

US EPA ARCHIVE DOCUMENT

Illinois Environmental Protection Agency ERP Project
Quarterly Progress Report

Reporting Period: April 1, 2009 – June 30, 2009
Report Due Date: July 15, 2009

Overall Project Period: June 15, 2006 – November 10, 2009
Grant #: PI 96548101

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Part 1 – Synopsis of Accomplishments

Site inspections continued during the reporting period and concluded around the end of April. Data entry commenced at this time and continued through the reporting period. During May & June, the Procurement Business Case (PBC) for Phase II of the project was developed based on the scope of work submitted by the contractor Cadmus. This PBC was then submitted to our fiscal officer and board for review.

Part 2 – Narrative Discussion

Site visits were completed on the Category 1 sites just after the beginning of the reporting period. The following four categories (two through five) were completed toward the end of April. This was slightly later than the originally predicted mid-April date. Typical site visit preparation involved segregating the sites by groups based on their location. This clustering approach of sites for visits was based on city/town, telephone prefix and by their proximity to reduce travel between sites. The number of site visits prepared for a day was typically six. Some days included more visits, some less, but this number worked well with travel time factored in. After the sites were selected, they were located and mapped using MapQuest. Maps and checklists were then printed and organized in order of visits.

Initial site visits ran about 40 to 50 minutes due to the newness of the checklist routine. However, as visits progressed the in-shop time shortened somewhat, but the time made up for in familiarity of routine was now being expended on pollution prevention (P2) and energy efficiency (E2) discussions with the shops. In early site visits, shops did not receive as much counsel in P2/E2 as did the later site visits. This was due mainly to the focus of the visit was on the required data on the checklist. As inspector comfort level with the checklist increased, the site visit data was still collected, but more emphasis could be placed on P2/E2 instruction.

As information was collected from the site visits, the checklists were compiled and set aside. All site visit data was collected prior to the commencement of entering the information into the data base. At the time of this report, data entry is ongoing and is expected to be completed about midway through the next reporting period.

The Phase II Scope of Work was submitted for review to the State of Illinois EPA by the contractor during the early part of this reporting period. Upon review, the document was approved.

During May & June, the Procurement Business Case (PBC) for Phase II of the project was developed and submitted to the State's fiscal officer and board for review. At the time of this report, that review was ongoing. The PBC provides information on the state's involvement in the project and how that project will impact state resources.

Part 3 – Financial Report

Confidential financial business information removed by EPA.