

**CITY OF LINCOLN**  
**REGULAR CITY COUNCIL MEETING**  
**AGENDA**  
**OCTOBER 21, 2019**  
**CITY HALL COUNCIL CHAMBERS**  
**7:00 pm**

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Public Participation**

5. **Consent Agenda by Omnibus Vote**

All items under the Consent Agenda are considered to be routine in nature and/or non-controversial and will be approved by one motion. If any one wishes to have a separate vote on any item, it will be pulled from the Consent Agenda and voted on separately.

A. Payment of Bills

B. Approval of minutes October 7, 2019 Public Hearing, October 7, 2019 Regular City Council Meeting

C. Request from Don and Jan Sielaff to close the 200 block of Tenth Street from Chestnut Street to Union Street for a Halloween Block Party on Thursday October 31, 2019 from 4:30 to 8:00 PM

D. Approval of Trick or Treat hours on Thursday October 31, 2019 from 5:00 to 8:00 PM

E. Request from the Logan County Tourism Bureau to close various city streets on Thursday December 5, 2019 for the Annual Christmas Parade from 6:30 PM until its conclusion.

F. Approval of City Council Meeting schedule for the 2020 Calendar Year.

G. Approval of City Holidays to be observed in the 2020 Calendar Year.

6. **Ordinance and Resolution**

A. Ordinance authorizing Real Estate on Pekin Street to go out to bid.

B. Resolution granting signature authority to Assistant Fire Chief Ben Roland as President of the Lincoln Firefighters Pension board.

C. Resolution granting signature authority for Mayor Goodman to sign various documents for the IEPA Water Pollution Control Loan Program (WPCLP)

7. **Bids**

8. **Reports**

A. City Treasurer's Report for September 2019

B. City Clerks Report for September 2019

C. Department Head Reports for September 2019

9. **New Business/Communications**

A. Approval of Mayoral proclamation to proclaim October, 2019 as Down Syndrome Month

B. Approval of Letter of Support for the new "Lincoln Economic Advancement and Development Inc." (LEAD) organization

C. Advise and Consent to the Mayoral Appointment of City Treasurer Chuck Conzo, Fire Inspector Tim Aper and Streets and Alleys Labourer Billy Gandolfi to the City Employees-Management Insurance Advisory Committee.

D. Approval of Pay Request with Change Orders for completion of the Jefferson Street Project in an amount not to exceed \$220,890.38

E. Approval of Request for Proposal for the installation of solar panels for the City of Lincoln Wastewater Treatment Plant

10. **Announcements**

11. **Possible Executive Session**

12. **Adjournment**

We welcome the participation of persons with disabilities at all City of Lincoln meetings. If auxiliary aid or service is required for most effective participation and communication, please notify the City Clerk's Office at 217-735-2815 or [cityclerk@lincolnil.gov](mailto:cityclerk@lincolnil.gov) no later than 48 hours prior to the meeting time.

## **PUBLIC HEARING**

Lincoln City Hall, Council Chambers  
700 Broadway Street | Lincoln, Illinois

**Monday, October 7, 2019**

A Public Hearing of the City Council of Lincoln was called to order by Mayor Seth Goodman at 7 p.m., with proper notice given. The hearing was held in regards to the requirements of Sections 10 and 20 of the Bond Issuance Notification Act. Roll call was taken by City Clerk Peggy Bateman.

### **Present:**

Alderman Steve Parrott  
Alderman Kathryn Schmidt  
Alderman Tracy Welch  
Alderman Sam Downs  
Alderman Kevin Bateman  
Alderman Ron Keller  
Alderman Kathy Horn  
Alderman Jeff Hoinacki

### **Present:**

City Administrator Elizabeth Kavelman  
Treasurer Chuck Conzo  
City Clerk Peggy Bateman  
City Attorney John Hoblit  
Streets Superintendent Walt Landers  
Building and Safety Officer Wes Woodhall  
Police Chief Paul Adams  
Fire Chief Bob Dunovsky  
Norman Bigott, Veolia, Regional Technical Manager

### **Presiding:**

Mayor Seth Goodman

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### **Opening Statement, Mayor Seth Goodman:**

Mayor Seth Goodman opened the meeting by reading a statement about the Bond Issuance Notification Act of the State of Illinois. Mayor Goodman shared that residents, taxpayers and other parties would be able to issue their views. He passed the conversation onto Treasurer Chuck Conzo who said this is something that is done every three years.

He said the last time, the bond proceeds were received in 2017, so we are at the end of a three year cycle. He said what they would intend to do with this is keep the levy for the first year. He said currently the bond rates are pretty good. He said some of the things—this has been used for a generator, improvements to the council chambers, the garage door for the fire station. He said the chief could tell people about it more than he could . . . but also the street garage. He said there was some cost to the city—\$350,000. He also referenced the pumper truck. He said the city had to have the pumper, they took a short-term loan on it. They used a considerable part of the bond proceeds to pay for it. Those were some of the types of things they had used this for.

City Administrator Elizabeth Kavelman wanted to clarify that the money will not be used to fund any other organizations. He said it is not used for any other costs.

**Adjournment:**

Alderman Welch motioned to adjourn, seconded by Alderman Keller. There being no discussion to come before the City Council of Lincoln, Mayor Goodman called the special meeting to a close at 7:06 p.m.

**Respectfully Submitted By:**

Alex Williams, Recording Secretary

**REGULAR CITY COUNCIL MEETING**

Lincoln City Hall, Council Chambers  
700 Broadway Street | Lincoln, Illinois

**Monday, October 7, 2019**

**Presiding:**

Mayor Seth Goodman

The Regular Meeting of the City Council of Lincoln was called to order by Mayor Seth Goodman at 7:09 p.m., with proper notice given. City Clerk Peggy Bateman called roll.

**Present:**

Alderman Tracy Welch, Ward 1  
Alderman Steve Parrott, Ward 1  
Alderman Kathryn Schmidt, Ward 2  
Alderman Sam Downs, Ward 2  
Alderman Kevin Bateman, Ward 3  
Alderman Ron Keller, Ward 3  
Alderman Kathy Horn, Ward 4  
Alderman Jeff Hoinacki, Ward 4

**Staff Present:**

City Administrator Elizabeth Kavelman  
City Attorney John Hoblit  
City Clerk Peggy Bateman  
Treasurer Chuck Conzo  
Fire Chief Bob Dunovsky  
Police Chief Paul Adams  
Building and Safety Officer Wes Woodhall  
Streets Superintendent Walt Landers  
Norman Bigott, Veolia, Regional Technical Manager

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**Public Comment:**

Mayor Goodman called upon City Fire Chief Bob Dunovsky to award Firefighter Nick Davis with a badge for his helmet. Nick Davis has been with the City Fire Department for one year, he has passed his probationary period. He can now remove his orange shield.

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**Consent Agenda by Omnibus Vote:**

**A. Payment of Bills**

**B. Approval of minutes September 16, 2019 Regular City Council Meeting, September 24, 2019 Committee of the Whole Meeting**

**C. Request from Danielle Ketcham to close McLean Street from Broadway Street to Pulaski Street on Sunday, October 6, 2019 from 2 p.m. until 4 p.m. for the Annual Fire Prevention Parade**

**Ordinance and Resolution:**

**Resolution 2019-393 Approving Special Use in a C-2 District:**

Alderman Welch made a motion to approve, seconded by Alderman Bateman. Mayor Goodman called for further discussion, there being none, City Clerk Bateman called roll.

**Yeas: (8)** Alderman Steve Parrott, Alderman Tracy Welch, Alderman Kathryn Schmidt, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderman Kathy Horn  
**Nays: (0)**  
**Abstain: (0)**  
**Absent: (0)**

Mayor Goodman moved to other items on the agenda.

**Bids:**

**A. Approval of bid from Royce D. Scales III for cleaning service and floor maintenance at City Hall, the Police Station and the Amtrak Depot**

Alderman Welch made a motion to approve, seconded by Alderman Horn. Mayor Goodman called for further discussion.

City Administrator Kavelman asked if they had a dollar figure on this. Mayor Goodman said \$2,370 per month. City Clerk Bateman called roll.

**Yeas: (8)** Alderman Steve Parrott, Alderman Tracy Welch, Alderman Kathryn Schmidt, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderman Kathy Horn  
**Nays: (0)**  
**Abstain: (0)**  
**Absent: (0)**

Mayor Goodman moved to other items on the agenda.

**B. Approval of bid from Lincoln Chrysler Dodge Jeep Ram for the purchase of a new Crew Cab Pick-up Truck for the Sewage Treatment Plant in an amount not to exceed \$37,587**

Alderman Parrott made a motion to approve, seconded by Alderman Keller. Alderman Bateman said since Landmark did not receive the bid, he would be voting on this. He also mentioned that sometimes there's confusion when people call in and say . . . someone is doing some work out in front of my house. He said since the company I work for deals in a lot of fleets—he said he thinks the departments going forward should purchase vehicles in different color schemes. He wanted the truck to be purchased in the municipal yellow color. He said it should alleviate some confusion.

Alderman Welch wanted to know if there were additional costs for municipal yellow. Norman of Veloia said this was a good idea. They could ask. Mayor Goodman called for further discussion, there being none, City Clerk Bateman called roll.

**Yeas: (8)** Alderman Steve Parrott, Alderman Tracy Welch, Alderman Kathryn Schmidt, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderman Kathy Horn  
**Nays: (0)**  
**Abstain: (0)**  
**Absent: (0)**

Mayor Goodman moved to other items on the agenda.

**C. Approval of bid from Otto Baum Company of Morton for curb and sidewalk replacement and improvement in an amount not to exceed \$124,403.62**

Alderman Welch made a motion to approve, seconded by Alderman Hoinacki. Mayor Goodman called for further discussion, there being none, City Clerk Bateman called roll.

**Yeas: (8)** Alderman Steve Parrott, Alderman Tracy Welch, Alderman Kathryn Schmidt, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderman Kathy Horn  
**Nays: (0)**  
**Abstain: (0)**  
**Absent: (0)**

Mayor Goodman moved to other items on the agenda.

**Announcements:**

Mayor Goodman asked if anyone had any announcements.

- City Administrator Kavelman said she was proud of the City Police Department for showing respect today for the funeral procession for the funeral of the late former Police Chief James Davis
- Chief Adams read a letter about an Illinois State Trooper, Nicolas J. Hopkins and his funeral procession.
- Chief Dunovsky said the EMA is going to have a show and tell, where they will have their trailers, equipment etc. from 10 a.m. to 2 p.m. on October 19
- Jefferson Street bridge is now open, also Kickapoo Street, the concrete work should be getting underway soon
- Trick-or-treat with the mayor will be on October 19
- Chief Adams offered an update on StarCom, the channels will be encrypted
- Jason Rohrer will be starting October 16, he will be coming from the Logan County Sheriff's Department
- Mayor Goodman commended Nila Smith and her group for raising \$16,000 for the American Cancer Society at Collision Concepts

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**Adjournment:**

There being no further discussion to come before the City Council of Lincoln, Alderman Keller motioned to adjourn, seconded by Alderman Welch. Roll call was taken. Mayor Goodman adjourned the meeting at 7:25 p.m.

**Respectfully Submitted By:**

Alex Williams, Recording Secretary



CITY OF LINCOLN, ILLINOIS

CITY CLERK LINCOLN ILLINOIS

OCT 09 2019

City Clerk 700 Broadway St. 217/735-2815 Lincoln, IL 62656

RECEIVED

City of Lincoln Block Party Application

Date Application Submitted: 10-9-19

Name of Block Party Sponsor: Don + Jan Sielaff Phone #: 217-732-3182
Name of Alternate Contact: Phone #: 217-737-3010 (cell)

Sponsor's Address: 145 10th St. E-Mail: djas98@comcast.net
Alternate's Address: E-Mail:

Date of Block Party: 10/31/19 Start Time: 4:30pm End Time: 8:00pm

Location of Block Party (Specify hundred block, street name from cross street, i.e. 400 Block of Elm from 9th Street to 10th Street) 200 Block TENTH & CASNET TO UNION ST.

Do you plan to use a tent? Yes: No: X
Do you plan to have a fire pit? Yes: No: X

(Please note that all tents and fire pits must be inspected and approved by Fire Dept. personnel prior to the start of the block party. To schedule a tent or fire pit inspection, contact the Fire Dept. at 735-4020.)

Please Circle Yes or No

Do you request a visit from the Lincoln Fire Department? Yes No

Do you request a visit from the Lincoln Police Department? Yes No

Applicant does hereby promise and agree to indemnify and save harmless the City of Lincoln from any and all claims, demands, causes of action or judgments made by any person and arising in any manner from the granting of Block Party Agreement. The applicant agrees to be responsible for accepting delivery of barricades to their home, for the placement of the barricades upon the City right-of-way and for the return of barricades to their property for City pickup. Any questions in regard to barricades, contact the Street Dept. at 732-4655.

Name (Print): Jan Sielaff

Signature: [Handwritten Signature]

[Handwritten notes: I will provide proof of liability insurance]

Note: The Police and or Fire Departments reserve the authority to terminate the event if complaints are received, City ordinances are violated, or if public safety or peace is compromised.

FOR OFFICIAL USE ONLY

Date Received: 10/2/2019 Application is: Approved: Denied:



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/09/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Morlearty Insurance Services 617 KEOKUK ST		<b>CONTACT NAME:</b> Lindsay Volle	
		<b>PHONE (A/C No. Ext):</b> (217) 732-7341	<b>FAX (A/C No.):</b> (217) 732-9340
		<b>E-MAIL ADDRESS:</b> lindsay@dpcminsurance.com	
<b>LINCOLN</b> IL 62656-2173		<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b>  Janice & Don Sletaff 145 10th St  Lincoln IL 62656-1559		<b>INSURER A:</b> Auto Owners Insurance Company	
		<b>INSURER B:</b>	
		<b>INSURER C:</b>	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL	SUBR	INSO	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:								EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPIOP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY								COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$								EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N			N/A				PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Personal Liability					44 674 303 00	09/18/2019	09/18/2020	Each Occurrence 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Proof of personal liability for the residence located at 145 10th St, Lincoln, IL 62656

**CERTIFICATE HOLDER****CANCELLATION**

City of Lincoln 700 Broadway St Lincoln IL 62656	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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# REQUEST TO PERMIT

DATE: 9/27/19

We, the undersigned of the City of Lincoln, do hereby respectfully request the Mayor and City Council to permit

Road closure for the Downtown Lincoln Christmas Parade

on Thursday, December 5<sup>th</sup>, 2019. Parade Route is as follows:

Start corner of Wyatt Ave and Skickapoo, Proceeds down

Skickapoo; right onto Pulaski st; left on to Nelson st;

left on to Broadway st; ending at Chicago st.

Parade will start at 6:30pm.

If the above request is for use of City property, including streets and/ or alleys, please check one of the two boxes below:

A Certificate of Insurance Liability for the event is attached.

A Certificate of Insurance Liability for the event will be provided to the City no later than \_\_\_\_\_

If City property is used, a Certificate of Insurance Liability is required listing the City as an additional insured. The City reserves the right to postpone review and consideration of this Request to Permit until a Certificate of Insurance Liability is provided.

Name: Morgan Gleason-Logan County Tourism Bureau

Address: 101 N Chicago st

Lincoln, IL 62556

Phone: 617-732-8087 Cell: \_\_\_\_\_

Email: director@destinationlogancounty.com

Illinois Operations Center

2702 Ireland Grove Road  
Bloomington, IL 61709-0001



LOGAN COUNTY TOURISM BUREAU  
101 N CHICAGO ST  
LINCOLN IL 62656-2707

State Farm Fire and Casualty Company  
A stock company with home offices in Bloomington, Illinois

Your State Farm Agent

Chris Coyne  
Chris Coyne Insurance Agcy Inc  
1301 Woodlawn Road  
Lincoln IL 62658  
Bus: 217-732-7755  
Email: chris.coyne.jj7@statefarm.com

ST-2  
02/15/2010

# Renewal Declarations

Policy number: 93-KH-X551-4

Policy period: 12 months

The policy period begins and ends at 12:01 am standard time at the premises location.

Effective date: August 31, 2019

Expiration date: August 31, 2020

## OFFICE POLICY

**Automatic renewal** - If the State Farm® policy period is shown as 12 months, this policy will be renewed automatically subject to the premiums, rules and forms in effect for each succeeding policy period. If this policy is terminated, we will give you and the Mortgagee/Lienholder written notice in compliance with the policy provisions or as required by law.

## NAMED INSURED

LOGAN COUNTY TOURISM BUREAU  
101 N Chicago St  
Lincoln IL 62656-2707

## ENTITY

Corporation

## IMPORTANT MESSAGE(S)

Notice - Information concerning changes in your policy language is included. Please call your agent if you have any questions.

## POLICY PREMIUM

*This is not a bill. If an amount is due, then a separate statement will be sent prior to the due date. The premium(s) shown below is the 12 month premium(s) for the characteristics of the policy as described in this Declarations.*

**Total Premium: \$1,525.00**

### Discounts applied:

Business Experience Rating

Renewal Discount

Years In Business

Policy Number: 93-KH-X551-4  
Prepared: June 22, 2019

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Page 1 of 6

CMP-4000

1008178 2000 152965 200 05-28-2016

000512

**SECTION I - PROPERTY SCHEDULE**

Location number	Location of described premises	Limit of insurance* Coverage A Building	Limit of insurance* Coverage B Business Personal Property	Seasonal Increase - Business Personal Property
001	101 N CHICAGO ST LINCOLN IL 62856-2707	No Coverage	\$57,200	25%

\* As of the effective date of this policy, the Limit of Insurance as shown includes any increase in the limit due to Inflation Coverage.

**SECTION II - INFLATION COVERAGE INDEXES**

Cov A - Inflation Coverage Index:	N/A
Cov B - Consumer Price Index:	255.5

**SECTION III - DEDUCTIBLES**

**BASIC DEDUCTIBLE** \$500

**SPECIAL DEDUCTIBLES:**

Employee Dishonesty:	\$250
Equipment Breakdown:	\$500
Money and Securities:	\$250

Other deductibles may apply - refer to policy.

**SECTION IV - EXTENSIONS OF COVERAGE, LIMIT OF INSURANCE - EACH DESCRIBED PREMISE**

The coverages and corresponding limits shown below apply separately to each described premises shown in these Declarations, unless indicated by "See schedule". If a coverage does not have a corresponding limit shown below, but has "included" indicated, refer to that policy provision for an explanation of that coverage.

Coverage	Limit of Insurance
<b>Accounts Receivable</b>	
On Premises	\$60,000
Off Premises	\$15,000
<b>Arson Reward</b>	\$5,000
<b>Back-up of Sewer or Drain</b>	\$15,000
<b>Collapse</b>	Included
<b>Damage to Non-owned Buildings from Theft, Burglary or Robbery</b>	Coverage B Limit
<b>Debris Removal</b>	25% of covered loss
<b>Equipment Breakdown</b>	Included
<b>Fire Department Service Charge</b>	\$5,000
<b>Fire Extinguisher Systems Recharge Expense</b>	\$5,000
<b>Forgery or Alteration</b>	\$10,000
<b>Glass Expenses</b>	Included

Coverage	Limit of Insurance
Increased Cost of Construction and Demolition Costs (applies only when buildings are insured on a replacement cost basis)	10%%
Money Orders and Counterfeit Money	\$1,000
<b>Money and Securities</b>	
On Premises	\$10,000
Off Premises	\$5,000
Newly Acquired Business Personal Property (applies only if this policy provides Coverage B - Business Personal Property)	\$100,000
Newly Acquired or Constructed Buildings (applies only if this policy provides Coverage A - Buildings)	\$250,000
Ordinance or Law - Equipment Coverage	Included
Outdoor Property	\$5,000
Personal Effects (applies only to those premises provided Coverage B - Business Personal Property)	\$5,000
Personal Property Off Premises	\$15,000
Pollutant Clean Up and Removal	\$10,000
Preservation of Property	30 days
Property of Others (applies only to those premises provided Coverage B - Business Personal Property)	\$2,500
Signs	\$2,500
Unauthorized Business Card Use	\$5,000
Valuable Papers and Records	
On Premises	\$50,000
Off Premises	\$15,000
Water Damage, Other Liquids, Powder or Molten Material Damage	Included

**SECTION I - EXTENSION OF COVERAGE - LIMIT OF INSURANCE - BENEFIT**

The coverages and corresponding limits shown below are the most we will pay regardless of the number of described premises shown in these Declarations.

Coverage	Limit of Insurance
Dependent Property - Loss of Income	\$5,000
Employee Dishonesty	\$10,000
Loss of Income and Extra Expense	12 Months Actual Loss Sustained
Utility Interruption - Loss of Income	\$10,000

**SECTION II - LIABILITY**

Coverage	Limit of Insurance
Coverage L - Business Liability Per Occurrence	\$1,000,000
Coverage M - Medical Expenses	\$5,000 Any One Person
Damage to Premises Rented to You	\$300,000
Hired Auto Liability	Included in Coverage L
<b>Aggregate Limits</b>	
Products/Completed Operations Aggregate	\$2,000,000
General Aggregate	\$2,000,000

Each paid claim for Liability Coverage reduces the amount of insurance we provide during the applicable annual period. Please refer to Section II - Liability in the Coverage Form and any attached endorsements.

Your policy consists of these Declarations, the BUSINESSOWNERS COVERAGE FORM shown below, and any other forms and endorsements that apply, including those shown below as well as those issued subsequent to the issuance of this policy.

**FORMS AND ENDORSEMENTS**

- CMP-4100 Businessowners Coverage Form
- CMP-4213 Amendatory Endorsement (Illinois)
- CMP-4703 Utility Interruption - Loss of Income
- CMP-4704 Dependent Property - Loss of Income
- CMP-4705 Loss of Income and Extra Expense
- CMP-4706 Back-up of Sewer or Drain
- CMP-4709 Money and Securities
- CMP-4710 Employee Dishonesty
- CMP-4740 Hired Auto Liability
- CMP-4795 Additional Insured - Designated Premises
- CMP-4819 Unauthorized Business Card Use
- CMP-4880 Additional Insured - Designated Person or Organization
- CMP-4875 Loss Payable
- FD-8007 Inland Marine Attaching Declarations
- FE-3650 Actual Cash Value Endorsement
- FE-8999.2 Policyholder Disclosure Notice of Terrorism Insurance Coverage
- FE-8790 Civil Union Endorsement

**SCHEDULE OF ADDITIONAL INTERESTS (A)**

Interest type: Designated Person or Organization  
 Endorsement number: CMP-4860  
 Loan number: N/A  
 LOGAN COUNTY FAIR ASSOCIATION  
 1406 Short 11th St  
 Lincoln IL 62858

Interest type: Designated Premises  
 Endorsement number: CMP-4795  
 Loan number: N/A  
 NIVAS HOSPITALITY, INC BEST WE  
 1750 5th St  
 Lincoln IL 62856-9111

Interest type: Lenders Loss Payable  
 Endorsement number: CMP-4875  
 Loan number: N/A  
 STATE BANK OF LINCOLN ITS SUC  
 PO BOX 629  
 LINCOLN IL 62858-0629

Interest type: Loss Payable - All Other  
 Endorsement number: CMP-4875  
 Loan number: N/A  
 NATIONAL PARK SERVICE  
 1100 Old Santa Fe Trl  
 Santa FE NM 87605-0360

**SETH A. GOODMAN**  
MAYOR

**ELIZABETH KAVELMAN**  
CITY ADMINISTRATOR

**PEGGY S. BATEMAN**  
CITY CLERK

**CHARLES N. CONZO**  
CITY TREASURER

**JOHN A. HOBLIT**  
CITY ATTORNEY



## CITY OF LINCOLN, ILLINOIS

700 Broadway St., P.O. Box 509, Lincoln, IL 62656

Named for and Christened by Abraham Lincoln, 1859—Incorporated February 16, 1865  
CITY COUNCIL MEETS FIRST AND THIRD MONDAY NIGHTS EACH MONTH

### CITY OF LINCOLN SCHEDULED MEETING DATES FOR 2020 CALENDAR YEAR

#### REGULAR CITY COUNCIL MEETINGS @ 7:00 P.M.

January 6, 2020  
January 21, 2020 (20<sup>th</sup> Holiday)  
February 3, 2020  
February 18, 2020(17<sup>th</sup> Holiday)  
March 2, 2020  
March 16, 2020  
April 6, 2020  
April 20, 2020  
May 4, 2020  
May 18, 2020  
June 1, 2020  
June 15, 2020  
July 6, 2020  
July 20, 2020  
August 3, 2020  
August 17, 2020  
September 8, 2020 (7<sup>th</sup> Holiday)  
September 21, 2020  
October 5, 2020  
October 19, 2020  
November 2, 2020  
November 16, 2020  
December 7, 2020  
December 21, 2020

#### COMMITTEE OF THE WHOLE MEETINGS @ 7:00 P.M.

January 14, 2020  
January 28, 2020  
February 11, 2020  
February 25, 2020  
March 10, 2020  
March 24, 2020  
April 14, 2020  
April 28, 2020  
May 12, 2020  
May 26, 2020  
June 9, 2020  
June 23, 2020  
July 14, 2020  
July 28, 2020  
August 11, 2020  
August 25, 2020  
September 15, 2020  
September 29, 2020  
October 13, 2020  
October 27, 2020  
November 10, 2020  
November 24, 2020  
December 15, 2020  
December 29, 2020

REGULAR CITY COUNCIL MEETINGS – 1<sup>ST</sup> & 3<sup>RD</sup> Monday of each month.

COMMITTEE OF THE WHOLE MEETINGS – 2<sup>ND</sup> & 4<sup>TH</sup> Tuesday of each month.

If the 1<sup>st</sup> of the month falls on a Tuesday, then meetings would be held on the 3<sup>rd</sup> & 5<sup>th</sup> Tuesday or as changed by the City Council.

(If meeting date falls on a holiday, then it is held the following night as changed by City Council).

If any of the above referenced meeting dates are changed, a notice will be sent out, setting forth the new time and date.

Peggy S. Bateman – City Clerk

#### CITY COUNCIL

FIRST WARD  
STEVE PARROTT  
TRACY WELCH

SECOND WARD  
KATHRYN SCHMIDT  
SAM DOWNS

THIRD WARD  
KEVIN BATEMAN  
RON KELLER

FOURTH WARD  
JEFF HOINACKI  
KATHY HORN

SETH A. GOODMAN  
MAYOR

ELIZABETH KAVELMAN  
CITY ADMINISTRATOR

PEGGY S. BATEMAN  
CITY CLERK

CHARLES N. CONZO  
CITY TREASURER

JOHN A. HOBLIT  
CITY ATTORNEY



## CITY OF LINCOLN, ILLINOIS

700 Broadway St., P.O. Box 509, Lincoln, IL 62656

Named for and Christened by Abraham Lincoln, 1853—Incorporated February 14, 1865  
CITY COUNCIL MEETS FIRST AND THIRD MONDAY NIGHTS EACH MONTH

### CITY OF LINCOLN 2020 HOLIDAYS

JANUARY 1 <sup>ST</sup>	WEDNESDAY	NEW YEAR'S DAY
JANUARY 20 <sup>TH</sup>	MONDAY	MARTIN LUTHER KING
FEBRUARY 12 <sup>TH</sup>	WEDNESDAY	LINCOLN'S BIRTHDAY
FEBRUARY 17 <sup>TH</sup>	MONDAY	PRESIDENT'S DAY
APRIL 10 <sup>TH</sup>	FRIDAY	GOOD FRIDAY
MAY 25 <sup>TH</sup>	MONDAY	MEMORIAL DAY
JULY 4 <sup>TH</sup> (Saturday)	FRIDAY	INDEPENDENCE DAY
SEPTEMBER 7 <sup>th</sup>	MONDAY	LABOR DAY
OCTOBER 12 <sup>TH</sup>	MONDAY	COLUMBUS DAY
NOVEMBER 11 <sup>TH</sup>	WEDNESDAY	VETERAN'S DAY
NOVEMBER 26 <sup>TH</sup>	THURSDAY	THANKSGIVING
NOVEMBER 27 <sup>TH</sup>	FRIDAY	DAY AFTER THANKSGIVING
DECEMBER 25 <sup>TH</sup>	FRIDAY	CHRISTMAS DAY

Peggy s. Bateman  
City Clerk

#### CITY COUNCIL

FIRST WARD  
STEVE PARROTT  
TRACY WELCH

SECOND WARD  
KATHYRN SCHMIDT  
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THIRD WARD  
KEVIN BATEMAN  
RON KELLER

FOURTH WARD  
JEFF HOINACKI  
KATHY HORN

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AUTHORIZING REAL ESTATE TO GO OUT TO BID**

THIS ORDINANCE is made and adopted by the CITY COUNCIL OF THE CITY OF LINCOLN, LOGAN COUNTY, ILLINOIS, at a regular meeting held in the City Council Chambers in said City on the \_\_\_\_ day of \_\_\_\_\_, 2019, WITNESSETH:

WHEREAS, the CITY OF LINCOLN is a municipal corporation located in Logan County, Illinois; and

WHEREAS, the CITY OF LINCOLN owns the following-described real estate to-wit:

Part of the Northeast Quarter of the Southeast Quarter of Section 31, Township 20 North, Range 2 West of the Third, Principal Meridian, Logan County, Illinois, being more particularly described as follows:

Beginning at the Southeast corner of the parcel described in Document number 2012-75415 in the Logan County Recorder of Deeds Office, being a point on the West right-of-way line of State Route 121; thence South 02°05'06" West 8.14 feet along said right-of-way to a found re-bar on the North line of a parcel shown in Document number 279839 and 274317 in the Logan County Recorder of Deeds Office; thence North 89°46'20" West 217.81 feet along said North line to a found re-bar; thence North 89°52'44" West 139.24 feet continuing along said North line to a found iron rod; thence South 40°54'02" West 2.49 feet to a found pipe on the North right-of-way line of Pekin Street; thence North 49°13'20" West 64.00 feet along said North right-of-way line; thence North 40°46'40" East 58.71 feet; thence North 02°35'04" East 123.34 feet; thence North 89°51'28" East 125.95 feet to a point on the West line of the parcel described in Document number 2012-75415; thence South 00°20'19" East 187.41 feet along said West line to a found rebar at the Southwest corner of said parcel; thence South 86°43'41" East 236.86 feet along the South line of said parcel to the Point of Beginning, containing 0.734 acre, more or less

Part of Tax I.D. No. 54-08-031-041-51;

and;

WHEREAS, the City Council CITY OF LINCOLN has determined that the real estate described above is no longer needed for the public interest, that it is the best

interest of the City to sell said real estate subject to an permanent easement for entrance/exit to the City Street and Alley building; and

WHEREAS, the property is not currently being used for any real purpose; and

WHEREAS, this will go out for bid and be published in the Lincoln Courier for three successive weeks beginning on October 24, 2019; and

WHEREAS, after that three week period bids will be opened in the COW on November 26, 2019 with a decision to be made on the voting meeting thereafter;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the CITY COUNCIL OF THE CITY OF LINCOLN, as follows:

1. That it is in the best interests of the City of Lincoln that the above described real estate be put out for bid.
2. The City Clerk is directed to publish in the Courier for three successive weeks notifying all interested parties to submit a bid for the above described real estate.
3. Effective Date. That this Ordinance is effective immediately upon its passage.

The vote on the adoption of his Ordinance was as follows:

Alderman Parrott _____	Alderman Keller _____
Alderwoman Horn _____	Alderman Welch _____
Alderman Hoinacki _____	Alderwoman Schmidt _____
Alderman Downs _____	Alderman Bateman _____

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstain: \_\_\_\_\_

Absent: \_\_\_\_\_

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2019.

CITY OF LINCOLN,

BY: \_\_\_\_\_  
Seth Goodman, Mayor  
City of Lincoln, Logan County, Illinois

ATTEST: \_\_\_\_\_ (SEAL)  
City Clerk, City of Lincoln,  
Logan County, Illinois

## RESOLUTION

### RESOLUTION DESIGNATING SIGNING AUTHORITY FOR THE LINCOLN FIREFIGHTER'S PENSION BOARD

THIS RESOLUTION is made and adopted by the CITY COUNCIL OF THE CITY OF LINCOLN, LOGAN COUNTY, ILLINOIS, at a regular meeting held in the City Council Chambers in said City on the \_\_\_\_ day of \_\_\_\_\_, 2019, WITNESSETH:

WHEREAS, the CITY COUNCIL OF THE CITY OF LINCOLN, ILLINOIS previously designated MARK MILLER, former Fire Chief, as the designated signer for the CITY OF LINCOLN FIREFIGHTER'S PENSION BOARD matters; and

WHEREAS, MARK MILLER has since retired as the City Fire Chief for the CITY OF LINCOLN, ILLINOIS; and

WHEREAS, BEN ROLAND is now the Assistant Fire Chief for the CITY OF LINCOLN, ILLINOIS; and

WHEREAS, the CITY COUNCIL OF THE CITY OF LINCOLN, ILLINOIS believes it is in the best interest of the City and Citizens of the City that the Assistant Fire Chief, BEN ROLAND, should have signing authority for CITY OF LINCOLN FIREFIGHTER'S PENSION BOARD matters;

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF LINCOLN, as follows:

1. That the recitals outline above are incorporated herein as if appearing herein verbatim.
2. That Assistant Fire Chief, Ben Roland, should have signing authority for the CITY OF LINCOLN FIREFIGHTER'S PENSION BOARD matters from and after the passage of this Resolution.
3. That this Resolution is effective immediately upon passage of the same.

The vote on the adoption of his Resolution was as follows:

Alderman Parrott	_____	Alderman Keller	_____
Alderman Downs	_____	Alderman Welch	_____
Alderman Hoinacki	_____	Alderwoman Schmidt	_____
Alderwoman Horn	_____	Alderman Bateman	_____

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstain \_\_\_\_\_

Absent: \_\_\_\_\_

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2019.

CITY OF LINCOLN,

BY: \_\_\_\_\_

Seth Goodman, Mayor  
City of Lincoln, Logan County, Illinois

ATTEST: \_\_\_\_\_ (SEAL)

City Clerk, City of Lincoln,  
Logan County, Illinois

**RESOLUTION NO. \_\_\_\_\_**  
**RESOLUTION AUTHORIZING THE MAYOR TO SIGN CONSTRUCTION**  
**PERMIT FOR CSO IMPROVEMENT PROJECT**

THIS RESOLUTION is made and adopted by the CITY COUNCIL OF THE CITY OF LINCOLN, LOGAN COUNTY, ILLINOIS, at a regular meeting held in the City Council Chambers in said City on the \_\_\_\_ day of \_\_\_\_\_, 2019,  
WITNESSETH:

WHEREAS, the CITY OF LINCOLN is a municipal corporation located in Logan County, Illinois; and

WHEREAS, the CITY OF LINCOLN is desiring to grant a construction permit for the purposes of improving a Combined Sewage Overflow (CSO) project; and

WHEREAS, it is in the best interests of the citizens of Lincoln to acquire to permit this construction project because this project will modify the existing scheme to treat additional overflow; and

WHEREAS, the CITY COUNCIL OF THE CITY OF LINCOLN desires to grant authority to the Mayor to complete and sign construction permit on behalf of the City;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the CITY COUNCIL OF THE CITY OF LINCOLN, as follows:

1. That all of the recitals, as herein above set forth, are incorporated herein as if appearing verbatim herein.
2. That the Mayor of the City of Lincoln has authority to sign a construction permit regarding this project on behalf of the City Council.
3. Effective Date. That this Resolution is effective immediately upon passage of the same.

The vote on the adoption of his Resolution was as follows:

Alderman Parrott _____	Alderman Keller _____
Alderwoman Schmidt _____	Alderman Welch _____
Alderman Hoinacki _____	Alderwoman Horn _____
Alderman Bateman _____	Alderman Downs _____

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Abstain: \_\_\_\_\_

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2019.

CITY OF LINCOLN,

BY: \_\_\_\_\_

Seth Goodman, Mayor  
City of Lincoln, Logan County, Illinois

ATTEST: \_\_\_\_\_ (SEAL)

City Clerk, City of Lincoln,  
Logan County, Illinois

**SETH A. GOODMAN**  
MAYOR

**ELIZABETH KAVELMAN**  
CITY ADMINISTRATOR

**PEGGY S. BATEMAN**  
CITY CLERK

**CHARLES N. CONZO**  
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**JOHN A. HOBLIT**  
CITY ATTORNEY



## CITY OF LINCOLN, ILLINOIS

700 Broadway St., P.O. Box 509, Lincoln, IL 62656

*Named for and Christened by Abraham Lincoln, 1853—Incorporated February 16, 1865*  
CITY COUNCIL MEETS FIRST AND THIRD MONDAY NIGHTS EACH MONTH

### PROCLAMATION 2019-394

#### Down Syndrome Month

WHEREAS, it has come to the attention of the City Council of the City of Lincoln that Down Syndrome Awareness Month is celebrated throughout the City of Lincoln, the State of Illinois, the United States and World in October; and

WHEREAS, they make people aware of their abilities, accomplishments and contributions to our world; and

WHEREAS, they make it known that it is not about celebrating disabilities, rather about celebrating abilities.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Council of the City of Lincoln that we recognize the growing population of citizens with Down Syndrome in Lincoln; and be it further

RESOLVED, that the City of Lincoln shall commit to accepting this unique population and strive for greater inclusivity and opportunities for their growth and development.

Adopted this 21<sup>st</sup> Day of October, 2019

Signed \_\_\_\_\_  
Mayor, City of Lincoln, Illinois

Date: \_\_\_\_\_

#### CITY COUNCIL

**FIRST WARD**  
STEVE PARROTT  
TRACY WELCH

**SECOND WARD**  
KATHRYN SCHMIDT  
SAM DOWNS

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**FOURTH WARD**  
JEFF HOINACKI  
KATHY HORN

**Illinois Environmental Protection Agency - Water Pollution Control Loan Program (WPCLP)  
 Loan Applicant's Certification of Plans/Specifications Compliance with WPCLP Rules  
 (Rev 09/21/18)**

Loan Applicant: \_\_\_\_\_ L17# \_\_\_\_\_

Project Description:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Section I – Loan Program Requirements**

Provide page number(s) for location of the information below in the bidding documents/specifications.

Page #'s

1. \_\_\_\_\_ Advertisement for Bids includes notification to bidders that procurement is subject to regulations contained in the IEPA loan program rules, the Davis-Bacon Act (40 USC 276a through 276a-5), the Employment of Ill. Workers on Public Works Act and DBE Policy per 40 CFR Part 33, as amended, and the "Use of American Iron and Steel" requirements as originally contained in Section 436 of the Consolidated Appropriations Act, 2014 [Loan Rules Section 365.350(e)(1)(D)].
2. \_\_\_\_\_ Sealed Bids are required.
3. \_\_\_\_\_ Public bid opening will be held.
4. \_\_\_\_\_ Method of bid evaluation. In accordance with Section 365.350(d)(3).
5. \_\_\_\_\_ Criteria for evaluating bidders. In accordance with Section 365.350(d)(5).
6. \_\_\_\_\_ Bidders are allowed to modify/withdraw bids prior to opening.
7. \_\_\_\_\_ Award shall be made to the low, responsive, responsible bidder in accordance with Section 365.350(d)(7).
8. \_\_\_\_\_ Non-collusion and certification statement [verbatim per Section 365.350(d)(6)]. Language is attached. See attached page 9, I and II.
9. \_\_\_\_\_ Minimum 5% bid bond in accordance with Section 365.350(e)(7).
10. \_\_\_\_\_ 100% performance/payment bonds.
11. \_\_\_\_\_ Equal Opportunity Clauses (federal Executive Order 11246).
12. \_\_\_\_\_ DBE provisions per 40 CFR Part 33.
13. \_\_\_\_\_ DBE specifications and forms. A DBE guidance package is available from the Agency. A guidance package for following DBE requirements is available from the Agency.
14. \_\_\_\_\_ The Non-Discrimination Clause is contained within the contract 365.620(a)(8). See Item 7 page 22 of the attached document.
15. \_\_\_\_\_ Davis-Bacon Wage Act language wages and clauses are included in the bidding documents and specifications. Contractor(s) shall pay prevailing wages at rates not less than those prevailing under the Davis-Bacon Wage Act.
16. \_\_\_\_\_ Change orders – Method for handling in accordance with Section 365.420(b)(2)
17. \_\_\_\_\_ Audit; access to records (verbatim per Section 365.620(a)(1, A-G)).
18. \_\_\_\_\_ Covenant against contingent fees in accordance with Section 365.620(a)(2).
19. \_\_\_\_\_ Certification regarding debarment in accordance with Section 365.620(a)(5).
20. \_\_\_\_\_ Contracts for Subcontractors will be in accordance with Section 365.620(b).
21. \_\_\_\_\_ Contractor Bankruptcy in accordance with Section 365.620(c).
22. \_\_\_\_\_ Remedies per Section 365.640(c).
23. \_\_\_\_\_ Access to work site allowed per Section 365.620(d).
24. \_\_\_\_\_ Substantial Completion (project is operational) specified: \_\_\_\_\_ calendar days

- 25. \_\_\_ Final Completion (if applicable) specified: \_\_\_\_\_ calendar days
- 26. \_\_\_ Certification regarding compliance with criminal code of 2012 [Section 365.350(d)(6)(A)(iii)].
- 27. \_\_\_ Notice of Intent to Award form [Section 365.350(e)(4)].
- 28. \_\_\_ Notice of Award Form.
- 29. \_\_\_ Notice to Proceed Form.
- 30. \_\_\_ Change Order Form.
- 31. \_\_\_ Certification of Non-Segregated Facilities Form [Section 365.620(a)(6)].
- 32. \_\_\_ Nondiscrimination in Employment Notice (per federal Executive Order 11246).
- 33. \_\_\_ Certification Regarding Debarment, Suspension, and other Responsibility Matters Form [Section 365.620(a)(5)].
- 34. \_\_\_ Experience Clause requirements, if utilized, are justified in submittal dated \_\_\_\_\_  
Section 365.350(d)(5).
- 35. \_\_\_ Certification that all iron and steel products used in the project are produced in the United States per Section 436 of H.R. 3547, "The Consolidated Appropriations Act, 2014" [Section 365.620(a)(7)].

**Section II – Approved Scope of Work**

The WPCLP can only provide funding for the project scope approved in the Facilities Plan. ALL changes must be explained and justified in writing and receive Agency approval. Changes to the approved scope of work may require a Facilities Plan amendment.

**YES NO** Plans and specifications have been prepared consistent with the Facilities Plan approved by  
(Circle One) the Agency in a letter dated \_\_\_\_\_. If any changes have been made to the scope of the project after Facilities Planning approval, please identify below (include attachments with a detailed narrative of any changes if necessary):

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**Section III – Loan Eligibility**

In general, extended warranties, spare parts, and allowances are not eligible to receive loan funding. If this project includes any Warranties, Spare Parts, Allowances or other possible ineligible items, provide an explanation and the page number in the bidding documents where the ineligible item is located.

1. **Warranties:** The Loan Program can only fund the normal industry standard warranty. Any extended, special or additional warranties are not eligible in the loan program. If any warranty is more than the industry standard, please provide the cost for the warranty in excess of the industry standard.

**Does this project include the purchase of any extended warranties? YES or NO (Circle One)**  
If YES, provide the page number and an explanation.

2. **Spare Parts:** Spare parts and extra materials are normally not loan eligible as they are viewed as maintenance related. To be eligible, spare parts must be justified as critical parts of major system components which are not immediately available and/or whose procurement involves an extended lead time.

**Does this project include the purchase of any spare parts? YES or NO (Circle One)**  
If YES, provide the page number and an explanation.

3. Allowances (a fixed price to perform a specific scope of work) may be eligible at the time of the loan award provided justification for the allowance(s) is provided to the Agency along with a description of the scope of work and the basis for the establishment of the allowance amount. Allowances are not allowed for equipment purchases which must be competitively bid.

Does this project include any allowances? YES or NO (Circle One)  
If YES, provide the page number for each allowance along with an explanation.

4. Site Restoration: The loan program can only fund site restoration to pre-construction conditions. For underground work, restoration is normally limited to the width of the trench. Costs for any site restoration beyond pre-construction conditions or for work outside the width of the trench should be identified.

Does this project include any restoration costs above and beyond pre-construction conditions? YES or NO (Circle One)  
If YES, provide the page number and an explanation.

5. Does the project include other items that may be ineligible? Examples include costs outside the project scope, or costs considered normal operating expenses.

YES or NO (Circle One)  
If YES, provide the page number and an explanation.

METHODS UTILIZED TO ADDRESS INELIGIBLE ITEMS IN WPCLP PROJECTS
1. Delete ineligible items from the project.
2. Provide a separate line item in the bid for ineligible items.
3. Proration of bid for the percentage of ineligible cost(s).
4. Agreement on costs between the Agency and borrower prior to bidding.

**Section IV – Labor Agreements**

Are contractors bidding this project required to be or become party to a Project Labor Agreement or Multi-Project Labor Agreement?

YES or NO (Circle One)

If YES, provide a page number where the agreement is located or attach a copy of the document.  
Agreements may not significantly restrict competition.

**Section V – Certification of Plans and Specifications**

I do hereby certify that the Bidding documents and Plans and Specifications for the project entitled: \_\_\_\_\_

have been prepared in accordance with the requirements of Ill. Adm. Code 365, Procedures for Issuing Loans from the Water Pollution Control Loan Program for the purpose of obtaining loan funds.

Consulting Engineer: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Loan Applicant's Authorized Representative: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**IEPA Loan Applicant Environmental Checklist**

Loan Applicant: \_\_\_\_\_

L17#: \_\_\_\_\_

**Checklist must be signed by loan applicant's Authorized Representative (not consultant). ALL loan applicants must provide items 1 and 2 below. Items 3-6 are specific to conditions of project. See the attached guidance for instructions and contact information.**

1) Provide record of consultation with Illinois Department of Natural Resources (IDNR) for National Historic Preservation Act, Section 106 sign-off:  
Circle one: **Attached** OR **Date requested** \_\_\_\_\_

2) Provide record of consultation with IDNR's Office of Realty and Environmental Planning regarding compliance with Illinois Endangered Species Protection Act, Illinois Natural Areas Preservation Act and Illinois Interagency Wetlands Protection Act.  
Circle one: **EcoCAT printout** **DNR Letter** **Date DNR consultation requested:** \_\_\_\_\_

**OR** Project is exempt from consultation per Title 17 Ill. Adm. Code Parts 1075 and 1090. If this is selected, an explanation must be attached. Exemption is rare. Check here if project is exempt \_\_\_\_\_

3)  **Yes**  **No** Project involves construction in or near a stream bank (includes stream/river crossing), floodway and/or wetland.  
**IF YES:** By signing below applicant certifies they will comply with the Rivers, Lakes & Streams Act.  
**IF YES:** Comments from the Army Corps of Engineers are required.  
Circle one: **Attached** OR **Date requested** \_\_\_\_\_

4)  **Yes**  **No** Project involves conversion of prime agricultural land to other uses.  
**IF YES:** Description and map of the area to be converted along with a discussion of the necessity of utilizing prime agricultural land for the project must be provided in planning and comments from Illinois Department of Agriculture.  
Circle one: **Attached** OR **Date requested** \_\_\_\_\_

5)  **Yes**  **No** Project includes growth resulting in more than a 30% reserve capacity in the present or proposed service.  
**IF YES:** Prior to planning approval a detailed discussion in the planning documents must be provided documenting potential secondary impacts of the proposed project.

**WASTEWATER PROJECTS ONLY**

6)  **Yes**  **No** Project is within jurisdiction of a designated Water Quality Management Agency such as Chicago Metropolitan Agency for Planning (CMAP), Greater Egypt Regional Planning & Development Commission (GERPDC) or Southwestern Illinois Planning Commission (SIPC).  
**IF YES to CMAP:** IEPA will forward information to CMAP for comments. No further action is required.  
**IF YES to GERPDC or SIPC:** Comments from the appropriate agency regarding the project, growth projections and Facility Planning Area (FPA) modifications (if applicable) are required.  
Circle one: **Attached** OR **Date requested** \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Loan Applicant's Authorized Representative



# Illinois Environmental Protection Agency

1021 North Grand Avenue East • P.O. Box 19276 • Springfield • Illinois • 62794-9276 • (217) 782-3397

## Instructions for Application for Construction/Operation Permit Approval WPC-PS-1

This form must be submitted for all Authorizations to Construct or Permit Applications. Two sets of the applications must be submitted. Items which are self-explanatory are omitted in these Instructions. Signatures on at least one (1) submittal must be original.

1. Name and Location of the Project. Include the nearest street and city address.
2. Provide a brief description of the scope of the project such as "A sanitary sewer extension serving Happy Hills Subdivision" or "A sanitary sewer system and activated sludge, sand filter, and disinfection waste treatment facilities serving Happy Hills Subdivision."
3. A detailed explanation of when each of the indicated schedules must be submitted is indicated on the instruction sheet for the appropriate schedule. Generally, if the project involves any of the items listed, submit the corresponding schedule and check the appropriate space(s).
  - 3.1 Submit a copy of the IHPA approval letter if available.
4. The Land Trust Disclosure Submittal should be made on Schedule T.
5. Indicate the type of application (construction, operating permit, supplemental permit, etc.) being filed with the Agency.
  - 5.B If there is an existing NPDES Permit, indicate the Permit Number and the date of issuance.
  - 5.E If there is an existing NPDES Permit, indicate the Permit Number and the date of issuance. Submit a completed WPC-PS-1 form and any appropriate schedule for a Supplemental Permit request. The Supplemental Permit request should itemize the modifications to the original project/permit.

### 5.2 Permit Fees

415 ILCS 5/12.2 requires the following permit fees for the following types of permits:

Permit Type	Fee	Design P.E.
Municipal Sludge Generator	\$2,500	N/A
Industrial Sludge	\$2,500	N/A
Sludge User	\$5,000	N/A
Sewer Construction	\$100	(1)
	\$400	(2 to 20)
	\$800	(21 to 100)
	\$1,200	(101 to 499)
	\$2,400	(500 or more)
Industrial Construction/No Pretreatment (1)	\$1,000	N/A
Industrial Construction/Pretreatment - No Toxics (2)	\$3,000	N/A
Industrial Construction/Pretreatment - Toxics (3)	\$6,000	N/A

- (1) The industrial wastewater source does not require pretreatment prior to discharge to the publicly owned treatment works or the publicly regulated treatment works.
- (2) The industrial wastewater sources require pretreatment of the wastewater for non-toxic pollutants prior to discharge to the publicly owned treatment works or the publicly regulated treatment works.
- (3) The industrial wastewater sources require pretreatment of the wastewater for toxic pollutants prior to discharge to the publicly owned treatment works or the publicly regulated treatment works.

## 6. Certificate by Design Engineer

- 6.1 The Design Engineer should complete this section. This certificate must be provided by all applicants for a construction permit. The Illinois Professional Engineering Act requires that engineers practicing in Illinois be registered in Illinois.

## 7. Certifications and Approvals for Permits

- 7.1.1 This certificate applies to the person, firm, or other entity which intends to construct the proposed sewer, wastewater source or treatment works. The applicant to construct is the person, firm, agency or the entity paying for the cost of construction.
- An application submitted by a corporation must be signed by a principal executive officer of at least the level of vice president, or his duly authorized representative, if such representative is responsible for the overall operation of the facility from which the discharge described in the application form originates. In the case of a partnership or a sole proprietorship, the application must be signed by a general partner or the proprietor respectively. In the case of a publicly owned facility, the application must be signed by either a principal executive officer, ranking elected official or other duly authorized employee.
- 7.1.2 The certificate applies to the person, agency, firm, or other entity which owns or is responsible for the operation and maintenance of the proposed project.
- 7.2 Provide the name of the applicant as it is officially or legally referred to, i.e., the Springfield Metro Sanitary District, Metropolitan Water Reclamation District of Greater Chicago, the City of Marion, or the Super Deluxe Development Corporation. Do not use colloquial names as a substitute for the official name. This must be certified by the city clerk, village clerk, sanitary district clerk, etc. for governmental bodies.
- 7.3 The mailing address of the applicant should be the complete mailing address as its main office. This often will not be the same address as is used to designate the location of the work or activity.
- 7.4 These certificates apply to the owners of the intercepting sewers to which the project will be tributary. This section must be completed even for projects where the intercepting sewer is owned by the same entity as the receiving treatment works. The Additional Certificate by Intermediate Sewer Owner: must be completed if intermediate sewers are owned by more than one governing body. If additional certifications are required, please supply the required information on a plain sheet of paper and attach hereto.
- 7.5 35 Ill. Adm. Code 309.222(b) indicates that permit applications for sewer construction or modification shall be accompanied by signed statements from the owners of all intermediate receiving sewers and the receiving treatment works certifying that their facilities have adequate capacity to transport and/or treat the wastewater that will be added through the proposed sewer without violating any provisions of the Act and Subtitle C, Chapter I. Therefore, it will be necessary to have all such owners provide a certification as required by Subtitle C, Chapter I.

Note: Original signatures on the application forms must be submitted to the Agency. Original signatures are also required on other application forms.

MWRDGC Service Area – A copy of an approved permit from MWRDGC may be submitted in lieu of a signed WPC-PS-1 form. An unsigned WPC-PS-1 form and Schedule A/B are required with any MWRDGC permit submitted to the Agency.

This form must be submitted to:

Illinois Environmental Protection Agency  
Permit Section, Division of Water Pollution Control  
1021 North Grand Avenue East  
P.O. Box 19276  
Springfield, IL 62794-9276



# Illinois Environmental Protection Agency

1021 North Grand Avenue East • P.O. Box 19276 • Springfield • Illinois • 62794-9276 • (217) 782-3397

## Application for Permit or Construction Approval WPC-PS-1

For IEPA Use Only

This form must be typewritten or printed legibly. This form may be completed manually or online using Adobe Reader, a copy of it saved locally, printed, and signed before it is submitted to:

Illinois Environmental Protection Agency  
Permit Section, Division of Water Pollution Control  
1021 North Grand Avenue East  
P.O. Box 19276  
Springfield, IL 62794-9276

Reset All Fields

1. Owner Name: City of Lincoln, Illinois
- Name of Project: CSO Improvements
- Project Location Address (include nearest street and city address): 150 West Kickapoo Street, Lincoln, IL 62656
- City: Lincoln Zip Code: 62656
- Township: East Lincoln County: Logan

2. Brief Description of the Project:

See attached page for description.

3. Documents being Submitted: If the Project Involves any of the items listed below, submit the corresponding schedule, and check the appropriate boxes

	Schedule		Schedule
Private Sewer Connection/Extensions	A/B <input checked="" type="checkbox"/>	Spray Irrigation	H <input type="checkbox"/>
Sewer Extension Construction Only	C <input type="checkbox"/>	Septic Tanks	I <input type="checkbox"/>
Sewage Treatment Works	D <input checked="" type="checkbox"/>	Industrial Treatment/Preretreatment	J <input type="checkbox"/>
Excess Flow Treatment	E <input type="checkbox"/>	Waste Characteristics	N <input type="checkbox"/>
Lift Station/force Main	F <input checked="" type="checkbox"/>	Erosion Control	P <input checked="" type="checkbox"/>
Fast Track Service Connection	FTP <input type="checkbox"/>	Trust Disclosure	T <input type="checkbox"/>
Sludge Disposal	G <input type="checkbox"/>		

Plans:  
Title: CSO Improvements No. of Pages: 167

Specifications:  
Title: CSO Improvements No. of Books/Pages: 2 books

Other Documents: Design Report  
(Please specify)

- 3.1 Illinois Historic Preservation Agency approval letter  Yes  No  
(If you have a copy of the IHPA approval letter, please send in with the Permit Application Package)

4. Land Trust: Is the project identified in item Number 1 therein, for which a permit is requested, to be constructed on land which is the subject of a trust?  Yes  No  
If yes, Schedule T (Trust Disclosure) must be completed and item 7.1.1 must be signed by a beneficiary trustee or trust officer.

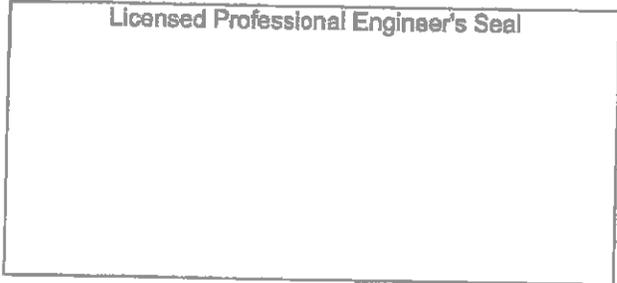
5. This is an application for (Check appropriate box):  
 A. Joint Construction and Operating Permit  
 B. Authorization to Construct (See Instructions) NPDES Permit No. IL00: \_\_\_\_\_ Issuance Date: \_\_\_\_\_  
 C. Construction Only Permit (Does Not Include Operations)  
 D. Operate Only Permit (Does Not Include Construction)  
 E. Supplemental Permit Request to Existing State Construction or Operating Permit No.: \_\_\_\_\_

6. Certifications and Approval Issuance Date: \_\_\_\_\_

6.1 Certificate by Design Engineer (When required: refer to instructions)  
I hereby certify that I am familiar with the information contained in this application, including the attached schedules indicated above, and that to the best of my knowledge and belief such information is true, complete and accurate. The plans and specifications (specifications other than Standard Specifications or local specifications on file with this Agency) as described above were prepared by me or under my direction.

Licensed Professional Engineer's Name: Shannon J Brady  
Licensed Professional Engineer's Title: Professional Engineer/Project Manager  
Registration Number: 062.059084 License Expiration Date: 11/2019  
Company: Crawford, Murphy and Tilly, Inc.  
Street Address: 2750 West Washington Street PO Box: \_\_\_\_\_  
City: Springfield State: IL Zip + 4: 62702  
Email Address: sbrady@cmtengr.com Phone: 217 787-8050  
Printed Name: Shannon Brady

\_\_\_\_\_  
Original Signature  
\_\_\_\_\_  
Date



7 Certifications and Approvals for Permits:  
7.1 Certificate by Applicant(s):  
I/We hereby certify that I/we have read and thoroughly understand the conditions and requirements of this Application, and am/are authorized to sign this application in accordance with the Rules and Regulations of the Illinois Pollution Control Board. I/we hereby agree to conform with the Standard conditions and with any other Special Conditions made part of this Permit.

7.1.1 Name of Applicant for Permit to Construct: Seth Goodman  
Title: Mayor Organization: City of Lincoln  
Street Address: 700 Broadway Street PO Box: \_\_\_\_\_  
City: Lincoln State: IL Zip + 4: 62656  
Email Address: sgoodman@lincolnil.gov Phone: 217 735-1612  
Printed Name: Seth Goodman

\_\_\_\_\_  
Original Signature  
\_\_\_\_\_  
Date

7.1.2 Name of Applicant for Permit to Own and Operate: Seth Goodman

Title: Mayor Organization: City of Lincoln  
Street Address: 700 Broadway Street PO Box: \_\_\_\_\_  
City: Lincoln State: IL Zip + 4: 62656  
Email Address: sgoodman@lincoln.il.gov Phone: 217 735-1612  
Printed Name: Seth Goodman

\_\_\_\_\_  
Original Signature Date

**7.2 Attested (Required When Applicant is a Unit of Government)**

Title: Peggy Bateman - City Clerk  
City clerk, Village Clerk, Sanitary District Clerk, etc.)

\_\_\_\_\_  
Original Signature Date

7.3 Applications from non-governmental applicants which are not signed by the owner, must be signed by a principal executive officer of at least the level of vice president, or a duly authorized representative.

**7.4 Certificate by Intermediate Sewer Owner**

I hereby certify that (Please check one):

- 1. The sewers to which this project will be tributary have adequate reserve capacity to transport the wastewater that will be added by this project without causing a violation of the Illinois Environmental Protection Act or Subtitle C, Chapter I, or
- 2. The Illinois Pollution Control Board, in PCB \_\_\_\_\_ dated \_\_\_\_\_ granted a variance from Subtitle C, Chapter I to allow construction of facilities that are the subject of this application.

Name and location of sewer system to which this project will be tributary:

City of Lincoln Sewer System  
Sewer System Owner: City of Lincoln  
Address: 700 Broadway Street  
City: Lincoln State: IL Zip + 4: 62656  
Email Address: sgoodman@lincoln.il.gov Phone: 217 735-1612  
Printed Name: Seth Goodman

\_\_\_\_\_  
Original Signature Date

7.4.1 Additional Certificate by Intermediate Sewer Owner

I hereby certify that (Please check one):

- 1. The sewers to which this project will be tributary have adequate reserve capacity to transport the wastewater that will be added by this project without causing a violation of the Illinois Environmental Protection Act or Subtitle C, Chapter I, or
- 2. The Illinois Pollution Control Board, in PCB \_\_\_\_\_ dated \_\_\_\_\_ granted a variance from Subtitle C, Chapter I to allow construction of facilities that are the subject of this application.
- 3. Not applicable.

Name and location of sewer system to which this project will be tributary:

Sewer System Owner: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip + 4: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Printed Name: \_\_\_\_\_

\_\_\_\_\_  
Original Signature Date

7.5 Certificate by Waste Treatment Works Owner

I hereby certify that (Please check one):

- 1. The wastewater treatment plant to which this project will be tributary has adequate reserve capacity to treat the wastewater that will be added by this project without causing a violation of the Illinois Environmental Protection Act or Subtitle C, Chapter I, or
- 2. The Illinois Pollution Control Board, in PCB \_\_\_\_\_ dated \_\_\_\_\_ granted a variance from Subtitle C, Chapter I to allow construction and operation of the facilities that are the subject of this application.
- 3. I also certify that, if applicable, the industrial waste discharges described in the application are capable of being treated by treatment works.
- 4. Not applicable.

Name of Waste Treatment Works: City of Lincoln Wastewater Treatment Plant

Waste Treatment Works Owner: City of Lincoln

Address: 700 Broadway Street

City: Lincoln State: IL Zip + 4: 62658

Email Address: sgoodman@lincoln.il.gov Phone: 217 735-1612

Printed Name: Seth Goodman

\_\_\_\_\_  
Original Signature Date

Save Form with New Name

Print Form

## Walt Landers

---

**From:** Adams, Joe <jadams@F-W.com>  
**Sent:** Thursday, October 10, 2019 2:07 PM  
**To:** Walt Landers  
**Cc:** rich@roadbuilder.net  
**Subject:** Lincoln Jefferson St. - Contractor Invoice #2 and Final  
**Attachments:** Jefferson St. Box Culvert Invoice #2.pdf

Walt,

Please find attached Invoice #2 for Kinney Contractor's work on the Jefferson Street Bridge Replacement Project. The \$220,890.38 reflects the balance for all work done on the project and we recommend payment upon completion of any remaining project punchlist items. The \$424,013.88 overall project construction cost does reflect additional work items as previously discussed that were completed as part of the project due to circumstances unknown at the time of bidding. Please also note that I made some minor markups on the attached invoice to correct an error on work completed to date.

Should you have any questions or need anything else, feel free to contact me.

Thanks,

Joe

**Joe Adams, PE, PTOE, LEED AP / Transportation Engineering Manager**  
100 Walnut Street, Suite 200 / Peoria, IL 61602  
o / 309.689.9888  
c / 217.778.8460

**FARNSWORTH GROUP**  
100 Walnut Street, Suite 200 / Peoria, IL 61602  
[www.f-w.com](http://www.f-w.com)  


19342 E. Frontage Road  
Raymond, IL 62560  
Tel: 217-229-3322  
Fax: 217-229-3609



4765 Industrial Dr.  
Springfield, IL 62703  
Tel: 217-679-0818  
Fax: 217-679-2679

October 10, 2019

Mr. Joe Adams, P.E.  
Farnsworth Group  
100 Walnut Street  
Suite 200  
Peoria, IL 61602

Re: City of Lincoln  
Jefferson Street  
Pay Request #2

Dear Mr. Adams,

**\$220,890.38 (JDA)**

Kinney Contractors, Inc. is requesting payment in the amount ~~\$221,130.38~~ for work completed to date on the above-mentioned project.

We appreciate your time and consideration regarding this matter and ask that you please contact me in our Springfield office at 217-679-0818 should you have any further questions regarding this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "R.J. Miller", with a long horizontal flourish extending to the right.

Richard J. Miller  
Kinney Contractors, Inc.

cc: Walt Landers, COL  
Jen Kinney, KCI  
File

Order No	City Item Description	Unit Quantity	Unit	Quantity to Date	Price	Quantity	Unit Price	Net Total	Amount Due	Contract	Balance
20000000	Earth Excavation	2000	CUYD	1000	20.00	0		\$0.00	\$20,000.00		\$20,000.00
20000000	Water Concrete Reinforcement	100	CUYD	100	77.00	0		\$0.00	\$7,700.00		\$7,700.00
20000000	Topsoil Excavation and Placement	100	CUYD	100	81.00	0		\$0.00	\$8,100.00		\$8,100.00
20000000	Seedling, Class 1A	0.25	EA	0.25	7,050.00	0		\$0.00	\$1,762.50		\$1,762.50
20000000	Mixcrete for Water Retention	25	FOUR	25	4.00	0		\$0.00	\$100.00		\$100.00
20000000	Prepacked for Water Retention	25	FOUR	25	4.00	0		\$0.00	\$100.00		\$100.00
20000000	Temporary Erosion Control Sanding	25	FOUR	0	4.00	0		\$0.00	\$0.00		\$0.00
20000000	Temporary Erosion Control	30	FOUR	0	4.00	0		\$0.00	\$0.00		\$0.00
20000000	Perimeter Erosion Barrier	820	FOUR	0	4.00	0		\$0.00	\$0.00		\$0.00
20000000	Temporary Erosion Control Material	617	FOUR	0	4.00	0		\$0.00	\$0.00		\$0.00
20000000	Storm Slopway, Class A	70	FOUR	0	2.25	0		\$0.00	\$0.00		\$0.00
20000000	Water Fabric	70	FOUR	0	74.00	0		\$0.00	\$5,180.00		\$5,180.00
20000000	Aggregate Base Course, Type B	727	YD	0	4.00	0		\$0.00	\$2,908.00		\$2,908.00
20000000	Aggregate Base Course, Type B	727	YD	0	86.00	0		\$0.00	\$62,862.00		\$62,862.00
20000000	Blotting Material (Paper Core)	77	YD	0	40.00	0		\$0.00	\$3,080.00		\$3,080.00
20000000	Blotting Material (Fork Core)	2000	FOUR	0	0.20	0		\$0.00	\$400.00		\$400.00
20000000	Hot-Mix Asphalt, Binder Course, 4-1/2", H&C	226	FOUR	0	1.00	0		\$0.00	\$226.00		\$226.00
20000000	Hot-Mix Asphalt, Surface Course, 4-1/2", H&C	226	FOUR	0	200.00	0		\$0.00	\$45,200.00		\$45,200.00
20000000	Aggregate Base Course, Type B	31	YD	0	200.00	0		\$0.00	\$6,200.00		\$6,200.00
20000000	Aggregate Base Course, Type B	30	YD	0	49.00	0		\$0.00	\$1,470.00		\$1,470.00
20000000	Removal of Existing Structures	3	YD	0	20,000.00	0		\$0.00	\$60,000.00		\$60,000.00
20000000	Pipe Culvert Removal	15	FOUR	0	22.00	0		\$0.00	\$330.00		\$330.00
20000000	Removal & Disposal of Unavailable Material for Use	55	FOUR	0	30.00	0		\$0.00	\$1,650.00		\$1,650.00
20000000	Reinforcement Bars, Epoxy Coated	20000	FOUR	0	0.05	0		\$0.00	\$1,000.00		\$1,000.00
20000000	Steel Rolling, Type 21	85	FOUR	0	210.00	0		\$0.00	\$17,850.00		\$17,850.00
20000000	Water Pumps	1	EA	0	700.00	0		\$0.00	\$700.00		\$700.00
20000000	Concrete Box Culverts	218.4	CUYD	218.4	204.00	0		\$0.00	\$44,565.60		\$44,565.60
20000000	Traffic Control and Protection (Spades)	1	EA	0	2,000.00	0		\$0.00	\$2,000.00		\$2,000.00
20000000	Sign Removal	2	EA	0	1,000.00	0		\$0.00	\$2,000.00		\$2,000.00
20000000	Constructive Layout	1	EA	0	100.00	0		\$0.00	\$100.00		\$100.00
20000000	Rock Fill	11	CUYD	0	85.00	0		\$0.00	\$935.00		\$935.00
								Total \$	\$414,363.75	\$9,650.13	\$424,013.88

Change Order to Include	Quantity	Unit	Quantity to Date	Price	Quantity	Unit Price	Net Total	Amount Due	Contract	Balance
Remove Existing Structures	3	YD	0	20,000.00	0		\$0.00	\$60,000.00		\$60,000.00
Water Pumps	1	EA	0	700.00	0		\$0.00	\$700.00		\$700.00
Install Signage Only	2	EA	0	1,000.00	0		\$0.00	\$2,000.00		\$2,000.00
Formwork & Install Slabing	1	EA	0	200.00	0		\$0.00	\$200.00		\$200.00
DA Material	4	EA	0	70.00	0		\$0.00	\$280.00		\$280.00
								Total \$	\$9,650.13	\$9,650.13

Project Total = \$414,363.75 + \$9,650.13 = \$424,013.88  
 Total Due = \$424,013.88 - \$203,123.50 (Invoice #1) = \$220,890.38

SETH A. GOODMAN  
MAYOR

ELIZABETH KAVELMAN  
CITY ADMINISTRATOR

PEGGY S. BATEMAN  
CITY CLERK

CHARLES N. CONZO  
CITY TREASURER

JOHN A. HOBLIT  
CITY ATTORNEY



# CITY OF LINCOLN, ILLINOIS

700 Broadway St., P.O. Box 509, Lincoln, IL 62656

Named for and Christened by Abraham Lincoln, 1853—Incorporated February 16, 1865  
CITY COUNCIL MEETS FIRST AND THIRD MONDAY NIGHTS EACH MONTH

## REQUEST FOR PROPOSAL

### Solar Energy Provider/Power Purchase Agreement for the City of Lincoln's Wastewater Treatment Plant

Date Released: ~~September 17, 2019~~

10/16/2019  
EOPK

Due Date: ~~October 18, 2019~~

EOPK  
10/16/2019

Mrs. Beth Kavelman  
City Administrator  
700 Broadway Street  
Lincoln, IL 62656

Sewer Plant Location: 150 W. Kickapoo St.  
Lincoln, IL 62656

### Introduction

City of Lincoln is soliciting proposals from qualified solar PV (solar) providers to finance, design, build and operate a Power Purchase Agreement (PPA) for the installation of a minimum of 1750 kW DC ground mount solar photovoltaic project at the City of Lincoln Wastewater Treatment Plant. The contractor is responsible for all project permitting and if City of Lincoln decides to move forward with a PPA or lease financed project, the contractor is required to maintain the system for the term of the agreement. Respondents shall demonstrate experience in: designing, planning, scheduling, permitting, constructing complete solar electric systems, have relationships with/knowledge of local utilities, provide project financial analysis and rebate support, providing system monitoring and maintenance, and have established onsite safety standards.

### CITY COUNCIL

FIRST WARD  
STEVE PARROTT  
TRACY WELCH

SECOND WARD  
KATHRYN SCHMIDT  
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THIRD WARD  
KEVIN BATEMAN  
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KATHY HORN

**SETH A. GOODMAN**   **ELIZABETH KAVELMAN**   **PEGGY S. BATEMAN**   **CHARLES N. CONZO**   **JOHN A. HOBLIT**  
*MAYOR*                      *CITY ADMINISTRATOR*                      *CITY CLERK*                      *CITY TREASURER*                      *CITY ATTORNEY*

**General Conditions**

Each respondent is responsible for reviewing and understanding all terms of this Request for Proposal. Failure to thoroughly examine or request clarification on RFP terms may result in disqualification.

Any bid may be withdrawn at any time prior to the due date with a written request signed by the authorized respondent representative. Revised proposals may be submitted up to the original due date/time.

Issuance of this RFP and receipt of proposals does not commit the City of Lincoln to move forward with an award or complete the project described. City of Lincoln reserves the right to postpone the RFP award process, to accept or reject any or all proposals received in response to this RFP, and to modify the scope of the project at any time.

An award under this RFP may not be based solely on the lowest price but will be made to the respondent with the overall best value proposal. The successful proposal will meet the project site design guidelines and provide service level acceptable to the City of Lincoln.

Bid proposals shall remain valid for 60 days after the proposals are opened. If City of Lincoln decides to move forward with a certain respondent, a contract will be executed within the 60 day timeframe.

Upon award, successful respondent shall secure all appropriate licenses to complete the scope of work included in this RFP.

**CITY COUNCIL**

**FIRST WARD**  
**STEVE PARROTT**  
**TRACY WELCH**

**SECOND WARD**  
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**THIRD WARD**  
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**RON KELLER**

**FOURTH WARD**  
**JEFF HOINACKI**  
**KATHY HORN**

**RFP Schedule**

The schedule for this RFP is as indicated below. It may be modified at the discretion of the City of Lincoln. An addendum will be issued in the event of any scheduling changes.

<b>Schedule</b>	<b>Date/Time</b>
RFP Released	9/17/2019
Site Visit and/or Walk-Thru	9/25/2019
Requests for Information (RFIs) Due	10/1/2019
Answers to RFIs distributed	10/4/2019
Notice of Intent to Submit Proposal	10/7/2019
Proposal Due	10/18/2019
Proposal Evaluations	10/25/2019
Anticipated Award Date	11/5/2019

**Request for Information**

Please submit questions via email to Beth Kavelman at [ekavelman@lincolnil.gov](mailto:ekavelman@lincolnil.gov) by October 1, 2019. Responses to questions will be shared with all bidders.

**FIRST WARD**  
 STEVE PARROTT  
 TRACY WELCH

**CITY COUNCIL**  
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SETH A. GOODMAN   ELIZABETH KAVELMAN   PEGGY S. BATEMAN   CHARLES N. CONZO   JOHN A.  
HOBLIT  
MAYOR                      CITY ADMINISTRATOR                      CITY CLERK                      CITY TREASURER                      CITY ATTORNEY

### Notice of Intent to Submit Proposal

Respondents must present their notice of intent to submit a proposal by email to Beth Kavelman by 4 pm local time on October 7, 2019 to ensure receipt of all addendums and other project documents. Addendums to this RFP based on submitted technical questions, along with changes to the proposal schedule, will be issued via email.

### Selection Process

Depending on the number and quality of the proposals received, City of Lincoln reserves the right to either select a vendor or shortlist two to three companies. Shortlisted companies will be asked to meet with City of Lincoln to present their proposal to the decision team and answer any outstanding questions.

### Project Background

The City of Lincoln is interested in pursuing a solar photovoltaic project that reflects the following prioritized goals:

1. Offset or reduce grid electricity use/electricity bills
2. Meets the City's sustainability goal or lessen the City's impact on the environment

### Project Description

The project site is adjacent to the WWTP located at: 150 W. Kickapoo St. Lincoln, IL 62656

**Description of Site:** included as Exhibit A.

**Desired System Size:** The solar system shall be comprised of an array of photovoltaic panels and electrical equipment components generating a minimum of 1750 kW DC.

**Description of Desired Solar System:** Fixed Ground Mounted System

**Project Financing:** Power Purchase Agreement or Lease Purchase

**System Ownership Information:** Ownership remains the Power Providers until the end of the PPA or lease agreement.

**Operation & Maintenance:** The selected Company will provide O&M services for the term of the agreement following installation of the project.

**Monitoring:** To be integrated into City of Lincoln Website.

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TRACY WELCH

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RON KELLER

**FOURTH WARD**  
JEFF HOINACKI  
KATHY HORN

**Scope of Work**

City of Lincoln is soliciting proposals from qualified solar providers to finance, design, build and operate a Power Purchase Agreement (PPA) or lease services for the installation of 1750 kW DC ground mount solar photovoltaic project at the site address. The goal of this RFP is to identify a solar partner with the necessary experience to ensure a fully managed and well executed process. The successful respondent will have demonstrated experience financing, designing, planning, scheduling, permitting, constructing, maintaining, grid interconnection and owning a solar PV system. Contractor is responsible for all permitting. Respondents must have experience working with all state and federal regulations related to the installation and operations of a solar array, provide project financial analysis and have established onsite safety standards.

**Design Guidelines**

Contractor should consider the following guidelines when designing the solar system.

**Ground Mounted Solar**

The contractor shall develop a design for a new photovoltaic system. It is the responsibility of the contractor to assess site topography and geotechnical attributes to estimate costs related to project installation. Contractor is responsible for securing the environmental permits necessary to install a ground-mounted system. Mounting system shall be directly anchored into the ground utilizing either: driven piers, concrete footers, ground screws, etc.

Mounting system design needs to meet applicable local building code requirements with respect to snow, wind, and earthquake factors.

- Mounting system must be a fixed system.
- Panels' tilt shall be based on site latitude and wind conditions.
- Ground cover and vegetation management shall be included in the proposal and environmental friendly.
- Stormwater Management and erosion control management plan shall be included in the proposal.
- All lines interconnecting solar arrays to point of interconnection shall be underground.

**SETH A. GOODMAN**   **ELIZABETH KAVELMAN**   **PEGGY S. BATEMAN**   **CHARLES N. CONZO**   **JOHN A. HOBLIT**  
*MAYOR*   *CITY ADMINISTRATOR*   *CITY CLERK*   *CITY TREASURER*   *CITY ATTORNEY*

### **Code Specifications**

All power generation and transmission equipment must be UL listed for its designed use. Construction must comply with current adopted State Building Code, which includes: International Building Code, National Electric Code (NEC) and any other codes that might be required to construct a solar array (if applicable).

**Modules:** System modules shall be UL1703 listed, and CEC-listed

**Inverters:** Shall be UL1741 listed and must be CEC-listed with an efficiency of 95% or higher

### **Contractor Responsibilities**

The final design package and documents shall include the following but are not required in the proposal stage. Please reference the proposal requirement section for detailed bid submission requirements:

#### **Description of the solar system**

Construction documents and engineering calculations that are signed and sealed by a licensed architect or engineer

Layout drawing of installation site providing location of all equipment

Equipment details and specifications

Schedule for equipment procurement and installation

Description of how grid interconnection requirements will be met

Description of controls, monitors, and instrumentation to be used for the solar system

Equipment and installation manuals

Safety plan, Quality Control plan, Environmental Protection plan

Operations and Maintenance manuals for system operations and performance monitoring over the life of the contract

Web-based monitoring for term of the agreement

Close out report that will include the following: system nameplate size, overall installed cost of the system and estimated and guaranteed annual kilowatt hour (kWh) production.

**FIRST WARD**  
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TRACY WELCH

**CITY COUNCIL**  
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RON KELLER

**FOURTH WARD**  
JEFF HOINACKI  
KATHY HORN

### Warranties

The solar provider's standard system minimum warranty coverage should cover modules, inverter, racking and workmanship.

- **Modules:** 25-Year Power Output & 10 Workmanship Limited Warranty
- **Inverter:** 10-Year Limited Warranty, Provide a price and/or plan for inverter replacement in year 11 and beyond
- **Racking:** 10-Year Limited Warranty priority
- **Workmanship:** 1 Year Limited Warranty

### System Monitoring

Monitoring of system performance and providing public education and outreach is an important element of this RFP. The City of Lincoln will favor a proposal that includes a turnkey monitoring system that can be integrated into the City of Lincoln computer system for display on the City of Lincoln website. The system should display and analyze historical and live solar electricity generation data. Additionally, the regularly collected data should reflect, but not be limited to the following:

- Average and accumulated output (kWh/kW and total kWh)
- Percent Capacity usage
- Air quality emissions averted and real world equivalents conversion

### Operation and Maintenance of System

The successful respondent will be required to provide operation and maintenance of the entire solar electric system for the length of the PPA or lease. Operations and maintenance services shall include:

- Online monitoring
- Performance monitoring, notification, and troubleshooting – must have personnel available to notify the City of Lincoln of an outage or decrease in system production
- Corrective maintenance to mitigate any risk to the system or minimize downtime
- System Performance Reports that compares actual production to predicted production
- Preventative maintenance and inspections to identify and fix problems before they occur, including infrared photography for hot spots, manufacturer recommended maintenance, hardware torque checks, and array cleanings
- Weed abatement for ground mount

FIRST WARD  
STEVE PARROTT  
TRACY WELCH

CITY COUNCIL  
SECOND WARD  
KATHRYN SCHMIDT  
SAM DOWNS

THIRD WARD  
KEVIN BATEMAN  
RON KELLER

FOURTH WARD  
JEFF HOINACKI  
KATHY HORN

SETH A. GOODMAN   ELIZABETH KAVELMAN   PEGGY S. BATEMAN   CHARLES N. CONZO   JOHN A.  
HOBLIT  
MAYOR                      CITY ADMINISTRATOR                      CITY CLERK                      CITY TREASURER                      CITY ATTORNEY

If City of Lincoln decides to own the system at the end of the term, the successful respondent shall supply City of Lincoln two copies of all Component Product Data and Component Operation and Maintenance manuals. The information shall be sufficient for City of Lincoln to evaluate and ensure appropriate O&M has been completed over the life of the system. Examples of components include solar panels, conduit, inverter, net metering equipment, etc. Project as-builts that detail the location of all above and underground utilities and components shall be submitted within 30 days of transfer of ownership.

### Proposal Requirements

Please provide 1 original copy and a thumb (flash) drive with electronic files.

Hard copies must be delivered to the City Administrator no later than 4:00 PM October 18, 2019.

Proposals received after this time will be returned to the respondent un-opened. Proposals will not be considered for award unless submitted in the format described below. It is the responsibility of the respondent to ensure that the submittal is received in a timely manner. Fax proposals will not be accepted. Hard copy proposal must be submitted to the following address:

Mrs. Beth Kavelman  
City Administrator  
700 Broadway Street  
Lincoln, IL 62656  
[ekavelman@lincolnil.gov](mailto:ekavelman@lincolnil.gov)

### Proposal Format

Please include the following sections in your proposal submittal in the following order.

**Cover/Transmittal letter:** Cover letter must be addressed to Mrs. Beth Kavelman, city administrator for the City of Lincoln and signed by a legally authorized representative of the respondent. Cover letter must summarize key provisions of the proposal and must include name, address, phone and email of the respondent contact.

**Executive Summary:** Include key provisions of the proposal, including understanding of City of Lincoln goals, pricing, respondent's role on project, brief description of proposed system, financing, relevant experience of respondent/company, and key timeline dates.

**Company Profile:** Years in business, description of respondent/company background, applicable state licensing, OSHA background and safety protocol, Insurance, Quality Assurance/Quality Control documentation.

**Project Experience:** Include projects completed in the last 3 years similar in scope and size to the proposed project. Include project name, system size, location, and brief 2-3 sentence project description. Highlight companies permitting and interconnection experience with local utility.

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**References:** Provide 3 project references with direct client phone numbers.

**Project Team:** Organization chart and bios (length of time with firm, key projects) of key team members, capability to perform work/workload capacity. Please only profile individual that will directly be working on this project. Clearly identify the project manager.

**Technical Solution/Scope of Work:** Describe your technical approach to the design and construction of the solar project including:

- Technical Approach, Design, Equipment, Installation
- Panel, inverter, racking specifications
- Equipment and workmanship warranties
- Exhibits showing proposed layouts and system single line diagrams
- PVSYST Report indicating production of the proposed system
- Proposed monitoring system/solution
- Operations & Maintenance Plan offered for the project.

**Production Guarantee:** Provide at least a 90% kWh guarantee for year 1, degrading by a maximum of 0.5% per year for the length of the term. Performance guarantee should be measured and damages should be paid on an annual basis.

**Price Proposal:** Provide a PPA and lease price for the system.

- Present year and 5, 10 and 20 year financial savings
- PPA proposal should include a percent escalator for the PPA rate

**Safety:** Please include a brief description of the safety practices of your firm, as well as the OSHA Reporting Indicators for the last 3 years.

**Proposed Schedule:** Identify key project milestones and include any necessary review periods for the City.

**Evaluation/Selection Criteria:**

The City of Lincoln will evaluate proposals according to the evaluation criteria below. Result of this step will be the identification of the selection of a proposal for negotiation of a contract. Points will be awarded based on the relative merit of the information provided in response to the solicitation. Selection based on the total number of points awarded by the evaluation committee will be based on:

- |  |                |
|--|----------------|
| ● Proposal Cost Effectiveness                | 0 to 35 points |
| ● Technical Approach/Implementation Schedule | 0 to 30 points |
| ● Company Qualifications/Project Experience  | 0 to 20 points |
| ● Project team, experience and approach      | 0 to 15 points |

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City of Lincoln may elect to conduct interviews with selected respondents to ask questions or for more detail on the proposed project. The City of Lincoln reserves the right to seek supplemental information from any respondent at any time after the official proposal opening and before award. This will be limited to clarification or more detail on information included in the original proposal. Upon acceptance of a proposal and Intent to award, the successful respondent will be required to execute and return all required project documents and certificates of insurance within 30 days from the Notice of Award. Should the selected firm fail or refuse to execute the project documents, the City of Lincoln reserves the right to accept the proposal of the firm offering the next best value to the City of Lincoln.

**RFP Exhibits**

- **Exhibit A:** Map of Site plan with solar areas identified (Black X)
- **Exhibit B:** Energy Usage & Cost History

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**JOHN A.**

*CITY ATTORNEY*

**Exhibit A**



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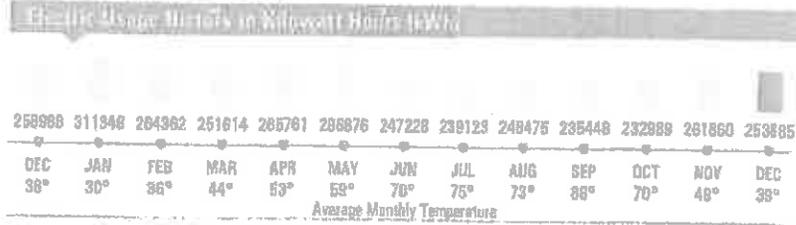
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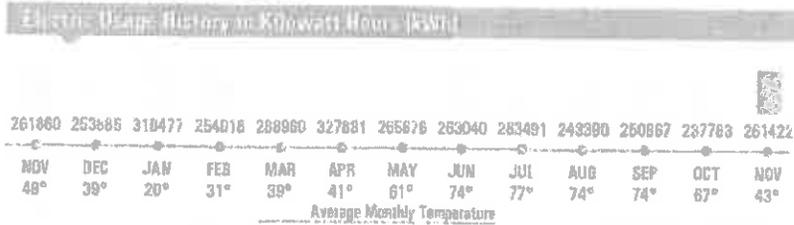
**Exhibit B**

**December 2016 - 2017**



Average Daily Electric Use (kWh)	
TIME PERIOD	AVG. DAILY USE
CURRENT MONTH	8482.83 kWh
LAST MONTH	8183.12 kWh
LAST YEAR	8632.83 kWh

**November 2017 - 2018**



Average Daily Electric Use (kWh)	
TIME PERIOD	AVG. DAILY USE
CURRENT MONTH	8168.44 kWh
LAST MONTH	8189.41 kWh
LAST YEAR	8183.12 kWh

**Wastewater Treatment Plant – Monthly Energy Cost**

Sewer - 150 W Kickapoo St	01/16/2018	\$14,117.36
Sewer - 150 W Kickapoo St	02/05/2018	\$20,103.31
Sewer - 150 W Kickapoo St	03/29/2018	\$16,422.67
Sewer - 150 W Kickapoo St	04/30/2018	\$18,459.19
Sewer - 150 W Kickapoo St	06/18/2018	\$16,308.64
Sewer - 150 W Kickapoo St	07/02/2018	\$16,953.13
Sewer - 150 W Kickapoo St	08/06/2018	\$17,445.83
Sewer - 150 W Kickapoo St	09/04/2018	\$15,643.63
Sewer - 150 W Kickapoo St	10/01/2018	\$16,115.87
Sewer - 150 W Kickapoo St	11/02/2018	\$15,439.23
Sewer - 150 W Kickapoo St	12/17/2018	\$16,166.93
Sewer - 150 W Kickapoo St	01/07/2019	\$17,767.20

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