

COAL CITY VILLAGE BOARD MEETING

WEDNESDAY
FEBRUARY 22, 2023
7:00 P.M.

AGENDA

1. Call meeting to order
2. Pledge of Allegiance
3. Approval of Minutes February 8, 2023
4. Approval of Warrant List
5. Public Comment
6. Ordinance 23-03
Variance
Residential Solar Panel Placement
1080 E. North
Sarah Stroner

7. Authorize Mayor Halliday to enter into an Intergovernmental Agreement for the utilization of the Will County Radio System (P25)
8. Approval of bid for Well #3 Inspection & Reinstallation
9. Approval of Chamlin Engineering bid to provide Phase One Engineering for Reed Road between S. Broadway and Gorman
10. Approval of Payment #4 for Waste Water Treatment Plant Improvements 2021 to D Construction, Inc.
11. Approval of the bid from Sikich to provide Professional Services to complete the end of the year audit
12. Report of Mayor
13. Report of Trustees
 - S. Beach
 - T. Bradley
 - D. Spesia
 - D. Greggain
 - R. Bradley
 - D. Togliatti
14. Report of Village Clerk
15. Report of Village Engineer
16. Report of Village Engineer
17. Report of Chief of Police
18. Report of Village Administrator
19. Adjourn

MEMO

TO: Mayor Halliday and the Board of Trustees

FROM: Matthew T. Fritz
Village Administrator

MEETING

DATE: February 22, 2023

RE: VARIANCE FOR SOLAR PANEL PLACEMENT AT 1080 E. NORTH ST.

Sarah Stroner, who resides on the north side of North Street, just west of Fifth Avenue, would like to have solar panels installed on the front side of her home to enable the panels to face southward, but is requesting an installation that will not meet the requirement that they, “[m]ust be aligned in a single, concurrent, rectangular shape.” There are two other requirements that were considered regarding this installation – the distance from the edge of roof as well as the total square footage of the available street side roof. It appears that because of the additional street side roof available because of the location of the attached garage, the total coverage will be less than 50% of the total available square footage. However, the final configuration will have 3’ between the edge of roof and the solar panels; this requires a variance to be allowed as well.

The Planning & Zoning Board is considering some solar panel installation text amendments since the industry is beginning to move towards some regular standards. However, these amendments have not yet been adopted and these variances will be necessary in the interim.

No one aside from the petitioner appeared at the public hearing to speak in regards to the variance request. The necessary variances were considered and recommended unanimously by the Zoning Board of Appeals to the Village Board for adoption.

Recommendation:

Adopt Ordinance No. _____: Granting Variances for the Placement of Solar Panels atop the roof at 1080 E. North Street.

THE VILLAGE OF COAL CITY
GRUNDY & WILL COUNTIES, ILLINOIS

ORDINANCE
NUMBER _____

**AN ORDINANCE GRANTING A VARIANCE TO THE ZONING CODE FOR THE
LOCATION OF SOLAR PANELS ATOP THE RESIDENCE AT
1080 E. NORTH STREET IN THE VILLAGE OF COAL CITY**

TERRY HALLIDAY, President
PAMELA M. NOFFSINGER, Village Clerk

SARAH BEACH
ROSS BRADLEY
TIM BRADLEY
DAN GREGGAIN
DAVID SPESIA
DAVID TOGLIATTI
Village Trustees

Published in pamphlet form by authority of the President and Board of Trustees of the Village of Coal City
on _____, 2023

ORDINANCE NO. _____

**AN ORDINANCE GRANTING A VARIANCE TO THE ZONING CODE FOR THE
LOCATION OF SOLAR PANELS ATOP THE RESIDENCE AT
1080 E. NORTH STREET IN THE VILLAGE OF COAL CITY**

WHEREAS, an application for variance from Section 156.162 of the Village of Coal City Zoning Code (“Zoning Code”) was filed by Sarah Stroner (“applicant”) on January 9, 2023 to allow the placement of solar panels on top of the roof along the street side in a manner that would not form a rectangle and would allow less than 48” of clearance on all four sides; and

WHEREAS, the standards provided within Section 156.162 regarding the placement of the panels so their aggregate shape shall form a rectangle and the minimum clearance of the panels from the edge and the ridge shall be no less than 48”; and

WHEREAS, the number of panels to be placed on the roof are arranged in a polygon that possesses more than 4 sides with minimum clearance from portions along the edge of 36”; and

WHEREAS, a public hearing was noticed and duly held on February 6, 2023; and

WHEREAS, the Village of Coal City Planning and Zoning Board met on February 6, 2023, and considered passage of the variance request to the Board of Trustees; and

WHEREAS, Section 156.250 permits the Village Board to approve variations from the Zoning Code; and

WHEREAS, the Village Board of Trustees and the President of the Village of Coal City believe it is in the best interests of the Village to grant the requested variances.

NOW THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Coal City, Grundy and Will Counties, Illinois, as follows:

Section 1. Recitals. The foregoing recitals shall be and are hereby incorporated into and made a part of this Ordinance as if fully set forth in this Section 1.

Section 2. Findings of Fact. The Board of Trustees find as follows concerning the variance at 1080 E. North Street:

- A. **Special Circumstances Not Found Elsewhere.** This residence is located on the north side of a street necessitating solar panel coverage on the street side of the home in order to gain the exposure to sun rays to gain the benefit of utilizing renewable energy within the petitioner’s home.

- B. **Unnecessary Hardship.** The code requires street side standards for the utilization and location of solar panels, which cause an unnecessary hardship for this residence disallowing the petitioner to take advantage of governmental policies and standards for the installation of renewable energy within Illinois homes, which does not exist for those homes that can participate without street side installations.
- C. **Necessary for Use of the Property.** The utilization of the property to allow certain variances shall allow the petitioner to gain access to renewable energy in the same manner as other properties located within the Village of Coal City.
- D. **Minimum Variance Recommended.** Despite the capability to host additional solar panels because of the existence of additional roof square footage, the petitioner is requesting the minimum area necessary to accommodate the production of enough energy to replace the calculated electrical load for this residence rather than produce additional renewable energy on the remaining area of available square footage.

Section 3. Description of the Property. The property is located at 1080 E. North Street in the Village of Coal City within a RS-3 District.

Section 4. Public Hearing. A public hearing was advertised on January 18, 2023 in the Coal City Courant and held by the Planning and Zoning Board on February 6, 2023, at which time a majority of the Planning and Zoning Board members recommended passage of the Variance to the Board of Trustees.

Section 5. Variations. The variance requested in the January 9, 2023 Variance Application to the Zoning Code are granted as follows:

A variance in conjunction with Section 156.162 of the Zoning Code is hereby granted to allow the placement of the solar panels in the manner presented. Their placement will provide for two additional panels along the bottom row causing an irregular shape in excess to the required "rectangular" shape; portions of this installation shall have a minimum clearance of 36" from the edge and ridge.

Section 6. Conditions. The variance is granted herein contingent and subject to the following conditions:

- A. The solar panels shall be installed atop the residential roof in a manner consistent with the presentation to the Planning & Zoning Board and the Board of Trustees.

Section 7. Severability. In the event a court of competent jurisdiction finds this ordinance or any provision hereof to be invalid or unenforceable as applied, such finding shall not affect the validity of the remaining provisions of this ordinance and the application thereof to the greatest extent permitted by law.

**AN ORDINANCE GRANTING A VARIANCE TO THE ZONING CODE FOR THE LOCATION OF
SOLAR PANELS ATOP THE RESIDENCE AT
1080 E. NORTH STREET IN THE VILLAGE OF COAL CITY**

Section 8. Repeal and Savings Clause. All ordinances or parts of ordinances in conflict herewith are hereby repealed; provided, however, that nothing herein contained shall affect any rights, actions, or causes of action which shall have accrued to the Village of Coal City prior to the effective date of this ordinance.

Section 9. Effectiveness. This ordinance shall be in full force and effect from and after passage, approval and publication in pamphlet form as provided by law.

SO ORDAINED this _____ day of _____, 2023, at Coal City, Grundy & Will Counties, Illinois.

AYES:

NAYS:

ABSENT:

ABSTAIN:

VILLAGE OF COAL CITY

Terry Halliday, President

Attest:

Pamela M. Noffsinger, Clerk

COAL CITY ZONING APPLICATION

Owners name or beneficiary of land trust: Sarah Stroner

Address: 1080 E. North St., Coal City, IL 60416 Phone number: 815-673-9384

Owner represented by: Self Attorney

Contract purchaser _____ Other agent _____

Agents name _____ Phone number: _____

Address: _____

Existing zoning: Residential Use of surrounding properties: North _____ South _____

East _____ West _____

What zoning change or variance: (specify) Request that the shape of the solar panel installation is able to be in a singular, concurrent "L" shape that follows the shape of my roof on the street side of my roof.

To allow what use Full utilization of solar power energy conversion system.

Tax number of subject property: 06-35-278-009

Common address of property: 1080 E. North St., Coal City, IL 60416

Parcel dimensions: _____ Lot area (sq. ft.) _____

Street frontage _____

Legal description Marieville Add Eileen LT 4 & W 1/2 LT 5 BLK 2 SEC 35-33-8

In addition, the applicant must comply with the ZONING ORDINANCE OF THE VILLAGE OF COAL CITY, adopted June 1, 1989, Chapter II, sections A through F available for review at the Village Clerks office. Also attached to the application are tables 1, 2 and 3 for the applicant's reference.

I, (we) certify that all of the above statements and the statements contained in any papers or plans submitted herewith are true to the best of my (our) knowledge and belief.

Sarah Stroner, being first duly sworn, on oath deposes and says,

Applicant's Name

that all of the above statements and the statements contained in the documents submitted herewith are true.

Subscribed and sworn before me on this 19 day of December, 2022.

Maria L. Bugazza

Sarah J. Stroner

Notary Public (Seal)

Signature of Owner



***** NOTARY PUBLIC STATE OF ILLINOIS *****

MY COMMISSION EXPIRES: 10/16/2025

You may attach additional pages, if needed, to support the documentation of application.

Please note the number of pages attached. _____

FOR OFFICE USE ONLY

Case number

ZA-358

Location of hearing

Filing date

1-9-23

Village Hall

Hearing date

2-6-23

515 South Broadway

Filing fee

\$100.00

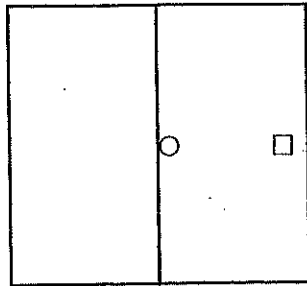
Coal City, Illinois

Hearing time

7pm

Courant on -

DRIVEWAY

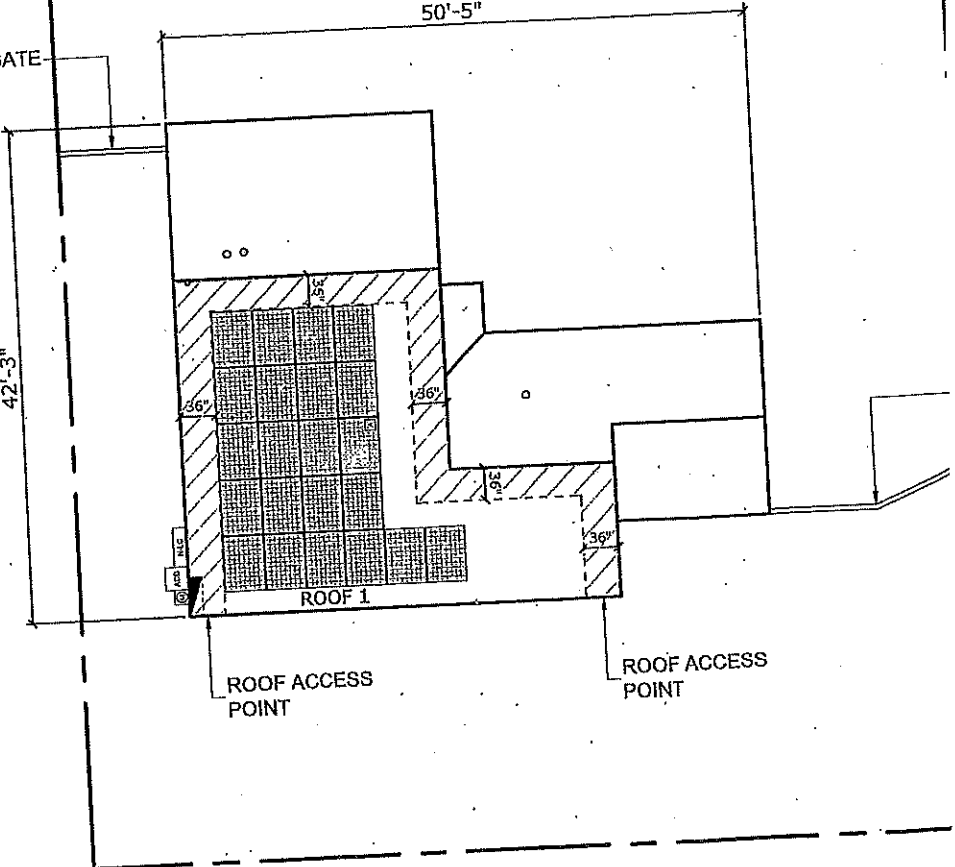


(E) DETACHED STRUCTURE

(E) FENCE/GATE

50'-5"

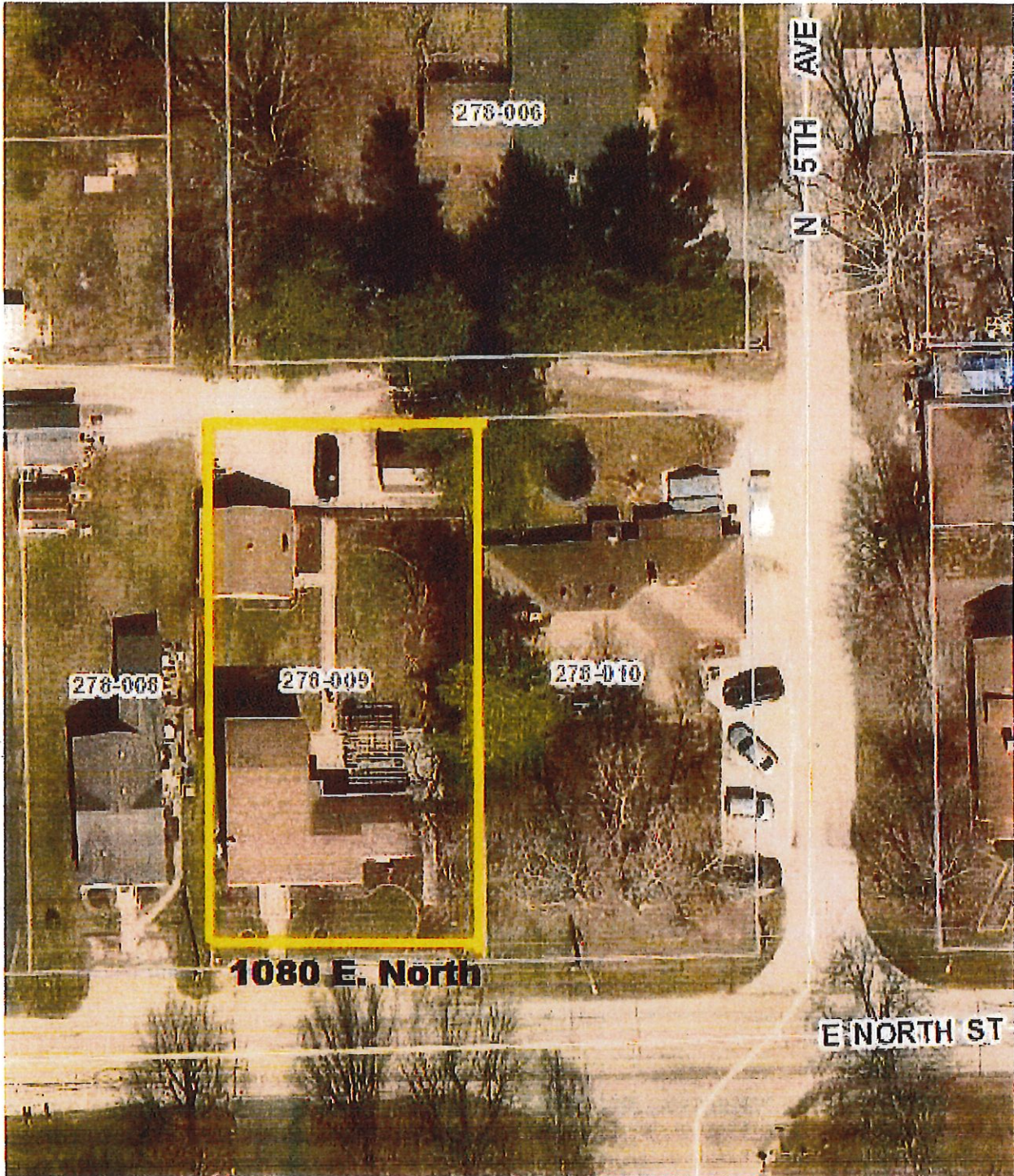
42'-3"



ROOF ACCESS POINT

ROOF ACCESS POINT

EAST NORTH STREET



278-006

N 5TH AVE

278-008

278-009

278-010

1080 E. North

E NORTH ST

MEMO

TO: Mayor Halliday and the Board of Trustees

FROM: Matthew T. Fritz
Village Administrator

MEETING

DATE: February 22, 2023

RE: APPROVAL OF THE WILL COUNTY INTERGOVERNMENTAL AGREEMENT

When the Coal City Police Department switched its radios over to the updated Starcom technology, radios were issued to Coal City EMA so they could continue to communicate with Grundy County Consolidated Dispatch as well. George Hanson works closely with EMA agencies in Braidwood and Wilmington as well in order to maintain the total volunteer personnel necessary to meet the needs for which these units are utilized.

Intergovernmental interoperability is the key reason for which dispatching communications were changed to the new 880 MHz frequency and equipment. Due to Coal City EMA utilizing Will County Dispatching for events on a regular basis, it was requested they become a party to the Will County intergovernmental agreement regarding the provision of radio traffic.

There is no cost due to entering into this agreement and the Coal City EMA have already been issued the equipment necessary to meet the requirement of this agreement. To date, they have been functioning on joint operations, but did not have the required agreement.

Recommendation:

Authorize Mayor Halliday to enter into the Will County IGA Providing Access to the shared 800 Mhz talk groups.

INTERGOVERNMENTAL AGREEMENT
between the
COUNTY OF WILL
and
VILLAGE OF COAL CITY

This intergovernmental agreement is entered into between the County of Will and the Village of Coal City a body corporate and politic; said governmental Village of Coal City desires to enter into an agreement for the County of Will to provide communications system access to the Village of Coal City through the facilities of the County of Will, specifically the Will County owned and operated 800 Mhz county-wide radio system for the purpose of interoperable communications.

AUTHORITY:

This agreement is entered into by the parties pursuant to the provisions of the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.).

TERMS:

This agreement shall commence on upon final signature and will end on December 31, 2027. This agreement may be renewed upon mutual consent of both parties in writing. This agreement supersedes and replaces any and all previous agreements between the parties as they pertain to the use of the County of Will's 800 Mhz county-wide radio system.

1. PARTICIPATION

- 1.1 Commencement Date: Participation under the terms expressed in this agreement commences only upon the signed agreement of all parties involved.
- 1.2 Term: Participation shall continue until December 31, 2027 or at until such time as either the County of Will or the Village of Coal City withdraws from the terms of the agreement.
- 1.3 Withdrawal: Participants may elect to withdraw from further participation. The withdrawal shall be effective 180 days after the postmark on the Notice of Termination sent by registered or certified mail to the chief executive officer of the non-withdrawing participating entity.
- 1.4 Adequate Appropriation: All obligations of the County of Will are conditional upon sufficient appropriation of funds by the Will County Board.

2. EQUIPMENT AND STANDARDS

- 2.1 It is the responsibility of the Village of Coal City to purchase and utilize equipment compatible with the County of Will 800 MHz radio system.
- 2.2 The County of Will reserves the right to approve or disapprove the final selection and utilization of the above referenced equipment.
- 2.3 The County of Will reserves the right to limit the quantity of equipment that the Village of Coal City may activate in order to preserve the operational integrity of the County of Will 800 MHz radio system.
- 2.4 Village of Coal City shall be responsible for radio configuration and programming of its equipment necessary to access the County of Will 800 MHz radio system, but the Will County Radio System Manager, as agent for the County of Will, shall verify and confirm proper configuration and programming, and may assist in that endeavor.
- 2.5 It is the responsibility of the Village of Coal City to ensure that all radio equipment programmed to operate on the County of Will 800 MHz radio system follows the parameters specified in Attachment A.
- 2.6 System access will not occur until the Village of Coal City has accomplished training in the use of equipment, said training to be provided by the County of Will or it's designee.

3. SERVICES OFFERED

3.1 Services offered by the County of Will

- 3.1.1 Access to shared 800 Mhz talk groups, as defined in Attachment A.
- 3.1.2 Will County will perform a system audit of Village of Coal City user activity at the request of the Village of Coal City for a fee.

3.2 Compensation provided by Village of Coal City

- 3.2.1 The Village of Coal City will pay no monthly access for utilization of the County of Will 800 MHz radio system for the purpose of interoperable communications.
- 3.2.2 No compensation is required for utilization of the shared 911 talk group.

3.2.3 No compensation is required for utilization of the DISASTER talk groups.

3.2.4 No compensation is required for utilization of the MUTUAL AID talk groups.

3.3 Terms of Service

3.3.1 The Village of Coal City agrees to abide by FCC and other applicable rules and standards regulating the use of public safety communications.

3.3.2 The Village of Coal City agrees to abide by the policies and procedures established by the Will County Radio System Manager.

3.3.3 The Village of Coal City understands and agrees that priority status on the system is delegated to public safety entities. Therefore, temporary service interruptions due to system queuing may be experienced during periods of system saturation due to priority traffic.

4. GRIEVANCES

For the purpose of this agreement, a grievance is defined as any difference, complaint or dispute between the parties involved relating to the communications access provided to the Village of Coal City by Will County. Grievance resolution shall be made in accordance with the following steps:

4.1 The Will County Radio System Manager and the Village of Coal City will attempt to arrive at a mutually acceptable solution.

4.2 Should the Village of Coal City Designee and Will County Radio System Manager not be able to come to resolution, the grievance will be forwarded to the Will County Emergency Management Agency Director.

4.3 The Will County Emergency Management Agency Director will review the grievance and recommend the resolution to the grievance. The decision and resolution put forth by the Will County Emergency Management Agency Director shall be final, binding, and conclusive.

5. INTERRUPTION OF SERVICE

The County of Will assumes no liability for any damages caused by an interruption or suspension of services which prohibits the Village of Coal City from receiving or sending communications via Will County equipment or 800 Mhz county-wide radio system. Further, Will County will not assume liability for any degradation of Village of Coal City service during a period of interruption or suspension due to radio equipment failure.

6. CIVIL LIABILITY

The Village of Coal City hereby agrees to indemnify and hold harmless the County of Will, any Will County employee, agent or contractor, from any and all claims and litigation alleging damage to property, personal injuries, death, or other legal claim resulting from the activities undertaken by the Village of Coal City under the terms of this agreement.

7. LIMITED RESPONSIBILITY

7.1 Under the terms of the agreement, Will County does not assume responsibility for dispatching Will County or Village of Coal City personnel in response to calls or requests for assistance directed to the Village of Coal City.

7.2 Any and all governmental and public complaints regarding service under the terms of this agreement shall be directed to the Radio System Manager and the Village of Coal City.

7.2.1 Review and resolution shall follow the same procedure specified under the "Grievances" portion of this agreement.

7.2.2 Documentation of the examination of the complaint must be prepared and signed by all representatives involved in determining resolution of the complaint.

8. A PUBLIC CONTRACT

The participants agree and understand that certain federal and Illinois statutory and administrative requirements may apply to this intergovernmental agreement. The participants agree that any and all applicable provisions relating to public contracts are intended to be and are hereby incorporated by reference. Each party will provide, upon written request by the other, written certification of compliance with any statutory or administrative requirement applicable to this agreement. Any certifications so issued by any party shall be deemed part of this agreement.

9. RECORDS

The parties to this agreement shall maintain, for a minimum of five years after the completion of this agreement, adequate books, records and supporting documents to verify the funds available for payment under this agreement, the funds actually issued and/or received by each party, receipts and records concerning the uses and/or deposits of all disbursements passing in conjunction with this agreement.

10. AGREEMENT

The parties hereto have caused this interagency agreement to be executed on this day and year as set forth below.

VILLAGE OF COAL CITY

COUNTY OF WILL

Name

Name

Title

Title

Date

Date

Attachment A:

All radio equipment operating on the County of Will 800 MHz radio system is required to follow the parameters detailed below:

- All users shall include the "911 Emergency" talk group in each trunked zone of their subscriber equipment. It is recommended that it be the last talk group in each zone. However, each agency will have the discretion on where to place the talk group in the zone to meet their individual needs.
- All subscriber equipment programmed with the "WILLWARN" talk group shall program as receive only. Exceptions may be made at the discretion of the Will County Radio System Manager.
- If an agency uses the emergency button function, the subscriber equipment must be programmed to alarm on a talk group that is monitored 24 hours/day. Law Enforcement agencies shall use their primary dispatch talk group. Fire Service agencies shall use their primary dispatch talk group. All other users shall use the "911 Emergency" talk group.
- All Law Enforcement agencies shall include the "CW POLICE" talk group in their subscriber equipment.
- All Fire Service agencies shall include the "CW FIRE EMS" talk group in their subscriber equipment.
- All Emergency Management agencies shall include the "CW EMA1" and "CW EMA2" talk groups in their subscriber equipment.
- All Transportation/Road District/Public Works agencies shall include the "CW PW HWY" talk group in their subscriber equipment.
- All member agencies of the Three Rivers Manufactures' Association shall include the following talk groups in their subscriber equipment:
 - RIVER IC
 - RIVER 1
 - RIVER 2
 - RIVER FIRE
 - RIVER POLICE
- Users may program other agency specific talk groups in their subscriber equipment, so long as both agencies agree and it is documented in a written, signed agreement. The Will County Radio System Manager shall be provided a copy of the signed agreement.

Attachment A:

(continued)

- Public Safety Agencies that support the operations of the Three Rivers Manufacturers' Association may optionally program the following talk groups in their subscriber equipment with the approval of the Will County Radio System Manager.
 - RIVER IC
 - RIVER 1
 - RIVER 2
 - RIVER FIRE
 - RIVER POLICE

- The following talk groups are RECEIVE ONLY. Requests to transmit on these talk groups will be considered on a case by case basis by the Will County Radio System Manager.
 - Will County EMA VHF Repeater Patch
 - IFERN Patch
 - ISPERN Patch

- For interoperability, all users shall program their subscriber equipment with the Disaster Zone and the BC – BI conventional interoperability zones as listed below (users with 800 MHz only subscriber equipment shall only be required to program the Disaster Zone and the BC Zone):

DISASTER	Zone BC	Zone BD	Zone BE	Zone BF	Zone BG	Zone BH	Zone BI
DSASTR1	8CAL-90D	7CALL50D	7MOB59D	7CALL70D	7MOB79D	7FTAC1D	7MTAC9D
DSASTR2	8TAC-91D	7TAC51D	7MOB59D	7TAC71D	7MOB79D	7FTAC2D	7NTAC10D
DSASTR3	8TAC-92D	7TAC52D	7LAW61D	7TAC72D	7LAW81D	7FTAC3D	7NTAC11D
DSASTR4	8TAC-93D	7TAC53D	7LAW62D	7TAC73D	7LAW82D	7GTAC4D	7NTAC12D
DSASTR5	8TAC-94D	7TAC54D	7FIRE63D	7TAC74D	7FIRE83D	7GTAC5D	7MTAC9
DSASTR6	8CAL-90	7TAC55D	7FIRE64D	7TAC75D	7FIRE84D	7LTAC6D	7NTAC10
DSASTR7	8TAC-91	7TAC56D	7MED65D	7TAC76D	7MED86D	7LTAC7D	7NTAC11
DSASTR8	8TAC-92	7GTAC57D	7MED66D	7GTAC77D	7MED87D	7LTAC8D	7NTAC12
DSASTR9	8TAC-93	7CALL50	7MOB59	7CALL70	7MOB79	7FTAC1	7NTAC12
DSASTR10	8TAC-94	7TAC51	7MOB59	7TAC71	7MOB79	7FTAC2	7NTAC12
DSASTR11	WILLTAC1	7TAC52	7LAW61	7TAC72	7LAW81	7FTAC3	7NTAC12
DSASTR12	WILLTAC2	7TAC53	7LAW62	7TAC73	7LAW82	7GTAC4	7NTAC12
DSASTR13	WILLTACD	7TAC54	7FIRE63	7TAC74	7FIRE83	7GTAC5	7NTAC12
DSASTR14	WILLTACD	7TAC55	7FIRE64	7TAC75	7FIRE84	7LTAC6	7NTAC12
DSASTR15	WILLTACD	7TAC56	7MED65	7TAC76	7MED86	7LTAC7	7NTAC12
911	WILLTACD	7GTAC57	7MED66	7GTAC77	7MED87	7LTAC8	7NTAC12

MEMO

TO: Mayor Halliday and the Board of Trustees

FROM: Matthew T. Fritz
Village Administrator

MEETING

DATE: February 22, 2023

RE: WELL #3 INSPECTION & REINSTALLATION BIDS

Staff placed a request for proposals out to the market in order to get new pricing for this project in light of its selected bidder finding additional work to be completed, which drove up the cost of the project substantially. The attached request was placed onto Dodge Reports and the Village's website in order to the quickest possible pricing.

In order to allow the most possible time for completing the work to provide a bid from interested companies, the deadline for submittal is at noon of the Regular Meeting day. Once the bids are received and reviewed by staff, a recommendation as to which company should be selected will be provided. This item is on the agenda in order to be able to adopt the best available option by the time the Board is meeting. There shall be more information available on this by the beginning of the meeting.

Coal City Well #3 Repair & Reinstallation Request for Proposal

The Village of Coal City wishes to receive bids to solve a problem currently occurring within one of its underground wells identified as Well #3 (the schematics of this well are attached as Attachment A) within the Village of Coal City water treatment and conveyance utility. Prior to requesting the cost for inspecting and re-installing the necessary equipment, a contractor provided a report (Attachment B) regarding the conditions surrounding the pump since its test results caused the IBPA to inform the Village the pump must be inspected and remedied.

Please provide a cost related to pulling the pump from the well, treating the bottom of the well in the manner prescribed, cleaning, descaling and treating the sections of piping, and re-installing this pump in order to make the well assembly functional and in compliance with IBPA standards. This work is to be completed as quickly as possible; please provide an estimation of when this work can be started and completed. *All work must be completed in a manner that complies within Grundy County prevailing wages. Certified payrolls are to be submitted with each payment request in order to ensure payments do not exceed the portion of the project for which payment has been remitted. The successful bidder shall provide a performance bond at the onset of scheduling this project with staff.*

Please provide your response to this Request for Proposals (RFP) by Wednesday, February 22, 2023 at 12:00pm (noon). All responses should be an attachment to an email delivered to the Executive Secretary Linda Sula at lsula@coacity-il.gov. Ms. Sula shall open the emails following the expiration of the RFP response deadline. *Please label your submittal with the following in the email subject line - 2023 Well #3 Repair & Reinstall RFP Bid. Questions concerning the requirements of this RFP may be directed to Darrell Olson, the Director of Coal City Public Works via his email at dolson@coacity-il.gov. Please ask any questions prior to Monday, February 20, 2023 so Mr. Olson can distribute any clarification or information to interested bidders.*

Part A - Pull the pump from the well

This cost is to include mobilization, the hours and any equipment required to pull the pump assembly from the well.

Part B - Video the well

Upon pulling the pump assembly from Well #3, take a video survey of the interior of the well as recommended in Attachment B.

Part C - Disinfection Treatment

Attachment B previously testing the water conditions surrounding the pump. Utilizing this information, it is desired that the well casing is cleaned in the recommended manner. Review the recommendation and clean in the manner prescribed.

Part D - Chemical Cleaning of the Pump Assembly

Prior to reassembling Pump #3, inspect each section and chemically treat the sections of stainless steel to be reinserted within the well casing.

Part E - Reinstalling the Pump Assembly

Upon completion of the previous tasks, reassemble and insert the pump with each of its stainless sections and return Well #3 to an IBPA-compliant operational water supply well.

Recognizing the task of analyzing the video from the well casing and the process of inspecting the pump assembly may reveal additional work that may need to be completed, please provide additional costs that may be necessary. Additional information should include the current rates for the crews that may be utilized to provide these additional services, but must include an estimate for certain material replacement costs listed on the Proposal Response Submittal.

Coal City Well #3 Repair & Reinstallation Request for Proposal Submittal
Responding Vendor: _____
Part A - Pulling the Pump

Task Description: _____

Cost: _____

Part B - Video of the Well

Task Description: _____

Cost: _____

Part C - Disinfection Treatment

Task Description: _____

Cost: _____

Part D - Chemical Cleaning of Pump Assembly

Task Description: _____

Cost: _____

Part E - Reinstallation of Assembly

Task Description: _____

Cost: _____

TOTAL Cost Parts A-E _____

Additional Rate Information

Replacement Parts - _____
Pump Motor - a 50HP 8" Franklin submersible motor _____
Pump rated for 450 gallons/minute at 310' TDH _____
6" Section of 6" Stainless Steel T & C _____
#4AWG 3-cond power cable w/ground _____
6" DI Check valve _____

Other Hourly Rates Info:



**SUBMERSIBLE OUTLINE
STANDARD WELL SEAL CONSTRUCTION**

DATE July 30, 2021 NAME OF CUSTOMER VILLAGE of COAL CITY IL

WELL NO. 3 SERIAL NO. 2396018521

LAYNE JOB NO. 110018 NO. OF UNITS 1

SURFACE PLATE NEW NIPPLE TRK _____ B.C. _____

8-7/8" FOUNDATION HOLES STR. a.l. ON _____

6" ST.P.L. 3/4" TAPER T.E.C. COLUMN

6" 150# F.F. (STEEL) DISCHARGE FLANGE

BOWL ASSEMBLY GRUNDFOS SST / _____ STGS. _____

50 HP 3600 RPM Franklin STEEL MOTOR

6" SIZE 3 PH. 60 HERTZ 460 VOLT

_____ GPM _____

CABLE SIZE _____ VOLTAGE 600 LENGTH 350'

EMERGENCY SERVICE _____

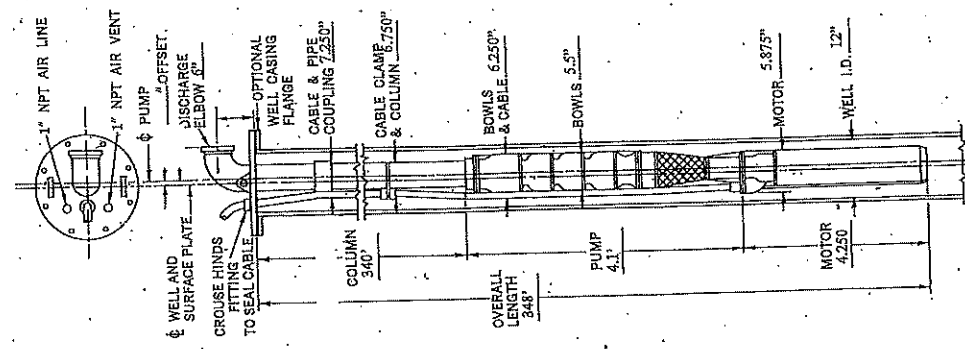
Layne was contacted to remove well No. 3 pump equipment.

Pump Pulled for dead short found bad starting controller and a bad line check valve.

The motor was shorted. Layne provided a new 50 HP sand fighter Franklin submersible motor. Layne reinstalled the existing pump and provided 168 ft on new epoxy coated pipes to go with the good remaining pipe and wire on the new motor spliced the motor to the cable.

LAYNE CHRISTENSEN
229 W. Indiana Ave.
Beecher IL 60401
TEL: 708-946-2344

DEALER:



Date: January 30, 2023
Lab Report No. 22622
Steve Lieberg
Prairie State Water Systems
3281 E. 28th Rd.
Marseilles, IL 61341

Project Description: Coal City, Well No.3; Samples received 12/12/2022
Complete Well Profile (1); PC# Coal City Well #3

Test Description:

The Complete Well Profile analysis is designed for comparative analysis of two samples; typically one static and one pumping sample. The Complete Well Profile utilizes a series of inorganic chemical and microbiological tests to identify fouling and corrosion issues with potential impacts on the operation of the sampled well. The tests include a number of inorganic chemical parameters such as pH, total dissolved solids/conductivity, hardness, alkalinity, oxidation reduction potential (ORP), bicarbonate, carbonates, silica, sodium, potassium, chloride, iron, manganese, phosphate, nitrate, sulfate, and total organic carbon (TOC). Biological assessment is designed to quantify the total bacterial population, identify two dominant populations of bacteria, assess anaerobic conditions, and identify the presence of iron related bacteria and sulfate reducing organisms. Also included are tests for Adenosine triphosphate (ATP), heterotrophic plate count (HPC), and a microscopic evaluation; and in potable systems, total coliform and E. coli coliform presence/absence.

Testing Procedures:

All laboratory testing procedures are performed according to the guidelines set forth in Standard Methods for the Examination of Water and Wastewater as established by the American Public Health Association (APHA), American Water Works Association (AWWA), and Water Environment Federation (WEF). Corrosion analyses are performed in accordance with the guidelines as set forth by the National Association of Corrosion Engineers (NACE). In general, these methods are approved by both the Environmental Protection Agency (EPA) and AWWA for the reporting of water and/or wastewater data.

Sample collection and shipment is the responsibility of the customer, performed according to protocol and procedures defined by the laboratory in advance of the sampling event with regards to the specific project and nature of the problem.

Disclaimer:

The data and interpretations presented are based on an evaluation of the samples and submitted data. Conclusions reached in this report are based upon the data available at the time of submittal and the accuracy of the report depends upon the validity of information submitted. Any recommendations presented are based on laboratory and field evaluations of similar fouling occurrences within potable water systems. Further investigative efforts, such as efficiency testing, site inspection, video survey, or other evaluation methods may offer additional insight into the system's condition and the degree of fouling present.

Water Systems Engineering, Inc. • An Investigative Water Consulting & Design Laboratory
3201 Labelle Terrace, Ottawa, Kansas 66067 • phone: 785.242.6168 • http://www.watersystems.com

Client: Prairie State Water Systems
 Date: January 30, 2023
 Lab Report No. 22622

Re: Coal City, Well No.3: Samples received 12/12/2022
 Complete Well Profile (1); PO# Coal City Well #3

	Well No.3 Casing	Well No.3 Aquifer	Detection Limits
ND - Not Detected	7.11	7.41	NA
NA - Not Applicable	ND	ND	4 mg/l
* as CaCO ₃	240	276	4 mg/l
Phenolphthalein Alkalinity*	ND	ND	4 mg/l
Total Alkalinity*	240	276	4 mg/l
Hydroxide Alkalinity	240	276	4 mg/l
Carbonate Alkalinity	1,363	1,299	1.0 mg/l
Bicarbonate Alkalinity	1,893	1,804	NA
Total Dissolved Solids	213.8	211	NA
Conductivity (µm or µS/cm)	-0.10	+0.29	NA
ORP (mV)	424	424	4 mg/l
Langelier Saturation Index (at 16°C)	240	276	4 mg/l
Total Hardness*	184	148	4 mg/l
Carbonate Hardness	388	404	4 mg/l
Non Carbonate Hardness	36	20	4 mg/l
Calcium*	246.00	252.00	0.02 mg/l
Magnesium*	21.0	20.0	0.1 mg/l
Sodium (as Na)	ND	ND	0.06 mg/l
Potassium (as K)	348.0	312.0	2 mg/l
Phosphorus, Reactive (as PO ₄ *)	0.9	ND	0.3 mg/l
Chlorides (as Cl)	ND	ND	0.02 mg/l
Nitrate (Nitrogen)	ND	ND	0.02 mg/l
Chlorine (as Cl)	ND	ND	0.02 mg/l
Dissolved Iron (as Fe ²⁺)	0.14	0.07	0.02 mg/l
Suspended Iron (as Fe ³⁺)	0.14	0.07	0.02 mg/l
Iron Total (as Fe)	0.50	0.10	0.02 mg/l
Iron (resuspended)	ND	ND	0.04 mg/l
Copper (as Cu)	ND	ND	0.1 mg/l
Manganese (as Mn)	345	345	2 mg/l
Sulfate (as SO ₄)	8.3	8.2	1.0 mg/l
Silica (as SiO ₂)	ND	ND	0.1 mg/l
Tannin/Lignin	ND	ND	0.1 mg/l
Total Organic Carbon (C)	ND	ND	0.3 mg/l

Biological Analysis:

	Well No.3 Casing	Well No.3 Aquifer	Detection Limit
Plate Count (colonies/ml)	43	29	NA
Anaerobic Growth (%)	<10	<10	NA
Sulfate Reducing Bacteria	Negative	Negative	NA*
Ferri/Mn Oxidizing Bacteria	Positive	Positive	NA
ATP (cells per ml) Initial	83,000	78,000	NA
ATP (cells per ml) 24 Hour	74,000	75,000	NA
Total Coliform	Negative	Negative	NA
E. Coli	Negative	Negative	NA
Bacterial Identification	Acidovorax delatfeldii	Bacillus specie	NA
Bacterial Identification	Bacillus specie	Gaillonella	NA
Bacterial Identification	Gaillonella		NA

Microscopic Evaluation:

Casing: Low visible bacterial activity, low number of protozoa, low iron oxide, low iron oxide entrained biomass with very low numbers of Gaillonella.

Aquifer: Very low visible bacterial activity, very low crystalline debris, very low iron oxide, very low iron oxide entrained biomass with very low numbers of Gaillonella.

Observations:

Samples were collected from Well No. 3 and submitted for evaluation due to a previous positive coliform test (July 2021). When received in the lab, the idle sample, identified as casing, exhibited a slight discoloration. The sample collected when the well was actively pumping, identified as aquifer, was free of discoloration. Each of the samples exhibited a neutral pH and an oxidative redox potential. Total dissolved solids (TDS) and conductivity levels were elevated in both samples reflective of a highly congested water chemistry.

Calculation of the Langelier Saturation Index (LSI) yielded a negative value in the casing sample and a positive value in the aquifer sample. The LSI is used to evaluate the potential for calcium carbonate deposition as well as chemical corrosion. A positive value indicates that the water is saturated with respect to calcium carbonate and that scale may form, as in the aquifer sample. A negative value indicates the water is undersaturated and that corrosion may occur, as in the casing sample. The fluctuation in the calculated values is a reflection of the change in pH when the well is actively pumping. This suggests that while in active use, carbonate scale is likely to occur, resulting in a loss of hardness within the well column. In addition to the LSI, the sample exhibited elevated levels of chlorides and conductivity, increasing the likelihood of chemical corrosion downhole.

Elevated concentrations of calcium were present in both samples as well as a high concentration of sulfates. Sodium levels were elevated as well as chlorides which show

indication of concentrating within the well.

Manganese was not detected. Dissolved iron was not detected and suspended iron levels were minimal. Resuspended iron, a total iron test that accounts for chemically and biologically mobilized iron, was slightly elevated in the casing sample, likely a reflection of the presence of iron bacteria.

Total organic carbon and tannin/lignin were not detected. Silica, as SiO₂, was stable.

Heterotrophic plate growth was minor in the casing and aquifer samples, results that paralleled visible biological activity reported during microscopic evaluation. Adenosine triphosphate (ATP) analysis, a means of quantifying the total bacterial population, reported slightly elevated levels within the samples. As a point of reference, ATP for an active potable well typically fall within the range of 10,000 to 70,000 cells per milliliter (cpm) with values in excess of 100,000 cpm of concern for biofouling.

Testing for anaerobic growth reported less than ten percent within the well. Testing for the presence of sulfate reducing bacteria, a nuisance anaerobe associated with H₂S generation, was negative. Testing for the presence of iron bacteria was positive in both samples with a low rate of occurrence noted.

Total coliform testing, including E.coli specific coliforms, was negative for both of the Well No. 3 samples.

Identification of the dominant species of bacteria present in the well included a common slime forming *Bacillus*, a soil bacterium (*Acidovorax*) and the iron oxidizing bacteria *Gallionella*. Background on the identified bacteria is presented below, in alphabetical order.

Acidovorax delafieldii is an aerobic, gram negative, soil bacterium. The bacterium's presence in the sample is likely a relation to the area of recharge for the well and aquifer, reflecting interaction with the upper soil horizons.

Bacillus is a genus of gram-positive bacteria that can be obligate aerobes or facultative anaerobes. *Bacilli* are widely dispersed in nature, being found in a variety of environments. Generally non-pathogenic, *Bacilli* presence is of concern due to the bacterium's ability to exude large secretions of biomass as a means of attachment and nutrient capture.

Gallionella are naturally occurring, iron-oxidizing chemolithotrophic bacteria that have been identified in a variety of different aquatic habitats, including groundwater. *Gallionella* are a generally aerobic group of bacteria that utilize iron as an energy source and secrete an iron-oxide hydroxide byproduct. This secretion is often responsible for accumulations of iron oxide in wells and piping systems.

Microscopic evaluation noted a minor occurrence of protozoa in the casing sample that dissipated with pumping.

Interpretations:

The lab data indicates that the aquifer water chemistry is experiencing a loss of calcium hardness within the well column, most likely as calcium carbonate and calcium sulfate scale. Additionally, as a result of aggressive water chemistry and iron bacteria, iron is being mobilized

from the well structure. While not excessive, tests indicate that iron is beginning to accumulate within the well. This will likely result in increased discoloration of produced water as the well ages. Biologically, the populations are not excessive nor problematic from a water quality standpoint, however, both slime forming and iron oxidizing species were identified which are common problematic bacteria with regards to fouling.

It was reported that the well was chemically disinfected in fall of 2022. Generally, disinfection efforts are most effective when the well is free of scale and biomass, allowing chlorine to physically disperse throughout the well more effectively. No production or efficiency information was included in the submitted data. A general rule of thumb is that a well should be scheduled for cleaning when the specific capacity has dropped by no more than 20%. Once it has declined by more than this it is difficult to restore it to its previous level. Combined chemical and physical (mechanical) methods are often recommended, especially given the age of the well and depth of completion. Given the water chemistry, use of an inhibited mineral acid and biocides would be recommended. Based on the alkalinity and pH present, chlorination efforts should consider the use of a chlorine enhancing chemistry to maximize biocidal efforts.

Overall, the assessed microbial community is not considered significant. Keeping the well on an active operation schedule and limiting stagnation within the column should aid in reducing coliform development. If subsequent required regulatory testing identifies coliform occurrence, cleaning the well may be necessary. Additionally, consideration of lowering the pump to reduce the potential for hydrologic isolation of the lower extension of the well is advised.

If you have questions regarding the analysis or interpretations, please contact our office.

Michael Schmieders, PC, PH-GW
Hydrogeologist

MEMO

TO: Mayor Halliday and the Board of Trustees

FROM: Matthew T. Fritz
Village Administrator

MEETING

DATE: February 22, 2023

**RE: SELECTING CHAMLIN ENGINEERING TO COMPLETE REED ROAD
PHASE ONE STUDY**

The Village has been working with the Department of Commerce and Economic Opportunities (DCEO) of the State of Illinois to expend capital on qualifying projects to complete \$1 million worth of projects. The majority of this grant fund shall be spent upon the Second Ave Storm and Street Improvements, which will soon be out for bid. However, a portion of this funding not to exceed \$150,000 was provided to complete Phase One Engineering on Reed Road west of S. Broadway to Gorman. Chamlin, who has experience working with IDOT, District 3 has submitted a proposal to expend \$150,000 to complete an abbreviated Phase One so as to prepare a Phase One Report that shall allow Coal City to be the lead agency to apply for federal funds for this 3-mile section of roadway in future calls for funding as Will County Governmental League Transportation Committee makes its calls for funding. Due to limited staffing at IDOT, getting these reports has proven to require a certain amount of expertise. It is necessary to survey and propose a new construction section that will be adequate for traffic, but IDOT does not review the Phase One until the project has the possibility of actually being constructed.

Please recall that in 2021, Maine Township signed onto an intergovernmental agreement whereby they agreed to pay for a minimal portion of the Phase One Study to take place on this portion of roadway. The DCEO assistance will greatly help with making this occur. I contacted the Township and they have tentatively agreed to remit \$195 towards the study (to be considered when they pay bills upon receiving an invoice from Coal City for the same amount) in order to ensure we begin making this project an intergovernmental study due to two miles of the area currently belonging to the township.

This continues to be a long-term plan. Reed Road will continue to be a priority for the Grundy County Master Plan and upon receiving the Phase One Study, Coal City will likely apply for Phase Two Design Engineering in the 2024 or 2026 call for federal funding that will plan funding for the next four years. After the Design has been completed, the project should qualify for construction funding at another federal funding call two years following.

Recommendation:

Authorize Mayor Halliday to Enter into a Phase One Engineering Analysis to be prepared by Chamlin Engineering for Reed Road between S. Broadway and Gorman Road.



221 West Washington Street • Morris, IL 60450
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February 10, 2023

Village of Coal City
515 S. Broadway
Coal City, IL 60416

Attention: Mr. Terry Halliday, Mayor

SUBJECT: Reed Road Roadway Improvements
Proposal for Professional Engineering Services

Dear Mr. Halliday:

At your request, Chamlin & Associates, Inc. (Chamlin) is pleased to provide this proposal for professional engineering services related to the Phase I Preliminary Engineering for the Reed Road Roadway Improvement Project. Included below you will find our Understanding of the Assignment, Scope of Services, and Estimate of Fee.

UNDERSTANDING OF THE ASSIGNMENT

We understand the proposed improvement to include the reconstruction of Reed Road from Gorman Road to South Broadway. The approximate length of the project is 16,000 lineal feet. The proposed scope of the project is to reconstruct Reed Road with new hot mix asphalt pavement, ditches, and safety improvements. Gorman Road, Jughtown Road, Carbon Hill Road, and Broadway will all be improved similarly to logical termini based on new radius returns. The proposed cross section of Reed Road is anticipated to be a 24 feet wide pavement with shoulders and ditches. We understand that the Village desires to have a Phase I document prepared in accordance with the Illinois Department of Transportation (IDOT) requirement for federal funding. We further understand that the Village will be seeking potential funding for the Phase II plan development and construction once the Phase I has been completed.

SCOPE OF WORK

Task 1 - Data Collection

Chamlin will attend project kickoff meetings with the Village and IDOT to discuss the project objectives and to refine the project scope as necessary. Chamlin will collect and evaluate all necessary data for completion of Phase I Engineering. This data will include at least the following base information:

1. Existing Right-of-Way information (Plats).
2. All other information determined to be required for completion of Phase I Engineering.

Task 2 - Environmental Coordination

Chamlin will perform an initial biological and cultural resource database search via the IDNR "Eco-CAT" website, a formal review of the CERCLIS/UST-LUST/RCRA Special Waste databases, and submit the

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Mendota Office
903 Main Street • Mendota, IL 61342
Phone 815.539.8137 • Fax 815.224.8575
mendota@chamlin.com

February 10, 2023
Reed Road Roadway Improvements
Page 2

results to IDOT for processing in accordance with the Environmental Survey Request (ESR) procedures for federally funded projects being coordinated through IDOT-Local Roads.

Chamlin will perform an environmental review of the project corridor, as required as part of the ESR submittal. Impacted trees within the project area will be located and listed in the ESR.

A Preliminary Environmental Site Assessment (PESA) report will be required for the project due to excavation being required for this project. A PESA report identifies potential sources of special waste or hazardous waste materials existing within the project limits. Chamlin will collect all necessary information and samples required to complete the PESA report in accordance with IDOT requirements. At this time a Preliminary Site Investigation (PSI) will not be required for this project. Should a PSI be required a project scope will be developed and a separate proposal for this work will be given at that time.

Task 3 - Topographic and Land Survey

Chamlin will perform a topographic survey of the project area for use in both the Phase I Engineering Services and subsequent Phase II Engineering Services.

The survey will be used as a base map for design purposes. Included are the following survey tasks:

1. Horizontal Control: Utilizing state plane coordinates (NAD '83, Illinois East Zone, 1997 Adjustment); Chamlin will establish recoverable primary control.
2. Vertical Control: Establish site benchmarks for construction purposes, tied to the NAVD 88 Vertical Datum. A level circuit will be run throughout the project, establishing benchmarks and assigning a vertical datum on the horizontal control points.
3. Research at the Grundy County Recorder's Office.
4. Field recon and survey to locate existing monumentation and right-of-way evidence.
5. Analyze Record and Field Data necessary to compute approximate right-of-way throughout project limits.
6. All trees of 6 inch caliper or greater to be surveyed. Provide tree size, location, and elevation on survey.
7. All above and below ground utilities including, but not limited to: water, sanitary sewer, storm sewer, telephone, electric, cable, and gas. Identify size, type, rim, and invert elevations.
8. Existing hardscape improvements located in the project limits including paving, curbs, light fixtures, walks, street signs, parking, fencing and gates, approximate right-of-way, and adjacent building façade and overhangs (if any).
9. Office calculations and plotting of field and record data.
10. Office contouring of field data and one foot contour intervals.
11. Drafting of existing conditions plan at a scale of 1"=20'.

February 10, 2023
Reed Road Roadway Improvements
Page 3

Task 4 - Stakeholder Coordination and Public Involvement

This task will focus on overall project coordination including communicating with the local stakeholders along the project, the general public, the Village, and other agencies as required. The local stakeholders include all residents and businesses along or adjacent to the corridor that could be affected by this project, whether permanently or during construction only due to access. As noted above, based on the reconstruction scope of work, it is assumed as part of this proposal that a Public Meeting will be held at the Village Hall to allow the project stakeholders and the general public an opportunity to review and discuss the results of the Phase I Study with Chamlin and the Village Staff. Chamlin will develop the exhibits and handout materials for the Public Meeting which is anticipated to include aerial exhibits to illustrate the scope of the improvement, colored exhibits to illustrate proposed right-of-way impacts, and written handouts that describe the overall project. The aerial exhibits will consist of the proposed improvements shown on the color digital orthophotographs at a scale of 1"=20'. This task also includes all other coordination activities for the project including project status meetings with the Village as required, individual property owners to resolve specific project issues, and outside agency coordination including IDOT and FHWA coordination meetings. Meeting minutes will be prepared for all meetings for the project record and PDR.

Task 5 - Roadway Drainage Analysis

Chamlin will prepare an Existing Drainage Plan and a Proposed Drainage Plan. Based on current available information, no major drainage problems have been identified within the project limits. The existing drainage system will be analyzed for adequacy and potential reuse as part of the reconstruction project. The condition and hydraulic adequacy of the existing drainage system will be a factor in this determination.

Task 6 - Roadway Geometrics

Chamlin will prepare preliminary and final geometry including proposed horizontal and vertical geometry, templated existing/proposed cross sections and a right-of-way/easement assessment for the project.

Chamlin will prepare preliminary plan and profile sheets showing existing and proposed horizontal and vertical geometry at a scale of 1"=20'. The proposed geometry will be set to meet design criteria for federally funded projects and to avoid or minimize right-of-way and easement requirements. Typical sections for the proposed improvement will be developed concurrently.

Existing and proposed cross-sections will be templated at 50' intervals and at all side streets, driveways and other grade controlling features to determine right-of-way and easement requirements, environmental features impacts (if present), drainage patterns, and to fine-tune the proposed vertical geometry. Existing conditions cross-sections will be developed utilizing the topographic survey performed by Chamlin. These cross-sections will show existing right-of-way, existing grade, proposed grade (top surface only), and proposed right-of-way and easements where necessary.

February 10, 2023
Reed Road Roadway Improvements
Page 4

During this task, it is expected that preliminary plan, profile, and cross sections will be initially reviewed by the Village of Coal City for their comments and/or concurrence, and then submitted to IDOT for review. At the end of this task the project team will have completed preliminary geometry.

Task 7 - Project Development Report

Chamlin will prepare a project development report for the Reed Road Improvement Project. The Categorical Exclusion type will be determined by IDOT following the results of the Biological and Cultural Resource analysis of the project limits. Based upon our past experiences we are anticipating a Categorical Exclusion – State Approved will be required for this project.

It is further anticipated that IDOT form BLR22210 will be required to be completed. This task includes development of the PDR, and all supporting exhibits for initial review by the Village of Coal City and ultimate review by IDOT for Phase I Design Approval.

ESTIMATE OF FEE

We have determined the following costs for each of the tasks described in this proposal.

Task 1 through Task 4 represent the scope of services required to complete the environmental coordination of all IDOT Phase I projects and the topographic survey. Following the conclusion of the environmental coordination, Chamlin will meet with the staff of IDOT District 3 and the FHWA at a Federal Coordination meeting. The scope of the project and conclusions of the environmental coordination will be discussed. IDOT and FHWA will make a determination on the level of Phase I documentation that will be required. Following the determination of the level of Phase I, Chamlin will initiate Task 5 through Task 7 upon a notice to proceed by the Village. The scope of these tasks may be reduced or revised pending the outcome of the Federal Coordination Meeting. The Scope of Services above for Task 4 through Task 7 and the estimate of fee below anticipate that a Project Development Report with preliminary geometrics and drainage analysis will be required.

SUMMARY OF FEES

Task 1 – Data Collection	\$3,000
Task 2 – Environmental Coordination	\$12,000
Task 3 – Topographical and Land Survey	\$58,000
Task 4 – Stakeholder Coordination and Public Involvement	\$3,000
Task 5 – Roadway Drainage Analysis	\$26,000
Task 6 – Roadway Geometrics	\$42,000
Task 7 – Project Development Report	\$6,000
Total	\$150,000.00



Chamlin & Associates
ENGINEERS • SURVEYORS • PLANNERS

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February 10, 2023
Reed Road Roadway Improvements
Page 5

We will bill per time and materials per the hourly rates specified on the attached Hourly Rate Schedule. Direct costs for blueprints, photocopying, mailing, overnight delivery, messenger services and report compilation are not included in the Fee Estimate. It should be emphasized that any requested additional services that are not included in the preceding Fee Estimate will be billed at the attached hourly rates.

Please sign and return one copy of this agreement as an indication of acceptance and notice to proceed. Please feel free to contact us anytime.

Sincerely,

CHAMLIN & ASSOCIATES, INC.

Accepted By:

Ryan Hansen, PE, Project Manager

Terry Halliday, Mayor

2/10/23

Date

Date

Enclosure

REH/hp



221 West Washington Street • Morris, IL 60450
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February 1, 2023

Mayor Terry Halliday
Village of Coal City
515 South Broadway
Coal City, IL 60416

SUBJECT: Village of Coal City
WWTP Improvements 2021

Pay Request #4

Dear Mayor Terry Halliday:

Chamlin & Associates has reviewed and inspected the work by D Construction, Inc. All work performed has been completed in general compliance with Village standards and contract requirements.

Original Contract Amount:	\$	1,800,000.00
Completed Amount:	\$	1,672,645.10
Previous Payments:	\$	1,195,326.70
5% Retention	\$	83,633.00
	\$	<u>393,685.40</u>

Chamlin & Associates, Inc. at this time recommends a payment in the amount of \$393,685.40 be made to D Construction, Inc.

Sincerely,

Ryan E. Hansen

Enclosure

REH/hp

Project # 5843.01

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APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF

PAGES

TO Owner: Village of Coal City
 515 S Broadway St
 Coal City, IL 60416

PROJECT: Coal City WWTP
 Address: 830 N Broadway St
 Coal City, IL

APPLICATION NO 4

Distribution to:

<input checked="" type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ENGINEER
<input type="checkbox"/>	CONTRACTOR
<input type="checkbox"/>	
<input type="checkbox"/>	

FROM CONTRACTOR:
 D Construction
 1488 S Broadway St
 Coal City, IL 60416

VIA Engineer:
 Chamlin & Associates
 4152 Progress Blvd
 Peru, IL 61354

PERIOD TO: 1/31/2023

D PROJECT NO: 22-00024

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 1,800,000.00
2. Net change by Change Orders \$ 0.00
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 1,800,000.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 1,672,645.10
5. RETAINAGE:
 - a. 5 % of Completed Work \$ 83,633.00
(Column D + E on G703)
 - b. 5 % of Stored Material \$
(Column F on G703)
- Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 83,633.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 1,589,012.10
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 1,195,326.70
8. CURRENT PAYMENT DUE \$ 393,685.40
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 210,987.90

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due

CONTRACTOR:

By: _____ Date: _____

State of: Illinois County of: Grundy
 Subscribed and sworn to before me this _____ day of _____
 Notary Public:
 My Commission expires: _____

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 393,685.40

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

By:  Date: 2/1/23

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract

THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, DC 20005-5292

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MEMO

TO: Mayor Halliday and the Board of Trustees

FROM: Matthew T. Fritz
Village Administrator

MEETING

DATE: February 22, 2023

RE: SELECTION OF SIKICH TO COMPLETE THE FY23 AUDIT

The Village's long-time auditing team headed up by Brian Zabel from Morris is no longer an option for completing this annual exercise. Mr. Zabel provided notice to many governmental entities around the beginning of this calendar year that he would no longer be providing municipal auditing services within his office.

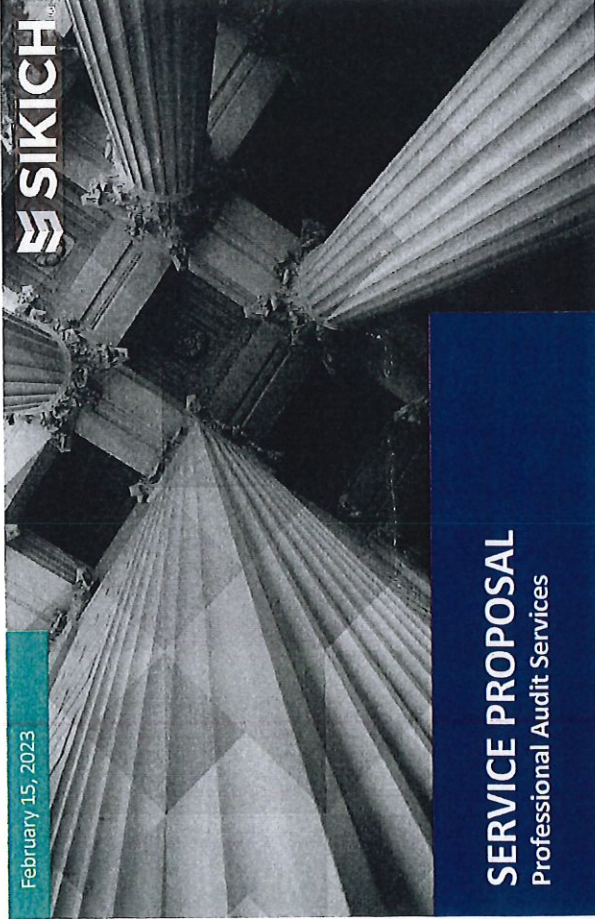
Requests for Proposals were requested of different municipal auditing firms throughout the State of Illinois both large and small. There is a much greater demand than firms able and willing to provide this service currently. Getting responses to the request for proposals has proven to be the toughest step in preparing a proposal to be adopted by the Village Board. Having participated in discussions with other agencies and auditing firms to whom were contacted, the cost for this service is expected to double from its current cost, which was billed out at \$22,825 in the current fiscal year. Although firms have informed me to expect this type of increase, getting them to submit a proposal has proven even more difficult (in some cases this includes getting them to answer the phone).

Sikich has performed work for the Village of Coal City and compiles the expenses for the Police Pension Fund; this may be the reason we could receive a response to the request for services. The services required for the upcoming end of year will likely cost \$35,700 (page 19 of their proposal). While this will result in an increase of the total fee for this service, it is much less than the \$50,000+ I have been provided by other competing firms.

Recommendation:

Select Sikich, LLP to provide the Annual Audit for the end of the current 2023 Fiscal Year, which ends April 30, 2023.

February 15, 2023



SERVICE PROPOSAL

Professional Audit Services

PREPARED FOR:
VILLAGE OF COAL CITY



SUBMITTED BY:
Sikich LLP – Government Services
Brian D. Lefevre, CPA, MBA
Partner

1415 West Diehl Rd., Suite 400
Naperville, IL 60563
630.566.9400
brian.lefevre@sikich.com

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TABLE OF CONTENTS

- Transmittal Letter..... 3
- Executive Summary..... 4
- Technical Proposal..... 5
- Statement of Independence..... 5
- License to Practice in Illinois..... 5
- Partner, Supervisory and Staff Qualifications and Experience..... 5
- Similar Engagements with Other Government Entities..... 7
- Specific Audit Approach..... 8
- Why the Village of Coal City Should Select Sikich..... 10
- Access..... 10
- Experience..... 11
- Initiative..... 12
- Scope of Services for the Village of Coal City..... 14
- Additional Resources and Services..... 18
- Fee Proposal..... 19
- Proposal Cost Summary..... 19
- Exhibits..... 20
- Engagement Team Biographies..... 20
- Sikich Resources..... 20
- State & Local Government Services..... 20
- Firm Profile..... 20
- Peer Review..... 20

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Village of Coal City Service Proposal | 2

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TRANSMITTAL LETTER

February 15, 2023

Honorable Mayor
Members of the Board of Trustees
Village of Coal City
515 S Broadway
Coal City, IL 60416

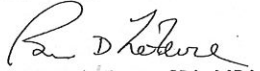
Ladies and Gentlemen:

Sikich is pleased to be considered for the appointment as independent auditors for the Village of Coal City. We believe that our qualifications, experience and expertise are clearly distinguishable as indicated in the following proposal. The expertise we possess in the state and local government industry is demonstrated by our clients' successes, our staff's involvement in the industry and our leadership roles in various government associations. Our clients receive the quality and timeliness only available from a firm of our caliber.

We are prepared to commit the resources necessary to provide services to the Village of Coal City. We will not only perform the audit, but we will also provide governmental accounting and financial reporting expertise and technical assistance throughout the year. We understand the scope of the work to be performed and the timing requirements and are committed to performing the specified services within that timeframe.

We appreciate the opportunity to present this proposal, which is a firm and irrevocable offer for 60 days, and look forward to the possibility of continuing to serve the Village of Coal City.

Sincerely,



Brian D. LeFevre, CPA, MBA
Partner



Kellen O'Malley, CPA, MAS
Senior Manager

EXECUTIVE SUMMARY

We know what's challenging to the Village of Coal City. Here are the strategies and solutions we recommend for you in order to face those challenges head-on and achieve success.

Thank you for considering Sikich. We appreciate the opportunity to propose for the Village of Coal City.

Sikich is one of the country's top 30 Certified Public Accounting firms and a top 10 value-added reseller of technology products, with more than 1,000 employees serving clients in all 50 states. Clients turn to us for their professional service needs due to our deep industry knowledge working with organizations of their size and for the caliber of service and attention we provide—especially when it comes to dedicated, experienced service teams and partner access.

DEFINING YOUR CURRENT CHALLENGES

We recognize this is a time of constant change and ever increasing accountability. The task of the Village of Coal City finance office is no longer to report financial results by long-standing standards that are widely known and commonly understood. The task in today's environment is to keep up with the ever-changing standards from GASB and the Office of Management and Budget with the new Uniform Guidance. The task is also to keep up with new reporting and accountability requirements from the state, new automated processing systems, and fringe benefit tax laws.

DEFINING YOUR BEST POSSIBLE SOLUTIONS

These ever-changing standards and accountabilities require adjusting computer systems and internal processes to adapt to the changing standards and then to report in accordance with the new standards. This shift in the environment has caused a shift in the Village of Coal City thinking about an audit firm. We understand that the Village requires a year-round partner, who will assist the Village of Coal City in keeping up to date with the standards and provide assistance, when needed, on specialty topics, as well as someone who can audit to the standards. Sikich is on the leading edge of the standards as they are being developed. We also have a strong commitment to current and effective technology as our firm has a solid core of technological abilities supported by a full technology division.

DEFINING YOUR FUTURE SUCCESS

Additional details around our audit-specific capabilities are included in the next section of this document. These capabilities, in combination with our timely completion and issuance of your reports, will not only fulfill your current needs, but will undoubtedly drive stability for the Village of Coal City.

Throughout the following paragraphs, you will find summaries of each section within this proposal. We encourage you to review each section in its entirety to gain a detailed understanding of how we can help you build your bottom line and achieve success.

WHY THE VILLAGE OF COAL CITY SHOULD SELECT SIKICH

Clients turn to us because our professionals are uniquely qualified to provide the service and industry expertise necessary to drive their organizational success. Specifically, Sikich offers the access to resources, decades of experience and passion for action necessary to face your challenges head-on with you.

PARTNER, SUPERVISORY AND STAFF QUALIFICATIONS AND EXPERIENCE

A crucial component to the Village of Coal City's success is working with a team completely dedicated to the government industry, ensuring that those individuals understand your challenges and what it takes to realize success. Your engagement team is made up of senior professionals who will provide the expertise, insights and responsiveness your organization requires.

SPECIFIC AUDIT APPROACH

Our approach is always holistic, forward-thinking and customized for the Village of Coal City's specific needs. We operate in a way that provides full attention to evaluating significant areas, including those that present the greatest risk and where new opportunities for financial and operational improvement may exist.

SCOPE OF SERVICES FOR THE VILLAGE OF COAL CITY

The scope of our work for the Village of Coal City is outlined in the following proposal. We want to invest in what we hope will become a long-lasting relationship with the Village of Coal City, which is why we commit to delivering the results the Village of Coal City requires. The timeline of the engagement on which we are proposing is outlined in this section.

TECHNICAL PROPOSAL

STATEMENT OF INDEPENDENCE

Sikich has evaluated its independence from the Village of Coal City in accordance with generally accepted auditing standards, the Governmental Auditing Standards, 2018 revision, published by the U.S. Government Accountability Office, and the AICPA Code of Professional Conduct. Based upon our evaluation, Sikich is free of any personal and external impairment with respect to the Village of Coal City, and is independent with respect to any non-attest services provided to the Village of Coal City, both in fact and in appearance to any knowledgeable third party.

LICENSE TO PRACTICE IN ILLINOIS

Sikich is a licensed Public Accountant Limited Liability Partnership in Illinois (license #066-003284). All of the partners assigned to the engagement are registered and licensed Certified Public Accountants (CPAs) in Illinois. In addition, all of the professional staff assigned to the engagement are full time staff and are either registered Certified Public Accountants or are completing the exam.

PARTNER, SUPERVISORY AND STAFF QUALIFICATIONS AND EXPERIENCE

Sikich commits to providing a team of senior professionals, all of whom have unmatched expertise in the government industry.

A crucial component to the Village of Coal City's success is working with a team that is completely dedicated to the government industry, ensuring that those individuals understand your challenges and what it takes to realize success. The Village will receive unparalleled levels of expertise, insights and responsiveness from a team of senior professionals who have significant experience working with government entities. Our firm offers several employee retention programs, including tuition reimbursement, CPA review and exam assistance, a computer purchase program, travel assistance and more. We have been named as a Best Place to Work for several years, both on a local and national level. We make every effort to recruit and retain quality staff. However, employee turnover is inevitable. In the event of staff turnover on the Village's engagement, we will seek the prior written approval of the Village of Coal City.

The Village of Coal City's key engagement team members will be supported by staff on the firm's government services team. Please refer to the Exhibits section on page 19 to read biographies of the Village of Coal City's engagement team.

BRIAN D. LEFEVRE, CPA, MBA

ENGAGEMENT PARTNER

As engagement partner, Brian will be responsible for the overall management of the audit. This includes developing and coordinating the overall audit plan, the in-depth review of all workpapers and the review of Village of Coal City's annual financial report. Moreover, our firm's philosophy is to have the team leader on location during the completion of the majority of fieldwork. Therefore, Brian will be present at the Village's offices during both our preliminary and final fieldwork.

ANTHONY CERVINI, CPA, CFE

RESOURCE PARTNER

The resource partner is responsible for providing overall technical support for the engagement as well as serving as a backup for the engagement partner.

JAMES R. SAVIO, CPA, MAS

QUALITY CONTROL PARTNER

The quality control partner will provide a second partner review of the audit workpapers and the Village of Coal City's annual financial report.

KELLEN O'MALLEY, CPA, MAS

SENIOR AUDIT MANAGER

As the senior audit manager, Kellen will be Village of Coal City's secondary contact for anything related to the successful audit of your organization. Kellen will be responsible for leading the assurance team in the field and coordinating all assurance efforts.

LAUREN ALLEN, CPA

AUDIT MANAGER

As the audit manager, Lauren will be another contact for anything related to the successful audit of your organization. Lauren will be responsible for leading the assurance team in the field and coordinating all assurance efforts.

ADDITIONAL PROFESSIONAL STAFF

Other professional staff assigned to the engagement will be full-time employees of the firm and have a minimum of one to three years of auditing experience. In addition, all professional staff assigned to government engagements meet and usually exceed the CPE requirements contained in the U.S. Government Accountability Office, Government Auditing Standards (2018). Moreover, our government staff possess a specific knowledge of local government accounting and reporting requirements and their application for local governments. This is achieved by attending at least 40 hours per year of a combination of external courses sponsored by the AICPA, ICPAS, GFOA and IGFOA, as well as internal courses.

This enables our firm to staff our governmental engagements with qualified professionals in the industry, providing valuable services to our governmental clients during the audit and throughout the year. We can assure you that our professional staff would not need any "on the job accounting or financial reporting training" by your staff. Moreover, we can assure the Village of Coal City the quality of staffing for a multi-year engagement, even if a change in personnel is required, subject to your approval.

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENT ENTITIES

Following is a list of significant engagements performed last year that are similar to the engagement proposed for the Village of Coal City.

Name	Contact
*Village of Wheeling 2 Community Boulevard Wheeling, IL 60090	Mr. Michael Kaplan Director of Finance 847.499.9020 mkaplan@wheelingil.gov
*Village of Oswego 100 Parkers Mill Oswego, IL 60543	Ms. Andrea Lamberg Finance Director 630.551.2325 alamberg@oswegoil.org
*Village of Arlington Heights 33 S. Arlington Heights Road Arlington Heights, IL 60005	Mr. Thomas Kuehne Director of Finance 847.368.5500 tkuehne@vah.com
*Village of Winfield 27W465 Jewell Road Winfield, IL 60190	Ms. Suzy Mika Finance Director 630.933.7109 smika@villageofwinfield.com
*City of Aurora 44 E Downers Place Aurora, IL 60505	Mr. Christopher Minick Chief Financial Officer 630.256.3500 minick@aurora.il.us

** These governments participate in GFOA's Certificate of Achievement for Excellence in Financial Reporting Program (we assisted 50 governments in receiving their first Certificate awarded). Sikich has more than 75 clients that have applied for and received the Certificate of Achievement for Excellence in Financial Reporting. In addition, Single Audits of Federal Expenditures were performed for the City of Aurora, the Villages of Wheeling, Oswego, Arlington Heights, and many others.*

Issued copies of municipal audits for the above listed governments can be found on the government's websites.

SPECIFIC AUDIT APPROACH

From identifying expectations to executing a plan to preparing for next year, our approach is holistic and always forward-thinking.

For the Village of Coal City, our approach satisfies a number of requirements, including high-quality service, access to senior resources and specialization in the government industry. We strongly believe Sikich is the firm that can offer you all of these and more.

We will tailor this engagement to the Village’s specific needs—always with a view toward identifying new opportunities for financial and operational improvement. Procedures are designed to give full attention to evaluating significant areas, including those that present the greatest risk. Sikich’s holistic approach will address critical compliance and risk management needs.

Before embarking on this engagement, we will make certain to have a clear understanding of your mission and strategic direction. We do this by identifying and addressing risks and helping you ensure financial strength. We strongly believe there is no such thing as too much communication, not only during the engagement, but also throughout the year.



AUDIT STANDARDS

The objective of our audit is to issue an unmodified opinion on the Village of Coal City’s governmental activities, business-type activities, each major fund and the aggregate remaining fund information that collectively comprise the Village of Coal City’s basic financial statements. We will not audit the Police Pension Fund which is audited by other auditors. The audit will be conducted in accordance with generally accepted auditing standards as set forth by the American Institute of Certified Public Accountants, and, if necessary, generally accepted government auditing standards issued by the United States Government Accountability Office (GAO, 2018), the Single Audit Act of 1996 and the Uniform Guidance. Our firm will issue an opinion on the basic financial statements and will subject the combining and individual fund financial statements and schedules and any other supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole.

In addition, we will apply certain limited procedures to the Required Supplementary Information. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

We will not audit the statistical or introductory sections of the annual financial report and accordingly, will not express an opinion on the information contained in these sections.

Wherever possible, we will utilize your schedules to maximize efficiencies and contain audit costs. We request that the Village of Coal City provide us with the basic information required for our audit.

Sikich's audit approach includes, but is not limited to, the following procedures:

- Audit plan development
- Determination of materiality
- Audit risk evaluation
- Interviews with management to provide information for detailed documentation of the internal control structure
- Interviews and analysis of audit evidence to identify and assess risks that may result in material misstatement due to fraud
- Measurement of accounting presentation and compliance reporting by identifying and focusing on areas sensitive to organizations like the Village of Coal City
- Performance of testing to evaluate your organization's internal control structure
- Confirmation of various accounts, performance of substantive testing and analytical procedures
- Performance of additional testing, as necessary

PRACTICAL AND CONSTRUCTIVE MANAGEMENT LETTER COMMENTS

We believe the management letter is an important part of the engagement, and we encourage all members of our engagement team to give thoughtful consideration toward developing constructive comments within the constraints of the overall engagement. Our policies regarding management letters adhere to the Professional Standards of the AICPA. If significant deficiencies and material weaknesses in internal controls are noted during the audit, they are required to be communicated in writing to those charged with governance. Items of an immaterial nature (i.e., clerical problems, minor procedures or reporting problems, etc.) are communicated to management. In both cases, we adhere to a strict firm policy that all comments and recommendations are discussed in preliminary form with appropriate personnel prior to their communication. This allows for clarification of misunderstandings, miscommunication or compensating controls or factors which may be in place.

QUALITY CONTROL

At Sikich, we are committed to providing the highest quality audits in the industry. The Village can be assured of receiving the highest level of quality and ethical professional services. Quality control is so important to us that our firm has been a member of the Private Companies Practice Section of the Division for CPA Firms of the AICPA since our formation in 1982. As such, we have voluntarily submitted our audit and accounting practice to quality control reviews of our compliance with professional standards as established by the AICPA and, more recently, by the United States Government Accountability Office, for more than 30 years. In 2020, we received our eleventh consecutive peer review unmodified ("pass") report. This is the highest level of recognition conferred upon a public accounting firm for its quality control systems. Also, we go beyond the external reviews and maintain strong internal reviews of procedures and processes with oversight by our Quality Assurance Committee and our Partner-in-Charge of Quality Assurance. Please refer to the Exhibits section for a copy of our most recent peer review which included a review of specific government engagements since this accounts for a significant segment of our practice.

In addition, our state and local government reports have been reviewed by numerous federal and state oversight bodies and professional organizations. These reports have been judged to meet and, in most instances, exceed industry standards and requirements. Sikich has not been the subject of any disciplinary action or inquiry during the past five years. Sikich is a member of the AICPA's Governmental Audit Quality Center (GAQC), which is a firm-based voluntary membership center designed to promote the importance of quality governmental audits and the value of these audits to purchasers of government audit services. As a member of the GAQC, Sikich has access to key information and comprehensive resources that we use to help ensure our compliance with appropriate professional standards and laws and regulations that affect our audits. Through our membership in the GAQC, we also adhere to membership requirements designed to enhance the quality of our audit practice.

WHY THE VILLAGE OF COAL CITY SHOULD SELECT SIKICH

Our team works devotedly with governmental entities just like yours, has the resources required to perform this engagement and is technically experienced and insightful.

As previously mentioned, clients turn to us because our professionals are uniquely qualified to provide the service and industry expertise necessary to drive their organizational success. Your challenges are our challenges, and chances are, we have successfully faced them many times before. Aside from this, here are a number of reasons how the Village of Coal City can benefit from a relationship with Sikich.

ACCESS

With Sikich, you get access to a multitude of resources that will help your organization grow today and in the future.

ACCESS TO SENIOR RESOURCES

You will gain confidence in your operations by working with a team of articulate professionals who have received the highest recognitions in their fields. To demonstrate the importance of our relationship, we pledge to provide you with unparalleled involvement from our most senior resources. Our partners are on-site during audit fieldwork and are available year-round for direct consultation as issues occur.

ACCESS TO EDUCATION

The Village of Coal City will remain abreast of regulatory changes and best organizational practices as Sikich's team receives ongoing continuing education they will directly apply to the Village's engagement. We accomplish this by anticipating your needs based on our experience with you and your industry, and using a variety of communication channels: timely responses to your questions; informal discussions; mailings on topics of interest to you; and relevant seminars, all of which are complimentary for our clients. Past topics of thought leadership have included:

- Governmental Accounting and Financial Reporting Update
- GASB Statement No. 84 Fiduciary Activities
- GASB Statement No. 87 Leases
- The New GASB Reporting Model
- Accounting & Report for Cash and Investments
- Preparing a Management's Discussion and Analysis
- Capital Assets including Asset Retirement Obligations and Impairments
- Long-Term Debt and Leases
- Economic Condition Reporting
- Financial Reporting Entity
- Accounting for Insurance and Employee Benefits
- Payroll Reporting for Government Entities
- Year-End Payroll Updates
- The New Look of HR: 2021
- Fraud and Internal Controls
- Fraud and Cybersecurity in the Remote Environment

ACCESS TO VALUE

Your organization will receive extraordinary value for Sikich's fee because we are dedicated to a customer-centric approach that includes open communication, respect and clear results. As a leader, the overall success of your organization should be the core of your focus. We're here to be your trusted advisor for those functions you can't focus on every moment, as well as for issues affecting the government industry, including new accounting pronouncements and employee benefit regulations. We understand that each client has its own unique set of needs, business practices and operating environment. Our services are tailored to the specific needs of your organization.

EXPERIENCE

Helping clients achieve long-term success is what we do. Our professionals will bring to your engagement the deep industry and service-level experience they have accumulated throughout the years.

EXPERIENCE IN YOUR INDUSTRY

Sikich's state and local government team provides services to more than 450 counties, cities, villages, towns and other local governments. Many of these have been long-standing clients and are evidence of our dedication to the state and local government industry and our ability to provide high quality, timely services within this specialized industry. These clients and related work have enabled our firm to develop an extensive nationally recognized expertise in governmental accounting, auditing and financial reporting procedures and practices.

Senior members of our government services team presently hold memberships and are actively involved in numerous governmental organizations, including:

- AICPA Government Audit Quality Center
- American Institute of Certified Public Accountants (AICPA)
- Central Association of College and University Business Officers (CACUBO)
- GFOA Special Review Committee (SRC)
- Government Finance Officers Association of Missouri (GFOA-MO)
- Government Finance Officers Association of the United States and Canada (GFOA)
- ICPAS Governmental Report Review Committees
- IGFOA Technical Accounting Review Committee
- Illinois Association of County Board Members and Commissioners (IACBMC)
- Illinois Association of Fire Protection Districts (IAFPD)
- Illinois Association of Park Districts (IAPD)
- Illinois Association of School Business Officials (IASBO)
- Illinois City/County Management Association (ILCMA)
- Illinois County Treasurers' Association (ICTA)
- Illinois CPA Society (ICPAS)
- Illinois Government Finance Officers Association (IGFOA)
- Illinois Library Association (ILA)
- Illinois Municipal Treasurers Association (IMTA)
- Illinois Parks and Recreation Association (IPRA)
- Illinois Tax Increment Association (ITIA)
- International City/County Manager's Association (ICMA)
- National Association of College and University Business Officers (NACUBO)

EXPERIENCE IN WHAT WE DO

Your Sikich engagement team is comprised of senior CPAs who have been working in the field for years. Providing high-quality audit services is second nature to each of them, which is proven through our impressive track record of helping clients succeed. This team will provide the Village of Coal City with timely completion of professional services. Moreover, members of the Sikich government services team have served as expert speakers to organizations, state GFOAs and others for formal presentations at local meetings and annual conferences on a variety of governmental accounting, auditing and financial reporting topics. We have also developed governmental accounting, auditing and financial reporting training courses for various organizations with members of our firm serving as lead instructors for the courses.

EXPERIENCE IN GOVERNMENT OPERATIONS

Because of our large, diverse client base and our ability to attract talent from a variety of professional backgrounds, Sikich has an established reputation as one of the leading providers of professional services in the Midwest to governmental entities. Our team of professionals specializes in the management, operations and financing of general purpose state and local governments, park districts, intergovernmental organizations, municipal utilities and special districts. This focus and our exemplary reputation assure the Village the highest quality work and the most cost-effective delivery of services.

INITIATIVE

One of our strengths at Sikich is our need to be proactive. We find potential issues before you have to worry about them, because we're ready with a solution.

INITIATIVE FOR A SMOOTH TRANSITION

Your transition to Sikich will be a non-disruptive one. Brian and Kellen have directed the transition of many new clients and will bring this experience to the Village of Coal City engagement team. Your engagement team will have continuous, hands-on involvement in what we consider an important relationship with Village of Coal City. We have many ways of achieving this transitions such as:

- Developing an agreed-upon timetable for deliverables and follow up regularly on their progress
- Utilizing concise audit programs, eliminating unnecessary audit steps and preparing audit schedules and workpapers
- Using existing client materials to the greatest extent possible, such as internal control memos and client assistance letters

INITIATIVE FOR CUSTOMIZED SOLUTIONS

One-on-one, you will receive customized solutions based on your unique needs, and only your unique needs. You will find that achieving financial stability and growth, as well as uncovering new opportunities to improve performance, is possible through the strategies that Sikich experts will recommend and on which they will educate you.

After a more thorough review of your operations and audit-specific matters, we may uncover other opportunities. As part of our ongoing service and commitment to Village of Coal City, we keep you abreast of regulatory changes and best business practices to ensure we identify crucial opportunities that will benefit Village of Coal City.

INITIATIVE FOR A SMOOTH TRANSITION

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After a more thorough review of your operations and audit-specific matters, we may uncover other opportunities. As part of our ongoing service and commitment to Village of Coal City, we keep you abreast of regulatory changes and best business practices to ensure we identify crucial opportunities that will benefit Village of Coal City.

INITIATIVE FOR YOUR SATISFACTION

The Village of Coal City's success is built upon the quality services and value you feel you receive from Sikich, which is why we will continually gauge your satisfaction to enhance our relationship. At various checkpoints during the engagement, a Sikich representative will meet with you to discuss how satisfied you have been with our services, our team and the value we provide. Areas stressed during these meetings will include:

- What can we do to make our services more valuable to you?
- What specific part of our service exceeded your expectations?
- In which areas do you feel we need improvement?
- Do you feel like a valued client of the firm?
- What is your vision for the Village of Coal City?

SCOPE OF SERVICES FOR THE VILLAGE OF COAL CITY

We will exceed your expectations by conducting and delivering on a high-quality engagement within your required timeline—all for a reasonable fee.

We are proposing to provide the following services to the Village of Coal City:

- Audit of basic financial statements of the Village of Coal City for the fiscal year ending April 30, 2023. (The Police Pension Fund is audited by other auditors.)
- Preparation of fifteen (15) bound copies and an electronic copy (.pdf) of the annual financial report (Management's Discussion and Analysis to be provided by the Village of Coal City);
- Preparation of fifteen (15) bound copies and an electronic copy (.pdf) of the management letter for the Village of Coal City, communicating any material weaknesses and significant deficiencies found during the audit and our recommendations for improvement;
- Preparation of fifteen (15) bound copies and an electronic copy (.pdf) of required reporting to the Board of Trustees in accordance with Statement on Auditing Standards (SAS) No. 114, Communications with Those Charged with Governance;
- Preparation of thirty-five (35) bound copies and an electronic copy (.pdf) of the financial statements of the TIF District including the report on compliance with Public Act 85-1142 (TIF);
- Preparation of the three (3) copies and an electronic copy (.pdf) of the Annual Financial Report (AFR) filed with the County Clerk and State Comptroller;
- Preparation of fifteen (15) bound copies and an electronic copy (.pdf) of the Single Audit Report, if applicable;
- Preparation of Data Collection Form to be submitted to the Federal Audit Clearinghouse, if applicable
- Retain workpapers for seven (7) years in accordance with firm standards;
- Exit conference(s) with the Village of Coal City management and Village Board of Trustees to present the completed audit and related materials.

CLIENT SERVICE TIMELINE

EVENT	PERSON(S) ASSIGNED	TIMEFRAME														
		MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB			
<p>I. Preliminary Planning During this phase of the audit, we would meet with representatives of the Village of Coal City to discuss the approach we would take during the audit, focusing on areas of particular concern to the Village as well as areas of high audit risk, and develop the time schedule for completing the subsequent phases of the audit.</p>	<p>The meeting would be attended by the engagement partner and engagement manager, if necessary.</p>															
<p>II. Preliminary Fieldwork During this phase of the audit, we would develop an understanding and documentation of the Village of Coal City's accounting and administrative controls using its accounting procedures manual, EDP documentation and by interviewing staff. In addition, we may perform compliance testing of those controls to determine which controls, if any, that we could rely on during later phases of the audit. Sample sizes would be determined during this phase, but generally would be between 25 and 60. Moreover, we would develop our planning materiality on an individual fund basis and complete a preliminary analytical review of the Village of Coal City's financial position as a whole. In addition, we would review all minutes from the meetings of the Board of Trustees and the Pension Board; review all ordinances adopted by the Village of Coal City during the year; review any debt agreements entered into during the year and analyze any other unique transactions entered into by the Village of Coal City; and perform our fraud interviews in accordance with Statement on Auditing Standards (SAS) No. 99. Upon completion of this phase, we would finalize all necessary confirmations the Village of Coal City will prepare; review all proposed client assisted work papers and the timing of preparation by the Village; develop our audit programs for the next phase of the audit and review and document any changes to the Village of Coal City's Annual Financial Report; and prepare the schedule for the remainder of the audit.</p>	<p>This phase would be completed by the engagement partner, engagement manager and one professional staff.</p>															
<p>III. Fieldwork During this phase of the audit, we would complete all of our substantive testing of the account balances and prepare the draft of the Village's financial statements with a rough draft of the financial statements provided to the Village of Coal City after the conclusion of field work. We would also prepare the draft of the management report. In addition, a exit conference would be held with officials from the Village to discuss the preliminary results of the fieldwork, review any proposed audit adjustments, final adjusted trial balances that agree to the financial statements and any significant findings.</p>	<p>This phase would be completed by the engagement partner, engagement manager and one professional staff.</p>															

EVENT	PERSON(S) ASSIGNED	TIMEFRAME														
		MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB			
<p>IV. Workpaper Review and Report Production During this phase of the audit, the workpapers, drafts of all financial reports and the management letter will be reviewed by the resource partner and the quality control partner. All workpapers are reviewed by the engagement partner during phase III to ensure that all necessary information is compiled during this phase to avoid imposing upon the Village of Coal City's staff after fieldwork has been completed.</p>	<p>This phase would be completed by the engagement partner, resource partner and the quality control partner.</p>															
<p>V. Drafts to the Village of Coal City We will deliver a preliminary draft of the Annual Financial Report at the end of fieldwork. A revised draft will be delivered by the engagement partner and reviewed in-depth with representatives of the Village of Coal City within three weeks of the preliminary draft. A revised draft, if necessary, will be delivered to the Village no later than three business days after receiving all proposed changes.</p>	<p>This phase would be completed by the engagement partner. Draft by September 30.</p>															
<p>VI. Completion of the Audit Upon approval of the drafts by the Village of Coal City, we will present the signed, bound copies of the annual financial report, the management letter and the additional reports described in this proposal. The engagement partner will be available for meetings with representatives of the Village of Coal City including the Mayor, the Board of Trustees and management for formal presentations of the reports.</p>	<p>This phase would be completed by the engagement partner. Final by October 31.</p>															
<p>VII. Support to the Village of Coal City Our firm does not believe that the engagement ends with the exit conference. We stress that we are available throughout the year to provide technical accounting and financial reporting assistance and support to the Village of Coal City. In addition, we constantly monitor recent events in the state and local government industry, including new pronouncements that may impact our government clients, and communicate the effect of any proposed changes throughout the year. Moreover, our letter of recommendations each year will alert the Village to any new pronouncements that may become effective in the next one to three years, including the potential effect that the pronouncement may have on the financial position and/or changes in the financial position of the Village of Coal City.</p>	<p>This phase would be completed by the engagement partner and manager.</p>															

In future years, we would develop a similar plan and timeframe with the assistance of the Village of Coal City to ensure the timely identification and resolution of any critical accounting and auditing issues prior to the issuance of our opinion and the annual financial report. These completion dates are well within the deadlines established by the Village of Coal City. We have a proven track record of meeting and exceeding deadlines established by our clients.

IDENTIFICATION OF POTENTIAL AUDIT PROBLEMS

Our firm's approach to resolving any problems that arise during the audit is the same as our overall approach to the audit—professionalism. Professionalism in performing the audit is the cornerstone to our philosophy during all phases of the audit. Any problems encountered during the audit, except for irregularities and illegal acts, will be discussed and documented with the Finance Director. The timing of this discussion will provide the Village of Coal City with ample time to rectify any situations that may otherwise result in the issuance of a qualified audit opinion. Irregularities and illegal acts detected or of which we become aware of will be communicated in writing to the Village Mayor, Village Administrator and Treasurer or the appropriate level as defined in our professional standards.

Our firm's philosophy on additional fees and/or billings is based on an understanding between the firm and the client of the scope of the work to be performed. We have proposed a "not-to-exceed fee" for the audit, the scope and timing of which was specified by the Village of Coal City. The billings for the audit would not exceed this fee unless the Village specifically requests that the scope of the engagement be expanded and the Village of Coal City and the firm reach a mutual agreement, in writing, as to the expanded scope of the engagement and the fee, if any, for the expanded scope.

Sikich will comply with all relevant rules and regulations of authoritative bodies and the AICPA Code of Professional Conduct regarding access to our working papers and audit documentation. Reasonable requests for access will not be denied.

ADDITIONAL RESOURCES AND SERVICES

With more than a dozen services, our areas of expertise are oftentimes complementary of one another. How else can we help you meet your government's goals?

Many times, the challenges for which you enlist Sikich's help may be faced more effectively by integrating several of our services. Based on our initial conversations with you, we believe that the Village of Coal City could benefit from some of the services below. Take a look at what we offer, and talk to your engagement partner about how these services may complement what you are already seeking.

DISPUTE ADVISORY

Disputes of any kind or size can be difficult to handle on your own. For example, what would happen if you began suspecting employee fraud within your organization? A dispute advisory expert can handle every aspect, from insurance claim preparation and being the liaison with law authorities, to creating a fraud prevention program and improving your organization's internal controls.

HUMAN RESOURCES

Your people are a large part of what makes up your organization. Recruiting, training and retaining employees are vital parts of ensuring your organization continues to provide only the best for your constituency. With services such as recruiting and onboarding, compensation and compliance, employee benefits and more, you can better understand what will keep your employees happy and productive.

MARKETING

The effectiveness of your marketing efforts can make or break your organization's success. From eye-catching logos to print and digital collateral, every piece must work for an intended audience. By delivering the right stories and amplifying those messages, you will properly position your organization in the marketplace.

NOT-FOR-PROFIT SERVICES

Funding challenges, increased demand from stakeholders and changing trends and policies can make it difficult for not-for-profit organizations to reach their goals. For those common challenges and others more specific to your organization, you need a professional services partner with an industry-dedicated team to deliver the accounting, advisory and technology services that will help you work toward your mission.

PROCESS IMPROVEMENT

Processes truly define organizations, but are often forgotten when seeking root causes to problems or managing more efficient and effective services. Improvements to existing processes—ranging from development review to utility billing—have the potential to decrease cycle time, increase quality and result in higher customer satisfaction. Sikich employs a customer-centric approach to process improvement by involving internal and external customers to understand and make meaningful improvements while continuing to meet their needs.

PUBLIC RELATIONS

Achieve a higher media profile, greater mindshare among your constituents and proper positioning in the marketplace with a thoughtful, research-based and integrated approach to public relations. From overall positioning to media relations, conveying the right stories to the right people is critical in an effective public relations program.

TECHNOLOGY: IT SERVICES

Staying ahead of, or even simply keeping up with, continually changing and complex technology developments can be challenging. Organizational management software, cloud solutions, strategic information technology and IT consulting can all drive your organization toward increased productivity—if implemented the right way.

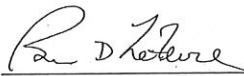
TECHNOLOGY: SECURITY AND COMPLIANCE

Keeping your organization safe from data breaches and other information security concerns is critical, especially given the vast number of organizations that have been compromised in the last couple of years. Understand where the vulnerabilities in your network lie by obtaining independent, unbiased and technically qualified security assessments—from penetration testing to forensic analyses.

FEE PROPOSAL**PROPOSAL COST SUMMARY**

Firm Submitting Proposal: Sikich LLP

	<u>April 30, 2023</u>
Financial Audit and Management Letter and Comptroller Report	\$ 31,500
TIF Compliance Report & Audit, if necessary	4,200
Single Audit Report, if necessary	4,500
GAGAS Audit for GATA, if necessary	2,250

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Signature of Authorized RepresentativeFebruary 15, 2023

Date

These fees assume that the Village of Coal City will provide the auditors with electronic copies of adjusted trial balances by individual funds, a year-to-date general ledger with details of postings to all accounts, subsidiary ledgers that agree or are reconciled to the general ledger, and will prepare certain schedules of account analysis and confirmations of account balances.

These fees proposed in the above table do not include additional fees for the implementation of new GASB pronouncements. These will be negotiated separately with the Village.

We invoice our clients on a monthly basis as services are provided. Payments for all services are due within 60 days of receipt of an invoice. Invoices not paid within 60 days are assessed a finance charge of 1 percent per month (12 percent annually).

EXHIBITS

We know you likely have many more questions for us. Take a look at the attached documents for additional information about our firm and those who will work with you.

ENGAGEMENT TEAM BIOGRAPHIES

- Brian D. Lefevre, CPA, MBA
- Anthony Cervini, CPA, CFE
- James R. Savio, CPA, MAS
- Kellen O'Malley, CPA, MAS
- Lauren Allen, CPA

SIKICH RESOURCES

STATE & LOCAL GOVERNMENT SERVICES

FIRM PROFILE

PEER REVIEW



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BRIAN D. LEFEVRE

CPA, MBA

Partner

Brian D. Lefevre, CPA, MBA, is responsible for providing technical services to SIKICH's governmental clients in all areas of governmental accounting, auditing, financial reporting, budget development, revenue and expenditure forecasting, and cash and debt management. Brian has participated in hundreds of audits of municipalities and other governmental units since he began his career with SIKICH in 1993. He has also been responsible for developing and serving as lead instructor for governmental accounting, auditing and financial reporting training courses internally for the Firm and for the Illinois Government Finance Officers Association (IGFOA). Brian previously served as Chair of the Governmental Report Review Committee of the Illinois CPA Society.

SERVICE AREAS

- Governmental Audit, Accounting
- Governmental Financial Reporting
- Police and Fire Pension Accounting Services

AFFILIATIONS

- American Institute of Certified Public Accountants
- Illinois CPA Society, Governmental Report Review Committee
- Illinois Government Finance Officers Association
- GFOA Special Review Committee
- Northern Illinois Alliance of Fire Protection Districts
- Illinois Public Pension Fund Association
- Aurora Downtown Kiwanis Club, Former Treasurer and Board Member
- Greater Aurora Chamber of Commerce Leadership Academy, Class of 1996
- Lord of Life Church, Former Executive Director and Treasurer

EDUCATION

- Bachelor's Degree in Accounting, Valparaiso University
- Master of Business Administration, Northern Illinois University

ANTHONY M. CERVINI

CPA, CFE

Partner-in-Charge, Government Services

Anthony M. Cervini, CPA, CFE, is responsible for providing technical services to Siskich's governmental clients in all areas of governmental accounting, auditing, financial reporting, budget development, internal controls, revenue and expenditure forecasting, and cash and debt management.

Anthony has participated in hundreds of audits of municipalities and other governmental entities since beginning his career with Siskich in 2005. He also has been responsible for serving as lead instructor for governmental accounting, auditing, financial reporting, cash management and internal control courses internally and throughout the Midwest.

Anthony serves as a member of the GFOA Special Review Committee and is the current Chair of the Illinois CPA Society Government Report Review Committee. Anthony previously served as a budget reviewer for the Government Finance Officers Association Distinguished Budget Presentation Award.

SERVICE AREAS

- Governmental Audit, Accounting
- Governmental Financial Reporting

AFFILIATIONS

- American Institute of Certified Public Accountants
- Illinois CPA Society Government Report Review Committee Chairperson (2021-present)
- GAAP Basis Reporting - Sub-Chair (2018-2020)
- Illinois Government Finance Officers Association
- Wisconsin Government Finance Officers Association
- GFOA Special Review Committee
- Naperville Area Humane Society, Treasurer (2010-2017)
- PrimeGlobal Managers' Leadership Program (2015-2016)

EDUCATION

- Bachelor's Degree in Accounting, The University of Iowa
- Master of Business Administration, Benedictine University



LOCATIONS:

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JAMES R. SAVIO

CPA, MAS

Partner

James R. Savio, CPA, MAS, is responsible for providing technical services to Siskich's governmental clients in all areas of governmental accounting, auditing, financial reporting, revenue and expenditure forecasting and cash and debt management. Jim has participated in hundreds of audits of municipalities and other governmental units since he began his career with Siskich in 1995. He has also been responsible in developing and serving as lead instructor for governmental accounting, auditing, financial reporting and cash management courses both internally and externally. Jim serves on the Illinois Government Finance Officers Association's Technical Accounting Review Committee and the Illinois CPA Society Governmental Executive Committee. Jim also serves as a committee member for Siskich's mentoring program and assists in the development and implementation of Siskich's new hire training program.

SERVICE AREAS

- Governmental Audit, Accounting
- Governmental Financial Reporting

AFFILIATIONS

- American Institute of Certified Public Accountants
- Illinois CPA Society, Governmental Executive Committee
- Illinois Government Finance Officers Association
- Technical Accounting Review Committee
- Greater Aurora Chamber of Commerce Leadership Academy, Class of 1998

EDUCATION

- Master of Accounting Sciences, Northern Illinois University
- Bachelor's Degree in Accounting, Northern Illinois University



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KELLEN O'MALLEY
 CPA, MAS

Senior Audit Manager

Kellen O'Malley, CPA, MAS, is a senior audit manager at Sikich. He provides assurance and advisory services to a variety of clients, including manufacturing, distribution, and governmental entities with a focus on cities, villages, and park districts. Acting as the liaison between the client and the engagement team, Kellen conducts audit engagements, prepares and reviews financial statements, and assesses clients' business processes and internal control structures.

SERVICE AREAS

- Assurance and Advisory Services
- Governmental Audit, Accounting
- Manufacturing and Distribution Services

AFFILIATIONS

- Illinois Government Finance Officers Association
- Illinois CPA Society

EDUCATION

- Bachelor's Degree in Accounting, Illinois State University
- Master of Accounting Sciences, Illinois State University



LOCATION:
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LAUREN ALLEN
 CPA

Audit Manager

Lauren Allen, CPA, is an audit manager with in-depth experience providing assurance and advisory services. Lauren focuses on serving government clients, such as cities, villages, and townships. Her areas of expertise include audit services and financial reporting.

SERVICE AREAS

- Assurance & Advisory Services
- Audit & Financial Reporting Services
- Government

AFFILIATIONS

- Illinois CPA Society

EDUCATION

- Bachelor's Degree in Accounting, North Central College
- Associate's Degree in Business, Waubesa Community College



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CPA, QPA
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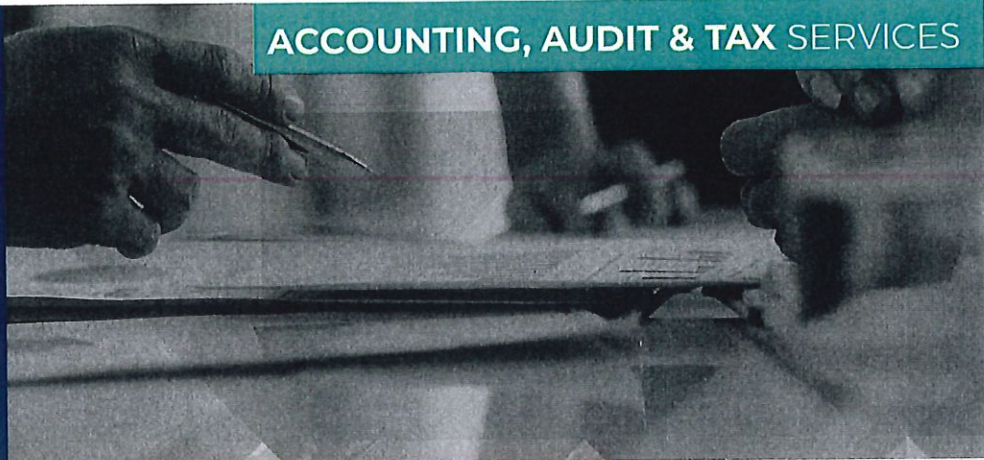


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ASA
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STATE AND LOCAL GOVERNMENT SERVICES



Government agencies experience increasing pressure to be more effective, efficient and transparent.

As a government leader, you know how important it is to find a professional services partner that can strategize, plan and implement solutions to meet the goals of your organization.

SERVICES SIKICH PROVIDES:

- Accounting, Audit, Assurance & Tax
- Business Valuation
- Fraud Services for Governments
- ERP & CRM Software
- Human Capital Management & Payroll
- Insurance Services
- IT Services
- Marketing & Communications
- Pension Fund Accounting & Consulting Services
- Retirement Planning

Whether you represent a general purpose local government or special district, Sikich will help you meet your goals by providing professional guidance in your accounting, marketing, human resources, technology and other advisory functions.

Experience unparalleled commitment and high-quality, timely services when you partner with the experts at Sikich. For more than 30 years, we have provided:

- A highly skilled staff and management team entirely dedicated to government services
- An in-depth understanding of the governmental fiscal, management, operating and regulatory environments
- Timely and cost-effective service delivery

WHO WE SERVE:

Our government clients represent a wide range of industry sectors including:

- Counties
- Cities
- Villages
- Townships
- Other Special Districts
- Pension Plans
- Park Districts
- Forest Preserve Districts
- Public Libraries
- Community Colleges
- School Districts
- Water Authorities
- Water Reclamation Districts
- State Departments & Agencies

TEAM LEADER



ANTHONY CERVINI
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PARTNER-IN-CHARGE

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WHY SELECT SIKICH?

Our team works devotedly with units of local government like yours to provide the resources required to help you focus on managing your organization, while we take care of everything behind-the-scenes.



STATE AND LOCAL GOVERNMENT SERVICES

OUR EXPERTS



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ABOUT SIKICH

Sikich LLP is a global company specializing in technology-enabled professional services. Now with more than 1,500 employees, Sikich draws on a diverse portfolio of technology solutions to deliver transformative digital strategies and ranks as one of the largest CPA firms in the United States. From corporations and not-for-profits to state and local governments and federal agencies, Sikich clients utilize a broad spectrum of services and products to help them improve performance and achieve long-term, strategic goals.



Securities offered through Sikich Corporate Finance LLC, member FINRA/SIPC. Investment advisory services offered through Sikich Financial, an SEC Registered Investment Advisor.

SIKICH LLP is a global company specializing in technology-enabled professional services.

Now with more than 1,500 employees, SIKICH draws on a diverse portfolio of technology solutions to deliver transformative digital strategies and ranks as one of the largest CPA firms in the United States. From corporations and not-for-profits to state and local governments and federal agencies, SIKICH clients utilize a broad spectrum of services and products to help them improve performance and achieve long-term, strategic goals.

INDUSTRIES

SIKICH provides services and solutions to a wide range of industries. We have devoted substantial resources to develop a significant base of expertise and experience in:

AGRICULTURE	AUTOMOTIVE	CONSTRUCTION & REAL ESTATE
DISTRIBUTION & SUPPLY CHAIN	GOVERNMENT	HIGH TECH
LIFE SCIENCES	MANUFACTURING	NOT FOR PROFIT
PRIVATE EQUITY	PROFESSIONAL SERVICES	

SPECIALIZED SERVICES

- ACCOUNTING, AUDIT, TAX & CONSULTING SERVICES**
- Outsourced Accounting
 - Audit & Assurance
 - Consulting Services
 - Employee Benefit Plan Audits
 - International Tax
 - Tax
- TECHNOLOGY**
- Business Application
 - Cloud & Infrastructure
 - Consulting & Implementation
 - Cybersecurity & Compliance
 - Digital Transformation Consulting
- ADVISORY**
- Forensic & Valuation Services
 - Governance, Risk & Compliance Services
 - Human Capital Management & Payroll Consulting
 - Insurance Services
 - Investment Banking*
 - Marketing & Communications
 - Retirement Plan Services
 - Regulatory, Quality & Compliance
 - Site Selection & Business Incentives
 - Succession Planning
 - Supply Chain
 - Transaction Advisory Services
 - Wealth Management**
 - Workforce Risk Management

* Securities offered through SIKICH Corporate Finance LLC member FINRADSPIC
** Investment advisory services offered through SIKICH Financial, an SEC Registered Investment Advisor.

CULTURE

Our dynamic work culture fosters learning, growth and innovation, attracting top-notch team members who see the big picture. SIKICH's culture is built on a flexible, trusting work environment and the key pillars of Absolute Integrity, Accountability, Continuous Innovation and Stewardship. We believe our people are our greatest asset and work hard to ensure that all team members feel empowered, comfortable and valued.



CERTIFICATIONS & AWARDS

All professional accounting staff with more than one year of experience have earned or are working toward earning the Certified Public Accountant designation. SIKICH is a member of the American Institute of Certified Public Accountants' Governmental Audit Quality Center and the Employee Benefit Plan Audit Quality Center.



We adhere to the strict requirements of membership, which assure we meet the highest standards of audit quality. In 2020, SIKICH received its 11th consecutive unmodified ("pass") peer review report, the highest level of recognition conferred upon a public accounting firm for its quality control systems.

SIKICH ranks among the top 30 firms nationally on the Accounting Today Top 100 Firms list.

SIKICH is a Microsoft Dynamics 2022/2023 Inner Circle award recipient, a recognition that places SIKICH in the top 1% of all Microsoft Business Applications partners globally.



LOCATIONS

SIKICH is a Remote First Organization

- Ahmedabad, GJ
- Alen, OH (930) 864-6661
- Alexandria, VA (703) 885-1350
- Bangalore, KA (760) 888-0701
- Boston, MA (609) 465-5585
- Chattanooga, TN (423) 994-3007
- Chicago, IL (312) 668-6666
- Crofton, MD (410) 491-9150
- Decatur, IL (314) 757-7277
- Indianapolis, IN (317) 423-6000
- Peoria, IL (309) 694-4251
- Princeton, NJ (609) 285-5000
- Springfield, IL (217) 795-3365
- St. Louis, MO (314) 757-7277
- Washington, MO (659) 239-4785
- Los Angeles, CA (877) 279-1900
- Milwaukee, WI (262) 754-9400
- Minneapolis, MN (311) 229-5235
- Naperville, IL (630) 566-9400

We also maintain the Oracle NetSuite 5 Star Award and are among the top three U.S. partners of Oracle NetSuite.



SIKICH ranks on the Redmond Channel Partner Magazine's top 350 Microsoft partners in the U.S., CRN's Top 500 Managed Service Providers, CRN's Top 500 Solution Providers and Channel Futures' MSP 501.



NET PROMOTER SCORE

The firm's overall Net Promoter Score (NPS) is 87%. This is a measure of our clients' willingness to recommend SIKICH's services and products. An NPS of 50% is considered excellent, and 70% NPS is considered world-class.





As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Sikich LLP in effect for the year ended March 31, 2020, has been suitably designed and complied with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(es) or fail. Sikich LLP has received a peer review rating of pass.

Andrew Minkler Huber & Helm LLP

ANDERS MINKLER HUBER & HELM LLP
Certified Public Accountants

Report on the Firm's System of Quality Report

August 31, 2020

To the Partners of Sikich LLP
and the Peer Review Committee of the Illinois CPA Society

We have reviewed the system of quality control for the accounting and auditing practice of Sikich LLP (the firm) in effect for the year ended March 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at <http://www.aicpa.org/prsummry>. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included (engagements performed under *Government Audit Standards*, including compliance audits under the Single Audit Act, audits of employee benefit plans, and examinations of service organizations [SOC 1 and SOC 2 engagements]).