

VILLAGE OF DOWNERS GROVE
Report for the Village Council Meeting
12/10/2019

| | |
|---|--|
| SUBJECT: | SUBMITTED BY: |
| Drinking Water Laboratory Services for 2020 | Nan Newlon Director of Public Works |

SYNOPSIS

A motion is requested to authorize the approval of a contract for laboratory services for drinking water testing with Suburban Laboratories of Geneva, Illinois in the amount of \$15,674 as a sole source supplier.

STRATEGIC PLAN ALIGNMENT

The goals for 2019-2021 include *Exceptional Municipal Services*.

FISCAL IMPACT

The FY20 Budget includes \$21,100 in the Water Fund for laboratory services.

RECOMMENDATION

Approval on the December 10, 2019 consent agenda.

BACKGROUND

The Village is required by both the United States Environmental Protection Agency (USEPA) and the Illinois Environmental Protection Agency (IEPA) to collect and report the findings of drinking water quality samples. Laboratories are accredited for the following fields of testing: Drinking Water Inorganic (DWI), Drinking Water Organic (DWO), Solid Chemical Material Inorganic (SCMI), Solid Chemical Material Organic (SCMO), and Waste Water.

Staff is recommending the approval of this contract with Suburban Laboratories as a sole source vendor for the following reasons:

1. It is the nearest laboratory accredited in every required field of testing. The proximity of the laboratory is important because routine bacteriological samples must be received and analyzed by an IEPA-accredited lab within 24 hours of being collected. The Village is currently required to perform a minimum of sixty bacteriological samples per month.
2. Suburban Labs has been testing public community drinking water for over 40 years and for the Village of Downers Grove for 20 years. Their professional staff has more than 100 combined years of experience and has tested more than 1 million compliance samples.

3. Suburban Labs provides a systematic monitoring and record-keeping system that promotes regulatory compliance with sampling including:
 - Automatic sample scheduling and bottle shipping
 - Electronic or pre-printed chain-of-custody record, bottle labels and lab slips
 - On-line access to reports and invoices
 - Electronic Data Deliverables (EDD)
 - Liaison services between the Village and EPA, and
 - Staff on call for emergency service
 - Illinois municipal customers also have access to eLog, a custom built application for coliform sample collection. eLog replaces paper forms and comes pre-loaded with all of the Village's IEPA site codes.

In addition to the sampling required by the Illinois EPA, samples will be taken after water system valve replacements, fire hydrant replacements, and emergency water main repairs that require the pressure in the water main to drop below 20 psi. The amount estimated for the additional sampling comes to \$3,000. This amount is based on a yearly average of routine maintenance events or emergency repairs where the pressure in the water main drops below 20 pounds per square inch of pressure.

ATTACHMENTS

Contract Documents

SUBURBAN LABORATORIES, Inc.

1950 S. Batavia Ave., Suite 150 Geneva, Illinois 60134
Tel. (708) 544-3260 • Toll Free (800) 783-LABS
Fax (708) 544-8587
www.suburbanlabs.com

11/13/2019

DAVID MOODY
DOWNERS GROVE
5101 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Facility ID: IL0430300
Phone: 815-756-9041

Thank you for the opportunity to submit an estimated budget for annual drinking water testing. Suburban Laboratories, established in 1936, has been providing drinking water testing services to communities in Illinois for over 35 years. We are the largest private drinking water lab in northern Illinois and we are dedicated to ensuring your community's compliance with drinking water regulations. The following estimated budget includes testing requirements downloaded from the IEPA's on-line monitoring schedule as of today.

Suburban Laboratories Services

- Automatic bottle shipping (just fill the bottles and return to the lab)
- Dedicated project management staff with over 30 years of experience
- Courier service available throughout Illinois
- Results electronically reported to IEPA
- Internal monthly Precompliance Review
- Sample scheduling system integrated with on-line monitoring schedules
- Expert compliance and regulatory liaison with the IEPA Compliance Assurance Section
- Laboratory open 365 days a year
- No annual prepayment (pay as you go)

Suburban Laboratories stands ready to assist you and we will be happy to come out to your community to demonstrate our powerful compliance system. Thank you for considering Suburban Laboratories as your partner in compliance.

Patrick Rodriguez
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Dan Galeher
Vice President of Sales
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Patrick Liberg
Drinking Water Project Manager
PatL@suburbanlabs.com

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Estimated Budget for Testing Requirements Between 1/1/2020 through 12/31/2020

System/PWSID: **DOWNERS GROVE IL0430300**

Population: 49,403

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11/13/2019

| <i>Program/Contaminant</i> | <i>Annual Samples</i> | <i>Price</i> | <i>Annual Cost</i> |
|--|-----------------------|--------------|--------------------|
| STAGE2 DBPR SUPART V | 8 | \$160.00 | \$1,280.00 |
| IOC | 2 | \$175.00 | \$350.00 |
| NITRITE | 1 | \$25.00 | \$25.00 |
| NITRATE | 1 | \$35.00 | \$35.00 |
| LEAD_COPPER | 30 | \$20.00 | \$600.00 |
| SOC_W_GLPHOS | 1 | \$770.00 | \$770.00 |
| VOC | 2 | \$90.00 | \$180.00 |
| Total Estimated Non Coliform Cost | | | \$3,240.00 |
| Total Coliforms (Distribution and Wells) | 756 | \$11.50 | \$8,694.00 |

| | | | |
|---|---|----------|----------|
| RAD_WO_U | 2 | \$220.00 | \$440.00 |
| Total Estimated Subcontract: | | | \$440.00 |
| RAD 1. RAD analyses are subcontracted to another IL certified lab. | | | |

Quarterly Stage 2 OEL Calculation Report \$75.00
 \$75.00 X 4 = \$300.00

- Actual costs will depend upon the amount of testing performed and may vary due IEPA changes to the monitoring schedule, as well as current market conditions at the time the testing cycle begins.
- Coliform samples requiring membrane filtration (new construction) analysis add \$2.00 to routine coliform price.
- Holiday and Weekend charges may apply for emergency service.
- Some tests may be subcontracted to another IL certified laboratory.
- These prices include all the associated costs of managing the System's drinking water testing schedule, preparing preprinted COCs and bottle labels, electronic filing of all compliance data with IEPA, and other client associated costs, i.e., sample disposal and energy surcharge.

All tests listed are based on IEPA Supplied Compliance Monitoring Schedule downloaded on 4/9/2019.

All pricing is subject to Suburban Laboratories' Terms and Conditions. Prices effective 1/1/2020 through 12/31/2020.



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Cost Proposal for Testing Between 1/1/2020 through 12/31/2020

System/PWSID: **DOWNERS GROVE IL0430300**

Population: 49,403

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Annual

11/13/2019

Program/Contaminant

Samples

Price

Annual Cost

Nxt Coll DT

Sample Site COLIFORM

| Freq/CollectDt: | Nxt Coll DT | Contaminant | Samples | Price | Annual Cost |
|-----------------|-------------|-----------------|---------|---------|-------------|
| MN 5/1/2019 | | COLIFORM, TOTAL | 720 | \$11.50 | \$8,280.00 |
| MN 5/1/2019 | | ECOLI | 36 | \$11.50 | \$414.00 |

Nxt Coll DT

Sample Site DISTRIBUTION

| Freq/CollectDt: | Nxt Coll DT | Contaminant | Samples | Price | Annual Cost |
|-----------------|-------------|----------------------|---------|----------|-------------|
| QT 5/8/2019 | | STAGE2 DBPR SUPART V | 8 | \$160.00 | \$1,280.00 |

Nxt Coll DT

Sample Site LEAD AND COPPER

| Freq/CollectDt: | Nxt Coll DT | Contaminant | Samples | Price | Annual Cost |
|-----------------|-------------|-------------|---------|---------|-------------|
| 3Y 6/1/2020 | | LEAD_COPPER | 30 | \$20.00 | \$600.00 |

Nxt Coll DT

Sample Site WL20710

| Freq/CollectDt: | Nxt Coll DT | Contaminant | Samples | Price | Annual Cost |
|-----------------|-------------|----------------|---------|----------|-------------|
| 3Y 1/1/2020 | | IOC | 1 | \$175.00 | \$175.00 |
| 3Y 1/1/2020 | | NITRATE | 1 | \$35.00 | \$35.00 |
| 3Y 1/1/2020 | | NITRITE | 1 | \$25.00 | \$25.00 |
| 3Y 1/1/2020 | | SOC_W_GLPHOS | 1 | \$770.00 | \$770.00 |
| 3Y 1/1/2020 VOC | | VINYL CHLORIDE | 1 | \$0.00 | \$0.00 |
| 3Y 1/1/2020 | | VOC | 1 | \$90.00 | \$90.00 |

Nxt Coll DT

Sample Site WL20715

| Freq/CollectDt: | Nxt Coll DT | Contaminant | Samples | Price | Annual Cost |
|-----------------|-------------|----------------|---------|----------|-------------|
| 3Y 1/1/2020 | | IOC | 1 | \$175.00 | \$175.00 |
| YR 1/1/2020 VOC | | VINYL CHLORIDE | 1 | \$0.00 | \$0.00 |
| YR 1/1/2020 | | VOC | 1 | \$90.00 | \$90.00 |

Nxt Coll DT

| Freq/CollectDt: | Nxt Coll DT | Contaminant | Samples | Price | Annual Cost |
|-----------------|-------------|--|---------|--------|-------------|
| MN | | Monthly IEPA "Compliance Comfort" Management | 12 | \$0.00 | \$0.00 |



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DRINKING WATER TESTING AGREEMENT

1. **Testing Requirements:** SLI will use monitoring schedules found on the Illinois EPA's Drinking Water Watch website to determine when you must collect samples and report results. Prior to or at the beginning of the monitoring period, SLI will send sampling containers to the "Bottle Recipient" specified below. If you are notified by the regulatory agency that the testing requirements have changed, you must forward a copy of the notification to SLI immediately.

2. **Compliance Assurance:** SLI will determine your compliance with monitoring schedules on a monthly basis. If SLI has not received samples by the end of the monitoring period, SLI will notify you before the end of the monitoring period. If any testing results are over the maximum contaminant level (MCL), SLI will re-check the results to ensure accuracy. SLI will notify you of any exceedances prior to submitting results to the regulatory agency.

3. **Re-samples:** A re-sample may be required whenever there is an MCL exceedance, quality control failure or other problem with the sample. If a re-sample is required SLI will contact you by email or telephone. SLI will also notify the regulatory agency if applicable.

4. **Reporting Results:** SLI will furnish one copy of each final report to the "Report Recipient" specified below via electronic mail. SLI will also report all drinking water results to the applicable regulatory agency.

5. **Invoicing:** SLI will send an invoice to the "Invoice Recipient" specified below on a monthly basis via electronic mail. You are responsible for paying for all samples, re-samples and other services including courier service and monthly management fees if applicable. If monthly services are less than \$50.00, the entire annual amount for the monthly service will be included on the first invoice.

6. **Method of Payment:** You agree to pay for services as stated in the price quotation or according to our then current fee schedule if there is no other written agreement as to price. You also agree to pay invoices within 30 days of receipt of invoice and agree to pay interest on unpaid balances beginning 31 days after receipt of invoice at the rate of 1.5% per month.

7. **Subcontracting:** SLI reserves the right to subcontract any portion of the services with prior notification.

8. **Force Majeure:** SLI will have no liability for nonperformance caused in whole or in part by causes beyond our reasonable control. Such causes include, but are not limited to, Acts of God or a public enemy, civil unrest, war, labor unrest/strikes, unusually severe weather, power and equipment failures, analytical method limitations, matrix interferences, acts of authorities, and failures of subcontractors or vendors that could not be reasonably anticipated.

9. **Standard of Care:** The service shall be conducted with the level of care and skill ordinarily exercised by a similar environmental laboratory in the same locale acting under similar circumstances and conditions. SLI makes no other representation, guarantee, or warranty, expressed or implied, in fact or by law, whether of merchantability, fitness for any particular purpose or otherwise concerning any of the services which may be furnished by us to you.

10. **Termination.** This Agreement may be terminated by either party for convenience without cause with a sixty (60) calendar days written notice.

Proposal Date: 11/13/2019

Prepared For: DAVID MOODY

System and FacilityID: DOWNERS GROVE IL0430300

| | Bottle Recipient | Report Recipient | Invoice Recipient |
|---------|------------------|------------------|-------------------|
| Name | | | |
| Address | | | |
| Phone | | | |
| Fax | | | |
| Email | | | |

Acceptance and Approval:

Signature of Authorized Representative

Print Name & Title

Date

