

**From:** Eric Olsauskas  
**Sent:** Monday, July 21, 2025 9:13 AM  
**To:** cityclerk@cityofmarseilles.com  
**Subject:** FOIA Request – Competitive Bidding, City Engineer Reports, and Project Documentation (2020–2025)

**Freedom of Information Act (FOIA) Request**

**Submitted by:**

Eric Olsauskas

**Date:** July 21, 2025

**To:**

Lesley Hart, FOIA Officer

City of Marseilles

209 Lincoln Street

Marseilles, IL 61341

cityclerk@cityofmarseilles.com

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**RE: FOIA Request – Competitive Bidding, City Engineer Reports, and Project Documentation (2020–2025)**

Dear Ms. Hart:

Pursuant to the Illinois Freedom of Information Act (5 ILCS 140), I hereby request access to the following public records for transparency and compliance review related to public works and capital projects undertaken by the City of Marseilles:

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*1. All bids submitted (including winning and losing bids) for public works and improvement projects with total expenses exceeding the formal bid threshold as defined in City Ordinance § 36.10.*

This includes, but is not limited to:

- I-80 Water Main Project
- 200 Riverfront Development
- Broadway Park construction and enhancements
- Marseilles Boat Launch improvements
- Any other public works projects initiated or contracted from January 1, 2020 through the date of fulfillment

For each project listed or qualifying under the ordinance, please provide:

- Copies of bid advertisements and public notices as required by § 36.13
- Copies of all sealed bid submissions and supporting documents
- The date, time, and location of bid opening
- Documentation identifying the lowest responsible bidder
- Awarded contract(s) and payment bonds as required by § 36.16
- City Council minutes or voting records approving bids or work
- Any and all written authorizations for extra work per § 36.17
- Corresponding payment records and change orders, if applicable

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*2. All reports, written estimates, plans, profiles, and specifications prepared and/or reviewed by the City Engineer in connection with the projects listed above or any other public improvement exceeding the ordinance threshold.*

This is to include all documentation under:

- § 36.11 – Written cost estimates
- § 36.12 – Plan and specification review
- § 36.20 – Engineer’s final or progress reports

Please ensure reports are tied to each specific project.

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*3. All email correspondence to or from City Engineer Michael Etscheid related to public improvement projects from January 1, 2020 through the date of fulfillment, including but not limited to discussions of:*

- Bid preparation, review, or evaluation
- Project design, amendments, or changes
- Compliance with ordinance requirements
- Contractor performance or issues
- Payment approvals or progress updates

Please include all responsive emails sent from or received at any **city-assigned email addresses** associated with:

- **City Engineer Michael Etscheid**
- **Mayor James Hollenbeck**
- **Commissioner Bobby Kaminski**

If multiple email addresses have been assigned to any of the above individuals, I request that all such accounts be included in this search.

#### *4. Digital Delivery Option:*

Pursuant to 5 ILCS 140/6(a), which allows requesters to specify the format of delivery, I am able and willing to provide a **secure Google Drive upload link** to the FOIA Officer for the purpose of delivering responsive electronic records. This may simplify the process and avoid the need for physical USB media. Please let me when you will want the link, and I will promptly provide the secure upload link.

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#### *5. Fee Waiver Request:*

Pursuant to 5 ILCS 140/6(c), I request a waiver of all fees associated with this request. This request is submitted in the public interest, and the information sought will contribute significantly to public understanding of the city's management of taxpayer-funded infrastructure projects. It is not being made for commercial purposes.

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#### *6. Notice of Oversight and PAC Review:*

Please note that I will be thoroughly reviewing all responsive materials for compliance with City Code and FOIA law. Should any portion of this request be improperly denied or documents omitted without adequate legal justification, I will file a formal Request for Review with the Public Access Counselor (PAC) under 5 ILCS 140/9.5.

- If any records are redacted, please provide the specific exemption(s) relied upon and the required written explanation per 5 ILCS 140/9(a).
  - Where available, please include metadata, user login histories, or audit logs connected to any digital records, including bidding documents and project files.
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Please confirm receipt of this request and notify me if any clarification is needed. I am willing to accept all responsive records electronically via email or secure download.

Sincerely,  
**Eric Olsauskas**

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