender"), and is acknowledged by Rodney A. Blackwell (hereinafter "Guarantor").

RECITALS

Whereas, Borrower executed a Promissory Note dated December 17, 2007, promising to pay the City the sum of \$7,550,000.00, plus interest; and

Whereas, the term of the Note was 36 months from the date of execution and provided for interest only payments each month and called for a balloon payment at the end of the term; and

Whereas, the terms of that Note specified Borrower may change the terms of this Agreement only by another written Agreement; and

Whereas, Borrower and Lender entered into a Collateral and Security Agreement dated December 16, 2010, (hereinafter "Collateral and Security Agreement") in which the Lender agreed and contracted with Borrower to refinance the remaining principal balance owed on the loan for a period of three (3) years, at an interest rate of 3.25% per annum, monthly interest only payments to be made by Borrower; and

Whereas, Borrower and Lender desire to state the amendments to the Note in this written Amendment executed by the Borrower and agreed to, as to form, by the Lender; and

Whereas, Guarantor executes this Amendment to acknowledge his continued Guaranty on the Note.

NOW THEREFORE, in consideration of the mutual promises contained herein and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Lender and the Borrower hereby contract and agree as follows:

1. The Borrower and Lender agree that each of the recitals set forth above is true and correct and shall be part of this Amendment.
2. At the top of the document, before the first paragraph, the amount "7,550,000.00" is hereby deleted and replaced with "6,782,917.00".
3. At the top of the document, before the first paragraph, the date of "December 31, 2007" is hereby deleted and replaced with "December 31, 2010".

4. In the first paragraph, which begins “FOR VALUE RECEIVED”, the following is hereby deleted “Seven Million Five Hundred Fifty Thousand and 00/100 Dollars (\$7,550,000.00)” and is replaced with “Six Million Seven Hundred Eighty-two Thousand Nine Hundred Seventeen and 00/100 Dollars (\$6,782,917.00)”.
5. Also in the first paragraph, which begins “FOR VALUE RECEIVED”, the following is hereby deleted “four.two-six percent (4.26%)” and is replaced with “three and one-quarter percent (3.25%)”.
6. Paragraph A is hereby deleted in its entirety.
7. In Paragraph D, under the heading “FIXED RATE”, the following is hereby deleted “4.26%” and is replaced with “3.25%”.
8. In the sentence above the heading “Borrower’s Right to Repay”, the following is hereby deleted “execution of this note” and is replaced with “December 31, 2010”.
9. The paragraph “Borrower’s Right to Prepay”, is hereby deleted in its entirety and is replaced with the following:

Borrower has the right to make additional or pre-payments at any time before the Maturity Date. Each additional or prepayment Borrower makes on this note shall immediately be applied and credited against the remaining principal balance owed under this note.
10. Item (3) found in the “Borrower’s Failure to Pay as Required” “Default” section is hereby deleted and replaced in its entirety with the following: “Borrower fails to pay, or keep any other promise, on any other loan or agreement Borrower has with Lender.”
11. Guarantor signs this Amendment and by signing, acknowledges and affirms his continued personal guaranty as security of the Promissory Note and any amendments thereto.
12. Except as herein amended, the provisions of the Note are expressly reaffirmed and remain in full force and effect.
13. Borrower and Lender ratify and affirm all actions taken by them from December 31, 2010, to the date this Amendment is executed.

14. Lender acknowledges and agrees that Borrower (and all guarantors of Borrower) is current in payments under the Note, as amended herein.

The parties have executed this First Amendment as of the date first written above.

City of Moline, Illinois

Dated: _____

By: _____

Donald P. Welvaert, Mayor

Attest: _____

Tracy A. Koranda, City Clerk

Approved as to form:

Maureen E. Riggs, City Attorney

STATE OF ILLINOIS)
) SS:
COUNTY OF ROCK ISLAND)

On this _____ day of _____, 2012, before me, the undersigned, a Notary Public in and for the State of Illinois, personally appeared DONALD P. WELVAERT and TRACY A. KORANDA, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Moline, executing the within and foregoing instrument to which this is attached; that said instrument was signed (and sealed) on behalf of (the seal affixed thereto is the seal of said corporation) as such officers acknowledged the execution of said instrument to be the voluntary act and deed of said corporation, by it and by them voluntarily executed.

(seal)

NOTARY PUBLIC

First Amendment to Collateral and Security Agreement

This First Amendment to Collateral and Security Agreement is made and entered into on this _____ day of _____, 2012, by and between the City of Moline, Illinois, a municipal corporation (hereinafter "City"), and Financial District Properties HQO, L.L.C., an Illinois limited liability company (hereinafter "HQO"), FDP, Inc., an Iowa corporation ("FDP"), Hilltop Properties, L.L.C., an Iowa limited liability company ("Hilltop"), Jodi Blackwell, individually ("Jodi") and Rodney Blackwell, individually ("Rodney").

Whereas, the parties entered into a certain Collateral and Security Agreement dated December 16, 2010 (hereinafter "Agreement"); and

Whereas, the City and HQO have disagreed over the payments required under paragraphs IV and V of the Collateral and Security Agreement; and

Whereas, the City and HQO have reached resolution on the payments required under Paragraphs IV and V and agreed to amend the Collateral and Security Agreement to reflect their resolution; and

Whereas, the City acknowledges that as of September 30, 2011, HQO is current on all required payments; and

Whereas, under Paragraph VIII of the Collateral and Security Agreement, amendment to the Agreement must be in writing and signed by all parties.

NOW THEREFORE, in consideration of the mutual promises contained herein and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the City and HQO hereby modify the Agreement as follows:

1. Paragraph IV is hereby deleted in its entirety and replaced with the following:

IV. Commencing December 31, 2010, whether HQO is in default or not, HQO shall pay to the City two thousand dollars (\$2,000.00) per month for twenty-four (24) months, to be used for general fund purposes. Said payment for general fund purposes shall be made on the 21st day of each month. Prior to the conclusion of the twenty-four (24) months referenced herein, HQO shall place thirty-six thousand dollars (\$36,000.00) in an escrow account acceptable to the City to guarantee an additional 12 months of \$3,000.00 monthly payments. These payments for general fund purposes shall cease and no longer be required by HQO hereunder at such time as the Loan is paid off in full.

2. Paragraph V is hereby deleted in its entirety and replaced with the following:

V. Commencing December 31, 2010, and continuing on the 21st day of each month thereafter through November 21, 2012, HQO shall make an additional payment of sixteen thousand dollars (\$16,000.00) per month; and commencing December 21, 2012, and continuing on the 21st day of each month thereafter through the end of the term of the Loan, HQO shall make an additional payment of fifteen thousand dollars (\$15,000.00) per month. All payments under this paragraph to be applied to any outstanding indebtedness of the Loan, beginning first with unpaid costs of the City allowed by the Loan, then unpaid delinquent interest owed on the Loan, then unpaid principal on the Loan.

3. Except as amended herein, the parties re-state and re-affirm all other provisions of the Collateral and Security Agreement dated December 16, 2010.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to Collateral and Security Agreement on the dates set forth above their respective signatures.

City of Moline, Illinois

Dated: _____

By: _____
Donald P. Welvaert, Mayor

Attest: _____
Tracy A. Koranda, City Clerk

Approved as to form:

Maureen E. Riggs, City Attorney

Financial District Properties HQO, L.L.C.

Dated: _____

By: _____
Rodney A. Blackwell, Manager

FDP, Inc.

Dated: _____

By: _____
Rodney A. Blackwell, President

Hilltop Properties, L.L.C.

Dated: _____

By: _____
Rodney A. Blackwell, Manager

Jodi Blackwell

Dated: _____

Rodney A. Blackwell

Dated: _____

First Amendment to Loan and Property Development Agreement between the City of Moline and Financial District Properties HQO, L.L.C., et al.

This First Amendment to Loan and Property Development Agreement (hereinafter “Amendment”) is made and entered into on this _____ day of _____ 2012, by and between the City of Moline, Illinois, a municipal corporation (hereinafter “City”), and Financial District Properties HQO, L.L.C., an Illinois Limited Liability Company (hereinafter “Developer”), and Rodney A. Blackwell, Guarantor.

RECITALS

Whereas, the City and Developer entered into a certain Loan and Property Development Agreement dated December 5, 2007 (hereinafter “Loan Agreement”); and

Whereas, pursuant to such agreement, the City issued bonds in order to provide Developer with a loan in an amount not to exceed Seven Million Five Hundred and Fifty Thousand and no/100ths Dollars (hereinafter “Loan”); and

Whereas, Developer agreed to repay the Loan by entering into that certain promissory note dated as of December 17, 2007 in favor of the City in the principal amount of \$7,550,000.00 which had an original maturity date of December 31, 2010 (“Note”); and

Whereas, Developer previously indicated it was unable, due to economic conditions, to obtain the financing necessary to pay off the Note on December 31, 2010; and

Whereas, the City and Developer entered into a Collateral and Security Agreement dated December 16, 2010 (hereinafter “Collateral and Security Agreement”), in which the City agreed and contracted with Developer to refinance the remaining principal balance owed on the Note for a period of three (3) years, at an interest rate of 3.25% per annum, monthly interest only payments to be made by Developer; and

Whereas, the City obtained a line of credit loan and paid off the remaining balance of the bonds pursuant to the Collateral and Security Agreement; and

Whereas, the Developer has continued to be indebted to the City to repay the Note and has continued to remit payments to the City for the interest each month and a portion of the principal; and

Whereas, that from December 31, 2010, to the date of this Amendment, Developer paid the City all interest owed to date and is current on its interest only payments; and

Whereas, the City and Developer have continued to abide by and work under the Loan Agreement; and

Whereas, the parties have reached an agreement regarding the amendments to this Loan Agreement and now set forth their agreement in writing; and

Whereas, the City and Developer will also amend the Note as of the date hereof;

Whereas, City and Developer desire to amend the Loan Agreement and certain exhibits attached thereto; and

Whereas, amendment of the Loan Agreement is allowed under Section VI of the Loan Agreement if the amendment is in writing and signed by the Developer and City.

NOW THEREFORE, in consideration of the mutual promises contained herein and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the City and Developer hereby contract and agree as follows:

1. The recitals above are incorporated herein by reference.
2. The following is hereby added as Section I. B. to the Loan Agreement:

By December 31, 2010, the City shall pay off the bonds and refinance the remaining balance of the bonds by obtaining a line of credit loan. Developer shall continue to repay the City for this economic assistance. As of December 31, 2010, the outstanding principal balance of the Note attached as Exhibit "B" to the Loan Agreement, was \$6,782,917.00. The refinanced amount of the Note to the Developer shall be \$6,782,917.00 at a rate of three and one-quarter percent (3.25%) per annum and the term of the note shall be thirty-six (36) months from the date of closing, with said date of closing being December 31, 2010, which shall be evidenced by an amendment to the Note dated as of the date hereof (hereinafter "Refinanced Note"). The Refinanced Note shall continue to be secured by a first lien mortgage against the Property, which was previously recorded.

3. The word "bonds" set forth repeatedly in Section II.B.(iii) is hereby deleted and replaced with "bonds or any loans."
4. Section II.B. (viii) is hereby deleted in its entirety.
5. The word "bonds" is hereby deleted in Section III.C.(i) and in Section III.C.(iii) and replaced with "bonds or any loans."
6. Section IV.A. is hereby deleted in its entirety and replaced with Sections IV.A. 1. and IV.A. 2. and IV.A.2.a. which read as follows:

1. Pursuant to the Note to be executed by Developer, Developer shall submit funds to the City of Moline on the seventeenth of each month. The first payment being due on the seventeenth of January 2008 and continuing on the seventeenth of each month thereafter (“monthly payment”). Monthly payments shall consist of interest-only payments for thirty-six (36) months with the remaining principal and interest balance due on the bonds due on the last day of the thirty-sixth (36th) month. In addition, the entirety of all proceeds of the sale of any mortgaged parcel shall be placed in an ESCROW account to be established exclusively for the payment of any principal remaining on the bonds. The maturity date for the bonds being December 31, 2010. The terms and provisions contained in this paragraph shall not apply to the Refinanced Note.

2. In regards to the Refinanced Note, pursuant to the Note attached as Exhibit B and any amendments thereto executed by Developer, Developer shall submit funds to the City of Moline on the twenty-first day of each month. The first payment being due on the twenty-first day of January 2011 and continuing on the twenty-first of each month thereafter (“monthly payment”). Monthly payment shall consist of interest-only payments for thirty-six (36) months with the remaining principal and interest balance due on the Refinanced Note due on the last day of the thirty-sixth (36th) month, that being December 31, 2013. In addition, the entirety of all proceeds of the sale of any mortgaged parcel shall be applied as an additional or prepayment as set forth in the Refinanced Note.
 - a. The City and Developer further agree that the amount of monthly interest payments due on the Refinanced Note will be as set forth in the Refinanced Note.

7. Section IV.C. is hereby deleted in its entirety and replaced with the following:
 - (i) Developer agreed that should the monthly rental income collected from Kone, Inc. pursuant to the Lease Agreement exceed Developer’s monthly interest payment for the Loan, Developer shall place any and all excess rental income in a Keylock Account, at an institution of City’s choosing, where proceeds can only be disbursed to City to pay down the principal on the loan. The terms and provisions contained in this paragraph shall not apply to the Refinanced Note.

 - (ii) Developer agrees to execute an authorization allowing the City to automatically withdraw the amount of Thirty-seven Thousand and 00/100 Dollars

(\$37,000.00) each month from Developer's bank account for payment under the Refinanced Note. Of the \$37,000.00 withdrawn each month, the monthly accrued interest payment owed on the remaining principal balance shall be paid first. The amount remaining after payment of said interest will be applied in the following order: to Developer's monthly payment obligations under Paragraph IV of the Collateral and Security Agreement, to Developer's monthly payment obligations under Paragraph V of the Collateral and Security Agreement, and finally to pay down the principal balanced owed on the Refinanced Note. In addition, Developer may make further prepayments or additional payments under the Refinanced Note at any time and same shall immediately be applied and credited against the remaining principal balance owed on the Refinanced Note.

8. Section IV.D. is hereby deleted in its entirety and replaced with the following:
 - (i) Should the Thirty Thousand and No/Dollars (\$30,000.00) rental income collected from Kone, Inc. be insufficient to pay the monthly interest payment for the Loan, Developer shall be responsible to supplement the payment with (a) fund from the Developer's L.L.C. pursuant to the promissory note; and (b) with private funds pursuant to his personal guaranty, sufficient to cover the entire interest payment. The terms and provisions contained in this paragraph shall not apply to the Refinanced Note.
 - (ii) Should the Thirty-seven Thousand and 00/100 Dollars (\$37,000.00) automatically withdrawn from Developer's bank account and paid to the City be insufficient to pay the monthly interest payment for the Refinanced Note obtained pursuant to this Agreement, and Developer's payment obligations under Paragraph IV and Paragraph V of the Collateral and Security Agreement, Developer shall be responsible to supplement the payment, so that it covers the entire amount due, with (a) funds from the Developer's L.L.C. pursuant to the Promissory Note; (b) private funds pursuant to Guarantor's Personal Guaranty; and (c) Guaranties and the Collateral Assignment of Certain Financial Interests all attached to the Collateral and Security Agreement.
9. Notwithstanding the expiration of the term of the Loan Agreement, the City and Developer have continued to act in accordance with the terms of the Loan Agreement. The City and Developer hereby re-state, re-affirm and adopt the document, excepting only those sections hereby amended in this document.
10. The City and Developer ratify all actions taken by either one or both of them from December 31, 2010, to the date hereinabove set forth.

11. The City acknowledges and agrees that Developer (and all guarantors of Developer) is current in payments under the Loan Agreement, as amended herein, and Collateral and Security Agreement.
12. The Loan Agreement, as amended hereunder, and Collateral and Security Agreement shall terminate and be of no further force or effect upon the City receiving full payment under the Refinanced Note.

IN WITNESS WHEREOF, the parties have signed this First Amendment to Loan Agreement as of the date hereinabove set forth.

City of Moline, Illinois

Dated: _____

By: _____
Donald P. Welvaert, Mayor

Attest: _____
Tracy A. Koranda, City Clerk

Approved as to form:

Maureen E. Riggs, City Attorney

STATE OF ILLINOIS)
) SS:
COUNTY OF ROCK ISLAND)

On this _____ day of _____, 2012, before me, the undersigned, a Notary Public in and for the State of Illinois, personally appeared DONALD P. WELVAERT and TRACY A. KORANDA, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Moline, executing the within and foregoing instrument to which this is attached; that said instrument was signed (and sealed) on behalf of (the seal affixed thereto is the seal of said corporation) as such officers acknowledged the execution of said instrument to be the voluntary act and deed of said corporation, by it and by them voluntarily executed.

(seal)

NOTARY PUBLIC

Financial District Properties HQO, L.L.C.,
an Illinois limited liability company,

By: _____
Rodney A. Blackwell, Manager

STATE OF ILLINOIS)
) SS:
COUNTY OF ROCK ISLAND)

On this _____ day of _____, 2012, before me, the undersigned, a Notary Public in and for the State of Illinois, personally appeared Rodney A. Blackwell, to me personally known, who being by me duly sworn did say that he is the Manager of Financial District Properties HQO, L.L.C., executing the within and foregoing instrument to which this is attached; that said instrument was signed on behalf of said corporation and such officers acknowledged the execution of said instrument to be the voluntary act and deed of said corporation, by it and by them voluntarily executed.

(seal)

NOTARY PUBLIC

Personally guaranteed by:

Rodney A. Blackwell, Guarantor

STATE OF ILLINOIS)
) SS:
COUNTY OF ROCK ISLAND)

On this _____ day of _____, 2012, before me, the undersigned, a Notary Public in and for the State of Illinois, personally appeared Rodney A. Blackwell, executing the within and foregoing instrument to which this is attached; that he signed said instrument as Guarantor; and acknowledged the execution of said instrument to be his voluntary act and deed.

(seal)

NOTARY PUBLIC



Providing Direction. Producing Results.

June 28, 2012

Mr. Lew Steinbrecher, City Administrator
City of Moline
619 16th Street
Moline IL 61265

Dear Lew,

This letter is in regards to the Amended and Restated Redevelopment Agreement for One Moline Place Development between the City of Moline, Illinois ("Moline"), Northwest Bank & Trust Company, a Federal Savings Bank ("Bank"), Moline Place Development Company L.L.C., an Illinois Limited Liability Company ("Developer") and Michael R. Shamsie dated November 10, 2010 ("Amended Agreement"). Capitalized terms used but not defined herein shall have the meaning assigned to them in the Amended Agreement.

Pursuit to the Amended Agreement, Bank made the Non-Recourse Loan to finance Moline's purchase of the Project Property. As of the date hereof, the Adjusted Amount of the Non-Recourse Loan is \$440,000.00. In consideration of Moline paying Bank \$396,000.00 on or before July 31, 2012, Bank will deem the Non-Recourse Loan paid-in-full and release its mortgage on the Project Property.

Please contact me at your convenience with any questions regarding this proposal.

Very truly yours,

Joe B. Slavens
President/CEO
jbslavens@northwestbank.com
563-388-2577

Approved as to substance and form:

Michael R. Shamsie, Operating Manager
Moline Place Development L.L.C., an
Illinois Limited Liability Company

Michael R. Shamsie, Individually

www.northwestbank.com

Mailing Address
P.O. Box 8001
Davenport, Iowa 52808

NorthPark Tower
100 E. Kimberly Road
Davenport, Iowa 52806

West Davenport
1454 W. Locust Street
Davenport, Iowa 52804

Bettendorf Tower
2550 Middle Road
Bettendorf, Iowa 52722

563.388.2511

CITY OF MOLINE, IL BID TABULATION

Bid Date and Time: June 26, 2012 11:00 a.m.

Project: 1161 - 2012 Water Main Improvements

**Miller Trucking & Excavating,
Inc.**

Walter D. Laud, Inc.

Valley Construction

ITEM NO.	ITEM	APPROX QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Water Main, D.I.P. P CL 350, 8"	2349	L.F.	\$62.00	\$145,638.00	\$52.50	\$123,322.50	\$59.50	\$139,765.50
2	Water Main, D.I.P. P CL 350, 6"	9	L.F.	\$62.00	\$558.00	\$150.00	\$1,350.00	\$78.00	\$702.00
3	6"x8" tap tee w/8" valve and valve box	1	EA	\$8,500.00	\$8,500.00	\$3,800.00	\$3,800.00	\$4,900.00	\$4,900.00
4	8"x8"x8" tap tee w/8" valve and valve box	1	EA	\$4,250.00	\$4,250.00	\$4,200.00	\$4,200.00	\$5,000.00	\$5,000.00
5	12"x8" tap tee w/8" valve and valve box	1	EA	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$5,400.00	\$5,400.00
6	22.5 degree bend, 8"	14	EA	\$250.00	\$3,500.00	\$260.00	\$3,640.00	\$250.00	\$3,500.00
7	45 degree bend, 8"	3	EA	\$250.00	\$750.00	\$250.00	\$750.00	\$250.00	\$750.00
8	90 degree bend, 6"	1	EA	\$225.00	\$225.00	\$290.00	\$290.00	\$220.00	\$220.00
9	90 degree bend, 8"	2	EA	\$300.00	\$600.00	\$360.00	\$720.00	\$250.00	\$500.00
10	8"x6" reducer	3	EA	\$200.00	\$600.00	\$260.00	\$780.00	\$200.00	\$600.00
11	8"x8"x8" tee	2	EA	\$600.00	\$1,200.00	\$450.00	\$900.00	\$400.00	\$800.00
12	8"x8"x6" tee	6	EA	\$350.00	\$2,100.00	\$375.00	\$2,250.00	\$400.00	\$2,400.00
13	Valve box to be removed	1	EA	\$50.00	\$50.00	\$235.00	\$235.00	\$100.00	\$100.00
14	8" valve & valve box	5	EA	\$1,100.00	\$5,500.00	\$1,300.00	\$6,500.00	\$1,250.00	\$6,250.00
15	Remove tee	1	EA	\$275.00	\$275.00	\$235.00	\$235.00	\$150.00	\$150.00
16	Remove existing valve vault	1	EA	\$150.00	\$150.00	\$500.00	\$500.00	\$300.00	\$300.00
17	Rem. frame & top sec. of valve vault & backfill	4	EA	\$150.00	\$600.00	\$650.00	\$2,600.00	\$280.00	\$1,120.00
18	Water service connection, 1"	47	EA	\$325.00	\$15,275.00	\$550.00	\$25,850.00	\$360.00	\$16,920.00
19	Water service connection, 1.25"	1	EA	\$800.00	\$800.00	\$500.00	\$500.00	\$390.00	\$390.00
20	Water service connection, 1.5"	1	EA	\$850.00	\$850.00	\$500.00	\$500.00	\$540.00	\$540.00
21	Water service pipe, 1"	193	L.F.	\$19.00	\$3,667.00	\$41.00	\$7,913.00	\$29.00	\$5,597.00
22	Water service pipe, 1.25"	15	L.F.	\$25.00	\$375.00	\$70.00	\$1,050.00	\$30.00	\$450.00
23	Water service pipe, 1" (bored)	592	L.F.	\$19.00	\$11,248.00	\$23.00	\$13,616.00	\$25.00	\$14,800.00
24	Water service pipe, 1.5" (bored)	49	L.F.	\$23.00	\$920.00	\$30.00	\$1,200.00	\$32.00	\$1,280.00

The above prices are "as read" and are subject to approval by the City of Moline Engineering Department.

25	Curb stop & box, 1"	38	EA	\$150.00	\$5,700.00	\$350.00	\$13,300.00	\$350.00	\$13,300.00
26	Curb stop & box, 1.25"	1	EA	\$200.00	\$200.00	\$900.00	\$900.00	\$400.00	\$400.00
27	Fire hydrant to be removed	7	EA	\$200.00	\$1,400.00	\$450.00	\$3,150.00	\$480.00	\$3,360.00
28	Fire hydrant assembly complete	7	EA	\$3,900.00	\$27,300.00	\$3,800.00	\$26,600.00	\$3,900.00	\$27,300.00
29	DIMJ cap, 8"	3	EA	\$225.00	\$675.00	\$200.00	\$600.00	\$120.00	\$360.00
30	DIMJ cap, 6"	3	EA	\$125.00	\$375.00	\$175.00	\$525.00	\$100.00	\$300.00
31	Trench backfill	1128	C.Y.	\$0.50	\$564.00	\$14.50	\$16,356.00	\$22.00	\$24,816.00
32	Seeding special complete	1340	S.Y.	\$1.00	\$1,340.00	\$2.00	\$2,680.00	\$11.00	\$14,740.00
33	Class B patch type II	13	S.Y.	\$125.00	\$1,625.00	\$108.00	\$1,404.00	\$110.00	\$1,430.00
34	Class B patch type III	34	S.Y.	\$119.00	\$4,046.00	\$96.00	\$3,264.00	\$110.00	\$3,740.00
35	Class B patch type IV	308	S.Y.	\$99.00	\$30,492.00	\$87.00	\$26,796.00	\$95.00	\$29,260.00
36	Driveway removal	395	S.Y.	\$8.00	\$3,160.00	\$4.50	\$1,777.50	\$10.00	\$3,950.00
37	Sidewalk removal	4724	S.F.	\$0.50	\$2,362.00	\$1.00	\$4,724.00	\$1.50	\$7,086.00
38	P.C.C. driveway pavement	395	S.Y.	\$62.50	\$24,687.50	\$65.00	\$25,675.00	\$56.00	\$22,120.00
39	P.C.C. sidewalk	4724	S.F.	\$5.75	\$27,163.00	\$6.00	\$28,344.00	\$7.00	\$33,068.00
40	Aggregate surface course, 6"	73	S.Y.	\$5.00	\$365.00	\$5.00	\$365.00	\$3.00	\$219.00
41	Standard test connection, 1"	5	EA	\$200.00	\$1,000.00	\$750.00	\$3,750.00	\$400.00	\$2,000.00
42	Relocate curbside mailbox	3	EA	\$100.00	\$300.00	\$150.00	\$450.00	\$200.00	\$600.00
43	Traffic control complete	1	L.Sum	\$2,000.00	\$2,000.00	\$2,200.00	\$2,200.00	\$8,400.00	\$8,400.00
	TOTAL				\$346,885.50		\$370,062.00		\$408,883.50

ITEM NO.	ITEM	APPROX QUANTITY	UNIT	Brandt Construction Co.		Langman Construction, Inc.		Laverdiere Construction, Inc.	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Water Main, D.I.P. P CL 350, 8"	2349	L.F.	\$59.00	\$138,591.00	\$88.00	\$206,712.00	\$69.10	\$162,315.90
2	Water Main, D.I.P. P CL 350, 6"	9	L.F.	\$99.00	\$891.00	\$80.00	\$720.00	\$81.00	\$729.00
3	6"x8" tap tee w/8" valve and valve box	1	EA	\$3,875.00	\$3,875.00	\$2,600.00	\$2,600.00	\$5,350.00	\$5,350.00
4	8"x8"x8" tap tee w/8" valve and valve box	1	EA	\$4,580.00	\$4,580.00	\$3,000.00	\$3,000.00	\$4,900.00	\$4,900.00
5	12"x8" tap tee w/8" valve and valve box	1	EA	\$4,920.00	\$4,920.00	\$3,200.00	\$3,200.00	\$6,000.00	\$6,000.00
6	22.5 degree bend, 8"	14	EA	\$475.00	\$6,650.00	\$418.00	\$5,852.00	\$390.00	\$5,460.00
7	45 degree bend, 8"	3	EA	\$475.00	\$1,425.00	\$450.00	\$1,350.00	\$550.00	\$1,650.00
8	90 degree bend, 6"	1	EA	\$450.00	\$450.00	\$380.00	\$380.00	\$500.00	\$500.00
9	90 degree bend, 8"	2	EA	\$510.00	\$1,020.00	\$450.00	\$900.00	\$500.00	\$1,000.00
10	8"x6" reducer	3	EA	\$415.00	\$1,245.00	\$300.00	\$900.00	\$390.00	\$1,170.00
11	8"x8"x8" tee	2	EA	\$750.00	\$1,500.00	\$500.00	\$1,000.00	\$800.00	\$1,600.00
12	8"x8"x6" tee	6	EA	\$600.00	\$3,600.00	\$450.00	\$2,700.00	\$800.00	\$4,800.00
13	Valve box to be removed	1	EA	\$400.00	\$400.00	\$100.00	\$100.00	\$210.00	\$210.00
14	8" valve & valve box	5	EA	\$1,685.00	\$8,425.00	\$1,200.00	\$6,000.00	\$1,700.00	\$8,500.00
15	Remove tee	1	EA	\$660.00	\$660.00	\$100.00	\$100.00	\$200.00	\$200.00
16	Remove existing valve vault	1	EA	\$775.00	\$775.00	\$1,600.00	\$1,600.00	\$1,900.00	\$1,900.00
17	Rem. frame & top sec. of valve vault & backfill	4	EA	\$860.00	\$3,440.00	\$250.00	\$1,000.00	\$800.00	\$3,200.00
18	Water service connection, 1"	47	EA	\$252.00	\$11,844.00	\$250.00	\$11,750.00	\$490.00	\$23,030.00
19	Water service connection, 1.25"	1	EA	\$645.00	\$645.00	\$300.00	\$300.00	\$800.00	\$800.00
20	Water service connection, 1.5"	1	EA	\$650.00	\$650.00	\$400.00	\$400.00	\$900.00	\$900.00
21	Water service pipe, 1"	193	L.F.	\$47.00	\$9,071.00	\$35.00	\$6,755.00	\$31.00	\$5,983.00
22	Water service pipe, 1.25"	15	L.F.	\$52.25	\$783.75	\$40.00	\$600.00	\$40.00	\$600.00
23	Water service pipe, 1" (bored)	592	L.F.	\$23.25	\$13,764.00	\$49.00	\$29,008.00	\$26.00	\$15,392.00

24	Water service pipe, 1.5" (bored)	40	L.F.	\$30.00	\$1,200.00	\$51.00	\$2,040.00	\$30.00	\$1,200.00
25	Curb stop & box, 1"	38	EA	\$330.00	\$12,540.00	\$100.00	\$3,800.00	\$450.00	\$17,100.00
26	Curb stop & box, 1.25"	1	EA	\$355.00	\$355.00	\$200.00	\$200.00	\$590.00	\$590.00
27	Fire hydrant to be removed	7	EA	\$780.00	\$5,460.00	\$500.00	\$3,500.00	\$390.00	\$2,730.00
28	Fire hydrant assembly complete	7	EA	\$4,885.00	\$34,195.00	\$3,000.00	\$21,000.00	\$3,900.00	\$27,300.00
29	DIMJ cap, 8"	3	EA	\$340.00	\$1,020.00	\$120.00	\$360.00	\$450.00	\$1,350.00
30	DIMJ cap, 6"	3	EA	\$305.00	\$915.00	\$76.00	\$228.00	\$500.00	\$1,500.00
31	Trench backfill	1128	C.Y.	\$26.00	\$29,328.00	\$25.00	\$28,200.00	\$25.40	\$28,651.20
32	Seeding special complete	1340	S.Y.	\$5.75	\$7,705.00	\$7.00	\$9,380.00	\$2.60	\$3,484.00
33	Class B patch type II	13	S.Y.	\$122.00	\$1,586.00	\$98.00	\$1,274.00	\$182.50	\$2,372.50
34	Class B patch type III	34	S.Y.	\$110.00	\$3,740.00	\$79.00	\$2,686.00	\$231.40	\$7,867.60
35	Class B patch type IV	308	S.Y.	\$86.50	\$26,642.00	\$70.00	\$21,560.00	\$161.80	\$49,834.40
36	Driveway removal	395	S.Y.	\$23.50	\$9,282.50	\$20.00	\$7,900.00	\$16.35	\$6,458.25
37	Sidewalk removal	4724	S.F.	\$1.20	\$5,668.80	\$2.00	\$9,448.00	\$4.00	\$18,896.00
38	P.C.C. driveway pavement	395	S.Y.	\$60.00	\$23,700.00	\$65.00	\$25,675.00	\$83.35	\$32,923.25
39	P.C.C. sidewalk	4724	S.F.	\$6.00	\$28,344.00	\$7.50	\$35,430.00	\$9.30	\$43,933.20
40	Aggregate surface course, 6"	73	S.Y.	\$14.00	\$1,022.00	\$15.00	\$1,095.00	\$6.90	\$503.70
41	Standard test connection, 1"	5	EA	\$675.00	\$3,375.00	\$100.00	\$500.00	\$800.00	\$4,000.00
42	Relocate curbside mailbox	3	EA	\$215.00	\$645.00	\$15.00	\$45.00	\$250.00	\$750.00
43	Traffic control complete	1	L.Sum	\$10,000.00	\$10,000.00	\$2,000.00	\$2,000.00	\$5,900.00	\$5,900.00
	TOTAL				\$425,928.05		\$463,248.00		\$513,534.00



CITY OF MOLINE, IL BID TABULATION

Bid Date and Time:

July 3, 2012 11:00 a.m.

Project No. 1165 - Parking Lot and Demolition at 17th Street and River Drive

Miller Trucking & Excavating,

A.J. Excavating, Inc.

Inc.

Valley Construction Company

ITEM NO.	ITEM	APPROX QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	EARTH EXCAVATION	1705	CY	\$12.00	\$20,460.00	\$9.00	\$15,345.00	\$12.00	\$20,460.00
2	GEOTECH, FABRIC FOR GROUND STABILIZATION	305	SY	\$1.00	\$305.00	\$1.50	\$457.50	\$1.60	\$488.00
3	FILTER FABRIC	1653	SY	\$1.50	\$2,479.50	\$1.25	\$2,066.25	\$1.60	\$2,644.80
4	SEEDING, SPECIAL COMPLETE	950	SY	\$1.50	\$1,425.00	\$2.25	\$2,137.50	\$1.85	\$1,757.50
5	LANDSCAPE MULCH	200	SF	\$3.00	\$600.00	\$1.00	\$200.00	\$1.00	\$200.00
6	TREE - ARMSTRONG RED MAPLE	5	EA	\$375.00	\$1,875.00	\$465.00	\$2,325.00	\$375.00	\$1,875.00
7	TREE - JAPANESE LILAC	7	EA	\$340.00	\$2,380.00	\$400.00	\$2,800.00	\$340.00	\$2,380.00
8	SHRUB - GOLD MOUND JAPANESE SPIREA	28	EA	\$35.00	\$980.00	\$57.00	\$1,596.00	\$35.00	\$980.00
9	SHRUB - NEON FLASH JAPANESE SPIREA	22	EA	\$35.00	\$770.00	\$57.00	\$1,254.00	\$35.00	\$770.00
10	PERENNIAL - HAPPY RETURNS	45	EA	\$18.00	\$810.00	\$28.00	\$1,260.00	\$18.00	\$810.00
11	PERENNIAL - NODDING ONION	40	EA	\$20.00	\$800.00	\$28.00	\$1,120.00	\$20.00	\$800.00
12	PERENNIAL - FOUNTAIN GRASS	22	EA	\$20.00	\$440.00	\$34.00	\$748.00	\$20.00	\$440.00
13	PERENNIAL - PRAIRIE ROSE	26	EA	\$24.00	\$624.00	\$34.00	\$884.00	\$24.00	\$624.00
14	AGGREGATE BASE COURSE, TY B, 4"	305	SY	\$4.00	\$1,220.00	\$8.00	\$2,440.00	\$6.00	\$1,830.00
15	AGGREGATE BASE COURSE, TY B, 12"	1653	SY	\$13.00	\$21,489.00	\$14.00	\$23,142.00	\$15.00	\$24,795.00
16	PERMEABLE HOT-MIX ASPHALT PAVEMENT, 3"	1653	SY	\$24.50	\$40,498.50	\$25.00	\$41,325.00	\$19.80	\$32,729.40
17	PCC PAVEMENT, 7" W/INTEGRAL CURB	295	SY	\$48.00	\$14,160.00	\$56.00	\$16,520.00	\$48.00	\$14,160.00
18	SIDEWALK REMOVAL	156	SF	\$2.00	\$312.00	\$2.00	\$312.00	\$1.50	\$234.00
19	PCC SIDEWALK, 4"	227	SF	\$8.00	\$1,816.00	\$6.00	\$1,362.00	\$9.50	\$2,156.50
20	CAST IRON DETECTABLE WARNINGS	16	SF	\$40.00	\$640.00	\$35.00	\$560.00	\$35.00	\$560.00
21	CLASS B PATCH, TY IV	166	SY	\$87.00	\$14,442.00	\$92.00	\$15,272.00	\$78.00	\$12,948.00
22	PAVEMENT REMOVAL	200	SY	\$9.00	\$1,800.00	\$9.00	\$1,800.00	\$13.00	\$2,600.00
23	PIPE UNDERDRAIN, 4"	50	LF	\$10.00	\$500.00	\$30.00	\$1,500.00	\$80.00	\$4,000.00
24	PAINT PAVEMENT MARKING - LINE, 4" YELLOW	1022	LF	\$0.30	\$306.60	\$1.50	\$1,533.00	\$1.35	\$1,379.70
25	PAINT PAVEMENT MARKING - LETTERS & SYMBOLS	22.2	SF	\$10.00	\$222.00	\$3.50	\$77.70	\$3.00	\$66.60
26	ELECTRIC CABLE IN CONDUIT, #8	750	LF	\$1.00	\$750.00	\$1.00	\$750.00	\$0.91	\$682.50
27	ELECTRIC CABLE IN CONDUIT, #6	330	LF	\$1.25	\$412.50	\$1.40	\$462.00	\$1.22	\$402.60
28	UNDERGROUND CONDUIT, PVC, 1.5"	300	LF	\$5.50	\$1,650.00	\$6.50	\$1,950.00	\$5.62	\$1,686.00
29	LIGHTING FIXTURE, COMPLETE	4	EA	\$1,850.00	\$7,400.00	\$2,200.00	\$8,800.00	\$1,850.00	\$7,400.00
30	WHEEL STOPS	26	EA	\$100.00	\$2,600.00	\$50.00	\$1,300.00	\$45.00	\$1,170.00
31	B6.18 CURB AND GUTTER	100	LF	\$20.00	\$2,000.00	\$29.00	\$2,900.00	\$30.00	\$3,000.00
32	BARRIER CURB	242	LF	\$20.00	\$4,840.00	\$29.00	\$7,018.00	\$32.00	\$7,744.00
33	DEMOLITION	1	L. SUM	\$24,000.00	\$24,000.00	\$22,000.00	\$22,000.00	\$27,700.00	\$27,700.00
34	TRAFFIC CONTROL	1	L. SUM	\$7,000.00	\$7,000.00	\$2,000.00	\$2,000.00	\$5,200.00	\$5,200.00
	TOTAL:				\$182,007.10		\$185,216.95		\$186,673.60

ITEM NO.	ITEM	APPROX QUANTITY	UNIT	Brandt Construction Co.		Walter D. Laud, Inc.		Langman Construction, Inc.	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	EARTH EXCAVATION	1705	CY	\$19.00	\$32,395.00	\$22.00	\$37,510.00	\$20.00	\$34,100.00
2	GEOTECH, FABRIC FOR GROUND STABILIZATION	305	SY	\$1.55	\$472.75	\$2.00	\$610.00	\$1.00	\$305.00
3	FILTER FABRIC	1653	SY	\$1.45	\$2,396.85	\$2.00	\$3,306.00	\$2.00	\$3,306.00
4	SEEDING, SPECIAL COMPLETE	950	SY	\$6.75	\$6,412.50	\$2.00	\$1,900.00	\$5.00	\$4,750.00
5	LANDSCAPE MULCH	200	SF	\$2.25	\$450.00	\$1.00	\$200.00	\$2.00	\$400.00
6	TREE - ARMSTRONG RED MAPLE	5	EA	\$380.00	\$1,900.00	\$250.00	\$1,250.00	\$350.00	\$1,750.00
7	TREE - JAPANESE LILAC	7	EA	\$365.00	\$2,555.00	\$325.00	\$2,275.00	\$350.00	\$2,450.00
8	SHRUB - GOLD MOUND JAPANESE SPIREA	28	EA	\$49.00	\$1,372.00	\$35.00	\$980.00	\$40.00	\$1,120.00
9	SHRUB - NEON FLASH JAPANESE SPIREA	22	EA	\$49.00	\$1,078.00	\$35.00	\$770.00	\$40.00	\$880.00
10	PERENNIAL - HAPPY RETURNS	45	EA	\$18.00	\$810.00	\$13.00	\$585.00	\$22.00	\$990.00
11	PERENNIAL - NODDING ONION	40	EA	\$18.00	\$720.00	\$13.00	\$520.00	\$18.00	\$720.00
12	PERENNIAL - FOUNTAIN GRASS	22	EA	\$18.00	\$396.00	\$15.00	\$330.00	\$18.00	\$396.00
13	PERENNIAL - PRAIRIE ROSE	26	EA	\$18.00	\$468.00	\$26.00	\$676.00	\$22.00	\$572.00
14	AGGREGATE BASE COURSE, TY B, 4"	305	SY	\$7.50	\$2,287.50	\$8.00	\$2,440.00	\$15.00	\$4,575.00
15	AGGREGATE BASE COURSE, TY B, 12"	1653	SY	\$15.50	\$25,621.50	\$20.00	\$33,060.00	\$22.00	\$36,366.00
16	PERMEABLE HOT-MIX ASPHALT PAVEMENT, 3"	1653	SY	\$23.00	\$38,019.00	\$24.00	\$39,672.00	\$24.35	\$40,250.55
17	PCC PAVEMENT, 7" W/INTEGRAL CURB	295	SY	\$48.00	\$14,160.00	\$55.00	\$16,225.00	\$75.00	\$22,125.00
18	SIDEWALK REMOVAL	156	SF	\$2.90	\$452.40	\$2.00	\$312.00	\$6.00	\$936.00
19	PCC SIDEWALK, 4"	227	SF	\$7.70	\$1,747.90	\$8.00	\$1,816.00	\$10.00	\$2,270.00
20	CAST IRON DETECTABLE WARNINGS	16	SF	\$36.00	\$576.00	\$30.00	\$480.00	\$110.00	\$1,760.00
21	CLASS B PATCH, TY IV	166	SY	\$95.00	\$15,770.00	\$110.00	\$18,260.00	\$59.00	\$9,794.00
22	PAVEMENT REMOVAL	200	SY	\$14.50	\$2,900.00	\$11.00	\$2,200.00	\$25.00	\$5,000.00
23	PIPE UNDERDRAIN, 4"	50	LF	\$21.25	\$1,062.50	\$20.00	\$1,000.00	\$12.00	\$600.00
24	PAINT PAVEMENT MARKING - LINE, 4" YELLOW	1022	LF	\$1.50	\$1,533.00	\$1.35	\$1,379.70	\$0.32	\$327.04
25	PAINT PAVEMENT MARKING - LETTERS & SYMBOLS	22.2	SF	\$3.35	\$74.37	\$8.00	\$177.60	\$10.14	\$225.11
26	ELECTRIC CABLE IN CONDUIT, #8	750	LF	\$1.00	\$750.00	\$1.00	\$750.00	\$0.91	\$682.50
27	ELECTRIC CABLE IN CONDUIT, #6	330	LF	\$1.35	\$445.50	\$1.25	\$412.50	\$1.22	\$402.60
28	UNDERGROUND CONDUIT, PVC, 1.5"	300	LF	\$6.30	\$1,890.00	\$6.00	\$1,800.00	\$5.62	\$1,686.00
29	LIGHTING FIXTURE, COMPLETE	4	EA	\$2,070.00	\$8,280.00	\$2,000.00	\$8,000.00	\$1,850.00	\$7,400.00
30	WHEEL STOPS	26	EA	\$50.00	\$1,300.00	\$50.00	\$1,300.00	\$75.00	\$1,950.00
31	B6.18 CURB AND GUTTER	100	LF	\$31.50	\$3,150.00	\$25.00	\$2,500.00	\$25.00	\$2,500.00
32	BARRIER CURB	242	LF	\$36.00	\$8,712.00	\$30.00	\$7,260.00	\$38.00	\$9,196.00
33	DEMOLITION	1	L. SUM	\$33,000.00	\$33,000.00	\$17,500.00	\$17,500.00	\$26,000.00	\$26,000.00
34	TRAFFIC CONTROL	1	L. SUM	\$5,000.00	\$5,000.00	\$16,000.00	\$16,000.00	\$1,000.00	\$1,000.00
	TOTAL:				\$218,157.77		\$223,456.80		\$226,784.80

McCarthy Improvement

Company

Lester Construction, Inc.

ITEM NO.	ITEM	APPROX QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT		
1	EARTH EXCAVATION	1705	CY	\$32.00	\$54,560.00	\$10.00	\$17,050.00		
2	GEOTECH, FABRIC FOR GROUND STABILIZATION	305	SY	\$1.50	\$457.50	\$3.00	\$915.00		
3	FILTER FABRIC	1653	SY	\$1.85	\$3,058.05	\$2.50	\$4,132.50		
4	SEEDING, SPECIAL COMPLETE	950	SY	\$2.55	\$2,422.50	\$2.00	\$1,900.00		
5	LANDSCAPE MULCH	200	SF	\$5.65	\$1,130.00	\$1.00	\$200.00		
6	TREE - ARMSTRONG RED MAPLE	5	EA	\$395.00	\$1,975.00	\$400.00	\$2,000.00		
7	TREE - JAPANESE LILAC	7	EA	\$395.00	\$2,765.00	\$350.00	\$2,450.00		
8	SHRUB - GOLD MOUND JAPANESE SPIREA	28	EA	\$28.00	\$784.00	\$50.00	\$1,400.00		
9	SHRUB - NEON FLASH JAPANESE SPIREA	22	EA	\$28.00	\$616.00	\$50.00	\$1,100.00		
10	PERENNIAL - HAPPY RETURNS	45	EA	\$28.00	\$1,260.00	\$25.00	\$1,125.00		
11	PERENNIAL - NODDING ONION	40	EA	\$28.00	\$1,120.00	\$25.00	\$1,000.00		
12	PERENNIAL - FOUNTAIN GRASS	22	EA	\$24.00	\$528.00	\$30.00	\$660.00		
13	PERENNIAL - PRAIRIE ROSE	26	EA	\$39.00	\$1,014.00	\$30.00	\$780.00		
14	AGGREGATE BASE COURSE, TY B, 4"	305	SY	\$19.50	\$5,947.50	\$10.00	\$3,050.00		
15	AGGREGATE BASE COURSE, TY B, 12"	1653	SY	\$24.50	\$40,498.50	\$20.00	\$33,060.00		
16	PERMEABLE HOT-MIX ASPHALT PAVEMENT, 3"	1653	SY	\$28.00	\$46,284.00	\$22.00	\$36,366.00		
17	PCC PAVEMENT, 7" W/INTEGRAL CURB	295	SY	\$97.00	\$28,615.00	\$45.00	\$13,275.00		
18	SIDEWALK REMOVAL	156	SF	\$2.80	\$436.80	\$2.00	\$312.00		
19	PCC SIDEWALK, 4"	227	SF	\$9.50	\$2,156.50	\$11.00	\$2,497.00		
20	CAST IRON DETECTABLE WARNINGS	16	SF	\$29.00	\$464.00	\$60.00	\$960.00		
21	CLASS B PATCH, TY IV	166	SY	\$114.00	\$18,924.00	\$65.00	\$10,790.00		
22	PAVEMENT REMOVAL	200	SY	\$28.00	\$5,600.00	\$9.00	\$1,800.00		
23	PIPE UNDERDRAIN, 4"	50	LF	\$20.00	\$1,000.00	\$60.00	\$3,000.00		
24	PAINT PAVEMENT MARKING - LINE, 4" YELLOW	1022	LF	\$1.50	\$1,533.00	\$100.00	\$102,200.00		
25	PAINT PAVEMENT MARKING - LETTERS & SYMBOLS	22.2	SF	\$3.00	\$66.60	\$2.00	\$44.40		
26	ELECTRIC CABLE IN CONDUIT, #8	750	LF	\$1.00	\$750.00	\$1.00	\$750.00		
27	ELECTRIC CABLE IN CONDUIT, #6	330	LF	\$1.40	\$462.00	\$2.00	\$660.00		
28	UNDERGROUND CONDUIT, PVC, 1.5"	300	LF	\$6.50	\$1,950.00	\$6.00	\$1,800.00		
29	LIGHTING FIXTURE, COMPLETE	4	EA	\$2,050.00	\$8,200.00	\$1,850.00	\$7,400.00		
30	WHEEL STOPS	26	EA	\$46.00	\$1,196.00	\$40.00	\$1,040.00		
31	B6.18 CURB AND GUTTER	100	LF	\$40.00	\$4,000.00	\$25.00	\$2,500.00		
32	BARRIER CURB	242	LF	\$40.00	\$9,680.00	\$30.00	\$7,260.00		
33	DEMOLITION	1	L. SUM	\$18,150.00	\$18,150.00	\$42,472.00	\$42,472.00		
34	TRAFFIC CONTROL	1	L. SUM	\$6,900.00	\$6,900.00	\$1,500.00	\$1,500.00		
	TOTAL:				\$274,503.95		\$307,448.90		

CITY OF MOLINE

CONTRACT CHANGE ORDER

Project No. : 1157

Description: 16th St. Water Main Improvements

Contractor : Miller Trucking & Excavating

Date : 19-Jun-12

Change Order No. : 1 and FINAL

Sheet 1 of 1

WORK DAYS		CONTRACT	
Contract	N/A	Original Contract	\$111,307.75
Changes		Changes To-Date	\$4,180.29
Adjusted		Adjusted Contract	\$115,488.04
% Change			3.8%

*	Item	Description	Quantity	Unit	Price	Addition	Deduction
	1	Curb Box to be Removed		EA	\$250.00		
	2	Valve Box to be Removed		EA	\$100.00		
	3	Cap 4" Water Main & Fill Valve Vault	-1	EA	\$1,400.00		(\$1,400.00)
	4	Remove Valve & Cap 4" Water Main	-1	EA	\$600.00		(\$600.00)
	5	Remove Cross	-1	EA	\$2,200.00		(\$2,200.00)
	6	Tapping Sleeve w/ Valve Box		EA	\$4,425.00		
	7	Water Service Connection Complete, 1"	-4	EA	\$1,450.00		(\$5,800.00)
	8	Abandon Water Service Complete		EA	\$1,000.00		
	9	Standard Test Connection, 8" X 8" X 2" Tee		EA	\$850.00		
	10	Standard Test Connection, 1"		EA	\$850.00		
	11	Water Main, DIP, P CL 350, 8"	-9.3	LF	\$75.50		(\$702.15)
	12	Trench Backfill	27.3	CY	\$5.00	\$136.50	
	13	Sidewalk Removal Special	-65.6	SF	\$2.25		(\$147.60)
	14	Pavement Removal Special	-18.6	SY	\$20.25		(\$376.65)
	15	Traffic Control Complete		LS	\$5,000.00		
*	16	Force Acct for Copper Service Excavation	1	LS	\$226.92	\$226.92	
*	17	Water Locates Incorrect	1	LS	\$453.85	\$453.85	
*	18	Force Acct for Sewer Repair @ 1503 16th Street	1	LS	\$3,324.08	\$3,324.08	
*	19	Force Acct for Copper Service Excavation	1	LS	\$226.92	\$226.92	
*	20	Force Acct for Copper Service Excavation	1	LS	\$407.50	\$407.50	
*	21	Water Locates Incorrect	1	LS	\$751.15	\$751.15	
*	22	Tree Removal	1	LS	\$3,990.00	\$3,990.00	
*	23	Pavement Patching	1	LS	\$670.45	\$670.45	
*	24	Force Acct for Sewer Lateral Repair	1	LS	\$392.08	\$392.08	
*	25	Force Acct for Saturday Water Main Shutdown	1	LS	\$4,827.24	\$4,827.24	
					Totals	\$15,406.69	(\$11,226.40)
Previous Changes =					Total Changes To-Date =	\$4,180.29	Net Change

REASON FOR CHANGE

- 1-15, Adjustment for final field measurements.
- 16, 19 & 20, Water Service was scheduled to be replaced but after excavation service was found to be copper and was not replaced.
- 17 & 21, Water field locates were incorrect and excavation was done in the wrong location.
- 18 & 24, Sewer repairs were completed to repair a leaking sewer lateral and to address a sinkhole caused by a leaking main.
- 22, Tree removal was needed to replace water services that were next to or in trees.
- 23, Additional pavement patching was completed for the water main installation.
- 25, Water main shut down had to be completed on a Saturday so service was not interrupted to the school.

CHANGE ORDER APPROVAL

Contractor: _____

Date: _____

	CIF	Utility Tax	Water	WPC	Storm	MFT	Grant / Contribution	Total	Notes
2013									
REVENUES	4,981,000	2,486,850	1,230,000	1,380,000	507,400	1,150,000	1,900,000	13,635,250	
Sidewalk 75/25	20,000							20,000	
Transfer from Reserves	149,500				55,600			205,100	
Total Available	5,150,500	2,486,850	1,230,000	1,380,000	563,000	1,150,000	1,900,000	13,860,350	
EXPENDITURES									
Debt Service	4,010,500							4,010,500	
Temporary Technical Assist	75,000			10,000	10,000			95,000	
Project Design / Inspection	250,000							250,000	3 Eng Techs
Maintenance Projects									
Pavement Marking		150,000						150,000	
Joint Sealing		75,000						75,000	
Seal Coat		100,000						100,000	
Sidewalk 75/25		80,000						80,000	
Patching Program			230,000	130,000		800,000		1,160,000	
Street Projects									
Asphalt Overlays									
32nd Ave, 35th - 41st Streets		160,000	10,000	6,000	8,000			184,000	
24th Ave, 31st - 34th Streets		85,000	2,000	2,000	8,000			97,000	
34th St, 12th - 23rd Avenues		265,000	4,000	3,000				272,000	
5th St, 23rd - 24th Ave		125,000	80,000	85,000	10,000			300,000	WPC Project
12th Avenue, 19th - 34th Streets						210,000	840,000	1,050,000	Fed Funds
Avenue of the Cities, 41st - 43rd Streets						140,000	560,000	700,000	Fed Funds
Concrete Reconstructions									
Alley Reconstruction		100,000						100,000	
5th Ave, 11th - 14th Streets	615,000		225,000	75,000	140,000		500,000	1,555,000	SSA Contribution
48th St, 23 - 26th Avenues		390,000	210,000	310,000	120,000			1,030,000	Water Project, Seal Coat
17th St Place, S of 28th Avenue		200,000	155,000		75,000			430,000	Red Water
31st St, North of AOC 600'		250,000	115,000	85,000	45,000			495,000	WPC Project, Seal Coat
25th Ave A, 29th - 30th Streets		160,000	75,000	80,000	12,000			327,000	WPC Project
11th Ave A, East of 48th Street		145,000	80,000	80,000	35,000			340,000	Red Water, Seal Coat
WPC Projects									
North of 21st Avenue at 46th Street				225,000				225,000	Ravine, 8" Pipe Replacement
River Drive SSO Elimination				289,000				289,000	EPA Mandated
Stormwater Projects									
15th St & River Drive Bypass Piping					320,000			320,000	TGIF Sluice Gate
Inlet/Catch Basin Replacement					100,000			100,000	
Culvert Cleaning					50,000			50,000	52nd, 43rd Ave, East of 7th St
Traffic Signal Projects									
70th Street & 44th Avenue		125,000						125,000	
Misc Equipment Replacement		75,000						75,000	
Misc Projects									
South Salt Dome	200,000							200,000	72" Dia, 2,400 Ton Capacity
Transfer to Reserves		1,850	44,000					45,850	
Total Expenditures	5,150,500	2,486,850	1,230,000	1,380,000	563,000	1,150,000	1,900,000	13,860,350	