

**VILLAGE OF DOWNERS GROVE**  
**Report for the Village Council Meeting**  
**4/21/2020**

<b>SUBJECT:</b>	<b>SUBMITTED BY:</b>
Water System Leak Detection Services	Andy Sikich Director of Public Works

**SYNOPSIS**

A motion is requested authorizing the execution of a three-year contract for water system leak detection services with M.E. Simpson Co., Inc. of Valparaiso, Indiana in the amount of \$192,810.

**STRATEGIC PLAN ALIGNMENT**

The goals for 2019-2021 include *Top Quality Infrastructure*.

**FISCAL IMPACT**

The FY20 budget provides \$65,000 in the Water Fund for water system leak detection services. It is anticipated that \$64,270 of the \$192,810 will be spent in 2020. Future years will be budgeted accordingly.

**RECOMMENDATION**

Approval on the April 21, 2020 consent agenda.

**BACKGROUND**

Each year the Village conducts proactive leak detection of the entire water system. This program involves employing a technical service company to use highly accurate, state-of-the-art acoustic equipment to find subsurface water system leaks and other sources of water loss for the Village's 233 mile water distribution system. This program is important for the following reasons:

- 1) Reducing the cost of lost water through leakage
- 2) Monitoring potential system operation and maintenance problems
- 3) Conserving freshwater resources, and
- 4) Ensuring sound and reliable water service for the customer.

The 2019 leak detection survey completed by M.E. Simpson pinpointed 17 leaks with an average water loss of 312,480 gallons per day. The repair of these leaks equates to a savings of \$566,854.34 annually based on a wholesale purchase price of water from the DuPage Water Commission of \$4.97 per 1,000 gallons.

In addition to the system survey, the Public Works department also requests site-specific leak detection services for some water main breaks and leaks. In many situations the exact location of an underground break or leak is difficult to determine because many factors influence the path the water takes before it ultimately surfaces. Using leak detection services prior to excavating shortens the length of time needed to find and repair the broken pipe and reduces the size of the excavation which minimizes the cost of restoration.

Staff developed a Request for Proposals (RFP) seeking services from a qualified vendor to provide water system leak detection services for 2020-2022 in accordance with established procurement procedures. Two proposals were received with pricing information summarized in the table below. The proposal submitted by Consulting Engineering, Inc. did not meet the bid requirements due to the lack of a local office, which was a requirement of the RFP, and due to a lack of positive local municipal references.

#### Three Year Price Summary for Leak Detection Survey

<b>Service Provider</b>	<b>Proposed Price 2020</b>	<b>Proposed Price 2021</b>	<b>Proposed Price 2022</b>	<b>3-Year Total</b>	
M.E. Simpson Co., Inc., Valparaiso, IN	\$44,270	\$44,270	\$44,270	\$132,810	
Consulting Engineering, Inc., Strongsville, OH	\$34,950	\$34,950	\$34,950	\$104,850	Did not meet requirements

#### Price Summary for Emergency Leak Detection Services

<b>Service Provider</b>	<b>Regular Business Hours</b>	<b>After Hours</b>	
M.E. Simpson Co., Inc., Valparaiso, IN	\$395 1 <sup>st</sup> hour and \$225 each additional	\$525 1 <sup>st</sup> hour and \$245 each additional	
Consulting Engineering, Inc., Strongsville, OH	\$225/hour	\$260/hour	Did not meet requirements

M.E. Simpson Company completed the prior three-year contract with good results and their cost to conduct the leak survey in 2019 reflects an 8.6% increase over the 2019 contract cost.

#### ATTACHMENTS

Contract Documents  
Contractor Evaluation

Village of Downers Grove



## REQUEST FOR PROPOSAL

**Name of Proposing Company:** M.E. Simpson Co., Inc.

**Project Name:** Water Distribution System Leak Detection Services

**Proposal No.:** RFP-0-71-2019/DC

**Proposal Due:** Friday, December 27, 2019 @ 10:00am

**Pre-Proposal Conference:** No

**Required of All Proposers:**

Deposit: No

Letter of Capability of Acquiring Performance Bond: No

**Required of Awarded Contractor:**

Performance Bond/Letter of Credit: No

Certificate of Insurance: Yes

Legal Advertisement Published: December 11, 2019

Date Issued: December 11, 2019

This document consists of 30 pages.

Return **original** and **two duplicate copies** of proposal in a **sealed envelope** marked with the Proposal Number as noted above to:

DOWNERS GROVE PUBLIC WORKS  
5101 WALNUT AVENUE  
DOWNERS GROVE, IL 60515  
PHONE: 630/434-5462  
FAX: 630/434-5495  
[www.downers.us](http://www.downers.us)

## Village of Downers Grove

The VILLAGE OF DOWNERS GROVE will receive proposals Monday thru Friday, 8:00 A.M. to 5:00 P.M. at the Downers Grove Public Works, 5101 Walnut Avenue, Downers Grove, IL 60515.

**SPECIFICATIONS MUST BE MET AT THE TIME THE PROPOSAL IS DUE.**

The Village Council reserves the right to accept or reject any and all Proposals, to waive technicalities and to accept or reject any item of any Proposal.

The documents constituting component parts of this contract are the following:

- I. REQUEST FOR PROPOSALS
- II. TERMS & CONDITIONS
- III. DETAILED SPECIFICATIONS
- IV. PROPOSER'S RESPONSE TO RFP
- V. PROPOSAL/CONTRACT FORM

**DO NOT DETACH ANY PORTION OF THIS DOCUMENT. INVALIDATION COULD RESULT.** Proposers MUST submit an original, and 2 additional paper copies of the total Proposal. Upon formal award of the Proposal, the successful Proposer will receive a copy of the executed contract.

## Village of Downers Grove

**I. REQUEST FOR PROPOSALS****1. GENERAL**

- 1.1 Notice is hereby given that the Village of Downers Grove will receive sealed Proposals up to Friday, December 27, 2019 @ 10:00am.
- 1.2 Proposals must be received at the Village of Downers Grove by the time and date specified. Proposals received after the specified time and date will not be accepted and will be returned unopened to the Proposer.
- 1.3 Proposal forms shall be sent to the Village of Downers Grove, ATTN: David Moody, in a sealed envelope marked "SEALED PROPOSAL". The envelope shall be marked with the name of the project, date, and time set for receipt of Proposals.
- 1.4 All Proposals must be submitted on the forms supplied by the Village and signed by a proper official of the company submitting the Proposal. Telephone, email and fax proposals will not be accepted.
- 1.5 By submitting this Proposal, the Proposer certifies under penalty of perjury that they have not acted in collusion with any other Proposer or potential Proposer.

**2. PREPARATION OF PROPOSAL**

- 2.1 It is the responsibility of the Proposer to carefully examine the specifications and proposal documents and to be familiar with all of the requirements, stipulations, provisions, and conditions surrounding the proposed services.
- 2.2 No oral or telephone interpretations of specifications shall be binding upon the Village. All requests for interpretations or clarifications shall be made in writing and received by the Village at least five (5) business days prior to the date set for receipt of Proposals. All changes or interpretations of the specifications shall be made by the Village in a written addendum to the Village's proposers of record.
- 2.3 In case of error in the extension of prices in the Proposal, the hourly rate or unit price will govern. In case of discrepancy in the price between the written and numerical amounts, the written amount will govern.
- 2.4 All costs incurred in the preparation, submission, and/or presentation of any Proposal including any Proposer's travel or personal expenses shall be the sole responsibility of the Proposer and will not be reimbursed by the Village.
- 2.5 The Proposer hereby affirms and states that the prices quoted herein constitute the total cost to the Village for all work involved in the respective items and that this cost also includes all insurance, bonds, royalties, transportation charges, use of all tools and equipment, superintendence, overhead expense, all profits and all other work, services and conditions necessarily involved in the work to be done and materials to be furnished in accordance with

## Village of Downers Grove

the requirements of the Contract Documents considered severally and collectively.

**3. PRE- PROPOSAL CONFERENCE**

3.1 A pre-proposal conference may be offered to provide additional information, inspection or review of current facilities or equipment, and to provide an open forum for questions from Proposers. This pre-proposal conference is not mandatory (unless stated "Required" on the cover of this document), but attendance by Proposers is strongly advised as this will be the last opportunity to ask questions concerning the Proposal.

3.2 Questions may be posed in writing to the Village (faxed and emailed questions are acceptable), but must be received by the Village prior to the scheduled time for the pre-proposal conference. Questions received will be considered at the conference. An addendum may be issued as a result of the pre-proposal conference. Such an addendum is subject to the provisions for issuance of an addendum as set forth in Section 2.2 above.

**4. MODIFICATION OR WITHDRAWAL OF PROPOSALS**

4.1 A Proposal that is in the possession of the Village may be altered by a letter bearing the signature or name of the person authorized for submitting a Proposal, provided that it is received prior to the time and date set for the Proposal opening. Telephone, email or verbal alterations of a Proposal will not be accepted.

4.2 A Proposal that is in the possession of the Village may be withdrawn by the Proposer, up to the time set for the Proposal opening, by a letter bearing the signature or name of the person authorized for submitting Proposals. Proposals may not be withdrawn after the Proposal opening and shall remain valid for a period of ninety (90) days from the date set for the Proposal opening, unless otherwise specified.

**5. SECURITY FOR PERFORMANCE**

5.1 The awarded contractor, within thirteen (13) calendar days after acceptance of the Proposer's Proposal by the Village, shall furnish security for performance acceptable to the Village when required under the documents. Such security shall be either a satisfactory performance bond (bonding company must be licensed to do business in Illinois) or a letter of credit on the form provided by the Village and available from the Village's Purchasing Manager. Any bond shall include a provision as will guarantee faithful performance of the Illinois Prevailing Wage Act, 820 ILCS 130/1 et seq. **NOTE: As evidence of capability to provide such security for performance, each Proposer shall submit with the Proposal either a letter executed by its surety company indicating the Proposer's performance bonding capability, or a letter from a bank or savings and loan within twenty-five miles of the corporate boundaries of the Village indicating its willingness and intent to provide a letter of credit for the Proposer.**

**6. DELIVERY**

6.1 All proposal prices are to be quoted, delivered F.O.B. Village of Downers Grove Public Works, 5101 Walnut, Downers Grove, IL 60515.

## Village of Downers Grove

**7. TAX EXEMPTION**

- 7.1 The Village is exempt from Illinois sales or use tax for direct purchases of materials and supplies. A copy of the Illinois Sales Tax Exemption Form will be issued upon request. The Village's federal identification will also be provided to selected vendor.

**8. RESERVED RIGHTS**

- 8.1 The Village reserves the exclusive right to waive sections, technicalities, irregularities and informalities and to accept or reject any and all Proposals and to disapprove of any and all subcontractors as may be in the best interest of the Village. Time and date requirements for receipt of Proposals will not be waived.

**II. TERMS AND CONDITIONS****9. VILLAGE ORDINANCES**

- 9.1 The successful Proposer will strictly comply with all ordinances of the Village of Downers Grove and laws of the State of Illinois.

**10. USE OF VILLAGE'S NAME**

- 10.1 The Proposer is specifically denied the right of using in any form or medium the name of the Village for public advertising unless express permission is granted by the Village.

**11. SPECIAL HANDLING**

- 11.1 Prior to delivery of any product which is caustic, corrosive, flammable or dangerous to handle, the Proposer will provide written directions as to methods of handling such products, as well as the antidote or neutralizing material required for its first aid before delivery. Proposer shall also notify the Village and provide material safety data sheets for all substances used in connection with this Contract which are defined as toxic under the Illinois Toxic Substances Disclosure to Employees Act.

**12. INDEMNITY AND HOLD HARMLESS AGREEMENT**

- 12.1 To the fullest extent permitted by law, the Proposer shall indemnify, keep and save harmless the Village and its agents, officers, and employees, against all injuries, deaths, losses, damages, claims, suits, liabilities, judgments, costs and expenses, which may arise directly or indirectly from any negligence or from the reckless or willful misconduct of the Proposer, its employees, or its subcontractors, and the Proposer shall at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith, and, if any judgment shall be rendered against the Village in any such action, the Proposer shall, at its own expense, satisfy and discharge the same. This agreement shall not be construed as requiring the Proposer to indemnify the Village for its own negligence. The Proposer shall indemnify, keep and save harmless the Village only where a loss was caused by the negligent, willful or reckless acts or omissions of the Proposer, its employees, or its subcontractors.

## Village of Downers Grove

**13. NONDISCRIMINATION**

13.1 Proposer shall, as a party to a public contract:

- (a) Refrain from unlawful discrimination in employment and undertake affirmative action to assure equality of employment opportunity and eliminate the effects of past discrimination;
- (b) By submission of this Proposal, the Proposer certifies that it is an "equal opportunity employer" as defined by Section 2000(e) of Chapter 21, Title 42, U.S. Code Annotated and Executive Orders #11246 and #11375, which are incorporated herein by reference. The Equal Opportunity clause, Section 6.1 of the Rules and Regulations of the Department of Human Rights of the State of Illinois, is a material part of any contract awarded on the basis of this Proposal.

13.2 It is unlawful to discriminate on the basis of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, military status, order of protection status, sexual orientation, sexual identity, or an unfavorable discharge from military service. Proposer shall comply with standards set forth in Title VII of the Civil Rights Act of 1964, 42 U.S.C. Sec. 2000 et seq., The Human Rights Act of the State of Illinois, 775 ILCS 5/1-101 et. seq., and The Americans With Disabilities Act, 42 U.S.C. Sec. 12101 et. seq.

**14. SEXUAL HARASSMENT POLICY**

14.1 The Proposer, as a party to a public contract, shall have a written sexual harassment policy that:

- 14.1.1 Notes the illegality of sexual harassment;
- 14.1.2 Sets forth the State law definition of sexual harassment;
- 14.1.3 Describes sexual harassment utilizing examples;
- 14.1.4 Describes the Proposer's internal complaint process including penalties;
- 14.1.5 Describes the legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and the Human Rights Commission and how to contact these entities; and
- 14.1.6 Describes the protection against retaliation afforded under the Illinois Human Rights Act.

**15. EQUAL EMPLOYMENT OPPORTUNITY**

15.1 In the event of the Proposer's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois Human Rights Act or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the Proposer may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this Contract, the Proposer agrees as follows:

## Village of Downers Grove

- 15.1.1 That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, military status, order of protection status, sexual orientation, sexual identity or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- 15.1.2 That, if it hires additional employees in order to perform this Contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- 15.1.3 That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, military status, order of protection status, sexual orientation, or an unfavorable discharge from military services.
- 15.1.4 That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Proposer's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the Proposer in its efforts to comply with such Act and Rules and Regulations, the Proposer will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
- 15.1.5 That it will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.
- 15.1.6 That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purpose of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.
- 15.1.7 That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such

## Village of Downers Grove

subcontractor. In the same manner as with other provisions of this Contract, the Proposer will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the Proposer will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

**16. DRUG FREE WORK PLACE**

Proposer, as a party to a public contract, certifies and agrees that it will provide a drug free workplace by:

- 16.1 Publishing a statement: (1) Notifying employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance, including cannabis, is prohibited in the Village's or Proposer's workplace. (2) Specifying the actions that will be taken against employees for violations of such prohibition. (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will: (A) abide by the terms of the statement; and (B) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- 16.2 Establishing a drug free awareness program to inform employees about: (1) the dangers of drug abuse in the workplace; (2) the Village's or Proposer's policy of maintaining a drug free workplace; (3) any available drug counseling, rehabilitation and employee assistance programs; (4) the penalties that may be imposed upon employees for drug violations.
- 16.3 Providing a copy of the statement required above to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- 16.4 Notifying the contracting or granting agency within ten (10) days after receiving notice of any criminal drug statute conviction for a violation occurring in the workplace from an employee or otherwise receiving actual notice of such conviction.
- 16.5 Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted as required by section 5 of the Drug Free Workplace Act.
- 16.6 Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.
- 16.7 Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

**17. PATRIOT ACT COMPLIANCE**

- 17.1 The Proposer represents and warrants to the Village that neither it nor any of its principals,

## Village of Downers Grove

shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Proposer further represents and warrants to the Village that the Proposer and its principals, shareholders, members, partners, or affiliates, as applicable are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Contract on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Proposer hereby agrees to defend, indemnify and hold harmless the Village, and its elected or appointed officers, employees, agents, representatives, engineers and attorneys, from and against any and all claims, damages, losses, risks, liabilities and expenses (including reasonable attorney's fees and costs) arising from or related to any breach of the foregoing representations and warranties.

## 18. INSURANCE REQUIREMENTS

- 18.1 Prior to starting the work, Contractor and any Subcontractors shall procure, maintain and pay for such insurance as will protect against claims for bodily injury or death, or for damage to property, including loss of use, which may arise out of operations by the Contractor or Subcontractor or any Sub-Sub Contractor or by anyone employed by any of them, or by anyone for whose acts any of them may be liable. Such insurance shall not be less than the greater of coverages and limits of liability specified below or any coverages and limits of liability specified in the Contract Documents or coverages and limits required by law unless otherwise agreed to by the Village.

Workers Compensation	\$500,000	Statutory
Employers Liability	\$1,000,000	Each Accident
	\$1,000,000	Disease Policy Limit
	\$1,000,000	Disease Each Employee
Comprehensive General Liability	\$2,000,000	Each Occurrence
	\$2,000,000	Aggregate
		<b><i>(Applicable on a Per Project Basis)</i></b>
Commercial Automobile Liability	\$1,000,000	Each Accident
Professional Errors & Omissions	\$2,000,000	Each Claim
(pursuant to section .9 below)	\$2,000,000	Annual Aggregate
Umbrella Liability	\$ 5,000,000	

- 18.2 Commercial General Liability Insurance required under this paragraph shall be written on an

## Village of Downers Grove

- occurrence form and shall include coverage for Products/Completed Operations, Personal Injury with Employment Exclusion (if any) deleted, Blanket XCU and Blanket Contractual Liability insurance applicable to defense and indemnity obligations and other contractual indemnity assumed under the Contract Documents. The limit must be on a “Per Project Basis”.
- 18.3 Comprehensive Automobile Liability Insurance required under this paragraph shall include coverage for all owned, hired and non-owned automobiles.
- 18.4 Workers Compensation coverage shall include a waiver of subrogation against the Village.
- 18.5 Comprehensive General Liability, Employers Liability and Commercial Automobile Liability Insurance may be arranged under single policies for full minimum limits required, **or** by a combination of underlying policies with the balance provided by Umbrella and/or Excess Liability policies.
- 18.6 Contractor and all Subcontractors shall have their respective Comprehensive General Liability (including products/completed operations coverage), Employers Liability, Commercial Automobile Liability, and Umbrella/Excess Liability policies endorsed to add the “Village of Downers Grove, its officers, officials, employees and volunteers” as “additional insureds” with respect to liability arising out of operations performed; claims for bodily injury or death brought against the Village by any Contractor or Subcontractor employees, or the employees of Subcontractor’s subcontractors of any tier, however caused, related to the performance of operations under the Contract Documents. Such insurance afforded to the Village shall be endorsed to provide that the insurance provided under each policy shall be ***Primary and Non-Contributory***.
- 18.7 Contractor and all Subcontractors shall maintain in effect all insurance coverages required by the Contract Documents at their sole expense and with insurance carriers licensed to do business in the State of Illinois and having a current A. M. Best rating of no less than A- VIII. In the event that the Contractor or any Subcontractor fails to procure or maintain any insurance required by the Contract Documents, the Village may, at its option, purchase such coverage and deduct the cost thereof from any monies due to the Contractor or Subcontractor, or withhold funds in an amount sufficient to protect the Village, or terminate this Contract pursuant to its terms.
- 18.8 All insurance policies shall contain a provision that coverages and limits afforded hereunder shall not be canceled, materially changed, non-renewed or restrictive modifications added, without thirty (30) days prior written notice to the Village. Renewal certificates shall be provided to the Village not less than five (5) days prior to the expiration date of any of the required policies. All Certificates of Insurance shall be in a form acceptable to Village and shall provide satisfactory evidence of compliance with all insurance requirements. The Village shall not be obligated to review such certificates or other evidence of insurance, or to advise Contractor or Subcontractor of any deficiencies in such documents, and receipt thereof shall not relieve the Contractor or Subcontractor from, nor be deemed a waiver of the

## Village of Downers Grove

right to enforce the terms of the obligations hereunder. The Village shall have the right to examine any policy required and evidenced on the Certificate of Insurance.

- 18.9 Only in the event that the Work under the Contract Documents includes design, consultation, or any other professional services, Contractor or the Subcontractor shall procure, maintain, and pay for Professional Errors and Omissions insurance with limits of not less than \$2,000,000 per claim and \$2,000,000 annual aggregate. If such insurance is written on a claim made basis, the retrospective date shall be prior to the start of the Work under the Contract Documents. Contractor and all Subcontractors agree to maintain such coverage for three (3) years after final acceptance of the Project by the Village or such longer period as the Contract Documents may require. Renewal policies during this period shall maintain the same retroactive date.
- 18.10 Any deductibles or self-insured retentions shall be the sole responsibility of the Insured. At the option of the Village, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the Village, its officers, officials, employees and volunteers; or the Proposer shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

**19. COPYRIGHT/PATENT INFRINGEMENT**

- 19.1 The Proposer agrees to indemnify, defend, and hold harmless the Village against any suit, claim, or proceeding brought against the Village for alleged use of any equipment, systems, or services provided by the Proposer that constitutes a misuse of any proprietary or trade secret information or an infringement of any patent or copyright.

**20. COMPLIANCE WITH OSHA STANDARDS**

- 20.1 Equipment supplied to the Village must comply with all requirements and standards as specified by the Occupational Safety and Health Act. All guards and protectors as well as appropriate markings will be in place before delivery. Items not meeting any OSHA specifications will be refused.

**21. CERCLA INDEMNIFICATION**

- 21.1 In the event this is a contract that has environment aspects, the Proposer shall, to the maximum extent permitted by law, indemnify, defend, and hold harmless the Village, its officers, employees, agents, and attorneys from and against any and all liability, including without limitation, costs of response, removal, remediation, investigation, property damage, personal injury, damage to natural resources, health assessments, health settlements, attorneys' fees, and other related transaction costs arising under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) of 1980, 42 U.S.C.A. Sec. 9601, *et seq.*, as amended, and all other applicable statutes, regulations, ordinances, and under common law for any release or threatened release of the waste material collected by the Proposer, both before and after its disposal.

**22. CAMPAIGN DISCLOSURE**

- 22.1 Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to

## Village of Downers Grove

the Village of Downers Grove shall be required to submit with its submission, an executed Campaign Disclosure Certificate, attached hereto.

- 22.2 The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.
- 22.3 Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five(5) year period preceding the date of the bid or proposal release.
- 22.4 By signing the bid or proposal documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

**23. SUBLETTING OF CONTRACT**

- 23.1 No contract awarded by the Village shall be assigned or any part subcontracted without the written consent of the Village Manager. In no case shall such consent relieve the Contractor from their obligation or change the terms of the contract.

All approved subcontracts shall contain language which incorporates the terms and conditions of this Contract.

**24. TERM OF CONTRACT**

- 24.1 This Contract may be extended no more than twice for subsequent annual periods (two annual extensions) by mutual agreement of both parties, providing such agreement complies with Village purchasing policies and the availability of funds. However, if this Contract is not one that is subject to extension, such information will be available in the detailed specifications or special conditions section.

**25. TERMINATION OF CONTRACT**

- 25.1 The Village reserves the right to terminate the whole or any part of this Contract, upon written notice to the Contractor, for any reason and/or in the event that sufficient funds to complete the Contract are not appropriated by the Village.
- 25.2 The Village further reserves the right to terminate the whole or any part of this Contract, upon written notice to the Contractor, in the event of default by the Contractor. Default is defined as failure of the Contractor to perform any of the provisions of this Contract or failure to make sufficient progress so as to endanger performance of this Contract in accordance with its terms. In the event that the Contractor fails to cure the default upon notice, and the Village declares default and termination, the Village may procure, upon such terms and in such manner as the Village may deem appropriate, supplies or services similar to those so terminated. The Contractor shall be liable for any excess costs for such similar

## Village of Downers Grove

supplies or services unless acceptable evidence is submitted to the Village that failure to perform the Contract was due to causes beyond the control and without the fault or negligence of the Contractor. Any such excess costs incurred by the Village may be set-off against any monies due and owing by the Village to the Contractor.

**26. BILLING & PAYMENT PROCEDURES**

- 26.1 Payment will be made upon receipt of an invoice referencing Village purchase order number. Once an invoice and receipt of materials or service have been verified, the invoice will be processed for payment in accordance with the Village payment schedule. The Village will comply with the Local Government Prompt Payment Act, 50 ILCS 505/1 et seq., in that any bill approved for payment must be paid or the payment issued to the Proposer within 60 days of receipt of a proper bill or invoice. If payment is not issued to the Proposer within this 60 day period, an interest penalty of 1.0% of any amount approved and unpaid shall be added for each month or fraction thereof after the end of this 60 day period, until final payment is made.
- 26.2 The Village shall review in a timely manner each bill or invoice after its receipt. If the Village determines that the bill or invoice contains a defect making it unable to process the payment request, the Village shall notify the Contractor requesting payment as soon as possible after discovering the defect pursuant to rules promulgated under 50 ILCS 505/1 et seq. The notice shall identify the defect and any additional information necessary to correct the defect.
- 26.3 If this Contract is for work defined as a “fixed public work” project under the Illinois Prevailing Wage Act, 820 ILCS 130/2, any contractor or subcontractor is required to submit certified payroll records along with the invoice. No invoice shall be paid without said records.
- 26.4 Please send all invoices to the attention of Village Downers Grove Public Works, Accounts Payable, 5101 Walnut, Downers Grove, IL 60515.

**27. RELATIONSHIP BETWEEN THE PROPOSER AND THE VILLAGE**

- 27.1 The relationship between the Village and the Proposer is that of a buyer and seller of professional services and it is understood that the parties have not entered into any joint venture or partnership with the other.

**28. STANDARD OF CARE**

- 28.1 Services performed by Proposer under this Contract will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representations express or implied, and no warranty or guarantee is included or intended in this Contract, or in any report, opinions, and documents or otherwise.
- 29.2 If the Proposer fails to meet the foregoing standard, Proposer will perform at its own cost, and without reimbursement from the Village, the professional services necessary to correct

## Village of Downers Grove

errors and omissions caused by Proposer's failure to comply with the above standard and reported to Proposer within one (1) year from the completion of Proposer's services for the Project.

- 29.3 For Professional Service Agreements (i.e. Engineer, Consultant): Project site visits by Proposer during construction or equipment installation or the furnishing of Project representatives shall not make Proposer responsible for: (i) construction means, methods, techniques, sequences or procedures; (ii) for construction safety precautions or programs; or (iii) for any construction contractor(s') failure to perform its work in accordance with contract documents.

**30. GOVERNING LAW**

- 30.1 This Contract will be governed by and construed in accordance with the laws of the State of Illinois without regard for the conflict of laws provisions. Venue is proper only in the County of DuPage and the Northern District of Illinois.

**31. SUCCESSORS AND ASSIGNS**

- 31.1 The terms of this Contract will be binding upon and inure to the benefit of the parties and their respective successors and assigns; provided, however, that neither party will assign this Contract in whole or in part without the prior written approval of the other. The Proposer will provide a list of key staff, titles, responsibilities, and contact information to include all expected subcontractors.

**32. WAIVER OF CONTRACT BREACH**

- 32.1 The waiver by one party of any breach of this Contract or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof will be limited to the particular instance and will not operate or be deemed to waive any future breaches of this Contract and will not be construed to be a waiver of any provision except for the particular instance.

**33. AMENDMENT**

- 33.1 This Contract will not be subject to amendment unless made in writing and signed by all parties.

**34. NOT TO EXCEED CONTRACT**

- 34.1 The contract price is a "not-to-exceed" cost. At any time additional work is necessary or requested, and the not-to-exceed price is increased thereby, any change, addition or price increase must be agreed to in writing by all parties who have executed the initial contract.

**35. SEVERABILITY OF INVALID PROVISIONS**

- 35.1 If any provisions of this Contract are held to contravene or be invalid under the laws of any state, country or jurisdiction, contravention will not invalidate the entire Contract, but it will be construed as if not containing the invalid provision and the rights or obligations of the parties will be construed and enforced accordingly.

## Village of Downers Grove

**36. NOTICE**

- 36.1 Any notice will be in writing and will be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, and addressed to the party at the party's place of business. Notices shall be addressed to the Village as follows:

**Village Manager  
Village of Downers Grove  
801 Burlington Ave.  
Downers Grove, IL 60515**

And to the Proposer as designated in the Contract Form.

**37. COOPERATION WITH FOIA COMPLIANCE**

- 37.1 Contractor acknowledges that the Freedom of Information Act may apply to public records in possession of the Contractor or a subcontractor. Contractor and all of its subcontractors shall cooperate with the Village in its efforts to comply with the Freedom of Information Act. 5 ILCS 140/1 et seq.

### **III. DETAIL SPECIFICATIONS**

#### **WATER DISTRIBUTION SYSTEM LEAK DETECTION SERVICES**

**Intent:** The intent of this RFP is to solicit lump sum proposals for a leak survey and hourly rates for emergency leak locating and line locating services from reputable technical service providers who are capable of providing highly accurate global positioning system (GPS) equipment, state-of-the-art acoustic equipment and skilled professional staff to find subsurface water system leaks within the Village of Downers Grove (hereafter Village). The technical service provider shall be able to detect and locate the smallest of leaks and other sources of water loss for the Village's water distribution system.

#### **Scope of Work**

**Leak Survey:** The work to be done under these specifications includes furnishing of all labor, material, transportation, tools, and supplies necessary to acoustically survey the Village's entire water distribution system once each year for the duration of this contract. The water system covers an area of approximately 16 square miles including areas outside the corporate limits of the Village, and includes approximately 233 miles of water main ranging in size from 4-inches to 24-inches in diameter.

The Village will furnish all maps and records necessary to properly conduct the leak detection survey. The Contractor shall be responsible for and shall provide personnel qualified to conduct waterline locating activities during the course of the leak detection survey.

The technical service provider shall listen on **all** hydrants, valves, and when necessary b-boxes with sensitive sound intensifying instruments to determine areas of leakage. When a leak is discovered, the technical service provider shall conduct further investigations using an Electronic Leak Correlator to pinpoint the leaks for repairs.

The technical service provider shall submit daily reports to the Water Manager indicating the location, severity and estimated water loss of each leak. The location of all identified leaks shall be recorded using GPS equipment with sub-meter accuracy and provided to the Village. Upon completion of the leak survey a final report shall be submitted indicating the following, at a minimum:

- 1) A description of the area surveyed including lineal feet of the system surveyed;
- 2) The methodology of the survey including a description of the equipment used and an explanation of how this equipment works in relation to water mains (ductile/cast/PVC), hydrants and valves, and services.
- 3) A summary list of leaks including a description of the type of leak (main line, service line, valve or hydrant), the location of the leak and an estimate as to the size of the leak measured in gallons per day (GPD);

## Village of Downers Grove

- 4) An estimate of the daily and annual financial impacts of the water loss based on the unit price the Village pays the DuPage Water Commission for water.
- 5) General recommendations based on the technical service provider's investigation including an estimate on the payback period of the survey.
- 6) Individual leak detection reports incorporating a diagram of the area surveyed for the suspect leak, as well as information relative to the date and time the leak was detected, the address/location of the leak and the number and type of connection points used.
- 7) A list of all valve defects and map errors observed during the survey.

Minimum work crew of two (2) is required.

**Emergency Services**

The technical service provider shall be called upon from time to time to respond after business hours (3:30 p.m. to 7 a.m. Monday - Friday), weekends (Saturdays and Sundays), holidays (as defined by the Village of Downers Grove Personnel Manual) or during regular business hours (7 a.m. to 3:30 p.m. Monday - Friday) when not performing leak survey work to assist crews with locating possible water main breaks. Under these circumstances the technical service provider shall be compensated at an hourly rate per crew that shall be inclusive of all labor, materials, and equipment as identified herein. The technical service provider will not be compensated for travel time to the site for emergency services.

Any emergency services needed are to be provided with 90 minutes of notification. The technical service provider shall provide a 24-hour emergency telephone number to contact a representative in case of emergency.

**Technical Service Provider Qualifications:** The technical service provider shall be required before the award of any contract to show to the complete satisfaction of the Water Manager that it has the necessary facilities, ability and resources to provide the services specified herein in a satisfactory manner. The technical service provider shall be required to give past history and references in order to satisfy the Water Manager in regard to the technical service provider's qualifications. The Water Manager shall make reasonable investigations deemed necessary and proper to determine the ability of the technical service provider to perform the work. The Water Manager reserves the right to reject any proposal if the evidence submitted by, or investigation of, the technical service provider fails to satisfy the Water Manager that the technical service provider is properly qualified to carry out the obligations of the contract and to complete the work described herein. Evaluation of the technical service provider's qualifications shall include:

1. The ability, capacity, skill and resources to perform the work or provide the service required.
2. The ability of the technical service provider to perform the work or provide the service promptly or within the time specified, without delay or interference.

## Village of Downers Grove

3. The character, integrity, reputation, judgment, experience, and efficiency of the technical service provider.
4. The quality of performance of previous leak detection contracts or services with the Village and other municipalities within the last five (5) years. At least two (2) of the municipal references *must* be for individual leak detection contracts in excess of 116 miles of water main annually. These references shall be indicated clearly in the proposal.

The technical service provider shall be required to maintain a staffed office within a 100 mile radius of the Village for the duration of this contract. Further, the technical service provider shall provide 24 hour, 7 day a week emergency service for the duration of this contract.

**General Notes:** Proposers must completely familiarize themselves with the specifications in this RFP. The technical service provider shall furnish all equipment and staffing necessary to handle the leak detection survey services in a timely and safe manner, at the price stated.

The technical service provider will be responsible for any work that is not acceptable to the Village, and will be responsible for the correction of the condition within two (2) working days of notification, at no additional cost to the Village.

**Term of Contract** The term of this Contract will be for three (3) years unless terminated sooner in accordance with paragraphs 25.1 and 25.2, Section II.

**Work Hours:** The technical service provider shall work the same hours as the Public Works Department unless other arrangements are agreed upon ahead of time. The Department's current hours are 7:00 a.m. to 3:30 p.m., Monday through Friday.

**Right to Change Scope of Work:** Due to budget constraints, the Village reserves the right to add or delete from the contract as required. No adjustments in contract unit prices or additional compensation will be made for alteration in the quantities or services from the contract. The quantities listed are **estimates** only and may be altered.

**Timely Completion of Work:** The Village of Downers Grove requires the Leak Survey to be completed by November 1<sup>st</sup> of each year of the contract. Also, the leak survey must not begin until all other maintenance projects for that year have been completed (i.e. fire hydrant maintenance, valve exercising maintenance). This is to ensure any leaks that may result from those maintenance projects are not missed on the leak survey. Liquidated damages for failure to complete the Leak Survey by November 1<sup>st</sup> shall be assessed at \$500 per work day. Liquidated damages will accrue and be assessed until the Leak Survey is completed and shall be deducted from any monies owed to the contractor.

**Safety:** The technical service provider shall exercise every precaution at all times for the protection of persons and properties. The safety provisions of all applicable laws and ordinances shall be strictly observed. The technical service provider shall abide by all EPA and OSHA safety standards

## Village of Downers Grove

and regulations. **The Village is not responsible for site safety. The technical service provider is solely and exclusively responsible for construction means, methods, technologies and site safety.**

The technical service provider upon his receipt of instructions from the Contract Administrator, to discontinue such practice shall, immediately discontinue any practice obviously hazardous in the opinion of the Contract Administrator.

The technical service provider at all times during the life of this contract shall observe and abide by all Federal, state and local laws which in any way affect the conduct of the work and with all decrees and orders of courts of competent jurisdiction.

**Traffic Control and Protection:** The Technical service provider shall provide adequate traffic control for work area protection in compliance with the most current edition of the Federal Highway Administration Manual on Uniform Traffic Control Devices for Streets and Highways, (MUTCD), the State of Illinois Illinois Vehicle Code, the Illinois Department of Transportation Highway Standards, and the Illinois Department of Transportation Handbook of Traffic Engineering Practice for Small Cities. All personnel, signs, barricades, and any other items or devices necessary shall be provided by the Technical service provider. The Village shall make no separate payment for this work. Traffic control shall include but not be limited to the following:

- a. Whenever possible, work vehicles shall be parked on the same side of the street as the work site. Vehicles shall park with right wheels to the curb or to the right edge of the right-hand shoulder as required by Municipal Code 14-92.
- b. Whenever possible the work site on a two lane street or highway shall be confined to one traffic lane leaving the opposite lane open to traffic.
- c. Work area protection shall take into account the duration of the project, the size of the project, the lanes of traffic, the volume of traffic, the speed limit, and the distance to the work area from the pavement.
- d. Work vehicles shall have flashing lights lit but not as a substitute for any traffic control devices for work area protection that may be necessary.
- e. Warning signs such as "Workers Ahead" shall be diamond shaped having a black symbol or message on an orange reflective background. Such signs shall have a minimum size of 30 inches by 30 inches with a maximum size of 48 inches by 48 inches. Such signs shall be posted at a minimum height of 24 inches above the pavement.
- f. Cones used as daytime channeling devices shall be at least 18 inches tall, conical or tubular in shape with a broadened base, and orange in color. Cones shall be spaced equal in feet to the posted speed limit or closer along the taper length.

## Village of Downers Grove

- g. Channeling devices shall be positioned to provide adequate taper length before the work area to guide traffic through the work area. Taper length shall be calculated using the following formulas.

L = taper length in feet

W = width of lane closure in feet

S = posted speed limit

For streets of speed limit 40 mph or less  $L = [W \times (S \text{ Squared})] / 60$

For streets of speed limit 45 mph or greater  $L = W \times S$

- h. For lane closures on multilane highways, appropriate warning signs such as "Right Lane Closed" and channeling devices at the appropriate intervals shall be used depending on the speed limit.
- i. Should complete street closure be required for a minimum of 8 hours on any given day in order to complete contract work, the Technical service provider shall notify the Traffic Division and the Police Department, and the appropriate barricades (at least 3 Type III barricades at each intersection), and "Road Closed" and "Detour" arrow signs shall be used to direct traffic around the work area.
- j. Flaggers shall be appropriately dressed (reflective vest, etc.) to alert motorists, and shall stand in a conspicuous position facing approaching traffic, and shall use the proper traffic control sign when directing traffic.

**Operation Standards:** All water leak detection operations will be done following the standards outlined below:

- The technical service provider will perform all work in a manner that minimizes road hazards for the motoring public. All reasonable precautions will be taken to protect public and private property, such as sidewalks, pavement, lawns, fences, bushes, trees, shrubs, buildings, and other property from undue damage. If the Contract Administrator determines that technical service provider has unnecessarily damaged or destroyed property, it shall be repaired or replaced to the satisfaction of the Village at the technical service provider's expense.
- All accidents occurring on the job which damage public or private property, or result in injuries to workers or other persons, or damage to utilities shall be promptly reported to the Village's Police Department at 630-434-5600, and to the Public Works Department at 630-434-5460.

## **PROPOSAL FORMAT AND SUBMISSION REQUIREMENTS**

### **Proposal Format:**

In order to be considered responsive, and evaluate proposals fairly and completely, each prospective vendor must follow the format set out in this RFP and provide all information

## Village of Downers Grove

requested. Proposals should be prepared simply and economically, providing a straightforward, concise description of capabilities to satisfy the requirements of the RFP. Emphasis should be on completeness and clarity of content. A detailed tabbed index in a 3-ring binder is highly suggested (do not use spiral, comb or glue binding) and must include the following:

**Introduction:**

Proposals must include the complete name and address of vendor and the name, mailing address, and telephone number of the person the Village should contact regarding the proposal.

- Proposals must be signed by an authorized representative confirming that the vendor will comply with all provisions in this RFP.

**Experience/Staff Resumes:**

- Vendor shall indicate the expertise and experience of the Vendor relative to the requirements contained in this RFP.
- Submit resumes for the individuals who will be performing the services for the Village.

Resumes shall be formatted in the following order;

- 1) Position with the Company
- 2) Role in the Project
- 3) Experience with the requirements and tasks being requested
- 4) Work history on similar projects with the company
- 5) Legal relationship of the named person with the prime technical service provider

- Past Experience

**Technical Approach/Implementation:**

A detailed work plan and methodology your firm would follow in performing services under the contract. *Do not restate the Village's Scope of Work* but rather provide the approach your firm will take and any recommendations. If your firm's approach is different than stated in the Village's Scope of Work, explain how and why.

Provide sample reports, protocol, procedures, or spreadsheets representative of those that will be provided to the Village.

The vendor will present a schedule for the project. The schedule will highlight important milestone dates with a description of what these tasks include. Please include a Gantt-type chart depicting the project from start to final acceptance.

**Cost Proposal:**

In conjunction with the proposal, vendors shall also submit one (1) original and two (2) copies of the cost proposal (all costs) for all three years. Proposals should include an all-inclusive cost to complete the scope of services.

**Submission Requirements:**

- The return of this complete Request for Proposal signed and filled out as required.
- Completed References

## Village of Downers Grove

- Cost proposal Sheet

**PROPOSAL EVALUATION PROCESS****Vendor Selection:**

A technical review team will evaluate the proposals. Final selection will be based on the evaluation of proposals unless it is deemed necessary by the team to conduct interviews. The firm determined best qualified to perform this project will be recommended to the Village Council for contract award. The Village of Downers Grove reserves the right to reject any and all proposals for any reason deemed appropriate by the Village.

The Village may conduct negotiations with the top vendor(s) if required to determine the acceptability of the proposal in regards to specifications, terms and conditions and cost; therefore, the proposal(s) submitted should contain the vendor's most favorable terms and conditions as well as cost with detailed specifications as proposed, since the selection and award may be made without discussion.

The Village will select the highest rated, fully qualified and best suited vendor to continue forward the project. Should the first selected vendor be unable to fulfill the terms of the contract, the Village reserves the right to enter into a contract with the 2<sup>nd</sup> selected vendor. If the Village does not find that any vendor meets the needs and requirements, the Village is not obligated to enter into agreement for water leak detection services.

## Village of Downers Grove

**IV. PROPOSER'S RESPONSE TO RFP**

(Proposer must insert response to RFP here. DO NOT insert a form contract, the RFP document including detail specs and Proposer's response will become the contract with the Village.)

Village of Downers Grove

**V. PROPOSAL/CONTRACT FORM**

**\*\*\*THIS PROPOSAL, WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE VILLAGE OF DOWNERS GROVE, SHALL BECOME A CONTRACT BINDING UPON BOTH PARTIES.**

**Entire Block Must Be Completed When A Submitted Proposal Is To Be Considered For Award**

**PROPOSER:**

M.E. Simpson Company, Inc.

Company Name

Date: 12/19/2019

3406 Enterprise Ave

Street Address of Company

john@mesimpson.com

Email Address

Valparaiso, IN 46383

City, State, Zip

John H. Van Arsdel

Contact Name (Print)

(800) 255-1521

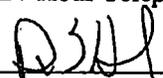
Business Phone

(800) 255-1521

24-Hour Telephone

(888) 531-2444

Fax



Signature of Officer, Partner or Sole Proprietor

Dan E. Hood

Print Name & Title

ATTEST: If a Corporation

Pamela S. Hood

Signature of Corporation Secretary

**VILLAGE OF DOWNERS GROVE:**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Signature of Village Clerk

\_\_\_\_\_  
Date

In compliance with the specifications, the above-signed offers and agrees, if this Proposal is accepted within 90 calendar days from the date of opening, to furnish any or all of the services upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.

Village of Downers Grove



**VENDOR W-9 REQUEST FORM**

The law requires that we maintain accurate taxpayer identification numbers for all individuals and partnerships to whom we make payments, because we are required to report to the I.R.S all payments of \$600 or more annually. We also follow the I.R.S. recommendation that this information be maintained for all payees including corporations.

Please complete the following substitute W-9 letter to assist us in meeting our I.R.S. reporting requirements. The information below will be used to determine whether we are required to send you a Form 1099. Please respond as soon as possible, as failure to do so will delay our payments.

**BUSINESS (PLEASE PRINT OR TYPE):**

NAME: M.E. Simpson Company, Inc.

ADDRESS: 3406 Enterprise Ave.

CITY: Valparaiso

STATE: Indiana

ZIP: 46383

PHONE: (800) 255-1521 FAX: (888) 531-2444

TAX ID #(TIN): 35-1474720

(If you are supplying a social security number, please give your full name)

**REMIT TO ADDRESS (IF DIFFERENT FROM ABOVE):**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_

STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

**TYPE OF ENTITY (CIRCLE ONE):**

- |                    |  |
|--------------------|--|
| Individual         | Limited Liability Company – Member-Managed |
| Sole Proprietor    | Limited Liability Company- Manager-Managed |
| Partnership        | Medical                                    |
| <u>Corporation</u> | Charitable/Nonprofit                       |
| Government Agency  |  |

SIGNATURE: *[Handwritten Signature]*

DATE: 12/19/2019

Village of Downers Grove

**PROPOSER'S CERTIFICATION (page 1 of 3)**

With regard to Water Distribution Leak Detection, Proposer M.E. Simpson Company, Inc hereby certifies  
(Name of Project) (Name of Proposer)  
the following:

1. Proposer is not barred from bidding this contract as a result of violations of Section 720 ILCS 5/33E-3 (Bid Rigging) or 720 ILCS 5/33E-4 (Bid-Rotating);
2. Proposer certifies that it has a written sexual harassment policy in place and is in full compliance with 775 ILCS 5/2-105(A)(4);
3. Proposer certifies that it is in full compliance with the Federal Highway Administrative Rules on Controlled Substances and Alcohol Use and Testing, 49 C. F.R. Parts 40 and 382 and that all employee drivers are currently participating in a drug and alcohol testing program pursuant to the Rules.
4. Proposer further certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue, or that Proposer is contesting its liability for the tax delinquency or the amount of a tax delinquency in accordance with the procedures established by the appropriate Revenue Act. Proposer further certifies that if it owes any tax payment(s) to the Department of Revenue, Proposer has entered into an agreement with the Department of Revenue for the payment of all such taxes that are due, and Proposer is in compliance with the agreement.

BY: *[Signature]*  
Proposer's Authorized Agent

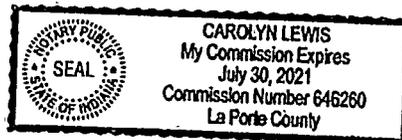
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**FEDERAL TAXPAYER IDENTIFICATION NUMBER**

or \_\_\_\_\_  
Social Security Number

Subscribed and sworn to before me  
this 19th day of December, 2019.

*Carolyn Lewis*  
Notary Public



Village of Downers Grove

**PROPOSER'S CERTIFICATION** (page 2 of 3)

(Fill Out Applicable Paragraph Below)

**(a) Corporation**

The Proposer is a corporation organized and existing under the laws of the State of Indiana, which operates under the Legal name of M.E. Simpson Company, Inc., and the full names of its Officers are as follows:

President: Dan E. Hood

Secretary: Pam Hood

Treasurer: Michael D. Simpson

and it does have a corporate seal. (In the event that this Proposal is executed by other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation which permits the person to execute the offer for the corporation.)

**(b) Limited Liability Company (LLC)**

The Bidder is a LLC organized and existing under the laws of the State of \_\_\_\_\_, which operates under the legal name of \_\_\_\_\_, and the full names of its managers or members are as follows:

Manager or Member: \_\_\_\_\_

Manager or Member: \_\_\_\_\_

Manager or Member: \_\_\_\_\_

Manager or Member: \_\_\_\_\_

**(c) Partnership**

Signatures and Addresses of All Members of Partnership:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Village of Downers Grove

**PROPOSER'S CERTIFICATION** (page 3 of 3)

The partnership does business under the legal name of: \_\_\_\_\_  
 which name is registered with the office of \_\_\_\_\_ in the state of  
 \_\_\_\_\_.

**(d) Sole Proprietor**

The Proposer is a Sole Proprietor whose full name is: \_\_\_\_\_  
 and if operating under a trade name, said trade name is: \_\_\_\_\_  
 which name is registered with the office of \_\_\_\_\_ in the state of  
 \_\_\_\_\_.

5. Are you willing to comply with the Village's preceding insurance requirements within 13 days of the award of the contract?  YES  NO (circle one)

Insurer's Name Cincinnati Insurance

Agent Stacy Rutkowski

Street Address 407 E. Lincolnway

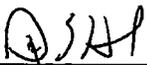
City, State, Zip Code Valparaiso, Indiana 46383

Telephone Number (219) 510-6209

**I/We affirm that the above certifications are true and accurate and that I/we have read and understand them.**

Print Name of Company: M.E. Simpson Company, Inc.

Print Name and Title of Authorizing Signature: Dan E. Hood President

Signature: 

Date: December 19, 2019

## Village of Downers Grove

<b>Suspension or Debarment Certificate</b>
--

Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$100,000.00. Contractors receiving individual awards for \$100,000.00 or more and all sub-recipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, the Proposer certifies to the best of its knowledge and belief, that the company and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal, state or local governmental entity, department or agency;
2. Have not within a three-year period preceding this Proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction, or convicted of or had a civil judgment against them for a violation of Federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/proposal/contract had one or more public transactions (Federal, State or local) terminated for cause or default.

If the Proposer is unable to certify to any of the statements in this certification, Proposer shall attach an explanation to this certification.

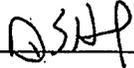
Company Name: M.E. Simpson Company, Inc.

Address: 3406 Enterprise Ave.

City: Valparaiso Zip Code: 46383

Telephone: (800) 255-1521 Fax Number: (888) 531-2444

E-mail Address: danhood@mesimpson.com

Authorized Company Signature: 

Print Signature Name: Dan E. Hood Title of Official: President

Date: December 19, 2019

Village of Downers Grove

**CAMPAIGN DISCLOSURE CERTIFICATE**

Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village of Downers Grove shall be required to submit with its submission, an executed Campaign Disclosure Certificate.

The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

By signing the bid or proposal documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

Under penalty of perjury, I declare:

Bidder/vendor has not contributed to any elected Village position within the last five (5) years.

D. E. Hood  
Signature

Dan E. Hood  
Print Name

Bidder/vendor has contributed a campaign contribution to a current member of the Village Council within the last five (5) years.

Print the following information:

Name of Contributor: \_\_\_\_\_  
(company or individual)

To whom contribution was made: \_\_\_\_\_

Year contribution made: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

1	Intro
2	Firm Experience & Project Team Resumes
3	Technical Approach/Implementation
4	Cost Proposal
5	References



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## Table of Contents

Cover Letter .....	2
Proposer's Response to RFP .....	3
Proposal/Contract Form .....	4
Vendor W-9 Request Form .....	5
Proposer's Certification .....	6
Suspension or Debarment Certificate .....	9
Campaign Disclosure Certificate .....	10
Firm Experience .....	11
Key Personnel Qualifications .....	14
Project Team Resumes .....	18
Technical Approach / Implementation .....	24
Cost Proposal/Investment .....	51
References .....	52



December 27, 2019

David Moody  
Water Division Manager  
Downers Grove Public Works  
5101 Walnut Avenue  
Downers Grove, IL 60515

**RE: PROPOSAL FOR A WATER DISTRIBUTION SYSTEM LEAK DETECTION SURVEY**

Dear Mr. Moody,

M.E. Simpson Co., Inc. is pleased to present the Village of Downers Grove our proposal for a Water Distribution System Leak Detection Survey. We are honored to be considered for this work and are confident our team will help make the project a success.

M.E. Simpson Co., Inc. is a Professional Services Firm dedicated to developing and providing programs and services designed to maximize peak performance for our clients' water distribution systems. Many of these programs are universally recognized as a part of "Best Management Practices" (BMPs) for utilities. We pride ourselves on delivering solid solutions using the highest quality technical and professional services by way of state-of-the-art technology and a skilled and well-trained staff of professionals. Our highly-educated engineers and technical team are committed to the success of this project. They will be ready at a moment's notice to relieve your staff's burden and ensure a seamless continuation of your services.

Our services were developed and refined to provide utilities with programs that can be customized to meet their needs. From complete "Turn-Key" services to assisting with the development of "in-house" programs for utilities, M.E. Simpson Co., Inc. serves our clients with this ultimate goal: to deliver to the public the implicit faith that "the water is always safe to drink".

Thank you for your consideration and this opportunity to acquaint you with our leak detection services and offer this response. We are committed to exceeding your expectations.

Sincerely,

A handwritten signature in black ink, appearing to read "D E Hood", is written over a faint, larger version of the signature.

Dan E. Hood  
President

Dan E. Hood  
President

3406 Enterprise Avenue  
Valparaiso, IN 46383

800.255.1521 P  
888.531.2444 F  
danhood@mesimpson.com

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M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Firm Experience

## FIRM EXPERIENCE

**M.E. Simpson Co., Inc.** was founded in 1979 by Marvin E. Simpson. We are based out of Valparaiso, Indiana, near Chicago, Illinois. Our firm has become the industry leader in developing and providing water loss assessment and distribution system asset management programs and services, aiding our clients in maximizing their peak performance for their water distribution systems. We offer the highest quality Technical and Professional Services, using state-of-the art technologies and highly skilled and trained professionals. Our staff has developed a host of high-tech programs that will ensure that your Utility will be proactive in dealing with your water distribution systems. "Crumbling infrastructure, inaccurate records, conservation, sustainability, water quality, water loss, economic conditions, revenue shortfalls, being green, having enough water"; these are all statements and buzz words in today's society. Currently in the water industry, these words are our reality, thus making them our responsibility.

We've maximized distribution system performance and optimized distribution system data, records, and mapping for all our clients. To date, we have provided Water Loss Control programs that have included over 80,000 Large Water Meters serviced (including several utilities in Georgia), 100,000 miles of Leak Detection services and numerous water audit programs. Our Asset Management services have documented over 500,000 valves located and exercised. Our Fire Hydrant Flow testing program has recorded 80,000 fire hydrants inspected, flow tested and water main capacity information developed.

### Leak Detection History

M.E. Simpson Co., Inc. developed its Water Distribution Leak Survey services in 1987. Since then, we've improved the program so now it is a fundamental water loss control program for our clients.

Our Water Distribution Leak Survey services have been employed since 1987 in a majority of municipalities around the Chicago Metro Area and the Midwest, and have spread to other utilities across the US. These programs have benefited municipalities from small systems consisting of 5 miles of pipe to systems with several thousands of miles of pipe. Additionally, our crews have been deployed to several locations throughout the United States including Georgia, California, and overseas to help utilities with their distribution system leakage issues. Our crews have the unique ability to be able to respond to individual Utility requests because of the cross training they have received performing all the services M.E. Simpson Co. Inc. provides.

Our project manager and personnel have all the equipment and abilities necessary to perform your leak survey and respond to any needs that the Utility may have. We are proud of the work we have performed using the latest technology and meeting the needs of "our customer" the Water Works Industry. We have played an important role in educating utilities about the need for and efficiency of annual water loss programs.

**M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Firm Experience**

**Leak Survey Project Understanding**

The Village of Downers Grove, Illinois is seeking a qualified firm to provide services for a Water Distribution System Leak Survey. The program is needed to be able to identify and quantify specific leakage issues that are occurring in the water distribution system with the end aim of being able to provide specific directions for location and ultimate repair of the leaks and an overall reduction in the system's water losses.

**M.E. Simpson Co., Inc. (MESCO) has been providing leak detection programs for over thirty years.**

MESCO has been providing water distribution system leak surveys and emergency leak location services for Chicago suburbs in some cases for over 30 years as well as conducting leak surveys in various locations in the US. Our firm has performed leak surveys on a combined total of over 100,000 miles of pipe since 1987. We have provided Apparent loss assessments, having assessed over 80,000 commercial/industrial large meters for accuracy. Our crews have assessed numerous production water meters (up to 108" in diameter) not only in the Midwest but in several larger cities in the US. Our firm has provided formal water auditing to several cities and towns since 2003 when the IWA/AWWA Water Audit methodology was developed and released for use by the American Water Works Association (AWWA) Water Loss Committee. We have active members on several AWWA committees, including a Past Chair of the Water Loss Control Committee (2010-2014) and past AWWA Vice Presidents and Directors.

MESCO has been producing successful water system leak survey programs in the Chicago metro suburban area since 1987 and understands the complexity of implementing long range distribution system water loss programs for several water systems ranging from Water Commissions to individual municipal systems. MESCO believes that through this work we have established a proven history of delivery, responsiveness, ingenuity and environmental stewardship. We share the same mission as the Village of Downers Grove, Illinois and are encouraged by the leadership role that the Village of Downers Grove, Illinois is assuming towards a holistic approach to address water system and water loss challenges.

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Firm Experience & Industry Knowledge

## INDUSTRY KNOWLEDGE

At MESCO, services are tailored to the specific needs of our clients. Our participation can range from the small specialized work supplementing the work of any in-house staff, to complete development of full-scale water system programs.

With continuation and enhancement of the Village of Downers Grove, Illinois water distribution system leak survey program, we will support a fundamental cornerstone of the Village of Downers Grove, Illinois Water Loss Control Policies. Our team brings to the Village of Downers Grove, Illinois a demonstrated experience and a unique perspective in leak detection services.

From MESCO's in depth experiences working with several water utilities performing water distribution system leak survey programs there have been some very similar issues from each utility that have been clearly exposed. Utilities expect the work process to be able to be performed at a high level, with competent technicians and staff, and that it is done efficiently. There are three basic objectives that should be met by the Project Team:

- 1. Expertise.** The Village of Downers Grove, Illinois needs breadth and depth to help solve the variety of water system challenges that it faces in maintaining the water infrastructure – which is large, complex, aging and requiring upgrading to address new water needs and water loss issues. With our Team's experience in every aspect of water loss control and optimization, we can often provide support that assists the utility in avenues well beyond just the leak project scope.
- 2. Streamlined Access.** The Village of Downers Grove, Illinois needs to be able to easily access and manage the Project Team's expertise to bring it to bear on distribution system leakage issues rapidly and with the least possible administrative burden to the Village of Downers Grove, Illinois. However, the Village of Downers Grove, Illinois will need to have considerable input to the process by providing needed data for analysis. In this respect, interaction with utility staff will be needed to produce quality water system leak detection efforts.
- 3. Professional Working Relationships.** The Village of Downers Grove, Illinois must be confident that the Project Team is working as true professionals – putting the Village of Downers Grove, Illinois interest first. The professionals in the Village of Downers Grove, Illinois organization must have good working relationships with MESCO's professionals. Both parties should look for opportunities to complement each group's goals and ultimate requirements of the Village of Downers Grove, Illinois customers.

The strengths of the M.E. Simpson Co., Inc.'s organization and staff, as well as our specific approach to this assignment, will fulfill all of the Village of Downers Grove, Illinois needs for their water distribution system leak survey.

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Key Personnel Qualifications

## EXPERIENCE OF KEY PERSONNEL

Our team brings the necessary experience for a project of this magnitude, as well as the personal attributes needed to serve the Village of Downers Grove, Illinois with distinction. We offer our clients the highest quality technical and professional services, using state-of-the-art technologies and highly skilled and trained professionals. The M.E. Simpson Co., Inc. team members selected to serve the Village of Downers Grove, Illinois bring significant experience and a proven track record of delivering timely, cost-effective and sound leak survey solutions.

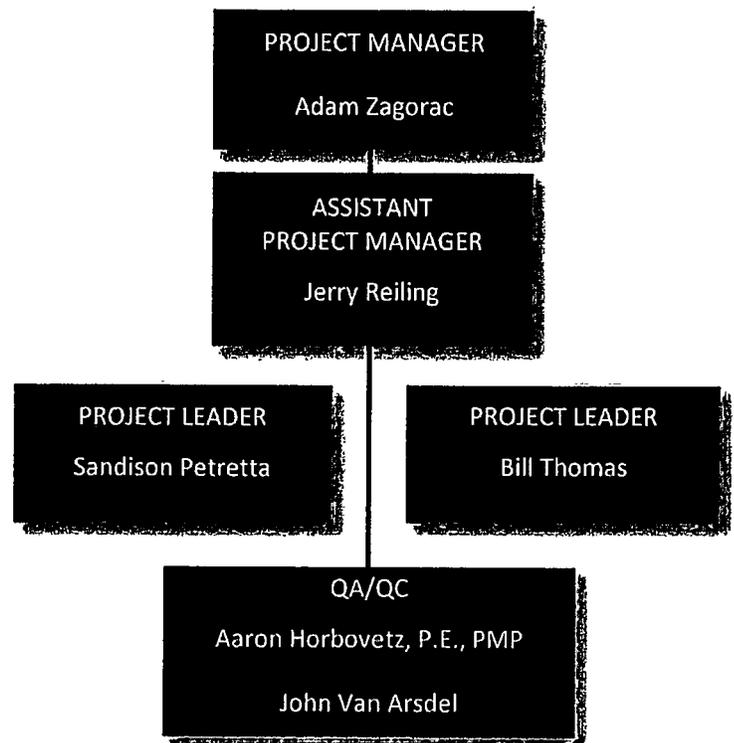
They share a passionate commitment to client service and attention to detail required for a successful project. The Organizational Chart at right illustrates the Project Team for the Utility's Water Distribution System Leak Survey program. One of the two Project Leaders listed will lead the Project Team in the field. **Two-Man Project Teams will be used at all times during the course of the project for reasons of safety and quality assurance.**

### Project Manager: Adam Zagorac

Adam Zagorac has been with the Company since December of 2007. Adam has attended numerous classes and lectures related to the operation, maintenance, and installation of water meters, and completed classes in plumbing. Adam has experience in the following; maintenance and installation of water meters; valve location, exercising and mapping; fire hydrant and main capacity flow testing; and the use of state-of-the-art leak detection equipment. He is also experienced in the use of all of our Polcon® Flow Testing equipment.

### **Professional Certifications:**

- ◆ 10 Hour OSHA Certified for General Industry
- ◆ American Red Cross First Aid and CPR with AED Certified
- ◆ American Traffic Safety Services Association Flagging Certified
- ◆ Extensive traffic control training
- ◆ Extensive confined space training



M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Key Personnel Qualifications

**Assistant Project Manager: Jerry Reiling**

Jerry Reiling has been with the Company since May 1996. He is a graduate of Purdue University with a B.A. in Physical Education. Jerry previously worked in both the environmental services industries and HVAC for 10 years. He is responsible for day to day operations of field crews for the M.E. Simpson Co., Inc. Dyer, Indiana office. Jerry has over 19 years of experience directing and conducting water loss reduction programs in the field, specifically leak detection and leak locating, along with meter testing. He has completed classes and attended lectures on the operation and maintenance of water meters. Jerry is very experienced in the following: the operation and maintenance of water meters; main line water valve location, exercising and mapping with GPS; hydrant flow testing and hydrant maintenance, Unidirectional Water Main Flushing, use of state of the art leak detection equipment, and the operation of our Polcon® Flow Testing equipment used for hydraulic studies.

**Professional Certifications:**

- ◆ 10-Hour OSHA Certified for General Industry
- ◆ American Red Cross First Aid and CPR with AED Certified
- ◆ American Traffic Safety Services Association Flagging Certified
- ◆ Extensive traffic control training
- ◆ Extensive confined space training
- ◆ Licensed Water Operator - Maryland

**Project Leader: Sandison Petretta**

Sandison Petretta has been with the Company since July of 2000. He previously worked in the commercial painting industry. Sandison has attended numerous classes and lectures related to the operation, maintenance, and installation of water meters, and completed classes in plumbing. Sandison has experience in the following; maintenance and installation of water meters; valve location, exercising and mapping; fire hydrant and main capacity flow testing; and the use of state-of-the-art leak detection equipment. He is also experienced in the use of all of our Polcon® Flow Testing equipment.

**Professional Certifications:**

- ◆ 10-Hour OSHA Certified for General Industry
- ◆ American Red Cross First Aid and CPR with AED Certified
- ◆ American Traffic Safety Services Association Flagging Certified
- ◆ Extensive traffic control training
- ◆ Extensive confined space training

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Key Personnel Qualifications

**Project Leader: Bill Thomas**

Bill Thomas has been with the Company since August of 2014. He previously worked in the water industry working for a local water utility for 19 years performing water distribution system operations and maintenance. He also worked in the utility industry locating gas, electrical and cable service lines where he received advance line locating classes. Bill has attended numerous classes and lectures related to leak location and pinpointing and recently completed advanced non-intrusive leak detection training and acoustic wave velocity measurement training which can pinpoint leaks on previously difficult piping of non-metallic and large diameter pipe. Bill has experience in the following: testing and evaluation of water meters; valve location and operation, exercising and mapping; fire hydrant and main capacity flow testing; and the use of state-of-the-art leak detection equipment. He is also experienced in the use of all of our Polcon® Flow Testing equipment.

**Professional Certifications:**

- ◆ 10-Hour OSHA Certified for General Industry
- ◆ American Red Cross First Aid and CPR with AED Certified
- ◆ American Traffic Safety Services Association Flagging Certified
- ◆ Extensive traffic control training
- ◆ Extensive confined space training

**QA/QC: Aaron M. Horbovetz, PE, PMP**

Aaron Horbovetz has been with the Company since September of 1999. He earned his degree in Mechanical Engineering from Purdue University, completed his EIT work and recently passed the PE exam for the state of Indiana. Aaron is a regular presenter at AWWA conferences since 2012, both at section meetings and at the ACE conferences.

He has attended numerous classes and lectures related to the operation, maintenance and installation of water meters, and completed classes in plumbing. Aaron has experience in the following: maintenance and installation of water meters; valve location, exercising and mapping, fire hydrant and main capacity flow testing, and the use of state-of-the-art leak detection equipment; and is also very experienced in the use of all of our Polcon® Flow Testing equipment.

**Professional Certifications:**

- ◆ Licensed Professional Engineer, Indiana
- ◆ Certified Project Management Professional (PMP)
  - Member of Project Management's Institute Calumet Chapter
- ◆ 10 Hour OSHA Certified for General Industry
- ◆ American Red Cross First Aid and CPR with AED Certified
- ◆ American Traffic Safety Services Association Flagging Certified
- ◆ Extensive traffic control training
- ◆ Extensive confined space training

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Key Personnel Qualifications

**QA/QC: John Van Arsdel**

John H. Van Arsdel has been with M.E. Simpson Co., Inc. since May 1989. He graduated from Valparaiso University with a B.A. in Geography with an emphasis in Locational Evaluation and Research Design. He has completed water operators classes and seminars on Water Filtration and Distribution, Vulnerability Assessment Class for the Sandia Labs RAM-W method and the RAM-W "modified" for small to medium systems (*currently licensed to use the Sandia Labs RAM-W Method, and licensed to teach the RAM-W "modified" for small to medium water systems*), along with classes related to the operation and maintenance of water meters, and system hydraulics specifically related to the Polcon® Flow Testing equipment.

John has over 30 years of experience directing projects for water utilities concerning water audits, loss prevention, leak detection programs, meter evaluation and maintenance, flow testing using the Polcon® Flow Testing method (large flow meter assessments, C-factors, pump curves, zone flow measurements), mainline valve assessments (location, exercising and mapping programs), and fire hydrant and main capacity flow testing programs. John has been responsible for the analysis, evaluation, and CAD updating of Water Distribution, Sanitary, and Storm Sewer Atlases using GPS locating. He developed the Company's Unidirectional Main Flushing Program and Utility Atlas Updating Program. He has presented classes for continuing education credits for water operators for over eighteen years to several local and state Water Works Organizations on Water Loss Reduction including Water Audits, Leak Detection, Meter Testing and Flow Testing.

He has presented papers at the AWWA ACE in 2007, 2008, 2009, and 2012, At the 2010, 2011, and 2012 AWWA DSS he presented papers on water loss reduction. Since 2003, he has conducted classes on Vulnerability Assessments and Emergency Response Planning for water utilities as well as conducting several VA and ERP projects. He served from 2010 to 2014 as Chair of the AWWA Water Loss Control Committee. As Vice President of M.E. Simpson Co., Inc., John serves as the main point of contact for client development, business sales and customer relations for the Eastern U.S.

**Professional Certifications:**

- ◆ 10-Hour and 30 Hour OSHA Certified for General Industry
- ◆ American Red Cross First Aid and CPR with AED Certified
- ◆ American Traffic Safety Services Association Flagging Certified
- ◆ Extensive traffic control training
- ◆ Extensive confined space training

Role  
Project Management and  
Implementation

Work History  
M.F. Simpson Company, Inc.  
Senior Project Leader  
Asst. Operations Manager  
2007 - Present

Professional Certifications  
10 Hour OSHA Certified for  
General Industry

American Red Cross First Aid  
and CPR with A&D Certified

American Traffic Safety  
Services Association  
Flagging Certified

Extensive traffic control  
training

Extensive confined space  
training

# Adam Zagorac

## Assistant Operations Manager

Adam Zagorac has been with the Company since December of 2007. Adam has attended numerous classes and lectures related to the operation, maintenance, and installation of water meters, and completed classes in plumbing. Adam has experience in the following; maintenance and installation of water meters; valve location, exercising and mapping; fire hydrant and main capacity flow testing; and the use of state-of-the-art leak detection equipment. He is also experienced in the use of all of our Polcon® Flow Testing equipment.

### Significant cities where projects were performed:

- ◆ Village of Tinley Park, IL (2012 – 2017)
- ◆ Village of Franklin Park, IL (2016 – 2017)
- ◆ City of Crest Hill, IL (2016)

**Role**  
Project Manager and  
Implementation

**Work History**  
M.E. Simpson Company, Inc.  
Area Service Manager  
Project Manager  
Project Leader  
1996 - Present

**Professional Certifications**  
10 Hour OSHA Certified for  
General Industry

American Red Cross First Aid  
and CPR with AED Certified

American Traffic Safety  
Services Association  
Flagging Certified

Extensive traffic control  
training

Extensive confined space  
training

# Jerry D. Reiling

## Area Service Manager

Jerry Reiling has been with the Company since May 1996. He is a graduate of Purdue University with a B.A. in Physical Education. Jerry previously worked in both the environmental services industries and HVAC for 10 years. He is responsible for day to day operations of field crews for the M.E. Simpson Co., Inc. Dyer, Indiana office. Jerry has over 19 years of experience directing and conducting water loss reduction programs in the field, specifically leak detection and leak locating, along with meter testing. He has completed classes and attended lectures on the operation and maintenance of water meters. Jerry is very experienced in the following: the operation and maintenance of water meters; main line water valve location, exercising and mapping with GPS; hydrant flow testing and hydrant maintenance, Unidirectional Water Main Flushing, use of state of the art leak detection equipment, and the operation of our Polcon® Flow Testing equipment used for hydraulic studies.

### Significant cities where projects were performed:

- ◆ City of Joliet, IL (2016)



**Role**

Project Manager and  
Implementation

**Work History**

M.E. Simpson Company, Inc.  
Project Leader  
2000 - Present

**Professional Certifications**

10 Hour OSHA Certified for  
General Industry

American Red Cross First Aid  
and CPR with AED Certified

American Traffic Safety  
Services Association  
Flagging Certified

Extensive traffic control  
training

Extensive confined space  
training

# Sandison Petretta

## Senior Project Leader

Sandison Petretta has been with the Company since July of 2000. He previously worked in the commercial painting industry. Sandison has attended numerous classes and lectures related to the operation, maintenance, and installation of water meters, and completed classes in plumbing. Sandison has experience in the following; maintenance and installation of water meters; valve location, exercising and mapping; fire hydrant and main capacity flow testing; and the use of state-of-the-art leak detection equipment. He is also experienced in the use of all of our Polcon® Flow Testing equipment.

### **Significant water utilities where valve and hydrant assessments were performed:**

- ◆ Village of Downers Grove, IL (2012 - 2018)
- ◆ Village of Orland Park, IL (2012 – 2018)
- ◆ Village of Franklin Park, IL (2017 – 2018)
- ◆ Village of Westmont, IL (2014 – 2019)
- ◆ City of Chicago Heights, IL (2016)
- ◆ Village of Hometown, IL (2018)
- ◆ Village of Hazel Crest, IL (2015)
- ◆ City of Country Club Hills, IL (2016)
- ◆ Town of Highland, IN (2015)
- ◆ Village of Tinley Park, IL (2015)

**Role**  
Project Manager and  
Implementation

**Work History**  
M.E. Simpson Company, Inc.  
Project Leader  
2014 - Present

**Professional Certifications**  
10 Hour OSHA Certified for  
General Industry

American Red Cross First Aid  
and CPR with AFD Certified

American Traffic Safety  
Services Association  
Flagging Certified

Extensive traffic control  
training

Extensive confined space  
training

**Professional Associations**  
North Suburban Water  
Works Association

Board of Directors (2002  
- 2004)

# Bill Thomas

## Project Leader

Bill Thomas has been with the Company since August of 2014. He previously worked in the water industry working for a local water utility for 19 years performing water distribution system operations and maintenance. He also worked in the utility industry locating gas, electrical and cable service lines where he received advance line locating classes. Bill has attended numerous classes and lectures related to leak location and pinpointing and recently completed advanced non-intrusive leak detection training and acoustic wave velocity measurement training which can pinpoint leaks on previously difficult piping of non-metallic and large diameter pipe. Bill has experience in the following: testing and evaluation of water meters; valve location and operation, exercising and mapping; fire hydrant and main capacity flow testing; and the use of state-of-the-art leak detection equipment. He is also experienced in the use of all of our Polcon® Flow Testing equipment.

### Significant water utilities where projects were performed:

- ◆ Village of Downers Grove, IL (2015 - 2017)
- ◆ Village of Fox Lake, IL (2018)
- ◆ Village of Hampshire, IL (2013 – 2017)
- ◆ City of West Bend, WI (2019)
- ◆ City of Marengo, IL (2018)
- ◆ Village of Morton Grove, IL (2016)
- ◆ City Grafton, WI (2015)
- ◆ Village of Algonquin, IL (2018)

Role  
Project Management and  
Development

Education  
BS, Mechanical Engineering,  
Purdue University

Work History  
M.E. Simpson Company, Inc.  
Project Engineer  
Project Manager  
1999 Present

Professional Certifications  
Licensed Professional  
Engineer, Indiana

Certified Project  
Management Professional  
(PMP)

Member of Project  
Management's Institute  
Council Chapter

10 Hour OSHA Certified for  
General Industry

American Red Cross First Aid  
and CPR with AED Certified

American Traffic Safety  
Services Association  
Flagging Certified

Extensive traffic control  
training

Extensive confined space  
training

# Aaron Horbovetz, PE, PMP

## Project Engineer

Aaron Horbovetz has been with the Company since September of 1999. He earned his degree in Mechanical Engineering from Purdue University, completed his EIT work and recently passed the PE exam for the state of Indiana. Aaron is also a certified Project Management Professional (PMP®). Aaron is a regular presenter at AWWA conferences since 2012, both at section meetings and at the ACE conferences. He has attended numerous classes and lectures related to the operation, maintenance and installation of water meters, and completed classes in plumbing. Aaron has experience in the following: maintenance and installation of water meters; valve location, exercising and mapping, fire hydrant and main capacity flow testing, and the use of state of the art leak detection equipment. He manages the companies hydraulics services division, including all Pitot testing, pump curve analysis, and C-Factor testing.

### Significant cities where projects were performed:

- ◆ City of Chicago, IL (2012 – 2019)
- ◆ City of Baltimore, MD (2010 – 2019)
- ◆ City of Atlanta, GA (2014-2019)
- ◆ City of Avondale, AZ (2012 – 2016)
- ◆ City of Buckeye, AZ (2015 – 2016)
- ◆ City of Cottonwood, AZ (2012)
- ◆ Lake Havasu City, AZ (2015 -2016)
- ◆ Town of Sahuarita, AZ (2014)
- ◆ City of Scottsdale, AZ (2012)
- ◆ City of Tempe, AZ (2014)
- ◆ Wellton, AZ (2012 – 2013)

Role  
Project Management and  
Development

Work History  
M.E. Simpson Company, Inc.  
Vice President  
Project Manager  
1989 - Present

Professional Associations  
American Water Works  
Association (AWWA)

Water Loss Control  
Committee (Chair  
2010 – 2014)  
Apparent Water  
Loss Sub  
Committee

Illinois Section AWWA Board  
of Directors

Past Chair (2014 –  
2015)  
Chair (2014 – 2015)  
Education  
Committee  
Water For People  
Committee  
Water Efficiency  
Committee

Indiana, Michigan, North  
Carolina, South Carolina,  
Georgia, Virginia, and  
Florida State Sections  
AWWA

Professional Certifications  
10 Hour OSHA Certified for  
General Industry

American Red Cross First Aid  
and CPR with AFD Certified

American Traffic Safety  
Services Association  
Flagging Certified

# John H. Van Arsdel

## Vice President

John H. Van Arsdel has been with M.E. Simpson Co., Inc. since May 1989. He graduated from Valparaiso University with a B.A. in Geography with an emphasis in Locational Evaluation and Research Design. He has completed water operators classes and seminars on Water Filtration and Distribution, Vulnerability Assessment Class for the Sandia Labs RAM-W method and the RAM-W "modified" for small to medium systems (currently licensed to use the Sandia Labs RAM-W Method, and licensed to teach the RAM-W "modified" for small to medium water systems), along with classes related to the operation and maintenance of water meters, and system hydraulics specifically related to the Polcon® Flow Testing equipment.

John has over 30 years of experience directing projects for water utilities concerning water audits, loss prevention, leak detection programs, meter evaluation and maintenance, flow testing using the Polcon® Flow Testing method (large flow meter assessments, C-factors, pump curves, zone flow measurements), mainline valve assessments (location, exercising and mapping programs), and fire hydrant and main capacity flow testing programs. John has been responsible for the analysis, evaluation, and CAD updating of Water Distribution, Sanitary, and Storm Sewer Atlases using GPS locating. He developed the Company's Unidirectional Main Flushing Program and Utility Atlas Updating Program. He has presented classes for continuing education credits for water operators for over eighteen years to several local and state Water Works Organizations on Water Loss Reduction including Water Audits, Leak Detection, Meter Testing and Flow Testing. He has presented papers at the AWWA ACE in 2007, 2008, 2009, and 2012, At the 2010, 2011, and 2012 AWWA DSS he presented papers on water loss reduction. Since 2003, he has conducted classes on Vulnerability Assessments and Emergency Response Planning for water utilities as well as conducting several VA and ERP projects. He served from 2010 to 2014 as Chair of the AWWA Water Loss Control Committee. As Vice President of M.E. Simpson Co., Inc., John serves as the main point of contact for client development, business sales and customer relations for the Eastern U.S.

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M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Technical Approach / Implementation

- ◆ For PVC water mains only the Echologics LeakFinder-ST w/hydrophones leak correlator or Fluid Conservation Systems (FCS) TriCorr Touch leak correlator, will be used for correlations because of the ability for these correlators to be able to analyze the particular sound frequencies inherent to PVC pipe.
- ◆ The leak location will be marked in the field (on the surface) using environmentally formulated Precautionary Blue paint.
- ◆ The leak location will be GPS at the submeter level to document its location. The coordinates will be documented and made available for the Utility to download into their GIS system and GPS location equipment.
- ◆ The Project Team will document all leak locations with a diagram indicating the location of the leak. Other information related to that correlation will be included as part of the field sheet such as the filters used for the correlation, line locations, distances between sensors, etc.
- ◆ The locations of leaks requiring immediate attention (immediate threat to life, injury or traffic) will be turned in as quickly as possible to facilitate the repair process.
- ◆ The Project Team will report daily or per request of the Utility, to assigned Utility Professional and go over the progress of the previous day, as well as cover what will be surveyed the current day.
- ◆ It may be necessary to conduct parts of the Leak Survey during "off hours" such as at night. This may be required in areas of high traffic volume where traffic noise may affect the ability to detect leak noise, and traffic volume may affect the ability of the Project Team to be able to safely access main line valves in the middle of the street. The Project Team will give 24-hour advanced notice of intent to survey a particular area that may require after hours surveying or nighttime surveying. This is so the Utility can plan for the area to be surveyed, give notification to the Police department, as well as other Public Works Divisions as to the activity that will take place.
- ◆ As a part of the leak program, mapping discrepancies found, distribution assets found in disrepair will be noted and turned into the utility.
- ◆ Leaks verified on the customer's side of a service shut-off will not be located beyond the shut-off. If a leak appears to be on the Customers' side, the Utility will be notified first, then the customer notified and permission granted prior to the water being shut off even for short periods of time where possible and as time allows, as well as the ability for the customer to respond.
- ◆ If the Utility requests leak locations beyond the service shut off on the customer's side of the service line, this will result in an additional charge to the leak survey based on an hourly rate and this service must be agreed upon between the Utility and M.E. Simpson Co., Inc. prior to the start of the survey.
- ◆ Valves and hydrants will not be operated without Utility permission. Valves and hydrants that break during this type of operation are the sole responsibility of the Utility. M.E. Simpson Co., Inc. cannot be responsible for valves and hydrants that break due to pre-existing conditions.
- ◆ The Utility is encouraged to dig up and repair the leaks located as soon as possible so that the area may be re-surveyed while the Project Team is still working on the survey in that general geographical location to ensure no other leaks are present in that area.

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Technical Approach / Implementation

## Equipment List

- ◆ FCS S30 Gutermann AquaScope electronically enhanced listening device.
- ◆ Echologics LeakFinder-ST w/hydrophones; FCS AC Digital, TriCorr Touch or Vivax-Metrotech HL6000X leak correlator systems.
- ◆ RADIO Detection Line Locators.
- ◆ Trimble R1 GPS Unit
- ◆ Chicago Tape, Fisher M-Scope or Schonstedt magnetic locators.
- ◆ All necessary valve keys and hand tools.
- ◆ Truck mounted arrow board/signage and warning lights.
- ◆ Traffic control equipment, including properly sized traffic cones with reflective stripes.

## Quality Control and Accuracy of Leak Locations

The level of accuracy of leak detection is a matter of taking in all the above considerations and applying those considerations to each individual potential leak location as it is being evaluated. Any statement made as to the level of accuracy of leak locations must be considered based on the individual conditions of each leak.

Locating leaks on a distribution system can be very challenging. It is not a perfect science. Pipes and fittings can leak for a variety of reasons (age, poor installation, material failures, bad soils, etc.), and the ability to locate leaks is dependent on the stated variables listed in the "Project Approach". By employing a strict methodology in the field for conducting a leak survey, these variables can be accounted for and mitigated. The depth of experience of the Project Team is extremely important to maintaining the ability to have accurate locations of leaks. Additionally, crews work as Two-Person Teams in the field, double checking the progress of the work as the survey progresses. The systematic procedure for leak confirmation has been stated in the Scope of Field Service and is restated here.

"Suspected leak areas are always listened to a second time, preferably at a different time of day than originally listened to. The mains and services will be line located to ensure correct pipe distances are used for the correlations. Correlations may need to be performed several times with several configurations to ensure all the possible scenarios have been covered. Sewer manholes may need to be opened and flows observed. If there is any doubt as to the existence of a leak, the area may be checked and correlated at different times to rule out water usage or other factors. The progress of the survey will be monitored by the use of daily logs and a progression map with suspected leak noise indications marked and possible leak locations will be maintained. Field leak location forms will be turned into the Utility according to the agreed schedule. The Project Team will follow up on leak locations by monitoring the repair schedule of the Utility. That way in case a potential leak location is wrong, the Project Team can return to the site and determine why the leak location was incorrect, and correct it. This means maintaining a good level of communication between the Project Team in the field, and the Utility. As a matter of Quality Control for leaks in the field, our Correlators, FCS TriCorr Touch and Echologics LeakFinder-ST have the distinct ability to be able to detect and pinpoint more than one leak in the same relative area, thus allowing better leak coverage and insuring that one leak is not "masking" another leak in the same area. The use of progress reports and meetings will allow for open discussions of problems encountered so solutions can be examined."

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Technical Approach / Implementation

## Utility Observations

The M.E. Simpson Co., Inc. Project Team will welcome having staff of the Utility observe field procedures while the Leak Survey is in progress. They will be happy to explain and demonstrate the equipment and techniques that are employed by M.E. Simpson Co., Inc. for detecting and locating leaks on the Water System.

## Final Reports, Documentations & Communications

*M.E. Simpson Co, Inc. will perform the following:*

- ◆ Project Team will **meet daily** with assigned Utility personnel to go over areas of survey for prior workday and plan current day and area to survey.
- ◆ The field technicians will be readily available by cellular phone. This will facilitate communications between the Utility and the field technicians. A **24-hour toll-free 800 number** is available for direct contact with M.E. Simpson Co., Inc. for emergencies.
- ◆ **Diagram all leak locations**, date of location, and classify according to severity and an estimate of loss.
- ◆ **The Project Manager will meet** with the Utility regularly for a progress report.
- ◆ **Prepare a progress report** at monthly intervals for the Utility if requested.
- ◆ Develop a **Leak Survey log** of activity which will also have confirmed leaks listed and this list will be turned in weekly (in Excel format). The list will also be included with the final report that will include the following;
  1. Mechanical deficiencies discovered
  2. Description of the area surveyed including lineal feet of the system surveyed
  3. Mapping errors on the water atlas
  4. Type of monitored appurtenances
  5. The methodology of the survey including description of the type of leak, location of the leak and an estimate as to the size of the leak measured in gallons per day
  6. Total estimated loss
- ◆ Develop a **GPS log** of coordinates taken of each located leak. This list will be included with the final report for your use and integration into your GIS program.
- ◆ **Prepare the final report** at the completion of the project which will include all leak location reports with drawings, total of estimated water loss, total pipe distance investigated, a description of the area surveyed, and other problems found in the system during the course of the survey that need the attention of the Water Utility. The leak summary will list leak types such as main leaks, service line leaks, valve leaks, or hydrant leaks.

A cost benefit analysis of the survey based on the "cost to produce" water will also be included that describes the financial impact to the Utility for water loss. Recommendations for system maintenance will be a part of this report based on field observations made during the survey. **This final report shall be made available for submission to the Utility within thirty (30) working days of the completion of the fieldwork.**

Effective communication...  
accurate documentation...  
**Ensuring the success for  
the leak survey**

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Technical Approach / Implementation

### Assumptions & Services Provided by the Utility

- ◆ The Utility will furnish all maps in an electronic format or paper atlases (two copies), and records necessary to properly conduct the survey.
- ◆ The Utility will assist as necessary to clean out service valves, meter pits and valve-boxes needed for listening.
- ◆ The Utility will provide a Primary Contact Person and/or secondary contact person for the Field Staff to report to on a periodic basis. This person shall act as the official liaison for the duration of the Leak Survey. This person shall have a working knowledge of the water system and will be helpful in attempting to locate particularly hard-to-find water valves for listening and for general information about the water system. *This person will not need to assist the Project Team on a full-time basis*, but only on an "as needed" basis.
- ◆ The Utility will assist, if needed, to help gain entry into sites that may be difficult to get into due to security issues or other concerns.
- ◆ The Utility will assist, if needed, to locate all nonmetallic pipe within the service area. This would include all Concrete Cylinder pipe, Asbestos Cement Pipe, PVC pipe and HDPE pipe.
- ◆ We will encourage the immediate digging of major leaks (main breaks) so that if there are problems with the leak location, the problems can be corrected while the Project Team is close by and can verify the site.

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Technical Approach / Implementation

## PROJECT SAFETY PLAN

M.E. Simpson Co., Inc.'s Safety Programs cover all aspects of the work performed by M.E. Simpson Co., Inc. We take great pride in our safety plan/policy/program and that is evident in our EMR scores over the last five years. The safety of our employees, the utilities employees and that of the general public is our #1 priority.

Our Safety Plan/Policy/Program, with all of its parts, is 60 pages in length. In an effort to be more efficient and less wasteful we do not print copies of the safety program for RFPs. There is nothing secretive or proprietary contained within our plan/policy/program and we are happy to share its contents. If you would like a PDF copy of our plan/policy/program please contact Terrence Williams, Operations Manager, at 800.255.1521 and a copy of our program will be sent via email to you.

Below is an overview of our plan/policy/program:



**Safety** is a major part of any project. M.E. Simpson Co., Inc. always provides a safe work environment for its employees. **Our staff is trained in General Industry OSHA rules, Confined Space Entry & Self-Rescue, First Responder First Aid, CPR, and Traffic Control.** While in the field on your project, M.E. Simpson Co., Inc. and its employees will follow all of the necessary safety procedures to protect themselves, your staff and the general public.

### **M.E. Simpson Co., Inc. uses Two-Man Teams for Safety and Quality Assurance.**

The use of a "one-person" leak detection team is dangerous and impractical where water mains run under roadways. It would be a dangerous precedent to allow a "one-person" team to access main line valves located in the roadway, attempt to listen to the valve with headphones on, and at the same time try to control traffic flow at that person's location in the street.

### **Therefore M.E. Simpson Co., Inc. adheres to the following:**

- ◆ The Project Manager and the Field Manager will be trained in accordance with OSHA Standard 1910 (General Industry) and be in possession of an OSHA 10 Hour or 30 Hour Card.
- ◆ Any listening points located in a "confined space" such as pit and vault installations that require entry will be treated in accordance with the safety rules regarding **Confined Space Entry, designated by the Utility, The Department of Labor and OSHA.**
  - All personnel are trained and certified in Confined Space Entry & Self-Rescue.
- ◆ We will follow all safety rules regarding **First Responder First Aid & CPR, designated by the Utility, The Department of Labor and OSHA.**
  - All personnel are trained and certified in First Responder First Aid & CPR.
- ◆ We will follow all **traffic safety rules, designated by the Utility, The Department of Labor, OSHA, and the Illinois Department of Transportation (per MUTCD).**
  - All personnel are trained and certified, by the **AMERICAN TRAFFIC SAFETY SERVICES ASSOCIATION (ATSSA)** in Traffic Control and Safety.

Current documentations of safety training and certifications can be provided for all project personnel for the Utility. These certifications are current and up to date (for 2019) for all project personnel.

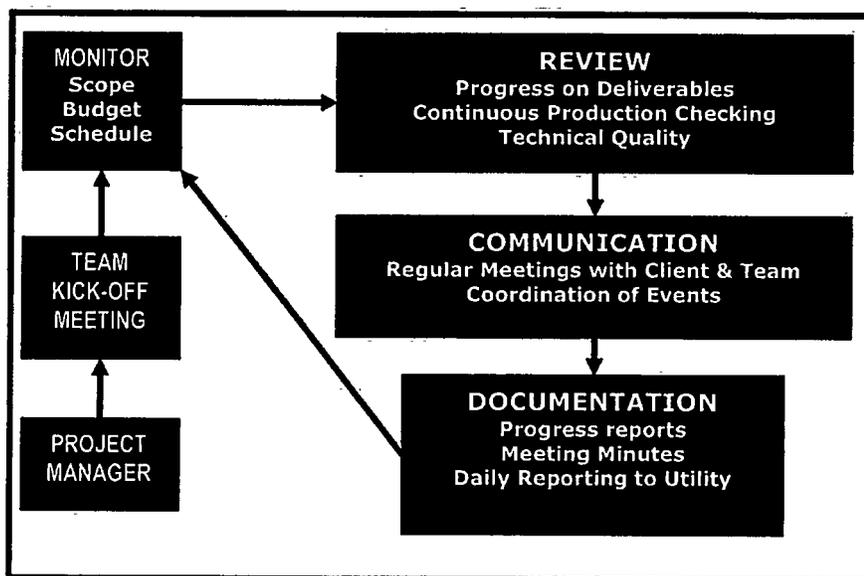
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Technical Approach / Implementation

## PROJECT MANAGEMENT APPROACH

M.E. Simpson Co., Inc.'s project management approach is what leads to our proven track record to complete projects on time and within the budget established. Based on our past experience, we have developed project management practices that will ensure the Village of Downers Grove, Illinois of effective communication and project tracking throughout this project. We will follow the Project Management Institute (PMI) standards, including the Project Management Body of Knowledge (PMBOK). These globally accepted standards will assure this project is planned, executed, monitored and controlled in accordance with world class procedures. M.E. Simpson Co., Inc. has seasoned and experienced managers and technicians that will have continuous input, ensuring the results of the Water Distribution System Leak Survey exceed the expectations of the Village of Downers Grove, Illinois.

Our project management system establishes - the single project manager – who has the responsibility and authority to act on behalf of M.E. Simpson Co., Inc. This project manager will stay with the project from beginning to the successful completion. The project manager's specific responsibilities include:

- ◆ Coordination of all activities in this project.
- ◆ Establishing key decisions and review milestones during this project.
- ◆ Preparing an initial project development plan identifying the schedule of work tasks and key personnel to perform the work in the field to meet the milestones and objectives.
- ◆ Coordinate communications and meetings with the Utility as needed or required to review technical concepts and alternatives, soliciting staff input and coordinating activities with the project team.
- ◆ Prepare periodic reports as needed and meet with the Utility on a regular basis summarizing project scheduling, progress and maintaining the project within the budget stipulated.
- ◆ Oversee the execution and development of the project deliverables.



Project management remains an important activity during the course of the project and does not stop with the Project Manager. For the water distribution leak survey, each member of the project team is dedicated to providing the best leak detection program that can be attained using the state-of-the-art technology and equipment, field experience and engineering knowledge. Our team will be made up of experienced water professionals that are experts in water loss control such as leak surveys and pinpointing, water meter

**M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Technical Approach / Implementation**

evaluation/testing (residential, commercial, wholesale, and production meters), and water distribution system hydraulic modeling, fire hydrant maintenance/flow testing and valve assessment and exercising. It is this combination of experience and knowledge that has helped shape our approach to leak surveys in distribution systems because the team members have the capacity to make on the spot decisions regarding any fine tuning of the program. They will maintain constant communication with the Village of Downers Grove, Illinois District and the Project Manager regarding their progress as well as any major issues needing immediate attention and discussion.



For the leak survey program, each Project Team member assigned to specific tasks is dedicated to providing the best leak detection knowledge that can be attained. MESCO team members have been highly active with the AWWA Water Loss Control Committee helping with the rewrite of the M36 Manual, M33 Manual and revisions to the free Water Audit Software tool. Each team member is highly experienced in the implementation of leak surveys as well as other water loss control programs. It is our team's combination of field experience and engineering knowledge that has shape our approach to water loss control programs in distribution systems. The individual team members have the capacity to make sound decisions regarding any fine tuning of the leak survey. They will maintain constant communication with the Village of Downers Grove, Illinois and the Project Manager regarding leak survey progress.

MESCO is sure that the selection of our team to perform this work will provide the Village of Downers Grove, Illinois with exceptional experience, sound decision making, and a level of service providing the following advantages:

- ◆ A professional team with a specialized expertise in leak detection and water loss management
- ◆ One of the finest and highly experienced technical and engineering team with the capacity to provide the highest quality work for the Village of Downers Grove, Illinois.
- ◆ A project approach that incorporates interim reporting and continuous input opportunities by the Village of Downers Grove, Illinois.
- ◆ Innovative proven analysis techniques developed from the completion of several similar projects that sought the same scope and results as this project

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Technical Approach / Implementation

***Project Quality Assurance/Quality Control***

Quality is of the utmost importance to MESCO Team – not merely because of the Village of Downers Grove, Illinois and other client's requirements, but because it is vital to our continued success and viability. Quality management and services bring to all of us the rewards of jobs well done, satisfied Utility staff, and successful projects.

Our QA/QC program is built around several key elements of each participating firm's mission and values which consist of:

- ◆ Maintaining a reputation for the highest quality performance
- ◆ Client satisfaction
- ◆ Continuous process improvement
- ◆ Open communication with the field staff and the Utility
- ◆ Team Work

The QA/QC plan for this project is very simple. No work will leave MESCO Team until it has been verified that all the requirements and objectives of the project as well as the requirements of the project QA/QC managers have been met. During the course of the project, the Project Manager and/or the QA/QC manager will meet with the Village of Downers Grove, Illinois to ensure that the work product is technically correct, but also meets the needs and expectations of the Village of Downers Grove, Illinois. Every step will be well documented for progress reports.

MESCO Team's professional services are grounded in sound principles that meet the tests of time from past successes of hundreds of leak detection projects will satisfy the quality requirements of the Scope of Service. Each member of the project team has a thorough understanding of the project objectives. Every member of the team will apply sound methodology and principles, and are expected to produce quality, accurate and complete documents. The QA/QC procedure has been developed and implemented based on tried and proven methodologies. The prevention of poor-quality service is based on four sound principles:

- ◆ Quality management of the project by using experienced personnel committed to excellence.
- ◆ Conformance to requirements by being knowledgeable of all local conditions in the field and keeping abreast of new cutting-edge water loss remediation methods.
- ◆ Prevention of rework and errors by using teamwork, cross checking the leak survey procedures every step of the way, and having staff knowledgeable in all aspects of leak survey projects.
- ◆ Quality is built in - not added on. The project management and staff have shown that a quality service is produced when the project tasks are properly sequenced and carried out to the final termination of the program using the built-in system of checks and balances.

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Technical Approach / Implementation

## SCHEDULE OF WORK

**Proposal Due:** December 27, 2019

**Notice To Proceed:** TBD

**Kick Off Meeting and Commencement of work:** Within 30 days of "Notice to Proceed" or as agreed upon between the Utility and M.E. Simpson to meet with Utility staff to go over project goals and objectives. Field work will begin the same day or agreed upon by the Utility and M.E. Simpson Co., Inc.

**Fieldwork to be completed and documented:** Field work will be started as agreed upon by the Utility and M.E. Simpson Co., Inc. Assume one field team (2 persons each), 23 – 25 days in the field for completion of field work for the water distribution system leak survey. Additional leak survey work beyond the original approximate 233 miles of water main will be based on a per mile fee and may cause a shift in the completion date.

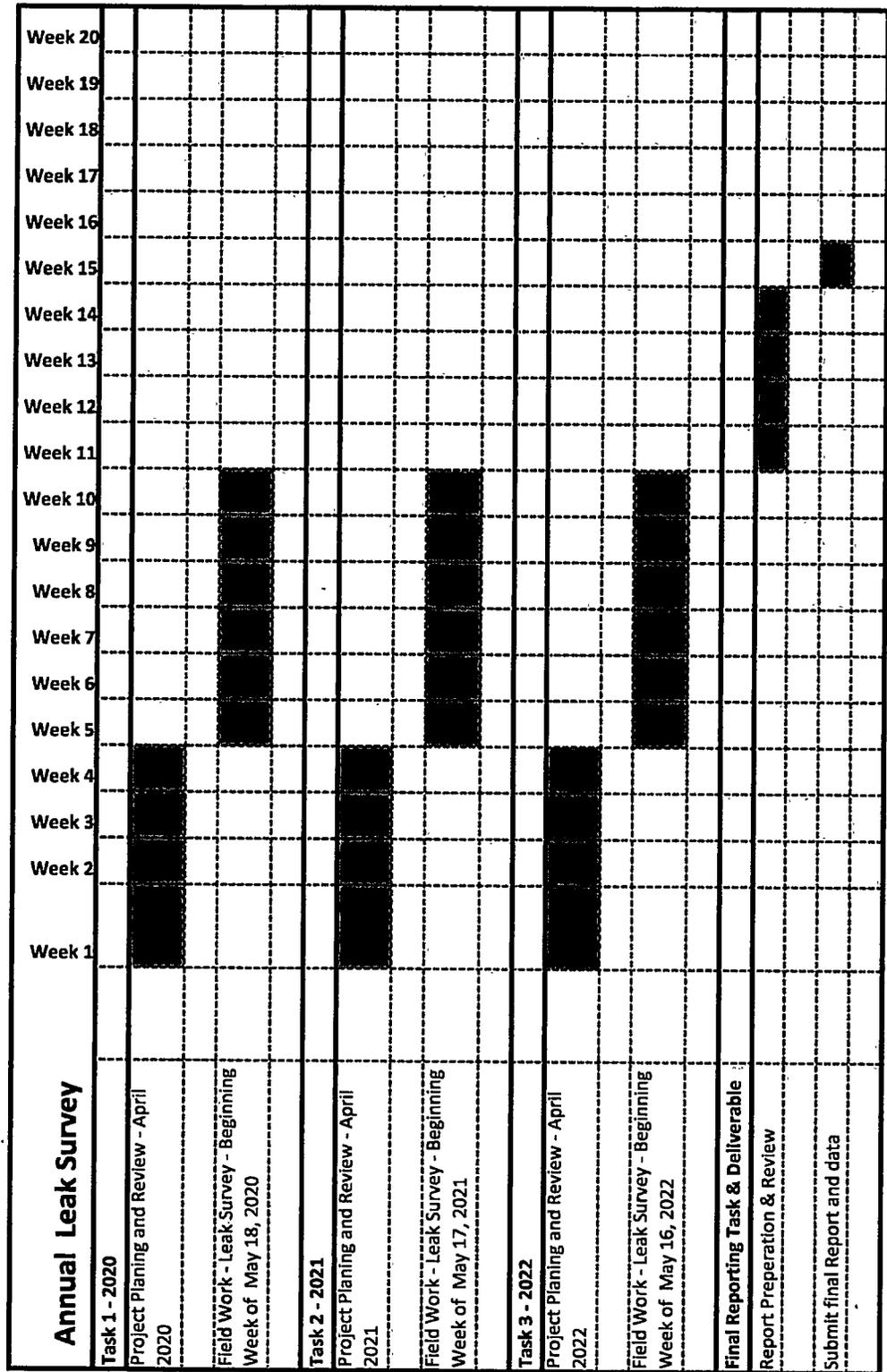
### **Daily Work Hours**

Normal "on site" daily work hours will be 7:00 AM to 4:30 PM. Any work that needs to be performed outside the normal work hours will be discussed with the Water Superintendent at least 24 hours in advance.

**Daily Reporting:** The Field staff will meet with assigned Utility staff daily or as needed and determined by the assigned Utility Manager. Leaks located that need immediate attention will be documented and submitted immediately for the Utility's attention. Minor leaks will be reported daily for scheduling of repair. Appurtenances that need moderate to severe repair in order to listen to the water main will be turned in to assigned Utility Manager daily or as agreed upon by, prioritized by severity.

**Periodic Reports:** Weekly summary reports will be available 5 work days after field work has been validated for the program for each week, for the Leak Detection work. These reports will have all the leak survey information compiled during the course of the project for the week.

**Final Reports:** Final summary reports will be available 30 work days after field work has been completed for the program. These reports will have all the valve data compiled during the course of the project.





December 19, 2019

Mr. Bill Baltz  
Utilities Operations Engineer  
City of Joliet  
921 E Washington Street  
Joliet, IL 60433

Dear Mr. Baltz,

**RE: REPORT FOR A WATER DISTRIBUTION SYSTEM LEAK SURVEY**

M.E. Simpson Co., Inc. is a Professional Services Firm dedicated to developing and providing programs and services designed to maximize peak performance for our clients' water distribution systems. Many of these programs are universally recognized as a part of "Best Management Practices" (BMPs) for utilities. We pride ourselves on delivering solid solutions using the highest quality technical and professional services by way of state-of-the-art technology and a skilled and well-trained staff of professionals. These "Professional Services" offered by M. E. Simpson Company are designed to aid a utility in reducing non-revenue water and enhance distribution system performance.

M. E. Simpson Company is pleased to submit this report of our leak detection survey for the City of Joliet. This survey addressed the Joliet water distribution system, consisting of approximately 645 miles of water main. The report contains the results of our investigation that includes the following:

1. A DESCRIPTION OF THE AREA SURVEYED.
2. METHODOLOGY OF THE SURVEY.
3. A LIST OF LEAKS AND TYPE OF LEAK LOCATED.
4. GENERAL RECOMMENDATIONS BASED ON OUR INVESTIGATION.

**DESCRIPTION OF THE AREA SURVEYED**

Approximately 3,405,600 lineal feet were surveyed as part of the system investigation. This included all fire hydrants, all accessible mainline valves, and selected services.

Randy Lusk  
Innovation & Solutions Manager

3406 Enterprise Avenue  
Valparaiso, IN 46383

800.255.1521 P  
888.531.2444 F

Randy.Lusk@mesimpson.com

**LEAKAGE LOCATED**

All water mains within the Project area were surveyed and 158 leaks were located. These leaks have been grouped as follows: Main Line Leak - 16, Service Line Leak - 40, Fire Service Leak -0, Valve Leak - 11, Hydrant Leak - 91, Other Type Leak - 0. All of these leaks have been verbally reported to your office with these locations, so many have probably been repaired already. Following are the leak locations with an estimated GPD (Gallons Per Day) leakage potential.

Type	Location			SIZE
	Northing	Easting	GPS Date	
Main Line		700 Hickory Street		144,000 GPD
	1773831.980997	1051691.101008	06/28/2019	11:15:24
		see enclosed diagram		
Main Line		Woodlawn Avenue & Taylor Street		72,000 GPD
	1772070.646039	1042591.294213	07/05/2019	11:28:10
		see enclosed diagram		
Main Line		213-215 Pleasant Street		43,200 GPD
	1767531.413322	1050259.111439	07/26/2019	14:09:15
		see enclosed diagram		
Main Line		Pleasant Street & Marion Street		36,000 GPD
	1768491.687033	1050493.597982	07/05/2019	13:10:31
		see enclosed diagram		
Main Line		Curtis Avenue & Clement Street		28,800 GPD
	1777582.582010	1048922.838105	08/30/2019	10:32:34
		see enclosed diagram		
Main Line		Summit Street & Ruby Street		21,600 GPD
	1774311.969139	1051477.648647	12/12/2019	10:39:23
		see enclosed diagram		
Main Line		609 Broadway Street		17,280 GPD
	1772946.245750	1051770.188938	06/28/2019	10:51:05
		see enclosed diagram		
Main Line		1426 Frederick Street		14,400 GPD
	1778756.315264	1046334.437325	07/05/2019	13:31:04
		see enclosed diagram		
Main Line		610 Jasper Street		14,400 GPD
	1765645.023004	1048979.628027	07/30/2019	13:12:00
		see enclosed diagram		
Main Line		850 Ewing Street		14,400 GPD
	1776687.961768	1058574.823068	11/01/2019	15:40:08
		see enclosed diagram		
Main Line		919 Mosby Court		14,400 GPD
	1762309.989684	1030465.148730	08/30/2019	11:03:49
		see enclosed diagram		
Main Line		Midland Avenue & Douglas Street		14,400 GPD
	1772781.049541	1043917.691646	08/23/2019	09:45:03
		see enclosed diagram		

Type	Location			SIZE
	Northing	Easting	GPS Date	
Main Line		Millboro Street & Jasper Street		14,400 GPD
	1765843.123132	1047363.689997	07/05/2019	10:47:44
		see enclosed diagram		
Main Line		Wheeler Avenue & Jefferson Street		14,400 GPD
	1768896.301441	1046591.606409	08/21/2019	11:16:44
		see enclosed diagram		
Main Line		Reed Street & John Street		10,080 GPD
	1769202.347454	1045671.152966	07/26/2019	14:00:02
		see enclosed diagram		
Main Line		Eastern Avenue & Irving Street		4,320 GPD
	1773056.731424	1054983.691369	11/01/2019	11:34:41
		see enclosed diagram		
Service Line		206 Reed Street		14,400 GPD
	1770195.559851	1045667.224986	08/23/2019	13:18:40
		see enclosed diagram		
Service Line		2533 Par Four Court		14,400 GPD
	1766655.768738	1035924.344626	08/30/2019	11:25:31
		see enclosed diagram		
Service Line		6914 Monmouth Drive		14,400 GPD
	1778150.698236	1006571.291642	08/29/2019	15:57:59
		see enclosed diagram		
Service Line		1101 Belden Way		7,200 GPD
	1776005.170425	1039306.876872	06/28/2019	11:25:54
		see enclosed diagram		
Service Line		1221 Fairchild Avenue		7,200 GPD
	1776453.289495	1061503.669603	11/01/2019	13:42:22
		see enclosed diagram		
Service Line		1514 Bellflower Lane		7,200 GPD
	1778263.055394	1001034.351714	08/30/2019	11:54:18
		see enclosed diagram		
Service Line		201 Hickory Street		7,200 GPD
	1770031.561280	1050856.791823	06/28/2019	11:05:22
		see enclosed diagram		
Service Line		2019 Langdon Circle		7,200 GPD
	1781914.999039	1004906.766556	08/21/2019	15:37:38
		see enclosed diagram		
Service Line		212 Casseday Avenue		7,200 GPD
	1771102.781979	1055953.311015	11/01/2019	14:54:38
		see enclosed diagram		
Service Line		221 May Street		7,200 GPD
	1767134.827347	1046319.681842	07/26/2019	13:41:02
		see enclosed diagram		

Type	Location			SIZE
	Northing	Easting	GPS Date	
Service Line		2923 Twin Falls Drive		7,200 GPD
	1787742.631806	1005816.394832	11/01/2019	16:23:56
		see enclosed diagram		
Service Line		511 Franklin Street		7,200 GPD
	1772954.296185	1054607.766394	11/01/2019	14:58:50
		see enclosed diagram		
Service Line		5411 Maha Court		7,200 GPD
	1776683.184398	1016364.556688	08/30/2019	11:46:36
		see enclosed diagram		
Service Line		609 Winterberry Court		7,200 GPD
	1764072.948698	1030494.127408	08/30/2019	10:58:23
		see enclosed diagram		
Service Line		610 Vine Street		7,200 GPD
	1773186.323871	1050114.134950	06/28/2019	10:56:27
		see enclosed diagram		
Service Line		612 Chase Avenue		7,200 GPD
	1774998.705194	1057149.034054	11/01/2019	14:45:30
		see enclosed diagram		
Service Line		620 Williamson Avenue		7,200 GPD
	1775983.584068	1057447.135699	11/01/2019	14:41:26
		see enclosed diagram		
Service Line		807 Winthrop Avenue		7,200 GPD
	1774348.443377	1041533.335365	06/28/2019	12:27:34
		see enclosed diagram		
Service Line		809 Elizabeth Street		7,200 GPD
	1774610.849519	1051057.492913	06/28/2019	10:45:50
		see enclosed diagram		
Service Line		909 Meadowsedge Lane		7,200 GPD
	1762306.247813	1032737.648526	08/30/2019	11:17:35
		see enclosed diagram		
Service Line		918 Kelly Avenue		7,200 GPD
	1775312.226039	1048072.260285	06/28/2019	10:32:58
		see enclosed diagram		
Service Line		317 Stone Street		5,760 GPD
	1773066.904769	1050685.521953	08/28/2019	14:38:18
		see enclosed diagram		
Service Line		558 Cass Street		5,760 GPD
	1770690.367798	1056893.561939	11/01/2019	11:27:03
		see enclosed diagram		
Service Line		1214 Woodland Court		4,320 GPD
	1765676.092810	1045217.152870	07/22/2019	13:09:28
		see enclosed diagram		

Type	Location			SIZE
	Northing	Easting	GPS Date	
Service Line		2811 Campbell Street		4,320 GPD
	1770106.946715	1033827.150572	08/30/2019	10:46:14
		see enclosed diagram		
Service Line		311 Hyde Park Avenue		4,320 GPD
	1766830.173316	1050012.413712	07/05/2019	10:39:30
		see enclosed diagram		
Service Line		423 Prior Street		4,320 GPD
	1768177.343568	1050081.255872	07/26/2019	14:06:47
		see enclosed diagram		
Service Line		510 Cornelia Street		4,320 GPD
	1772449.161441	1046174.682177	08/23/2019	12:15:27
		see enclosed diagram		
Service Line		610 Jasper Street		4,320 GPD
	1765624.378605	1048993.392314	07/30/2019	13:11:33
		see enclosed diagram		
Service Line		633 Central Avenue		4,320 GPD
	1764152.670803	1044713.255657	08/23/2019	09:34:37
		see enclosed diagram		
Service Line		701 Palladium Drive		4,320 GPD
	1773152.484575	1040694.570841	08/30/2019	10:24:41
		see enclosed diagram		
Service Line		725 Apollo Drive		4,320 GPD
	1773544.572618	1034682.026347	08/30/2019	10:13:32
		see enclosed diagram		
Service Line		807 Virginia Street		4,320 GPD
	1771752.429329	1058710.857032	08/28/2019	10:20:46
		see enclosed diagram		
Service Line		810 Farragut Place		4,320 GPD
	1771932.859016	1047494.229640	07/29/2019	14:46:03
		see enclosed diagram		
Service Line		812 1st Avenue		4,320 GPD
	1768496.383524	1058977.601780	08/28/2019	15:33:05
		see enclosed diagram		
Service Line		910 Sudbury Drive		4,320 GPD
	1775021.254569	1038632.028139	07/26/2019	13:11:27
		see enclosed diagram		
Service Line		227 Illinois Street		2,880 GPD
	1767126.622856	1049343.850844	07/05/2019	10:34:06
		see enclosed diagram		
Service Line (owners side)		1617 Whisper Glen Drive		7,200 GPD
	1779445.364881	1007241.919942	08/21/2019	15:52:29
		see enclosed diagram		

Type	Location			SIZE
	Northing	Easting	GPS Date	
Service Line (owners side)	6206 Clifton Court			5,760 GPD
	1781783.226682	1011234.553038	08/29/2019	14:30:24
	see enclosed diagram			
Service Line (owners side)	206 Reed Street			4,320 GPD
	1767386.311176	1045697.697352	07/22/2019	13:17:16
	see enclosed diagram			
Valve	Catherine Street & Mayfield Avenue			7,200 GPD
	1772509.101216	1045200.009428	08/23/2019	12:34:09
	see enclosed diagram			
Valve	Henderson Avenue & Benton Street			7,200 GPD
	1771433.826194	1057942.705049	11/01/2019	15:25:29
	see enclosed diagram			
Valve	Kelly Avenue & Ruby Street			7,200 GPD
	1774263.865438	1048100.710820	06/28/2019	10:29:55
	see enclosed diagram			
Valve	Mack Street & Taylor Street			4,320 GPD
	1772147.083093	1045859.152468	07/29/2019	12:12:33
	see enclosed diagram			
Valve	2200 Tamarack Drive			2,880 GPD
	1774812.255072	1067698.604588	07/22/2019	11:51:06
	see enclosed diagram			
Valve	2603 Eagle Drive			2,880 GPD
	1766642.288280	1035341.792946	07/26/2019	11:57:30
	see enclosed diagram			
Valve	Oneill Street & Marion Street			2,880 GPD
	1768256.069491	1045339.553965	07/26/2019	13:45:54
	see enclosed diagram			
Valve	1212 Taylor Street			1,440 GPD
	1772119.847228	1044835.556584	08/23/2019	13:04:16
	see enclosed diagram			
Valve (packing)	Catherine Street & Acres Road			2,880 GPD
	1771822.362793	1045213.630468	08/23/2019	12:46:03
	see enclosed diagram **Fixed**			
Valve (packing)	Mississippi Avenue & 2nd Avenue			1,440 GPD
	1768084.089289	1056008.236220	11/01/2019	15:18:45
	see enclosed diagram			
Valve (packing)	Prestige Street & Mason Avenue			1,440 GPD
	1773054.958617	1035028.826977	08/30/2019	10:16:23
	see enclosed diagram			
Hydrant	2319 Taylor Street			7,200 GPD
	1771891.294359	1037120.607495	07/05/2019	11:10:58
	see enclosed diagram			

Type	Location			SIZE
	Northing	Easting	GPS Date	
Hydrant		Wheeler Avenue & Jefferson Street		5,760 GPD
	1768876.248132	1046592.750619	08/21/2019	11:17:16
		see enclosed diagram		
Hydrant		Market Street & Munroe Street		4,320 GPD
	1765971.962397	1049627.197274	07/05/2019	10:54:32
		see enclosed diagram		
Hydrant		1702 Golden Ridge Drive		2,880 GPD
	1779592.027276	1010943.802281	12/12/2019	09:41:07
		see enclosed diagram		
Hydrant		23 Coventry Chase		2,880 GPD
	1766040.909390	1029650.528223	08/30/2019	11:31:28
		see enclosed diagram		
Hydrant		Caton Ridge Drive & Southridge Drive		2,880 GPD
	1783691.513134	1011063.774695	08/29/2019	13:27:35
		see enclosed diagram		
Hydrant		100 Robert Court		1,440 GPD
	1769165.501724	1032853.665603	07/26/2019	11:32:25
		see enclosed diagram		<b>**Fixed**</b>
Hydrant		1012 Wilcox Street		1,440 GPD
	1775881.313025	1048409.045493	06/28/2019	10:25:43
		see enclosed diagram		
Hydrant		1101 Lilac Lane		1,440 GPD
	1775915.498869	1038247.032130	12/12/2019	10:25:37
		see enclosed diagram		<b>**Fixed**</b>
Hydrant		1108 Fairview Avenue		1,440 GPD
	1777041.165648	1059142.468722	11/01/2019	13:33:39
		see enclosed diagram		
Hydrant		1114 Spring Green Drive		1,440 GPD
	1761928.639675	1068047.987512	07/26/2019	14:31:49
		see enclosed diagram		<b>**Fixed**</b>
Hydrant		1301 Acres Road		1,440 GPD
	1771808.737681	1044372.535616	08/23/2019	13:09:57
		see enclosed diagram		<b>**Fixed**</b>
Hydrant		1309 Dellmar Avenue		1,440 GPD
	1774715.761929	1044087.043827	07/05/2019	10:14:47
		see enclosed diagram		<b>**Fixed**</b>
Hydrant		1324 Westhampton Drive		1,440 GPD
	1777355.308017	1019397.316757	08/30/2019	11:59:08
		see enclosed diagram		
Hydrant		1395 Larkin Avenue		1,440 GPD
	1777888.113876	1040680.493007	07/05/2019	11:21:10
		see enclosed diagram		<b>**Fixed**</b>

Type	Location			SIZE
	Northing	Easting	GPS Date	
Hydrant		Winterberry Drive & Forestview Drive		1,440 GPD
	1763867.643945	1031535.075972	08/30/2019	10:54:48
		see enclosed diagram		
Hydrant		Youngs Avenue & Ward Avenue		1,440 GPD
	1774456.740440	1056556.036802	11/01/2019	14:29:43
		see enclosed diagram	**Fixed**	
Hydrant		1501 Raynor Avenue		720 GPD
	1778904.382652	1047623.567613	07/05/2019	13:21:00
		see enclosed diagram	**Fixed**	
Hydrant		1718 Parkside Drive		720 GPD
	1780245.342027	1024517.885035	08/29/2019	12:24:46
		see enclosed diagram	**Fixed**	
Hydrant		4169 Caribou Court		720 GPD
	1770130.054861	1025528.738520	08/29/2019	11:50:18
		see enclosed diagram		
Hydrant		8009 Expedition Street		720 GPD
	1771372.185887	999511.2673365	12/12/2019	09:30:34
		see enclosed diagram	**Fixed**	
<b>158 Leaks Located</b>		<b>ESTIMATED LEAKAGE TOTAL</b>		<b>925,920 GPD</b>

M.E. Simpson Co., Inc. | Water Distribution System Leak Survey

## METHODOLOGY

Your survey was conducted using the latest state of the art leak computers; the **FLUID CONSERVATION SYSTEMS' FCS Accu-Corr / Digi-Corr / Tri-Corr Touch, Vivax Metrotech HL6000 leak correlator or Echologics LeakfinderRT Hydrophone Correlator**. The **FCS S-30 or Gutermann Aquascope** is a tool used as an electronically enhanced listening device. These electronic instruments are microprocessor units that measure the time it takes the sound of the leak to travel from the leak to the point where the leak correlator is connected to the water line. By connecting the leak correlator to the water line at two locations, it will compute the distance from the leak to each connection point thus enabling us to determine the exact leak location. Our experienced technicians used these devices, along with the **S-30** electronically enhanced listening device, or the **Gutermann Aquascope** electronic listening device, as listening equipment to survey your pipeline network. Each hydrant and accessible valve was used as listening points to identify leaks. Selected services, b-boxes, were used on an as needed basis to keep the listening distances under five hundred feet (500'). "**Pin-Pointing**" of the leak, as well as locating leaks that other methods fail to reveal was also done with this equipment.

## LEAK QUANTITIES

Quantifying leaks is difficult because there is not any accurate means of doing so. Pipe material, size of the leak, system pressure, soil material and water table will affect the noise that a leak makes. Small leaks under high system pressure will make more noise than a large leak under low system pressure. However, the above leaks are of sufficient noise levels that the above estimates should be very conservative. Using a production price of \$0.47 per thousand gallons, these leaks were costing your utility in excess of \$435.18 per day or \$158,841.58 annually. It's obvious that this Leak Survey Program has proven to be cost effective. Naturally the main line leaks have the greatest potential for loss followed by service line, valves, and finally hydrants. Once leaks have been repaired, we would recommend that the Utility compare pumping rates before and after. This information will be more meaningful and accurate.

## RECOMMENDATIONS

This survey confirms that the City of Joliet's water distribution system will benefit from this project by a reduction in underground leakage. There is always a concern over the cost effectiveness of leak detection because of the uncertainty of the number of leaks located. However, with your present cost of water and the discovery of these 158 leaks, the cost of this 2019 leak survey will pay for itself within 11 months. It only takes a recovery of about 857,243 gallons per day on an annual basis (857,243 gallons per day is only 595.3 gallons per minute throughout your entire water distribution system) to recover your investment. We would recommend that you conduct a Leak Survey Program every year. This recommendation becomes more critical as your cost of water increases.

We appreciate your cooperation and that of the utility staff who were available to answer our questions during this project. If you have any questions with the information in this report, please do not hesitate to contact us.

Sincerely Yours,



Randy Lusk  
Innovation & Solutions Manager

**M.E. SIMPSON COMPANY, INC.**

**LEAK LOCATION REPORT**

**Client:** Joliet, Illinois

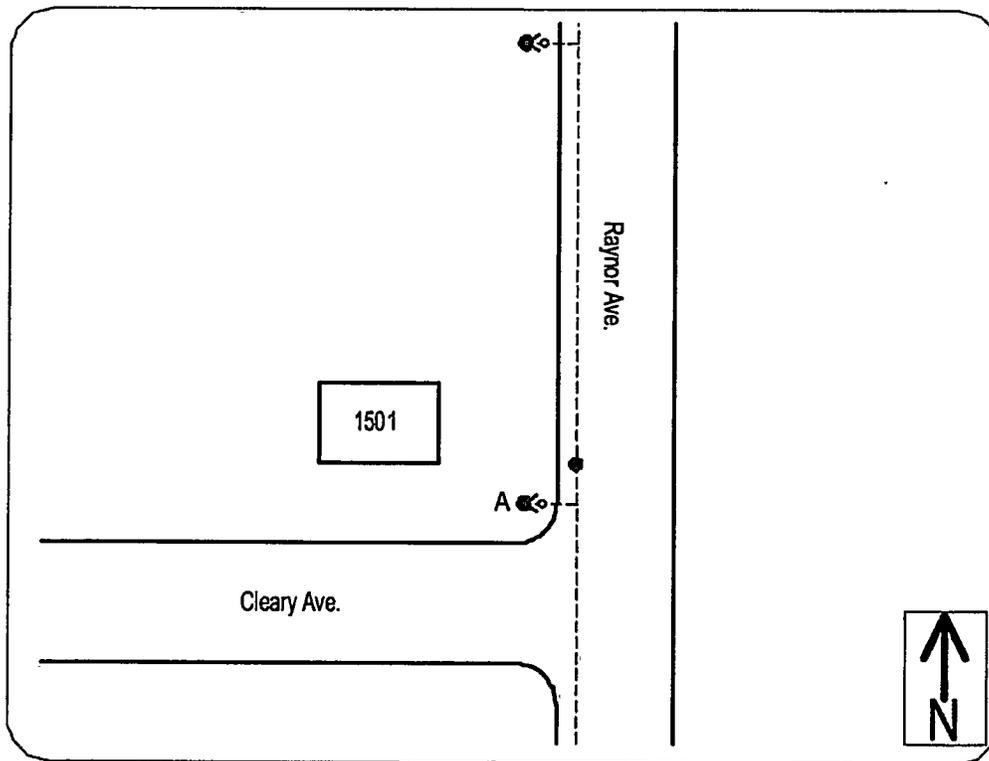
**Time:** 8:18:00 AM    **Leak#** J01

**Date:** Thursday, May 30, 2019

**Tech:** Blake W. & Malcolm J.

**Address:** 1501 Raynor Avenue

Below is a diagram of the area surveyed for a suspect leak.



**Distance:** 0' from A

**Connection point:** A= Hydrant

**Connection point:**

**Connection point:**

**Connection point:**

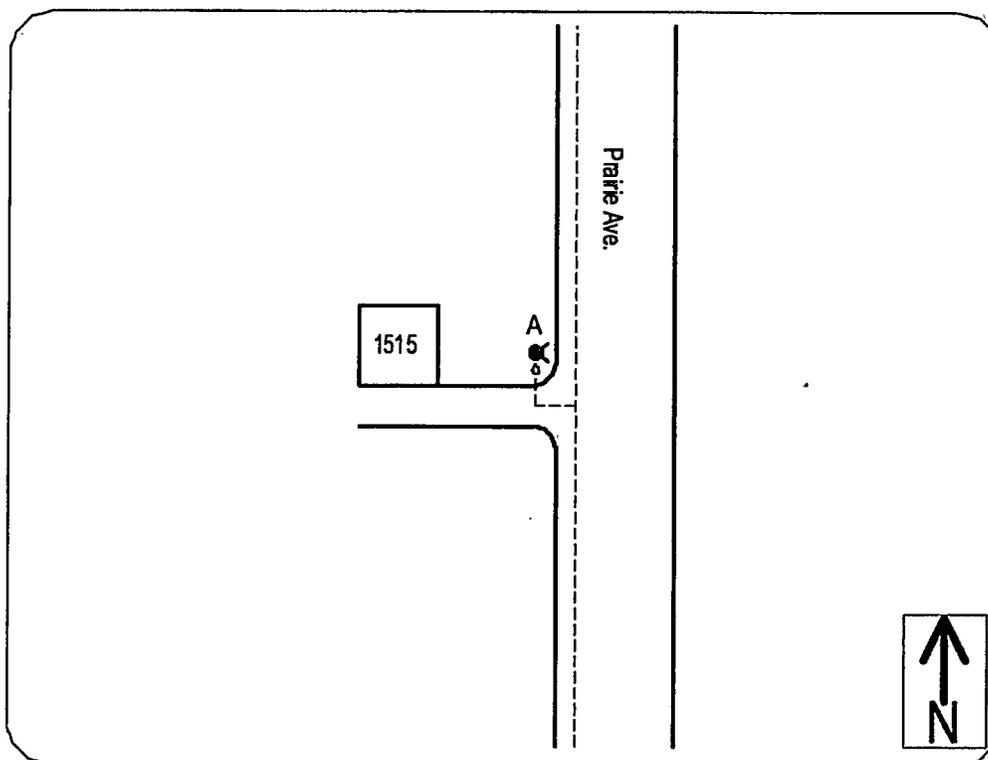
**Leak Location:** 0' from A

**Comments:** This was a hydrant leak. We tightened the hydrant operating nut and the leak noise quit. This leak is fixed.

*We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.*

**M.E. SIMPSON COMPANY, INC.****LEAK LOCATION REPORT****Client:** Joliet, Illinois**Time:** 11:15:00 AM **Leak#** J02**Date:** Friday, May 31, 2019**Tech:** Jerry R. & James A.**Address:** 1515 Prairie Avenue

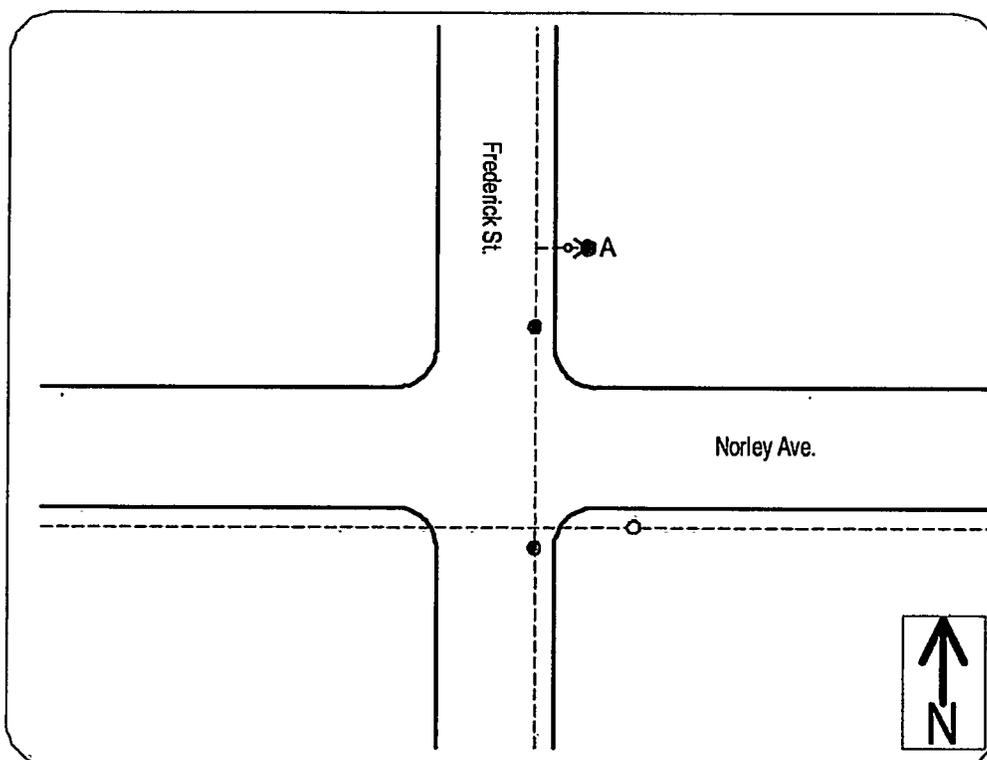
Below is a diagram of the area surveyed for a suspect leak.

**Distance:** 0' from A**Connection point:** A= Hydrant**Connection point:****Connection point:****Connection point:****Leak Location:** 0' from A**Comments:** This is a hydrant leak. We tightened the hydrant operating nut and flushed the hydrant, and the noise continued. We closed the hydrant auxiliary valve and the noise quit. We re-opened the auxiliary valve and the noise returned.

*We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.*

**M.E. SIMPSON COMPANY, INC.****LEAK LOCATION REPORT****Client:** Joliet, Illinois**Time:** 11:50:00 AM **Leak#** J03**Date:** Friday, May 31, 2019**Tech:** Jerry R. & James A.**Address:** Frederick Street & Norley Avenue

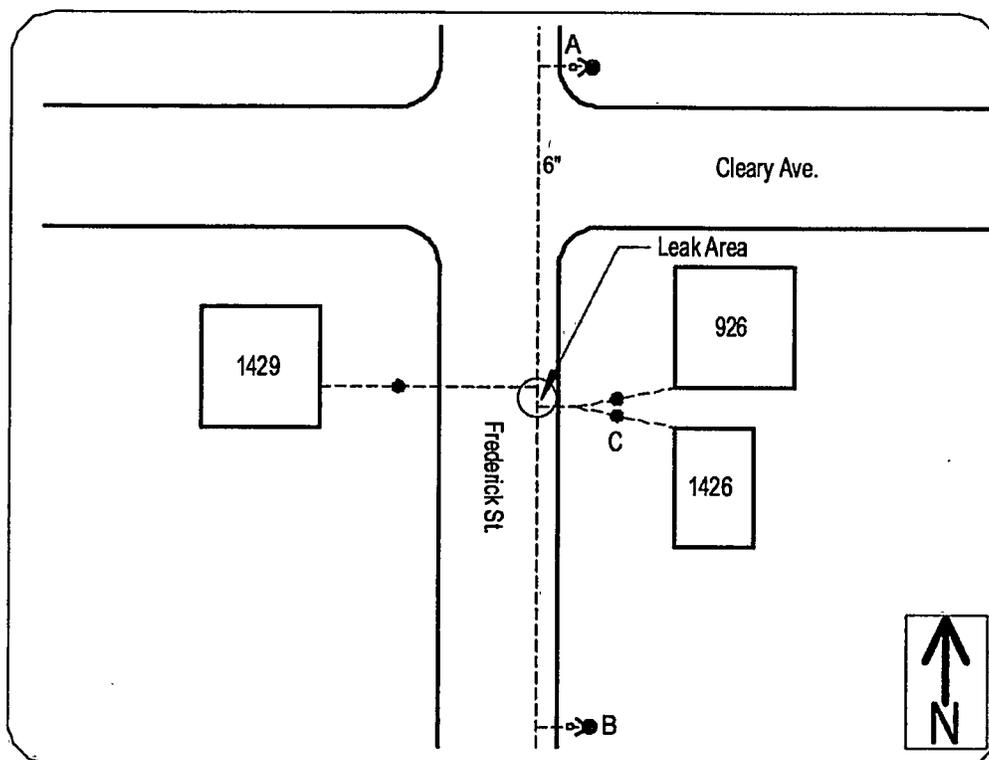
Below is a diagram of the area surveyed for a suspect leak.

**Distance:** 0' from A**Connection point:** A= Hydrant**Connection point:****Connection point:****Connection point:****Leak Location:** 0' from A**Comments:** This was a hydrant leak. We flushed the hydrant and the leak noise quit.  
This leak is fixed.

*We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.*

**M.E. SIMPSON COMPANY, INC.****LEAK LOCATION REPORT****Client:** Joliet, Illinois**Time:** 11:00:00 AM **Leak#** J04**Date:** Thursday, June 6, 2019**Tech:** Jerry R. & Malcolm J.**Address:** 1426 Frederick Street

Below is a diagram of the area surveyed for a suspect leak.



**Distance:** 333' from A to B / 114' from A to C

**Connection point:** A= Hydrant Auxiliary Valve

**Connection point:** B= Hydrant

**Connection point:** C= Service to 1426

**Connection point:**

**Leak Location:** 106' from A

**Comments:** This is a leak at or near the service corporations to 960 Cleary Avenue and 1426 & 1429 Frederick Street. This drawing is not to scale.

*We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.*

**M.E. SIMPSON COMPANY, INC.**

**LEAK LOCATION REPORT**

**Client:** Joliet, Illinois

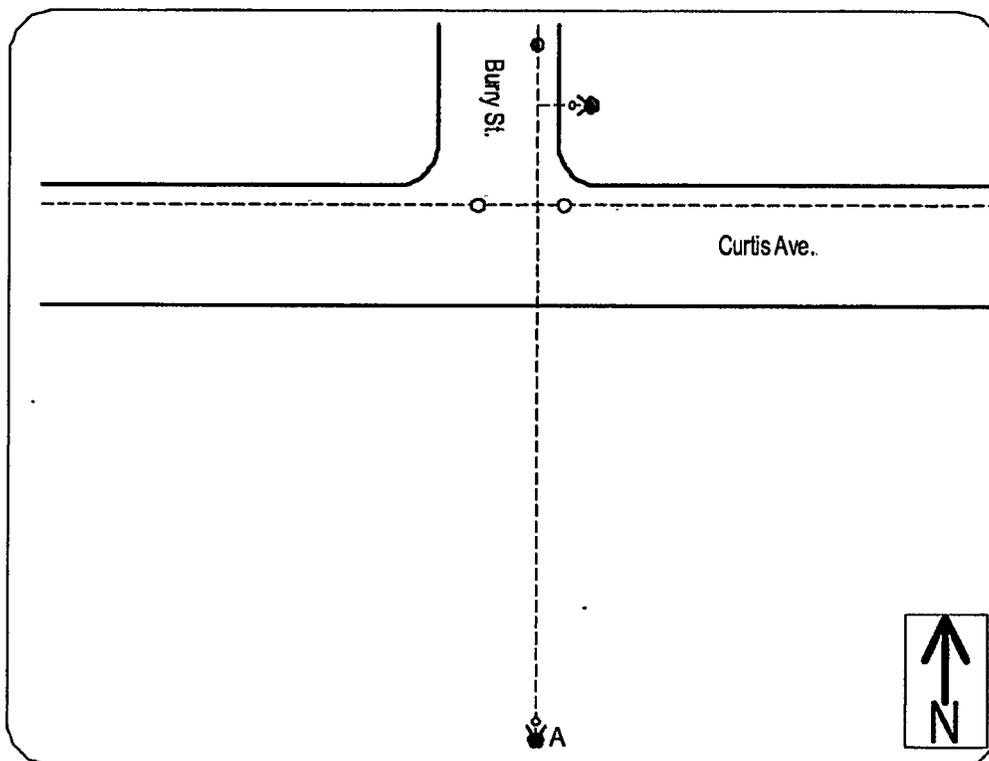
**Time:** 12:45:00 PM **Leak#** J05

**Date:** Thursday, June 6, 2019

**Tech:** Jerry R. & Malcolm J.

**Address:** Burry Street & Curtis Avenue

Below is a diagram of the area surveyed for a suspect leak.



**Distance:** 0' from A  
**Connection point:** A= Hydrant  
**Connection point:**  
**Connection point:**  
**Connection point:**  
**Leak Location:** 0' from A  
**Comments:** . This is a hydrant leak. We tightened the hydrant operating nut and the noise decreased. We closed the hydrant auxiliary valve and the noise quit. We re-opened the auxiliary valve and the noise returned.

*We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.*

**M.E. SIMPSON COMPANY, INC.**

**LEAK LOCATION REPORT**

**Client:** Joliet, Illinois

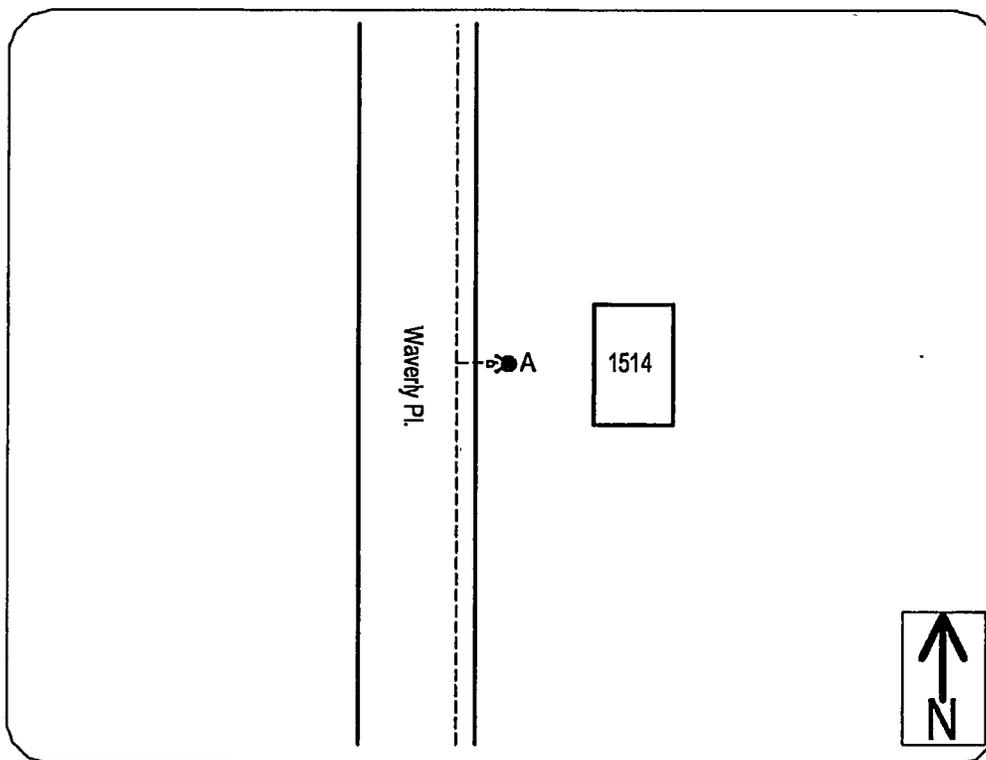
**Time:** 9:00:00 AM    **Leak#** J06

**Date:** Monday, June 10, 2019

**Tech:** Jerry R. & Malcolm J.

**Address:** 1514 Waverly Place

Below is a diagram of the area surveyed for a suspect leak.



**Distance:** 0' from A  
**Connection point:** A= Hydrant  
**Connection point:**  
**Connection point:**  
**Connection point:**  
**Leak Location:** 0' from A  
**Comments:** This was a hydrant leak. We flushed the hydrant and the leak noise quit.  
 This leak is fixed.

*We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.*

M. E. Simpson Company, Inc. - Leak Survey Log									
Leak Survey Client:					Joliet, Illinois				
Map Page or Section #	Street	Cross Street	Date of Initial Listening	Date of Pinpoint	Listening Point (H/V/S/P)	Leak (Y/N)	Leak Fixed? (Y/N)	Technicians:	Leak DWG # (Field Sheet #)
H-06	Nicholson Street	Hutchins Street	5/29/2019	6/3/2019	Hydrant	No		Melvin, Christian, Jerry, Malcolm, Adam, Joey, Paris, Danny, James, Eric, Zach, Terrance, Scott, Alfred, & Blake Page 1	
H-08	Highland Avenue	1012 Highland Avenue	5/29/2019	6/3/2019	Hydrant	No			
H-06	Highland Avenue	Hutchins Street	5/29/2019	6/3/2019	Hydrant	No			
H-08	Clement Street	1114 Clement Street	5/29/2019	6/3/2019	Hydrant	No			
H-08	Clement Street	Hutchins Street	5/29/2019	5/29/2019	Hydrant	Yes	Yes		K1
H-06	Oakland Avenue	908 Oakland Avenue	5/29/2019	6/3/2019	Hydrant	Yes	Yes		K2
H-08	Oakland Avenue	Hutchins Street	5/29/2019	6/3/2019	Hydrant	Yes	Yes		K3
H-06	Wilcox Street	Hutchins Street	5/29/2019	6/3/2019	Hydrant	Yes	Yes		K4
H-06	Wilcox Street	1012 Wilcox Street	5/29/2019	6/3/2019	Hydrant	Yes	No		K5
H-06	Kelly Avenue	Ruby Street	5/29/2019	6/6/2019	Hydrant/ Valve	Yes	No		K6
H-06	Kelly Avenue	318 Kelly Avenue	5/29/2019	6/6/2019	Hydrant	Yes	No		K7
H-06	Kelly Avenue	Hutchins Street	5/29/2019	6/6/2019	Hydrant	Yes	No		K8
H-06	Kelly Avenue	Inga's Avenue	5/29/2019	6/6/2019	Hydrant/ Valve	Yes	Yes		K9
H-06	Elizabeth Street	809 Elizabeth Street	5/29/2019	6/10/2019	Hydrant	Yes	No		K11
H-06	Elizabeth Street	1120 Elizabeth Street	5/29/2019	6/7/2019	Hydrant	No			
I-08	Stone Street	317 Stone Street	5/30/2019	6/27/2019	Hydrant/ Valve	Yes	No		J77
I-06	Vine Street	810 Vine Street	5/30/2019	6/13/2019	Hydrant/ Valve	Yes	No		K13
G-07	Raynor Avenue	1501 Raynor Avenue	5/30/2019	5/30/2019	Hydrant/ Valve	Yes	Yes		J1
G-07	Norley Avenue	801 Norley Avenue	5/30/2019	5/31/2019	Hydrant	No			
G-07	Waverly Place	1514 Waverly Place	5/30/2019	6/10/2019	Hydrant	Yes	Yes		J6
G-07	Prairie Avenue	1515 Prairie Avenue	5/30/2019	5/31/2019	Hydrant	Yes	No		J2



## INVESTMENT

A commitment to improving and maximizing the Village of Downers Grove's water distribution system for future generations.

M.E. Simpson Co., Inc. is pleased to present our "Proposal" for a Water Distribution System Leak Detection program for the Village of Downers Grove, Illinois. M.E. Simpson Co., Inc. will perform our leak detection services on approximately 233 miles of watermain within the Village of Downers Grove's water distribution system. The survey will be completed by listening on the accessible main line valves, fire hydrants and as needed services by one of our two-man teams with all necessary equipment furnished by M.E. Simpson Co., Inc. as described within this document. The project will also include complete reporting of all issues found, with a final comprehensive report.

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### 2020 Leak Survey

Water Distribution System Leak Survey Program Fee (lump sum)	\$44,270.00**
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### 2021 Leak Survey

Water Distribution System Leak Survey Program Fee (lump sum)	\$44,270.00**
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### 2022 Leak Survey

Water Distribution System Leak Survey Program Fee (lump sum)	\$44,270.00**
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Total:	\$132,810.00
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\*\*Any water main surveyed in addition to the above 233 original miles of watermain will be surveyed at the rate of \$190.00 per mile of pipe.

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We thank you for this opportunity to acquaint you with our Water Distribution System Leak Detection services and offer this proposal. If you have further inquiries or you wish to discuss our service in more detail, do not hesitate to call us.

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M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
References

## LEAK SURVEY REFERENCES

### City of Joliet, Illinois (2008 - 2018)

M.E. Simpson Co., Inc. has been performing water loss assessments for the City of Joliet since 2008, including leak detection surveys and "on call" emergency leak detection services as a way to reduce water loss in the distribution system. This program for 2018 surveyed approximately 320 miles of water main and located 130 leaks. These leaks were estimated to be costing the utility in excess of \$440.60 per day or \$160,817.00 annually. The survey paid for itself in water loss recovery in 4 months based on the Variable Cost (production cost) of water. This project cost a total of \$59,200.00 and was completed in 144 days.

Ms. Allison Swisher  
Director of Public Utilities  
City of Joliet  
921 East Washington Street  
Joliet, Illinois 60433  
815.724.4230  
[aswisher@jolietcity.org](mailto:aswisher@jolietcity.org)

### Village of Shorewood, IL (2014-2018)

M.E. Simpson Co., Inc. conducted a Leak Survey on approximately 105.5 miles in 2018 as a way for the Village to reduce water losses occurring in the distribution system. The most recent completed Leak Survey Program in 2018 resulted in the location of 23 leaks totaling 59,040 gallons of water per day. Using a production price of \$3.50 per thousand gallons these leaks were estimated to be costing the utility in excess of \$201.60 per day or \$73,840.00 annually. The 2018 leak survey paid for itself within 3 months. This project cost a total of \$19,500.00 and was completed in 25 days.

Mr. Chris Drey,  
Superintendent of Public Works  
Village of Shorewood  
1 Towne Center Boulevard  
Shorewood, Illinois 60404  
815.725.2150  
[cdrey@vil.shorewood.il.us](mailto:cdrey@vil.shorewood.il.us)

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
References

**Village of Carpentersville, IL (2011, 2014, 2016, 2018)**

M.E. Simpson Co., Inc. conducted a Leak Survey on approximately 129 miles as a way for the Village to reduce water losses occurring in the distribution system. The most recent completed Leak Survey Program in 2014 in the location of 118 leaks totaling 282,240 gallons of water per day. In 2018 the survey found 65 leaks. Using a selling price of \$5.24 per gallon for 2014 these leaks were estimated to be costing the utility in excess of \$1,478.94 per day or \$539,812.22 annually. The 2014 leak survey paid for itself within 2 months and the 2018 survey paid for itself in 7 months. This project cost a total of \$14,500.00 and was completed in 57 days.

Mr. Bob Cole  
Director of Public Works  
Village of Carpentersville  
1200 L.W. Besinger Drive  
Carpentersville, Illinois 60110  
(847) 551-3493  
[BCole@cville.org](mailto:BCole@cville.org)

**City of West Bend, Wisconsin (1997 – 2019)**

M.E. Simpson Co., Inc. has been conducting a Leak Survey on the 125-mile distribution system every other year as a way for the West Bend Water Utility to reduce water losses occurring in the distribution system. The Utility owns Leak detection equipment; however, the staff of M.E. Simpson Co., Inc. performs leak detection work daily and has a greater understanding of the parameters of detection and locating leaks. The leak surveys have found numerous leaks on this system since the start of the leak detection program; however, because of the vigilance of the program, these water losses have subsided to a point of regular distribution system preventative maintenance. This project cost a total of \$27,000.00 and was completed in 17 days.

Mr. John Hemauer  
Water Utility Superintendent  
City of West Bend  
251 Municipal Drive  
West Bend, Wisconsin 53095  
262-335-5040  
[wbwu@ci.west-bend.wi.us](mailto:wbwu@ci.west-bend.wi.us)

**New Jersey American Water Corporation, (2010- 2019)**

M.E. Simpson Co., Inc. has conducted Leak Surveys on several American Water distribution water systems in the Hunterdon Warren New Jersey American Water Corporation service areas in 2010 and again several times to 2016. New Jersey American Water has a very aggressive leak detection program that employs leak sensors installed at water meters at customer meter settings. Despite the leak detection devices at these locations our surveys located almost 250,000 gallons per day in estimated leakage the first year and just under 100,000 gallons per day the second year.

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
References

In addition, the Utility owns leak detection equipment; however, the staff of M.E. Simpson Co., Inc. performs leak detection work daily and has a great understanding of the parameters of acoustic leak detection and locating leaks and provided additional leak detection support for this area. In the fall of 2012, the eastern shores of New Jersey were hit by Hurricane Sandy where New Jersey American Water has water distribution systems. Some of those water systems were shut down completely from the effects of the storm. M.E. Simpson Co., Inc. was called in on very short notice to field a Leak Detection team for rapid response to assist in the remediation and recovery efforts for these devastated areas. As the water systems were brought back on line, our field crews were deployed to survey areas and locate leakage where ocean front homes' water services had been damaged from the storm surge.

Russell G Titus  
Operations Supervisor, Maintenance Operations: Water Loss Management  
New Jersey American Water  
120 Raider Boulevard  
Hillsborough, New Jersey 08844  
908-431-3211  
[Russell.titus@amwater.com](mailto:Russell.titus@amwater.com)

## Village of Downers Grove



## REQUEST FOR PROPOSAL

Name of Proposing Company: \_\_\_\_\_

Project Name: Water Distribution System Leak Detection Services  
 Proposal No.: RFP-0-71-2019/DC  
 Proposal Due: Friday, December 27, 2019 @ 10:00am

Pre-Proposal Conference: No

**Required of All Proposers:**

Deposit: No

Letter of Capability of Acquiring Performance Bond: No

**Required of Awarded Contractor:**

Performance Bond/Letter of Credit: No

Certificate of Insurance: Yes

Legal Advertisement Published: December 11, 2019

Date Issued: December 11, 2019

This document consists of 30 pages.

Return **original** and **two duplicate copies** of proposal in a **sealed envelope** marked with the Proposal Number as noted above to:

\_\_\_\_\_  
 DOWNERS GROVE PUBLIC WORKS  
 5101 WALNUT AVENUE  
 DOWNERS GROVE, IL 60515  
 PHONE: 630/434-5462  
 FAX: 630/434-5495  
[www.downers.us](http://www.downers.us)

## Village of Downers Grove

The VILLAGE OF DOWNERS GROVE will receive proposals Monday thru Friday, 8:00 A.M. to 5:00 P.M. at the Downers Grove Public Works, 5101 Walnut Avenue, Downers Grove, IL 60515.

**SPECIFICATIONS MUST BE MET AT THE TIME THE PROPOSAL IS DUE.**

The Village Council reserves the right to accept or reject any and all Proposals, to waive technicalities and to accept or reject any item of any Proposal.

The documents constituting component parts of this contract are the following:

- I. REQUEST FOR PROPOSALS
- II. TERMS & CONDITIONS
- III. DETAILED SPECIFICATIONS
- IV. PROPOSER'S RESPONSE TO RFP
- V. PROPOSAL/CONTRACT FORM

**DO NOT DETACH ANY PORTION OF THIS DOCUMENT. INVALIDATION COULD RESULT.** Proposers MUST submit an original, and 2 additional paper copies of the total Proposal. Upon formal award of the Proposal, the successful Proposer will receive a copy of the executed contract.

## Village of Downers Grove

**I. REQUEST FOR PROPOSALS****1. GENERAL**

- 1.1 Notice is hereby given that the Village of Downers Grove will receive sealed Proposals up to Friday, December 27, 2019 @ 10:00am.
- 1.2 Proposals must be received at the Village of Downers Grove by the time and date specified. Proposals received after the specified time and date will not be accepted and will be returned unopened to the Proposer.
- 1.3 Proposal forms shall be sent to the Village of Downers Grove, ATTN: David Moody, in a sealed envelope marked "SEALED PROPOSAL". The envelope shall be marked with the name of the project, date, and time set for receipt of Proposals.
- 1.4 All Proposals must be submitted on the forms supplied by the Village and signed by a proper official of the company submitting the Proposal. Telephone, email and fax proposals will not be accepted.
- 1.5 By submitting this Proposal, the Proposer certifies under penalty of perjury that they have not acted in collusion with any other Proposer or potential Proposer.

**2. PREPARATION OF PROPOSAL**

- 2.1 It is the responsibility of the Proposer to carefully examine the specifications and proposal documents and to be familiar with all of the requirements, stipulations, provisions, and conditions surrounding the proposed services.
- 2.2 No oral or telephone interpretations of specifications shall be binding upon the Village. All requests for interpretations or clarifications shall be made in writing and received by the Village at least five (5) business days prior to the date set for receipt of Proposals. All changes or interpretations of the specifications shall be made by the Village in a written addendum to the Village's proposers of record.
- 2.3 In case of error in the extension of prices in the Proposal, the hourly rate or unit price will govern. In case of discrepancy in the price between the written and numerical amounts, the written amount will govern.
- 2.4 All costs incurred in the preparation, submission, and/or presentation of any Proposal including any Proposer's travel or personal expenses shall be the sole responsibility of the Proposer and will not be reimbursed by the Village.
- 2.5 The Proposer hereby affirms and states that the prices quoted herein constitute the total cost to the Village for all work involved in the respective items and that this cost also includes all insurance, bonds, royalties, transportation charges, use of all tools and equipment, superintendence, overhead expense, all profits and all other work, services and conditions necessarily involved in the work to be done and materials to be furnished in accordance with

## Village of Downers Grove

the requirements of the Contract Documents considered severally and collectively.

**3. PRE- PROPOSAL CONFERENCE**

3.1 A pre-proposal conference may be offered to provide additional information, inspection or review of current facilities or equipment, and to provide an open forum for questions from Proposers. This pre-proposal conference is not mandatory (unless stated "Required" on the cover of this document), but attendance by Proposers is strongly advised as this will be the last opportunity to ask questions concerning the Proposal.

3.2 Questions may be posed in writing to the Village (faxed and emailed questions are acceptable), but must be received by the Village prior to the scheduled time for the pre-proposal conference. Questions received will be considered at the conference. An addendum may be issued as a result of the pre-proposal conference. Such an addendum is subject to the provisions for issuance of an addendum as set forth in Section 2.2 above.

**4. MODIFICATION OR WITHDRAWAL OF PROPOSALS**

4.1 A Proposal that is in the possession of the Village may be altered by a letter bearing the signature or name of the person authorized for submitting a Proposal, provided that it is received prior to the time and date set for the Proposal opening. Telephone, email or verbal alterations of a Proposal will not be accepted.

4.2 A Proposal that is in the possession of the Village may be withdrawn by the Proposer, up to the time set for the Proposal opening, by a letter bearing the signature or name of the person authorized for submitting Proposals. Proposals may not be withdrawn after the Proposal opening and shall remain valid for a period of ninety (90) days from the date set for the Proposal opening, unless otherwise specified.

**5. SECURITY FOR PERFORMANCE**

5.1 The awarded contractor, within thirteen (13) calendar days after acceptance of the Proposer's Proposal by the Village, shall furnish security for performance acceptable to the Village when required under the documents. Such security shall be either a satisfactory performance bond (bonding company must be licensed to do business in Illinois) or a letter of credit on the form provided by the Village and available from the Village's Purchasing Manager. Any bond shall include a provision as will guarantee faithful performance of the Illinois Prevailing Wage Act, 820 ILCS 130/1 et seq. **NOTE: As evidence of capability to provide such security for performance, each Proposer shall submit with the Proposal either a letter executed by its surety company indicating the Proposer's performance bonding capability, or a letter from a bank or savings and loan within twenty-five miles of the corporate boundaries of the Village indicating its willingness and intent to provide a letter of credit for the Proposer.**

**6. DELIVERY**

6.1 All proposal prices are to be quoted, delivered F.O.B. Village of Downers Grove Public Works, 5101 Walnut, Downers Grove, IL 60515.

## Village of Downers Grove

**7. TAX EXEMPTION**

- 7.1 The Village is exempt from Illinois sales or use tax for direct purchases of materials and supplies. A copy of the Illinois Sales Tax Exemption Form will be issued upon request. The Village's federal identification will also be provided to selected vendor.

**8. RESERVED RIGHTS**

- 8.1 The Village reserves the exclusive right to waive sections, technicalities, irregularities and informalities and to accept or reject any and all Proposals and to disapprove of any and all subcontractors as may be in the best interest of the Village. Time and date requirements for receipt of Proposals will not be waived.

**II. TERMS AND CONDITIONS****9. VILLAGE ORDINANCES**

- 9.1 The successful Proposer will strictly comply with all ordinances of the Village of Downers Grove and laws of the State of Illinois.

**10. USE OF VILLAGE'S NAME**

- 10.1 The Proposer is specifically denied the right of using in any form or medium the name of the Village for public advertising unless express permission is granted by the Village.

**11. SPECIAL HANDLING**

- 11.1 Prior to delivery of any product which is caustic, corrosive, flammable or dangerous to handle, the Proposer will provide written directions as to methods of handling such products, as well as the antidote or neutralizing material required for its first aid before delivery. Proposer shall also notify the Village and provide material safety data sheets for all substances used in connection with this Contract which are defined as toxic under the Illinois Toxic Substances Disclosure to Employees Act.

**12. INDEMNITY AND HOLD HARMLESS AGREEMENT**

- 12.1 To the fullest extent permitted by law, the Proposer shall indemnify, keep and save harmless the Village and its agents, officers, and employees, against all injuries, deaths, losses, damages, claims, suits, liabilities, judgments, costs and expenses, which may arise directly or indirectly from any negligence or from the reckless or willful misconduct of the Proposer, its employees, or its subcontractors, and the Proposer shall at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith, and, if any judgment shall be rendered against the Village in any such action, the Proposer shall, at its own expense, satisfy and discharge the same. This agreement shall not be construed as requiring the Proposer to indemnify the Village for its own negligence. The Proposer shall indemnify, keep and save harmless the Village only where a loss was caused by the negligent, willful or reckless acts or omissions of the Proposer, its employees, or its subcontractors.

## Village of Downers Grove

**13. NONDISCRIMINATION**

13.1 Proposer shall, as a party to a public contract:

- (a) Refrain from unlawful discrimination in employment and undertake affirmative action to assure equality of employment opportunity and eliminate the effects of past discrimination;
- (b) By submission of this Proposal, the Proposer certifies that it is an "equal opportunity employer" as defined by Section 2000(e) of Chapter 21, Title 42, U.S. Code Annotated and Executive Orders #11246 and #11375, which are incorporated herein by reference. The Equal Opportunity clause, Section 6.1 of the Rules and Regulations of the Department of Human Rights of the State of Illinois, is a material part of any contract awarded on the basis of this Proposal.

13.2 It is unlawful to discriminate on the basis of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, military status, order of protection status, sexual orientation, sexual identity, or an unfavorable discharge from military service. Proposer shall comply with standards set forth in Title VII of the Civil Rights Act of 1964, 42 U.S.C. Sec. 2000 et seq., The Human Rights Act of the State of Illinois, 775 ILCS 5/1-101 et. seq., and The Americans With Disabilities Act, 42 U.S.C. Sec. 12101 et. seq.

**14. SEXUAL HARASSMENT POLICY**

14.1 The Proposer, as a party to a public contract, shall have a written sexual harassment policy that:

- 14.1.1 Notes the illegality of sexual harassment;
- 14.1.2 Sets forth the State law definition of sexual harassment;
- 14.1.3 Describes sexual harassment utilizing examples;
- 14.1.4 Describes the Proposer's internal complaint process including penalties;
- 14.1.5 Describes the legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and the Human Rights Commission and how to contact these entities; and
- 14.1.6 Describes the protection against retaliation afforded under the Illinois Human Rights Act.

**15. EQUAL EMPLOYMENT OPPORTUNITY**

15.1 In the event of the Proposer's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois Human Rights Act or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the Proposer may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this Contract, the Proposer agrees as follows:

## Village of Downers Grove

- 15.1.1 That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, military status, order of protection status, sexual orientation, sexual identity or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- 15.1.2 That, if it hires additional employees in order to perform this Contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- 15.1.3 That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, military status, order of protection status, sexual orientation, or an unfavorable discharge from military services.
- 15.1.4 That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Proposer's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the Proposer in its efforts to comply with such Act and Rules and Regulations, the Proposer will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
- 15.1.5 That it will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.
- 15.1.6 That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purpose of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.
- 15.1.7 That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such

## Village of Downers Grove

subcontractor. In the same manner as with other provisions of this Contract, the Proposer will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the Proposer will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

**16. DRUG FREE WORK PLACE**

Proposer, as a party to a public contract, certifies and agrees that it will provide a drug free workplace by:

- 16.1 Publishing a statement: (1) Notifying employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance, including cannabis, is prohibited in the Village's or Proposer's workplace. (2) Specifying the actions that will be taken against employees for violations of such prohibition. (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will: (A) abide by the terms of the statement; and (B) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- 16.2 Establishing a drug free awareness program to inform employees about: (1) the dangers of drug abuse in the workplace; (2) the Village's or Proposer's policy of maintaining a drug free workplace; (3) any available drug counseling, rehabilitation and employee assistance programs; (4) the penalties that may be imposed upon employees for drug violations.
- 16.3 Providing a copy of the statement required above to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- 16.4 Notifying the contracting or granting agency within ten (10) days after receiving notice of any criminal drug statute conviction for a violation occurring in the workplace from an employee or otherwise receiving actual notice of such conviction.
- 16.5 Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted as required by section 5 of the Drug Free Workplace Act.
- 16.6 Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.
- 16.7 Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

**17. PATRIOT ACT COMPLIANCE**

- 17.1 The Proposer represents and warrants to the Village that neither it nor any of its principals,

## Village of Downers Grove

shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Proposer further represents and warrants to the Village that the Proposer and its principals, shareholders, members, partners, or affiliates, as applicable are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Contract on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Proposer hereby agrees to defend, indemnify and hold harmless the Village, and its elected or appointed officers, employees, agents, representatives, engineers and attorneys, from and against any and all claims, damages, losses, risks, liabilities and expenses (including reasonable attorney's fees and costs) arising from or related to any breach of the foregoing representations and warranties.

## 18. INSURANCE REQUIREMENTS

- 18.1 Prior to starting the work, Contractor and any Subcontractors shall procure, maintain and pay for such insurance as will protect against claims for bodily injury or death, or for damage to property, including loss of use, which may arise out of operations by the Contractor or Subcontractor or any Sub-Sub Contractor or by anyone employed by any of them, or by anyone for whose acts any of them may be liable. Such insurance shall not be less than the greater of coverages and limits of liability specified below or any coverages and limits of liability specified in the Contract Documents or coverages and limits required by law unless otherwise agreed to by the Village.

Workers Compensation	\$500,000	Statutory
Employers Liability	\$1,000,000	Each Accident
	\$1,000,000	Disease Policy Limit
	\$1,000,000	Disease Each Employee
Comprehensive General Liability	\$2,000,000	Each Occurrence
	\$2,000,000	Aggregate
		<b><i>(Applicable on a Per Project Basis)</i></b>
Commercial Automobile Liability	\$1,000,000	Each Accident
Professional Errors & Omissions	\$2,000,000	Each Claim
(pursuant to section .9 below)	\$2,000,000	Annual Aggregate
Umbrella Liability	\$ 5,000,000	

- 18.2 Commercial General Liability Insurance required under this paragraph shall be written on an

## Village of Downers Grove

- occurrence form and shall include coverage for Products/Completed Operations, Personal Injury with Employment Exclusion (if any) deleted, Blanket XCU and Blanket Contractual Liability insurance applicable to defense and indemnity obligations and other contractual indemnity assumed under the Contract Documents. The limit must be on a “Per Project Basis”.
- 18.3 Comprehensive Automobile Liability Insurance required under this paragraph shall include coverage for all owned, hired and non-owned automobiles.
- 18.4 Workers Compensation coverage shall include a waiver of subrogation against the Village.
- 18.5 Comprehensive General Liability, Employers Liability and Commercial Automobile Liability Insurance may be arranged under single policies for full minimum limits required, **or** by a combination of underlying policies with the balance provided by Umbrella and/or Excess Liability policies.
- 18.6 Contractor and all Subcontractors shall have their respective Comprehensive General Liability (including products/completed operations coverage), Employers Liability, Commercial Automobile Liability, and Umbrella/Excess Liability policies endorsed to add the “Village of Downers Grove, its officers, officials, employees and volunteers” as “additional insureds” with respect to liability arising out of operations performed; claims for bodily injury or death brought against the Village by any Contractor or Subcontractor employees, or the employees of Subcontractor’s subcontractors of any tier, however caused, related to the performance of operations under the Contract Documents. Such insurance afforded to the Village shall be endorsed to provide that the insurance provided under each policy shall be ***Primary and Non-Contributory***.
- 18.7 Contractor and all Subcontractors shall maintain in effect all insurance coverages required by the Contract Documents at their sole expense and with insurance carriers licensed to do business in the State of Illinois and having a current A. M. Best rating of no less than A- VIII. In the event that the Contractor or any Subcontractor fails to procure or maintain any insurance required by the Contract Documents, the Village may, at its option, purchase such coverage and deduct the cost thereof from any monies due to the Contractor or Subcontractor, or withhold funds in an amount sufficient to protect the Village, or terminate this Contract pursuant to its terms.
- 18.8 All insurance policies shall contain a provision that coverages and limits afforded hereunder shall not be canceled, materially changed, non-renewed or restrictive modifications added, without thirty (30) days prior written notice to the Village. Renewal certificates shall be provided to the Village not less than five (5) days prior to the expiration date of any of the required policies. All Certificates of Insurance shall be in a form acceptable to Village and shall provide satisfactory evidence of compliance with all insurance requirements. The Village shall not be obligated to review such certificates or other evidence of insurance, or to advise Contractor or Subcontractor of any deficiencies in such documents, and receipt thereof shall not relieve the Contractor or Subcontractor from, nor be deemed a waiver of the

## Village of Downers Grove

right to enforce the terms of the obligations hereunder. The Village shall have the right to examine any policy required and evidenced on the Certificate of Insurance.

- 18.9 Only in the event that the Work under the Contract Documents includes design, consultation, or any other professional services, Contractor or the Subcontractor shall procure, maintain, and pay for Professional Errors and Omissions insurance with limits of not less than \$2,000,000 per claim and \$2,000,000 annual aggregate. If such insurance is written on a claim made basis, the retrospective date shall be prior to the start of the Work under the Contract Documents. Contractor and all Subcontractors agree to maintain such coverage for three (3) years after final acceptance of the Project by the Village or such longer period as the Contract Documents may require. Renewal policies during this period shall maintain the same retroactive date.
- 18.10 Any deductibles or self-insured retentions shall be the sole responsibility of the Insured. At the option of the Village, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the Village, its officers, officials, employees and volunteers; or the Proposer shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

**19. COPYRIGHT/PATENT INFRINGEMENT**

- 19.1 The Proposer agrees to indemnify, defend, and hold harmless the Village against any suit, claim, or proceeding brought against the Village for alleged use of any equipment, systems, or services provided by the Proposer that constitutes a misuse of any proprietary or trade secret information or an infringement of any patent or copyright.

**20. COMPLIANCE WITH OSHA STANDARDS**

- 20.1 Equipment supplied to the Village must comply with all requirements and standards as specified by the Occupational Safety and Health Act. All guards and protectors as well as appropriate markings will be in place before delivery. Items not meeting any OSHA specifications will be refused.

**21. CERCLA INDEMNIFICATION**

- 21.1 In the event this is a contract that has environment aspects, the Proposer shall, to the maximum extent permitted by law, indemnify, defend, and hold harmless the Village, its officers, employees, agents, and attorneys from and against any and all liability, including without limitation, costs of response, removal, remediation, investigation, property damage, personal injury, damage to natural resources, health assessments, health settlements, attorneys' fees, and other related transaction costs arising under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) of 1980, 42 U.S.C.A. Sec. 9601, *et seq.*, as amended, and all other applicable statutes, regulations, ordinances, and under common law for any release or threatened release of the waste material collected by the Proposer, both before and after its disposal.

**22. CAMPAIGN DISCLOSURE**

- 22.1 Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to

## Village of Downers Grove

the Village of Downers Grove shall be required to submit with its submission, an executed Campaign Disclosure Certificate, attached hereto.

- 22.2 The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.
- 22.3 Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five(5) year period preceding the date of the bid or proposal release.
- 22.4 By signing the bid or proposal documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

**23. SUBLETTING OF CONTRACT**

- 23.1 No contract awarded by the Village shall be assigned or any part subcontracted without the written consent of the Village Manager. In no case shall such consent relieve the Contractor from their obligation or change the terms of the contract.

All approved subcontracts shall contain language which incorporates the terms and conditions of this Contract.

**24. TERM OF CONTRACT**

- 24.1 This Contract may be extended no more than twice for subsequent annual periods (two annual extensions) by mutual agreement of both parties, providing such agreement complies with Village purchasing policies and the availability of funds. However, if this Contract is not one that is subject to extension, such information will be available in the detailed specifications or special conditions section.

**25. TERMINATION OF CONTRACT**

- 25.1 The Village reserves the right to terminate the whole or any part of this Contract, upon written notice to the Contractor, for any reason and/or in the event that sufficient funds to complete the Contract are not appropriated by the Village.
- 25.2 The Village further reserves the right to terminate the whole or any part of this Contract, upon written notice to the Contractor, in the event of default by the Contractor. Default is defined as failure of the Contractor to perform any of the provisions of this Contract or failure to make sufficient progress so as to endanger performance of this Contract in accordance with its terms. In the event that the Contractor fails to cure the default upon notice, and the Village declares default and termination, the Village may procure, upon such terms and in such manner as the Village may deem appropriate, supplies or services similar to those so terminated. The Contractor shall be liable for any excess costs for such similar

## Village of Downers Grove

supplies or services unless acceptable evidence is submitted to the Village that failure to perform the Contract was due to causes beyond the control and without the fault or negligence of the Contractor. Any such excess costs incurred by the Village may be set-off against any monies due and owing by the Village to the Contractor.

**26. BILLING & PAYMENT PROCEDURES**

- 26.1 Payment will be made upon receipt of an invoice referencing Village purchase order number. Once an invoice and receipt of materials or service have been verified, the invoice will be processed for payment in accordance with the Village payment schedule. The Village will comply with the Local Government Prompt Payment Act, 50 ILCS 505/1 et seq., in that any bill approved for payment must be paid or the payment issued to the Proposer within 60 days of receipt of a proper bill or invoice. If payment is not issued to the Proposer within this 60 day period, an interest penalty of 1.0% of any amount approved and unpaid shall be added for each month or fraction thereof after the end of this 60 day period, until final payment is made.
- 26.2 The Village shall review in a timely manner each bill or invoice after its receipt. If the Village determines that the bill or invoice contains a defect making it unable to process the payment request, the Village shall notify the Contractor requesting payment as soon as possible after discovering the defect pursuant to rules promulgated under 50 ILCS 505/1 et seq. The notice shall identify the defect and any additional information necessary to correct the defect.
- 26.3 If this Contract is for work defined as a “fixed public work” project under the Illinois Prevailing Wage Act, 820 ILCS 130/2, any contractor or subcontractor is required to submit certified payroll records along with the invoice. No invoice shall be paid without said records.
- 26.4 Please send all invoices to the attention of Village Downers Grove Public Works, Accounts Payable, 5101 Walnut, Downers Grove, IL 60515.

**27. RELATIONSHIP BETWEEN THE PROPOSER AND THE VILLAGE**

- 27.1 The relationship between the Village and the Proposer is that of a buyer and seller of professional services and it is understood that the parties have not entered into any joint venture or partnership with the other.

**28. STANDARD OF CARE**

- 28.1 Services performed by Proposer under this Contract will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representations express or implied, and no warranty or guarantee is included or intended in this Contract, or in any report, opinions, and documents or otherwise.
- 29.2 If the Proposer fails to meet the foregoing standard, Proposer will perform at its own cost, and without reimbursement from the Village, the professional services necessary to correct

## Village of Downers Grove

errors and omissions caused by Proposer's failure to comply with the above standard and reported to Proposer within one (1) year from the completion of Proposer's services for the Project.

- 29.3 For Professional Service Agreements (i.e. Engineer, Consultant): Project site visits by Proposer during construction or equipment installation or the furnishing of Project representatives shall not make Proposer responsible for: (i) construction means, methods, techniques, sequences or procedures; (ii) for construction safety precautions or programs; or (iii) for any construction contractor(s') failure to perform its work in accordance with contract documents.

**30. GOVERNING LAW**

- 30.1 This Contract will be governed by and construed in accordance with the laws of the State of Illinois without regard for the conflict of laws provisions. Venue is proper only in the County of DuPage and the Northern District of Illinois.

**31. SUCCESSORS AND ASSIGNS**

- 31.1 The terms of this Contract will be binding upon and inure to the benefit of the parties and their respective successors and assigns; provided, however, that neither party will assign this Contract in whole or in part without the prior written approval of the other. The Proposer will provide a list of key staff, titles, responsibilities, and contact information to include all expected subcontractors.

**32. WAIVER OF CONTRACT BREACH**

- 32.1 The waiver by one party of any breach of this Contract or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof will be limited to the particular instance and will not operate or be deemed to waive any future breaches of this Contract and will not be construed to be a waiver of any provision except for the particular instance.

**33. AMENDMENT**

- 33.1 This Contract will not be subject to amendment unless made in writing and signed by all parties.

**34. NOT TO EXCEED CONTRACT**

- 34.1 The contract price is a "not-to-exceed" cost. At any time additional work is necessary or requested, and the not-to-exceed price is increased thereby, any change, addition or price increase must be agreed to in writing by all parties who have executed the initial contract.

**35. SEVERABILITY OF INVALID PROVISIONS**

- 35.1 If any provisions of this Contract are held to contravene or be invalid under the laws of any state, country or jurisdiction, contravention will not invalidate the entire Contract, but it will be construed as if not containing the invalid provision and the rights or obligations of the parties will be construed and enforced accordingly.

## Village of Downers Grove

**36. NOTICE**

- 36.1 Any notice will be in writing and will be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, and addressed to the party at the party's place of business. Notices shall be addressed to the Village as follows:

**Village Manager  
Village of Downers Grove  
801 Burlington Ave.  
Downers Grove, IL 60515**

And to the Proposer as designated in the Contract Form.

**37. COOPERATION WITH FOIA COMPLIANCE**

- 37.1 Contractor acknowledges that the Freedom of Information Act may apply to public records in possession of the Contractor or a subcontractor. Contractor and all of its subcontractors shall cooperate with the Village in its efforts to comply with the Freedom of Information Act. 5 ILCS 140/1 et seq.

### **III. DETAIL SPECIFICATIONS**

#### **WATER DISTRIBUTION SYSTEM LEAK DETECTION SERVICES**

**Intent:** The intent of this RFP is to solicit lump sum proposals for a leak survey and hourly rates for emergency leak locating and line locating services from reputable technical service providers who are capable of providing highly accurate global positioning system (GPS) equipment, state-of-the-art acoustic equipment and skilled professional staff to find subsurface water system leaks within the Village of Downers Grove (hereafter Village). The technical service provider shall be able to detect and locate the smallest of leaks and other sources of water loss for the Village's water distribution system.

#### **Scope of Work**

**Leak Survey:** The work to be done under these specifications includes furnishing of all labor, material, transportation, tools, and supplies necessary to acoustically survey the Village's entire water distribution system once each year for the duration of this contract. The water system covers an area of approximately 16 square miles including areas outside the corporate limits of the Village, and includes approximately 233 miles of water main ranging in size from 4-inches to 24-inches in diameter.

The Village will furnish all maps and records necessary to properly conduct the leak detection survey. The Contractor shall be responsible for and shall provide personnel qualified to conduct waterline locating activities during the course of the leak detection survey.

The technical service provider shall listen on **all** hydrants, valves, and when necessary b-boxes with sensitive sound intensifying instruments to determine areas of leakage. When a leak is discovered, the technical service provider shall conduct further investigations using an Electronic Leak Correlator to pinpoint the leaks for repairs.

The technical service provider shall submit daily reports to the Water Manager indicating the location, severity and estimated water loss of each leak. The location of all identified leaks shall be recorded using GPS equipment with sub-meter accuracy and provided to the Village. Upon completion of the leak survey a final report shall be submitted indicating the following, at a minimum:

- 1) A description of the area surveyed including lineal feet of the system surveyed;
- 2) The methodology of the survey including a description of the equipment used and an explanation of how this equipment works in relation to water mains (ductile/cast/PVC), hydrants and valves, and services.
- 3) A summary list of leaks including a description of the type of leak (main line, service line, valve or hydrant), the location of the leak and an estimate as to the size of the leak measured in gallons per day (GPD);

## Village of Downers Grove

- 4) An estimate of the daily and annual financial impacts of the water loss based on the unit price the Village pays the DuPage Water Commission for water.
- 5) General recommendations based on the technical service provider's investigation including an estimate on the payback period of the survey.
- 6) Individual leak detection reports incorporating a diagram of the area surveyed for the suspect leak, as well as information relative to the date and time the leak was detected, the address/location of the leak and the number and type of connection points used.
- 7) A list of all valve defects and map errors observed during the survey.

Minimum work crew of two (2) is required.

**Emergency Services**

The technical service provider shall be called upon from time to time to respond after business hours (3:30 p.m. to 7 a.m. Monday - Friday), weekends (Saturdays and Sundays), holidays (as defined by the Village of Downers Grove Personnel Manual) or during regular business hours (7 a.m. to 3:30 p.m. Monday - Friday) when not performing leak survey work to assist crews with locating possible water main breaks. Under these circumstances the technical service provider shall be compensated at an hourly rate per crew that shall be inclusive of all labor, materials, and equipment as identified herein. The technical service provider will not be compensated for travel time to the site for emergency services.

Any emergency services needed are to be provided with 90 minutes of notification. The technical service provider shall provide a 24-hour emergency telephone number to contact a representative in case of emergency.

**Technical Service Provider Qualifications:** The technical service provider shall be required before the award of any contract to show to the complete satisfaction of the Water Manager that it has the necessary facilities, ability and resources to provide the services specified herein in a satisfactory manner. The technical service provider shall be required to give past history and references in order to satisfy the Water Manager in regard to the technical service provider's qualifications. The Water Manager shall make reasonable investigations deemed necessary and proper to determine the ability of the technical service provider to perform the work. The Water Manager reserves the right to reject any proposal if the evidence submitted by, or investigation of, the technical service provider fails to satisfy the Water Manager that the technical service provider is properly qualified to carry out the obligations of the contract and to complete the work described herein. Evaluation of the technical service provider's qualifications shall include:

1. The ability, capacity, skill and resources to perform the work or provide the service required.
2. The ability of the technical service provider to perform the work or provide the service promptly or within the time specified, without delay or interference.

## Village of Downers Grove

3. The character, integrity, reputation, judgment, experience, and efficiency of the technical service provider.
4. The quality of performance of previous leak detection contracts or services with the Village and other municipalities within the last five (5) years. At least two (2) of the municipal references *must* be for individual leak detection contracts in excess of 116 miles of water main annually. These references shall be indicated clearly in the proposal.

The technical service provider shall be required to maintain a staffed office within a 100 mile radius of the Village for the duration of this contract. Further, the technical service provider shall provide 24 hour, 7 day a week emergency service for the duration of this contract.

**General Notes:** Proposers must completely familiarize themselves with the specifications in this RFP. The technical service provider shall furnish all equipment and staffing necessary to handle the leak detection survey services in a timely and safe manner, at the price stated.

The technical service provider will be responsible for any work that is not acceptable to the Village, and will be responsible for the correction of the condition within two (2) working days of notification, at no additional cost to the Village.

**Term of Contract** The term of this Contract will be for three (3) years unless terminated sooner in accordance with paragraphs 25.1 and 25.2, Section II.

**Work Hours:** The technical service provider shall work the same hours as the Public Works Department unless other arrangements are agreed upon ahead of time. The Department's current hours are 7:00 a.m. to 3:30 p.m., Monday through Friday.

**Right to Change Scope of Work:** Due to budget constraints, the Village reserves the right to add or delete from the contract as required. No adjustments in contract unit prices or additional compensation will be made for alteration in the quantities or services from the contract. The quantities listed are **estimates** only and may be altered.

**Timely Completion of Work:** The Village of Downers Grove requires the Leak Survey to be completed by November 1<sup>st</sup> of each year of the contract. Also, the leak survey must not begin until all other maintenance projects for that year have been completed (i.e. fire hydrant maintenance, valve exercising maintenance). This is to ensure any leaks that may result from those maintenance projects are not missed on the leak survey. Liquidated damages for failure to complete the Leak Survey by November 1<sup>st</sup> shall be assessed at \$500 per work day. Liquidated damages will accrue and be assessed until the Leak Survey is completed and shall be deducted from any monies owed to the contractor.

**Safety:** The technical service provider shall exercise every precaution at all times for the protection of persons and properties. The safety provisions of all applicable laws and ordinances shall be strictly observed. The technical service provider shall abide by all EPA and OSHA safety standards

## Village of Downers Grove

and regulations. **The Village is not responsible for site safety. The technical service provider is solely and exclusively responsible for construction means, methods, technologies and site safety.**

The technical service provider upon his receipt of instructions from the Contract Administrator, to discontinue such practice shall, immediately discontinue any practice obviously hazardous in the opinion of the Contract Administrator.

The technical service provider at all times during the life of this contract shall observe and abide by all Federal, state and local laws which in any way affect the conduct of the work and with all decrees and orders of courts of competent jurisdiction.

**Traffic Control and Protection:** The Technical service provider shall provide adequate traffic control for work area protection in compliance with the most current edition of the Federal Highway Administration Manual on Uniform Traffic Control Devices for Streets and Highways, (MUTCD), the State of Illinois Illinois Vehicle Code, the Illinois Department of Transportation Highway Standards, and the Illinois Department of Transportation Handbook of Traffic Engineering Practice for Small Cities. All personnel, signs, barricades, and any other items or devices necessary shall be provided by the Technical service provider. The Village shall make no separate payment for this work. Traffic control shall include but not be limited to the following:

- a. Whenever possible, work vehicles shall be parked on the same side of the street as the work site. Vehicles shall park with right wheels to the curb or to the right edge of the right-hand shoulder as required by Municipal Code 14-92.
- b. Whenever possible the work site on a two lane street or highway shall be confined to one traffic lane leaving the opposite lane open to traffic.
- c. Work area protection shall take into account the duration of the project, the size of the project, the lanes of traffic, the volume of traffic, the speed limit, and the distance to the work area from the pavement.
- d. Work vehicles shall have flashing lights lit but not as a substitute for any traffic control devices for work area protection that may be necessary.
- e. Warning signs such as "Workers Ahead" shall be diamond shaped having a black symbol or message on an orange reflective background. Such signs shall have a minimum size of 30 inches by 30 inches with a maximum size of 48 inches by 48 inches. Such signs shall be posted at a minimum height of 24 inches above the pavement.
- f. Cones used as daytime channeling devices shall be at least 18 inches tall, conical or tubular in shape with a broadened base, and orange in color. Cones shall be spaced equal in feet to the posted speed limit or closer along the taper length.

## Village of Downers Grove

- g. Channeling devices shall be positioned to provide adequate taper length before the work area to guide traffic through the work area. Taper length shall be calculated using the following formulas.

L = taper length in feet

W = width of lane closure in feet

S = posted speed limit

For streets of speed limit 40 mph or less  $L = [W \times (S \text{ Squared})] / 60$

For streets of speed limit 45 mph or greater  $L = W \times S$

- h. For lane closures on multilane highways, appropriate warning signs such as "Right Lane Closed" and channeling devices at the appropriate intervals shall be used depending on the speed limit.
- i. Should complete street closure be required for a minimum of 8 hours on any given day in order to complete contract work, the Technical service provider shall notify the Traffic Division and the Police Department, and the appropriate barricades (at least 3 Type III barricades at each intersection), and "Road Closed" and "Detour" arrow signs shall be used to direct traffic around the work area.
- j. Flaggers shall be appropriately dressed (reflective vest, etc.) to alert motorists, and shall stand in a conspicuous position facing approaching traffic, and shall use the proper traffic control sign when directing traffic.

**Operation Standards:** All water leak detection operations will be done following the standards outlined below:

- The technical service provider will perform all work in a manner that minimizes road hazards for the motoring public. All reasonable precautions will be taken to protect public and private property, such as sidewalks, pavement, lawns, fences, bushes, trees, shrubs, buildings, and other property from undue damage. If the Contract Administrator determines that technical service provider has unnecessarily damaged or destroyed property, it shall be repaired or replaced to the satisfaction of the Village at the technical service provider's expense.
- All accidents occurring on the job which damage public or private property, or result in injuries to workers or other persons, or damage to utilities shall be promptly reported to the Village's Police Department at 630-434-5600, and to the Public Works Department at 630-434-5460.

## **PROPOSAL FORMAT AND SUBMISSION REQUIREMENTS**

### **Proposal Format:**

In order to be considered responsive, and evaluate proposals fairly and completely, each prospective vendor must follow the format set out in this RFP and provide all information

## Village of Downers Grove

requested. Proposals should be prepared simply and economically, providing a straightforward, concise description of capabilities to satisfy the requirements of the RFP. Emphasis should be on completeness and clarity of content. A detailed tabbed index in a 3-ring binder is highly suggested (do not use spiral, comb or glue binding) and must include the following:

**Introduction:**

Proposals must include the complete name and address of vendor and the name, mailing address, and telephone number of the person the Village should contact regarding the proposal.

- Proposals must be signed by an authorized representative confirming that the vendor will comply with all provisions in this RFP.

**Experience/Staff Resumes:**

- Vendor shall indicate the expertise and experience of the Vendor relative to the requirements contained in this RFP.
- Submit resumes for the individuals who will be performing the services for the Village.

Resumes shall be formatted in the following order;

- 1) Position with the Company
- 2) Role in the Project
- 3) Experience with the requirements and tasks being requested
- 4) Work history on similar projects with the company
- 5) Legal relationship of the named person with the prime technical service provider

- Past Experience

**Technical Approach/Implementation:**

A detailed work plan and methodology your firm would follow in performing services under the contract. *Do not restate the Village's Scope of Work* but rather provide the approach your firm will take and any recommendations. If your firm's approach is different than stated in the Village's Scope of Work, explain how and why.

Provide sample reports, protocol, procedures, or spreadsheets representative of those that will be provided to the Village.

The vendor will present a schedule for the project. The schedule will highlight important milestone dates with a description of what these tasks include. Please include a Gantt-type chart depicting the project from start to final acceptance.

**Cost Proposal:**

In conjunction with the proposal, vendors shall also submit one (1) original and two (2) copies of the cost proposal (all costs) for all three years. Proposals should include an all-inclusive cost to complete the scope of services.

**Submission Requirements:**

- The return of this complete Request for Proposal signed and filled out as required.
- Completed References

## Village of Downers Grove

- Cost proposal Sheet

**PROPOSAL EVALUATION PROCESS****Vendor Selection:**

A technical review team will evaluate the proposals. Final selection will be based on the evaluation of proposals unless it is deemed necessary by the team to conduct interviews. The firm determined best qualified to perform this project will be recommended to the Village Council for contract award. The Village of Downers Grove reserves the right to reject any and all proposals for any reason deemed appropriate by the Village.

The Village may conduct negotiations with the top vendor(s) if required to determine the acceptability of the proposal in regards to specifications, terms and conditions and cost; therefore, the proposal(s) submitted should contain the vendor's most favorable terms and conditions as well as cost with detailed specifications as proposed, since the selection and award may be made without discussion.

The Village will select the highest rated, fully qualified and best suited vendor to continue forward the project. Should the first selected vendor be unable to fulfill the terms of the contract, the Village reserves the right to enter into a contract with the 2<sup>nd</sup> selected vendor. If the Village does not find that any vendor meets the needs and requirements, the Village is not obligated to enter into agreement for water leak detection services.

#### **IV. PROPOSER'S RESPONSE TO RFP**

(Proposer must insert response to RFP here. DO NOT insert a form contract, the RFP document including detail specs and Proposer's response will become the contract with the Village.)

**V. PROPOSAL/CONTRACT FORM**

**\*\*\*THIS PROPOSAL, WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE VILLAGE OF DOWNERS GROVE, SHALL BECOME A CONTRACT BINDING UPON BOTH PARTIES.**

**Entire Block Must Be Completed When A Submitted Proposal Is To Be Considered For Award**

<b>PROPOSER:</b>	
_____	Date: _____
Company Name	_____
_____	Email Address
Street Address of Company	_____
_____	Contact Name (Print)
City, State, Zip	_____
_____	24-Hour Telephone
Business Phone	_____
_____	Signature of Officer, Partner or Sole Proprietor
Fax	_____
_____	Print Name & Title
ATTEST: If a Corporation	
_____	
Signature of Corporation Secretary	

**VILLAGE OF DOWNERS GROVE:**

\_\_\_\_\_  
Authorized Signature

ATTEST:

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature of Village Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

In compliance with the specifications, the above-signed offers and agrees, if this Proposal is accepted within **90** calendar days from the date of opening, to furnish any or all of the services upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.

Village of Downers Grove



**VENDOR W-9 REQUEST FORM**

The law requires that we maintain accurate taxpayer identification numbers for all individuals and partnerships to whom we make payments, because we are required to report to the I.R.S all payments of \$600 or more annually. We also follow the I.R.S. recommendation that this information be maintained for all payees including corporations.

Please complete the following substitute W-9 letter to assist us in meeting our I.R.S. reporting requirements. The information below will be used to determine whether we are required to send you a Form 1099. Please respond as soon as possible, as failure to do so will delay our payments.

**BUSINESS (PLEASE PRINT OR TYPE):**

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_

**STATE:** \_\_\_\_\_

**ZIP:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**TAX ID #(TIN):** \_\_\_\_\_

(If you are supplying a social security number, please give your full name)

**REMIT TO ADDRESS (IF DIFFERENT FROM ABOVE):**

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_

**STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**TYPE OF ENTITY (CIRCLE ONE):**

- |                   |  |
|-------------------|--|
| Individual        | Limited Liability Company – Member-Managed |
| Sole Proprietor   | Limited Liability Company- Manager-Managed |
| Partnership       | Medical                                    |
| Corporation       | Charitable/Nonprofit                       |
| Government Agency |  |

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Village of Downers Grove

**PROPOSER'S CERTIFICATION (page 1 of 3)**

With regard to \_\_\_\_\_, Proposer \_\_\_\_\_ hereby certifies  
(Name of Project) (Name of Proposer)  
the following:

1. Proposer is not barred from bidding this contract as a result of violations of Section 720 ILCS 5/33E-3 (Bid Rigging) or 720 ILCS 5/33E-4 (Bid-Rotating);
2. Proposer certifies that it has a written sexual harassment policy in place and is in full compliance with 775 ILCS 5/2-105(A)(4);
3. Proposer certifies that it is in full compliance with the Federal Highway Administrative Rules on Controlled Substances and Alcohol Use and Testing, 49 C. F.R. Parts 40 and 382 and that all employee drivers are currently participating in a drug and alcohol testing program pursuant to the Rules.
4. Proposer further certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue, or that Proposer is contesting its liability for the tax delinquency or the amount of a tax delinquency in accordance with the procedures established by the appropriate Revenue Act. Proposer further certifies that if it owes any tax payment(s) to the Department of Revenue, Proposer has entered into an agreement with the Department of Revenue for the payment of all such taxes that are due, and Proposer is in compliance with the agreement.

BY: \_\_\_\_\_  
Proposer's Authorized Agent

		-							
--	--	---	--	--	--	--	--	--	--

**FEDERAL TAXPAYER IDENTIFICATION NUMBER**

or \_\_\_\_\_  
Social Security Number

Subscribed and sworn to before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

**PROPOSER’S CERTIFICATION** (page 2 of 3)

(Fill Out Applicable Paragraph Below)

**(a) Corporation**

The Proposer is a corporation organized and existing under the laws of the State of \_\_\_\_\_, which operates under the Legal name of \_\_\_\_\_, and the full names of its Officers are as follows:

President: \_\_\_\_\_

Secretary: \_\_\_\_\_

Treasurer: \_\_\_\_\_

and it does have a corporate seal. (In the event that this Proposal is executed by other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation which permits the person to execute the offer for the corporation.)

**(b) Limited Liability Company (LLC)**

The Bidder is a LLC organized and existing under the laws of the State of \_\_\_\_\_, which operates under the legal name of \_\_\_\_\_, and the full names of its managers or members are as follows:

Manager or Member: \_\_\_\_\_

Manager or Member: \_\_\_\_\_

Manager or Member: \_\_\_\_\_

Manager or Member: \_\_\_\_\_

**(c) Partnership**

Signatures and Addresses of All Members of Partnership:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Village of Downers Grove

**PROPOSER'S CERTIFICATION** (page 3 of 3)

The partnership does business under the legal name of: \_\_\_\_\_  
 which name is registered with the office of \_\_\_\_\_ in the state of  
 \_\_\_\_\_.

**(d) Sole Proprietor**

The Proposer is a Sole Proprietor whose full name is: \_\_\_\_\_  
 and if operating under a trade name, said trade name is: \_\_\_\_\_  
 which name is registered with the office of \_\_\_\_\_ in the state of  
 \_\_\_\_\_.

5. Are you willing to comply with the Village's preceding insurance requirements within 13 days of the award of the contract? YES NO (circle one)

Insurer's Name \_\_\_\_\_

Agent \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_

**I/We affirm that the above certifications are true and accurate and that I/we have read and understand them.**

Print Name of Company: \_\_\_\_\_

Print Name and Title of Authorizing Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Village of Downers Grove

<b>Suspension or Debarment Certificate</b>
--

Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$100,000.00. Contractors receiving individual awards for \$100,000.00 or more and all sub-recipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, the Proposer certifies to the best of its knowledge and belief, that the company and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal, state or local governmental entity, department or agency;
2. Have not within a three-year period preceding this Proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction, or convicted of or had a civil judgment against them for a violation of Federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/proposal/contract had one or more public transactions (Federal, State or local) terminated for cause or default.

**If the Proposer is unable to certify to any of the statements in this certification, Proposer shall attach an explanation to this certification.**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: (    ) \_\_\_\_\_ Fax Number: (    ) \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Authorized Company Signature: \_\_\_\_\_

Print Signature Name: \_\_\_\_\_ Title of Official: \_\_\_\_\_

Date: \_\_\_\_\_

Village of Downers Grove

**CAMPAIGN DISCLOSURE CERTIFICATE**

Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village of Downers Grove shall be required to submit with its submission, an executed Campaign Disclosure Certificate.

The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

By signing the bid or proposal documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

Under penalty of perjury, I declare:

Bidder/vendor has not contributed to any elected Village position within the last five (5) years.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

Bidder/vendor has contributed a campaign contribution to a current member of the Village Council within the last five (5) years.

Print the following information:

Name of Contributor: \_\_\_\_\_  
(company or individual)

To whom contribution was made: \_\_\_\_\_

Year contribution made: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

1	Intro
2	Firm Experience & Project Team Resumes
3	Technical Approach/Implementation
4	Cost Proposal
5	References



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## Table of Contents

Cover Letter .....	2
Proposer's Response to RFP .....	3
Proposal/Contract Form .....	4
Vendor W-9 Request Form .....	5
Proposer's Certification .....	6
Suspension or Debarment Certificate .....	9
Campaign Disclosure Certificate .....	10
Firm Experience .....	11
Key Personnel Qualifications .....	14
Project Team Resumes .....	18
Technical Approach / Implementation .....	24
Cost Proposal/Investment .....	51
References .....	52



December 27, 2019

David Moody  
Water Division Manager  
Downers Grove Public Works  
5101 Walnut Avenue  
Downers Grove, IL 60515

**RE: PROPOSAL FOR A WATER DISTRIBUTION SYSTEM LEAK DETECTION SURVEY**

Dear Mr. Moody,

M.E. Simpson Co., Inc. is pleased to present the Village of Downers Grove our proposal for a Water Distribution System Leak Detection Survey. We are honored to be considered for this work and are confident our team will help make the project a success.

M.E. Simpson Co., Inc. is a Professional Services Firm dedicated to developing and providing programs and services designed to maximize peak performance for our clients' water distribution systems. Many of these programs are universally recognized as a part of "Best Management Practices" (BMPs) for utilities. We pride ourselves on delivering solid solutions using the highest quality technical and professional services by way of state-of-the-art technology and a skilled and well-trained staff of professionals. Our highly-educated engineers and technical team are committed to the success of this project. They will be ready at a moment's notice to relieve your staff's burden and ensure a seamless continuation of your services.

Our services were developed and refined to provide utilities with programs that can be customized to meet their needs. From complete "Turn-Key" services to assisting with the development of "in-house" programs for utilities, M.E. Simpson Co., Inc. serves our clients with this ultimate goal: to deliver to the public the implicit faith that "the water is always safe to drink".

Thank you for your consideration and this opportunity to acquaint you with our leak detection services and offer this response. We are committed to exceeding your expectations.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Hood", written over a faint, larger version of the signature.

Dan E. Hood  
President

Dan E. Hood  
President

3406 Enterprise Avenue  
Valparaiso, IN 46383

800.255.1521 P  
888.531.2444 F  
danhood@mesimpson.com

^

^

^

^

|

2

## Village of Downers Grove

**IV. PROPOSER'S RESPONSE TO RFP**

(Proposer must insert response to RFP here. DO NOT insert a form contract, the RFP document including detail specs and Proposer's response will become the contract with the Village.)

Village of Downers Grove

**V. PROPOSAL/CONTRACT FORM**

**\*\*\*THIS PROPOSAL, WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE VILLAGE OF DOWNERS GROVE, SHALL BECOME A CONTRACT BINDING UPON BOTH PARTIES.**

**Entire Block Must Be Completed When A Submitted Proposal Is To Be Considered For Award**

<b>PROPOSER:</b>	
<u>M.E. Simpson Company, Inc.</u> Company Name	Date: <u>12/19/2019</u>
<u>3406 Enterprise Ave</u> Street Address of Company	<u>john@mesimpson.com</u> Email Address
<u>Valparaiso, IN 46383</u> City, State, Zip	<u>John H. Van Arsdel</u> Contact Name (Print)
<u>(800) 255-1521</u> Business Phone	<u>(800) 255-1521</u> 24-Hour Telephone
<u>(888) 531-2444</u> Fax	 Signature of Officer, Partner or Sole Proprietor
	<u>Dan E. Hood</u> Print Name & Title
ATTEST: If a Corporation	
<u>Pamela S. Hood</u> Signature of Corporation Secretary	

**VILLAGE OF DOWNERS GROVE:**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Signature of Village Clerk

\_\_\_\_\_  
Date

In compliance with the specifications, the above-signed offers and agrees, if this Proposal is accepted within 90 calendar days from the date of opening, to furnish any or all of the services upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.

Village of Downers Grove



**VENDOR W-9 REQUEST FORM**

The law requires that we maintain accurate taxpayer identification numbers for all individuals and partnerships to whom we make payments, because we are required to report to the I.R.S all payments of \$600 or more annually. We also follow the I.R.S. recommendation that this information be maintained for all payees including corporations.

Please complete the following substitute W-9 letter to assist us in meeting our I.R.S. reporting requirements. The information below will be used to determine whether we are required to send you a Form 1099. Please respond as soon as possible, as failure to do so will delay our payments.

**BUSINESS (PLEASE PRINT OR TYPE):**

NAME: M.E. Simpson Company, Inc.

ADDRESS: 3406 Enterprise Ave.

CITY: Valparaiso

STATE: Indiana

ZIP: 46383

PHONE: (800) 255-1521 FAX: (888) 531-2444

TAX ID #(TIN): 35-1474720

(If you are supplying a social security number, please give your full name)

**REMIT TO ADDRESS (IF DIFFERENT FROM ABOVE):**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_

STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

**TYPE OF ENTITY (CIRCLE ONE):**

- |                    |  |
|--------------------|--|
| Individual         | Limited Liability Company – Member-Managed |
| Sole Proprietor    | Limited Liability Company- Manager-Managed |
| Partnership        | Medical                                    |
| <u>Corporation</u> | Charitable/Nonprofit                       |
| Government Agency  |  |

SIGNATURE: *ASJH*

DATE: 12/19/2019

Village of Downers Grove

**PROPOSER'S CERTIFICATION (page 1 of 3)**

With regard to Water Distribution Leak Detection, Proposer M.E. Simpson Company, Inc hereby certifies  
(Name of Project) (Name of Proposer)  
the following:

1. Proposer is not barred from bidding this contract as a result of violations of Section 720 ILCS 5/33E-3 (Bid Rigging) or 720 ILCS 5/33E-4 (Bid-Rotating);
2. Proposer certifies that it has a written sexual harassment policy in place and is in full compliance with 775 ILCS 5/2-105(A)(4);
3. Proposer certifies that it is in full compliance with the Federal Highway Administrative Rules on Controlled Substances and Alcohol Use and Testing, 49 C. F.R. Parts 40 and 382 and that all employee drivers are currently participating in a drug and alcohol testing program pursuant to the Rules.
4. Proposer further certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue, or that Proposer is contesting its liability for the tax delinquency or the amount of a tax delinquency in accordance with the procedures established by the appropriate Revenue Act. Proposer further certifies that if it owes any tax payment(s) to the Department of Revenue, Proposer has entered into an agreement with the Department of Revenue for the payment of all such taxes that are due, and Proposer is in compliance with the agreement.

BY: *[Signature]*  
Proposer's Authorized Agent

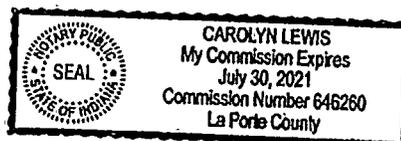
3 5 - 1 4 7 4 7 2 0

**FEDERAL TAXPAYER IDENTIFICATION NUMBER**

or \_\_\_\_\_  
Social Security Number

Subscribed and sworn to before me  
this 19th day of December, 2019.

*Carolyn Lewis*  
Notary Public



Village of Downers Grove

**PROPOSER'S CERTIFICATION** (page 2 of 3)

(Fill Out Applicable Paragraph Below)

**(a) Corporation**

The Proposer is a corporation organized and existing under the laws of the State of Indiana, which operates under the Legal name of M.E. Simpson Company, Inc., and the full names of its Officers are as follows:

President: Dan E. Hood

Secretary: Pam Hood

Treasurer: Michael D. Simpson

and it does have a corporate seal. (In the event that this Proposal is executed by other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation which permits the person to execute the offer for the corporation.)

**(b) Limited Liability Company (LLC)**

The Bidder is a LLC organized and existing under the laws of the State of \_\_\_\_\_, which operates under the legal name of \_\_\_\_\_, and the full names of its managers or members are as follows:

Manager or Member: \_\_\_\_\_

Manager or Member: \_\_\_\_\_

Manager or Member: \_\_\_\_\_

Manager or Member: \_\_\_\_\_

**(c) Partnership**

Signatures and Addresses of All Members of Partnership:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Village of Downers Grove

**PROPOSER'S CERTIFICATION** (page 3 of 3)

The partnership does business under the legal name of: \_\_\_\_\_  
 which name is registered with the office of \_\_\_\_\_ in the state of  
 \_\_\_\_\_.

**(d) Sole Proprietor**

The Proposer is a Sole Proprietor whose full name is: \_\_\_\_\_  
 and if operating under a trade name, said trade name is: \_\_\_\_\_  
 which name is registered with the office of \_\_\_\_\_ in the state of  
 \_\_\_\_\_.

5. Are you willing to comply with the Village's preceding insurance requirements within 13 days of the award of the contract?  YES  NO (circle one)

Insurer's Name Cincinnati Insurance

Agent Stacy Rutkowski

Street Address 407 E. Lincolnway

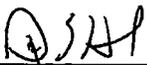
City, State, Zip Code Valparaiso, Indiana 46383

Telephone Number (219) 510-6209

**I/We affirm that the above certifications are true and accurate and that I/we have read and understand them.**

Print Name of Company: M.E. Simpson Company, Inc.

Print Name and Title of Authorizing Signature: Dan E. Hood President

Signature: 

Date: December 19, 2019

## Village of Downers Grove

<b>Suspension or Debarment Certificate</b>
--

Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$100,000.00. Contractors receiving individual awards for \$100,000.00 or more and all sub-recipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, the Proposer certifies to the best of its knowledge and belief, that the company and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal, state or local governmental entity, department or agency;
2. Have not within a three-year period preceding this Proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction, or convicted of or had a civil judgment against them for a violation of Federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/proposal/contract had one or more public transactions (Federal, State or local) terminated for cause or default.

If the Proposer is unable to certify to any of the statements in this certification, Proposer shall attach an explanation to this certification.

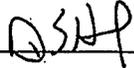
Company Name: M.E. Simpson Company, Inc.

Address: 3406 Enterprise Ave.

City: Valparaiso Zip Code: 46383

Telephone: (800) 255-1521 Fax Number: (888) 531-2444

E-mail Address: danhood@mesimpson.com

Authorized Company Signature: 

Print Signature Name: Dan E. Hood Title of Official: President

Date: December 19, 2019

Village of Downers Grove

**CAMPAIGN DISCLOSURE CERTIFICATE**

Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village of Downers Grove shall be required to submit with its submission, an executed Campaign Disclosure Certificate.

The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

By signing the bid or proposal documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

Under penalty of perjury, I declare:

Bidder/vendor has not contributed to any elected Village position within the last five (5) years.

D. E. Hood  
Signature

Dan E. Hood  
Print Name

Bidder/vendor has contributed a campaign contribution to a current member of the Village Council within the last five (5) years.

Print the following information:

Name of Contributor: \_\_\_\_\_  
(company or individual)

To whom contribution was made: \_\_\_\_\_

Year contribution made: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Firm Experience

## FIRM EXPERIENCE

**M.E. Simpson Co., Inc.** was founded in 1979 by Marvin E. Simpson. We are based out of Valparaiso, Indiana, near Chicago, Illinois. Our firm has become the industry leader in developing and providing water loss assessment and distribution system asset management programs and services, aiding our clients in maximizing their peak performance for their water distribution systems. We offer the highest quality Technical and Professional Services, using state-of-the art technologies and highly skilled and trained professionals. Our staff has developed a host of high-tech programs that will ensure that your Utility will be proactive in dealing with your water distribution systems. "Crumbling infrastructure, inaccurate records, conservation, sustainability, water quality, water loss, economic conditions, revenue shortfalls, being green, having enough water"; these are all statements and buzz words in today's society. Currently in the water industry, these words are our reality, thus making them our responsibility.

We've maximized distribution system performance and optimized distribution system data, records, and mapping for all our clients. To date, we have provided Water Loss Control programs that have included over 80,000 Large Water Meters serviced (including several utilities in Georgia), 100,000 miles of Leak Detection services and numerous water audit programs. Our Asset Management services have documented over 500,000 valves located and exercised. Our Fire Hydrant Flow testing program has recorded 80,000 fire hydrants inspected, flow tested and water main capacity information developed.

### Leak Detection History

M.E. Simpson Co., Inc. developed its Water Distribution Leak Survey services in 1987. Since then, we've improved the program so now it is a fundamental water loss control program for our clients.

Our Water Distribution Leak Survey services have been employed since 1987 in a majority of municipalities around the Chicago Metro Area and the Midwest, and have spread to other utilities across the US. These programs have benefited municipalities from small systems consisting of 5 miles of pipe to systems with several thousands of miles of pipe. Additionally, our crews have been deployed to several locations throughout the United States including Georgia, California, and overseas to help utilities with their distribution system leakage issues. Our crews have the unique ability to be able to respond to individual Utility requests because of the cross training they have received performing all the services M.E. Simpson Co. Inc. provides.

Our project manager and personnel have all the equipment and abilities necessary to perform your leak survey and respond to any needs that the Utility may have. We are proud of the work we have performed using the latest technology and meeting the needs of "our customer" the Water Works Industry. We have played an important role in educating utilities about the need for and efficiency of annual water loss programs.

**M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Firm Experience**

**Leak Survey Project Understanding**

The Village of Downers Grove, Illinois is seeking a qualified firm to provide services for a Water Distribution System Leak Survey. The program is needed to be able to identify and quantify specific leakage issues that are occurring in the water distribution system with the end aim of being able to provide specific directions for location and ultimate repair of the leaks and an overall reduction in the system's water losses.

**M.E. Simpson Co., Inc. (MESCO) has been providing leak detection programs for over thirty years.**

MESCO has been providing water distribution system leak surveys and emergency leak location services for Chicago suburbs in some cases for over 30 years as well as conducting leak surveys in various locations in the US. Our firm has performed leak surveys on a combined total of over 100,000 miles of pipe since 1987. We have provided Apparent loss assessments, having assessed over 80,000 commercial/industrial large meters for accuracy. Our crews have assessed numerous production water meters (up to 108" in diameter) not only in the Midwest but in several larger cities in the US. Our firm has provided formal water auditing to several cities and towns since 2003 when the IWA/AWWA Water Audit methodology was developed and released for use by the American Water Works Association (AWWA) Water Loss Committee. We have active members on several AWWA committees, including a Past Chair of the Water Loss Control Committee (2010-2014) and past AWWA Vice Presidents and Directors.

MESCO has been producing successful water system leak survey programs in the Chicago metro suburban area since 1987 and understands the complexity of implementing long range distribution system water loss programs for several water systems ranging from Water Commissions to individual municipal systems. MESCO believes that through this work we have established a proven history of delivery, responsiveness, ingenuity and environmental stewardship. We share the same mission as the Village of Downers Grove, Illinois and are encouraged by the leadership role that the Village of Downers Grove, Illinois is assuming towards a holistic approach to address water system and water loss challenges.

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Firm Experience & Industry Knowledge

## INDUSTRY KNOWLEDGE

At MESCO, services are tailored to the specific needs of our clients. Our participation can range from the small specialized work supplementing the work of any in-house staff, to complete development of full-scale water system programs.

With continuation and enhancement of the Village of Downers Grove, Illinois water distribution system leak survey program, we will support a fundamental cornerstone of the Village of Downers Grove, Illinois Water Loss Control Policies. Our team brings to the Village of Downers Grove, Illinois a demonstrated experience and a unique perspective in leak detection services.

From MESCO's in depth experiences working with several water utilities performing water distribution system leak survey programs there have been some very similar issues from each utility that have been clearly exposed. Utilities expect the work process to be able to be performed at a high level, with competent technicians and staff, and that it is done efficiently. There are three basic objectives that should be met by the Project Team:

- 1. Expertise.** The Village of Downers Grove, Illinois needs breadth and depth to help solve the variety of water system challenges that it faces in maintaining the water infrastructure – which is large, complex, aging and requiring upgrading to address new water needs and water loss issues. With our Team's experience in every aspect of water loss control and optimization, we can often provide support that assists the utility in avenues well beyond just the leak project scope.
- 2. Streamlined Access.** The Village of Downers Grove, Illinois needs to be able to easily access and manage the Project Team's expertise to bring it to bear on distribution system leakage issues rapidly and with the least possible administrative burden to the Village of Downers Grove, Illinois. However, the Village of Downers Grove, Illinois will need to have considerable input to the process by providing needed data for analysis. In this respect, interaction with utility staff will be needed to produce quality water system leak detection efforts.
- 3. Professional Working Relationships.** The Village of Downers Grove, Illinois must be confident that the Project Team is working as true professionals – putting the Village of Downers Grove, Illinois interest first. The professionals in the Village of Downers Grove, Illinois organization must have good working relationships with MESCO's professionals. Both parties should look for opportunities to complement each group's goals and ultimate requirements of the Village of Downers Grove, Illinois customers.

The strengths of the M.E. Simpson Co., Inc.'s organization and staff, as well as our specific approach to this assignment, will fulfill all of the Village of Downers Grove, Illinois needs for their water distribution system leak survey.

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Key Personnel Qualifications

## EXPERIENCE OF KEY PERSONNEL

Our team brings the necessary experience for a project of this magnitude, as well as the personal attributes needed to serve the Village of Downers Grove, Illinois with distinction. We offer our clients the highest quality technical and professional services, using state-of-the-art technologies and highly skilled and trained professionals. The M.E. Simpson Co., Inc. team members selected to serve the Village of Downers Grove, Illinois bring significant experience and a proven track record of delivering timely, cost-effective and sound leak survey solutions.

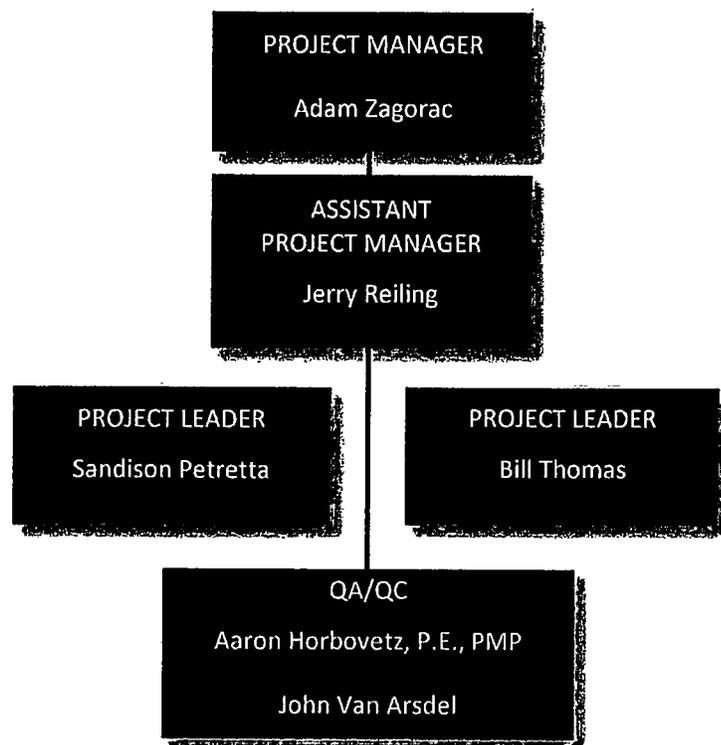
They share a passionate commitment to client service and attention to detail required for a successful project. The Organizational Chart at right illustrates the Project Team for the Utility's Water Distribution System Leak Survey program. One of the two Project Leaders listed will lead the Project Team in the field. **Two-Man Project Teams will be used at all times during the course of the project for reasons of safety and quality assurance.**

### Project Manager: Adam Zagorac

Adam Zagorac has been with the Company since December of 2007. Adam has attended numerous classes and lectures related to the operation, maintenance, and installation of water meters, and completed classes in plumbing. Adam has experience in the following; maintenance and installation of water meters; valve location, exercising and mapping; fire hydrant and main capacity flow testing; and the use of state-of-the-art leak detection equipment. He is also experienced in the use of all of our Polcon® Flow Testing equipment.

### **Professional Certifications:**

- ◆ 10 Hour OSHA Certified for General Industry
- ◆ American Red Cross First Aid and CPR with AED Certified
- ◆ American Traffic Safety Services Association Flagging Certified
- ◆ Extensive traffic control training
- ◆ Extensive confined space training



M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Key Personnel Qualifications

**Assistant Project Manager: Jerry Reiling**

Jerry Reiling has been with the Company since May 1996. He is a graduate of Purdue University with a B.A. in Physical Education. Jerry previously worked in both the environmental services industries and HVAC for 10 years. He is responsible for day to day operations of field crews for the M.E. Simpson Co., Inc. Dyer, Indiana office. Jerry has over 19 years of experience directing and conducting water loss reduction programs in the field, specifically leak detection and leak locating, along with meter testing. He has completed classes and attended lectures on the operation and maintenance of water meters. Jerry is very experienced in the following: the operation and maintenance of water meters; main line water valve location, exercising and mapping with GPS; hydrant flow testing and hydrant maintenance, Unidirectional Water Main Flushing, use of state of the art leak detection equipment, and the operation of our Polcon® Flow Testing equipment used for hydraulic studies.

**Professional Certifications:**

- ◆ 10-Hour OSHA Certified for General Industry
- ◆ American Red Cross First Aid and CPR with AED Certified
- ◆ American Traffic Safety Services Association Flagging Certified
- ◆ Extensive traffic control training
- ◆ Extensive confined space training
- ◆ Licensed Water Operator - Maryland

**Project Leader: Sandison Petretta**

Sandison Petretta has been with the Company since July of 2000. He previously worked in the commercial painting industry. Sandison has attended numerous classes and lectures related to the operation, maintenance, and installation of water meters, and completed classes in plumbing. Sandison has experience in the following; maintenance and installation of water meters; valve location, exercising and mapping; fire hydrant and main capacity flow testing; and the use of state-of-the-art leak detection equipment. He is also experienced in the use of all of our Polcon® Flow Testing equipment.

**Professional Certifications:**

- ◆ 10-Hour OSHA Certified for General Industry
- ◆ American Red Cross First Aid and CPR with AED Certified
- ◆ American Traffic Safety Services Association Flagging Certified
- ◆ Extensive traffic control training
- ◆ Extensive confined space training

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Key Personnel Qualifications

**Project Leader: Bill Thomas**

Bill Thomas has been with the Company since August of 2014. He previously worked in the water industry working for a local water utility for 19 years performing water distribution system operations and maintenance. He also worked in the utility industry locating gas, electrical and cable service lines where he received advance line locating classes. Bill has attended numerous classes and lectures related to leak location and pinpointing and recently completed advanced non-intrusive leak detection training and acoustic wave velocity measurement training which can pinpoint leaks on previously difficult piping of non-metallic and large diameter pipe. Bill has experience in the following: testing and evaluation of water meters; valve location and operation, exercising and mapping; fire hydrant and main capacity flow testing; and the use of state-of-the-art leak detection equipment. He is also experienced in the use of all of our Polcon® Flow Testing equipment.

**Professional Certifications:**

- ◆ 10-Hour OSHA Certified for General Industry
- ◆ American Red Cross First Aid and CPR with AED Certified
- ◆ American Traffic Safety Services Association Flagging Certified
- ◆ Extensive traffic control training
- ◆ Extensive confined space training

**QA/QC: Aaron M. Horbovetz, PE, PMP**

Aaron Horbovetz has been with the Company since September of 1999. He earned his degree in Mechanical Engineering from Purdue University, completed his EIT work and recently passed the PE exam for the state of Indiana. Aaron is a regular presenter at AWWA conferences since 2012, both at section meetings and at the ACE conferences.

He has attended numerous classes and lectures related to the operation, maintenance and installation of water meters, and completed classes in plumbing. Aaron has experience in the following: maintenance and installation of water meters; valve location, exercising and mapping, fire hydrant and main capacity flow testing, and the use of state-of-the-art leak detection equipment; and is also very experienced in the use of all of our Polcon® Flow Testing equipment.

**Professional Certifications:**

- ◆ Licensed Professional Engineer, Indiana
- ◆ Certified Project Management Professional (PMP)
  - Member of Project Management's Institute Calumet Chapter
- ◆ 10 Hour OSHA Certified for General Industry
- ◆ American Red Cross First Aid and CPR with AED Certified
- ◆ American Traffic Safety Services Association Flagging Certified
- ◆ Extensive traffic control training
- ◆ Extensive confined space training

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Key Personnel Qualifications

**QA/QC: John Van Arsdel**

John H. Van Arsdel has been with M.E. Simpson Co., Inc. since May 1989. He graduated from Valparaiso University with a B.A. in Geography with an emphasis in Locational Evaluation and Research Design. He has completed water operators classes and seminars on Water Filtration and Distribution, Vulnerability Assessment Class for the Sandia Labs RAM-W method and the RAM-W "modified" for small to medium systems (*currently licensed to use the Sandia Labs RAM-W Method, and licensed to teach the RAM-W "modified" for small to medium water systems*), along with classes related to the operation and maintenance of water meters, and system hydraulics specifically related to the Polcon® Flow Testing equipment.

John has over 30 years of experience directing projects for water utilities concerning water audits, loss prevention, leak detection programs, meter evaluation and maintenance, flow testing using the Polcon® Flow Testing method (large flow meter assessments, C-factors, pump curves, zone flow measurements), mainline valve assessments (location, exercising and mapping programs), and fire hydrant and main capacity flow testing programs. John has been responsible for the analysis, evaluation, and CAD updating of Water Distribution, Sanitary, and Storm Sewer Atlases using GPS locating. He developed the Company's Unidirectional Main Flushing Program and Utility Atlas Updating Program. He has presented classes for continuing education credits for water operators for over eighteen years to several local and state Water Works Organizations on Water Loss Reduction including Water Audits, Leak Detection, Meter Testing and Flow Testing.

He has presented papers at the AWWA ACE in 2007, 2008, 2009, and 2012, At the 2010, 2011, and 2012 AWWA DSS he presented papers on water loss reduction. Since 2003, he has conducted classes on Vulnerability Assessments and Emergency Response Planning for water utilities as well as conducting several VA and ERP projects. He served from 2010 to 2014 as Chair of the AWWA Water Loss Control Committee. As Vice President of M.E. Simpson Co., Inc., John serves as the main point of contact for client development, business sales and customer relations for the Eastern U.S.

**Professional Certifications:**

- ◆ 10-Hour and 30 Hour OSHA Certified for General Industry
- ◆ American Red Cross First Aid and CPR with AED Certified
- ◆ American Traffic Safety Services Association Flagging Certified
- ◆ Extensive traffic control training
- ◆ Extensive confined space training

**Role**

Project Management and  
Implementation

**Work History**

M.F. Simpson Company, Inc.  
Senior Project Leader  
Asst. Operations Manager  
2007 - Present

**Professional Certifications**

10 Hour OSHA Certified for  
General Industry

American Red Cross First Aid  
and CPR with A&D Certified

American Traffic Safety  
Services Association  
Flagging Certified

Extensive traffic control  
training

Extensive confined space  
training

# Adam Zagorac

## Assistant Operations Manager

Adam Zagorac has been with the Company since December of 2007. Adam has attended numerous classes and lectures related to the operation, maintenance, and installation of water meters, and completed classes in plumbing. Adam has experience in the following; maintenance and installation of water meters; valve location, exercising and mapping; fire hydrant and main capacity flow testing; and the use of state-of-the-art leak detection equipment. He is also experienced in the use of all of our Polcon® Flow Testing equipment.

**Significant cities where projects were performed:**

- ◆ Village of Tinley Park, IL (2012 – 2017)
- ◆ Village of Franklin Park, IL (2016 – 2017)
- ◆ City of Crest Hill, IL (2016)

**Role**  
Project Manager and  
Implementation

**Work History**  
M.E. Simpson Company, Inc.  
Area Service Manager  
Project Manager  
Project Leader  
1996 - Present

**Professional Certifications**  
10 Hour OSHA Certified for  
General Industry

American Red Cross First Aid  
and CPR with AED Certified

American Traffic Safety  
Services Association  
Flagging Certified

Extensive traffic control  
training

Extensive confined space  
training

# Jerry D. Reiling

## Area Service Manager

Jerry Reiling has been with the Company since May 1996. He is a graduate of Purdue University with a B.A. in Physical Education. Jerry previously worked in both the environmental services industries and HVAC for 10 years. He is responsible for day to day operations of field crews for the M.E. Simpson Co., Inc. Dyer, Indiana office. Jerry has over 19 years of experience directing and conducting water loss reduction programs in the field, specifically leak detection and leak locating, along with meter testing. He has completed classes and attended lectures on the operation and maintenance of water meters. Jerry is very experienced in the following: the operation and maintenance of water meters; main line water valve location, exercising and mapping with GPS; hydrant flow testing and hydrant maintenance, Unidirectional Water Main Flushing, use of state of the art leak detection equipment, and the operation of our Polcon® Flow Testing equipment used for hydraulic studies.

### Significant cities where projects were performed:

- ◆ City of Joliet, IL (2016)



**Role**

Project Manager and  
Implementation

**Work History**

M.E. Simpson Company, Inc.  
Project Leader  
2000 - Present

**Professional Certifications**

10 Hour OSHA Certified for  
General Industry

American Red Cross First Aid  
and CPR with AED Certified

American Traffic Safety  
Services Association  
Flagging Certified

Extensive traffic control  
training

Extensive confined space  
training

# Sandison Petretta

## Senior Project Leader

Sandison Petretta has been with the Company since July of 2000. He previously worked in the commercial painting industry. Sandison has attended numerous classes and lectures related to the operation, maintenance, and installation of water meters, and completed classes in plumbing. Sandison has experience in the following; maintenance and installation of water meters; valve location, exercising and mapping; fire hydrant and main capacity flow testing; and the use of state-of-the-art leak detection equipment. He is also experienced in the use of all of our Polcon® Flow Testing equipment.

### **Significant water utilities where valve and hydrant assessments were performed:**

- ◆ Village of Downers Grove, IL (2012 - 2018)
- ◆ Village of Orland Park, IL (2012 – 2018)
- ◆ Village of Franklin Park, IL (2017 – 2018)
- ◆ Village of Westmont, IL (2014 – 2019)
- ◆ City of Chicago Heights, IL (2016)
- ◆ Village of Hometown, IL (2018)
- ◆ Village of Hazel Crest, IL (2015)
- ◆ City of Country Club Hills, IL (2016)
- ◆ Town of Highland, IN (2015)
- ◆ Village of Tinley Park, IL (2015)

**Role**

Project Manager and  
Implementation

**Work History**

M.E. Simpson Company, Inc.  
Project Leader  
2014 - Present

**Professional Certifications**

10 Hour OSHA Certified for  
General Industry

American Red Cross First Aid  
and CPR with AFD Certified

American Traffic Safety  
Services Association  
Flagging Certified

Extensive traffic control  
training

Extensive confined space  
training

**Professional Associations**

North Suburban Water  
Works Association

Board of Directors (2002  
- 2004)

# Bill Thomas

## Project Leader

Bill Thomas has been with the Company since August of 2014. He previously worked in the water industry working for a local water utility for 19 years performing water distribution system operations and maintenance. He also worked in the utility industry locating gas, electrical and cable service lines where he received advance line locating classes. Bill has attended numerous classes and lectures related to leak location and pinpointing and recently completed advanced non-intrusive leak detection training and acoustic wave velocity measurement training which can pinpoint leaks on previously difficult piping of non-metallic and large diameter pipe. Bill has experience in the following: testing and evaluation of water meters; valve location and operation, exercising and mapping; fire hydrant and main capacity flow testing; and the use of state-of-the-art leak detection equipment. He is also experienced in the use of all of our Polcon® Flow Testing equipment.

**Significant water utilities where projects were performed:**

- ◆ Village of Downers Grove, IL (2015 - 2017)
- ◆ Village of Fox Lake, IL (2018)
- ◆ Village of Hampshire, IL (2013 – 2017)
- ◆ City of West Bend, WI (2019)
- ◆ City of Marengo, IL (2018)
- ◆ Village of Morton Grove, IL (2016)
- ◆ City Grafton, WI (2015)
- ◆ Village of Algonquin, IL (2018)

Role  
Project Management and  
Development

Education  
BS, Mechanical Engineering,  
Purdue University

Work History  
M.E. Simpson Company, Inc.  
Project Engineer  
Project Manager  
1999 Present

Professional Certifications  
Licensed Professional  
Engineer, Indiana

Certified Project  
Management Professional  
(PMP)

Member of Project  
Management's Institute  
Council Chapter

10 Hour OSHA Certified for  
General Industry

American Red Cross First Aid  
and CPR with AED Certified

American Traffic Safety  
Services Association  
Flagging Certified

Extensive traffic control  
training

Extensive confined space  
training

# Aaron Horbovetz, PE, PMP

## Project Engineer

Aaron Horbovetz has been with the Company since September of 1999. He earned his degree in Mechanical Engineering from Purdue University, completed his EIT work and recently passed the PE exam for the state of Indiana. Aaron is also a certified Project Management Professional (PMP®). Aaron is a regular presenter at AWWA conferences since 2012, both at section meetings and at the ACE conferences. He has attended numerous classes and lectures related to the operation, maintenance and installation of water meters, and completed classes in plumbing. Aaron has experience in the following: maintenance and installation of water meters; valve location, exercising and mapping, fire hydrant and main capacity flow testing, and the use of state of the art leak detection equipment. He manages the companies hydraulics services division, including all Pitot testing, pump curve analysis, and C-Factor testing.

### Significant cities where projects were performed:

- ◆ City of Chicago, IL (2012 – 2019)
- ◆ City of Baltimore, MD (2010 – 2019)
- ◆ City of Atlanta, GA (2014-2019)
- ◆ City of Avondale, AZ (2012 – 2016)
- ◆ City of Buckeye, AZ (2015 – 2016)
- ◆ City of Cottonwood, AZ (2012)
- ◆ Lake Havasu City, AZ (2015 -2016)
- ◆ Town of Sahuarita, AZ (2014)
- ◆ City of Scottsdale, AZ (2012)
- ◆ City of Tempe, AZ (2014)
- ◆ Wellton, AZ (2012 – 2013)

Role  
Project Management and  
Development

Work History  
M.E. Simpson Company, Inc.  
Vice President  
Project Manager  
1989 - Present

Professional Associations  
American Water Works  
Association (AWWA)

Water Loss Control  
Committee (Chair  
2010 – 2014)  
Apparent Water  
Loss Sub  
Committee

Illinois Section AWWA Board  
of Directors

Past Chair (2014 –  
2015)  
Chair (2014 – 2015)  
Education  
Committee  
Water For People  
Committee  
Water Efficiency  
Committee

Indiana, Michigan, North  
Carolina, South Carolina,  
Georgia, Virginia, and  
Florida State Sections  
AWWA

Professional Certifications  
10 Hour OSHA Certified for  
General Industry

American Red Cross First Aid  
and CPR with AFD Certified

American Traffic Safety  
Services Association  
Flagging Certified

# John H. Van Arsdel

## Vice President

John H. Van Arsdel has been with M.E. Simpson Co., Inc. since May 1989. He graduated from Valparaiso University with a B.A. in Geography with an emphasis in Locational Evaluation and Research Design. He has completed water operators classes and seminars on Water Filtration and Distribution, Vulnerability Assessment Class for the Sandia Labs RAM-W method and the RAM-W "modified" for small to medium systems (currently licensed to use the Sandia Labs RAM-W Method, and licensed to teach the RAM-W "modified" for small to medium water systems), along with classes related to the operation and maintenance of water meters, and system hydraulics specifically related to the Polcon® Flow Testing equipment.

John has over 30 years of experience directing projects for water utilities concerning water audits, loss prevention, leak detection programs, meter evaluation and maintenance, flow testing using the Polcon® Flow Testing method (large flow meter assessments, C-factors, pump curves, zone flow measurements), mainline valve assessments (location, exercising and mapping programs), and fire hydrant and main capacity flow testing programs. John has been responsible for the analysis, evaluation, and CAD updating of Water Distribution, Sanitary, and Storm Sewer Atlases using GPS locating. He developed the Company's Unidirectional Main Flushing Program and Utility Atlas Updating Program. He has presented classes for continuing education credits for water operators for over eighteen years to several local and state Water Works Organizations on Water Loss Reduction including Water Audits, Leak Detection, Meter Testing and Flow Testing. He has presented papers at the AWWA ACE in 2007, 2008, 2009, and 2012, At the 2010, 2011, and 2012 AWWA DSS he presented papers on water loss reduction. Since 2003, he has conducted classes on Vulnerability Assessments and Emergency Response Planning for water utilities as well as conducting several VA and ERP projects. He served from 2010 to 2014 as Chair of the AWWA Water Loss Control Committee. As Vice President of M.E. Simpson Co., Inc., John serves as the main point of contact for client development, business sales and customer relations for the Eastern U.S.

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M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Technical Approach / Implementation

- ◆ For PVC water mains only the Echologics LeakFinder-ST w/hydrophones leak correlator or Fluid Conservation Systems (FCS) TriCorr Touch leak correlator, will be used for correlations because of the ability for these correlators to be able to analyze the particular sound frequencies inherent to PVC pipe.
- ◆ The leak location will be marked in the field (on the surface) using environmentally formulated Precautionary Blue paint.
- ◆ The leak location will be GPS at the submeter level to document its location. The coordinates will be documented and made available for the Utility to download into their GIS system and GPS location equipment.
- ◆ The Project Team will document all leak locations with a diagram indicating the location of the leak. Other information related to that correlation will be included as part of the field sheet such as the filters used for the correlation, line locations, distances between sensors, etc.
- ◆ The locations of leaks requiring immediate attention (immediate threat to life, injury or traffic) will be turned in as quickly as possible to facilitate the repair process.
- ◆ The Project Team will report daily or per request of the Utility, to assigned Utility Professional and go over the progress of the previous day, as well as cover what will be surveyed the current day.
- ◆ It may be necessary to conduct parts of the Leak Survey during "off hours" such as at night. This may be required in areas of high traffic volume where traffic noise may affect the ability to detect leak noise, and traffic volume may affect the ability of the Project Team to be able to safely access main line valves in the middle of the street. The Project Team will give 24-hour advanced notice of intent to survey a particular area that may require after hours surveying or nighttime surveying. This is so the Utility can plan for the area to be surveyed, give notification to the Police department, as well as other Public Works Divisions as to the activity that will take place.
- ◆ As a part of the leak program, mapping discrepancies found, distribution assets found in disrepair will be noted and turned into the utility.
- ◆ Leaks verified on the customer's side of a service shut-off will not be located beyond the shut-off. If a leak appears to be on the Customers' side, the Utility will be notified first, then the customer notified and permission granted prior to the water being shut off even for short periods of time where possible and as time allows, as well as the ability for the customer to respond.
- ◆ If the Utility requests leak locations beyond the service shut off on the customer's side of the service line, this will result in an additional charge to the leak survey based on an hourly rate and this service must be agreed upon between the Utility and M.E. Simpson Co., Inc. prior to the start of the survey.
- ◆ Valves and hydrants will not be operated without Utility permission. Valves and hydrants that break during this type of operation are the sole responsibility of the Utility. M.E. Simpson Co., Inc. cannot be responsible for valves and hydrants that break due to pre-existing conditions.
- ◆ The Utility is encouraged to dig up and repair the leaks located as soon as possible so that the area may be re-surveyed while the Project Team is still working on the survey in that general geographical location to ensure no other leaks are present in that area.

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Technical Approach / Implementation

## Equipment List

- ◆ FCS S30 Gutermann AquaScope electronically enhanced listening device.
- ◆ Echologics LeakFinder-ST w/hydrophones; FCS AC Digital, TriCorr Touch or Vivax-Metrotech HL6000X leak correlator systems.
- ◆ RADIO Detection Line Locators.
- ◆ Trimble R1 GPS Unit
- ◆ Chicago Tape, Fisher M-Scope or Schonstedt magnetic locators.
- ◆ All necessary valve keys and hand tools.
- ◆ Truck mounted arrow board/signage and warning lights.
- ◆ Traffic control equipment, including properly sized traffic cones with reflective stripes.

## Quality Control and Accuracy of Leak Locations

The level of accuracy of leak detection is a matter of taking in all the above considerations and applying those considerations to each individual potential leak location as it is being evaluated. Any statement made as to the level of accuracy of leak locations must be considered based on the individual conditions of each leak.

Locating leaks on a distribution system can be very challenging. It is not a perfect science. Pipes and fittings can leak for a variety of reasons (age, poor installation, material failures, bad soils, etc.), and the ability to locate leaks is dependent on the stated variables listed in the "Project Approach". By employing a strict methodology in the field for conducting a leak survey, these variables can be accounted for and mitigated. The depth of experience of the Project Team is extremely important to maintaining the ability to have accurate locations of leaks. Additionally, crews work as Two-Person Teams in the field, double checking the progress of the work as the survey progresses. The systematic procedure for leak confirmation has been stated in the Scope of Field Service and is restated here.

"Suspected leak areas are always listened to a second time, preferably at a different time of day than originally listened to. The mains and services will be line located to ensure correct pipe distances are used for the correlations. Correlations may need to be performed several times with several configurations to ensure all the possible scenarios have been covered. Sewer manholes may need to be opened and flows observed. If there is any doubt as to the existence of a leak, the area may be checked and correlated at different times to rule out water usage or other factors. The progress of the survey will be monitored by the use of daily logs and a progression map with suspected leak noise indications marked and possible leak locations will be maintained. Field leak location forms will be turned into the Utility according to the agreed schedule. The Project Team will follow up on leak locations by monitoring the repair schedule of the Utility. That way in case a potential leak location is wrong, the Project Team can return to the site and determine why the leak location was incorrect, and correct it. This means maintaining a good level of communication between the Project Team in the field, and the Utility. As a matter of Quality Control for leaks in the field, our Correlators, FCS TriCorr Touch and Echologics LeakFinder-ST have the distinct ability to be able to detect and pinpoint more than one leak in the same relative area, thus allowing better leak coverage and insuring that one leak is not "masking" another leak in the same area. The use of progress reports and meetings will allow for open discussions of problems encountered so solutions can be examined."

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Technical Approach / Implementation

## Utility Observations

The M.E. Simpson Co., Inc. Project Team will welcome having staff of the Utility observe field procedures while the Leak Survey is in progress. They will be happy to explain and demonstrate the equipment and techniques that are employed by M.E. Simpson Co., Inc. for detecting and locating leaks on the Water System.

## Final Reports, Documentations & Communications

*M.E. Simpson Co, Inc. will perform the following:*

- ◆ Project Team will **meet daily** with assigned Utility personnel to go over areas of survey for prior workday and plan current day and area to survey.
- ◆ The field technicians will be readily available by cellular phone. This will facilitate communications between the Utility and the field technicians. A **24-hour toll-free 800 number** is available for direct contact with M.E. Simpson Co., Inc. for emergencies.
- ◆ **Diagram all leak locations**, date of location, and classify according to severity and an estimate of loss.
- ◆ **The Project Manager will meet** with the Utility regularly for a progress report.
- ◆ **Prepare a progress report** at monthly intervals for the Utility if requested.
- ◆ Develop a **Leak Survey log** of activity which will also have confirmed leaks listed and this list will be turned in weekly (in Excel format). The list will also be included with the final report that will include the following;
  1. Mechanical deficiencies discovered
  2. Description of the area surveyed including lineal feet of the system surveyed
  3. Mapping errors on the water atlas
  4. Type of monitored appurtenances
  5. The methodology of the survey including description of the type of leak, location of the leak and an estimate as to the size of the leak measured in gallons per day
  6. Total estimated loss
- ◆ Develop a **GPS log** of coordinates taken of each located leak. This list will be included with the final report for your use and integration into your GIS program.
- ◆ **Prepare the final report** at the completion of the project which will include all leak location reports with drawings, total of estimated water loss, total pipe distance investigated, a description of the area surveyed, and other problems found in the system during the course of the survey that need the attention of the Water Utility. The leak summary will list leak types such as main leaks, service line leaks, valve leaks, or hydrant leaks.

Effective communication...  
accurate documentation...  
**Ensuring the success for  
the leak survey**

A cost benefit analysis of the survey based on the "cost to produce" water will also be included that describes the financial impact to the Utility for water loss. Recommendations for system maintenance will be a part of this report based on field observations made during the survey. **This final report shall be made available for submission to the Utility within thirty (30) working days of the completion of the fieldwork.**

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Technical Approach / Implementation

### Assumptions & Services Provided by the Utility

- ◆ The Utility will furnish all maps in an electronic format or paper atlases (two copies), and records necessary to properly conduct the survey.
- ◆ The Utility will assist as necessary to clean out service valves, meter pits and valve-boxes needed for listening.
- ◆ The Utility will provide a Primary Contact Person and/or secondary contact person for the Field Staff to report to on a periodic basis. This person shall act as the official liaison for the duration of the Leak Survey. This person shall have a working knowledge of the water system and will be helpful in attempting to locate particularly hard-to-find water valves for listening and for general information about the water system. *This person will not need to assist the Project Team on a full-time basis*, but only on an "as needed" basis.
- ◆ The Utility will assist, if needed, to help gain entry into sites that may be difficult to get into due to security issues or other concerns.
- ◆ The Utility will assist, if needed, to locate all nonmetallic pipe within the service area. This would include all Concrete Cylinder pipe, Asbestos Cement Pipe, PVC pipe and HDPE pipe.
- ◆ We will encourage the immediate digging of major leaks (main breaks) so that if there are problems with the leak location, the problems can be corrected while the Project Team is close by and can verify the site.

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Technical Approach / Implementation

## PROJECT SAFETY PLAN

M.E. Simpson Co., Inc.'s Safety Programs cover all aspects of the work performed by M.E. Simpson Co., Inc. We take great pride in our safety plan/policy/program and that is evident in our EMR scores over the last five years. The safety of our employees, the utilities employees and that of the general public is our #1 priority.

Our Safety Plan/Policy/Program, with all of its parts, is 60 pages in length. In an effort to be more efficient and less wasteful we do not print copies of the safety program for RFPs. There is nothing secretive or proprietary contained within our plan/policy/program and we are happy to share its contents. If you would like a PDF copy of our plan/policy/program please contact Terrence Williams, Operations Manager, at 800.255.1521 and a copy of our program will be sent via email to you.

Below is an overview of our plan/policy/program:



**Safety** is a major part of any project. M.E. Simpson Co., Inc. always provides a safe work environment for its employees. **Our staff is trained in General Industry OSHA rules, Confined Space Entry & Self-Rescue, First Responder First Aid, CPR, and Traffic Control.** While in the field on your project, M.E. Simpson Co., Inc. and its employees will follow all of the necessary safety procedures to protect themselves, your staff and the general public.

### **M.E. Simpson Co., Inc. uses Two-Man Teams for Safety and Quality Assurance.**

The use of a "one-person" leak detection team is dangerous and impractical where water mains run under roadways. It would be a dangerous precedent to allow a "one-person" team to access main line valves located in the roadway, attempt to listen to the valve with headphones on, and at the same time try to control traffic flow at that person's location in the street.

### **Therefore M.E. Simpson Co., Inc. adheres to the following:**

- ◆ The Project Manager and the Field Manager will be trained in accordance with OSHA Standard 1910 (General Industry) and be in possession of an OSHA 10 Hour or 30 Hour Card.
- ◆ Any listening points located in a "confined space" such as pit and vault installations that require entry will be treated in accordance with the safety rules regarding **Confined Space Entry, designated by the Utility, The Department of Labor and OSHA.**
  - All personnel are trained and certified in Confined Space Entry & Self-Rescue.
- ◆ We will follow all safety rules regarding **First Responder First Aid & CPR, designated by the Utility, The Department of Labor and OSHA.**
  - All personnel are trained and certified in First Responder First Aid & CPR.
- ◆ We will follow all **traffic safety rules, designated by the Utility, The Department of Labor, OSHA, and the Illinois Department of Transportation (per MUTCD).**
  - All personnel are trained and certified, by the **AMERICAN TRAFFIC SAFETY SERVICES ASSOCIATION (ATSSA)** in Traffic Control and Safety.

Current documentations of safety training and certifications can be provided for all project personnel for the Utility. These certifications are current and up to date (for 2019) for all project personnel.

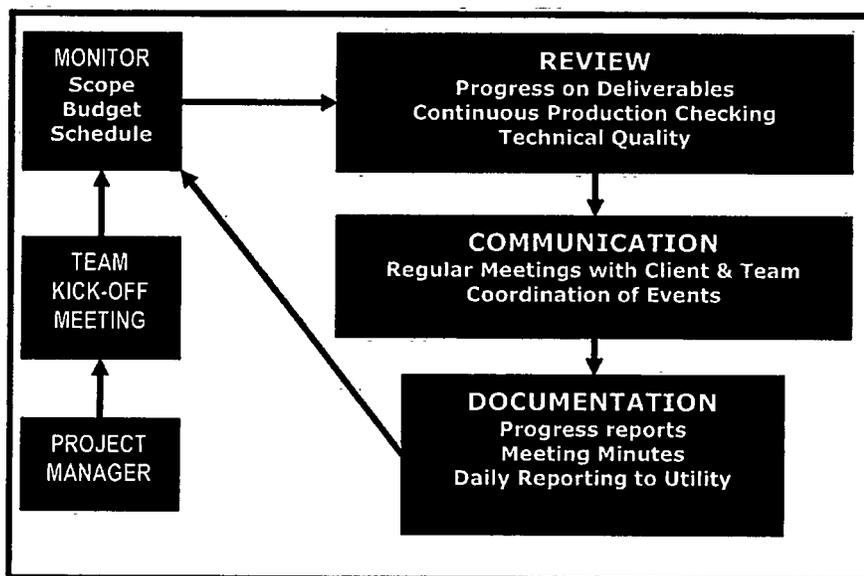
M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Technical Approach / Implementation

## PROJECT MANAGEMENT APPROACH

M.E. Simpson Co., Inc.'s project management approach is what leads to our proven track record to complete projects on time and within the budget established. Based on our past experience, we have developed project management practices that will ensure the Village of Downers Grove, Illinois of effective communication and project tracking throughout this project. We will follow the Project Management Institute (PMI) standards, including the Project Management Body of Knowledge (PMBOK). These globally accepted standards will assure this project is planned, executed, monitored and controlled in accordance with world class procedures. M.E. Simpson Co., Inc. has seasoned and experienced managers and technicians that will have continuous input, ensuring the results of the Water Distribution System Leak Survey exceed the expectations of the Village of Downers Grove, Illinois.

Our project management system establishes - the single project manager – who has the responsibility and authority to act on behalf of M.E. Simpson Co., Inc. This project manager will stay with the project from beginning to the successful completion. The project manager's specific responsibilities include:

- ◆ Coordination of all activities in this project.
- ◆ Establishing key decisions and review milestones during this project.
- ◆ Preparing an initial project development plan identifying the schedule of work tasks and key personnel to perform the work in the field to meet the milestones and objectives.
- ◆ Coordinate communications and meetings with the Utility as needed or required to review technical concepts and alternatives, soliciting staff input and coordinating activities with the project team.
- ◆ Prepare periodic reports as needed and meet with the Utility on a regular basis summarizing project scheduling, progress and maintaining the project within the budget stipulated.
- ◆ Oversee the execution and development of the project deliverables.



Project management remains an important activity during the course of the project and does not stop with the Project Manager. For the water distribution leak survey, each member of the project team is dedicated to providing the best leak detection program that can be attained using the state-of-the-art technology and equipment, field experience and engineering knowledge. Our team will be made up of experienced water professionals that are experts in water loss control such as leak surveys and pinpointing, water meter

**M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Technical Approach / Implementation**

evaluation/testing (residential, commercial, wholesale, and production meters), and water distribution system hydraulic modeling, fire hydrant maintenance/flow testing and valve assessment and exercising. It is this combination of experience and knowledge that has helped shape our approach to leak surveys in distribution systems because the team members have the capacity to make on the spot decisions regarding any fine tuning of the program. They will maintain constant communication with the Village of Downers Grove, Illinois District and the Project Manager regarding their progress as well as any major issues needing immediate attention and discussion.



For the leak survey program, each Project Team member assigned to specific tasks is dedicated to providing the best leak detection knowledge that can be attained. MESCO team members have been highly active with the AWWA Water Loss Control Committee helping with the rewrite of the M36 Manual, M33 Manual and revisions to the free Water Audit Software tool. Each team member is highly experienced in the implementation of leak surveys as well as other water loss control programs. It is our team's combination of field experience and engineering knowledge that has shape our approach to water loss control programs in distribution systems. The individual team members have the capacity to make sound decisions regarding any fine tuning of the leak survey. They will maintain constant communication with the Village of Downers Grove, Illinois and the Project Manager regarding leak survey progress.

MESCO is sure that the selection of our team to perform this work will provide the Village of Downers Grove, Illinois with exceptional experience, sound decision making, and a level of service providing the following advantages:

- ◆ A professional team with a specialized expertise in leak detection and water loss management
- ◆ One of the finest and highly experienced technical and engineering team with the capacity to provide the highest quality work for the Village of Downers Grove, Illinois.
- ◆ A project approach that incorporates interim reporting and continuous input opportunities by the Village of Downers Grove, Illinois.
- ◆ Innovative proven analysis techniques developed from the completion of several similar projects that sought the same scope and results as this project

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Technical Approach / Implementation

***Project Quality Assurance/Quality Control***

Quality is of the utmost importance to MESCO Team – not merely because of the Village of Downers Grove, Illinois and other client's requirements, but because it is vital to our continued success and viability. Quality management and services bring to all of us the rewards of jobs well done, satisfied Utility staff, and successful projects.

Our QA/QC program is built around several key elements of each participating firm's mission and values which consist of:

- ◆ Maintaining a reputation for the highest quality performance
- ◆ Client satisfaction
- ◆ Continuous process improvement
- ◆ Open communication with the field staff and the Utility
- ◆ Team Work

The QA/QC plan for this project is very simple. No work will leave MESCO Team until it has been verified that all the requirements and objectives of the project as well as the requirements of the project QA/QC managers have been met. During the course of the project, the Project Manager and/or the QA/QC manager will meet with the Village of Downers Grove, Illinois to ensure that the work product is technically correct, but also meets the needs and expectations of the Village of Downers Grove, Illinois. Every step will be well documented for progress reports.

MESCO Team's professional services are grounded in sound principles that meet the tests of time from past successes of hundreds of leak detection projects will satisfy the quality requirements of the Scope of Service. Each member of the project team has a thorough understanding of the project objectives. Every member of the team will apply sound methodology and principles, and are expected to produce quality, accurate and complete documents. The QA/QC procedure has been developed and implemented based on tried and proven methodologies. The prevention of poor-quality service is based on four sound principles:

- ◆ Quality management of the project by using experienced personnel committed to excellence.
- ◆ Conformance to requirements by being knowledgeable of all local conditions in the field and keeping abreast of new cutting-edge water loss remediation methods.
- ◆ Prevention of rework and errors by using teamwork, cross checking the leak survey procedures every step of the way, and having staff knowledgeable in all aspects of leak survey projects.
- ◆ Quality is built in - not added on. The project management and staff have shown that a quality service is produced when the project tasks are properly sequenced and carried out to the final termination of the program using the built-in system of checks and balances.

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
Technical Approach / Implementation

## SCHEDULE OF WORK

**Proposal Due:** December 27, 2019

**Notice To Proceed:** TBD

**Kick Off Meeting and Commencement of work:** Within 30 days of "Notice to Proceed" or as agreed upon between the Utility and M.E. Simpson to meet with Utility staff to go over project goals and objectives. Field work will begin the same day or agreed upon by the Utility and M.E. Simpson Co., Inc.

**Fieldwork to be completed and documented:** Field work will be started as agreed upon by the Utility and M.E. Simpson Co., Inc. Assume one field team (2 persons each), 23 – 25 days in the field for completion of field work for the water distribution system leak survey. Additional leak survey work beyond the original approximate 233 miles of water main will be based on a per mile fee and may cause a shift in the completion date.

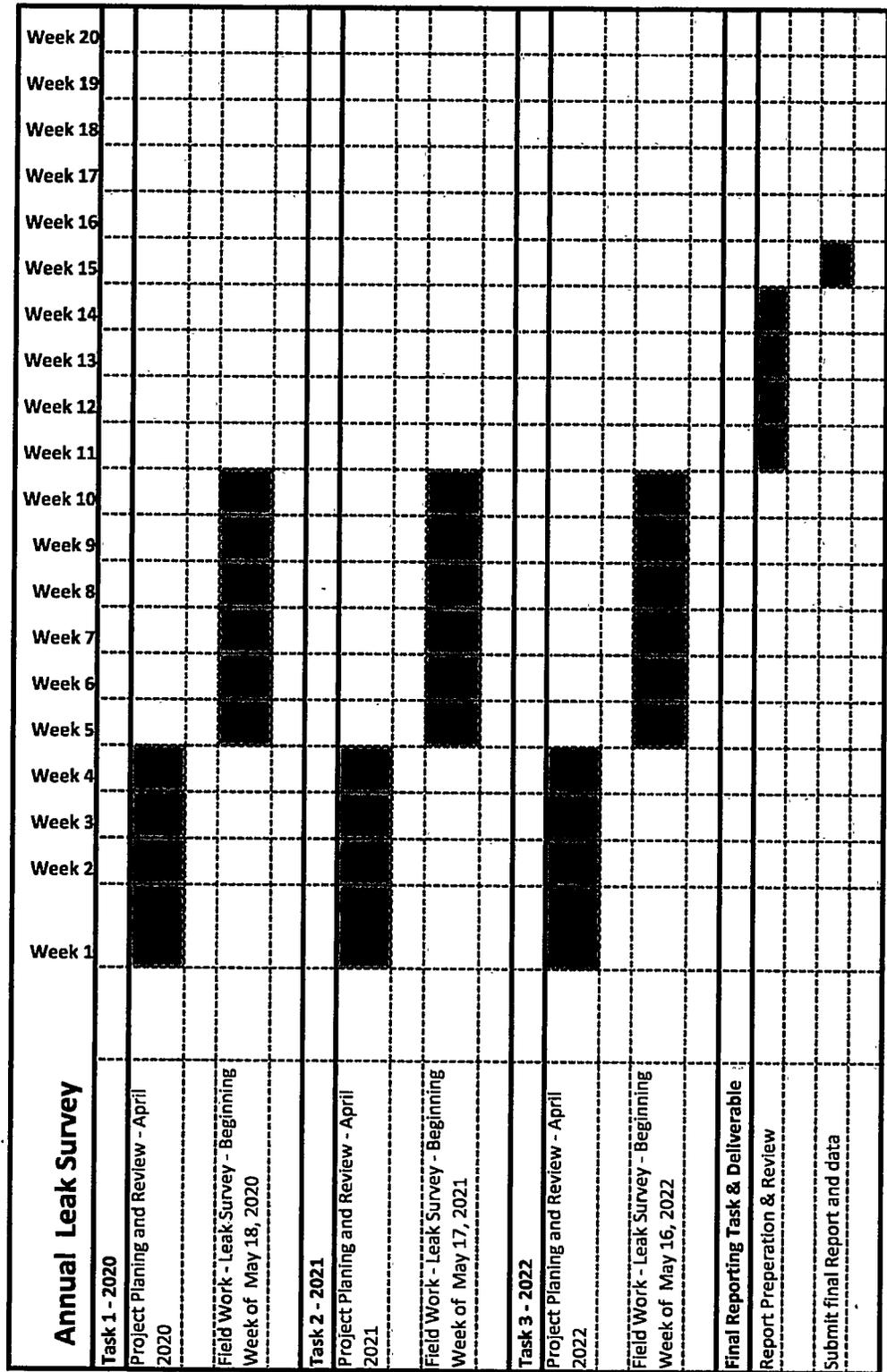
### **Daily Work Hours**

Normal "on site" daily work hours will be 7:00 AM to 4:30 PM. Any work that needs to be performed outside the normal work hours will be discussed with the Water Superintendent at least 24 hours in advance.

**Daily Reporting:** The Field staff will meet with assigned Utility staff daily or as needed and determined by the assigned Utility Manager. Leaks located that need immediate attention will be documented and submitted immediately for the Utility's attention. Minor leaks will be reported daily for scheduling of repair. Appurtenances that need moderate to severe repair in order to listen to the water main will be turned in to assigned Utility Manager daily or as agreed upon by, prioritized by severity.

**Periodic Reports:** Weekly summary reports will be available 5 work days after field work has been validated for the program for each week, for the Leak Detection work. These reports will have all the leak survey information compiled during the course of the project for the week.

**Final Reports:** Final summary reports will be available 30 work days after field work has been completed for the program. These reports will have all the valve data compiled during the course of the project.





December 19, 2019

Mr. Bill Baltz  
Utilities Operations Engineer  
City of Joliet  
921 E Washington Street  
Joliet, IL 60433

Dear Mr. Baltz,

**RE: REPORT FOR A WATER DISTRIBUTION SYSTEM LEAK SURVEY**

M.E. Simpson Co., Inc. is a Professional Services Firm dedicated to developing and providing programs and services designed to maximize peak performance for our clients' water distribution systems. Many of these programs are universally recognized as a part of "Best Management Practices" (BMPs) for utilities. We pride ourselves on delivering solid solutions using the highest quality technical and professional services by way of state-of-the-art technology and a skilled and well-trained staff of professionals. These "Professional Services" offered by M. E. Simpson Company are designed to aid a utility in reducing non-revenue water and enhance distribution system performance.

M. E. Simpson Company is pleased to submit this report of our leak detection survey for the City of Joliet. This survey addressed the Joliet water distribution system, consisting of approximately 645 miles of water main. The report contains the results of our investigation that includes the following:

1. A DESCRIPTION OF THE AREA SURVEYED.
2. METHODOLOGY OF THE SURVEY.
3. A LIST OF LEAKS AND TYPE OF LEAK LOCATED.
4. GENERAL RECOMMENDATIONS BASED ON OUR INVESTIGATION.

**DESCRIPTION OF THE AREA SURVEYED**

Approximately 3,405,600 lineal feet were surveyed as part of the system investigation. This included all fire hydrants, all accessible mainline valves, and selected services.

Randy Lusk  
Innovation & Solutions Manager

3406 Enterprise Avenue  
Valparaiso, IN 46383

800.255.1521 P  
888.531.2444 F

Randy.Lusk@mesimpson.com

**LEAKAGE LOCATED**

All water mains within the Project area were surveyed and 158 leaks were located. These leaks have been grouped as follows: Main Line Leak - 16, Service Line Leak - 40, Fire Service Leak -0, Valve Leak - 11, Hydrant Leak - 91, Other Type Leak - 0. All of these leaks have been verbally reported to your office with these locations, so many have probably been repaired already. Following are the leak locations with an estimated GPD (Gallons Per Day) leakage potential.

Type	Location			SIZE
	Northing	Easting	GPS Date	
Main Line		700 Hickory Street		144,000 GPD
	1773831.980997	1051691.101008	06/28/2019	11:15:24
		see enclosed diagram		
Main Line		Woodlawn Avenue & Taylor Street		72,000 GPD
	1772070.646039	1042591.294213	07/05/2019	11:28:10
		see enclosed diagram		
Main Line		213-215 Pleasant Street		43,200 GPD
	1767531.413322	1050259.111439	07/26/2019	14:09:15
		see enclosed diagram		
Main Line		Pleasant Street & Marion Street		36,000 GPD
	1768491.687033	1050493.597982	07/05/2019	13:10:31
		see enclosed diagram		
Main Line		Curtis Avenue & Clement Street		28,800 GPD
	1777582.582010	1048922.838105	08/30/2019	10:32:34
		see enclosed diagram		
Main Line		Summit Street & Ruby Street		21,600 GPD
	1774311.969139	1051477.648647	12/12/2019	10:39:23
		see enclosed diagram		
Main Line		609 Broadway Street		17,280 GPD
	1772946.245750	1051770.188938	06/28/2019	10:51:05
		see enclosed diagram		
Main Line		1426 Frederick Street		14,400 GPD
	1778756.315264	1046334.437325	07/05/2019	13:31:04
		see enclosed diagram		
Main Line		610 Jasper Street		14,400 GPD
	1765645.023004	1048979.628027	07/30/2019	13:12:00
		see enclosed diagram		
Main Line		850 Ewing Street		14,400 GPD
	1776687.961768	1058574.823068	11/01/2019	15:40:08
		see enclosed diagram		
Main Line		919 Mosby Court		14,400 GPD
	1762309.989684	1030465.148730	08/30/2019	11:03:49
		see enclosed diagram		
Main Line		Midland Avenue & Douglas Street		14,400 GPD
	1772781.049541	1043917.691646	08/23/2019	09:45:03
		see enclosed diagram		

Type	Location			SIZE
	Northing	Easting	GPS Date	
Main Line	Millboro Street & Jasper Street			14,400 GPD
	1765843.123132	1047363.689997	07/05/2019	10:47:44
	see enclosed diagram			
Main Line	Wheeler Avenue & Jefferson Street			14,400 GPD
	1768896.301441	1046591.606409	08/21/2019	11:16:44
	see enclosed diagram			
Main Line	Reed Street & John Street			10,080 GPD
	1769202.347454	1045671.152966	07/26/2019	14:00:02
	see enclosed diagram			
Main Line	Eastern Avenue & Irving Street			4,320 GPD
	1773056.731424	1054983.691369	11/01/2019	11:34:41
	see enclosed diagram			
Service Line	206 Reed Street			14,400 GPD
	1770195.559851	1045667.224986	08/23/2019	13:18:40
	see enclosed diagram			
Service Line	2533 Par Four Court			14,400 GPD
	1766655.768738	1035924.344626	08/30/2019	11:25:31
	see enclosed diagram			
Service Line	6914 Monmouth Drive			14,400 GPD
	1778150.698236	1006571.291642	08/29/2019	15:57:59
	see enclosed diagram			
Service Line	1101 Belden Way			7,200 GPD
	1776005.170425	1039306.876872	06/28/2019	11:25:54
	see enclosed diagram			
Service Line	1221 Fairchild Avenue			7,200 GPD
	1776453.289495	1061503.669603	11/01/2019	13:42:22
	see enclosed diagram			
Service Line	1514 Bellflower Lane			7,200 GPD
	1778263.055394	1001034.351714	08/30/2019	11:54:18
	see enclosed diagram			
Service Line	201 Hickory Street			7,200 GPD
	1770031.561280	1050856.791823	06/28/2019	11:05:22
	see enclosed diagram			
Service Line	2019 Langdon Circle			7,200 GPD
	1781914.999039	1004906.766556	08/21/2019	15:37:38
	see enclosed diagram			
Service Line	212 Casseday Avenue			7,200 GPD
	1771102.781979	1055953.311015	11/01/2019	14:54:38
	see enclosed diagram			
Service Line	221 May Street			7,200 GPD
	1767134.827347	1046319.681842	07/26/2019	13:41:02
	see enclosed diagram			

Type	Location			SIZE
	Northing	Easting	GPS Date	
Service Line		2923 Twin Falls Drive		7,200 GPD
	1787742.631806	1005816.394832	11/01/2019	16:23:56
		see enclosed diagram		
Service Line		511 Franklin Street		7,200 GPD
	1772954.296185	1054607.766394	11/01/2019	14:58:50
		see enclosed diagram		
Service Line		5411 Maha Court		7,200 GPD
	1776683.184398	1016364.556688	08/30/2019	11:46:36
		see enclosed diagram		
Service Line		609 Winterberry Court		7,200 GPD
	1764072.948698	1030494.127408	08/30/2019	10:58:23
		see enclosed diagram		
Service Line		610 Vine Street		7,200 GPD
	1773186.323871	1050114.134950	06/28/2019	10:56:27
		see enclosed diagram		
Service Line		612 Chase Avenue		7,200 GPD
	1774998.705194	1057149.034054	11/01/2019	14:45:30
		see enclosed diagram		
Service Line		620 Williamson Avenue		7,200 GPD
	1775983.584068	1057447.135699	11/01/2019	14:41:26
		see enclosed diagram		
Service Line		807 Winthrop Avenue		7,200 GPD
	1774348.443377	1041533.335365	06/28/2019	12:27:34
		see enclosed diagram		
Service Line		809 Elizabeth Street		7,200 GPD
	1774610.849519	1051057.492913	06/28/2019	10:45:50
		see enclosed diagram		
Service Line		909 Meadowsedge Lane		7,200 GPD
	1762306.247813	1032737.648526	08/30/2019	11:17:35
		see enclosed diagram		
Service Line		918 Kelly Avenue		7,200 GPD
	1775312.226039	1048072.260285	06/28/2019	10:32:58
		see enclosed diagram		
Service Line		317 Stone Street		5,760 GPD
	1773066.904769	1050685.521953	08/28/2019	14:38:18
		see enclosed diagram		
Service Line		558 Cass Street		5,760 GPD
	1770690.367798	1056893.561939	11/01/2019	11:27:03
		see enclosed diagram		
Service Line		1214 Woodland Court		4,320 GPD
	1765676.092810	1045217.152870	07/22/2019	13:09:28
		see enclosed diagram		

Type	Location			SIZE
	Northing	Easting	GPS Date	
Service Line		2811 Campbell Street		4,320 GPD
	1770106.946715	1033827.150572	08/30/2019	10:46:14
		see enclosed diagram		
Service Line		311 Hyde Park Avenue		4,320 GPD
	1766830.173316	1050012.413712	07/05/2019	10:39:30
		see enclosed diagram		
Service Line		423 Prior Street		4,320 GPD
	1768177.343568	1050081.255872	07/26/2019	14:06:47
		see enclosed diagram		
Service Line		510 Cornelia Street		4,320 GPD
	1772449.161441	1046174.682177	08/23/2019	12:15:27
		see enclosed diagram		
Service Line		610 Jasper Street		4,320 GPD
	1765624.378605	1048993.392314	07/30/2019	13:11:33
		see enclosed diagram		
Service Line		633 Central Avenue		4,320 GPD
	1764152.670803	1044713.255657	08/23/2019	09:34:37
		see enclosed diagram		
Service Line		701 Palladium Drive		4,320 GPD
	1773152.484575	1040694.570841	08/30/2019	10:24:41
		see enclosed diagram		
Service Line		725 Apollo Drive		4,320 GPD
	1773544.572618	1034682.026347	08/30/2019	10:13:32
		see enclosed diagram		
Service Line		807 Virginia Street		4,320 GPD
	1771752.429329	1058710.857032	08/28/2019	10:20:46
		see enclosed diagram		
Service Line		810 Farragut Place		4,320 GPD
	1771932.859016	1047494.229640	07/29/2019	14:46:03
		see enclosed diagram		
Service Line		812 1st Avenue		4,320 GPD
	1768496.383524	1058977.601780	08/28/2019	15:33:05
		see enclosed diagram		
Service Line		910 Sudbury Drive		4,320 GPD
	1775021.254569	1038632.028139	07/26/2019	13:11:27
		see enclosed diagram		
Service Line		227 Illinois Street		2,880 GPD
	1767126.622856	1049343.850844	07/05/2019	10:34:06
		see enclosed diagram		
Service Line (owners side)		1617 Whisper Glen Drive		7,200 GPD
	1779445.364881	1007241.919942	08/21/2019	15:52:29
		see enclosed diagram		

Type	Location			SIZE
	Northing	Easting	GPS Date	
Service Line (owners side)	6206 Clifton Court			5,760 GPD
	1781783.226682	1011234.553038	08/29/2019	14:30:24
	see enclosed diagram			
Service Line (owners side)	206 Reed Street			4,320 GPD
	1767386.311176	1045697.697352	07/22/2019	13:17:16
	see enclosed diagram			
Valve	Catherine Street & Mayfield Avenue			7,200 GPD
	1772509.101216	1045200.009428	08/23/2019	12:34:09
	see enclosed diagram			
Valve	Henderson Avenue & Benton Street			7,200 GPD
	1771433.826194	1057942.705049	11/01/2019	15:25:29
	see enclosed diagram			
Valve	Kelly Avenue & Ruby Street			7,200 GPD
	1774263.865438	1048100.710820	06/28/2019	10:29:55
	see enclosed diagram			
Valve	Mack Street & Taylor Street			4,320 GPD
	1772147.083093	1045859.152468	07/29/2019	12:12:33
	see enclosed diagram			
Valve	2200 Tamarack Drive			2,880 GPD
	1774812.255072	1067698.604588	07/22/2019	11:51:06
	see enclosed diagram			
Valve	2603 Eagle Drive			2,880 GPD
	1766642.288280	1035341.792946	07/26/2019	11:57:30
	see enclosed diagram			
Valve	Oneill Street & Marion Street			2,880 GPD
	1768256.069491	1045339.553965	07/26/2019	13:45:54
	see enclosed diagram			
Valve	1212 Taylor Street			1,440 GPD
	1772119.847228	1044835.556584	08/23/2019	13:04:16
	see enclosed diagram			
Valve (packing)	Catherine Street & Acres Road			2,880 GPD
	1771822.362793	1045213.630468	08/23/2019	12:46:03
	see enclosed diagram   **Fixed**			
Valve (packing)	Mississippi Avenue & 2nd Avenue			1,440 GPD
	1768084.089289	1056008.236220	11/01/2019	15:18:45
	see enclosed diagram			
Valve (packing)	Prestige Street & Mason Avenue			1,440 GPD
	1773054.958617	1035028.826977	08/30/2019	10:16:23
	see enclosed diagram			
Hydrant	2319 Taylor Street			7,200 GPD
	1771891.294359	1037120.607495	07/05/2019	11:10:58
	see enclosed diagram			

Type	Location			SIZE
	Northing	Easting	GPS Date	
Hydrant		Wheeler Avenue & Jefferson Street		5,760 GPD
	1768876.248132	1046592.750619	08/21/2019	11:17:16
		see enclosed diagram		
Hydrant		Market Street & Munroe Street		4,320 GPD
	1765971.962397	1049627.197274	07/05/2019	10:54:32
		see enclosed diagram		
Hydrant		1702 Golden Ridge Drive		2,880 GPD
	1779592.027276	1010943.802281	12/12/2019	09:41:07
		see enclosed diagram		
Hydrant		23 Coventry Chase		2,880 GPD
	1766040.909390	1029650.528223	08/30/2019	11:31:28
		see enclosed diagram		
Hydrant		Caton Ridge Drive & Southridge Drive		2,880 GPD
	1783691.513134	1011063.774695	08/29/2019	13:27:35
		see enclosed diagram		
Hydrant		100 Robert Court		1,440 GPD
	1769165.501724	1032853.665603	07/26/2019	11:32:25
		see enclosed diagram		**Fixed**
Hydrant		1012 Wilcox Street		1,440 GPD
	1775881.313025	1048409.045493	06/28/2019	10:25:43
		see enclosed diagram		
Hydrant		1101 Lilac Lane		1,440 GPD
	1775915.498869	1038247.032130	12/12/2019	10:25:37
		see enclosed diagram		**Fixed**
Hydrant		1108 Fairview Avenue		1,440 GPD
	1777041.165648	1059142.468722	11/01/2019	13:33:39
		see enclosed diagram		
Hydrant		1114 Spring Green Drive		1,440 GPD
	1761928.639675	1068047.987512	07/26/2019	14:31:49
		see enclosed diagram		**Fixed**
Hydrant		1301 Acres Road		1,440 GPD
	1771808.737681	1044372.535616	08/23/2019	13:09:57
		see enclosed diagram		**Fixed**
Hydrant		1309 Dellmar Avenue		1,440 GPD
	1774715.761929	1044087.043827	07/05/2019	10:14:47
		see enclosed diagram		**Fixed**
Hydrant		1324 Westhampton Drive		1,440 GPD
	1777355.308017	1019397.316757	08/30/2019	11:59:08
		see enclosed diagram		
Hydrant		1395 Larkin Avenue		1,440 GPD
	1777888.113876	1040680.493007	07/05/2019	11:21:10
		see enclosed diagram		**Fixed**

Type	Location			SIZE
	Northing	Easting	GPS Date	
Hydrant		Winterberry Drive & Forestview Drive		1,440 GPD
	1763867.643945	1031535.075972	08/30/2019	10:54:48
		see enclosed diagram		
Hydrant		Youngs Avenue & Ward Avenue		1,440 GPD
	1774456.740440	1056556.036802	11/01/2019	14:29:43
		see enclosed diagram	**Fixed**	
Hydrant		1501 Raynor Avenue		720 GPD
	1778904.382652	1047623.567613	07/05/2019	13:21:00
		see enclosed diagram	**Fixed**	
Hydrant		1718 Parkside Drive		720 GPD
	1780245.342027	1024517.885035	08/29/2019	12:24:46
		see enclosed diagram	**Fixed**	
Hydrant		4169 Caribou Court		720 GPD
	1770130.054861	1025528.738520	08/29/2019	11:50:18
		see enclosed diagram		
Hydrant		8009 Expedition Street		720 GPD
	1771372.185887	999511.2673365	12/12/2019	09:30:34
		see enclosed diagram	**Fixed**	
<b>158 Leaks Located</b>		<b>ESTIMATED LEAKAGE TOTAL</b>		<b>925,920 GPD</b>

M.E. Simpson Co., Inc. | Water Distribution System Leak Survey

## METHODOLOGY

Your survey was conducted using the latest state of the art leak computers; the **FLUID CONSERVATION SYSTEMS' FCS Accu-Corr / Digi-Corr / Tri-Corr Touch, Vivax Metrotech HL6000 leak correlator or Echologics LeakfinderRT Hydrophone Correlator**. The **FCS S-30 or Gutermann Aquascope** is a tool used as an electronically enhanced listening device. These electronic instruments are microprocessor units that measure the time it takes the sound of the leak to travel from the leak to the point where the leak correlator is connected to the water line. By connecting the leak correlator to the water line at two locations, it will compute the distance from the leak to each connection point thus enabling us to determine the exact leak location. Our experienced technicians used these devices, along with the **S-30** electronically enhanced listening device, or the **Gutermann Aquascope** electronic listening device, as listening equipment to survey your pipeline network. Each hydrant and accessible valve was used as listening points to identify leaks. Selected services, b-boxes, were used on an as needed basis to keep the listening distances under five hundred feet (500'). "**Pin-Pointing**" of the leak, as well as locating leaks that other methods fail to reveal was also done with this equipment.

## LEAK QUANTITIES

Quantifying leaks is difficult because there is not any accurate means of doing so. Pipe material, size of the leak, system pressure, soil material and water table will affect the noise that a leak makes. Small leaks under high system pressure will make more noise than a large leak under low system pressure. However, the above leaks are of sufficient noise levels that the above estimates should be very conservative. Using a production price of \$0.47 per thousand gallons, these leaks were costing your utility in excess of \$435.18 per day or \$158,841.58 annually. It's obvious that this Leak Survey Program has proven to be cost effective. Naturally the main line leaks have the greatest potential for loss followed by service line, valves, and finally hydrants. Once leaks have been repaired, we would recommend that the Utility compare pumping rates before and after. This information will be more meaningful and accurate.

## RECOMMENDATIONS

This survey confirms that the City of Joliet's water distribution system will benefit from this project by a reduction in underground leakage. There is always a concern over the cost effectiveness of leak detection because of the uncertainty of the number of leaks located. However, with your present cost of water and the discovery of these 158 leaks, the cost of this 2019 leak survey will pay for itself within 11 months. It only takes a recovery of about 857,243 gallons per day on an annual basis (857,243 gallons per day is only 595.3 gallons per minute throughout your entire water distribution system) to recover your investment. We would recommend that you conduct a Leak Survey Program every year. This recommendation becomes more critical as your cost of water increases.

We appreciate your cooperation and that of the utility staff who were available to answer our questions during this project. If you have any questions with the information in this report, please do not hesitate to contact us.

Sincerely Yours,



Randy Lusk  
Innovation & Solutions Manager

**M.E. SIMPSON COMPANY, INC.**

**LEAK LOCATION REPORT**

**Client:** Joliet, Illinois

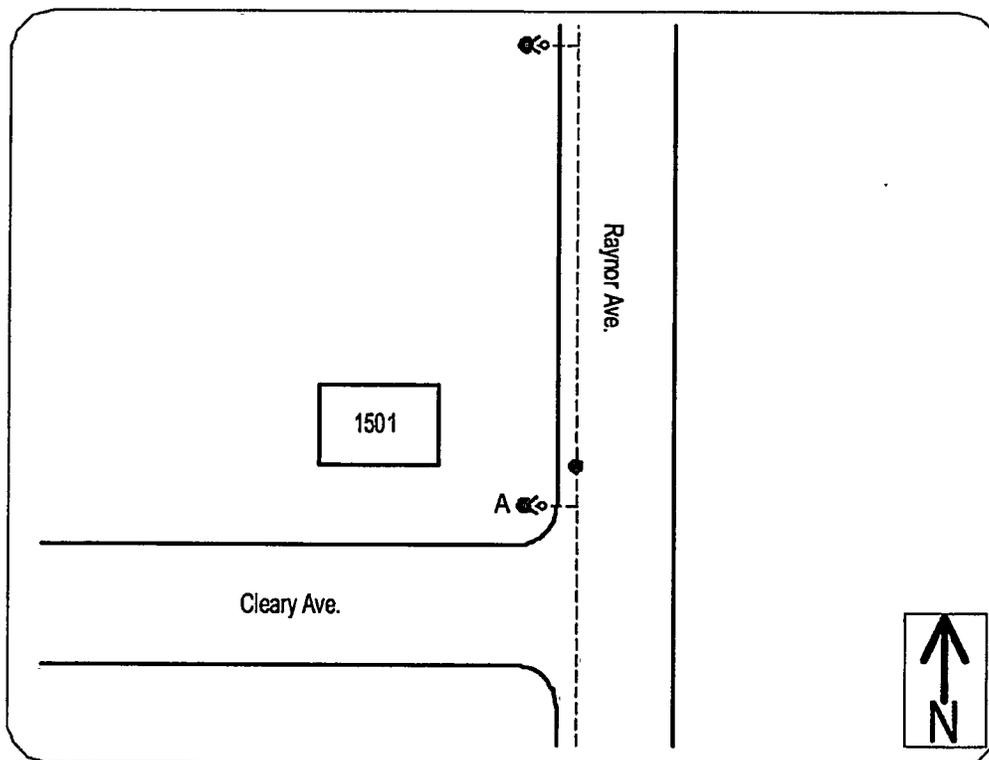
**Time:** 8:18:00 AM    **Leak#** J01

**Date:** Thursday, May 30, 2019

**Tech:** Blake W. & Malcolm J.

**Address:** 1501 Raynor Avenue

Below is a diagram of the area surveyed for a suspect leak.



**Distance:** 0' from A

**Connection point:** A= Hydrant

**Connection point:**

**Connection point:**

**Connection point:**

**Leak Location:** 0' from A

**Comments:** This was a hydrant leak. We tightened the hydrant operating nut and the leak noise quit. This leak is fixed.

*We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.*

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**M.E. SIMPSON COMPANY, INC.**


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**LEAK LOCATION REPORT**
**Client:** Joliet, Illinois

**Time:** 11:15:00 AM    **Leak#** J02

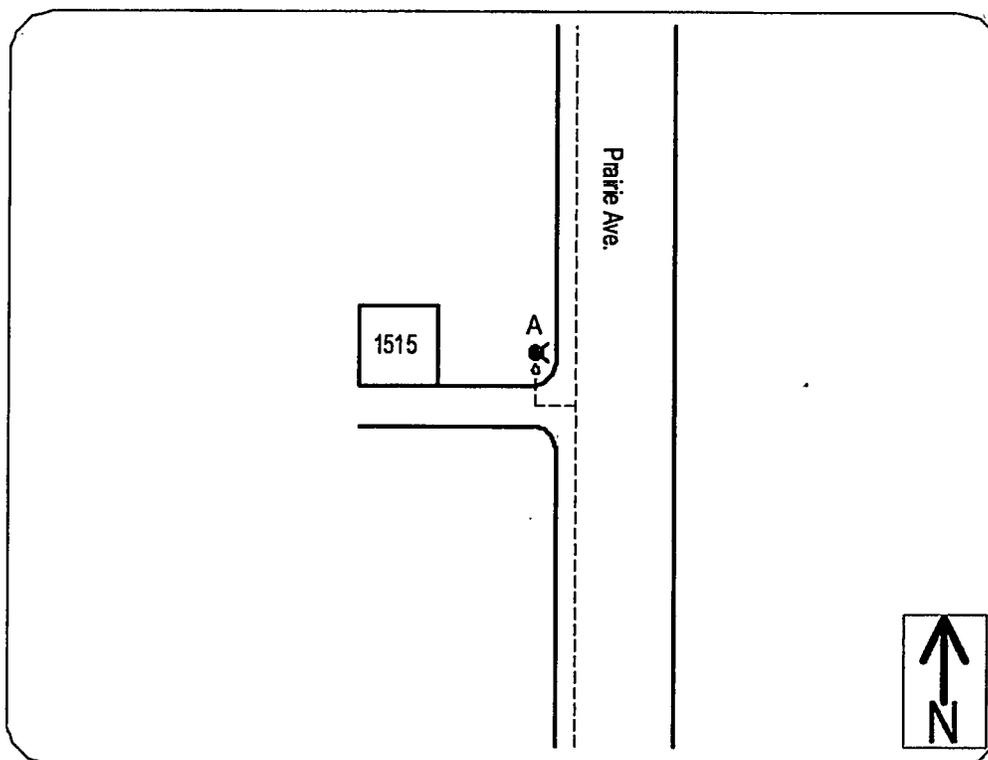
**Date:** Friday, May 31, 2019

**Tech:** Jerry R. & James A.

**Address:** 1515 Prairie Avenue

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Below is a diagram of the area surveyed for a suspect leak.


**Distance:** 0' from A

**Connection point:** A= Hydrant

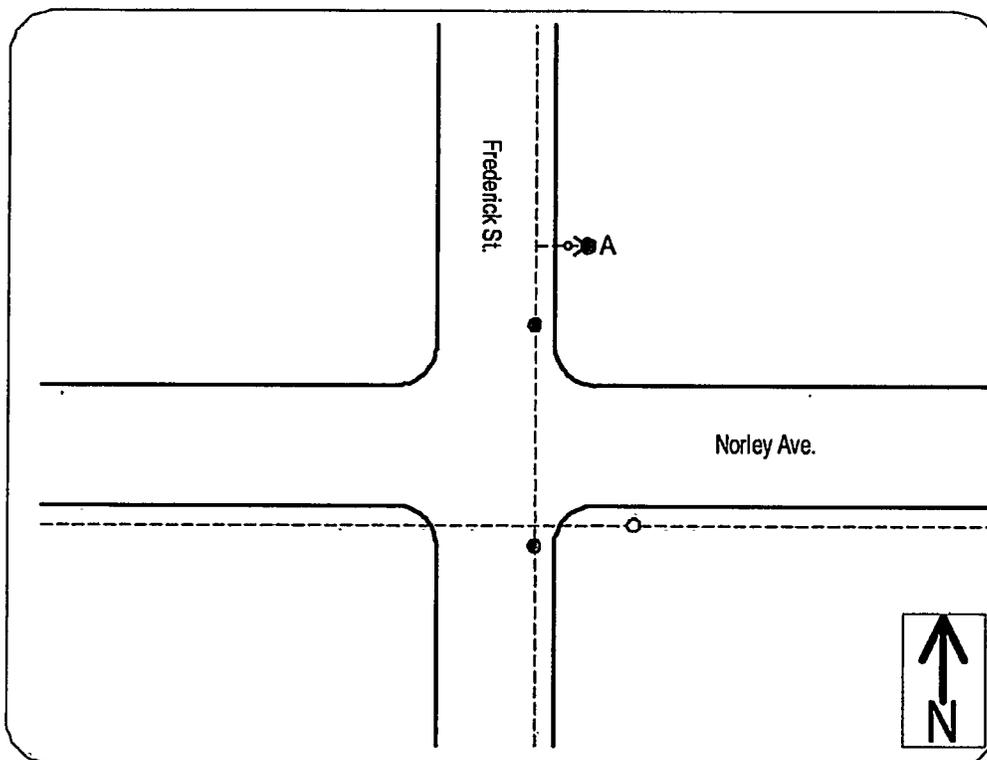
**Connection point:**
**Connection point:**
**Connection point:**
**Leak Location:** 0' from A

**Comments:** This is a hydrant leak. We tightened the hydrant operating nut and flushed the hydrant, and the noise continued. We closed the hydrant auxiliary valve and the noise quit. We re-opened the auxiliary valve and the noise returned.

*We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.*

**M.E. SIMPSON COMPANY, INC.****LEAK LOCATION REPORT****Client:** Joliet, Illinois**Time:** 11:50:00 AM **Leak#** J03**Date:** Friday, May 31, 2019**Tech:** Jerry R. & James A.**Address:** Frederick Street & Norley Avenue

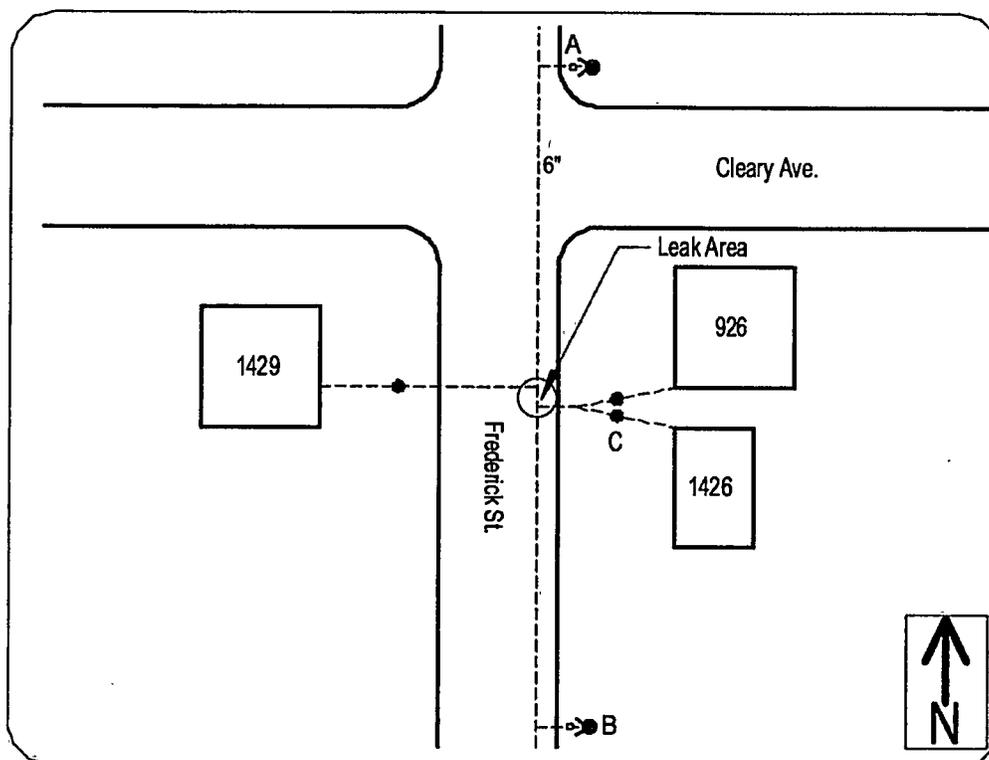
Below is a diagram of the area surveyed for a suspect leak.

**Distance:** 0' from A**Connection point:** A= Hydrant**Connection point:****Connection point:****Connection point:****Leak Location:** 0' from A**Comments:** This was a hydrant leak. We flushed the hydrant and the leak noise quit.  
This leak is fixed.

*We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.*

**M.E. SIMPSON COMPANY, INC.****LEAK LOCATION REPORT****Client:** Joliet, Illinois**Time:** 11:00:00 AM **Leak#** J04**Date:** Thursday, June 6, 2019**Tech:** Jerry R. & Malcolm J.**Address:** 1426 Frederick Street

Below is a diagram of the area surveyed for a suspect leak.



**Distance:** 333' from A to B / 114' from A to C

**Connection point:** A= Hydrant Auxiliary Valve

**Connection point:** B= Hydrant

**Connection point:** C= Service to 1426

**Connection point:**

**Leak Location:** 106' from A

**Comments:** This is a leak at or near the service corporations to 960 Cleary Avenue and 1426 & 1429 Frederick Street. This drawing is not to scale.

*We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.*

**M.E. SIMPSON COMPANY, INC.**

**LEAK LOCATION REPORT**

**Client:** Joliet, Illinois

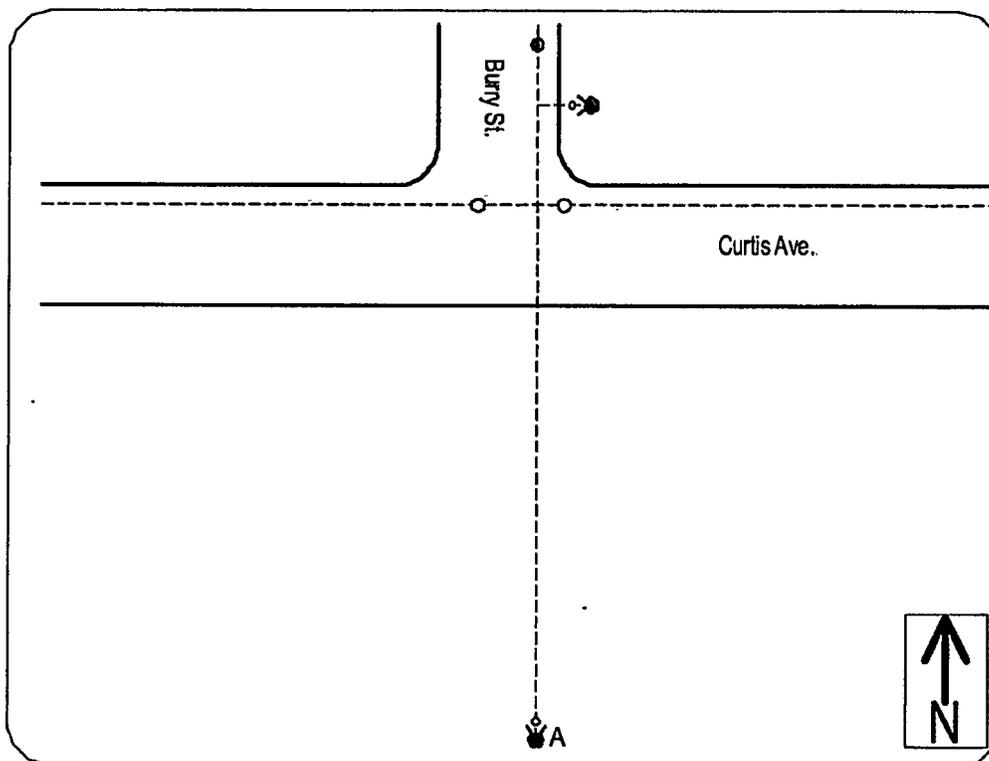
**Time:** 12:45:00 PM **Leak#** J05

**Date:** Thursday, June 6, 2019

**Tech:** Jerry R. & Malcolm J.

**Address:** Burry Street & Curtis Avenue

Below is a diagram of the area surveyed for a suspect leak.

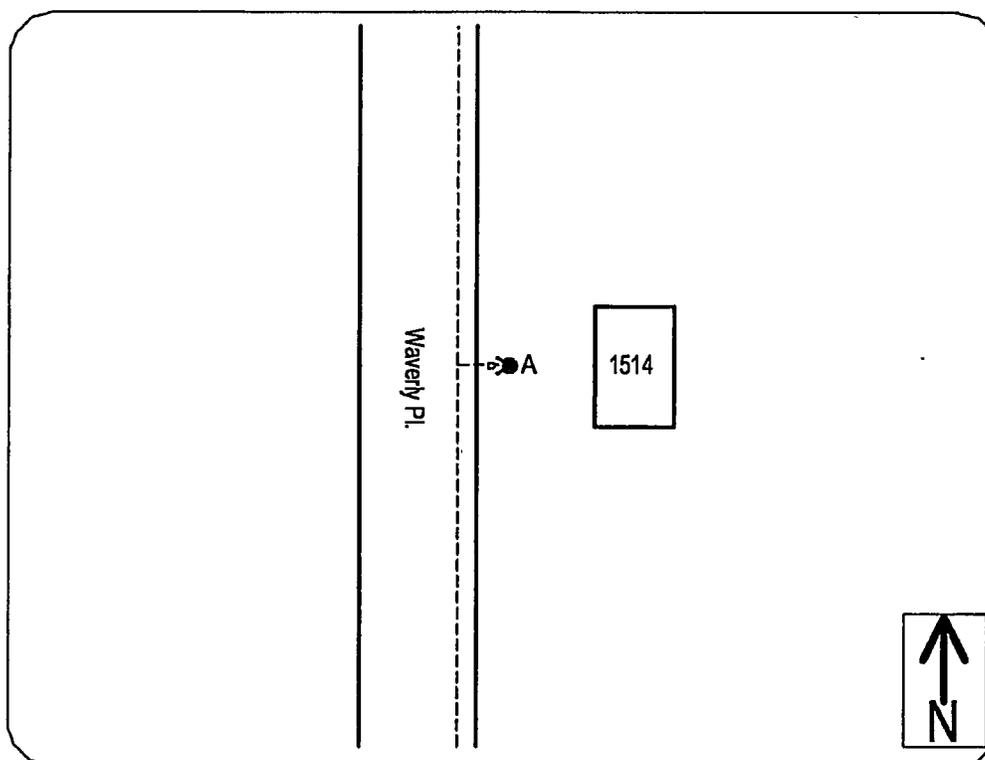


**Distance:** 0' from A  
**Connection point:** A= Hydrant  
**Connection point:**  
**Connection point:**  
**Connection point:**  
**Leak Location:** 0' from A  
**Comments:** . This is a hydrant leak. We tightened the hydrant operating nut and the noise decreased. We closed the hydrant auxiliary valve and the noise quit. We re-opened the auxiliary valve and the noise returned.

*We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.*

**M.E. SIMPSON COMPANY, INC.****LEAK LOCATION REPORT****Client:** Joliet, Illinois**Time:** 9:00:00 AM    **Leak#** J06**Date:** Monday, June 10, 2019**Tech:** Jerry R. & Malcolm J.**Address:** 1514 Waverly Place

Below is a diagram of the area surveyed for a suspect leak.

**Distance:** 0' from A**Connection point:** A= Hydrant**Connection point:****Connection point:****Connection point:****Leak Location:** 0' from A**Comments:** This was a hydrant leak. We flushed the hydrant and the leak noise quit.  
This leak is fixed.

*We thank you for the opportunity to work for your Utility and look forward to serving you again. If you have any questions please don't hesitate to call.*

M. E. Simpson Company, Inc. - Leak Survey Log									
Leak Survey Client:					Joliet, Illinois				
Map Page or Section #	Street	Cross Street	Date of Initial Listening	Date of Pinpoint	Listening Point (H/V/S/P)	Leak (Y/N)	Leak Fixed? (Y/N)	Technicians:	Leak DWG # (Field Sheet #)
H-06	Nicholson Street	Hutchins Street	5/29/2019	6/3/2019	Hydrant	No		Melvin, Christian, Jerry, Malcolm, Adam, Joey, Paris, Danny, James, Eric, Zach, Terrance, Scott, Alfred, & Blake Page 1	
H-08	Highland Avenue	1012 Highland Avenue	5/29/2019	6/3/2019	Hydrant	No			
H-06	Highland Avenue	Hutchins Street	5/29/2019	6/3/2019	Hydrant	No			
H-08	Clement Street	1114 Clement Street	5/29/2019	6/3/2019	Hydrant	No			
H-08	Clement Street	Hutchins Street	5/29/2019	5/29/2019	Hydrant	Yes	Yes		K1
H-06	Oakland Avenue	908 Oakland Avenue	5/29/2019	6/3/2019	Hydrant	Yes	Yes		K2
H-08	Oakland Avenue	Hutchins Street	5/29/2019	6/3/2019	Hydrant	Yes	Yes		K3
H-06	Wilcox Street	Hutchins Street	5/29/2019	6/3/2019	Hydrant	Yes	Yes		K4
H-06	Wilcox Street	1012 Wilcox Street	5/29/2019	6/3/2019	Hydrant	Yes	No		K5
H-06	Kelly Avenue	Ruby Street	5/29/2019	6/6/2019	Hydrant/ Valve	Yes	No		K6
H-06	Kelly Avenue	318 Kelly Avenue	5/29/2019	6/6/2019	Hydrant	Yes	No		K7
H-06	Kelly Avenue	Hutchins Street	5/29/2019	6/6/2019	Hydrant	Yes	No		K8
H-06	Kelly Avenue	Inga's Avenue	5/29/2019	6/6/2019	Hydrant/ Valve	Yes	Yes		K9
H-06	Elizabeth Street	809 Elizabeth Street	5/29/2019	6/10/2019	Hydrant	Yes	No		K11
H-06	Elizabeth Street	1120 Elizabeth Street	5/29/2019	6/7/2019	Hydrant	No			
I-08	Stone Street	317 Stone Street	5/30/2019	6/27/2019	Hydrant/ Valve	Yes	No		J77
I-06	Vine Street	810 Vine Street	5/30/2019	6/13/2019	Hydrant/ Valve	Yes	No		K13
G-07	Raynor Avenue	1501 Raynor Avenue	5/30/2019	5/30/2019	Hydrant/ Valve	Yes	Yes		J1
G-07	Norley Avenue	801 Norley Avenue	5/30/2019	5/31/2019	Hydrant	No			
G-07	Waverly Place	1514 Waverly Place	5/30/2019	6/10/2019	Hydrant	Yes	Yes		J6
G-07	Prairie Avenue	1515 Prairie Avenue	5/30/2019	5/31/2019	Hydrant	Yes	No		J2



## INVESTMENT

A commitment to improving and maximizing the Village of Downers Grove's water distribution system for future generations.

M.E. Simpson Co., Inc. is pleased to present our "Proposal" for a Water Distribution System Leak Detection program for the Village of Downers Grove, Illinois. M.E. Simpson Co., Inc. will perform our leak detection services on approximately 233 miles of watermain within the Village of Downers Grove's water distribution system. The survey will be completed by listening on the accessible main line valves, fire hydrants and as needed services by one of our two-man teams with all necessary equipment furnished by M.E. Simpson Co., Inc. as described within this document. The project will also include complete reporting of all issues found, with a final comprehensive report.

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### 2020 Leak Survey

Water Distribution System Leak Survey Program Fee (lump sum)	\$44,270.00**
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### 2021 Leak Survey

Water Distribution System Leak Survey Program Fee (lump sum)	\$44,270.00**
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### 2022 Leak Survey

Water Distribution System Leak Survey Program Fee (lump sum)	\$44,270.00**
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Total:	\$132,810.00
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\*\*Any water main surveyed in addition to the above 233 original miles of watermain will be surveyed at the rate of \$190.00 per mile of pipe.

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We thank you for this opportunity to acquaint you with our Water Distribution System Leak Detection services and offer this proposal. If you have further inquiries or you wish to discuss our service in more detail, do not hesitate to call us.

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M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
References

## LEAK SURVEY REFERENCES

### City of Joliet, Illinois (2008 - 2018)

M.E. Simpson Co., Inc. has been performing water loss assessments for the City of Joliet since 2008, including leak detection surveys and "on call" emergency leak detection services as a way to reduce water loss in the distribution system. This program for 2018 surveyed approximately 320 miles of water main and located 130 leaks. These leaks were estimated to be costing the utility in excess of \$440.60 per day or \$160,817.00 annually. The survey paid for itself in water loss recovery in 4 months based on the Variable Cost (production cost) of water. This project cost a total of \$59,200.00 and was completed in 144 days.

Ms. Allison Swisher  
Director of Public Utilities  
City of Joliet  
921 East Washington Street  
Joliet, Illinois 60433  
815.724.4230  
[aswisher@jolietcity.org](mailto:aswisher@jolietcity.org)

### Village of Shorewood, IL (2014-2018)

M.E. Simpson Co., Inc. conducted a Leak Survey on approximately 105.5 miles in 2018 as a way for the Village to reduce water losses occurring in the distribution system. The most recent completed Leak Survey Program in 2018 resulted in the location of 23 leaks totaling 59,040 gallons of water per day. Using a production price of \$3.50 per thousand gallons these leaks were estimated to be costing the utility in excess of \$201.60 per day or \$73,840.00 annually. The 2018 leak survey paid for itself within 3 months. This project cost a total of \$19,500.00 and was completed in 25 days.

Mr. Chris Drey,  
Superintendent of Public Works  
Village of Shorewood  
1 Towne Center Boulevard  
Shorewood, Illinois 60404  
815.725.2150  
[cdrey@vil.shorewood.il.us](mailto:cdrey@vil.shorewood.il.us)

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
References

**Village of Carpentersville, IL (2011, 2014, 2016, 2018)**

M.E. Simpson Co., Inc. conducted a Leak Survey on approximately 129 miles as a way for the Village to reduce water losses occurring in the distribution system. The most recent completed Leak Survey Program in 2014 in the location of 118 leaks totaling 282,240 gallons of water per day. In 2018 the survey found 65 leaks. Using a selling price of \$5.24 per gallon for 2014 these leaks were estimated to be costing the utility in excess of \$1,478.94 per day or \$539,812.22 annually. The 2014 leak survey paid for itself within 2 months and the 2018 survey paid for itself in 7 months. This project cost a total of \$14,500.00 and was completed in 57 days.

Mr. Bob Cole  
Director of Public Works  
Village of Carpentersville  
1200 L.W. Besinger Drive  
Carpentersville, Illinois 60110  
(847) 551-3493  
[BCole@cville.org](mailto:BCole@cville.org)

**City of West Bend, Wisconsin (1997 – 2019)**

M.E. Simpson Co., Inc. has been conducting a Leak Survey on the 125-mile distribution system every other year as a way for the West Bend Water Utility to reduce water losses occurring in the distribution system. The Utility owns Leak detection equipment; however, the staff of M.E. Simpson Co., Inc. performs leak detection work daily and has a greater understanding of the parameters of detection and locating leaks. The leak surveys have found numerous leaks on this system since the start of the leak detection program; however, because of the vigilance of the program, these water losses have subsided to a point of regular distribution system preventative maintenance. This project cost a total of \$27,000.00 and was completed in 17 days.

Mr. John Hemauer  
Water Utility Superintendent  
City of West Bend  
251 Municipal Drive  
West Bend, Wisconsin 53095  
262-335-5040  
[wbwu@ci.west-bend.wi.us](mailto:wbwu@ci.west-bend.wi.us)

**New Jersey American Water Corporation, (2010- 2019)**

M.E. Simpson Co., Inc. has conducted Leak Surveys on several American Water distribution water systems in the Hunterdon Warren New Jersey American Water Corporation service areas in 2010 and again several times to 2016. New Jersey American Water has a very aggressive leak detection program that employs leak sensors installed at water meters at customer meter settings. Despite the leak detection devices at these locations our surveys located almost 250,000 gallons per day in estimated leakage the first year and just under 100,000 gallons per day the second year.

M.E. Simpson Co., Inc. | The Village of Downers Grove, Illinois Water Distribution System Leak Detection Survey,  
References

In addition, the Utility owns leak detection equipment; however, the staff of M.E. Simpson Co., Inc. performs leak detection work daily and has a great understanding of the parameters of acoustic leak detection and locating leaks and provided additional leak detection support for this area. In the fall of 2012, the eastern shores of New Jersey were hit by Hurricane Sandy where New Jersey American Water has water distribution systems. Some of those water systems were shut down completely from the effects of the storm. M.E. Simpson Co., Inc. was called in on very short notice to field a Leak Detection team for rapid response to assist in the remediation and recovery efforts for these devastated areas. As the water systems were brought back on line, our field crews were deployed to survey areas and locate leakage where ocean front homes' water services had been damaged from the storm surge.

Russell G Titus  
Operations Supervisor, Maintenance Operations: Water Loss Management  
New Jersey American Water  
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908-431-3211  
[Russell.titus@amwater.com](mailto:Russell.titus@amwater.com)



# Village of Downers Grove Contractor Evaluation

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Contractor: M.E. Simpson Co, Inc.

Project: Water Distribution System Leak Detection Services

Primary Contact: Randy Lusk Phone: 219-405-0615

Time Period: 2017 - 2019

On Schedule (allowing for uncontrollable circumstances)  Yes  No

Provide details if early or late completion: Leak Surveys for 2017, 2018, and 2019 were all completed on time

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Change Orders (attach information if needed): None

Difficulties / Positives: M.E. Simpson performed leak detection surveys on the Village of Downers Grove's water distribution system in the Fall of 2017, 2018, & 2019. Leak surveys of all 233 miles of Village owned water main were completed in a timely manner. Reports of all leaks found during the survey were of high quality and delivered promptly upon completion of the project.

Interaction with public:

Excellent  Good  Average  Poor

No comments reported

General Level of Satisfaction with work:

Well Satisfied  Satisfied  Not Satisfied

Reviewers: David Moody, Water Manager

Date: February 28, 2020