

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL WORKSHOP
MARCH 24, 2009 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Hydrant Flow Testing	✓ Resolution Ordinance Motion Discussion Only	Naneil R. Newlon, P.E. Director of Public Works

SYNOPSIS

A resolution has been prepared authorizing the execution of a contract for hydrant flow testing services in the amount of \$39,150 with M.E. Simpson Co., Inc. of Valparaiso, Indiana.

STRATEGIC PLAN ALIGNMENT

The Five Year Plan and Goals for 2008-2013 identified *Top Quality Village Infrastructure and Facilities*. A supporting objective of this goal is *Upgraded Water System*.

FISCAL IMPACT

The adopted FY09 Water Fund budget provides \$43,000 for contractual hydrant flow testing services.

RECOMMENDATION

Approval on the April 7, 2009 consent agenda.

BACKGROUND

This program involves utilizing a technical service provider to conduct inspection activities and flow testing for 870 of the Village's 2,600 fire hydrants. According to American Water Works Association (AWWA) standards, "To ensure that a hydrant will work correctly when it is needed, a periodic testing and maintenance program must be followed. All hydrants should be inspected regularly, at least once a year, to ensure their satisfactory operation."

This work also provides the necessary data to color code fire hydrant tops and caps (with existing Village resources) using standardized colors in accordance with National Fire Protection Association (NFPA) standards for available fire flow. Fire Departments have found this to be the most efficient means to convey information to engine companies in that the colors give a reasonably accurate picture as to how the hydrant should perform. The Fire Department, or any other department responding under auto-aid or mutual aid would have a quick indicator as to which tactics they should employ and how best to supply themselves with water as well as how much water would be available from the closest hydrant.

A Request for Proposals (RFP) seeking services from a qualified vendor to provide the hydrant flow testing program was issued on February 20, 2009. The RFP was sent to three vendors and published on the Village's website in accordance with established procurement procedures. Two proposals were received by the due date of March 9, 2009 as follows:

Vendor	Cost Proposal	Cost Per Hydrant
M.E. Simpson Co., Inc., Valparaiso, Indiana	\$39,150	\$45
Southern Specialties 1, Inc., Ocala, Florida	\$83,085	\$95.50

Proposals were evaluated based upon the vendor's general approach and plans to meet the requirements of the RFP, the experience and qualifications of the vendor and personnel assigned to the project, and the vendor's current and past performance on projects of similar scope and size, and the costs proposed by the vendor to perform the requirements on the RFP. Based on this review, staff believes the proposal submitted by M.E. Simpson best meets the needs of the Village. They have been performing this work for several area communities such as Highland Park, Orland Park and Westmont for several years and have produced accurate results on-time and on-budget. Additionally, M.E. Simpson completed Water Distribution Leak Survey for the Village in 2008. The leak survey area was completed south of the Burlington Northern Santa Fe Railroad tracks. M.E. Simpson found a total of 33 leaks in the area. Staff was satisfied with the quality of work provided by M.E Simpson in 2008.

ATTACHMENTS

Resolution

Contract Form

Campaign Disclosure Certificate

Contractor Evaluation Form

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING EXECUTION OF AN
AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE
AND M.E. SIMPSON CO., INC. (Hydrant Flow Testing)**

BE IT RESOLVED by the Village Council of the Village of Downers Grove, DuPage County, Illinois,
as follows:

1. That the form and substance of a certain Professional Services Agreement (the “Agreement”), between the Village of Downers Grove (the “Village”) and M.E.Simpson Co., Inc.(the “Contractor”), for hydrant flow testing services, as set forth in the form of the Agreement submitted to this meeting with the recommendation of the Village Manager, is hereby approved.

2. That the Village Manager and Village Clerk are hereby respectively authorized and directed for and on behalf of the Village to execute, attest, seal and deliver the Agreement, substantially in the form approved in the foregoing paragraph of this Resolution, together with such changes as the Manager shall deem necessary.

3. That the proper officials, agents and employees of the Village are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the Village in accordance with the provisions of the Agreement.

4. That all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

5. That this Resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____
Village Clerk

IV. 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 Bid Is To Be Considered For Award

PROPOSER:

M.F. SIMPSON Co., Inc.
Company Name

Date: MARCH 5, 2009

3406 ENTERPRISE Ave.
Street Address of Company

johnny.v@mesimpson.com
Email Address

VALPARAISO, IN. 46383
Village, State, Zip

John H. VAN ARSDEL or Randy Lust
Contact Name (Print)

800.255.1521
Business Phone

800.255.1521
24-Hour Telephone

888.531.2444
Fax

John H. Van Arsdel
Signature of Officer, Partner or
Sole Proprietor

ATTEST: If a Corporation

John H. VAN ARSDEL - vice president
Print Name & Title

Pamela Hood
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.

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 bid submission, an executed Campaign Disclosure Certificate, attached hereto.

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 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.

John H. Van Arsdel
Signature

John H. Van Arsdel
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:

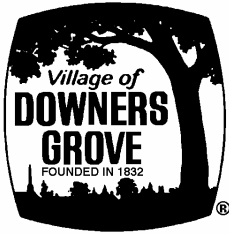
Name of Contributor: _____
(company or individual)

To whom contribution was made: _____

Year contribution made: _____ Amount: \$ _____

Signature

Print Name



Village of Downers Grove Contractor Evaluation

Contractor: M.E. Simpson Co., Inc.
Project: Water Distribution Leak Survey 2008

Primary Contact: Randy Lusk, Regional Manager
Phone: 1-800-255-1521

Time Period: Contract was awarded on March 4, 2008 and work started on August 1, 2008 and completed on August 21, 2008.

On Schedule (allowing for uncontrollable circumstances) **X yes** no

Provide details if early or late completion: A final report was submitted on September 19, 2008.

Change Orders (attach information if needed):

Difficulties / Positives:

In 2008 the leak survey area was completed south of the Burlington Northern Santa Fe Railroad tracks. M.E. Simpson found a total of 33 leaks in the area. Five of those were water main breaks, one fire service leak, four main line valve leaks and 23 hydrant leaks. The estimated water loss due to these leaks was about 254,000 gallons per day. Using the current water rate from DuPage Water Commission the estimated yearly savings is about \$115,000.

Interaction with public:

X excellent good average poor

(Attach information on any complaints or compliments)

General Level of Satisfaction with work:

X Well Satisfied Satisfied Not Satisfied

Should the Village contract with this vendor in the future? **X Yes** No

Reviewer: David Bird, Water Manager