

June 16, 2025

Attached is a copy of the fully executed contract for the PY22 CDBG-DR grant, please keep for your records.

Thank you,

Lisa Ludwig

Lisa Ludwig
St Clair County IGD
19 Public Square, Suite 200
Belleville, IL 62220
618-825-3211
llud@co.st-clair.il.us



DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS, ST. LOUIS DISTRICT
1222 SPRUCE STREET
ST. LOUIS, MISSOURI 63103-2833

RECEIVED
Date 5-2-25 Inti. Ym

March 27, 2025

RECEIVED
MAY 13 2025
COUNTY IGD

The Honorable Curtis McCall
Mayor of Cahokia Heights
103 Main Street
Cahokia Heights, IL 62206

Dear Mayor McCall:

The City of Cahokia Heights, Illinois, Flood Hazard Analysis developed under the U.S. Army Corps of Engineers' Flood Plain Management Services (FPMS) Program, has been completed. The focus of the study was the Piat Place area and lower Harding Ditch. The report outcome meets the main objective of our Scope of Work and has helped to inform grant applications being pursued by the city.

This FPMS partnership between the St. Louis District and the City has culminated in a report with appendices, that your engineering support has reviewed. We very much look forward to working with the City of Cahokia Heights on future projects.

If you have any questions concerning this correspondence or would like to discuss further, please contact our Project Manager, Mr. Jacob Conway, at (314) 331-8501 or via email at jacob.d.conway@usace.army.mil.

Sincerely,

PANNIER.ANDY.JO
SEPH.1090474134
Digitally signed by
PANNIER.ANDY.JOSEPH.10904
74134
Date: 2025.03.28 09:01:06 -05'00'

Andy J. Pannier
Colonel, U.S. Army
District Commander

Enclosure

RECEIVED
Date 6-2-25 Int'l yn

April 29, 2025

Village of Cahokia Heights
Mayor Curtis McCall, Sr
103 Main Street
Cahokia Heights, IL 62206

RE: Program Year 2022 CDBG Public Facilities Contract

Dear Mayor McCall:

Enclosed please find the Community Development Block Grant (CDBG) Contract for Program Year 2022 Disaster Recovery Public Facility (PY22) for the Village of Cahokia Heights. The PY 2022 funding is for the "Piat Place Flood Reduction Project – 6060 Piat Place Centreville" project.

Please review the enclosed PY 2022 CDBG contract including the budget estimate pages 19 and 20, sign in the designated area on page 15, have your clerk attest your signature, place seal, and return the original signed Contract document to my attention. I will mail a copy once Chairman Kern signs.

The Village must complete environmental review, then contact Brandon Lybarger at brandon.lybarger@co.st-clair.il.us, or you can reach him at 618-825-3217 for the next steps for completion. IGD will review the environmental for the HUD HEROS portion.

You will receive a notice to proceed letter once all the necessary paperwork has been completed. **DO NOT PROCEED** until then.

Your immediate attention to this matter is greatly appreciated. Should you have any questions or comments you may contact me at 618-825-3211 or llud@co.st-clair.il.us.

Sincerely,

Lisa Ludwig

Lisa Ludwig
HRC/CDBG Program Assistant II
St. Clair County IGD
19 Public Square, Suite 200
Belleville, IL 62220



St. Clair County

INTERGOVERNMENTAL GRANTS DEPARTMENT

COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY PUBLIC FACILITY CONTRACT ST. CLAIR COUNTY, ILLINOIS

This contract, entered into this 13th day of May, 2025 by and between St. Clair County, Illinois (hereinafter referred to as COUNTY) and VILLAGE OF CAHOKIA HEIGHTS, Illinois (hereinafter referred to as MUNICIPALITY), is for the purpose of conducting the Community Development public facility activities of Program Year 2022 (PY 2022) with the Project Title Piat Place Flood Reduction Project – 6060 Piat Place Centreville as enumerated under Title I of the Housing and Community Development Act of 1974 (ACT), as amended, hereinafter referred to as the ACT.

WHEREAS, the COUNTY has applied to the United States Department of Housing and Urban Development, hereinafter referred to as HUD, for Community Development Block Grant funds, hereinafter referred to as CDBG, authorized under the ACT for use in conducting approved Community Development public facility activities.

WHEREAS the COUNTY and MUNICIPALITY desire to undertake a cooperative Community Development program in accordance with the ACT.

THEREFORE, the COUNTY and MUNICIPALITY agree as follows:

1. **Legal Authority (24 CFR 570.501)**

The COUNTY is responsible for administration of the CDBG contract and ensuring CDBG funds are used in accordance with all program requirements (24 CFR 570.501). The MUNICIPALITY hereby certifies to the COUNTY that the MUNICIPALITY has the legal authority to undertake the proposed project. The MUNICIPALITY further certifies that its legislative body (township board, city, or village council, etc.) has approved all resolutions, official acts, motions, and understandings necessary for the implementation of this contract. The MUNICIPALITY must provide the COUNTY with a Resolution of Support from the local elected board naming the project type and location when (1) initially applying for CDBG funds; (2) when requesting a change to the type, or location of a project or (3) when requesting funds out of the normal procurement cycle. Resolution of Support shall include the signatures of a quorum of MUNICIPALITY board members.

2. **Maximum Feasible Priority (24 CFR 570.208)**

The MUNICIPALITY hereby certifies that the CDBG Program described in Exhibit A gives maximum feasibility to one of the three National objectives as established by U.S. Department of Housing and Urban Development:

- a. activities which benefit low- and moderate-income families.
- b. aid in the prevention or elimination of slums or blight; or
- c. meet an urgent need (activities which the COUNTY certifies are designed to meet other Community Development needs, having a particular urgency because existing conditions pose a serious and immediate threat to the health and welfare of the community where other financial resources are not available)

the MUNICIPALITY and acceptance by the COUNTY. An amendment to this contract shall not dismiss the COUNTY or MUNICIPALITY from its obligations under this contract. The amendment to this contract shall continue to conform to Federal, state, and local guidelines. Any change of scope to the project, requiring review, approval, and/or permission by the Illinois Department of Transportation (IDOT) may not be a part of an amendment to this contract.

f. Contract Closeout

The obligation of the MUNICIPALITY to the COUNTY shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to completion of project, making final payments, acquiring all project related documentation (such as, but not limited to certified payrolls, pay requests, proof of payments made by MUNICIPALITY, lien waivers, and documentation identifying acceptance of work performed by contractor), disposing of program assets, and determining the custodianship of records. Notwithstanding the foregoing, the terms of this agreement shall remain in effect during any period when the MUNICIPALITY has a balance of CDBG funds. All applicable documentation regarding contract closeout must be submitted by MUNICIPALITY or the representative engineer or architect on behalf of the MUNICIPALITY to the COUNTY within 30 calendar days after the date of completion of the project.

5. Compensations/Methods of Payment (24 CFR 85.21)

CDBG funds utilized for this contract shall be expended only on actual costs exclusive to the awarded project. The COUNTY will make payment directly to the appropriate vendor based on submitted billings that are supported by appropriate documentation of costs incurred. Original invoices/pay requests must be submitted with an authorized signature from the MUNICIPALITY on the IGD Disbursement Authorization for payment processing to the designated vendor. A General Pay Request Directions form identifying COUNTY criteria is provided at a preconstruction meeting to the MUNICIPALITY, professional services firm, and the awarded contractor. The COUNTY will not reimburse the MUNICIPALITY for project costs without a written request for approval and proof of expenditure by the MUNICIPALITY, nor for any costs prior to the execution of this contract. The MUNICIPALITY agrees that any cost exceeding the awarded CDBG fund amount contained in Exhibit B shall be borne by the MUNICIPALITY. The Municipal funds must be expended by the point that the awarded project reaches 50% completion. The COUNTY'S liability is limited to the amount of HUD funds received by the COUNTY and committed to the CDBG funds portion of the project described in Exhibits A and B of municipal contract. All FINAL BILLING must be sent via certified mail with documentation stating that the project is complete, and no further billing will be forthcoming.

6. Program Income (24 CFR 570.504) (24 CFR 85.25)

Program income means gross income received by the MUNICIPALITY directly from the award of CDBG funds or earned only as a result of this Contract during the Grant period. ***During the Grant period*** is the time between the effective date of the award and the ending date of the award reflected in the COUNTY'S final financial report for the agency. MUNICIPALITY agrees that any income that may be received as generated or earned directly by this Grant supported activity during this contract life shall be returned to the COUNTY subject to reprogramming under the provisions of 24 CFR 570.504. This includes income from fees for services performed, from the use or rental of real or personal property acquired with Grant Funds, from the sale of commodities or items fabricated under a Grant Agreement, and from payments of principal and interest on loans made with Grant Funds.

11. **Accounting System (24 CFR 570.506) (24 CFR 85.20)**

MUNICIPALITY agrees to establish and maintain on a current basis an adequate accrual accounting/record keeping system in accordance with generally accepted accounting principles and standards. These records will be made available for audit purposes to the COUNTY or any authorized representative and will be retained for five (5) years after the awarded project is identified as complete and all pending matters are closed.

12. **Recordkeeping (24 CFR 85.36 (12)(c))**

MUNICIPALITY agrees to maintain books, records, documents, and other evidence sufficient to properly reflect all direct, indirect, and administrative costs incurred during the performance of this contract. In addition, MUNICIPALITY agrees to prepare and maintain such documents and reports for five (5) years after the awarded project is identified as complete and all pending matters are closed.

13. **Record Retention (24 CFR 85.42)**

The MUNICIPALITY shall retain all required financial records, supporting documents, statistical records, and any other records pertinent to the agreement for five years after the awarded project is identified as complete and all pending matters are closed. The completion of the project will coincide with HUD's approved tracking system. Any litigation, claims, audits, negotiations, or other action involving any of the records cited and that have started before the expiration of the five-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the five-year period, whichever occurs later.

14. **Competitive Services**

The MUNICIPALITY hereby agrees that all contractual services involved will be competitively procured. Unless specified otherwise within this agreement, the MUNICIPALITY shall procure all materials, property, or services in accordance with the requirements of 24 CFR 84.4048. The contractor agreement for the approved project shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements. The COUNTY shall be a part of the letting, pre-award and post-award process, and will receive executed copies of all documents between the MUNICIPALITY and the contractor, including certified payrolls.

15. **Competitive Sealed Bids (Formal Advertisement, 24 CFR 85.36(d)(2))**

The procurement must lend itself to a firm, fixed price contract (lump sum or unit price) where the selection can be principally made on the basis of price. The MUNICIPALITY must advertise the Invitation for Bid (Bid). The Bid must include complete and accurate specifications needed, in sufficient detail for the bidders to properly respond. Bids must be opened and publicly read at the time and place stated in the Bid. The MUNICIPALITY must receive at least two or more responsible bids for each procurement transaction. If awarded, the contract must be given to the lowest responsive and responsible bidder (the MUNICIPALITY, however, can decide not to make the award to any of the bidders). The MUNICIPALITY must award the contract after price and other factors are considered through scoring the proposals (or "best and final" offers) according to predetermined evaluation criteria. The successful proposal or offer must clearly be the "most advantageous" source of the goods and services for project noted in this contract.

low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

The MUNICIPALITY certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements.

18. **Right to Reject Contractual Services (24 CFR 85.35)**

The MUNICIPALITY must ensure that awards are not made to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549, "Debarment and Suspension" (24 CFR 85.35). Contracts shall be made only with responsible contractors who possess the potential ability to perform successfully under the terms and conditions of the proposed procurement. The County staff will utilize the System for Award Management (SAM) at <https://www.sam.gov/SAM> to make inquiry to identify those parties excluded from receiving federal contracts, certain subcontracts, and from certain types of federal financial and non-financial assistance and benefits. These are commonly known as "suspensions" and "debarments". Consideration shall be given to such matters as contractor integrity; compliance with public policy, including, where applicable, Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u); record of past performance; financial and technical resources or accessibility to other necessary resources. Any or all bids may be rejected if there is a sound documented reason.

19. **Cost Plus a Percentage of Cost**

The MUNICIPALITY must ***not use "cost plus a percentage of cost" pricing*** for contracts (24 CFR 85.36(f)(4) and 84.44(c)); in addition, the MUNICIPALITY should use *"time and material" type contracts* only after a determination is made that no other contract is suitable, and the contract includes a ceiling price that the contractor exceeds at its own risk (24 CFR 85.36(b)(10)).

20. **Professional Services (24 CFR 85.36(d)(3))**

Professional services must be acquired through a competitive process by obtaining a Request for Qualifications (RFQ) from more than one qualified source, where CDBG funds are used as payment for contractual services rendered. Contract prices shall be agreeable and binding on all parties prior to any bidding for construction or related services. Contract prices shall be a lump sum and shall not be based upon the cost-plus percentage of cost or percentage of construction cost methods of contracting. Costs may be based upon hourly rates but should include maximum amounts for each phase of the project as well as a maximum cost for all Professional Services.

An agreement for architectural, engineering, and/or consulting services with the MUNICIPALITY is to be made available to the COUNTY for work scheduled for performance under this contract. The COUNTY shall *limit its payment* for professional services to the lesser of the following:

- a. Architect, Engineer, and/or Consultant Agreement amount, or
- b. Fifteen Percent (15%) of the total expended CDBG funding amount in this contract.

1. **Procurement (24 CFR 85)**

Public Facilities projects may require the services of qualified professionals (Architects, Engineers, etc.). These services may include but are not limited to project design, construction observation, and bidding assistance. **Regulations require that any professional service obtainable from more than a single source must have been competitively**

applicants is available through the Community Development Group at the St. Clair County Intergovernmental Grants Department, 19 Public Square, Suite 200, Belleville, Illinois.

22. **Build America/Buy America**

Communities must ensure all contractors will be required to adhere to the build America/buy America Act, Public Law 117-58, Title IX, Subtitle A, Part 1 enacted November 15, 2021.

23. **Insurance & Bonding (24 CFR 84.31 and 84.48)**

The MUNICIPALITY shall require the awarded contractor to procure and maintain for the life of their agreement, insurance coverage conforming to the minimum requirements stated below, and naming St. Clair County, IL and The Public Building Commission of St. Clair County, IL as the "Certificate Holder", with the MUNICIPALITY, engineer, and the St. Clair County Intergovernmental Grants Department as "Additional Insured" on a primary / noncontributory basis on the Commercial General Liability and Automobile Liability policies. These policies as well as the workers' compensation policies are to be endorsed with a waiver of subrogation in favor of same. The contractor shall include the municipality, the engineer, and all subcontractors as insured under its policies, or shall furnish separate certificates and endorsements for each. All coverage for subcontractors shall be subject to all of the requirements of the contractor.

All policies of insurance shall provide St. Clair County no less than 30 days advance written notice of any material change, cancellation, or non-renewal. All coverages shall be provided by insurance companies authorized to transact business under the law of the State of Illinois and acceptable to St. Clair County. The insurance companies providing coverage shall have a Best's Policyholder's Rating of "A" or better, and a Financial Rating of not less than "VII." Contractor shall provide a standard Acord Certificate(s) of Insurance as proof of insurance and required "Additional Insured" clauses, prior to the commencement of any agreement. Such certificate(s) shall be submitted for approval to IGD for approval by St. Clair County of IL, and Public Building Commission of St. Clair County of IL. These insurance requirements shall be subject to annual review and may be modified due to changes in Contractor's operations or exposures or necessitated by changes in legal requirements or insurance industry standard coverage.

24. **Non-Discrimination Practices (24 CFR 570.607)**

The MUNICIPALITY, engineer, architect, consultant, contractor, subcontractor, supplier, or any other person affiliated with the project performed under this contract will not discriminate against any employee or applicant for employment or receipt of benefits because of race, color, religion, sex, national origin, familial status (persons with children 18 years of age, including pregnant women), disability, and also to persons with special needs, on any CDBG funded project. All parties must comply with all provisions of Executive Order 11063, and the rules, regulations, and relevant orders of the Secretary of Labor. Noncompliance with the nondiscrimination rules, regulations, or orders, may be the result of the contract's cancellation, termination, or suspension.

If assignment and/or subcontracting have been authorized in writing, said assignment or subcontract shall include appropriate safeguards against discrimination in individual services binding upon each contractor or subcontractor. The MUNICIPALITY shall take such actions as may be required to ensure full compliance with the provisions, including sanction for noncompliance.

from incurring additional obligation of funds until the COUNTY is satisfied that corrective action has been taken or completed. The option to withhold funds is in addition to, and not in lieu of the COUNTY'S right to suspend or terminate this contract. The COUNTY may consider performance under this contract when considering future awards.

30. **Suspension and Termination (24 CFR 570.503)**

The MUNICIPALITY agrees that the COUNTY may pursue such remedies as are available to it in accordance with 24 CFR 85.43, including but not limited to suspension or termination of this contract, if the MUNICIPALITY fails to comply with any terms or conditions of this contract, which include, but are not limited to, the following:

Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time.

- A. Failure, for any reason, of the MUNICIPALITY to fulfill in a timely and proper manner its obligations under this contract.
- B. Ineffective or improper use of funds provided under this contract.
- C. Submission by the MUNICIPALITY to the COUNTY reports that are incorrect or incomplete in any material respect; or
- D. Failure to take satisfactory corrective action as directed by the COUNTY.

In accordance with 24 CFR 85.44, this contract may also be terminated for convenience by either the COUNTY or the MUNICIPALITY, as a whole or in part, by setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. If, in the case of a partial termination, however, the COUNTY determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the COUNTY may terminate the award in its entirety. If funding from the Federal government is withdrawn, reduced, or limited in any way after the effective date of this contract but prior to its normal completion, the COUNTY may summarily terminate this contract as to the funds reduced or limited, notwithstanding any other termination provisions of this agreement. Termination under this Section shall be effective upon receipt of written notice.

In the case of a suspension or termination, monies already received under this contract may be owed back to the COUNTY and the COUNTY may also declare the MUNICIPALITY ineligible for further participation in the CDBG program.

31. **Applicable Federal Laws**

The MUNICIPALITY agrees that the public policy stated in the following laws is understood and will be adhered to where CDBG funding exists:

- a. Section 109 Housing and Community Development Act of 1974 as amended (24 CFR 570.602) prohibition of discrimination in the Community Development Block Grant Program.
- b. Age Discrimination Act of 1975 as amended (42 USC 6101) (24 CFR Part 146)
- c. Section 504 of the Rehabilitation Act of 1973, as amended
- d. Uniform Relocation Assistance and Real Property Acquisition Policies Act (Uniform Act) 49 CFR Part 24; Final Rule February 3, 2005, (24) CFR 570.606)
- e. National Environmental Policy Act (42 USC 4321 et seq.) (24 CFR 570.604)
- f. Section 106 of the National Historical Preservation Act of 1966 as amended in 1992 (16 USC 470, et seq.); 24 CFR 570.202(d)
- g. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA)
- h. 24 CFR Part 570

- hh. The Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976 (42 USC 9601 et Seq.)
- ii. The Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (42 USC 9601 et seq.)
- jj. Fair Housing Act (42 USCA 3601-3620) (24 CFR 100-115)

32. **Other Applicable Laws and Related Program Requirements**

MUNICIPALITY also agrees this project shall be implemented in accordance with all other applicable Federal, State, County, and municipal statutes and ordinances including but not limited to those specific to 24 CFR, local fire safety codes, building, housing, and zoning codes. Additionally, the agency/municipality must be in compliance with both federal and state taxes throughout the duration of the contract.

33. **Excessive Force (Section 519 of Public Law 101-140, 1990 HUD Appropriations Act)**

Section 519 of the 1990 HUD Appropriations Act prevents any award of CDBG funds unless the grantee has adopted and is enforcing a policy prohibiting the use of excessive force by law enforcement agencies within the jurisdiction of the municipality against any individuals engaged in nonviolent civil rights demonstrations. All CDBG entitlement recipients and MUNICIPALITYs are required to adopt and implement the following certification as a condition for funding: "In accordance with Section 519 of Public Law 101-140, 1990 HUD Appropriations Act, the MUNICIPALITY certifies that: it has adopted and is enforcing a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil right demonstrations".

34. **Environmental**

CDBG regulations require the preparation of a project Environmental Review Record (ERR) for environmental clearance before funds are expended or costs are incurred. The overall governing legislation is the National Environmental Policy Act (NEPA). Such action was performed for this project upon approval of the CDBG Public Facilities Application. All related ERR documentation is retained in the record files for this project. When applicable an Environmental Assessment (EA) has been performed by the engineering services provided by the MUNICIPALITY prior to the issuing of this contract and these records are also retained in the record files for this project.

No HUD assistance is provided without completion of all necessary environmental requirements listed under 24 CFR Part 58.

35. **Additional Conditions for Religious Organizations (507.503(b)(6))**

A MUNICIPALITY that represents a religious or denominational organization and seeks to provide public services agrees to both the terms of this contract and additionally those provisions set forth in Attachment A of this Agreement.

36. **Citizens Participation (24 CFR 570.431)**

MUNICIPALITY is in agreement that provisions of the Citizens Participation Plan will be adhered to, as described under 24 CFR 570.431, assuring affected citizens, reasonable access to the intended projects and records. The Citizens Participation Plan is available on the COUNTY website at www.co.st-clair.il.us.



St. Clair County Intergovernmental Grants Department
Community Development Division

VILLAGE OF CAHOKIA HEIGHTS

Program Year 2022 CDBG- DR Contract

Piat Place Flood Reduction Project – 6060 Piat Place Centreville

This contract is hereby executed by the below signed, duly designated officials on behalf of the COUNTY and the MUNICIPALITY.

ATTEST:

By: Richard Duncan
Richard Duncan

Title: VILLAGE CLERK

Date: May 13, 2025

(MUNICIPALITY Seal)

ATTEST:

Tom Holbrook
TOM HOLBROOK, COUNTY CLERK
ST. CLAIR COUNTY, ILLINOIS



Date: 6/12/2025

Village of Cahokia Heights

MUNICIPALITY

By: Curtis McCall
Curtis McCall

Title: Mayor

BY: Mark A. Kern
MARK A. KERN, CHAIRMAN
ST. CLAIR COUNTY, ILLINOIS

Special Provisions: YES X NO _____

During the environmental review process (see section 34 of this contract) the project location and description, as noted above, may be determined to be within or near a flood hazard area and/or wetland. In compliance with Executive order 11988, particularly section 2(a); 24 CFR Part 55, an 8 Step Process may have to be completed. As a result, the project funded under this contract must conform to compliance with state and local floodplain/wetland protection procedures where applicable.

Section 2: Description of How Project Will Be Accomplished

Include labor type, i.e., by contract labor, municipal labor, by a combination of both, or other means. (Municipal labor is not eligible for reimbursement with CDBG funds.) Identify how Minority Business Enterprise (MBE) will be utilized within the project.

- 1) This project will be accomplished through contract labor utilizing competitive bidding
YES X NO _____ OTHER _____
Municipal labor may include _____
- 2) Contractors and Subcontractors will use existing U.S. Department of Labor Area Wage Determination Rates under the Davis Bacon Act. MANDATORY
- 3) No less than fifteen percent (15%) of the contracted amount will be expended through an approved MBE, either through service, labor, materials, or any combination thereof.
YES X NO _____ OTHER _____
Type of work to be performed by MBE Unknown at this time
- 4) Land acquisition is required.
YES _____ NO X

PY 2022 VILLAGE OF CAHOKIA HEIGHTS

EXHIBIT B
Budget Estimate

PROJECT BUDGET AND FUNDING

1.	Project Budget	
	a. Construction Costs	\$ <u>7,704,000.00</u>
	b. Real Property Acquisition	\$ <u></u>
	c. Architect/Engineer (max 15% of expended CDBG Funds)	\$ <u>844,600.00</u>
	d. Other Cost	\$ <u>680,600.00</u>
2.	Contingency (not to exceed 10% of grant total)	\$ <u>770,800.00</u>
	e. Total Estimated Project Cost	\$ <u>10,000,00.00</u>
3.	Source of Funds	
	f. CDBG -DR MID Funds***	\$ <u>8,530,000.00</u>
	CDBG-DR Mitigation Fund (15%)	\$ <u>1,470,000.00</u>
	TOTAL CDBG-DR FUNDS	\$ <u>10,000,000.00</u>
4.	Other Funds: (SPECIFY)	
	<u>GIGO– Green Infrastructure</u>	\$ <u>819,000.00</u>
	<u>Grant Opportunity FY2025</u>	\$ <u></u>
	<u></u>	\$ <u></u>
	<u>Community Change Grant (Climate</u>	\$ <u>1,331,000.00</u>
	<u>Action Eligible Project)</u>	\$ <u></u>
	Total Other Funds	\$ <u>2,150,000.00</u>
	g. Municipal Funds	\$ <u></u>
	h. TOTAL PROJECT FUNDS	\$ <u>12,150,000.00</u>

Program Year 2022 VILLAGE OF CAHOKIA HEIGHTS

EXHIBIT C

Estimated Timetable/Performance Measures

	<i><u>Estimated Date</u></i>
A. Community Development Contract Executed	<u>06/01/2025</u>
B. Architect/Engineer Contract Executed	<u>06/23/2025</u>
C. Secure Project Easements – If Applicable (Easements must be settled before project is bid)	<u>07/20/2025</u>
D. Plans and Specifications Submitted to IGD for review	<u>08/17/2025</u>
E. Advertise for Bids (estimated)	<u>09/21/2025</u>
F. Award Date of Project (estimated)	<u>10/31/2025</u>
G. Estimated Start Date of Construction	<u>11/20/2025</u>
H. Estimated Completion Date of Construction	<u>08/31/2026</u>
I. Contract Expiration Date	<u>6/30/2027</u>

Note: All dates are intended as project guidelines. Any later dates deviating from this schedule must be cleared in writing from the County.



St. Clair County

INTERGOVERNMENTAL GRANTS DEPARTMENT

Date:

To:

Address:

Recertification Due Date:

Documentation Deadline:

Dear [Client Name],

This is a **second reminder** that your **annual recertification for the Rental Housing Support Program (RHSP)** is due soon. To remain eligible for rental assistance, please submit **all required documentation by [Documentation Deadline]**.

Our records show we have not yet received your complete recertification packet. If you have already submitted your documents, please contact me to confirm that they have been received.

Failure to provide all required paperwork by the deadline may result in termination of your rental assistance, and you will be responsible for the full rent amount.

Please review the required documents list included in your initial letter and submit any missing information as soon as possible.

Required Documents Checklist

Please submit copies of the following documents for all household members age 18 and older, and for any new household members:

- Government-issued Photo ID – for anyone 18+ if not already on file
- Social Security Card – for new household members or if not on file
- Birth Certificate – for new household members under age 18 or if not on file
- Proof of income for the past 90 days – for anyone 18+
- Bank statements for the past 90 days for all accounts and household members
- 2024 Federal Tax Return (or IRS “Notice of Non-Filing” if applicable)
- Current utility bill (electric, gas, water, or sewer)
- Most recent rent receipt

If you have any questions, or if you need help gathering your documents, please call **618-825-3333** or email **Mercedes.Collado@co.st-clair.il.us** right away.

Sincerely,

Mercedes Collado

HRC/CDBG Program Specialist II

St. Clair County IGD



St. Clair County

INTERGOVERNMENTAL GRANTS DEPARTMENT

Date:

To:

Address:

Recertification Due Date:

Documentation Deadline:

Dear [Client Name],

This is your **3rd notice** to complete your **annual recertification for the Rental Housing Support Program (RHSP)**.

We must receive **all required documents by [Documentation Deadline]** to determine your continued eligibility for rental assistance. Failure to provide your recertification paperwork by this date will result in **termination of your rental assistance**, and you will be responsible for the full rent amount.

If you have already submitted your documents, please contact me immediately to confirm receipt. If you have not, please submit all required paperwork without delay.

Required Documents Checklist

Please submit copies of the following documents for all household members age 18 and older, and for any new household members:

- Government-issued Photo ID – for anyone 18+ if not already on file
- Social Security Card – for new household members or if not on file
- Birth Certificate – for new household members under age 18 or if not on file
- Proof of income for the past 90 days – for anyone 18+
- Bank statements for the past 90 days for all accounts and household members
- 2024 Federal Tax Return (or IRS “Notice of Non-Filing” if applicable)
- Current utility bill (electric, gas, water, or sewer)
- Most recent rent receipt

If you are facing difficulties collecting your documents or need clarification, please contact me **immediately** at **618-825-3333** or **Mercedes.Collado@co.st-clair.il.us**.

Thank you for your prompt attention to this matter.

Sincerely,

Mercedes Collado

HRC/CDBG Program Specialist II

St. Clair County IGD



St. Clair County

INTERGOVERNMENTAL GRANTS DEPARTMENT

Date:

To:

Address:

Recertification Due Date:

Documentation Deadline:

Subject: Final Notice – Annual Recertification Required

Dear [Client Name],

This letter serves as your **final notice** to complete your **annual recertification for the Rental Housing Support Program (RHSP)**.

Our records show that we have **not yet received your required recertification documents**. To remain eligible for rental assistance, you must submit **all required documentation no later than [Documentation Deadline]**.

If we do not receive your completed paperwork by this date, your **rental assistance will be terminated**, and you will be **responsible for paying the full rent amount** to your landlord.

If you have already submitted your documents, please contact me immediately to confirm receipt. If you have not yet done so, please submit them **as soon as possible**.

Required documents include (but are not limited to):

- Photo ID for all adults (18+)
- Social Security cards and birth certificates for household members as applicable
- Proof of income and bank statements for the past 90 days
- 2024 Federal Tax Return or IRS "Notice of Non-Filing"
- Current utility bill and most recent rent receipt

If you are experiencing difficulties obtaining any required documentation or need clarification, please contact me **immediately** at **618-825-3333** or **Mercedes.Collado@co.st-clair.il.us**.

Thank you for your prompt attention to this matter.

Sincerely,

Mercedes Collado

HRC/CDBG Program Specialist II

St. Clair County IGD

