



MIDWEST REGION
FOUNDATION FOR FAIR CONTRACTING, INC.

RECEIVED

NOV 1 2012

EU GENERAL COUNSEL

10/29/2012

Eastern Illinois University
Robert L. Miller
2102 Blair Hall 600 Lincoln Ave
Charleston, IL 61920-3099

Re: EIU Track & Football Field

FOIA Officer:

In an effort to participate in the activities of Illinois government and pursuant to the provisions of the Freedom of Information Act, please consider this a formal request for copies of the following records pertaining to the above referenced projects.

1. Copy of your public body's resolution to perform the project;
2. Copies of the minutes from all meetings (including general meetings, committee meetings, executive board meetings, and/or any other) where this project was discussed;
3. Copies of your public body's current prevailing wage resolution and copy of the public notice (dated newspaper advertisements);
4. Copies of any record indicating how the public body chose the engineering firm for this project;
5. Copies of the invitation to bid (dated newspaper advertisements);
6. Copies of bid tabulations submitted by all contractors;
7. Copy of the description of funding or funding agreement used to finance the project;
8. Copy of the notice of award and copy of the notice to proceed;
9. Copy of the Bid Specification, including a copy of the Prevailing Wage Requirement, and any Addenda issued (drawings are not requested);
10. Copy of the signed contract documents including copies of the contractor's Performance Bond and Certificates of Insurance;
11. List of any subcontractors and copies of subcontractor's bonds and proofs of insurance;
12. Copies of certified weekly payroll reports to date;
13. Copies of any Employee Labor Standards Interview Reports (e.g. IDOT Form BC 163A, Form HUD-11, or equivalent);
14. Copies of all Substance Abuse Programs for all contractors and subcontractors pursuant to Public Act 95-0635, the Substance Abuse Prevention on Public Works Act;



15. ■ Copies of any/all daily Engineer work logs;
16. ■ Copies of any/all daily Engineer Records;
17. ■ Copies of any/all correspondence (electronic or otherwise) with the engineering firm or any employee of the firm regarding this project;
18. ■ Copies of any/all correspondence (electronic or otherwise) with any/all contractors or employees of any/all contractors regarding this project;
19. ■ Copies of any/all material suppliers on this project along with material invoices for this project;
20. ■ Copies of any/all change orders issued.

As a not-for-profit organization serving the public interest, we respectfully request the waiver of any fees for copying the requested records as the specific principal purpose of the request is to access and disseminate information regarding the health, safety and welfare and/or the legal rights of the general public and is not for the principal purpose of personal or commercial benefit.; if there are any fees please bill our Springfield office.

Additionally, in keeping with our efforts to be environmentally friendly, we request that ALL RECORDS BE PROVIDED TO US IN AN ELECTRONIC FORMAT, PREFERABLY PDF DOCUMENTS WHEN FEASIBLE.

Please send the requested documents to

If any portion of this request is denied, please cite the specific exemption(s), which you believe, allows for the denial and inform us of the appeal procedures available to us under the law. Also, please provide us with the name, title and address of the person(s) to who serve as the public body's FOIA and OMA Officer(s).

We would appreciate your handling this request as soon as possible and we look forward to hearing from you within the limits allotted by the Act. Thank you for your time and consideration regarding this matter. If I can assist you in any way possible, please feel free to contact me by phone, , or by mail at

Sincerely,



Clint Lorton
Field Supervisor

cc: MRFFC Director
MRFFC Legal Dept.