

# City of Rock Falls

603 W. 10<sup>th</sup> Street  
Rock Falls, IL 61071-2854

## *Mayor*

Rod Kleckler  
815-380-5333

## *City Administrator*

Robbin Blackert  
815-564-1366



## *City Clerk*

Pam Martinez  
815-622-1100

## *City Treasurer*

Kay Abner  
815-622-1100

Rock Falls City Council Agenda  
Council Chambers  
603 W 10<sup>th</sup> Street, Rock Falls, IL 61071

November 21, 2023  
5:30 p.m.

**Call to Order at 5:30 p.m.**  
**Pledge of Allegiance**  
**Roll Call**

### **Proclamations:**

- Rock Falls Township High School Girls Volleyball Recognition Day
- Small Business Saturday, November 25, 2023

### **Audience Requests**

### **Community Affairs**

Rock Falls Chamber of Commerce, Sam Smith President/CEO

### **Consent Agenda:**

1. Approval of the minutes of the November 7, 2023, City Council Meeting
2. Approval of bills as presented

### **Resolutions:**

1. Resolution 2023-915 – Resolution for Improvement Under the Illinois Highway Code – Avenue A from 3<sup>rd</sup> Street to 10<sup>th</sup> Street – 23-00138-00-FP

### **City Administrator Robbin Blackert:**

1. Agreement with Terracon Consultants, Inc., 192 Exchange Blvd, Glendale Heights, IL 60139 for professional consulting services in connection with the USEPA Grant.

### **Information/Correspondence**

Matt Cole, City Attorney  
Corey Buck, City Engineer

### **Alderman Reports/Committee Chairman Requests**

#### **Ward 1**

**Alderman Bill Wangelin** – Public Property/Public Works Committee Chairman/Tourism Committee

**Alderman Gabriella McKanna** – Finance/Insurance/Investment Committee Chairman

**Ward 2**

**Alderman Brian Snow – Building Code Committee Chairman/Utility Committee Vice Chairman**

**Ward 3**

**Alderman Steve Dowd**

**Alderman Cody Dornes**

**Ward 4**

**Alderman Violet Sobottka – Ordinance/License/Personnel/Safety Committee Chairman**

**Alderman Cathy Arduini**

**Mayor's Report:**

**Adjournment**

**Next City Council Meeting – December 5, 2023, at 5:30 p.m.**

**Posted: November 17, 2023**

**Michelle Conklin, Deputy City Clerk**

The City of Rock Falls is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with Disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in the meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact Mark Searing, ADA Coordinator, at 1-815-622-1108 promptly to allow the City of Rock Falls to make reasonable accommodations within 48 hours of the scheduled meeting.

# PROCLAMATION

## Small Business Saturday

**Whereas**, the City of Rock Falls, Illinois, celebrates our local small businesses and the contributions they make to our local economy and community; and

**Whereas**, according to the U.S. Small Business Administration, there are 33.2 million small businesses in the United States: small businesses represent 99.7% of firms with paid employees, small businesses are responsible for 62.7% of net new jobs created since 1995, and small businesses employ 46.4% of the employees in the private sector in the United States; and

**Whereas**, 68 cents of every dollar spent at a small business in the United States stays in the local community and every dollar spent at small businesses creates an additional 48 cents in local business activity as a result of employees and local businesses purchasing local goods and services; and

**Whereas**, 72% of consumers reported that Small Business Saturday 2022 made them want to shop and dine at small, independently-owned retailers and restaurants all year long; and

**Whereas**, the City of Rock Falls, Illinois, supports our local businesses that create jobs, boost our local economy, and preserve our communities; and

**Whereas**, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

**Now, Therefore**, I, Rod Kleckler, Mayor of the City of Rock Falls, do hereby proclaim, November 25, 2023, as ***SMALL BUSINESS SATURDAY*** and urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and to Shop Small throughout the year.

Passed this 21<sup>st</sup> day of November, 2023.

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Rod Kleckler, Mayor

ATTEST:

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Pam Martinez, City Clerk

# PROCLAMATION

Rock Falls Township High School  
2023 Class 2A Volleyball Team  
3<sup>rd</sup> Place

**WHEREAS**, the Mayor and City Council of Rock Falls, Whiteside County, Illinois are pleased to congratulate the Rock Falls Township High School Girls Volleyball for their IHSA 3<sup>rd</sup> Place in the 2A Division on November 11, 2023; and

**WHEREAS**, the members of the Rock Falls Township High School Volleyball Team have achieved their success through teamwork and perseverance. Volleyball teaches teamwork like few other sports can. No one player can “star” on a volleyball team, but all players must learn teamwork and selflessness which will be great traits to carry with you for life; and

**WHEREAS**, the team was led by Head Coach Sheila Pillars, Assistant Coach Jolene Bicket, Assistant Coach Bree Naftzger and Assistant Coach Madison McFadden. Team members are Carli Kobbeman, Kacie Witherow, Zoe Henson, Sophia Moeller, Elizabeth Lombardo, Carolyn Masini, Denali Stonitsch, Addison Miller, Kayla Hackbarth, Aubrey Vickers, Claire Bickett, Nicolette Udell, Lilly Betts, Taylor Reyna, Sophie Chavira and Ari Reyna; and

**WHEREAS**, Coach Sheila Pillars who in 26 seasons of coaching has racked up over 600 wins including 9 Regional and 4 Sectional Championships and has not only coached the sport of volleyball, but has given a generation of girls guidance, support and accountability to help them navigate the challenges of failure and success, develop essential skills to maximize their potential which will be of great benefit to them throughout their lives. We wish her the very best in her retirement; and

**THEREFORE, BE IT RESOLVED**, that I, Mayor Rodney Kleckler and the City Council of the City of Rock Falls, Whiteside County, Illinois do hereby proclaim Saturday, November 11, 2023, as “**Rock Falls Township High School Girls Volleyball Recognition Day**” in the City; and extend on behalf of the Citizens of our community, a heartfelt thank you for your hard work and dedication. Your accomplishments are recorded forever in the history of the Girls Volleyball program.

Passed this 11<sup>th</sup> day of November 2023.

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Rodney Kleckler, Mayor

ATTEST:

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Pamela Martinez, City Clerk

# City of Rock Falls

603 W. 10th Street  
Rock Falls, IL 61071-2854

## Regular meeting minutes of the Mayor and Aldermen of the City of Rock Falls

The regular meeting of the Mayor and City Council of Rock Falls, Illinois was called to order at 5:30 p.m. on November 7, 2023, in the Council Chambers by Mayor Rodney Kleckler.

City Clerk Pam Martinez called the roll following the pledge of allegiance. A quorum was present including Mayor Kleckler, Alderman McKanna, Wangelin, Snow, Dowd, Arduini, and Sobottka. In addition, Attorney Matt Cole, and City Administrator Robbin Blackert were present. Absent: Alderman Dornes

### **Audience request:**

None.

### **Rock Falls Fire Department:**

Presentation from Chief Bowens to Fire Fighter Andrew Funk completed probation period and was pinned with his badge.

### **Rock Falls Optimist Club:**

2024 Calendar Sales by Tom Star. This year is the 21<sup>st</sup> consecutive year for the production of the calendars.

### **Community Affairs:**

Rock Falls Chamber of Commerce requested the approval of Hometown Holidays road closures.

A motion was made by Alderman Snow to approve the Hometown Holidays road closures and second by Alderwoman Sobottka.

**Vote via voice, all approved, motion carried.**

### **Consent Agenda:**

Consent Agenda items 1 - 2 were read aloud by City Clerk Pam Martinez.

1. Approval of the minutes of the October 17, 2023, City Council Meeting.
2. Approval of bills as presented.

A motion was made by Alderman Wangelin to approve the Consent Agenda and second by Alderman Dowd.

**Vote 6 aye, motion carried.**

### **Ordinances 2<sup>nd</sup> Reading and Adoption:**

1. Ordinance 2023-2624 – Authorizing the Sale/Disposal of Unused Street Equipment. A motion was made by Alderwoman Sobottka to approve the 2<sup>nd</sup> reading and adoption of Ordinance 2023-2624 – Authorizing the Sale/Disposal of Unused Street Equipment and second by Alderman Wangelin.

**Vote 6 aye, motion carried.**

### **Resolutions:**

1. Resolution 2023-914 – Resolution for Maintenance Under the Illinois Highway Code – Section 24-00000-00-GM

A motion was made by Alderman Snow to approve Resolution 2023-914 for Maintenance Under the Illinois Highway Code – Section 24-00000-00-GM and second by Alderman Wangelin.

**Vote via voice, all approved, motion carried.**

### **City Administrator:**

1. Approve the GIS Services Agreement with Cloudpoint Geospatial, 1407 W Front Street, Roanoke, IL for continued Managed GIS Services in the amount of \$6,250.00 per month for 3 years.

A motion was made by Alderwoman McKanna to approve the GIS Services Agreement with Cloudpoint Geospatial, 1407 W Front Street, Roanoke, IL for continued Managed GIS Services in the amount of \$6,250.00 per month for 3 years and second by Alderwoman Sobottka.

**Vote 6 aye, motion carried.**

City Administrator Blackert wished the Lady Rockets Volleyball Team good luck at State.

**City Attorney:**

None

**City Departments:**

None

**Alderman Reports / Committee Chairman Requests**

A motion was made by Alderman Wangelin to approve the recommendation from the Public Property Public Works Committee for the renewal of the Cash Farm Lease with Hoffman Brothers Partnership for March 2024 to February 2025 for 10 tillable acres in the amount of \$150.00 per acre and second by Alderman Dowd.

**Vote 6 aye, motion carried.**

A motion was made by Alderman Wangelin to approve the recommendation from the Public Property Public Works Committee for the renewal of the Cash Farm Lease with Gaulrapp Farms for March 2024 to February 2025 for the 18 tillable acres in the amount of \$225.00 per acre and second by Alderwoman Sobottka.

**Vote 6 aye, motion carried.**

A motion was made by Alderman Wangelin to approve the recommendation from the Police Fire Committee to approve the STARCOM 21 User Agreement between the City of Rock Falls and Motorola Solutions, Inc. and second by Alderman Snow.

**Vote 6 aye, motion carried.**

A motion was made by Alderman Wangelin to approve the recommendation from the Police Fire Committee for the Contract for Services between the City of Rock Falls and Moeller, Myers and Associates, PC providing an Employee Assistance Program to the City of Rock Falls Police Department employees and second by Alderwoman Sobottka.

**Vote 6 aye, motion carried.**

A motion was made by Alderwoman McKanna to approve the recommendation from the Finance/Insurance /Investment Committee for the Fiscal Year 2024 Audit and second by Alderman Wangelin.

**Vote 6 aye, motion carried.**

A motion was made by Alderwoman McKanna to approve the recommendation from the Finance/Insurance/Investment Committee for the Utility Write-offs from July 2024 through September 2023 and second by Alderwoman Sobottka.

**Vote 6 aye, motion carried.**

A motion was made by Alderwoman McKanna to approve the recommendation from the Finance/Insurance/Investment Committee for the Event Sponsorship Grant from the Rock Falls Tourism to the Rock Falls Chamber of Commerce for Hometown Holidays in the amount of \$1,000.00 and second by Alderman Wangelin.

**Vote 6 aye, motion carried.**

A motion was made by Alderman Snow to approve the recommendation from the Utility Committee for the purchase of a collector Unit for Neptune meter reading from Ferguson Waterworks, 1720 State Street, Dekalb, IL in the amount of \$25,253.43 with cost to be split between Water and Wastewater and second by Alderman Wangelin.

**Vote 6 aye, motion carried.**

A motion was made by Alderman Snow to approve the recommendation from the Utility Committee for the rebuild of the 6 tertiary filter vacuum pumps by Hydro-Kinetics Corporation, 5741 Manchester Avenue, St. Louis, MO in the amount of \$13,900.10 and second by Alderwoman Sobottka.

**Vote 6 aye, motion carried.**

A motion was made by Alderman Snow to approve the recommendation from the Utility Committee to award the Boring of the Schutz Easement to Kirby Cable Service, Inc., 17842 Summer Road, Pecatonica, IL in the amount of \$152,430.00 and second by Alderwoman Sobottka.

**Vote 6 aye, motion carried.**

A motion was made by Alderman Snow to approve the recommendation from the Utility Committee for the License Agreement with the IDNR for a full-term of 10 years in the amount of \$1,320.00 and second by Alderman Wangelin.

**Vote 6 aye, motion carried.**

Alderman Snow also wished the Rock Falls Volleyball good luck at State.

A motion was made by Alderwoman Sobottka to approve the recommendation from the Ordinance/License/Personnel/Safety Committee to allow the Street Department to hire 1 employee and second by Alderman Snow.

**Vote 6 aye, motion carried.**

**Mayor's Report:**

None.

A motion was made by Alderwoman Sobottka to adjourn the City Council meeting and second by Alderman Snow.

**Vote via voice, all approved, motion carried (5:53 pm)**

*Pamela Martinez*

Pamela Martinez, City Clerk

CITY OF ROCK FALLS

603 W 10th Street

Rock Falls, Illinois

11/21/2023 Council Meeting

To the Mayor and City Council of the City of Rock Falls, your Committee on Finance would respectfully report that they have examined the following bills presented against the City, and have found the same correct and would recommend the payment of the various amounts to the several claimants as follows:

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Tourism	\$5,253.31
General Fund	\$221,211.32
Building Code Demolition Fund	\$1,496.00
Industrial Development	\$748.00
Electric	\$444,809.32
IT Fund	
Sewer	\$30,775.07
Water	\$614,559.71
Garbage	\$47,183.40
Customer Service Center	\$2,508.97
DUI Fund	\$875.00
Drug Fund	\$469.21
Motor Fuel Tax	\$2,786.59
Customer Utility Deposits	\$400.76
	<hr/> <u>\$1,373,076.66</u> <hr/>

Reviewed by (Initials) \_\_\_\_\_

Alderman Wangelin  
Alderman Palmer  
Alderman Dornes  
Alderman Arduini



INVOICES DUE ON/BEFORE 11/09/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
TOURISM			
05	TOURISM		
2796	U.S. CELLULAR	3,553.98	103.62
5314	LINK MEDIA OUTDOOR	12,284.00	1,000.00
753	ROCK FALLS CHAMBER OF COMMERCE	3,500.00	1,000.00
	TOURISM		2,103.62
GENERAL FUND			
01	ADMINISTRATION		
795	SBM BUSINESS EQUIPMENT CENTER	6,288.63	20.00
	ADMINISTRATION		20.00
02	CITY ADMINISTRATOR		
795	SBM BUSINESS EQUIPMENT CENTER	6,288.63	20.00
	CITY ADMINISTRATOR		20.00
04	BUILDING		
5253	WEX BANK	68,026.46	198.20
	BUILDING		198.20
05	CITY CLERK'S OFFICE		
1052	SAUK VALLEY MEDIA	7,942.85	1,063.00
5308	LEAF	4,086.17	92.71
	CITY CLERK'S OFFICE		1,155.71
06	POLICE		
1165	CEC OF THE SAUK VALLEY INC	12,970.88	235.81
1448	IL DEPT OF INNOVATION &	2,390.58	398.43
1499	ILLINOIS ASSOCIATION OF	285.00	150.00
1622	C.O.P.S. TESTING SERVICE, INC.	6,516.85	175.00
2880	MARK DAVIS		102.36

INVOICES DUE ON/BEFORE 11/09/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
GENERAL FUND			
06	POLICE		
4806	AXON ENTERPRISE INC	19,357.26	11,316.04
511	MICHAEL KUELPER	376.39	164.18
5153	DAVE JACKLEY SEWER &		120.00
5253	WEX BANK	68,026.46	3,149.08
5277	PAPER RECOVERY SERVICE CORP	255.00	85.00
5308	LEAF	4,086.17	194.71
533	LECTRONICS, INC.	4,899.75	318.00
5360	AMAZON CAPITAL SERVICES	7,027.48	620.68
T0003681	TIM CAIN		63.30
T0004980	MOELLER MYERS & ASSOC PC	560.00	140.00
	POLICE		17,232.59
07	CODE HEARING DEPARTMENT		
4931	DACRA ADJUDICATION SYSTEM	6,700.00	1,150.00
	CODE HEARING DEPARTMENT		1,150.00
10	STREET		
1023	WILLETT, HOFMANN & ASSOCIATES	556,087.33	1,671.40
4827	KELLEY WILLIAMSON COMPANY	7,798.78	952.95
5253	WEX BANK	68,026.46	824.93
651	NICOR	13,814.35	533.53
T0005791	BRADY BAKER		252.93
	STREET		4,235.74
12	PUBLIC PROPERTY		
651	NICOR	13,814.35	52.55
T0003483	B & A GLASS CO	1,644.71	201.00
	PUBLIC PROPERTY		253.55
13	FIRE		
194	GRUMMERT'S HARDWARE - R.F.	3,918.32	11.24
4207	O'REILLY AUTOMOTIVE INC	3,330.16	35.98

INVOICES DUE ON/BEFORE 11/09/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
GENERAL FUND			
13	FIRE		
423	AT&T	485.17	82.50
4957	DERICK NEWTON		15.00
511	MICHAEL KUELPER	376.39	164.17
5253	WEX BANK	68,026.46	1,201.28
5308	LEAF	4,086.17	92.71
67	B & D SUPPLY CO.	567.41	23.80
T0002968	BRANDON LEWIS	262.89	15.00
T0003681	TIM CAIN		63.30
	FIRE		1,704.98

ELECTRIC FUND			
20	OPERATION & MAINTENANCE		
1052	SAUK VALLEY MEDIA	7,942.85	500.00
1493	WILLIAM & MARY COMPUTER CENTER	47,811.68	1,141.65
194	GRUMMERT'S HARDWARE - R.F.	3,918.32	17.09
2212	ALLIANCE MATERIALS INC	4,146.27	612.61
440	IMUA	6,434.00	500.00
4528	MODERN SHOE SHOP	2,067.98	251.99
4995	CLOUDPOINT GEOSPATIAL	39,750.00	1,113.34
5008	POWER SYSTEM ENGINEERING INC	11,102.00	925.00
5205	TALLMAN EQUIPMENT CO INC.	6,526.28	538.87
5253	WEX BANK	68,026.46	1,630.98
533	ELECTRONICS, INC.	4,899.75	149.00
5332	TYNDALE	9,998.95	597.80
651	NICOR	13,814.35	174.17
67	B & D SUPPLY CO.	567.41	83.72
795	SBM BUSINESS EQUIPMENT CENTER	6,288.63	324.50
T0005790	ZACK DRAKE		10,500.00
	OPERATION & MAINTENANCE		19,060.72

SEWER FUND			
38	OPERATION & MAINTENANCE		
1258	REPUBLIC SERVICES #721	290,032.20	1,500.00
2212	ALLIANCE MATERIALS INC	4,146.27	938.22
2451	MENARDS	8,854.05	15.98
2517	WM CORPORATE SERVICES INC	16,881.26	851.58
4995	CLOUDPOINT GEOSPATIAL	39,750.00	1,113.33
5253	WEX BANK	68,026.46	1,468.39

INVOICES DUE ON/BEFORE 11/09/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
SEWER FUND			
38	OPERATION & MAINTENANCE		
651	NICOR	13,814.35	256.86
	OPERATION & MAINTENANCE		6,144.36
WATER FUND			
40	WATER		
4610	MIDWEST CHLORINATING INC		525.00
	WATER		525.00
48	OPERATION & MAINTENANCE		
1151	SMITH ECOLOGICAL SYSTEMS CO	3,679.96	420.08
1224	AIRGAS USA LLC	1,145.83	82.50
1740	VIKING CHEMICAL CO	13,142.50	2,043.00
2212	ALLIANCE MATERIALS INC	4,146.27	857.85
2380	AUTOZONE	257.96	31.60
2449	CORE & MAIN LP	2,330.25	111.90
2451	MENARDS	8,854.05	229.92
2796	U.S. CELLULAR	3,553.98	489.89
4361	FERGUSON WATERWORKS #2516	113,352.87	845.00
4447	FRANK'S SMALL ENGINE REPAIR	513.29	49.58
4827	KELLEY WILLIAMSON COMPANY	7,798.78	22.69
4995	CLOUDPOINT GEOSPATIAL	39,750.00	1,113.33
5253	WEX BANK	68,026.46	1,218.30
5337	PACE ANALYTICAL SERVICES LLC	4,470.50	435.00
5395	ANDREW TRIBLEY		100.00
651	NICOR	13,814.35	296.15
884	STERLING STEEL WAREHOUSE INC	1,354.00	302.00
	OPERATION & MAINTENANCE		8,648.79
GARBAGE FUND			
50	GARBAGE		
1258	REPUBLIC SERVICES #721	290,032.20	47,183.40
	GARBAGE		47,183.40

DATE: 11/08/23  
TIME: 13:03:00  
ID: AP443000.WOW

CITY OF ROCK FALLS  
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 11/09/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
CUSTOMER SERVICE CENTER			
51	CUSTOMER SERVICE CENTER		
5309	QUADIENT LEASING USA INC	2,879.64	1,439.82
5366	GILA LLC	1,938.00	501.00
	CUSTOMER SERVICE CENTER		1,940.82
DRUG FUND			
56	DRUG ABUSE		
5362	RIVER RIDGE ANIMAL HOSPITAL	249.50	119.00
T0004295	RADIOTRONICS DBA ACE K9		168.00
T0005792	CANINE DEVELOPMENT GROUP		140.00
	DRUG ABUSE		427.00
MOTOR FUEL TAX FUND			
65	MOTOR FUEL TAX		
1023	WILLETT, HOFMANN & ASSOCIATES	556,087.33	1,959.00
2212	ALLIANCE MATERIALS INC	4,146.27	827.59
	MOTOR FUEL TAX		2,786.59
	TOTAL ALL DEPARTMENTS		114,791.07

DATE: 11/16/23  
TIME: 14:32:10  
ID: AP443000.WOW

CITY OF ROCK FALLS  
DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 11/17/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
TOURISM			
05	TOURISM		
1472	WARD, MURRAY, PACE & JOHNSON	63,290.11	55.00
5015	CARD SERVICE CENTER	47,931.46	695.99
5161	HUGHES MEDIA CORP	4,770.00	595.00
5314	LINK MEDIA OUTDOOR	13,284.00	1,612.00
5389	MELINDA JONES	682.26	91.70
T0005704	RAILS TO TRAILS CONSERVANCY		100.00
	TOURISM		3,149.69
GENERAL FUND			
01	ADMINISTRATION		
1472	WARD, MURRAY, PACE & JOHNSON	63,290.11	1,476.00
2322	ILLINOIS MUNICIPAL LEAGUE		925.00
34	ALTORFER INC.	23,928.49	102,959.20
4331	CIRCUIT CLERK OF LEE COUNTY	3,130.00	100.00
	ADMINISTRATION		105,460.20
02	CITY ADMINISTRATOR		
5015	CARD SERVICE CENTER	47,931.46	77.37
	CITY ADMINISTRATOR		77.37
04	BUILDING		
5015	CARD SERVICE CENTER	47,931.46	66.95
	BUILDING		66.95
05	CITY CLERK'S OFFICE		
5015	CARD SERVICE CENTER	47,931.46	34.92
5360	AMAZON CAPITAL SERVICES	7,648.16	44.37
771	PINNEY PRINTING CO	16,802.63	881.69
	CITY CLERK'S OFFICE		960.98

INVOICES DUE ON/BEFORE 11/17/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
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GENERAL FUND			
06	POLICE		
1289	CITY OF ROCK FALLS UTILITIES	262,600.62	905.45
1472	WARD, MURRAY, PACE & JOHNSON	63,290.11	1,177.00
194	GRUMMERT'S HARDWARE - R.F.	3,946.65	8.80
2380	AUTOZONE	289.56	33.93
4508	LEXISNEXIS RISK DATA MGT LLC	188.00	30.50
5015	CARD SERVICE CENTER	47,931.46	72.95
651	NICOR	15,127.61	91.54
662	RAY O'HERRON CO., INC.	3,277.80	1,161.73
752	ROCK FALLS AREA DOG CONTROL	1,978.50	532.05
	POLICE		4,013.95
10	STREET		
110	BONNELL INDUSTRIES, INC.	1,477.13	11,262.56
1289	CITY OF ROCK FALLS UTILITIES	262,600.62	631.65
1472	WARD, MURRAY, PACE & JOHNSON	63,290.11	302.50
194	GRUMMERT'S HARDWARE - R.F.	3,946.65	30.26
34	ALTORFER INC.	23,928.49	-189.46
4207	O'REILLY AUTOMOTIVE INC	3,366.14	103.97
5015	CARD SERVICE CENTER	47,931.46	1,001.55
5394	OLIVIA GUTIERREZ	125.00	125.00
T0000024	MILES TRUCK & TRAILER WORKS	5,175.08	4,779.25
	STREET		18,047.28
12	PUBLIC PROPERTY		
1289	CITY OF ROCK FALLS UTILITIES	262,600.62	3,460.70
5015	CARD SERVICE CENTER	47,931.46	42.61
651	NICOR	15,127.61	198.25
	PUBLIC PROPERTY		3,701.56
13	FIRE		
1289	CITY OF ROCK FALLS UTILITIES	262,600.62	980.95
1472	WARD, MURRAY, PACE & JOHNSON	63,290.11	253.00
4478	STERLING FENCE - GARAGE	9,161.12	55.00
4651	MOST PLUMBING & MECHANICAL LLC	1,320.40	140.00
4981	AT&T MOBILITY	2,466.90	200.73

INVOICES DUE ON/BEFORE 11/17/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
GENERAL FUND			
13	FIRE		
5015	CARD SERVICE CENTER	47,931.46	800.75
651	NICOR	15,127.61	274.61
T0000007	NIPSTA IL	1,325.00	125.00
T0005357	TAX-EXEMPT LEASING CORP	122,224.47	57,272.32
T0005368	MACQUEEN EMERGENCY	113.34	1,323.00
	FIRE		61,425.36
BUILDING CODE DEMOLITION FUND			
12	BUILDING CODE DEMOLITION FUND		
1472	WARD, MURRAY, PACE & JOHNSON	63,290.11	1,496.00
	BUILDING CODE DEMOLITION FUND		1,496.00
INDUSTRIAL DEVELOPMENT FUND			
14	INDUSTRIAL DEVELOPMENT		
1472	WARD, MURRAY, PACE & JOHNSON	63,290.11	748.00
	INDUSTRIAL DEVELOPMENT		748.00
EMPLOYEE GROUP INSURANCE			
15	EMPLOYEE GROUP INS		
5015	CARD SERVICE CENTER	47,931.46	694.90
T0002771	CGH HEALTH FOUNDATION		750.00
T0004780	MAST WATER TECHNOLOGY	398.00	42.00
	EMPLOYEE GROUP INS		1,486.90
ELECTRIC FUND			
20	OPERATION & MAINTENANCE		
1289	CITY OF ROCK FALLS UTILITIES	262,600.62	7,871.89
1472	WARD, MURRAY, PACE & JOHNSON	63,290.11	595.84
194	GRUMMERT'S HARDWARE - R.F.	3,946.65	31.68
2187	BORDER STATES INDUSTRIES INC	97.77	3,404.64
2557	ASPLUNDH TREE EXPERT CO.	130,868.44	14,807.50
4014	IL DEPT OF NATURAL RESOURCES		1,320.00



INVOICES DUE ON/BEFORE 11/17/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
ELECTRIC FUND			
20	OPERATION & MAINTENANCE		
437	ILLINOIS MUNICIPAL ELECTRIC	2,405,309.25	367,308.15
4544	UPS	146.75	20.30
4832	STELLA-JONES CORP	22,668.00	22,668.00
4995	CLOUDPOINT GEOSPATIAL	43,090.00	2,083.34
5015	CARD SERVICE CENTER	47,931.46	2,217.41
5144	INMAN ELECTRIC MOTORS	995.00	1,432.50
5332	TYNDALE	10,596.75	1,721.60
651	NICOR	15,127.61	265.75
	OPERATION & MAINTENANCE		425,748.60
SEWER FUND			
38	OPERATION & MAINTENANCE		
1289	CITY OF ROCK FALLS UTILITIES	262,600.62	17,619.93
1449	QUALITY READY MIX	23,722.90	1,917.50
1472	WARD, MURRAY, PACE & JOHNSON	63,290.11	485.83
200	COM ED	864.16	42.07
34	ALTORFER INC.	23,928.49	15.95
4027	WHITESIDE COUNTY RECORDER	1,180.50	37.13
4045	SCADAWARE, INC.	14,416.48	2,202.26
4995	CLOUDPOINT GEOSPATIAL	43,090.00	2,083.33
5015	CARD SERVICE CENTER	47,931.46	226.71
	OPERATION & MAINTENANCE		24,630.71
WATER FUND			
40	WATER		
4361	FERGUSON WATERWORKS #2516	114,197.87	3,982.46
	WATER		3,982.46
48	OPERATION & MAINTENANCE		
1151	SMITH ECOLOGICAL SYSTEMS CO	4,100.04	75.00
1224	AIRGAS USA LLC	1,228.33	177.12
1289	CITY OF ROCK FALLS UTILITIES	262,600.62	5,670.05
1449	QUALITY READY MIX	23,722.90	1,272.00
1472	WARD, MURRAY, PACE & JOHNSON	63,290.11	265.83
2436	TED PADILLA		78.91

INVOICES DUE ON/BEFORE 11/17/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
WATER FUND			
48	OPERATION & MAINTENANCE		
2451	MENARDS	9,099.95	47.52
34	ALTORFER INC.	23,928.49	54.00
4027	WHITESIDE COUNTY RECORDER	1,180.50	37.12
4995	CLOUDPOINT GEOSPATIAL	43,090.00	2,083.33
5015	CARD SERVICE CENTER	47,931.46	339.14
5138	BOLLMAN GROUP	6,100.26	44.97
5143	HAWKINS, INC		421.50
5171	FERGUSON ENTERPRISES LLC	5,475.05	707.15
530	LAYNE CHRISTENSEN COMPANY	17,671.00	44,617.00
	OPERATION & MAINTENANCE		55,890.64
WATER IEPA REVOLVING LOAN FUND			
48	IEPA REVOLVING LOAN FUND		
1023	WILLETT, HOFMANN & ASSOCIATES	559,717.73	49,506.26
4946	MARTIN & COMPANY EXCAVATING	274,104.77	496,006.56
	IEPA REVOLVING LOAN FUND		545,512.82
CUSTOMER SERVICE CENTER			
51	CUSTOMER SERVICE CENTER		
1472	WARD, MURRAY, PACE & JOHNSON	63,290.11	286.00
5015	CARD SERVICE CENTER	47,931.46	282.15
	CUSTOMER SERVICE CENTER		568.15
DUI FUND			
55	DUI		
5344	QUICKET SOLUTIONS		875.00
	DUI		875.00
DRUG FUND			
56	DRUG ABUSE		
4981	AT&T MOBILITY	2,466.90	42.21
	DRUG ABUSE		42.21

DATE: 11/16/23  
TIME: 14:32:10  
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CITY OF ROCK FALLS  
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 11/17/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
CUSTOMER UTILITY DEPOSITS			
75	CUSTOMER UTILITY DEPOSITS		
T0001308	MARTY COOPER		372.21
T0005793	JENNIFER ZIEMKE		28.55
	CUSTOMER UTILITY DEPOSITS		400.76
	TOTAL ALL DEPARTMENTS		1,258,285.59



Resolution for Improvement Under the Illinois Highway Code

Is this project a bondable capital improvement?

[X] Yes [ ] No

Table with Resolution Type (Original), Resolution Number (2023-915), and Section Number (23-00138-00-FP)

BE IT RESOLVED, by the Council of the City of Rock Falls, Illinois that the following described street(s)/road(s)/structure be improved under the Illinois Highway Code. Work shall be done by Contract

For Roadway/Street Improvements:

Table with columns: Name of Street(s)/Road(s), Length (miles), Route, From, To. Row 1: Avenue A, 0.69, 3rd Street, 10th Street

For Structures:

Table with columns: Name of Street(s)/Road(s), Existing Structure No., Route, Location, Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

Complete street reconstruction with curb & gutter, sidewalk, storm sewer, sanitary sewer and water main improvements.

2. That there is hereby appropriated the sum of Five Hundred Thousand

Dollars ( \$500,000.00 ) for the improvement of said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Michelle Conklin, City Clerk in and for said City of Rock Falls

do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

Council of Rock Falls at a meeting held on November 21, 2023

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this Day of Month, Year

(SEAL)

Clerk Signature & Date

Approved Regional Engineer Signature & Date Department of Transportation

## AGREEMENT FOR SERVICES

This **AGREEMENT** is between City of Rock Falls IL ("Client") and Terracon Consultants, Inc. ("Consultant") for Services to be provided by Consultant for Client on the RFP for Professional Consulting Services project ("Project"), as described in Consultant's Proposal dated 10/20/2023 ("Proposal"), including but not limited to the Project Information section, unless the Project is otherwise described in Exhibit A to this Agreement (which section or Exhibit is incorporated into this Agreement).

- 1. Scope of Services.** The scope of Consultant's services is described in the Proposal, including but not limited to the Scope of Services section ("Services"), unless Services are otherwise described in Exhibit B to this Agreement (which section or exhibit is incorporated into this Agreement). Portions of the Services may be subcontracted. Consultant's Services do not include the investigation or detection of, nor do recommendations in Consultant's reports address the presence or prevention of biological pollutants (e.g., mold, fungi, bacteria, viruses, or their byproducts) or occupant safety issues, such as vulnerability to natural disasters, terrorism, or violence. If Services include purchase of software, Client will execute a separate software license agreement. Consultant's findings, opinions, and recommendations are based solely upon data and information obtained by and furnished to Consultant at the time of the Services.
- 2. Acceptance/ Termination.** Client agrees that execution of this Agreement is a material element of the consideration Consultant requires to execute the Services, and if Services are initiated by Consultant prior to execution of this Agreement as an accommodation for Client at Client's request, both parties shall consider that commencement of Services constitutes formal acceptance of all terms and conditions of this Agreement. Additional terms and conditions may be added or changed only by written amendment to this Agreement signed by both parties. In the event Client uses a purchase order or other form to administer this Agreement, the use of such form shall be for convenience purposes only and any additional or conflicting terms it contains are stricken. This Agreement shall not be assigned by either party without prior written consent of the other party. Either party may terminate this Agreement or the Services upon written notice to the other. In such case, Consultant shall be paid costs incurred and fees earned to the date of termination plus reasonable costs of closing the Project.
- 3. Change Orders.** Client may request changes to the scope of Services by altering or adding to the Services to be performed. If Client so requests, Consultant will return to Client a statement (or supplemental proposal) of the change setting forth an adjustment to the Services and fees for the requested changes. Following Client's review, Client shall provide written acceptance. If Client does not follow these procedures, but instead directs, authorizes, or permits Consultant to perform changed or additional work, the Services are changed accordingly and Consultant will be paid for this work according to the fees stated or its current fee schedule. If project conditions change materially from those observed at the site or described to Consultant at the time of proposal, Consultant is entitled to a change order equitably adjusting its Services and fee.
- 4. Compensation and Terms of Payment.** Client shall pay compensation for the Services performed at the fees stated in the Proposal, including but not limited to the Compensation section, unless fees are otherwise stated in Exhibit C to this Agreement (which section or Exhibit is incorporated into this Agreement). If not stated in either, fees will be according to Consultant's current fee schedule. Fee schedules are valid for the calendar year in which they are issued. Fees do not include sales tax. Client will pay applicable sales tax as required by law. Consultant may invoice Client at least monthly and payment is due upon receipt of invoice. Client shall notify Consultant in writing, at the address below, within 15 days of the date of the invoice if Client objects to any portion of the charges on the invoice, and shall promptly pay the undisputed portion. Client shall pay a finance fee of 1.5% per month, but not exceeding the maximum rate allowed by law, for all unpaid amounts 30 days or older. Client agrees to pay all collection-related costs that Consultant incurs, including attorney fees. Consultant may suspend Services for lack of timely payment. It is the responsibility of Client to determine whether federal, state, or local prevailing wage requirements apply and to notify Consultant if prevailing wages apply. If it is later determined that prevailing wages apply, and Consultant was not previously notified by Client, Client agrees to pay the prevailing wage from that point forward, as well as a retroactive payment adjustment to bring previously paid amounts in line with prevailing wages. Client also agrees to defend, indemnify, and hold harmless Consultant from any alleged violations made by any governmental agency regulating prevailing wage activity for failing to pay prevailing wages, including the payment of any fines or penalties.
- 5. Third Party Reliance.** This Agreement and the Services provided are for Consultant and Client's sole benefit and exclusive use with no third party beneficiaries intended. Reliance upon the Services and any work product is limited to Client, and is not intended for third parties other than those who have executed Consultant's reliance agreement, subject to the prior approval of Consultant and Client.
- 6. LIMITATION OF LIABILITY.** CLIENT AND CONSULTANT HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING CONSULTANT'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE ASSOCIATED RISKS. TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF CONSULTANT (AND ITS RELATED CORPORATIONS AND EMPLOYEES) TO CLIENT AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE GREATER OF \$50,000 OR CONSULTANT'S FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF CONSULTANT'S SERVICES OR THIS AGREEMENT. PRIOR TO ACCEPTANCE OF THIS AGREEMENT AND UPON WRITTEN REQUEST FROM CLIENT, CONSULTANT MAY NEGOTIATE A HIGHER LIMITATION FOR ADDITIONAL CONSIDERATION IN THE FORM OF A SURCHARGE TO BE ADDED TO THE AMOUNT STATED IN THE COMPENSATION SECTION OF THE PROPOSAL. THIS LIMITATION SHALL APPLY REGARDLESS OF AVAILABLE PROFESSIONAL LIABILITY INSURANCE COVERAGE, CAUSE(S), OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, OR OTHER RECOVERY. THIS LIMITATION SHALL NOT APPLY TO THE EXTENT THE DAMAGE IS PAID UNDER CONSULTANT'S COMMERCIAL GENERAL LIABILITY POLICY.
- 7. Indemnity/Statute of Limitations.** Consultant and Client shall indemnify and hold harmless the other and their respective employees from and against legal liability for claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are legally determined to be caused by their negligent acts, errors, or omissions. In the event such claims, losses, damages, or expenses are legally determined to be caused by the joint or concurrent negligence of Consultant and Client, they shall be borne by each party in proportion to its own negligence under comparative fault principles. Neither party shall have a duty to defend the other party, and no duty to defend is hereby created by this indemnity provision and such duty is explicitly waived under this Agreement. Causes of action arising out of Consultant's Services or this Agreement regardless of cause(s) or the theory of liability, including negligence, indemnity or other recovery shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of Consultant's substantial completion of Services on the project.
- 8. Warranty.** Consultant will perform the Services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the same locale. EXCEPT FOR THE STANDARD OF CARE PREVIOUSLY STATED, CONSULTANT MAKES NO WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, RELATING TO CONSULTANT'S SERVICES AND CONSULTANT DISCLAIMS ANY IMPLIED WARRANTIES OR WARRANTIES IMPOSED BY LAW, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.
- 9. Insurance.** Consultant represents that it now carries, and will continue to carry: (i) workers' compensation insurance in accordance with the laws of the states having jurisdiction over Consultant's employees who are engaged in the Services, and employer's liability insurance (\$1,000,000); (ii) commercial general liability insurance (\$2,000,000 occ / \$4,000,000 agg); (iii) automobile liability insurance (\$2,000,000 B.I. and P.D. combined single limit); (iv) umbrella liability (\$5,000,000 occ / agg); and (v) professional liability insurance (\$1,000,000 claim / agg). Certificates of insurance will be provided upon request. Client and Consultant shall waive subrogation against the other party on all general liability and property coverage.

- 10. CONSEQUENTIAL DAMAGES.** NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR LOSS OF PROFITS OR REVENUE; LOSS OF USE OR OPPORTUNITY; LOSS OF GOOD WILL; COST OF SUBSTITUTE FACILITIES, GOODS, OR SERVICES; COST OF CAPITAL; OR FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, PUNITIVE, OR EXEMPLARY DAMAGES.
- 11. Dispute Resolution.** Client shall not be entitled to assert a Claim against Consultant based on any theory of professional negligence unless and until Client has obtained the written opinion from a registered, independent, and reputable engineer, architect, or geologist that Consultant has violated the standard of care applicable to Consultant's performance of the Services. Client shall provide this opinion to Consultant and the parties shall endeavor to resolve the dispute within 30 days, after which Client may pursue its remedies at law. This Agreement shall be governed by and construed according to Kansas law.
- 12. Subsurface Explorations.** Subsurface conditions throughout the site may vary from those depicted on logs of discrete borings, test pits, or other exploratory services. Client understands Consultant's layout of boring and test locations is approximate and that Consultant may deviate a reasonable distance from those locations. Consultant will take reasonable precautions to reduce damage to the site when performing Services; however, Client accepts that invasive services such as drilling or sampling may damage or alter the site. Site restoration is not provided unless specifically included in the Services.
- 13. Testing and Observations.** Client understands that testing and observation are discrete sampling procedures, and that such procedures indicate conditions only at the depths, locations, and times the procedures were performed. Consultant will provide test results and opinions based on tests and field observations only for the work tested. Client understands that testing and observation are not continuous or exhaustive, and are conducted to reduce - not eliminate - project risk. Client shall cause all tests and inspections of the site, materials, and Services performed by Consultant to be timely and properly scheduled in order for the Services to be performed in accordance with the plans, specifications, contract documents, and Consultant's recommendations. No claims for loss or damage or injury shall be brought against Consultant by Client or any third party unless all tests and inspections have been so performed and Consultant's recommendations have been followed. Unless otherwise stated in the Proposal, Client assumes sole responsibility for determining whether the quantity and the nature of Services ordered by Client is adequate and sufficient for Client's intended purpose. Client is responsible (even if delegated to contractor) for requesting services, and notifying and scheduling Consultant so Consultant can perform these Services. Consultant is not responsible for damages caused by Services not performed due to a failure to request or schedule Consultant's Services. Consultant shall not be responsible for the quality and completeness of Client's contractor's work or their adherence to the project documents, and Consultant's performance of testing and observation services shall not relieve Client's contractor in any way from its responsibility for defects discovered in its work, or create a warranty or guarantee. Consultant will not supervise or direct the work performed by Client's contractor or its subcontractors and is not responsible for their means and methods. The extension of unit prices with quantities to establish a total estimated cost does not guarantee a maximum cost to complete the Services. The quantities, when given, are estimates based on contract documents and schedules made available at the time of the Proposal. Since schedule, performance, production, and charges are directed and/or controlled by others, any quantity extensions must be considered as estimated and not a guarantee of maximum cost.
- 14. Sample Disposition, Affected Materials, and Indemnity.** Samples are consumed in testing or disposed of upon completion of the testing procedures (unless stated otherwise in the Services). Client shall furnish or cause to be furnished to Consultant all documents and information known or available to Client that relate to the identity, location, quantity, nature, or characteristic of any hazardous waste, toxic, radioactive, or contaminated materials ("Affected Materials") at or near the site, and shall immediately transmit new, updated, or revised information as it becomes available. Client agrees that Consultant is not responsible for the disposition of Affected Materials unless specifically provided in the Services, and that Client is responsible for directing such disposition. In no event shall Consultant be required to sign a hazardous waste manifest or take title to any Affected Materials. Client shall have the obligation to make all spill or release notifications to appropriate governmental agencies. The Client agrees that Consultant neither created nor contributed to the creation or existence of any Affected Materials conditions at the site and Consultant shall not be responsible for any claims, losses, or damages allegedly arising out of Consultant's performance of Services hereunder, or for any claims against Consultant as a generator, disposer, or arranger of Affected Materials under federal, state, or local law or ordinance.
- 15. Ownership of Documents.** Work product, such as reports, logs, data, notes, or calculations, prepared by Consultant shall remain Consultant's property. Proprietary concepts, systems, and ideas developed during performance of the Services shall remain the sole property of Consultant. Files shall be maintained in general accordance with Consultant's document retention policies and practices.
- 16. Utilities.** Unless otherwise stated in the Proposal, Client shall provide the location and/or arrange for the marking of private utilities and subterranean structures. Consultant shall take reasonable precautions to avoid damage or injury to subterranean structures or utilities. Consultant shall not be responsible for damage to subterranean structures or utilities that are not called to Consultant's attention, are not correctly marked, including by a utility locate service, or are incorrectly shown on the plans furnished to Consultant.
- 17. Site Access and Safety.** Client shall secure all necessary site related approvals, permits, licenses, and consents necessary to commence and complete the Services and will execute any necessary site access agreement. Consultant will be responsible for supervision and site safety measures for its own employees, but shall not be responsible for the supervision or health and safety precautions for any third parties, including Client's contractors, subcontractors, or other parties present at the site. In addition, Consultant retains the right to stop work without penalty at any time Consultant believes it is in the best interests of Consultant's employees or subcontractors to do so in order to reduce the risk of exposure to unsafe site conditions. Client agrees it will respond quickly to all requests for information made by Consultant related to Consultant's pre-task planning and risk assessment processes.

Consultant: **Terracon Consultants, Inc.**  
By: *Matt Catlin* Date: **11/1/2023**  
Name/Title: **Matt A Catlin / Division Manager**  
Address: **192 Exchange Blvd**  
**Glendale Heights, IL 60139-2089**  
Phone: **(630) 717-4263** Fax: **(630) 357-9489**  
Email: **Matt.Catlin@terracon.com**

Client: **City of Rock Falls IL**  
By: \_\_\_\_\_ Date: \_\_\_\_\_  
Name/Title: **Robbin Blackert /**  
Address: **603 W 10th St**  
**Rock Falls, IL 61071-1523**  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: **rblackert@rockfalls61071.com**

# 4 Terracon Methodology

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## **ROCK FALLS COMMUNITY-WIDE ASSESSMENT AND CLEANUP SCOPE OF WORK**

The Rock Falls RFQ calls for the following scope of work that will be completed under the USEPA Multipurpose Grant. Terracon will complete all work in a timely fashion and because Terracon is aware that EPA maintains definitive schedule requirements, Terracon will work concurrently on tasks. As an example, we will need to prepare a preliminary site inventory while conducting community outreach activities and then, based upon the community outreach input we will refine the site inventory list. During this time, we will set-up all logistics regarding reporting activities, start to develop preliminary site access and develop documents such as the project QAPP. Below is an example showing specific tasks.

Although project requirements and tasks are similar for most brownfield programs, every community has different needs and redevelopment goals that are integrated into our approach; therefore, our first step in implementing our approach is to meet with the City's staff and community leaders to develop a timeline suitable to meet your needs, your goals, and the requirements of EPA.

### **TASK 1—Outreach**

Rock Falls intends to use a portion of the award to provide for the management, implementation, and execution of the grant funds in conjunction with community engagement activities.

**Programmatic Implementation:** Terracon, working with the Rock Fall's Brownfield Project Director, will develop a Community Involvement Plan (CIP), outreach materials, brownfield project website, and social media posts. Bi-annual community meetings will be scheduled either virtual or in-person to keep public informed and supplies are budgeted for printing of materials and software to manage the grant. The website and outreach materials will be created in the first 3 months of the performance period.

**Community Engagement:** The community will be informed of project developments through the local media, marketing materials, workshops, and the brownfield website. Rock Falls will work where applicable with long-established partners in the redevelopment area including Rock Falls Chambers of Commerce, community organizations, non-profit organizations, churches, and the Holiday Inn Hotel. Community engagement activities will include public outreach meetings, applicable fact sheets and other printed materials, outreach activity notices and posters/advertising, and meetings with citizens and stakeholders to understand the assessment process.

<b>Activities</b>	<b>Deliverable(s)</b>	<b>Date to be completed</b>
USEPA Required Reporting	CIP, Brownfield Website, 9 community meetings, brochures/handouts, social media posts, meeting minutes, sign in sheets and handouts	On an as needed basis throughout grant cycle

## 4 Terracon Methodology

### TASK 2—Site Inventory

Working with residents and partners in the targeted areas, community meetings will be utilized to create a thorough site inventory including previously determined sites and additional identified sites for the assessment. Additional research will be completed using appraisal sources to identify sites qualifying for the Site Inventory List and development of the Evaluation Ranking Tool.

Activities	Deliverable(s)	Date to be completed
USEPA Required Reporting	Evaluation Ranking Tool, Site Inventory List	Meetings in 1st Quarter. Develop list and tools by 3rd Quarter through end of project.

### TASK 3—Assessment

Terracon will conduct Phase I Environmental Site Assessments (ESA) and Phase II ESAs at the priority site and other eligible sites in the target area. These activities include ASTM-AAI compliant Phase Is; Generic Quality Assurance Project Plan (QAPP), Generic Health and Safety Plan (HASP) Phase II ESAs, which will include the site specific (SS)-QAPP, or a Sampling and Analyses Plan (SAP). Terracon will implement the technical aspects of the project with oversight from the Rock Falls.

Activity	Deliverable	To be completed
Assessment Activities Property Eligibility Determinations	5 Phase I ESAs 2 Phase IIs ESAs Site Access Agreements	2nd Quarter and throughout grant process
Pre-Quality Assurance Project Plan (QAPP) conference with US EPA, preparation of the draft and final (QAPP)	Draft QAPP Final QAPP	A Draft QAPP will be sent to the USEPA 45 days after Terracon is hired
Prepare Field Sampling Plans for USEPA review and approval	SAP	The SAP will be prepared on site-by-site as needed throughout grant cycle

### TASK 4—Remediation/Reuse Planning

In conjunction with the activities performed during Task 3 and for projects identified for cleanup, Terracon will prepare the Analysis for Brownfield Cleanup Alternatives (ABCA) AND/OR Cleanup Plans. Cleanup planning will include evaluating cleanup alternatives, calculating cleanup costs, and determining site appropriate remediation/reuse planning to reduce health/environmental risks. Terracon will assist the Rock Falls in hosting charrettes/visioning sessions for key properties.

Activities	Deliverable	Date to completed
Plans and charrettes/visioning sessions	1 ABCA / Cleanup Plan 1 Brownfield Revitalization Plan 3 Vision Sessions/Charrettes 1 Remediation Action Plan	Beginning the 2nd quarter and continuing throughout grant cycle



## 4 Terracon Methodology

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### **TASK 5—Cleanup**

Terracon will manage the site cleanup activities including contractor mobilization, contaminated soil excavation, transportation and proper disposal at a permitted facility, confirmatory sampling and lab analyses, clean fill identification and placement, field observation and contractor oversight, cleanup reporting, and NFR Letter recording.

<b>Activities</b>	<b>Deliverable</b>	<b>Date to completed</b>
Cleanup	1 Cleanup Report 1 NFR Letter	Beginning 12 <sup>th</sup> Quarter and continuing throughout the grant cycle

### **TASK 6—Programmatic Support**

Terracon will assist with technical portions of the Brownfield Assessment Grant to ensure compliance with EPA Cooperative Agreement Work Plan, schedule and terms and conditions. Terracon will assist the City in completing ACRES Database Reporting, Annual Financial Reporting, Quarterly Reporting, MBE/WBE Forms, and all additional Programmatic Support for the three-year term of the grant.

<b>Activities</b>	<b>Deliverable</b>	<b>Date to completed</b>
ACRES Reporting	Quarterly Reports	Beginning 1 <sup>st</sup> Quarter and continuing throughout the grant cycle
Annual Financial Reporting	Annual Report	On an annual basis

# 4 Terracon Methodology

## TECHNICAL APPROACH AND METHODOLOGY

***Terracon is committed to complying with USEPA requirements for this contract.***

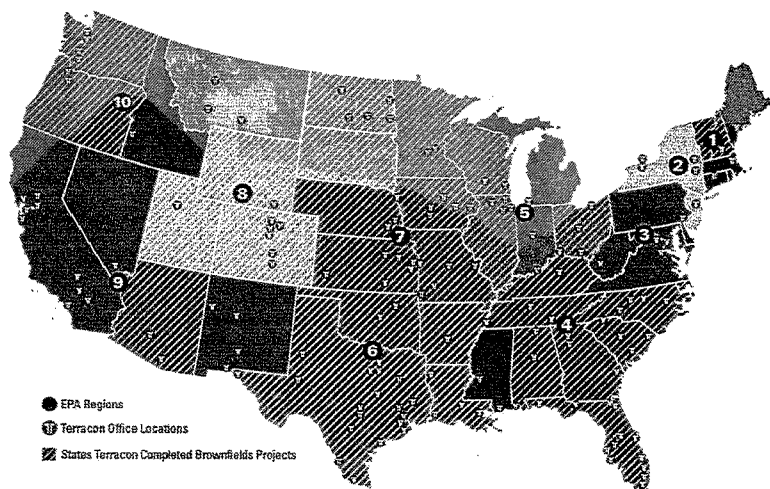
Terracon's approach to implementing a successful Brownfields Program is based upon a combination of program experience and USEPA requirements. Knowledge of the Program allows us to tailor our project approach to meet the needs of your community while integrating the requirements of USEPA funding.

### Task Implementation

At Terracon, we consider ourselves an extension of our clients and their staff, and our history with Rock Falls is no exception. To that end, we have assigned Linda Yang to be the primary point-of-contact for services throughout this contract. Once we have been notified by Rock Falls of a project, Terracon will meet with Rock Falls and the stakeholders to gain a solid understanding of the goals to be accomplished. Scheduling is the key component in project implementation, driving the entire project from start to successful completion. Proper scheduling ensures each task is assigned and carried out to meet project milestones and deadlines, which is crucial for keeping a project on track. Although project requirements and tasks are similar for most brownfield programs, every community has unique needs and redevelopment goals that are integrated into our approach; therefore, our first step in implementing our approach is to meet with Rock Falls' Brownfields Program staff and community leaders to develop a timeline suitable to meet your needs, your goals, and the requirements of USEPA.

The Brownfields projects we work on benefit from our nationwide presence which enables us to share information between EPA regions and our local offices. With more than 100 experienced Brownfields professionals nationwide, we apply tailored concepts to make your Brownfields projects cost-effective. We evaluate environmental results of Brownfields sites with respect to the regulatory and financial effects on site redevelopment. These critical evaluations address the environmental challenges that can be catastrophic to the project schedule. ***No other team can provide the combination of local resources, national expertise, and knowledge of Brownfields services.*** The map represents our depth of resources and experience specific to implementing Brownfields projects with the same environmental consulting services required of your Brownfields continuing contract.

***EPA maintains definitive schedule requirements such as 15% expenditures within 18 months and 45% expenditures within 36 months of grant award.*** By working concurrently on tasks, we routinely assist our clients in exceeding EPA requirements for their grant.



# 4 Terracon Methodology

## TASK 1

### Keeping the Community Engaged and Informed

**We take pride in delivering services tailored to meet the specific needs of your community.** Our team understands that Community Engagement and Outreach activities will be a collaborative effort between our project team and Center for Economic Development (CED) personnel. Terracon's Rock Falls' Brownfields Team is comfortable and talented in communicating with diverse stakeholders. With our local breadth of technical resources and broad national geography and diverse staff, translation and interpretive services can be provided internally. Terracon approaches community involvement based on our deep understanding of the people and concerns they have. To complete this task, Terracon will develop printed and web materials, participate on the Brownfield Advisory Committee, participate in public meetings as needed, and assist with the development of the interactive Brownfields Directory. Terracon routinely engages with local printers in efforts to support the local community and will look to Rock Falls' guidance on local vendors to use where possible. The Terracon team uses multiple activities to keep the community informed including the following: Community Involvement Plans

- Interactive Public Workshops and Meetings
- Visioning Charrettes
- Dedicated Brownfield Website
- Social Media
- Online Surveys
- GIS Mapping Database
- Informational Presentations
- Focus Groups
- Open Houses
- Public Dialogues
- Special School Activities
- Weekend Walks with Citizens
- Fact Sheets and Brochures
- Videos

**Program Details**

Will County Center for Economic Development was awarded a \$400,000 US EPA Brownfield Grant to identify and assess contaminated sites in the County.

Funds can be used for Phase I and II environmental site assessments (ESAs), cleanup planning, and community outreach activities.

**Why cleanup and invest in brownfield sites?**

- Increases the local tax base
- Helps spur redevelopment
- Uses existing infrastructure
- Encourages job growth
- Improves and protects the environment

Grant funding activities will focus on properties in Will County starting with areas along the waterway in identified target areas.

For more information, contact:  
**Will County CED**  
 (615) 723-1800  
[Brownfields@willcountyced.com](mailto:Brownfields@willcountyced.com)  
[willcountybrownfields.com](http://willcountybrownfields.com)

**Will County Countywide Brownfield Assessment Grant Program**

**CED** WILL COUNTY CENTER FOR ECONOMIC DEVELOPMENT

**In support of Rock Falls' Brownfields Program, the Terracon Team will work closely with you and your program staff to develop an informational pamphlet, if needed, designed to educate your community and local stakeholders on the benefits of the Brownfields Program.** Shown are examples of trifold brochures recently developed for our ongoing projects.

**What is a Brownfield Site?**

A brownfield site is a property where actual or perceived environmental contamination complicates its expansion or redevelopment.

Sites may be contaminated with hazardous substances, petroleum, pesticides, metals and asbestos.

**EPA Brownfields Program**

The US Environmental Protection Agency (EPA) established the Brownfields Program to empower states, communities, and other stakeholders to promote economic redevelopment for sustainable reuse.

**What does the funding cover?**

- Phase I & II Environmental Site Assessments
- Clean-Up Planning
- Community Outreach Activities

A Phase I is a non-intrusive evaluation of environmental conditions at a site to determine if there is a recognized environmental condition (REC) which warrants further investigation in the form of a Phase II ESA.

**Why is this important for businesses and developers?**

- Environmental assessments can remove the environmental stigma surrounding a property.
- If contamination is found, rehabilitation costs can be realized and managed.
- Liability protections via federal (CERCLA & RCRA) and state laws can protect non-responsible parties.
- Redevelopment of contaminated sites can unlock private investment and leverage funds for greater redevelopment.

**Identifying Sites**

Do you know of a property you believe to be contaminated?

Is your property vacant because of real or perceived contamination?

Are you having trouble selling your property because of real or perceived environmental contamination?

If you answered **YES,** then the property may be eligible for the Will County Center for Economic Development Grant Program.

## 4 Terracon Methodology

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### TASK 2

#### Site Inventories

Terracon will work with Rock Falls and local community members to update and improve the existing brownfields site inventories to provide the team with a working basis for brownfields site selection, ranking, and management. Believing the system should match a community's technical resources, Terracon provides clients with inventory/ranking systems from simple spreadsheets to integrated scoring matrices. A brownfield property's score will change and with it its prioritization for grant funding. This requires a system that is continually and easily updated by Rock Falls staff, to remain a resource beyond the contract period.

#### GIS CAPABILITIES

##### Property Identification and Inventory

Terracon routinely consults on the development of Brownfield Site Inventories on behalf of communities to provide them a working basis for brownfield property management. A brownfield property's score can drive the prioritization for client funds. This requires a scoring system that is continually and easily updated. Believing the scoring system should match a community's technical resources, Terracon provides clients with inventory/ranking systems from simple spreadsheets to integrated, user friendly GIS (Geographic Information System) mapping. Terracon believes the inventory system should outlast us as the consultant, without need for support beyond the grant. We will deliver thoughtful data visualization products to help communicate project data for our clients, regulators, and other project stakeholders. We utilize a GIS software platform to develop informative map products and data posting figures as static maps and web-based map deliverables. Regardless of the project scope, we strive to deliver intuitive products to help us evaluate and communicate project data.

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*Inventories have been an essential element on more than 90 percent of the more than 325 EPA Brownfield Cooperative Agreement projects completed by Terracon. Simple or complex, Terracon will help you develop*

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We will work with the Rock Falls to develop site inventory tasks that may include:

- Integration of input from community outreach meetings to develop numerical categories and weighted averages for ranking properties based on factors tailored to Rock Falls program needs.
- Research environmental data and solicit feedback from the City personnel and community members regarding local properties.
- Develop a GIS Brownfield Site Inventory as a base.
- Separate the site inventory by petroleum and hazardous materials contamination.
- Provide the City an updated Brownfield Site Inventory and Brownfield sites GIS-ready database.
- Assist in determining site eligibility in receiving an ESA via the Brownfield Assessment Grant.

Terracon is very familiar with the City of Rock Falls. We will work closely with the City to identify additional properties towards meeting the goals of your program.

# 4 Terracon Methodology

## GIS Toolbox

Terracon developed a proprietary application used to search, query, and review project locations, project files, borings, and other Terracon resources by location that can and will be used on this assignment sharing our local experience with this team. This application is also commonly used to generate Project exhibits including USGS Site Locus maps, and aerial base map exhibits with graphic elements representing project and boring locations. Detailed site figures representing spatial data, design data, and other location-rich information should be generated using traditional GIS and CAD/Design desktop software.

## Environmental Inventories Utilizing GIS

Terracon uses the most advanced and user-friendly GIS software applications and database management tools in the industry to help us effectively manage, analyze, and visualize data in support of projects nationwide. We leverage the ArcGIS platform to provide a wide range of project solutions, ranging from traditional map documents or custom web applications for field accessibility to streamlined interfaces for queries, quickly providing answers to your tailored needs. We also have staff that are versed in a variety of programming tools and languages including Python, C#, JavaScript, VB.NET, ArcGIS Server, ArcObjects, and XML to deliver customized project solutions, and execute complex database development and integration tasks. Regardless of the project scope, we strive to deliver intuitive products that help us communicate project data to our clients and other project stakeholders.



Primary Category	Delimitation Overlay
Designated Porter County Shorelands Area	DCP Contaminated Sites
Wetland DCP Contaminated Sites	Designated Shorelands
Flagler County Cemetery	
Designated Coastal Community Park	
Designated Properties	
Other Properties	

*Examples of Terracon's visual project deliverables that assist in identifying inventory properties within your focus areas.*



Primary Category	Delimitation Overlay
Designated Porter County Shorelands Area	DCP Contaminated Sites
Wetland DCP Contaminated Sites	Designated Shorelands
Flagler County Cemetery	
Designated Coastal Community Park	
Designated Properties	
Other Properties	

# 4 Terracon Methodology

## TASK 3

### Environmental Assessments

Our professionals have extensive experience conducting Phase I and II Environmental Site Assessments (Phase I/II ESAs). Our local team conducts approximately 150 Phase I ESAs and 75 Phase II site assessments on an annual basis. The goal of the Phase I ESA is to identify Recognized Environmental Conditions (REC) such as hazardous substances or petroleum products on a property under conditions that indicate an existing or past release, or a material threat of a release that may impact the property. Once authorized, our Phase I ESAs will be performed in strict accordance with requirements of ASTM E1527-13/ASTM, E1527-21, and EPA's All Appropriate Inquiries Final Rule. Our findings are compiled in a final report which is reviewed and signed by an Environmental Professional as defined in Section 312.10 of 40 CFR 312.

### Phase I ESA

Phase I ESA activities typically involve the collection and review of information concerning:

- Physical setting
- Regulatory records
- Historical use
- Site and adjoining property reconnaissance
- Interviews with persons/agencies familiar with the site
- Previous report review

Depending upon the age and use of the property, sampling for asbestos, lead, radon, or mold may also be recommended as part of the Phase I ESA. In addition, wetland surveys/delineations, cultural resources reviews, facility condition assessments, and Ground Penetrating Radar (GPR) can also be included. **Many of these services are offered in-house, saving the project both time and money.**

### Phase II ESA

If a REC is identified in the Phase I ESA, a Phase II ESA is typically recommended. The Phase II ESA is designed to obtain additional information relative to potential contamination by collecting and analyzing samples of soil, ground or surface water, and other materials. The scope of a Phase II ESA is site specific. Components typically include one or more of the following:

- **Subsurface soil sampling and analysis**
- Groundwater monitoring well installation and sampling
- Health and Safety Plans
- Surface water and soil sampling and analysis
- Soil-vapor surveys
- Sampling and analysis of potential hazardous materials

### Experience Overseeing Contractors

Terracon provides the core services required for this contract. Services such as environmental drilling, laboratory analysis, and other support functions are routinely needed. We routinely exceed **USEPA's "Fair Share Objectives/Goals"** required of federal funding on our EPA Grants by **utilizing minority, disadvantaged, and women-owned businesses**. In support of this criteria, we have selected subconsultants both to maintain this trend and with whom we have strong working relationships. A list of our subcontractors, including minority and disadvantaged firms, is provided on the Organizational chart and team section. **The Terracon Team subconsultants have worked with us on prior contracts; we know their staff and their ultimate work products.**

# 4 Terracon Methodology

## TASK 4

### Remediation/Reuse Planning

Once a Phase II ESA is completed and contaminants are found that exceed IEPA Tiered Approach to Corrective Action (TACO) remediation objectives (ROs), Terracon can prepare an Analysis of Brownfield Cleanup Alternatives (ABCA), if requested. This will evaluate options for the cleanup and regulatory closure of the site. Terracon evaluates cleanup alternatives based on the findings of the Phase II ESA, determining the best scenario to achieve regulatory closure and thereby proceed with redevelopment of the property. These alternatives will be discussed with the stakeholders for each site. ABCAs could include in-situ active remediation, risk assessments, or a No Further Remediation (NFR) letter from the IEPA with land use restrictions to safely manage impacts in-place in accordance with IEPA requirements. When appropriate, IEPA Remedial Action Plans (RAPs) can be combined with the EPA required documents to save time and money in achieving regulatory approvals. Our holistic approach, keeping big picture/redevelopment in mind, and our geotechnical capabilities enable us to consider all the factors during the planning therefore maximizing the usage of the brownfields funding.

### Revitalization Plan

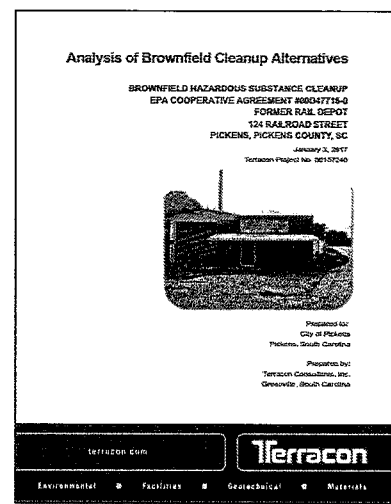
Every strategy is community-specific and must tie to the local markets and conditions of redevelopment. Terracon works with our clients to develop the specific format and content of the Brownfields cleanup strategy. Our focus is on the programmatic and technical aspects of Brownfield property evaluations and integrating them with the broader community vision for redevelopment.

Terracon will help you achieve coherent and targeted land planning outcomes. It is the intent of redevelopment planning to establish a conceptual vision as to how the brownfield project area might be used after necessary environmental evaluation, assessment, and possible remediation. A strategic plan incorporating the City's current planning documents, and input from community stakeholders can establish recommended land uses for the entire project area and recommend vital neighborhood, downtown and suburban connections. By integrating the concepts of sustainable development, community involvement, risk management, and collaborative project teams with Brownfields redevelopment, redevelopers and the community can avoid re-creating the Brownfields.

### Cleanup Planning and ABCAs

The project will require our Team to integrate assessment findings into plans for cleanup and redevelopment by the client and the local community. In the EPA Brownfields program, two levels of planning are required to achieve Brownfields success; property-specific cleanup planning and community-wide redevelopment planning.

Cleanup planning differs greatly from technical



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remediation design. Cleanup planning does not involve the plans and specifications for a remediation contractor to actually bid or cleanup a property. Cleanup planning entails the feasibility and redevelopment phase necessary to set the stage for cleanup that best fits intelligent, sustainable and profitable redevelopment of Brownfields properties.

When potential costs, obstacles, or restrictions are identified for a property or group of Brownfield properties, more traditional planning can incorporate and address brownfields as a routine element in the redevelopment process.

Our Team believes that the cleanup strategy should start incorporating property-level specificity at the earliest opportunities. We will assist to finalize the ABCA.

It is important to know the difference between cleanup and re-construction capital costs when using property-specific Brownfields data in planning; experience shows us that often there can be an overlap of 10 to 40 percent that is often attributed to "cleanup", when in practice they are part of normal reconstruction to follow. Our Team understands this subtlety on Brownfields projects. When USEPA funded Nuts & Bolts of Redeveloping Brownfields and Other Contaminated Properties for Local Governments for three years at only two locations nationally, Terracon was there. As a USEPA-invited trainer, we co-presented the 3-hour interactive Effects of Brownfields Funding on the Private Developers Pro Forma training exercise.

### Sustainability and Greener Cleanup

Terracon is a pioneer conducting greener cleanup in Illinois. Our Brownfields Team can demonstrate on your project how direct green and sustainable design can begin early in a project using ASTM standard.

### State and Federal Reporting and Negotiating

Terracon has long established relationships with IEPA and EPA Region 5. Terracon has an in-depth knowledge of EPA Brownfield Program and IEPA's SRP program to achieve site closure. In a summary, Terracon's direct project experience, extensive brownfields track record, deep regulatory understanding, and pioneering greener cleanup will enable Rock Falls to implement the cleanup grant work smoothly and achieve site closure on budget and with an expedited schedule.

## **TASK 5**

### **Cleanup**

#### Project implementation

Terracon will collaborate with Rock Falls Brownfield Project Director to manage the proposed site cleanup activities. Our years of experience will be used to coordinate and direct contractor mobilization, contaminated soil excavation, transportation, and proper disposal at a permitted landfill facility. We will collect confirmatory samples as required by the IEPA SRP and submit those samples to a certified laboratory for analyses. Upon receipt of the laboratory reports, Terracon will review the information collected to assess the data for eligibility for clean fill identification and potential beneficial re-use in accordance with an



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IEPA SRP approved Remedial Action Plan and Soil Management Plan. Field observations will be documented for inclusion into a Remedial Action Completion Report for submittal to the IEPA in pursuit of obtaining a Comprehensive NFR letter, which will ultimately be record on the site property chain of title.

### Anticipated project schedule

Upon being engaged to begin working on this project, Terracon will initiate eligibility and planning meetings with the City beginning in the 12th quarter of the grant cycle. Illinois and US EPA regulators will be active participants in the review and approval of the proposed remediation activities. Remediation planning and execution activities will continue throughout the term of the approved grant project setting up the future site redevelopment for success in protecting site occupants and the environment from exposure to subsurface impacts.

### Task/activity lead

Terracon will use our experience obtained from similar types of remediation projects to effectively execute EPA approved Remedial Action Plans in pursuit of NFR determinations. We will manage all technical aspects of the project in direct coordination with and oversight from Rock Falls City Administrator and Brownfield Project Director, Robbin Blackert.

### Outputs:

The goal of the remediation task to prepare the target site for reuse/redevelopment through assessment, remediation, and obtaining regulatory closure of identified impacts,. With an opportunity like this, we anticipate that multiple investigations and remediations will be completed during the term of the grant, which Terracon will manage and document in one Remedial Action Completion Report for submittal to the IEPA SRP for issuance of one Comprehensive NFR letter. Draft documents will be provided to the Rock Falls Brownfield Project Director for review and comment prior to submittal to the IEPA and USEPA.

## **TASK 6**

### **Programmatic Support/Project Management**

Terracon routinely assists with the preparation and submittal of required grant administration documents. Our approach includes distribution of regular status reports via email to your staff, USEPA, and other interested parties. Regular updates greatly streamline the development of quarterly reports. We complete required reporting forms including minority (MBE/WBE) participation, property profile forms, annual financial reporting, and all grant closeout requirements.

Our staff assists with all grant requirements including the USEPA-required Work Plan(s) development and any necessary edits during the grant period, USEPA-required annual projections to estimate the number of Phase I and II ESAs expected to be completed each year. In addition, we complete ACRES database entries, and prepare quarterly reports. We will tailor our services to meet your needs.

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Terracon will aid in managing the overall grant schedule including meeting USEPA-required milestones and maintaining individual project schedules and budgets for assessment and cleanup planning activities. We will also provide a budget tracking template based on your grant task budgets to assist in managing and tracking Rock Falls' grant budgets.

Terracon will tailor our invoices to reflect grant funding tasks to promote a seamless process to track the federal grant funds. At the completion of the grant, USEPA requires the closeout process to be completed within 90 days of the end of the grant period. Terracon will assist with the completion of the grant closeout summary/report including closeout forms for review and signature by Rock Falls. Per USEPA requirements, the following information will be provided:

- Financial Analysis of Grant (FS425 Form)
- Final MBE/WBE Report (5700-52 Form)
- Final Report which includes a summary of outputs/achievements of the grant funds
- Final Grant Budget
- List of all sites assessed/cleaned up using grant funds
- All activities performed using grant funds
- All assessment activities uploaded in the USEPA ACRES online database

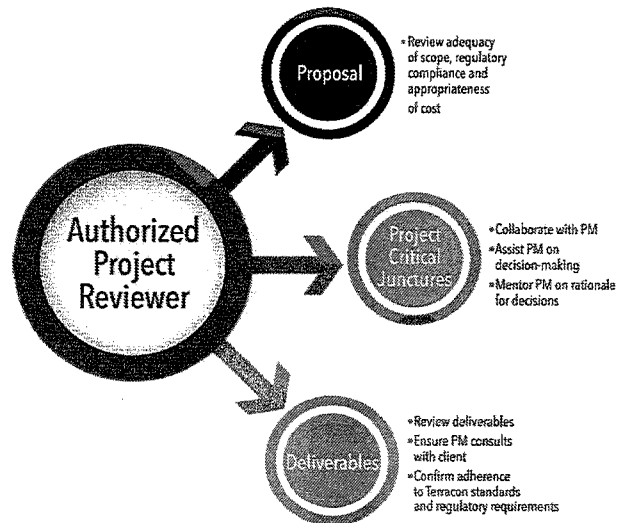
### Quality Assurance Project Plans and Terracon's Quality Process

A Generic QAPP developed in accordance with specific quality assurance/quality control (QA/QC) requirements is required by EPA's current Cooperative Agreement for Brownfields Assessments and USEPA Region 5's Brownfield QAPPs Instructions for the Preparation of Quality Assurance Project Plans. The Generic QAPP is supplemented by SS-QAPP Addendums and HASPs for the individual sites where Phase II ESAs are proposed.

Terracon has developed numerous Generic and Site-Specific QAPPs (SS-QAPP) for our clients. The Generic QAPP will serve as the Program's general QA/QC document for Phase II ESAs to be conducted and describes the process for producing analytical data of sufficient quality and quantity to accurately evaluate site conditions and meet data quality requirements in accordance with EPA standards. Terracon will ensure that subconsultants selected for assessment activities will be conducted in general accordance with IEPA requirements as well as USEPA Standard Operating Procedures (SOPs). Terracon will be responsible for development of the Generic QAPP document as well as supplemental SS-QAPP addendums and HASPs. Each document will be submitted to the USEPA Project Officer for approval prior to the initiation of sampling activities.

### State and Federal Reporting and Negotiating

Terracon has long established relationships with IEPA and USEPA. Terracon has an in-depth knowledge of EPA's Brownfield Program and often works with the State Program to provide



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state incentives to purchasers which increase the usability and marketability of impacted properties. Our team is knowledgeable and experienced in communicating and negotiating all IEPA and USEPA requirements on behalf of our clients. Frequent and open communication with the appropriate regulatory agencies, especially during the development of a scope and strategy for project implementation, is essential to developing a schedule that will satisfy the project objectives. We will also provide your staff with draft meeting notes prior to finalizing to minimize the chance of misunderstandings and miscommunications.

As a result of years of working closely with federal and state regulators, Terracon staff has established excellent relationships at the State and is well respected throughout the regulatory community.

Terracon will assist with the preparation and submittal of required grant administration documents. Our approach includes distribution of regular status reports via email to Rock Falls staff, USEPA, and other interested parties.



Regular updates greatly streamline the development of quarterly reports. Our staff assists with the annual projection requirements by USEPA to project the number of Phase I and II ESAs expected to be completed each year. In addition, assist with and/or complete ACRES database entries, Quarterly Reports, and MBE/WBE semi-annual reports.

### VALUES ADDED

#### **Grant Writing**

A sustainable brownfields program will seek additional funding required to successfully redevelop a property and/or its target area. Leveraging initiatives, such as infrastructure projects alongside development activities from both the private and public sector leads to progress and redevelopment completion. Assessment findings often lead to the need for cleanup which can be an expensive undertaking. Even though it is outside CED's RFQ, Terracon professionals are here to assist you and your grant writing needs to support expanding your brownfields program through additional grant applications.

#### **National Account Program**

Unique to Terracon, we maintain a strong network of developers and corporations through our National Accounts Management Program that we collaborate with daily. Our National Account Program provides our clients that operate in multiple states an opportunity to have focused points of contact in Terracon to assist in coordinating the completion of projects across the country with a consistent work product, fee structure, and level of service. As the needs of your community redevelopment are further defined through the brownfields process, with your approval, we will reach out to our network through this program in the interest of identifying prospects for development opportunities in your brownfields focus area.

# 4 Terracon Methodology

## TERRACON ENVIRONMENTAL SERVICES RATE SCHEDULE 12/1/2023 – 12/31/2024

Labor Categories	Hourly Rate (\$/hr)
Principal Consultant	\$215
Program Manager	\$195
Sr. Engineer/Geologist	\$205
Project Engineer/Geologist IV	\$185
Project Engineer/Geologist III /Senior Scientist	\$175
Project Engineer/Geologist II	\$165
Project Engineer/Geologist I	\$155
Sr. Staff Geologist/Scientist II/Engineer	\$145
Sr. Staff Geologist/Scientist I	\$135
Geologist/Scientist III/Engineer II	\$125
Geologist/Scientist II/Engineer I	\$115
Geologist/Scientist I/Sr. Technician/Admin Manager II	\$105
Field Geologist/Scientist II	\$95
Field Geologist/Scientist I/Technician/Admin Manager I	\$85
Administrative Assistant	\$65

- Mileage – IRS rate
- Vehicle - \$35/usage
- PID - \$110/day
- Sampling Kit - \$5/sample
- Bailer - \$10/unit
- Groundwater Sampling Field Filter - \$35/unit
- Water Level Indicator - \$35/unit
- Survey Equipment - \$100/day
- Low Flow Equipment – \$345/day
- Soil Gas Sampling Equipment - \$350/day
- Data Logger - \$80/day
- Equipment rentals – actual cost plus handling charge
- Other supplies – actual cost plus handling charge
- Handling charge – In accordance with IEPA Part 734