



State of Illinois

Department of Commerce and Economic Opportunity

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

A black and white photograph showing a close-up of a hand holding a pen, writing on a document. The hand is positioned on the right side of the frame, and the pen is angled downwards. The document is white and has some faint, illegible markings on it. The background is dark and out of focus.

DCEO Grant Survey



NOTICE OF GRANT REQUIREMENT

The Illinois State Comptroller's Office has notified the Department that, effective September 1, 2002, the following provision must be included in all grants/contracts involving the construction of a fixed work.

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

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

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

DCEO Grant Survey

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

IMPORTANT GRANT INFORMATION

- The grant award may not be finalized, and grant funds may not be disbursed, until all necessary approvals have been obtained and a Grant Agreement has been executed between DCEO and the Grantee. *All sections of the attached survey are required to be completed.* The time required to finalize this process depends largely upon the completeness and accuracy of the information submitted in the attached survey.
- The grant term should begin no earlier than July 1, 2009. The grant term cannot exceed two years. All project activities must be completed within this time.
- All project activities and all expenditures of grant funds must be consistent with the Scope of Work and Budget included in the Grant Agreement. The Scope of Work and the Budget will be developed based upon the information provided in the Grantee's completed survey.
- All environmental approvals must be submitted and cleared by the appropriate state agency *prior to payment* of costs related to renovation of a building/structure or "dirt-moving" costs.*
- Payment provisions will be specified in the Grant Agreement. Payment for bond fund projects will be disbursed on a reimbursement basis, unless otherwise approved by DCEO.
- *Any* contractual agreement between the Grantee and another party (being paid with grant funds) must include special language to allow DCEO access to the other party's records, relative to the grant. This includes construction subcontractors, consultants who provide services, and *any other entity* with which the grantee has a legal agreement to expend grant funds. Please contact your grant manager if you need a copy of this language (to incorporate into your legal subcontracts) prior to receiving your grant agreement.
- If required by the Grant Agreement, the Grantee must provide an audit relating to its compliance with the terms of the Grant Agreement.

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

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

SUBMITTED

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

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

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

DCEO Grant Survey

1) GRANTEE/PROJECT INFORMATION

Project No: GOV100019
(Provided on survey cover memo.)

Project Title: Peoria Riverfront Museum
Legal Name of Grantee: County of Peoria Year Established 1825
Address: 324 Main Street Room 502
City: Peoria State: IL ZIP + 4: 61602 - 1305
County: Peoria Business Phone: (309) 672 - 6056 (Mandatory) ext. _____
Fax: (309) 672 - 6054 E-mail address: purich@peoriacounty.org
Web site Address: www.peoriacounty.org

Name and Title of Person Authorized to Sign Legal Documents for Grantee (see Appendix 2 on page 18):

Petrick Ulrich, County Administrator

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

Petrick Ulrich

Title: County Administrator Contact's Phone: (309) 672 - 6056 ext. _____
Address: 324 Main Street Room 502
City: Peoria State: IL ZIP + 4: 61602 - 1305
County: Peoria Business Phone: (309) 672 - 6054 (Mandatory) ext. _____
Fax: (309) 672 - 6054 E-mail address: purich@peoriacounty.org

FEIN: 37-6001763 (9 digit federal taxpayer identification number)

NAICS Code: 921120 (6 digit Industry Classification Code) Grantee's DUNS Number: 271436208
See page 14 for information about NAICS Code and DUNS Number.

Legal Name of Owner of FEIN: County of Peoria

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

GRANTEE'S FISCAL YEAR: From: Jan 1 To: Dec 31

CERTIFICATION: Under penalty of perjury, I certify that I have examined this document and the document(s), schedule(s), and statement(s) submitted in conjunction herewith, and that, to the best of my information and belief, the information contained herein is true, correct, and complete. I represent that I am the person authorized to submit this document on behalf of the Grantee. (Please refer to page 18 for listing of Authorized Signatories)

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

[Signature]
Authorized Official (signature)

Petrick Ulrich, County Administrator
Printed Name & Title Date

DCEO Grant Survey

TYPE OF ORGANIZATION (Check only one):

- ☐ Individual
- ☐ Sole Proprietor
- ☐ Partnership/Legal Corporation
- ☐ Tax-exempt
- ☐ Corporation providing or billing medical and/or health care services
- ☐ Corporation ~~NOT~~ providing or billing medical and/or health care services
- ☒ Governmental
- ☐ Nonresident alien
- ☐ Estate or legal trust
- ☐ Pharmacy (Non-Corp.)
- ☐ Pharmacy/Funeral Home/Cemetery (Corp.)

- ☐ Other:
 - ☐ Not-for-profit Corporation
 - ☐ Charitable/Not-for-profit entity
 - ☐ Tax exempt entity
 - ☐ If your organization or entity is not named above, please identify or describe the type of organization/entity that will be receiving grant funds:

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

SEE ATTACHMENT B, QUESTION 2

a) Grantee will complete the following tasks:

	ESTIMATED COMPLETION DATE
Task 1. SEE ATTACHMENT B, QUESTION 2.	
Task 2.	
Task 3.	
Task 4.	
Task 5.	
Task 6.	
Task 7.	
Task 8.	

DCEO Grant Survey

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

SEE ATTACHMENT B, QUESTION 2.6.

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

Address 206 SW Water Street City Peoria County Peoria
Township BAT Range BE Section 9

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

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

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

N/A

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

N/A

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

SEE ATTACHMENT B, QUESTION 5



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6) PUBLIC BENEFIT: SEE ATTACHMENT B, QUESTION 6

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

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

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

b) Jobs:

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

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

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

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

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

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

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

7) GRANTEE HISTORY:

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

If yes, provide the following:

Agency: IDOT Grant #: RPT-10-015

Grant Amount: 143,440 Grant Term: 7/1/2009 - 6/30/2010

General description of grant: Section 5311, Rural Transportation

Issues: NONE

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

Name: SEE ATTACHMENT B, FEIN: _____

Name: QUESTION 7b. FEIN: _____

Name: _____ FEIN: _____

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

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

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

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

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

- ☐ Yes ☒ No

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

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

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

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

If yes, provide requested information.

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

If yes, list reason and amount:

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

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

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

- 9) **LOCAL OPPOSITION:** Do you anticipate any opposition to this project? ☐ Yes ☒ No If yes, please describe:

- 10) **ESTIMATED TIMETABLE FOR COMPLETION:** Start Date: 12 / 10 / 2009 Completion Date: 12 / 31 / 2012

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

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

Please complete questions 10a through 10g.

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

SEE ATTACHMENT 3, QUESTION 10.2.

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b) Has your organization secured all necessary federal, state and local permits and approvals to proceed with this project?

SEE ATTACHMENT B, QUESTION 10b. If not, please identify permits/approvals to be obtained and provide a reasonable, estimated timetable to secure such permits/approvals.

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

N/A

If the project involves the purchase of land or building(s), you must answer questions 10d-10g and attach supplementary explanatory materials as needed.

d) Does your organization have an executed contract for the purchase/acquisition of the land/building in question?

N/A. If not, when do you expect to have an executed contract? _____

e) If your organization is a governmental entity, is it acquiring the land/building through an outright purchase, or through eminent domain/condemnation proceedings? No

_____ If acquiring through eminent domain/condemnation, when do you *realistically* expect to finalize the acquisition? _____

f) Is your organization aware of any existing (or reasonably anticipated) legal proceedings such as zoning issues, objections of nearby property owners, etc., relating to the proposed use of the land/building being purchased with grant funds? No If yes, please attach a detailed explanation.

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

N/A

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11a) BUDGET FOR NON-CONSTRUCTION PROJECTS

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

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

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

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

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

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11b) BUDGET FOR CONSTRUCTION PROJECTS

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

ACTIVITY LINE ITEM	GRANT AMOUNT *	
1. Design/Engineering	\$ 240,000	Usually limited to 10% - 15% of total grant funding.
2. Building/Land Purchase	-	
3. Wiring/Electrical	-	
4. Equipment/Material/Labor	-	
5. Paving/Concrete/Masonry	-	
6. Construction Management/Oversight	450,000	Limited to 10% - 15% of total grant funding.
7. Mechanical System	-	
8. Excavation/Site Prep/Demolition	800,000	
9. Plumbing	-	
10. Other Construction Expenses (must itemize in #2, Scope of Work)	3,510,000	
11. Contingency	-	Limited to 10% - 15% of total grant funding.
TOTAL	\$ 5,000,000	

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

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GRANT MANAGEMENT PROGRAM BUDGET DEFINITIONS

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

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

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

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

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

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

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

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

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

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

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

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GRANT MANAGEMENT PROGRAM BUDGET DEFINITIONS *(continued)*

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

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

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

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

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

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

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

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

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

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

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12) OTHER FUNDING:

a) Are other funds necessary to complete the *grant scope of work* (i.e., the activities for which this grant is being used)?

☒ Yes ☐ No

b) Are other funds necessary to complete the *overall project* (of which this grant is just one component)?

☒ Yes ☐ No

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

SOURCES OF FUNDING	Approved / Secured	Pending	Not Yet Applied For	If Funds Not Yet Approved / Secured, Provide Estimated Date.	Activities in Grant Scope of Work - see pages 3-4 of survey, question 2.	Overall Project - see pages 3-4 of survey, question 2.
Federal Funds (list:)						
SEE ATTACHMENT B					\$	\$
Question 12					\$	\$
					\$	\$
Other State Funds (list funds from any state source/program:)						
					\$	\$
					\$	\$
					\$	\$
Other Funds (list your organization's funds, bank and other loans, fundraising, donations, etc.):						
					\$	\$
					\$	\$
					\$	\$
TOTALS					\$	\$

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NAICS CODE AND DUNS NUMBER INFORMATION

(from page 2)

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

A DUNS Number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of over 100 million businesses worldwide. Provide the grantee's DUNS number. If your business does not have a DUNS number, you may request one at: http://www.dnb.com/us/duns_update/

JOBS INSTRUCTIONS

Definitions for Question 6b, #1 - #7:

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

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

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

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

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

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

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

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

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GRANTEE HISTORY INSTRUCTIONS

Question #7

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

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

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

Grant Amount – List the total amount of the grant

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

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

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

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

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APPENDIX 1: BONDABILITY GUIDELINES

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

DCEO Grant Survey

APPENDIX 1: BONDABILITY GUIDELINES (continued)

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

DCEO Grant Survey

APPENDIX 2: AUTHORIZED SIGNATORIES

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

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



ILLINOIS DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY
GRANT SURVEY SUPPLEMENTAL INFORMATION
Grants Management Unit



GRANTEE INFORMATION	
1	NAICS Code: 92120 (6-digit Industry Classification Code)
2	Applicant's DUNS Number: 071436208
3	Project Location: (MUST provide an electronic/digital photo of project location)
Address: 208 SW WATER ST City: PEORIA County: PEORIA Township: SN Range: SE Section: 9	

JOBS	
1	Number of permanent full-time individuals currently employed by grantee: 585
2	Number of permanent part-time individuals currently employed by grantee: 49
3	Number of permanent full-time jobs that would be created by grantee as a direct result of receiving the grant award: 0
4	Number of permanent part-time jobs that would be created by grantee as a direct result of receiving the grant award: 0
5	Number of permanent full-time jobs that would be retained by grantee as a direct result of receiving the grant award: 0
6	Number of permanent part-time jobs that would be retained by grantee as a direct result of receiving the grant award: 0
7	Describe any other projected employment impact as a result of receiving the grant award: 250-300 construction jobs, 31 full time, 73 part time for 104 permanent jobs to operate the Peoria Riverfront Museum.

GRANTEE CERTIFICATION	
<p>Under penalty of perjury, I certify that I have examined this document and the document(s), schedule(s), and statement(s) submitted in conjunction herewith, and that, to the best of my information and belief, the information contained herein is true, correct, and complete. I represent that I am the person authorized to submit this document on behalf of the Grantee.</p> <p>I hereby release to DCEO the rights and use of photographs and/or any written statements or information, regardless of format (whether they are direct quotes or paraphrased by DCEO), contained in or provided after the grant survey for the purpose of publication on DCEO's website. I hereby also release any and all claims against DCEO, its officers, agents, employees and/or affiliates arising out of, or in connection with, the usage of photographs and/or written statements or information, regardless of format (whether they are direct quotes or paraphrased by DCEO), for the purpose of publication on DCEO's website.</p>	
Signature	Name & Title
	Patrick Unick, County Administrator
	Date
	4.28.10

Internet Address <http://www.commerce.state.il.us>

620 East Adams Street
Springfield, Illinois 62701-1415

217/782-7500
TDD: 800/785-6055

James R. Thompson Center
100 West Randolph Street, Suite 3-400
Chicago, Illinois 60601-3219
312/814-7179
TDD: 800/785-6055

Printed on Recycled and Recyclable Paper

1309 West Main, Suite 118
Marion, Illinois 62959-1180

618/997-4394
TDD: 800/785-6055

GRANTEE HISTORY

1	Have you received a grant from the State of Illinois within the last 3-years?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																					
	If yes, provide the following: Agency: <u>177T</u> Grant #: <u>RPT-10-015</u> Grant Amount: <u>143,440</u> Grant Term: <u>7/1/09 - 6/30/10</u> General description of grant: <u>SECTION 5311 Rural Transportation</u> Issues: <u>NONE</u>																						
2	If applicable, list all Names and FEINs that are registered to your organization or have been registered during the past 3 years. <u>Peoria County Sheriff</u> <u>37 6001764</u> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">Name <u>County of Peoria</u></td> <td style="width: 50%; border-bottom: 1px solid black;">FEIN <u>37 6001763</u></td> </tr> <tr> <td style="border-bottom: 1px solid black;"><u>Peoria County Circuit Clerk</u></td> <td style="border-bottom: 1px solid black;"><u>37 614146</u></td> </tr> <tr> <td colspan="2" style="border-bottom: 1px solid black;"><u>Peoria County Board for the Care and Control of Persons with Developmental Disabilities</u> <u>37-0860553</u></td> </tr> </table>		Name <u>County of Peoria</u>	FEIN <u>37 6001763</u>	<u>Peoria County Circuit Clerk</u>	<u>37 614146</u>	<u>Peoria County Board for the Care and Control of Persons with Developmental Disabilities</u> <u>37-0860553</u>																
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<u>Peoria County Board for the Care and Control of Persons with Developmental Disabilities</u> <u>37-0860553</u>																							
3	In the past twelve months, have there been any changes in the following key staff? Check all that apply.																						
	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; text-align: center;">Employee Position</th> <th style="width: 20%; text-align: center;">Is position vacant?</th> <th style="width: 30%; text-align: center;">If so, when?</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> CEO/Executive Director/Chief Elected Official</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> CFO/Controller</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> Grant Administrator</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> Grant Administrative Support Staff</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> Bookkeeper/Accountant for Grant</td> <td></td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> No Changes</td> <td></td> <td></td> </tr> </tbody> </table>		Employee Position	Is position vacant?	If so, when?	<input type="checkbox"/> CEO/Executive Director/Chief Elected Official			<input type="checkbox"/> CFO/Controller			<input type="checkbox"/> Grant Administrator			<input type="checkbox"/> Grant Administrative Support Staff			<input type="checkbox"/> Bookkeeper/Accountant for Grant			<input checked="" type="checkbox"/> No Changes		
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<input type="checkbox"/> Bookkeeper/Accountant for Grant																							
<input checked="" type="checkbox"/> No Changes																							
4	If your proposed budget includes any staff costs for this grant, please indicate the type of documentation that will be maintained and used to allocate staff costs to the DCEO grant.																						
	<input type="checkbox"/> Time sheets <input type="checkbox"/> Cost allocation plans <input type="checkbox"/> Certifications of time spent <input type="checkbox"/> Other, please describe: <input checked="" type="checkbox"/> None																						
5	Has the Grantee or any principal formed a business that existed for less than two years? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																						
	If yes, provide name(s) of business and reason(s) for its failure.																						
6	Has the Grantee or any principal experienced foreclosure, repossession, civil judgment or criminal penalty (or been a party to a consent decree) within the past seven years as a result of any violation of federal, state or local law applicable to its business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																						
	If yes, identify the nature (including case number and venue) of the action and the disposition. If the action/proceeding is still pending or unresolved, provide a status identifying the unresolved issues.																						
7	To the best of Grantee's knowledge, is the Grantee or any principal the subject of any proceedings that are pending, or threatened, that may result in any adverse change in Grantee's financial condition or will materially and adversely affect applicant's operations? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																						
	If yes, provide requested information.																						
8	Does the Grantee or any principal owe any debt to the State? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																						
	If yes, list reason and amount:																						

INSTRUCTIONS

GRANTEE INFORMATION - INSTRUCTIONS

Question #1: Provide the applicant's North American Industry Classification System (NAICS) Code. The NAICS (pronounced Nakes) was developed as the standard for use by Federal statistical agencies in classifying business establishments for the collection, analysis, and publication of statistical data related to the business economy of the U.S. If you do not know your business NAICS Code, you may look it up at: <http://www.naics.com/index.html>

Question #2: A DUNS Number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of over 100 million businesses worldwide. Provide the applicant's DUNS number. If your business does not have a DUNS number, you may request one at: http://www.dnb.com/us/duns_update/

JOBS - INSTRUCTIONS

Definitions for Question #1 - #7:

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

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

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

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

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

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

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

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

GRANTEE CERTIFICATION - INSTRUCTIONS

The applicant should read and understand the certification statement provided in this section. The individual that signs this section should be the one that is authorized to sign the grant agreement if grant funds are awarded. The authorized individual should sign their name; print their name and title and date of certification.

GRANTEE HISTORY - INSTRUCTIONS

Question #1: Complete this section with information on any grants received from the state of Illinois by the applicant within the last 3 years from the date of this application. Applicant must provide the following information for each grant received:

Agency:	List the name of the agency from which the grant was received.
Grant #:	List the number related to the grant.
Grant Amount:	List the total amount of the grant.
Grant Term:	List the term to include the beginning and end date of the grant.
General description of grant:	Provide a brief description of the grant project.
Issues:	Provide a description of any financial or programmatic issues that were identified with this grant by either the grantor agency and/or grantee. State whether the issues are resolved or unresolved. If the issues are unresolved, please state the reason why and provide a current status.

Question #2: If the applicant's organization has operated under any other names or FEIN numbers during the past 3 years from the date of this application, this information must be provided in this section.

Question #3: Indicate which key staff positions have changed within the past twelve months from the date of this application. Provide additional documentation for the requested information for any vacancies, new hires, layoffs, and terminations. Also provide the same information for any changes relating to key staff positions that may become involved with the administration and/or management of potential grants.

Question #4: Indicate in the list provided the type of documentation that the applicant's organization will maintain to support and allocate staff costs to the DCEO grant. Any staff costs incurred need to be adequately supported to ensure appropriate allocation to the DCEO grant.

Question #5: Indicate whether a previous business existed for less than two years from the date of this application. Principal is defined as anyone in the organization who governs the activity of the organization or has authority to make decisions on behalf of the organization.

- If yes, provide name(s) of business and reason(s) supporting why the business is no longer in existence. Please be as descriptive as possible for reason(s) why the business is no longer in existence. Attach additional supporting documentation to support your response to this question.

Question #6: Indicate yes or no and provide additional information in subsequent question.

- If yes, identify the nature (including case number and venue) of the action and the disposition. If the action/proceeding is still pending or unresolved, provide a status identifying the unresolved issues. Be as descriptive as possible and attach additional supporting documentation to support the response to this question.

Question #7: Indicate yes or no and provide additional information in subsequent question. Principal is defined as anyone in the organization who governs the activity of the organization or has authority to make decisions on behalf of the organization.

- If yes, describe the proceedings and provide the current status. Be as descriptive as possible and attach additional supporting documentation to support the response to this question.

Question #8: Indicate any debt owed to the state by listing the specific reason(s) and amount(s). Attach additional



County of Peoria Application
Project No: GOV100019

ATTACHMENT A

County Administrator's Ordinance

ARTICLE IV. COUNTY ADMINISTRATOR*

***Editor's note:** A resolution adopted Oct. 6, 1982, creating the office of county administrator, added Ch. 25 to the Code, which, for the purposes of classification and as authorized by § 1-13(c)(3), the editor has redesignated Ch. 2, Art. IV, §§ 2-38–2-46.

Sec. 2-38. Establishment.

There is hereby created the position which shall be known as "county administrator" to advise, assist, act as agent for and be responsible to the Peoria County Board, hereinafter referred to as the "board," for the proper and efficient administration of such affairs of the county as are assigned to the position by the board.

(Res. of 10-6-82)

Sec. 2-39. Intent.

It is the intent of the board to grant to the county administrator only those powers and duties which are administrative or ministerial in nature and which are necessary to the proper execution of policy as established by the board. No provision of this article is intended to vest in the county administrator any duty, or grant to the position any authority which is vested by general law or this Code of in or on any other county officer. No provision of this article shall be construed to delegate to the county administrator any policy decision-making or any other authority required to be performed by the board; nor shall the county administrator have the power to bind, obligate or commit the county in any manner, except as provided herein or by the express grant of authority by the board. It is the intention of the board in adopting this chapter only to create a position to which may be delegated certain administrative duties to be performed in and under its direction.

(Res. of 10-6-82)

Sec. 2-40. Appointment.

The county administrator shall be selected and approved by a majority of the members of the board and shall then be appointed by the chairman of the board. Upon advice and consent of the county board, the chairman may appoint a person to serve as acting county administrator in case of a vacancy or extended absence or disability or until a successor has been appointed and qualified or the incumbent returns to office as county administrator.

The county administrator is authorized to appoint a deputy to act on behalf of the administrator when the administrator is absent from the office for a short time due to vacation, minor illness or the like.

(Res. of 10-6-82; Amend. of 10-11-94; Amend. of 1-9-96)

Sec. 2-41. Vacancies.

The position of county administrator shall be deemed vacant if the incumbent is, by death, illness or other casualty, unable to continue in office, or resigns or is removed from office. A vacancy in the office shall be filled in the same manner as the original appointment. The board may appoint an acting county administrator in case of a vacancy or temporary absence or disability until a successor has been appointed and qualified or the incumbent returns to office.

(Res. of 10-6-82)

Sec. 2-42. Removal.

The county administrator shall serve at the pleasure of the board and may be removed at any time by an affirmative vote of a majority of the members of the board. The incumbent may request in writing a reconsideration of his removal as county administrator at a regular or special meeting of the board subsequent to his removal. Any such request must be made in writing and directed to the chairman of the Peoria County Board and received at least ten (10) days prior to the meeting of the board.

(Res. of 10-6-82; Amend. of 10-11-94)

Sec. 2-43. Qualifications.

The county administrator shall be a person having demonstrated administrative and executive ability as shown by at least five (5) years of experience in private or public employment in responsible positions requiring the planning and execution of administrative operations, the budgeting and control of revenue and expenditures, the coordination and leadership of diverse departments and functions, and the service to elected or appointed boards of directions or their equivalent. The county administrator shall be a person having demonstrated training and experience to perform the powers and duties of the position, and preferably possess a masters degree in public administration.

(Res. of 10-6-82; Amend. of 7-12-94)

Sec. 2-44. Compensation.

The compensation of the county administrator shall be fixed by the board.

(Res. of 10-6-82)

Sec. 2-45. Authority.

The county administrator shall be responsible for the administration of all departments and functions which are under the jurisdiction of the board. Departments and functions which are exempt from the direct authority of the county administrator should, nevertheless, conform to the budgetary procedures and schedule as set forth from time to time by the county administrator, and should cooperate, insofar as possible, with other directives and procedures of the county administrator as though such directives and procedures were established by the board.

(Res. of 10-6-82)

Sec. 2-46. Powers and duties.

Within the limits of the authority prescribed in section 2-45, unless otherwise stated below, the

county administrator shall have the following powers and duties:

(a) *Budget.* The county administrator shall establish the schedule and procedures to be followed by all county departments, offices and agencies in connection with the preparation, review, adoption, implementation and amendment of the annual budget. The county administrator shall supervise and administer all phases of the budgetary process. The county administrator shall review departmental and agency budget requests, and prepare and submit to the board and its committees the annual budget, which includes all of the funds, departments and agencies which the board is required to review and approve.

(b) *Personnel.* The county administrator shall select, employ, supervise, suspend, discharge or remove all personnel, positions or employment under the jurisdiction of the board except persons appointed by the board as required by the laws of the state. The county administrator shall recommend to the board and maintain a plan for classifying, compensating and evaluating all positions in county service. The county administrator shall be responsible for all other aspects of personnel management, including employee benefits administration, labor relations training and development.

(c) *Contracts and agreements.* The county administrator is authorized to negotiate leases, contracts and other agreements for goods or services, subject to the approval of the board. The county administrator shall ensure that all terms and conditions of leases, contracts and other agreements are performed and shall notify the board of any violations thereof. The county administrator shall develop, install and maintain a centralized system for purchasing goods and services on behalf of county departments and functions.

(d) *Property.* The county administrator shall be responsible for the care and custody of all county property. The county administrator shall provide for appropriate protection of the county and its property from loss, damage, liability and other risks. The county administrator shall provide liaison to the public building commission on behalf of the county.

(e) *Communications and information systems.* The county administrator shall maintain and supervise systems of communication and information processing, including but not limited to data processing, telephone, micrographics and reproduction, word processing and mail services.

(f) *Support of the board.* The county administrator shall assist the county clerk in preparation and distribution of the agenda and supporting documentation for all meetings of the board, in consultation with the chairman of the board. The county administrator shall prepare and distribute the agenda, minutes and supporting documents for all meetings of committees of the board after consulting with the chairmen of the committees. However, the chairman of the board shall determine and establish the agenda of all meetings of the board after consulting with the chairman of the board's committees; and the county clerk should produce and distribute the agenda and the minutes of all meetings of the board. The county administrator shall review, and may comment on, any documents or reports which are submitted to the board. The county administrator shall attend all meetings of the board and may participate in the discussion of any matter before the board. The county administrator shall provide the board, or individual members thereof, upon request, with data or information concerning the county and provide advice and recommendations on county government operations to the board.

(g) *Administration.* The county administrator shall administer and carry out the directives and policies of the board, and enforce all orders, resolutions, ordinances and regulations of the board to assure that they are faithfully executed. The county administrator shall report to the board on action taken pursuant to any directive or policy

within the time set by the board. The county administrator shall advise the board on matters of policy and may make recommendations to the board on any matter before the board.

(h) *Organization.* The county administrator shall recommend to the board the structure of county departments and functions, including reporting relationships, physical facilities and location. The county administrator may, from time to time, recommend changes to the organization structure, and may direct departments to undertake tasks for other departments on a temporary basis if the county administrator deems it necessary for the proper and efficient administration of the county government to do so. The county administrator shall organize and supervise the work of the county departments and may call meetings of employees to facilitate and coordinate the work of the county. The county administrator may require and receive reports from county departments concerning the activities of such departments.

(i) *Procedures.* The county administrator shall recommend improved or standardized forms and procedures. The county administrator shall provide other central administrative services as may be directed by the board.

(j) *Intergovernmental relations.* The county administrator shall represent the county in its relations with other governments; directed by the board. The county administrator may comment upon or make recommendations to the board concerning proposed or accomplished actions of other governments, including legislation and regulations of the state and federal governments.

(k) *Records.* The county administrator shall maintain records appropriate to or required by the powers and duties of the position. The county administrator may examine the records, accounts and operations of county departments and agencies.

(l) *Reports.* The county administrator shall, from time to time, prepare reports on the state of the county and its government operations and work accomplished, and make any recommendations as to actions or programs the county administrator deems necessary for the efficient operation of the county and the welfare of its residents.

(m) *Staff.* The county administrator may employ staff to assist in the performance of these powers and duties upon authorization of the board.

(n) *Other.* The county administrator shall perform such other duties as may be required by the board.

(Res. of 10-6-82)

Secs. 2-47-2-50. Reserved.



County of Peoria Application

Project No: GOV100019

ATTACHMENT B

QUESTION 2.

The Museum Block is a public-private partnership between the City of Peoria, the County of Peoria, the Peoria Riverfront Museum, and Caterpillar Tractor Company covering 6.75 acres on Peoria's riverfront. The public is constructing an 81,000 square foot museum and Caterpillar is constructing a 50,000 square foot "Caterpillar Experience." Beneath both buildings, the public will also construct and operate a parking deck ("deck") to be 132 spaces. Improvements to The Museum Block total \$135,649,950. Of that total, the Peoria Riverfront Museum (PRM) will be \$77.8 million, and the parking deck an additional \$9.32 million. The \$5,000,000 awarded by the State of Illinois under this grant is being applied to the construction of the parking deck portion of the project. The parking deck, as stated, is a 132 space deck that will be owned and operated by the County of Peoria. It will be the first component to be constructed on the Museum Block.

QUESTION 2.a.

Grantee will complete the following tasks:

		ESTIMATED COMPLETION DATE
Task 1.	Complete Phase I and II Environmental Assessment of Property	02/18/2010 (actual)
Task 2.	Complete Phase II Environmental Assessment of Property	03/11/2010 (actual)
Task 3.	Complete IDOT Peer Review of 132 space parking deck	04/16/2010 (actual)
Task 4.	Construct 132-space parking deck	12/31/2012
Task 5.		

2.b.

Allocation of Uses			
Uses	Budget	Expended Thru 3/31/10	Remaining
A/E Fees	\$ 1,076,000	\$ 808,157	\$ 267,843
Garage Construction	6,982,865	-	6,982,865
Hardscape Improvements	1,725,000	-	1,725,000
Construction Oversight	450,000	-	450,000
IDOT Peer Review	100,000	22,672	77,328
Site Utility Allowance	800,000	-	800,000
Inspection/Commissioning Fees	41,135	-	41,135
Parking/Infrastructure Misc/Envir Asses	140,000	15,619	124,381
TOTAL	\$ 11,315,000	\$ 846,448	\$ 10,468,552

Uses	Allocation of Sources						TOTAL
	Federal	FHWA	State	Local	Private		
	FHWA (HPD)	(HPS)	DCEO	Peoria County	Lakeview Museum	Caterpillar	
A/E Fees	\$ -	\$ -	\$ -	\$ 267,843	\$ 297,157	\$ 511,000	\$ 1,076,000
Garage Construction	3,075,229	800,000	3,107,636	-	-	-	6,982,865
Hardscape Improvements	-	-	402,364	-	233,636	1,089,000	1,725,000
Construction Oversight	-	-	450,000	-	-	-	450,000
IDOT Peer Review	-	-	100,000	-	-	-	100,000
Site Utility Allowance	-	-	800,000	-	-	-	800,000
Inspection/Commissioning Fees	-	-	-	-	41,135	-	41,135
Parking/Infrastructure Misc/Envir Asses	-	-	140,000	-	-	-	140,000
TOTAL	\$ 3,075,229	\$ 800,000	\$ 5,000,000	\$ 267,843	\$ 571,928	\$ 1,600,000	\$ 11,315,000



County of Peoria Application

Project No: GOV100019

QUESTION 5.

The Riverfront Museum is not simply a relocation and expansion of the Lakeview Museum and planetarium. It's a collaboration that also includes the Peoria Regional Museum Society, Peoria Historical Society, African-American Hall of Fame, the Illinois High School Association (IHSA), and Heartland Foundation. Over a two-plus year construction period, scheduled to begin in mid-2010, The Block project would employ 250 to 300 workers per month and contribute \$1.8 million in monthly labor payroll to the local economy. The Block will offer hands-on learning for people of all ages—and the ultimate field trip for school-age kids. Among its many opportunities will be: an interactive, behind-the-scenes look at Caterpillar's past, present and future sure to enthrall adults and kids alike, five-stories-tall IMAX documentaries, cutting-edge planetarium shows, Discovery Worlds play-and-learn kids' galleries, IHSA Peak Performance Center challenges for mind and body and Illinois River Encounter Science Lab experiments. Learning materials and classrooms will be available for teachers and young visitors. The marketing studies prepared by the PRM planning committee estimate 360,000 visitors per year to the Museum. More plainly stated, the public purpose of the Museum Block is to expose and educate the region's youth about all facets of Peoria's history, science, and technology.

QUESTION 6.

- a. Estimate the number of persons to benefit or be served by the proposed project: 360,000 (annually).
State the percentage of current or projected participants who are disadvantaged or low-income: 16% of participants/visitors on-site, 22% of participants off-site (through museum outreach programming).
State the percentage of participants who receive (or will receive) services at no cost or a reduced fee: 20% of participants/visitors on-site, 95% of participants off-site (through museum outreach programming).
- b.1. Number of permanent full-time individuals currently employed by grantee: 885
b.2. Number of permanent part-time individual currently employed by grantee: 49
b.3. Number of permanent full-time jobs that would be created by grantee as a direct result of receiving the grant award: 0
b.4. Number of permanent part-time jobs that would be created by grantee as a direct result of receiving the grant award: 0
b.5. Number of permanent full-time jobs that would be retained by grantee as a direct result of receiving the grant award: 0
b.6. Number of permanent part-time jobs that would be retained by grantee as a direct result of receiving the grant award: 0
b.7. Describe any other projected employment impact as a result of receiving the grant award. During the construction phase of the project, 250-300 construction jobs are expected to be created. Once complete and open, the Peoria Riverfront Museum (PRM) Board will operate the County-owned museum through a Capital Facility, Lease, and Operating Agreement. The PRM Board expects to create 31 permanent full-time jobs and 73 permanent part-time jobs.

QUESTION 7.b.

The following are ALL known FEINs associated with all or a part of Peoria County government. Only the first FEIN (37-6001763) might be applicable to this project as the other three FEINs are segregated for specific purposes.

Name:	County of Peoria	FEIN:	37-6001763
Name:	Peoria County Circuit Clerk	FEIN:	37-6141416
Name:	Peoria County Sheriff	FEIN:	37-6001764
Name:	Peoria County Board for the Care & Treatment Board for Persons with Developmental Disabilities	FEIN:	37-0860553



County of Peoria Application

Project No: GOV|00019

QUESTION 10

Estimated Timetable for Completion: Start Date: 12/10/2009 End Date: 12/31/2012

* Contracts with engineering consultants for environmental assessments of the property and the IDOT required peer review of the parking structure were approved by the County Board on December 10, 2009. It is anticipated that construction will commence on the parking deck in July 2010. However, this construction start date is predicated upon successful execution of a Redevelopment Agreement between the County of Peoria, City of Peoria, Peoria Riverfront Museum Board, and Caterpillar, and the successful execution of a Capital Facility Lease and Operating Agreement between the County of Peoria and Peoria Riverfront Museum Board.

QUESTION 10.a.

The Peoria County Board, the Peoria City Council, the Peoria Riverfront Museum Board, and Caterpillar need to approve a redevelopment agreement. The Peoria County Board and the Peoria Riverfront Museum Board need to enter into a Capital Facility Development, Lease and Operating Agreement. It is anticipated that both of these agreements will be executed by all parties by June 30, 2010. Third, bids need to be issued and awarded by the PRM Board by July 31, 2010.

QUESTION 10.b.

Once contracts are bid and awarded, the City of Peoria will issue local building permits.

QUESTION 12

SOURCES OF FUNDING	Approved / Secured	Pending	Not Yet Applied For	If Funds Not Yet Approved / Secured, Provide Estimated Date.	Activities in Grant Scope of Work - see pages 3-4 of survey, question 2.	Overall Project - see pages 3-4 of survey, question 2.
Federal Funds (list:)						
FHWA (High Priority Demonstration)	X				\$ 3,075,229	
FHWA (High Priority SAFETY LU)	X				800,000	
NASA	X					750,000
Department of Energy	X					434,446
Housing & Urban Development	X					970,000
Institute of Museums & Library Services	X					95,000
Institute of Museums & Library Services	X					140,985
Other State Funds (list fund from any state source/program)						
IDNR	X					1,300,000
IDNR	X					400,000
DCEO	X					2,800,000
Other Funds (list your organization's funds, bank, and other loans, fundraising, donations, etc.)						
Private Funds (fundraising)	X					25,905,320
County of Peoria		X				34,900,000
City of Peoria		X				100,000
Lakeview Museum (Endowment)	X					2,017,454
Caterpillar, Inc.	X				1,600,000	-
TOTALS					\$ 5,475,229	\$ 69,813,205

REVISED

DCEO Grant Survey

1) GRANTEE/PROJECT INFORMATION

Project No.: GOV100019
(Provided on survey cover memo.)

Project Title: Peoria Riverfront Museum
Legal Name of Grantee: County of Peoria Year Established 1825
Address: 324 Main St Rm 502
City: Peoria State: IL ZIP + 4: 61602-2305
County: Peoria Business Phone: (309) 672-6056 ext. (Mandatory)
Fax: (309) 672-6054 E-mail address: purch@peoriacounty.org
Web site Address: www.peoriacounty.org

Name and Title of Person Authorized to Sign Legal Documents for Grantee (see Appendix 2 on page 18):

Thomas H. O'Neill III, County Board Chairman

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

Patrick Ulrich

Title: County Administrator Contact's Phone: (309) 672-6056 ext.
Address: 324 Main St Rm 502
City: Peoria State: IL ZIP + 4: 61602-2305
County: Peoria Business Phone: (309) 672-6056 ext. (Mandatory)
Fax: (309) 672-6054 E-mail address: purch@peoriacounty.org

FEIN: 37-6001763 (9 digit federal taxpayer identification number)

NAICS Code: 921120 (6 digit Industry Classification Code) Grantee's DUNS Number: 071436278
See page 14 for information about NAICS Code and DUNS Number.

Legal Name of Owner of FEIN: County of Peoria

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

GRANTEE'S FISCAL YEAR: From: Jan 1 To: Dec 31

CERTIFICATION: Under penalty of perjury, I certify that I have examined this document and the document(s), schedule(s), and statement(s) submitted in conjunction herewith, and that, to the best of my information and belief, the information contained herein is true, correct, and complete. I represent that I am the person authorized to submit this document on behalf of the Grantee. (Please refer to page 13 for listing of Authorized Signatories)

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

Thomas H. O'Neill III
Authorized Official (signature)

Thomas H. O'Neill III
Printed Name & Title
County Board Chairman

05/20/10
Date

Allocation of Uses

	Uses	Budget	Expended Thru 3/31/10	Remaining
1	A/E Fees	\$ 1,316,000	\$ 808,157	\$ 507,843
	IDOT Peer Review	100,000	-	100,000
	Environmental Assessment	140,000	-	140,000
2	Building / Land Purchase	-	-	-
3	Wiring / Electrical	299,551	-	299,551
4	Equipment / Material / Labor	1,397,348	-	1,397,348
5	Paving / Concrete / Masonry	3,503,400	-	3,503,400
	Excavations / Foundation	2,167,815	-	2,167,815
	Structural Frame	1,335,585	-	1,335,585
6	Construction Management / Oversight	450,000	-	450,000
7	Mechanical Systems	609,797	-	609,797
	HVAC	159,752	-	159,752
	Fire	175,035	-	175,035
	Interior Construction	275,010	-	275,010
8	Excavation / Site Prep / Demolition	800,000	-	800,000
	Site Utility Allowance	800,000	-	800,000
9	Plumbing	254,886	-	254,886
10	Other Construction Expenses	1,796,608	-	1,796,608
	Hardscape Improvements	1,755,473	-	1,755,473
	Inspection/Commissioning Fees	41,135	-	41,135
11	Contingency	887,410	-	887,410
	A/E	281,494	-	281,494
	Construction	295,569	-	295,569
	Project	310,347	-	310,347
TOTAL		\$ 11,315,000	\$ 808,157	\$ 10,506,843

Allocation of Sources

	Uses	Federal		State	Local		Private	TOTAL
		FHWA (HPD)	FHWA (HPS)	DCEO	Peoria County	Lakeview Museum	Caterpillar	
1	A/E Fees	\$ -	\$ -	\$ 240,000	\$ 267,843	\$ 297,157	\$ 511,000	\$ 1,316,000
	IDOT Peer Review	-	-	100,000	-	-	-	100,000
	Environmental Assessment	-	-	140,000	-	-	-	140,000
2	Building / Land Purchase	-	-	-	-	-	-	-
3	Wiring / Electrical	-	-	299,551	-	-	-	299,551
4	Equipment / Material / Labor	1,174,411	222,937	-	-	-	-	1,397,348
5	Paving / Concrete / Masonry	1,335,585	-	2,167,815	-	-	-	3,503,400
	Excavations / Foundation	-	-	2,167,815	-	-	-	2,167,815
	Structural Frame	1,335,585	-	-	-	-	-	1,335,585
6	Construction Management / Oversight	-	-	450,000	-	-	-	450,000
7	Mechanical Systems	-	-	609,797	-	-	-	609,797
	HVAC	-	-	159,752	-	-	-	159,752
	Fire	-	-	175,035	-	-	-	175,035
	Interior Construction	-	-	275,010	-	-	-	275,010
8	Excavation / Site Prep / Demolition	-	-	800,000	-	-	-	800,000
	Site Utility Allowance	-	-	800,000	-	-	-	800,000
9	Plumbing	254,886	-	-	-	-	-	254,886
10	Other Construction Expenses	-	-	432,837	-	274,771	1,089,000	1,796,608
	Hardscape Improvements	-	-	432,837	-	233,636	1,089,000	1,755,473
	Inspection/Commissioning Fees	-	-	-	-	41,135	-	41,135
11	Contingency	310,347	577,063	-	-	-	-	887,410
	A/E	-	281,494	-	-	-	-	281,494
	Construction	-	295,569	-	-	-	-	295,569
	Project	310,347	-	-	-	-	-	310,347
TOTAL		\$ 3,075,229	\$ 800,000	\$ 5,000,000	\$ 267,843	\$ 571,928	\$ 1,600,000	\$ 11,315,000