ITEM: MOT 00-04125

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL MEETING
MAY 4, 2010 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Water Distribution System Valve Assessment	Resolution Ordinance ✓ Motion Discussion Only	Nan Newlon, P.E. Director of Public Works

SYNOPSIS
A motion is requested to authorize the execution of a contract for water distribution system valve assessment services with M.E. Simpson Co., Inc. of Valparaiso, Indiana in the amount of $67,200.

STRATEGIC PLAN ALIGNMENT
The Five Year Plan and Goals identifies *Top Quality Village Infrastructure and Facilities*.

FISCAL IMPACT
The adopted FY10 budget includes $60,000 in the Water Fund for contractual water distribution system valve assessment, exercising and locating services. The proposed contract for this work is over budget for this line item by $7,200. Other expenditures within the Water Fund are tracking below budget including hydrant flow testing, fire hydrant painting and the purchase of fire hydrants. Staff believes that savings in other areas within the Water Fund will be sufficient over the course of 2010 to offset the remaining portion of this contract. As such, staff would prefer to maintain the recommended contract amount of $67,200 necessary to stay on a two-year water distribution system valve maintenance cycle and offset the difference from other accounts in the Water Fund budget.

UPDATE & RECOMMENDATION
This item was discussed at the April 20, 2010 meeting. Staff recommends approval on the May 4, 2010 consent agenda.

BACKGROUND
This program involves utilizing the services of a technical service company to exercise and assess the condition of 1,600 main line water distribution valves in the Village's water system. There are four components to a valve assessment program including:

- Locating the valves
- Fully exercising the valves
- Maintaining detailed valve records
- Scheduling and performing needed repairs

The primary goals associated with this program include the following items:

- Maintain accurate records of detailed valve information
- Improve valve reliability in emergencies
- Maintain the ability to immediately isolate main breaks (resulting in lower water losses and the least possible disruption of service to customers)
- Extend valve life
- Reduce employee overtime dealing with emergency repairs

According to American Water Works Association standards, “Each valve should be operated through a full cycle and returned to its normal position on a schedule that is designed to prevent a buildup of tuberculation (rust formation in pipes as a result of corrosion) or other deposits that could render the valve inoperable or prevent a tight shutoff. A recording system should be adopted that provides a written record of valve location, condition, maintenance, and inspections of the valve.”

A Request for Proposals (RFP) seeking services from a qualified vendor to provide the water distribution system valve assessment program for 2010 was issued in February in accordance with established procurement procedures. Three proposals were received with pricing information summarized in the table below.

Vendor	Cost Proposal	Cost Per Valve
M.E. Simpson Co., Inc., Valparaiso, Indiana	$67,200	$42
Wachs Water Services, Buffalo Grove, Illinois	$70,400	$44
Mueller Service Co., Plant City, Florida	$102,400	$64

A staff team reviewed the RFP responses and recommends M.E. Simpson for this project. They have successfully completed similar work for St. Charles, Carpentersville and Lincolnshire, as well as Downers Grove’s annual program in 2008 and 2009. The key criteria utilized by staff in evaluating the proposals were experience, qualifications of assigned staff and the firm’s approach to the project. M.E. Simpson is a technical services company specializing in water infrastructure maintenance. Their price per valve in 2009 was $42.

ATTACHMENTS

Contract Form
Campaign Disclosure Certificate
Contractor Evaluation Form
Resolution

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

BIDDER:

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

3406 Enterprise Avenue
Street Address of Company

Valparaiso, IN 46383
City, State, Zip

(800)255-1521
Business Phone

(888)531-2444
Fax

Date: 2/26/2010

johnnyv@mesimpson.com
Email Address

John H. Van Arsdel
Contact Name (Print)

(800)255-1521
24-Hour Telephone

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

John H. Van Arsdel
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.

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 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

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Village of Downers Grove
Contractor Evaluation

Contractor: M.E. Simpson Co.

Project: Water Distribution Valve Assessment Program (North Side)

Primary Contact: Randy Lusk Phone: 800-255-1521

Time Period: 5/2009 thru 12/2009

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

Provide details if early or late completion: Proposals were received on 3/10/09. The contract was awarded on 4/7/09. The project was started on 5/14/09. The contractor finished later in the year on 12/22/09 so valves on Prairie would be completed and included in this year's project. As per contract a final report was submitted on 1/25/2010.

Change Orders (attach information if needed)**:** Staff initiated a change order for approval of additional funds due to the contractor finding valves that were not previously recorded on the Village's water atlas.

Difficulties / Positives: This year's GPS data was accurate and the crew from M.E. Simpson was very thorough locating the valves and getting correct data. 1,211 water system distribution valves were exercised and GPS located. 119 new valves were found that were not previously shown on our atlas.

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: Dave Bird, Water Division Manager

Date: 1/25/2010

M.E. SIMPSON Co., Inc.

www.mesimpson.com

3406 Enterprise Avenue
Valparaiso, IN 46383

Phone: (800) 255-1521
Fax: (888) 531-2444

March 1, 2010

Ms. Theresa H. Tarka
Purchasing Assistant
Village of Downers Grove
801 Burlington Avenue
Downers Grove, IL 60515

Dear Ms. Tarka,

M.E. Simpson Co., Inc. is pleased to present our response for the request to propose on RFP-07-2010/TT **"Water Valve Turning and GPS Locating Services" for the Village of Downers Grove, Illinois.**

M.E. Simpson Co., Inc. is a **Technical Service Company** performing services designed to aid a utility in improving accountability, increasing revenues, heightening your distribution system performance and optimizing your distribution system data, records and mapping programs. As a part of our services we also manufacture the Polcon® flow and pressure monitoring equipment.

This **Proposal** is being submitted as follows:

- **Required Documents**
- **Firm History**
- **Related Project Experience, References**
- **Employee Qualifications, Project Staffing**
- **Project Understanding and Approach**
- **Scope of Services, Proposed Schedule**
- **Proposal Fee**
- **Valve Report Examples**

We thank you for your consideration and this opportunity to acquaint you with our Valve Assessment Program services and offer this proposal. If there are any inquiries regarding this proposal, please do not hesitate to contact us. We look forward to hearing from you soon.

Sincerely yours,

John H. Van Arsdel

John H. Van Arsdel
Vice President

1	Required Documents
2	Firm History
3	Related Project Experience, References
4	Employee Qualifications, Project Staffing
5	Project Understanding and Approach
6	Scope of Services/Proposed Schedule
7	Proposal Fee
8	Valve Report Example

REQUEST FOR PROPOSAL

Name of Proposing Company: _____

Project Name: Water Valve Turning and GPS Locating Services
Proposal No.: RFP-0-7-2010/TT
Proposal Due: March 1, 2010, 3:15 p.m.
Pre-Proposal Conference: NA

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: February 15, 2010
Date Issued: February 15, 2010
This document consists of 35 pages.

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

THERESA H. TARKA
PURCHASING ASSISTANT
VILLAGE OF DOWNERS GROVE
801 BURLINGTON AVENUE
DOWNERS GROVE, IL 60515
PHONE: 630/434-5530
FAX: 630/434-5571
www.downers.us

The VILLAGE OF DOWNERS GROVE will receive proposals Monday thru Friday, 8:00 A.M. to 5:00 P.M. at the Village Hall, 801 Burlington 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. 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.

I. REQUEST FOR PROPOSALS

1. GENERAL

1.1 Notice is hereby given that Village of Downers Grove will receive sealed proposals up to **March 1, 2010, 3:15 p.m.** .

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: Theresa Tarka, 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 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 our proposer's 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, 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 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 For those unable to attend the meeting, 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 the section titled "Addenda".

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 person authorized for submitting a proposal, provided that it is received prior to the time and date set for the bid 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 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, 801 Burlington, Downers Grove, IL 60515.

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. Our federal identification will also be provided to selected vendor.

8. RESERVED RIGHTS

8.1 The Village of Downers Grove 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 proposal 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, 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.

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 he 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, sex, national origin, ancestry, age, marital status, physical or mental handicap or unfavorable discharge for military service. Proposer shall comply with standards set forth in Title VII of the Civil Rights Act of 1964, 42 U.S.C. Secs. 2000 et seq., The Human Rights Act of the State of Illinois, 775 ILCS 5/1-101et. seq., and The Americans With Disabilities Act, 42 U.S.C. Secs. 1210l 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:

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 handicap unrelated to ability, 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 handicap unrelated to ability, 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

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 subdivision 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 contact 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 employee's 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 no later than five (5) days after such conviction 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. SUBSTANCE ABUSE PREVENTION ON PUBLIC WORKS PROJECTS ACT

17.1 In the event this is a public works project as defined under the Prevailing Wage Act, 820 ILCS 130/2, Proposer agrees to comply with the Substance Abuse Prevention on Public Works Projects Act , 820 ILCS 265/1 *et seq* ,and further agrees that all of its subcontractors shall comply with such Act.. As required by the Act, Proposer agrees that it will file with the Village prior to commencing work its written substance abuse prevention program and/or that of its subcontractor(s) which meet or exceed the requirements of the Act.

18. PREVAILING WAGE ACT

18.1 Proposer agrees to comply with the Illinois Prevailing Wage Act, 820 ILCS 130/1 *et seq.*, for all work completed under this contract. Proposer agrees to pay the prevailing wage and require that all of its subcontractors pay prevailing wage to any laborers, workers or mechanics who perform work pursuant to this contract or related subcontract. For applicable rates, go to the State of Illinois – Department of Labor website and use the most current DuPage County rate.

18.2 Proposer and each subcontractor shall keep or cause to be kept an accurate record of names, occupations and actual wages paid to each laborer, workman and mechanic employed by the Proposer in connection with the contract. This record shall be open to inspection at all reasonable hours by any representative of the Village or the Illinois Department of labor and must be preserved for four (4) years following completion of the contract.

18.3 In the event this is a contract for a public works project, as defined in 820 ILCS 130/2, Proposer agrees to post at the job site in an easily accessible place, the prevailing wages for each craft or type of worker or mechanic needed to execute the contract or work to be performed.

18.4 In the event this is a public works project as defined under the Prevailing Wage Act, 820 ILCS 130/2, any and all contractors and subcontractors must submit certified payroll records to the Village on a monthly basis. WITHOUT THIS PAPERWORK, NO INVOICE SHALL BE PAID BY THE VILLAGE. Contractors and subcontractors must also submit a statement affirming that the records are true and accurate, that the wages paid to each worker are not less than the prevailing rate, and that the contractor and subcontractor are aware that filing false records is a Class B misdemeanor. The records must include the name, address, telephone number, social security number, job classification, hours of work, hourly rate, and start and end time of work each day for every worker employed on the public work. The Village reserves the right to check the pay stubs of the workers on the job. The Village further cautions that payment for any services rendered pursuant to this contract may be predicated upon receipt of said records.

18.5 In the event that this is a construction project where Motor Fuel tax monies or state grant monies are used in the construction, maintenance and extension of municipal streets, traffic control signals, street lighting systems, storm sewers, pedestrian subways or overhead crossings, sidewalks and off-street parking facilities, and the like, the Village will require an Apprenticeship and Training Certification, attached after the Proposer's Certification.

18.6 Any bond furnished as security for performance shall include a provision as will guarantee faithful performance of the Illinois Prevailing Wage Act, 820 ILCS 130/1 et seq.

19. PATRIOT ACT COMPLIANCE

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

20. INSURANCE REQUIREMENTS

20.1 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 of 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 *(Applicable on a Per Project Basis)*
Commercial Automobile Liability	$1,000,000	Each Accident
Professional Errors & Omissions (pursuant to section .9 below)	$2,000,000 $2,000,000	Each Claim Annual Aggregate
Umbrella Liability	$ 5,000,000	

20.2 Commercial General Liability Insurance required under this paragraph shall be written on an 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"

20.3 Comprehensive Automobile Liability Insurance required under this paragraph shall include coverage for all owned, hired and non-owned automobiles.

20.4 Workers Compensation coverage shall include a waiver of subrogation against the Village.

20.5 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.

20.6 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, 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 Village by any Contractor of 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***.

20.7 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 insured 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 Agreement pursuant to its terms.

20.8 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) 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 the 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.

20.9 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.

20.10 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.

21. COPYRIGHT/PATENT INFRINGEMENT

21.1 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.

22. COMPLIANCE WITH OSHA STANDARDS

22.1 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.

23. CERCLA INDEMNIFICATION

23.1 In the event this is a contract that has environment aspects, the Awarded 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 Awarded Proposer, both before and after its disposal.

24. BUY AMERICA

24.1 The Contractor agrees to comply with 49 U.S.C.5323(j), the Federal Transportation Administration's (FTA) Buy America regulations at 49 C.F.R. Part 661, and any amendments thereto, and any implementing guidance issued by the FTA, with respect to this contract, when financed by Federal funds (through a grant agreement or cooperative agreement).

24.2 As a condition of responsiveness, the Contractor agrees to submit with its Bid submission, an executed Buy America Certificate, attached hereto.

25. CAMPAIGN DISCLOSURE

25.1 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.

25.2 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.

25.3 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.

25.4 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.

26. SUBLETTING OF CONTRACT

26.1 No contract awarded by the Village shall be assigned or any part sub-contracted without the written consent of the Village Manager. In no case shall such consent relieve the Awarded Proposer from their obligation or change the terms of the contract.

27. TERM OF CONTRACT

27.1 The term of this contract shall be from award until December 31, 2010. 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, supra.

28. TERMINATION OF CONTRACT

28.1 The Village reserves the right to terminate the whole or any part of this contract, upon written notice to the Awarded Proposer, for any reason and/or in the event that sufficient funds to complete the contract are not appropriated by the Village.

28.2 The Village further reserves the right to terminate the whole or any part of this contract, upon ten (10) days' written notice to the Awarded Proposer, in the event of default by the Awarded Proposer. Default is defined as failure of the Awarded Proposer 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 Awarded Proposer 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 Awarded Proposer shall be liable for any excess costs for such similar 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 Awarded Proposer. Any such excess costs incurred by the Village may be set-off against any monies due and owing by the Village to the Awarded Proposer.

29. BILLING & PAYMENT PROCEDURES

29.1 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.

29.2 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 Proposer 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.

29.3 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.

29.4 Please send all invoices to the attention of Village of Downers Grove, Accounts Payable, 801 Burlington, Downers Grove, IL 60515.

30. RELATIONSHIP BETWEEN THE PROPOSER AND THE VILLAGE

30.1 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.

31. STANDARD OF CARE

31.1. Services performed by Proposer under this Agreement 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 Agreement, or in any report, opinions, and documents or otherwise.

31.2 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 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.

31.3 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) constructions means, methods, techniques, sequences or procedures; (ii) for construction safety precautions or programs; or (iii) for any construction contactor(s') failure to perform its work in accordance with contract documents.

32. GOVERNING LAW

32.1 This Agreement 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.

33. SUCCESSORS AND ASSIGNS

33.1 The terms of this Agreement 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 Agreement 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 sub Proposers.

34. WAIVER OF CONTRACT BREACH

34.1 The waiver by one party of any breach of this Agreement 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 Agreement and will not be construed to be a waiver of any provision except for the particular instance.

35. AMENDMENT

35.1 This Agreement will not be subject to amendment unless made in writing and signed by all parties.

36. CHANGE ORDERS

36.1 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. The appropriate authorizing signature for the Village is the Village Manager.

36.2 Change orders for public works projects which authorize an increase in the contract price that is 50% or more of the original subcontract price or that authorize or necessitate any increase in the price of a subcontract under the contract that is 50% or more of the original subcontract price must be resubmitted for bidding in the same manner by which the original contract was bid. (50 ILCS 525/1)

37. SEVERABILITY OF INVALID PROVISIONS

37.1 If any provisions of this Agreement are held to contravene or be invalid under the laws of any state, country or jurisdiction, contravention will not invalidate the entire Agreement, 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.

38. NOTICE

38.1 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.

39. EMPLOYMENT OF ILLINOIS WORKERS

In the event this is a public works project as defined under the Prevailing Wage Act, 820 ILCS 130/2 Contractor and any of its subcontractors shall comply with the provisions of the Employment of Illinois Workers on Public Works Act. 30 ILCS 570/0.01.

40. COOPERATION WITH FOIA COMPLIANCE

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. DETAILED SPECIFICATIONS

WATER VALVE TURNING AND GPS LOCATING SERVICES

1.0 BACKGROUND

The Village of Downers Grove's water system covers an area of approximately 16 square miles including areas outside the corporate limits of the Village, and serves a population of more than 50,000 residents. The potable water system includes 230 miles of water mains ranging in size from 4-inches to 24-inches in diameter. While there is an older historic part of the Village with water mains dating back to the early 1900's, a majority of the water mains were constructed after 1960. Within the water system there are approximately 2,600 main line valves consisting primarily of gate valves (approx. 90%) and butterfly valves (approx. 10%).

The Public Works Department has established the maintenance goal of exercising valves every other year in order to improve water system reliability and customer service by minimizing water service outages. In order to meet the valve maintenance goals the Village is seeking the assistance of a company specializing in water system maintenance. The company will perform valve maintenance on main line valves.

The Village has a growing GIS database of the water system including GPS location data for more than 95% of the main line water valves. The GIS software platform is ESRI and the Village uses the NAD State Plane Illinois East coordinate system. Part of this scope of work includes field capturing and downloading GIS coordinates for currently unmapped valves as they are maintained.

2.0 SPECIFICATIONS/REQUIREMENTS

- The work covered under this project is to develop, plan and execute a program to inspect, assess, exercise, document, and map (where not already mapped) approximately 1,600 water distribution system valves prior to October 31, 2010 beginning with Notice to Proceed. The Village anticipates awarding a contract in March 2010.

2.1 Contractor Contact and Performance Time

- The Contractor shall designate a primary point of contact for this contract who will be available during regular business hours as defined by the Village of Downers Grove. In the event the primary contact is not available, the Contractor shall designate no less than two (2) alternate contacts.
- The Contractor must have sufficient labor and equipment dedicated to this project in order to perform the work within the timeframes described herein.

2.2 Reference Standards

- All work and material shall be per the Village Water Distribution Specifications, latest edition, unless specifically modified by these Technical Specifications.

- American Water Works Association (AWWA) Standards shall apply to all materials used for water distribution, when not otherwise covered by the Village Water Distribution Specifications.
- Traffic Control Plans and equipment shall be per "Manual on Uniform Traffic Control Devices" (MUTCD).
- Work within Burlington Northern Santa Fe (BNSF) Right of Way shall be performed per BNSF Standard Specifications and Drawings, where applicable, or under a project-specific encroachment permit if such permit is issued and in force.

2.3 Assignment of Work

- The Contractor may not assign any part of the work to another entity without the written permission of the Village.

2.4 Equipment and Materials

- The Contractor is required to supply all labor, materials, tools, plant, power, water, equipment, insurance, bonds, and supervision to complete the work.
- The Contractor is solely responsible to protect his equipment and materials while engaged in any task under this contract. The Village shall not be responsible for any damage or theft of equipment and materials.
- Contractor shall be responsible for the storage of all necessary construction equipment, tools, and materials. Village property or facilities including but not limited to streets, roads, and highways may not be used except for direct performance of the work or upon written approval of the Village Project Manager.

2.5 Coordination with Village Operations

- The Contractor shall coordinate all work with the Village to ensure no unnecessary interruption of service.
- Mainline shutdown requests shall be made to the Village of Downers Grove at least 2 days in advance of the requested shutdown. The Contractor will provide notification to affected residents in advance of the shutdown. In addition the contractor will be working with Village staff when valve repairs are determined necessary.

2.6 Protection of Adjacent Utilities and Structures

- For scheduled work, the Contractor shall request and coordinate utility mark out through Joint Utility Locating Information for Excavators (JULIE) at 1-800-892-0123 no less than 2 working days prior to excavation. For emergency work, the Contractor shall notify JULIE and request mark out immediately upon mobilization to the job site.
- The Contractor shall exercise care and caution to prevent damage to existing structures during the work. All damage to existing public or private structures and utilities shall be repaired per the General Conditions at the Contractor's expense.
- The Contractor shall not unduly restrict access to private property or access for mail delivery or trash pickup, or other related public or private services.

2.7 Job Site Safety

- The Contractor is fully responsible for all job site safety to complete the work in full compliance with all applicable safety regulations such as, but not limited to the Illinois Department of Labor (IDOL) and the Occupational Health and Safety Administration (OSHA).
- The public shall, at all times, be kept safe from the work using all reasonable measures per applicable standards and specifications and at the discretion of the Village Project Manager.

2.8 Valve Location
The Village of Downers Grove will provide the contractor with a minimum of two copies of the Village of Downers Grove's most current water distribution maps for the project area. The contractor will locate all valves using the following guidelines:

- The contractor will search for valves visually using the Village of Downers Grove's water maps.
- The contractor will search for valves shown on map, by doing a visual inspection, using a magnetic locator, probing rods and other tools.
- If the valve cannot be located after searching for fifteen minutes, the valve will be labeled "cannot locate" and documented as a work order and treated as a standard valve assessment.

2.9 Valve Identification
Each previously unidentified valve will be given a unique identifier by the contractor should the valve not already be designated via a unique number by the Village of Downers Grove. The number will be consistent with the existing Village Valve Numeration. Each unique identifier will not replace any existing Village of Downers Grove global identifiers.

2.10 Valve Access
The valve cover shall be removed by the contractor in order to access the valve. If, after attempting to remove the valve cover it is clear that the cover is "stuck" the Contractor shall break and replace the cover in order to access the valve. The Village will provide replacement covers.

2.11 Valve Clean Out
The contractor will remove all debris and water from the box/vault in order to allow access to the valve operating nut and bonnet bolts where possible. In every case the operating nut must be exposed and clearly visible (not under water or debris) when the valve is exercised.

2.12 Valve Debris Disposal
The contractor will dispose of all debris and water in a proper container as approved by all federal, state and local authorities having jurisdiction. All debris shall be properly disposed of at an approved dump site and shall follow all federal, state and local laws regarding said process. All liquid waste shall be properly disposed of with treatment, as necessary, prior to dumping in approved legal facilities following stormwater best management practices.

2.13 Valve Inspection

The contractor will execute a visual inspection of every valve, valve box or valve vault. This inspection will be conducted from street level and is intended to discover discrepancies that are readily visible from above ground. The specific inspection information to be documented is noted in the Valve Documentation Section.

2.14 Valve Operational Testing

The contractor will operationally test each valve a minimum of two full cycles. (Exercise is defined as a full cycle, from open to shut to open again). All valves will be exercised slowly with the minimum torque required so as to minimize the possibility of damaging the valve or creating a water hammer. Specific valve exercising guidelines are noted below;

- All valves will be exercised manually or with an electric or hydraulic valve exerciser with torque control and an automated turn counter. Torque limits shall be recommended by the Contractor and are subject to Village approval.
- If the valve fails to cycle at the torque limit, the exercise process will stop immediately. Additional torque may be applied to the valve, as directed by the Village of Downers Grove until the valve turns or the operation is suspended again at a higher torque.

2.15 Global Positioning System (GPS) Information for Valves

Valves not already GPS mapped by the Village encountered in this program are to be GPS mapped with sub-meter accuracy and the data delivered in a database compatible with the Village of Downers Grove's GIS. The coordinate data shall be field collected with autonomous GPS readings and subsequently differentially corrected via post processing. The contractor shall further refine positions through filtering and inspection to eliminate noise, problematic satellite geometry and multi-path degradation.

2.16 Valve Documentation

All the valve information transmitted to the Village of Downers Grove shall include a minimum of the following data:

- Physical data
    - ID number, map number, valve size, type of valve, use of valve, valve structure, depth of valve, if clean out was necessary, valve discrepancies (categories and details), box/vault discrepancies (categories and details), additional physical information as necessary
- Location data
    - GPS position and coordinate data items as noted in Section 2.17
- Operational data
    - Turns, torque, close direction, torque chart for every 16" and larger valve, specific operational discrepancies (categories and details), additional operational comments as necessary
- Discrepancies
    - Detail on discrepancies so that a work order (as described below) can be concisely created

2.17 Deliverable Database

The Contractor will provide all pertinent valve data digitally in a spatially accurate geodatabase format compatible with Village of Downers Grove's existing data structure. Metadata, including a detailed citation describing field data collection practices, equipment settings, post processing procedures, base stations used for differential correction and expected accuracy, are to be submitted with final and interim data deliveries. In addition to the coordinate data collected, the database shall contain information in agreement with Village of Downers Grove and at a minimum the following attribute data:

Valves
- A Unique Identification Number
- Valve position at the start and completion of work
- Date of Operation
- Valve Size
- Valve Type
- Use of valve
- Valve Structure
- Boolean indicating whether operated
- Boolean indicting whether vacuumed/pumped
- Operating Nut Depth
- Close Direction
- Number of Turns
- Final Torque
- Valve discrepancies (by category and details)
- Structure discrepancies (by category and details)
- Other value added attribute items as agreed

Before field operations commence, a meeting will be attended by the contractor and Village of Downers Grove to reach agreement on the specific data schemas to be employed. It is at this juncture that the contractor and Village of Downers Grove will reach agreement on which specific features will be collected, the format this feature data will conform to, and the final resting place for all collected and calculated information within Village of Downers Grove's data infrastructure so that it can be appropriately mapped and accessed by Village of Downers Grove's staff. In addition, proposals shall offer a detailed solution to seamlessly integrate field collected GIS data into Village of Downers Grove's enterprise data infrastructure.

2.18 Quality Assurance / Quality Control

A detailed QA/QC plan identifying quality checkpoints throughout the program lifecycle shall be presented in the proposal. The contractor will describe specific methods for developing accuracy consistent with Village Standards and accurate attribute data.

2.19 Repair Work Orders

The contractor will create work orders for all required repairs that are needed in order to bring all valves in the system up to 100% operability. These work orders will be captured and managed in a work order database to be provided by the contractor to the Village on a weekly basis. Work

orders will specifically note the discrepancy of the valve and the repair activity required to return the valve to full operability.

Work order will contain, at a minimum, the following information:

Valves
- Valve ID
- Map number
- Size of valve
- Specific valve discrepancy (by category and details)
- Specific repair activity required to return the valve to full operability

The Village utilizes a database for all main line valves. The vendor shall have the ability to place the field test information in this valve database. This documentation shall allow for the valve maintenance program to be repeated at a later date. This software program is designed to be a complete system for the Village to establish an effective valve maintenance program. The software provides an inventory record system, as well as valve maintenance and scheduling.

2.20 Project Schedule
The contractor will develop an overall schedule of work to be approved by the Village of Downers Grove prior to the commencement of work. The Village of Downers Grove shall approve the work schedule before allowing the contractor to proceed.

2.21 Summary Report
The contractor will evaluate and analyze the results of the program and develop a Summary Report for the Village of Downers Grove. This Summary Report will include an evaluation of the project including analysis of the results of the program, findings, lessons learned, recommendations and suggestions for Village of Downers Grove and future valve assessment programs.

2.22 Report Deliverables
At a minimum, the following report deliverables will be presented to Village of Downers Grove;

- Validated geodatabase
- Annotated maps which depict the program area
- A list of recommended valve repairs
- Work orders for these repairs
- A list of recommended valve replacements
- Summary Report

2.23 Experience Requirements
The contractor 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 contractor shall be required to give past history and references in order to satisfy the Water Manager in regard to the

contractor's qualifications. The Water Manager shall make reasonable investigations deemed necessary and proper to determine the ability of the contractor to perform the work. The Water Manager reserves the right to reject any proposal if the evidence submitted by, or investigation of, the contractor fails to satisfy the Water Manager that the contractor is properly qualified to carry out the obligations of the contract and to complete the work described herein. Evaluation of the contractor'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 contractor to perform the work or provide the service promptly or within the time specified, without delay or interference.
3. The character, integrity, reputation, judgment, experience, and efficiency of the contractor.
4. The quality of performance of previous water valve turning and GPS locating 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 water valve turning and GPS locating contracts in excess of 800 valves annually. These references must be indicated clearly within the proposal.

2.24 National Pollutant Discharge Elimination System (NPDES) Requirements

- All dewatering, testing and flushing, or any other water discharge created by the work shall also be subject to implementation of Best Management Practices (BMPs).
- The Contractor shall take all precautions to protect drainage systems and waterways using appropriate BMP devices.
- If in the opinion of the Village, the Contractor's BMPs are not achieving the level of protection required, the Contractor shall immediately perform corrective measures at no additional cost to the Village.

2.25 Permits

- Unless otherwise specified, the Contractor shall be responsible to obtain all necessary permits to conduct the work. These include but are not limited to OSHA excavation permits, NPDES permits, and Village street cut and railroad encroachment permits.

3.0 PROPOSAL FORMAT AND SUBMISSION REQUIREMENTS

3.1 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 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:

3.1.1 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.

3.1.2 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 contractor

- Past Experience as required in Section 2.23 above.

3.1.3 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.

3.1.4 Cost Proposal

In conjunction with the proposal, vendors shall also submit one (1) original and two (2) copies of the cost proposal (all costs) in a sealed and clearly marked envelope accompanying the proposal. Proposals should include an all inclusive cost per valve to complete the scope of services – with the exception of GPS locating services. Since the Village does not require GPS locating services on every valve, proposals shall itemize the cost for this service separately. While the level of effort may vary from valve to valve, the proposed average cost per valve should be based on the Contractor's past experience and expertise in this type of work.

4.0 PROPOSAL EVALUATION PROCESS

4.1 Vendor Selection

A technical review committee will evaluate the proposals. Final selection will be based on the evaluation of proposals unless it is deemed necessary by the committee 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 2nd 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 valve turning with GPS location services.

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

BIDDER:

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

3406 Enterprise Avenue
Street Address of Company

Valparaiso, IN 46383
City, State, Zip

(800)255-1521
Business Phone

(888)531-2444
Fax

Date: 2/26/2010

johnnyv@mesimpson.com
Email Address

John H. Van Arsdel
Contact Name (Print)

(800)255-1521
24-Hour Telephone

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

John H. Van Arsdel
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.

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 Co., Inc.

ADDRESS: 3406 Enterprise Avenue

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

SIGNATURE: John H Van Boxtel DATE: 2/26/2010

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

With regard to RFP-0-7-2010/TT (Name of Project), proposer M.E. Simpson Co., Inc. (Name of Proposer) hereby certifies 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 §12-105(A)(4);

3. Proposer certifies that not less than the prevailing rate of wages as determined by the Village of Downers Grove, DuPage County or the Illinois Department of Labor shall be paid to all laborers, workers and mechanics performing work for the Village of Downers Grove. All bonds shall include a provision as will guarantee the faithful performance of such prevailing wage clause. Proposer agrees to comply with the Illinois Prevailing Wage Act, 820 ILCS 130/1 *et seq.*, for all work completed. Proposer agrees to pay the prevailing wage and require that all of its subcontractors pay prevailing wage to any laborers, workers or mechanics who perform work pursuant to this contract or related subcontract. Proposer and each subcontractor shall keep or cause to be kept an accurate record of names, occupations and actual wages paid to each laborer, workman and mechanic employed by the Proposer in connection with the contract. This record shall be sent to the Village on a monthly basis along with the invoice and shall be open to inspection at all reasonable hours by any representative of the Village or the Illinois Department of Labor and must be preserved for four (4) years following completion of the contract. Proposer certifies that proposer and any subcontractors working on the project are aware that filing false payroll records is a class B misdemeanor and that the monetary penalties for violations are to be paid pursuant to law by the proposer, contractor and subcontractor. The Village shall not be liable for any underpayments. If applicable: Since this is a contract for a fixed public works project, as defined in 820 ILCS 130/2, Contractor agrees to post at the job site in an easily accessible place, the prevailing wages for each craft or type of worker or mechanic needed to execute the contract or work to be performed.

4. 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.

5. 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

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

Revenue for the payment of all such taxes that are due, and Proposer is in compliance with the agreement.

BY: _____
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 26 day of Feb, 2010.

_____
Notary Public

(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 Co., Inc., and the full names of its Officers are as follows:

President: Dan E. Hood

Secretary: Pamela Hood

Treasurer: Bernadette Simpson
and it does have a corporate seal. (In the event that this bid 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) **Partnership**
Signatures and Addresses of All Members of Partnership:

_____

_____

_____

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 _____.

(c) **Sole Proprietor**

The Supplier 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?

Insurer's Name General Insurance

Agent Mark Behrendt

Street Address 4208 Calumet Avenue, Suite 100, P.O. Box 1818

City, State, Zip Code Valparaiso, IN 46383-1818

Telephone Number (219)464-3511

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 Co., Inc.

Print Name and Title of Authorizing Signature: John H. Van Arsdel, Vice President

Signature: John H Van Arsdel

Date: 2/26/2010

Apprenticeship and Training Certification

(Does not apply to federal aid projects. Applicable only to maintenance and construction projects that use Motor Fuel Tax funds or state grant monies)

Name of Proposer: M.E. Simpson Co., Inc.

In accordance with the provisions of Section 30-22 (6) of the Illinois Procurement Code, the proposer certifies that it is a participant, either as an individual or as part of a group program, in the approved apprenticeship and training programs applicable to each type of work or craft that the proposer will perform with its own forces. The proposer further certifies for work that will be performed by subcontract that each of its subcontractors submitted for approval either (a) is, at the time of such bid, participating in an approved, applicable apprenticeship and training program; or (b) will, prior to commencement of performance of work pursuant to this contract, begin participation in an approved apprenticeship and training program applicable to the work of the subcontract. The Illinois Department of Labor, at any time before or after award, may require the production of a copy of each applicable Certificate of Registration issued by the United States Department of Labor evidencing such participation by the contractor and any or all of its subcontractors. Applicable apprenticeship and training programs are those that have been approved and registered with the United States Department of Labor. The proposer shall list in the space below, the official name of the program sponsor holding the Certificate of Registration for all of the types of work or crafts in which the proposer is a participant and that will be performed with the proposer's forces. Types of work or craft work that will be subcontracted shall be included and listed as subcontract work. The list shall also indicate any type of work or craft job category that does not have an applicable apprenticeship or training program. **The proposer is responsible for making a complete report and shall make certain that each type of work or craft job category that will be utilized on the project is accounted for and listed. Return this with the bid.**

NA

The requirements of this certification and disclosure are a material part of the contract, and the contractor shall require this certification provision to be included in all approved subcontracts. In order to fulfill this requirement, it shall not be necessary that an applicable program sponsor be currently taking or that it will take applications for apprenticeship, training or employment during the performance of the work of this contract.

Print Name and Title of Authorizing Signature: NA

Signature: NA

Date: NA

BUY AMERICA CERTIFICATION

Certification requirement for procurement of steel, iron, or manufactured products when Federal funds (Grant Agreement or Cooperative Agreement) are used.

Instructions:
Bidder to complete the Buy America Certification listed below. Bidder shall certify EITHER COMPLIANCE OR NON-COMPLIANCE (not both). This Certification MUST BE submitted with the Bidder's bid response.
Special Note: Make sure you have signed only one of the above statements – either Compliance OR Non-Compliance (not both).

Certificate of Compliance

The bidder or offeror hereby certifies that it will meet the requirements of 49 U.S.C. 5323(j)(1), as amended, and the applicable regulations in 49 CFR Part 661.

Signature John N Van Arsdel

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

Title Valparaiso, IN 46383

Date 2/26/2010

Certificate of Non-Compliance

The bidder or offeror hereby certifies that it cannot comply with the requirements of 49 U.S.C. 5323(j)(1), as amended, and 49 C.F.R. 661, but it may qualify for an exception pursuant to 49 U.S.C. 5323(j)(2)(A), 5323(j)(2)(B), or 5323(j)(2)(D), and 49 C.F.R. 661.7.

Signature _____

Company Name _____

Title _____

Date _____

AFTER THIS CERTIFICATE HAS BEEN EXECUTED, A BIDDER MAY NOT SEEK A WAIVER.

Note: The U.S/Canadian Free Trade Agreement does not supersede the Buy America requirement.

Suspension or Debarment Certificate

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

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

Address: 3406 Enterprise Avenue

City: Valparaiso, IN Zip Code: 46383

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

E-mail Address: johnnyv@mesimpson.com

Authorized Company Signature: John N. Van Arsdel

Print Signature Name: John H. Van Arsdel Title of Official: Vice President

Date: 2/26/2010

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

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FIRM HISTORY

M.E. SIMPSON CO., INC: A BRIEF HISTORY

In 1979 M.E. Simpson Co., Inc. was formed to provide "**Technical Services**" to Municipal and Private Water Utilities in the Midwest. Our company provides services in the areas of Water Meter Evaluation and Maintenance, Water Distribution System Leak Surveys, Water Distribution System Flow Measuring and Testing, Fire Hydrant Flow Testing and Flushing, Water Distribution System Valve Location and Exercising and Cross Connection Control Programs. Our purpose was to take advantage of a lack of expertise in this field and to fill this void with qualified people using the best equipment.

M.E. Simpson Co., Inc. developed its Valve Assessment program in 1986. That amounts to over twenty years experience in providing large scale valve exercising services for water utilities on a regular basis. The field techniques for locating, exercising and documenting valve work have been developed and fine tuned so that programs can be custom tailored to individual client needs. We have improved the program to the point that it is now an Asset Management style program. We've also developed a Microsoft Access Valve database (Polcon Pro-Valve®) with Valve location drawings showing all the pertinent information needed to readily recreate valve locations from field data. Today that database is being developed into an internet based program to be accessible by clients online.

M.E. Simpson Co., Inc. was founded by Marvin E. Simpson who had spent the twenty four years prior to 1979 working within the water works industry for a few major manufacturers of piping, valves, and water meters. The company began operations in Rochester, Indiana and moved the corporate headquarters to Valparaiso, Indiana in 1988. In 1989 the Indiana Section of the American Water Works Association honored Marvin with the "Water Wheel Award" for his outstanding service to his profession. In 1995 Marvin was honored as a lifetime Member of the American Water Works Association.

Marvin's belief in service to our Industry and our Country has established M.E. Simpson Company's commitment to community and organizations such as the United Way, Abused Women and Children, Mental Health Association, and Jaycees for example, as well as local Police and Fire organizations. We encourage all of our employees to be active within their own communities serving with various organizations such as the Jaycees and Kiwanis.

M.E. Simpson Co., Inc. is active in Water Works Organizations such as American Water Works Association, Water Environment Federation, Water Operators Association, Rural Water Association, American Backflow Prevention Association, American Public Works Association as well as local Districts, Branches, and Suburban Groups.

Our support of these groups goes beyond Membership to truly taking an active role by allowing employees to fill elected and appointed positions as officers and committee chairpersons. M.E. Simpson Company has always taken an active role in education by making presentations at meetings, training seminars, and providing continuing education credits for water operators through the various water groups. We have presented programs on Water Meter Evaluation and Maintenance, Water Distribution System Leak Surveys, Water Distribution System Valve Location, Exercising and Computerized Mapping, and Best Management Practices for distribution system maintenance at state and national AWWA conventions.

FIRM HISTORY

M.E. Simpson is proud of the work we have performed and the maintenance programs that we have developed utilizing 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 maintenance programs; including the development of Polcon Pro-Valve® our computer software program for valve location and exercising records, Pro-Hydrant® a computer software program for fire hydrant flow testing records, and the continuing development and manufacturing of the Polcon® Flow Monitoring Equipment. We have moved beyond the competition in flow / pressure recording, computerization and record management.

FIRM HISTORY

M.E. SIMPSON CO., INC. – AVAILIBLE SERVICES

M.E. Simpson Co., Inc. is a **Technical Service Company.** Our services are designed to aid water utilities improve accountability and increase revenues by maximizing distribution system performance and optimizing distribution system data, records, and mapping programs. Our waste water services provide improvement to collection systems through flow monitoring, smoke testing, and manhole inspections.

- ***Water Loss Control Survey/Audit*** – using the International Water Association water audit format to track water input/output of a water system.
- ***Large Meter Evaluation and Maintenance*** – includes proper meter sizing, selection, testing, repair and post-test when needed for master and commercial meters.
- ***Water Distribution Leak Survey*** – designed to pinpoint areas of leaks in the distribution system, document the locations and estimate losses.
- ***Water Distribution System Valve Assessment*** – locating all main line valves, exercising, documenting the data, and placing information into our Polcon Pro-Valve® Database.
- ***Fire Hydrant Flow Testing & Flushing*** – flow testing hydrants for water main carrying capacity indicating correct fire flows.
- ***Water Distribution System Flow Measuring and Testing*** – determining "C" factors, 24-hour flow monitoring, pump curves, and district flow measurements.
- ***Unidirectional Water Main Flushing*** – operating main line valves and flushing directionally to remove debris and sediment out of the distribution system.
- ***GPS Locating and CAD Mapping*** – updating atlases by collecting GPS coordinates, field information, and line locating mains. The collected information is entered into updated CAD base maps.
- ***Sanitary Sewer and Storm Sewer Flow Monitoring*** – installation of flow monitoring devices, maintaining and recording bi-weekly flow data to show flow patterns of the collection system.
- ***Smoke Testing*** – identifying deficiencies including downspout connections, area drains, service laterals, and leaks in the sewers.
- ***Manhole Inspection and Inventory*** – collecting data for manhole structure conditions including line size, flow direction, and depth of invert.
- ***Water Service Connection Inspection and Inventory Program*** – inspecting and inventorying commercial meter settings and backflow devices into a database.
- ***Polcon ® Flow and Pressure Monitoring Equipment*** – custom manufacturing of flow monitoring and pressure measurements designed for practical field applications.

RELATED PROJECT EXPERIENCE / REFERENCES

RELATED PROJECT EXPERIENCE

M.E. Simpson Co., Inc. has been in business since 1979 and has been providing valve assessment services since 1986. The company continues to perform services for numerous Cities across Indiana, Illinois, Michigan, Wisconsin, Ohio, Arizona, California, Georgia, and other regions of the United States. We have listed below; a few project examples with references. Please feel free to call any of these gentlemen and ask them about their project and our services.

City of Bloomington Utilities – Bloomington, Indiana (1995-2010)

We have been providing valve assessment services for the City of Bloomington Utilities for over ten years. This is a distribution system that has over 4500 valves. Currently we have a contract that runs from 2006 through 2009. The following are the basic particulars:

Contract Length:	2006 – 2014
Contract Value:	$66,000.00 per year average
Project Completion:	December 2009 through March 2010
Contact Info:	Mr. Tom Staley Superintendent of Operations / T&D City of Bloomington Utilities 1969 S. Henderson Street Bloomington, IN 47401-6567 (812) 349-3637 (812) 331-5962 fax staleyt@bloomington.in.gov

Village of Carpentersville, Illinois (1991-2009)

We have been providing valve assessment services for the Village of Carpentersville for over ten years. This is a distribution system that has over 1200 valves. Currently we have a contract that runs from 2006 through 2008. The following are the basic particulars:

Contract Length:	2006 – 2008
Contract Value:	$56,000.00 per year average
Project Completion:	August 2009 through November 2009
Contact Info:	Mr. Chris Settipani Superintendent of Utilities Village of Carpentersville 1200 L.W. Besinger Drive Carpentersville, IL 60110 (847) 551-3439 (847) 551-1230 fax csettipani@vil.carpentersville.il.us

RELATED PROJECT EXPERIENCE / REFERENCES

City of St. Charles, Illinois (1994-2008)

We have been providing valve assessment services for the City of St. Charles for many years. This system has over 2400 distribution system valves. We first developed their program in the early 90's. During 2004 & 2005 the City attempted to complete the program in house. In 2006 the City once again contracted our services and we have a current contract that runs from 2006 through 2008. The following are the basic particulars:

Contract Length:	2006 – 2008
Contract Value:	$31,000.00 per year average
Project Completion:	October 2006
Contact info:	Mr. Paul Marschinke Water Foreman City of St. Charles Two E. Main Street St. Charles, IL 60174-1984 (630) 377-4463 (630) 513-7442 fax pmarschinke@ci.st-charles.il.us

Village of Cherry Valley, IL (2002, 2003, 2004)

M.E. Simpson Co., Inc. performed a Valve Exercising Program and **GPS locating program** for the distribution system for the Water Utility. All field data was gathered and entered into the Polcon ® Provalve database and a report generated documenting the exercising of each valve. GPS Locations were taken for all the valves and hydrants to assist in the creation of a CAD based Water Atlas. A representative diagram of the valve location was also included as part of the database. This was done so that the Utility staff could easily use the information for distribution maintenance. This project is part of an ongoing effort to maintain the distribution system. Storm Sewer structures were also mapped and GPS locations obtained and added to the Village mapping system.

Mr. Joe Caveny
Director of Public Works
Cherry Valley, Illinois
(815) 332-3441

Village of Lincolnshire, Illinois (2003 - 2009)

M.E. Simpson Co., Inc. has performed a **Valve Exercising Program** for 1/4th of the distribution system for the Water Utility each year. All field data is gathered and entered into the Polcon Pro-Valve® database and a report generated documenting the exercising of each valve. **GPS Locations** were taken for all the valves as well, to begin a program of GPS documentation for the distribution system. A CAD based representative diagram of the valve location is also included as part of the database. This was done so that the Utility staff could easily use the information for distribution maintenance. This project is part of an ongoing effort to maintain the distribution system.

Mr. Terry Hawkins
Water Supervisor
Village of Lincolnshire, IL
(847) 833-8600

City of Valparaiso, Indiana (1992-2009)

M.E. Simpson Co., Inc. performs a Valve Exercising Program every year for 1/4th of the distribution system for the Water Utility. All field data is gathered and entered into the Polcon Pro-Valve® database and a report generated documenting the exercising of each valve. **GPS Locations** were taken for all the valves as well, to begin a program of GPS documentation for the distribution system. A representative diagram of the valve location is also included as part of the database. This was done so that the Utility staff could easily use the information for distribution maintenance. This project is part of an ongoing effort to maintain the distribution system.

Charles McIntyre
Distribution Superintendent
Valparaiso City Utilities
Valparaiso, Indiana
(219) 464-3800

Specialty Project

Brown & Caldwell Engineers and M.E. Simpson Co., Inc.
City of Phoenix Water Services Department – Phoenix, Arizona

In 2003 we provided a valve assessment program of the 12" and smaller valves along the City's "Light Rail Corridor". Since 2005 we have provided the City, through Brown & Caldwell our services in testing the water utility shutdowns for utility relocation in the "Light Rail Corridor". Currently we are providing the shutdowns as contractors move the water infrastructure to accommodate the "Light Rail". The following are the basic particulars:

Contract Length: 2003 – 2008
Contract Value: $65,600.00 – 2003 program
Project Completion: September 2003 through November 2003
Contract Value: $938,274.00
Project Completion: May 2005 though "on going"
Contact info:

Mr. Greg Ramon
Asst. Water Services Director
City of Phoenix Water Services Dept.
200 Washington Street
City Hall - 9th Floor
Phoenix, AZ 85003-1611
(602) 262-6627
(602) 495-5542 fax
greg.ramon@phoenix.gov

Mr. Craig Tweed
Construction Manager
Brown & Caldwell
201 East Washington St.
Suite 500
Phoenix, AZ 85004
(602) 567-3895
(602) 567-4001 fax
ctweed@brwncald.com

RELATED PROJECT EXPERIENCE / REFERENCES

HDR Engineers and M.E. Simpson Co., Inc.
City of Victorville Southern California Logistic Airport – City of Victorville, California

We provided a condition assessment of the City's Logistic Airport. This included a valve assessment of the distribution system along with GPS locations and other system analysis. The following are the basic particulars:

Contract Length: 2007
Contract Value: $38,440.00
Project Completion: January 2007

Contact info:

Mr. Denis Ozowara, Jr.
Junior Engineer
City of Victorville
P.O. Box 5001
Victorville, CA 92393-5001
(760) 243-1963
(760) 955-5159 fax

dozowara@ci.victorville.ca.us

Mr. Tom Jakubowski, P.E.
Project Engineer
HDR, Inc.
2280 Market Street
Suite 100
Riverside, CA 92501-2110
(262) 853-8142 mobile

thomas.jakubowski@hdrinc.com

ADDITIONAL REFERENCES

Below are several references that use our services. Please feel free to call any of these gentlemen and ask them about our services and us.

Mr. Gale Gerber
Water Superintendent
Town of Nappanee, IN
(574) 773-4623
ggerber_46550@yahoo.com

Mr. Greg Ramon
Asst. Water Services Director
City of Phoenix, AZ
(602) 262-6627
greg.ramon@phoenix.gov

Mr. Dan Lueder
Utilities Director
City of Cottonwood, AZ
(928) 634-8033 ex 11
dlueder@ci.cottonwood.az.us

Mr. Scott Ham
Water Superintendent
Silver Creek Water Corp.
Sellersburg, IN
(812) 246-2889

Mr. Jerry Martin
Director of Public Works
City of Palos Heights, IL
(708) 361-1806
jerry@palosheights.org

Mr. John Crooks
Water Superintendent
City of Shakopee, MN
(952) 445-1988
jcrooks@shakopeeutilities.com

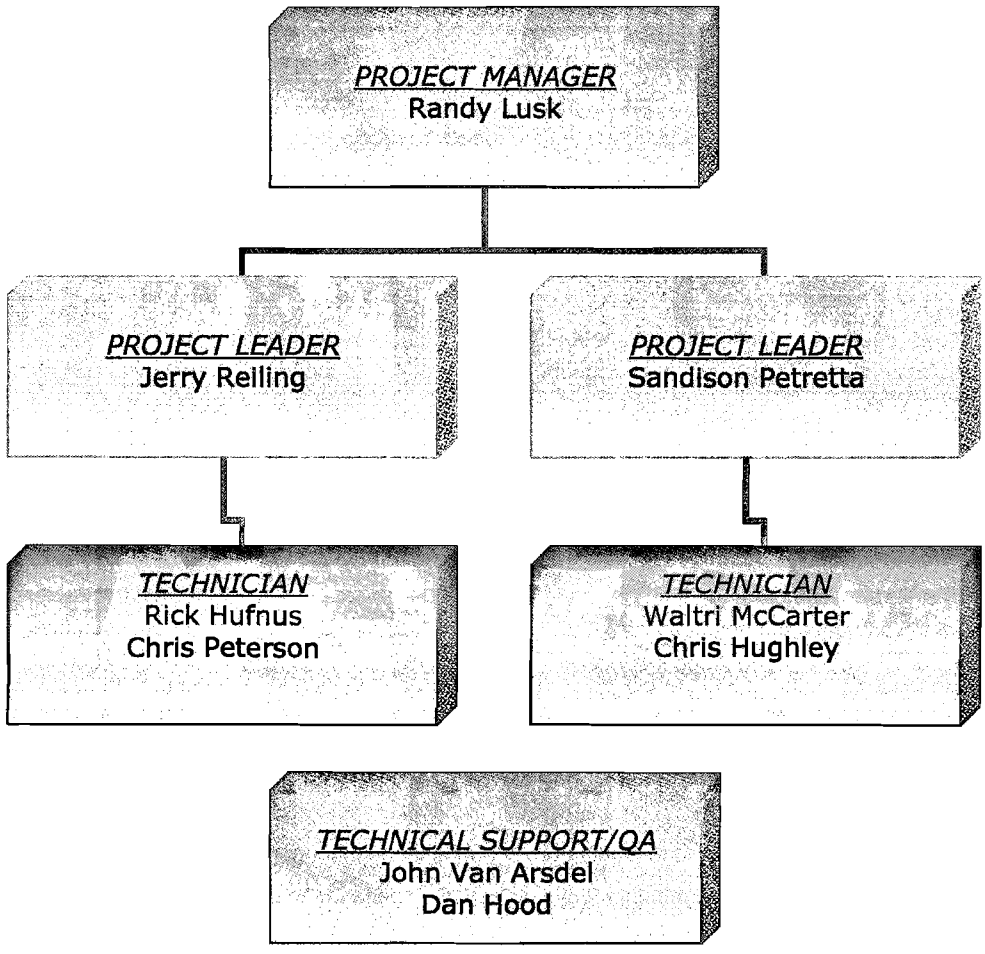
EMPLOYEE QUALIFICATIONS / PROJECT STAFFING

PROJECT STAFFING

The chart below outlines the **Project Team** to be used during the Valve Assessment for the **Utility**. One of the two Project Managers 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.**

The **Project Manager (Randy Lusk)** shall be on site at project startup, make periodic inspections of the worksite, meet with the Utility periodically to monitor the progress of the program, and will be in communication with the Director of Utilities and the Project Leader throughout the project. He shall be responsible for the overall success of the Valve Assessment Program.

The **Field Leader (Jerry Reiling and/or Sandison Petretta)** will lead the **Project Team** in the field and will be responsible for the day to day operations of the project. Daily contact with the Director of Utilities or appointed Utility personnel shall be maintained and progress of the day to day operations discussed. The Project Leader will be responsible to report any problem areas that need the immediate attention of the Utility during the course of the project. This shall be done to assure direct quality control in the field for the Valve Assessment Program.



EMPLOYEE QUALIFICATIONS / PROJECT STAFFING

Qualifications of Staff for Valve Assessment Services

PROJECT MANAGER/SUPERVISOR

Randy Lusk, Regional Manager-Dyer

Randy was the Project Manager for the following selected Valve projects.

(2008 - 2009) *City of Countryside* – Countryside, IL
Mr. Mike Hartigan
Water Plant Operator
City of Countryside
5550 East Avenue
Countryside, IL 60525
(708) 354-8827

(2008 - 2009) *Village of Downers Grove* – Downers Grove, IL
Mr. David Bird
Water Manager
Village of Downers Grove
5101 Walnut Avenue
Downers Grove, IL 60515-4074
(630) 434-5460

(2006, 2008) *Village of Mokena* – Mokena, IL
Mr. Craig Heim
Utilities Superintendent
Village of Mokena
11004 Carpenter Street
Mokena, IL 60448
(708) 479-3926
cheim@mokena.org

(2005, 2008) *Village of Beecher* – Beecher, IL
Mr. Harold Cowger
Superintendent of Public Works
Village of Beecher
P.O. Box 1154
Beecher, IL 60401
(708) 946-3636

(2008 - 2009) *Village of Clarendon Hills* – Clarendon Hills, IL
Mr. Brian Wagner
Water Supervisor
Village of Clarendon Hills
1 N. Prospect
Clarendon Hills, IL 60514
(630) 323-6673

(2008) *City of Harvey* – Harvey, IL
Mr. Rufus Fisher
Director of Public Works
City of Harvey Water Department
51 West 149th Street
Harvey, IL 60426
(708) 311-0032

EMPLOYEE QUALIFICATIONS / PROJECT STAFFING

(2006, 2008) *City of Country Club Hills* – Country Club Hills, IL
Mr. Dan Barr
Asst. Superintendent of Public Works
City of Country Club Hills
4200 W. 183rd Street
Country Club Hills, IL 60478
(708) 798-2616
dbarr@countryclubhills.org

(2003-2005, 2008) *Village of Lansing Water Department* – Lansing, IL
Mr. Dave Zagorac
Water Superintendent
Village of Lansing
3300 171st Street
Lansing, IL 60438
(708) 895-7221

(2007 - 2008) *Village of Richton Park* – Richton Park, IL
Mr. Michael Conley
Director of Public Works
Village of Richton Park
4455 Sauk Trail
Richton Park, IL 60471
(708) 748-0200

(2008 - 2009) *City of Palos Heights* – Palos Heights, IL
Mr. Jerry Martin
Director of Public Works
City of Palos Heights
7607 W. College Drive
Palos Heights, IL 60463
(708) 361-1806

(2008) *Village of Thornton* – Thornton, IL
Mr. Ron Bannon
Superintendent of Public Works
Village of Thornton
321 E. Harriet
Thornton, IL 60476
(708) 877-4462

(2008) *Village of Villa Park* – Villa Park, IL
Mr. John Beckwith
Utilities Superintendent
Village of Villa Park
20 S. Ardmore Ave.
Villa Park, IL 60181
(630) 834-8505

(2007) *Village of Westmont* – Westmont, IL
Mr. Michael Ramsey
Water Division Supervisor
Village of Westmont
39 E. Burlington Ave.
Westmont, Illinois 60559-1790
(630) 829-4450

EMPLOYEE QUALIFICATIONS / PROJECT STAFFING

PROJECT LEADER RECENT LEAK DETECTION PROJECT EXPERIENCE

Sandison Petretta, Project Leader

Sandison was the Project Leader for the following selected Valve projects.

(2008 - 2009) *City of Countryside* – Countryside, IL
Mr. Mike Hartigan
Water Plant Operator
City of Countryside
5550 East Avenue
Countryside, IL 60525
(708) 354-8827

(2006, 2008) *Village of Mokena* – Mokena, IL
Mr. Craig Heim
Utilities Superintendent
Village of Mokena
11004 Carpenter Street
Mokena, IL 60448
(708) 479-3926
cheim@mokena.org

(2005, 2008) *Village of Beecher* – Beecher, IL
Mr. Harold Cowger
Superintendent of Public Works
Village of Beecher
P.O. Box 1154
Beecher, IL 60401
(708) 946-3636

(2008 - 2009) *Village of Clarendon Hills* – Clarendon Hills, IL
Mr. Brian Wagner
Water Supervisor
Village of Clarendon Hills
1 N. Prospect
Clarendon Hills, IL 60514
(630) 323-6673

(2008) *City of Harvey* – Harvey, IL
Mr. Rufus Fisher
Director of Public Works
City of Harvey Water Department
51 West 149th Street
Harvey, IL 60426
(708) 311-0032

(2006, 2008) *City of Country Club Hills* – Country Club Hills, IL
Mr. Dan Barr
Asst. Superintendent of Public Works
City of Country Club Hills
4200 W. 183rd Street
Country Club Hills, IL 60478
(708) 798-2616
dbarr@countryclubhills.org

(2007 - 2008) *Village of Richton Park* – Richton Park, IL
Mr. Michael Conley
Director of Public Works
Village of Richton Park
4455 Sauk Trail
Richton Park, IL 60471
(708) 748-0200

(2008 - 2009) *City of Palos Heights* – Palos Heights, IL
Mr. Jerry Martin
Director of Public Works
City of Palos Heights
7607 W. College Drive
Palos Heights, IL 60463
(708) 361-1806

(2008) *Village of Villa Park* – Villa Park, IL
Mr. John Beckwith
Utilities Superintendent
Village of Villa Park
20 S. Ardmore Ave.
Villa Park, IL 60181
(630) 834-8505

Jerry Reiling, Field Services Manager
Jerry was the Project Leader for the following selected Valve projects.

(2008 - 2009) *City of Countryside* – Countryside, IL
Mr. Mike Hartigan
Water Plant Operator
City of Countryside
5550 East Avenue
Countryside, IL 60525
(708) 354-8827

(2006, 2008) *Village of Mokena* – Mokena, IL
Mr. Craig Heim
Utilities Superintendent
Village of Mokena
11004 Carpenter Street
Mokena, IL 60448
(708) 479-3926
cheim@mokena.org

(2006, 2008) *City of Country Club Hills* – Country Club Hills, IL
Mr. Dan Barr
Asst. Superintendent of Public Works
City of Country Club Hills
4200 W. 183rd Street
Country Club Hills, IL 60478
(708) 798-2616
dbarr@countryclubhills.org

(2003-2005, 2008) *Village of Lansing Water Department* – Lansing, IL
Mr. Dave Zagorac
Water Superintendent
Village of Lansing
3300 171st Street
Lansing, IL 60438
(708) 895-7221

(2007) *Village of Westmont* – Westmont, IL
Mr. Michael Ramsey
Water Division Supervisor
Village of Westmont
39 E. Burlington Ave.
Westmont, Illinois 60559-1790
(630) 829-4450

(2009) *Village of Clarendon Hills* – Clarendon Hills, IL
Mr. Brian Wagner
Water Supervisor
Village of Clarendon Hills
1 N. Prospect
Clarendon Hills, IL 60514
(630) 323-6673

TECHNICAL SUPPORT and QUALITY ASSURANCE

Dan Hood, President
John H. Van Arsdel, Vice President

M.E. SIMPSON Co., Inc.

Michael D. Simpson
CEO

Experience:

Michael D. Simpson has been with the company since February of 1983. He completed two years at Purdue University where he studied Industrial Technology. Michael began his career with M.E. Simpson Co., Inc. as a meter technician. He implemented the company's leak detection program which has now developed into the company's Water Loss Reduction and Water Distribution Evaluation Programs.

While working for the company, Michael developed many of the techniques used today by M.E. Simpson Co., Inc. personnel when performing water loss reduction programs and water distribution system evaluations. With that experience Michael taught these special techniques to several employees. Along with that experience Michael has completed classes, as well as given lectures on hydraulics that are specifically related to the Polcon® Flow Testing equipment.

As a dedicated member of numerous organizations, he has taught classes on water loss reduction and water distribution system evaluations throughout the United States. Michael has gained invaluable experience as he has been personally responsible for over 100 water loss control and water distribution evaluation programs. Currently, as CEO of M.E. Simpson Company, Inc., Michael oversees the company as a whole and manages all daily functions of all corporate and regional offices, its personnel and financial management.

Professional Certifications:

- 10/30 Hour OSHA Certified for General Industry
- American Red Cross First Aid and CPR with AED Certified
- American Traffic Safety Services Association Flagging Certified
- American Traffic Safety Services Association Technician

Professional Associations:

- American Water Works Association (AWWA)
  - Manufacturers Associate Council
  - Water Loss Control Committee
- Illinois Section AWWA
  - Chair of the Water for People Committee
- Indiana Section AWWA
  - Chair-Elect
  - Awarded the "Kenneth J. Miller Founders Award" for his outstanding volunteerism for Water For People.
  - Awarded the "Water Wheel Award" by the Indiana Section for his outstanding contributions to the water profession.
- Arizona, California-Nevada, Michigan, Minnesota, Ohio, Ontario, Texas, Wisconsin Section's of AWWA
- Illinois, Indiana, Michigan, Minnesota, Ohio and Wisconsin Rural Water Associations
- Tri-State Seminar on the River
  - Treasurer

M.E. SIMPSON Co., Inc.

Dan E. Hood
President

Experience:

Dan E. Hood has been with the company since October 1985. Dan is a graduate of Purdue University where he earned his Bachelor of Science in Industrial Technology. With his experience in Industrial Technology, Dan has implemented various computer programs which are used by M.E. Simpson Company for its services which are provided to water utilities. These various programs help to improve many aspects of evaluations of water distribution systems such as leak detection, fire hydrant flow testing, and valve exercising.

Along with his formal education at Purdue University, he has attended classes on hydraulics which are specifically related to the Polcon® Flow Testing equipment, completed workshops on hydraulic modeling and has been performing flow testing since 1988. With that experience Dan became instrumental in pioneering the development of our valve location and exercising programs, the development of our Polcon Pro-Valve® software, and has trained all of our personnel in this area. With his knowledge of computers and development of the Polcon Pro-Valve® software, Dan has spent extensive time and training on integrating data gathered into existing GIS systems.

Since the start of his tenure, Dan has gained extensive experience in meter evaluation, maintenance and installation. Dan has also completed numerous classes and lectures related to the operation and maintenance of water meters and taught these techniques to our employees who continue to use the techniques today.

As a dedicated member of numerous organizations he has devoted his time and taught Water Loss Reduction and Water Distribution System Improvement classes for the Indiana Section of the AWWA and the Indiana Department of Environmental Management. As president of M.E. Simpson Co., Inc., Dan is in charge of the Midwest operations. He oversees data collection and processing, and quality control company wide. He also provides technical assistance to all M.E. Simpson Co., Inc. personnel and customer/utility personnel.

Professional Certifications:

- 10/30 Hour OSHA Certified for General Industry
- American Red Cross First Aid and CPR with AED Certified
- American Traffic Safety Services Association Flagging Certified

Professional Associations:

- Illinois Section AWWA
- Indiana Section AWWA
  Past Chair (2007)
  Awarded the "Water Wheel Award" by the Indiana Section for his outstanding contributions to the water profession.
  Recipient of the "Kenneth J. Miller – Founders Award" from Water-for-People for outstanding volunteer service.
- American Water Works Association (AWWA)
  Recipient of the "Ambassador Award" from AWWA for membership recruitment.
  Meter Madness Committee - Co-Chair
  Meter Standards Committee - member
  Section Services Committee - member
- Indiana Rural Water Association
- Wisconsin Rural Water Association
- Arizona Water Pollution Control Association (AWPCA
- Tri-State Seminar on the River
  Serving Currently - Exhibitor Committee Co-Chair
  Recipient of the 2006 Outstanding Service Award.

M.E. SIMPSON Co., Inc.

John H. Van Arsdel
Vice President

Experience:

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, system hydraulics specifically related to the Polcon® Flow Testing equipment, and backflow prevention.

John has over 20 years experience directing projects for water utilities concerning water loss prevention and audits, leak detection programs, meter evaluation and maintenance, flow testing using the Polcon® Flow Testing method (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 twelve years to several local and state Water Works Organizations on Water Loss Reduction including Water Audits, Leak Detection, Meter Testing and Flow Testing. At 2007 ACE, he presented a paper on "Best Management Practices for Distribution System Maintenance". At 2009 ACE, he presented a paper on "Unequal sized Meters in Parallel Settings". 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.

John has maintained an active role in several water works organizations including holding offices on various Boards of Directors. 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

Professional Associations:

- American Water Works Association (AWWA)
  Water Loss Control Committee, Apparent Water Loss Sub Committee
- Illinois Section AWWA
  2009 Board of Directors, Secretary/Treasurer
  2006-2009 Chair, Membership Committee
  Education Committee, Water For People Committee
- Indiana, Michigan, Wisconsin, North Carolina, South Carolina, Georgia, and Florida Sections AWWA
- Illinois Rural Water Association
- Wisconsin Rural Water Association
- North Suburban Water Works Association
  1999-2001 Past President, Past Vice President, Past Secretary
- West Shore Water Producers Association
- Water Environment Federation

Awards:

- 2006 and 2008 National AWWA Zenno Gorder Membership Award for recruitment
- 2006 and 2008 Diamond Pin for National AWWA membership

M.E. SIMPSON Co., Inc.

Randahl E. Lusk
Regional Manager
Dyer, Indiana

Experience:

Randy Lusk has been with the company since November 2000. He previously worked in the retail business. Randy has attended classes and lectures on the operation and maintenance of water meters. Randy has experience in valve location, exercising and mapping, and the use of state of the art leak detection equipment. He is experienced in the operation and maintenance of water meters, fire hydrant and main capacity flow testing, and the operation 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

Professional Associations:

- South Suburban Water Works Association
  - Past President
  - Sergeant of Arms
  - Secretary of the South Suburban Water Works Association
- Illinois Section AWWA
  - Member of the Tops Ops Committee
  - Member of the Young Professionals
- Indiana Section AWWA

M.E. SIMPSON Co., Inc.

Jerry D. Reiling
Field Services Manager
Dyer, Indiana

Experience:

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 has completed classes and attended lectures on the operation and maintenance of water meters. Jerry is experienced in the following: the operation and maintenance of water meters; valve location, exercising and mapping; use of state of the art leak detection equipment, and the operation 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.

Sandison J. Petretta
Project Leader
Dyer, Indiana

Experience:

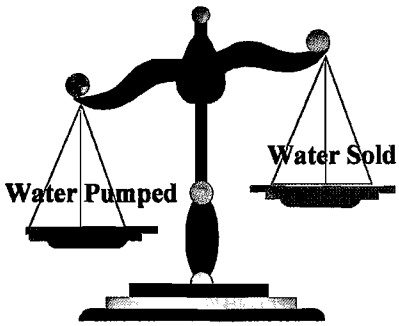
Sandison Petretta has been with the company since July of 2000. He previously worked in the commercial painting industry. Sandison has attended numerous classes and lectures related to the operation, maintenance, and installation of water meters, and completed classes in plumbing. Sandison has experience 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

PROJECT UNDERSTANDING AND APPROACH

M.E. Simpson Co., Inc.'s philosophy behind valve assessment services as incorporated in this work plan is to provide the Utility the following benefits:



- Conserve freshwater resources by reducing the amount of repairs needed through proper valve exercising and assessments
- Conserve energy and reducing treatment costs by reducing pumpage needed during main breaks
- Help in monitoring potential distribution system operations and maintenance problems
- Promote proper accounting and financial reporting (GASB 34)
- Reduce the risk of water shortage and customer hardship by insuring valves work when needed
- Ensure a sound and reliable water service and fire protection for customers of the Utility

A number of items uniquely qualify M.E. Simpson Co., Inc. in performing this valve assessment program. The Project Team's extensive practical experience in valve exercising and data collection methodology coupled with other extensive Water Distribution System Assessment Programs experience such as Water Audits, hydrant flow testing, Unidirectional Water Main Flushing and Distribution System Leakage Assessments, will allow for a thorough examination of the Distribution main line valves to help assess flow control in the distribution system. From start up to completion, our firm is committed to furnishing a quality service in a timely manner.

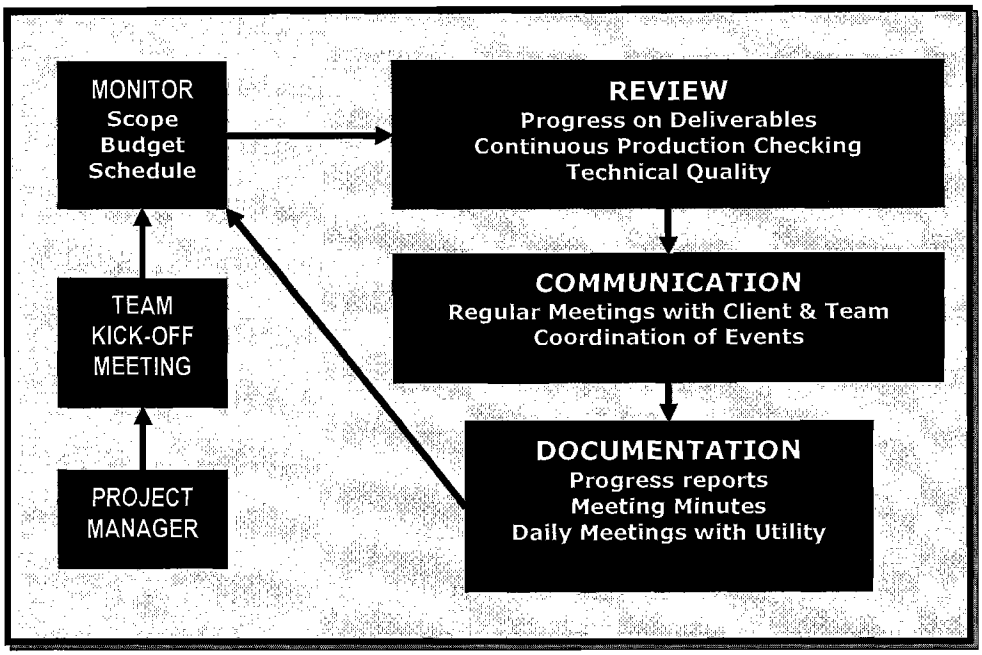
Project Management Approach

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 a project approach that will insure the Utility of effective communication throughout this project.

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 UNDERSTANDING AND APPROACH



Project management remains an important activity during the course of the project and does not stop with the project manager. Each project team deployed into the field is dedicated to providing the best valve assessment coverage that can be attained using the state of the art equipment, tools, field experience and knowledge. Each field team will be made up of two experienced distribution system technicians that also have been crossed trained in other disciplines of water distribution system field maintenance such as distribution system flow testing, Unidirectional water main flushing, hydrant flow testing, leak detection programs, as well as water loss control such as water meter assessments (residential, commercial, wholesale, and production meters). It is this combination of experience and knowledge that has helped shape our approach to valve assessments in distribution systems because the technicians have the capacity to make on the spot decisions regarding any fine tuning of the valve program while in the field. They will maintain constant communication with the Utility and the project manager regarding their daily progress as well as any major issues needing immediate attention and discussion.

M.E. Simpson Co., Inc. believes that the selection of our team to perform this valve assessment will provide the Utility with exceptional experience, sound decision making, and a level of service providing the following advantages:

- A professional valve assessment team with a specialized expertise in valve exercising, location of valves, and field data collection for GIS systems
- An experienced team with the capacity to provide the highest quality work for the Utility
- A project approach that incorporates interim reporting and continuous input opportunities
- Innovative proven analysis techniques developed from the completion of several similar sized projects that sought the same scope and results as this project

Project Quality Assurance/Quality Control

Quality is of the utmost importance to M.E. Simpson Co., Inc. – not merely because of the Utility's 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 the Utility staff, and successful projects.

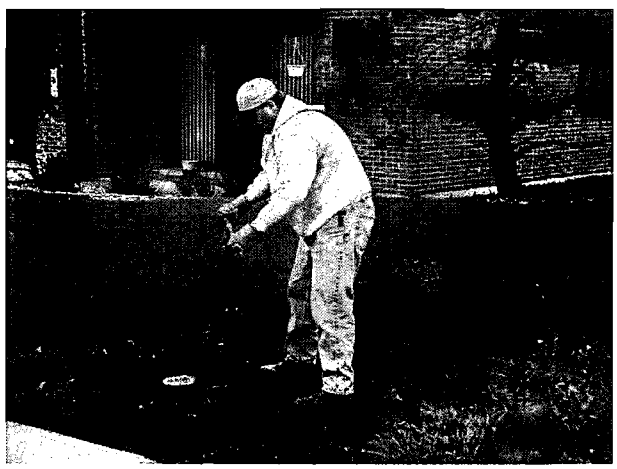
M.E. Simpson Co., Inc.'s QA/QC program is built around several key elements of M.E. Simpson Co., Inc.'s mission and values which consist of:

- Maintaining a reputation for 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 M.E. Simpson Co., Inc. 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 Utility to ensure that the work product is technically correct, but also meets the needs and expectations of the Utility.

M.E. Simpson Co., Inc.'s professional services are grounded in sound principles that meet the tests of time from past successes of hundreds of water loss projects and will satisfy the quality requirements of the Scope of Service. Each member of the project team will have a thorough understanding of the project objectives. They 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 distribution system maintenance and data collection methods.
- Prevention of rework and errors by using teamwork in the field, cross checking the procedure every step of the way, and having data entry staff knowledgeable in all aspects of valve assessment projects.
- Quality is built in - not added on. The project management and field 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.



Project Field Approach

The **VALVE ASSESSMENT PROGRAM** is conducted in the field by our technicians M.E. Simpson Co., Inc. will locate and exercise all designated valves in the system in accordance with AWWA standards (American Water Works Association Manual M-44, "Distribution Valves: Installation, Field Testing and Maintenance"). The important operation, location and asset management details of the valves will be noted and compiled on our "Valve Assessment Report" and submitted to your office for your permanent records.

Valve Assessments

The **Water Distribution System Valve Assessment Program** is conducted in the field by our Project Team (M.E. Simpson Co., Inc. uses **TWO** trained technicians on each valve team). When necessary, M.E. Simpson Co., Inc. uses a hydraulic valve machine capable of operating 2" through 60" valves. This machine can be set with a torque as low as 5 foot pounds and is capable of increasing up to 2500 foot pounds. The hydraulic valve operator with the "adjustable torque control" feature, along with experienced operating personnel, prevents excessive breakage during valve exercising. M.E. Simpson Co., Inc. will furnish all labor, material, transportation, tools, and equipment necessary to perform the program. M.E. Simpson Co., Inc. shall be required to provide such skilled and trained personnel and equipment necessary to complete the work herein specified. These field personnel are required to have a minimum of three years field experience in valve location, exercising and computer mapping. The Project Manager will have at least five years experience in managing valve programs. We will locate and operate each main line valve in the system. The important operation and location details of each valve will be noted and compiled on our "Valve Assessment Report" and submitted to your office, as a Valve Book, for your permanent records.

The valve information will be entered into **Polcon Pro-Valve®** (detailed later), a computer software program designed and exclusively marketed by M.E. Simpson Co., Inc. All mainline valve information is entered into Polcon Pro-Valve® with an appropriate diagram showing each valve at its location. All pertinent information such as size, number of turns to operate, depth to the operating nut, right or left turn, normally open or closed, and location by measurement from existing landmarks is a part of each valve record.

The importance of the **Valve Assessment Program** is apparent when major emergencies arise and Utility personnel are unable to either locate or close a valve or several valves during a water main break. The same problem occurs when valves that are normally closed need to be opened during a fire fighting effort and these valves then fail in the closed position. These situations can occur when valves are not exercised annually or at least every two years.

An organized field approach to this Valve Assessment project will include the following:

- **Introduce and maintain an interactive role** with the Utility Staff for the Valve Assessment Program. Conduct short interviews with staff about particulars of the distribution system such as problem areas prone to poor fire flow, age of pipe, pressure problems in the distribution system. This will allow for a greater understanding of how the distribution system is functioning allowing priorities to be assigned to particular segments of the work

- **Divide areas of the distribution system** into geographic areas that can be assessed in progression and problems identified in an orderly fashion. This would include setting a schedule and maintaining a level of Field Staffing that will insure completion of the valve assessments within the schedule and budget allotted. This will require all maps of the distribution system to be examined during the course of the planning sessions to formulate a workable plan of action
- **Perform valve assessments on the distribution system** and document all locations, valve assessments in a manner that will allow a prioritized list of maintenance items to be pursued according the described "Scope of Work"
- **Locate** all valves with GPS in a manner that will allow their positions to be known and readily re-creatable by Utility personnel upon demand
- **Document** each valve exercised and individual valve data to such an extent as to provide information characteristic to each specific attribute as defined by the Utility
- **Provide constant communication** with the Utility staff so valves with issues can be addressed in a timely manner
- **Provide instruction and council to Utility staff** during the course of the valve assessments so once the program is concluded, the Utility staff will have a complete understanding of all the parameters of conducting valve assessments with the established goal of reducing the amount of maintenance required for the distribution system while providing up to date data for the Utility for each and every valve
- **Provide daily reporting** during the course of the project as well as a final report indicating all the pertinent details regarding the valve assessment program.
- **Provide recommendations for future valve assessments programs** such as a methodology and frequency for valve exercising

VALVES TO BE ASSESSED

The total number of Valves to be located, exercised, and documented is approximately **1,600** valves for the Utility (half of the current system). This will include 4" – 24" valves in the Utility's distribution system. The number of valves exercised may vary from the estimated number above. Any additional valves to be located, turned and documented shall be charged a per unit price.

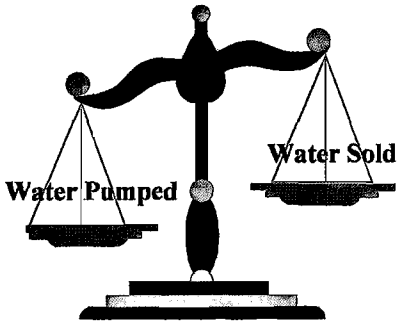
EQUIPMENT TO BE USED

The following equipment will be used for valve assessments work during the valve program for the Utility. All material listed will be on the job site at all times.

- **Truck mounted or trailer mounted hydraulic valve operator with adjustable torque control**
- **Portable hydraulic valve operator adjustable torque control**
- **Portable truck mounted or trailer mounted vacuums for valve box/vault clean outs**
- **Extendable valve keys for manual operation**
- **All necessary hand tools needed**
- **Truck mounted Arrow Board/Signage, and warning lights on trucks.**
- **Traffic control equipment, including properly sized traffic cones with reflective stripes, when needed or required.**
- **All necessary safety equipment, including Rose - confined space entry equipment and Crowcon Air Monitoring / Gas Detection equipment when needed or required.**
- **A "Schonstedt" / "Chicago Tape" magnetic locator**
- **A "Radio Detection RD4000" series line locator**
- **<u>For the GPS Locations:</u> A Trimble GPS GeoExplorer GeoXH (sub-meter accuracy) hand held receiver, and related equipment**

PROJECT UNDERSTANDING AND APPROACH

M.E. Simpson Co., Inc.'s philosophy behind valve assessment services as incorporated in this work plan is to provide the Utility the following benefits:



- Conserve freshwater resources by reducing the amount of repairs needed through proper valve exercising and assessments
- Conserve energy and reducing treatment costs by reducing pumpage needed during main breaks
- Help in monitoring potential distribution system operations and maintenance problems
- Promote proper accounting and financial reporting (GASB 34)
- Reduce the risk of water shortage and customer hardship by insuring valves work when needed
- Ensure a sound and reliable water service and fire protection for customers of the Utility

A number of items uniquely qualify M.E. Simpson Co., Inc. in performing this valve assessment program. The Project Team's extensive practical experience in valve exercising and data collection methodology coupled with other extensive Water Distribution System Assessment Programs experience such as Water Audits, hydrant flow testing, Unidirectional Water Main Flushing and Distribution System Leakage Assessments, will allow for a thorough examination of the Distribution main line valves to help assess flow control in the distribution system. From start up to completion, our firm is committed to furnishing a quality service in a timely manner.

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 a project approach that will insure the Utility of effective communication throughout this project.

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

SCOPE OF SERVICES

SCOPE OF SERVICE

The Scope of Service is understood to be the following:

M.E. Simpson Co., Inc. will furnish all labor, material, transportation, tools, and equipment necessary to perform valve assessments on the water distribution system. M.E. Simpson Co., Inc. shall be required to provide such skilled and trained personnel and equipment necessary to complete the work herein specified. **There will be a minimum of Two Persons per team performing the valve assessments at all times.**

- Work in an orderly and **safe** manner to insure protection of the local residents, Utility employees, and the Field Staff so that no **avoidable** accidents occur.
- All Field Staff will have readily observable identification badges worn while in the field. All vehicles used in the field will have company signs attached.
- The valve equipment to be used will be that which was described in the "Equipment to be used" section.
- M.E. Simpson Co., Inc. Personnel will **meet with the Utility to review the project** guidelines and answer any questions on procedures.
- Any **pressure zones** in the distribution system will be identified on the water atlas prior to developing the valve assessment program. This will need to be done with distribution personnel prior to the start of the program to avoid having pressure zone problems due to valves opened when they need to be closed.
- As a part of the valve program, mapping discrepancies found on the current water atlas will be noted and included as a part of the final report so the Utility can make needed corrections. This will be included as a part of the periodic reporting to the Utility, thus enabling the Utility to keep up with mapping corrections.
- A progression map shall be maintained for each section under study indicating valves assessed on the map. This will be especially helpful in quickly determining the work progress of the crews in the field.
- It may be necessary to conduct parts of the valve assessment during "off hours" such as at night. This may be required in areas of high traffic volume where traffic may affect the ability to conduct safe flow testing, and traffic volume may affect the ability of the Project Team to be able to safely access valves on busy streets. The Project Team will give 24-hour advanced notice of intent to operate valves in a particular area that may require after hours work or nighttime work. This is so the Utility can plan for the area to be worked in, give notification to the Police department, as well as other Public Works Divisions as to the activity that will take place.

SCOPE OF SERVICES

VALVE LOCATION

The M.E. Simpson Co., Inc. Project Team will:

- **Examine the water maps** to determine the anticipated location of each water valve.
- **Attempt to verify** the existence of all water valves shown on the water maps by visual inspection.
- **Search for water valves** shown, but not identified by visual inspection, using a magnetic locator.
- **Employ a combination** of recorded information, manual and technical testing techniques as needed to establish the location of remaining water valves.
- **Identify locations where a water valve is expected**, but not shown on the water map, and proceed through verification and search process.
- **Two attempts shall be made to locate "lost" valves** before these are turned into the Village for location. M.E. Simpson Co. will ask permission to trace existing water mains by means of line locating equipment to establish the configuration of existing water mains and probable location of water valves should search by magnetic locator fail. If the Village cannot locate the valve within five working days, M.E. Simpson Co. shall be paid for the attempted locate.
- **Corrections to the Village maps** shall be drawn on the paper maps provided by the Village and returned to the Village after the project is completed.
- **Located valve boxes or valve vault covers** shall be painted with an environmentally formulated precautionary blue paint for future identification.

VALVE EXERCISING

The M.E. Simpson Co., Inc. Project Team will:

- Operate selected valves in accordance with the AWWA manual M-44, "Distribution Valves: Selection, Installation, Field Testing and Maintenance"
- Attempt to operate each of the valves manually.
- Valves requiring an operating torque greater than one hundred (100) foot-pounds shall be exercised by a portable and/or truck mounted hydraulic valve machine. The valve operators used by M.E. Simpson Co., Inc. have torque-limiting capabilities that allow incremental settings from five (5) to twenty five hundred (2500) foot-pounds of torque.
- The machine shall be solely and completely dependent upon the operator for continuous control of direction and torque, otherwise known as "non-locking" or "torque limitor" capability.
- All valves will be exercised with the minimum torque required preventing valve damage.
- Maximum torques shall be as follows:
  4" gate valves – 300 ft. lbs.
  6" and larger gate valves – 600 ft. lbs.
  Butterfly valves – 200ft. lbs.
- During initial valve closure, the valve will be turned no more than five (5) turns before turn direction is reversed to two (2) turns, thus allowing the threads of the stem and gate to free themselves. This closure and partial reversal process shall be repeated until the valve has achieved full closure.

- The valves will then be exercised from full open to full closure until such time as this can be done without further turn range improvement or no further reduction in the required operating torque is noted, through **a minimum of two (2) consecutive ranges of operations and a maximum of seven (7) operations**.
- **The M.E. Simpson Co., Inc. Project Team shall notify** the *Water Superintendent*, of intent to exercise a certain group of water valves. The Team shall obtain permission to perform the work, at least twenty-four (24) hours or one (1) working day in advance of the intended start of that work.
- **Valves found in the closed position** shall be reported to the Village immediately so verification can be made for exercising or not.
- **Valve vaults and boxes shall be cleaned or pumped out** to gain access to the valve and for inspection of the operating nut.
- **If there is reasonable evidence that a valve might break during the exercising process,** the Village will be notified immediately and a decision will be made by the Village to attempt or not to attempt the process. **Any valves that fail or break during operation will be repaired or replaced by the Utility.** M.E. Simpson Company cannot be held responsible for possible valve failures during the exercising procedure.

DOCUMENTATION OF VALVE EXERCISING

M.E. Simpson Co., Inc. will provide a valve exercise report for each valve located in a valve book. This data will also be provided to the Utility in a database on a CD in Microsoft Access, a .SHP file for Arcview GIS or another format agreed upon between the Village and M.E. Simpson Co., Inc. The database format will be provided by the Village prior to the start of the Valve Program and will include the following:

- *Identifying number consistent and compatible with system presently employed by the Utility.*
  - Valve Number
  - Size of Valve
  - Type of Valve (Gate, Butterfly, Other)
  - Valve Box/Vault
  - Direction of Closure
  - Depth of Operating Nut
  - Valve Use (Mainline, Crossover, Service Line)
- *Location information*
  - Street Name
  - Cross Street Name
  - House Number (if available)
  - Centerline distances from each street centerline (N-S, E-W) in feet
  - Distance to other landmark (if needed)
  - Site Location (Street, Parkway, Driveway, Easement, Centerline)
  - GPS Coordinates
- *Box/ Vault Condition*
  - Valve Box full of Debris
  - Valve Vault full of water
  - Paved Over
  - Valve Box Misaligned
  - Valve Box Buried

- *Operational Conditions of Valve*
  - Final Number of turns to close
  - Final Position
  - Date Turned
  - Crew performing operation
  - Valve Problems (Bent stem, Packing Leak, Missing Operating Nut, Rounded Operating Nut, Broken Stem, Inaccessible)
  - Comments

GPS VALVE LOCATION

Once the valves have been located, the M.E. Simpson Co., Inc. Project Team will perform the following:

- **The Project Team will collect GPS Coordinates** of all valves assessed using the above "Scope of Work"
- The Project Team will work with the Utility to develop a "data dictionary" which will define the information to be collected for each attribute. The Data dictionary shall have the following but not limited to:
  - Date and time the information was gathered.
  - The unique identifying number for each attribute consistent and compatible with system presently employed by the *Utility*.
  - Location for each attribute referenced by Northing and Easting coordinates generated from the GPS location in the Utility's local State Plane Coordinate system.
  - Type of Attribute (mainline valve).
  - Offset information if the attribute needs to have the location determined by an offset coordinate due to blocked signals from the GPS satellites.
  - Any other data required to be collected as part of the attribute data set as defined by the Data Dictionary. This Data Dictionary will be assembled by the Project Team and the Utility.
- **The accuracy of each GPS** location will be sub-meter.
- **The location of "offset" GPS locations** shall be accomplished by use of a Laser Rangefinder with an accuracy of $1/10^{th}$ of a foot with an automatic Electronic Compass coupled to the GPS data collector. This is so that a bearing and distance from the offset location to the target GPS location can be recorded as part of the attribute data. This will allow coordinates to be generated in high tree canopy and urban canyons where normal coverage would not be possible.
- **GPS locations will need to have readings** from at least four satellites in position and a reading from a local GPS beacon, or five satellites for the position to be considered accurate as a differentially corrected GPS location.
- **"PDOP" readings need to be less than 5**. "PDOP" readings greater than 5 will not be considered as accurate locations.
- **A minimum of 30** readings for each position shall be taken.
- **Position of the GPS satellites shall be given primary consideration**. The position of the satellites shall be recorded as part of the data. If the satellites are low on the horizon, it is expected that the project team will wait until the position is better before attempting to gather the GPS position. Data collected with the satellites low on the horizon and/or poorly distributed shall not be considered valid.

- **The information collected** will be compiled into the **Pathfinder Office** or **TerraSync™** software database with the ability to export the information into a format acceptable to the Utility such as Microsoft Access, Microsoft Excel, .DXF file, or .SHP file for use in the Utility's GIS system or CAD mapping program, and also included in the Polcon Pro Valve® database.
- **All locations will be differentially corrected** for accuracy. A stationary beacon or mobile beacon can be set up to allow differential correction. All data will be "Post–Processed", so that a comparison can be made to a Local stationary GPS receiver. The locations of the stationary GPS stations can be obtained from the Internet. The particular stationary GPS receiver shall be listed in the final report as the station used for differential correction. This will allow for a greater accuracy of the GPS locations.

DOCUMENTATION OF GPS VALVE LOCATIONS

M.E. Simpson Co., Inc. will provide a location report for each valve located, included in the Valve Assessment book and/or a database on a CD in a format agreed upon between the Utility and M. E. Simpson Co., Inc.

- The GPS location data collected will be exported into a database for Utility use
- The GPS data collected shall include but is not limited to the following information:
  a. *Identifying number consistent and compatible with system presently employed by the Utility.*
  b. *Location referenced by coordinates using the **Illinois State Plane Coordinate System**.*
  c. *Location by street and cross-street names.*
  d. *Type of structure.*
  e. *Date and time data was collected.*

Valve Operations

M.E. Simpson Co., Inc. takes great care when operating and exercising valves in the water distribution system. Even with our years of proven experience in water system operations problems occasionally occur. Any valves that break or fail during the assessment program will be repaired or replaced at the expense of the water Utility. M.E. Simpson Co., Inc. cannot be held responsible for possible valve failures during their operation due to pre-existing conditions. M.E. Simpson Co., Inc. cannot be held responsible for damage done to the water system during valve exercising, such as water leaks, discolored water and turbidity that can possibly occur during the process.

SCOPE OF SERVICES

POLCON PRO-VALVE® ONLINE DATABASE

The 2000 Windows based version of **Polcon Pro-Valve®** is a Graphical Interface System that ties the graphic image with the valve record database. **System requirements** for Polcon Pro-Valve® are: a PC running Windows 2000 or greater, CD ROM drive, and storage capacity of 25 megabytes for every 1000 structures. We also recommend 256 MB of RAM or greater.

Polcon Pro-Valve® is written in-house at M.E. Simpson Co., Inc. allowing us total control over the design of the product. This allows custom versions to be made and support to be given straight from us. There are several advantages to this software over previous versions of Polcon Pro-Valve®. This version of Polcon Pro-Valve® is written in Microsoft Access 2003. Polcon Pro-Valve® is a Windows based program that supports all the keyboard strokes, mouse movements, and shortcuts that users are already trained to use. This speeds up data entry and lowers the learning curve.

The data saved in Polcon Pro-Valve® is saved in the Access database. This data can be read and manipulated with any other database product that supports Open Database Connectivity (ODBC). This provides flexibility to a user that needs to cross platforms. This data can be exported from Pro-Valve® into Microsoft Access for use in a GIS system such as Arch View or Arch Info.

The images that are drawn in Polcon Pro-Valve® are drawn using a stand-alone program called "TurboCAD" by IMSI. This program has many tools and can be used to make an extremely detailed drawing of the valve area. Also, editing the drawings is much easier in "TurboCAD" due to the fact every item in a drawing is a separate object can be selected and edited by simply pointing and clicking.

This software was developed to keep track of all the information associated with main line water valves. There are three areas of information recorded in Polcon Pro-Valve®. The first area is the **valve card.** The valve card keeps all the information about the valve not normally changed year to year including:

- Valve number
- Map page number
- Street name
- Cross street name
- Size
- Turn direction
- Type
- Operating nut depth
- Position
- Box style
- Site
- X - Y coordinates of the valve

The second area is the **exercising history**. As valves are turned year to year some information will change. This information is kept in ascending order by date with the most recent information for the valve always on top. The most important piece of history information is the valve code. The valve code is used to organize the valves into groups. For example: a valve with no problems is coded "Valve OK" a valve that cannot be exercised because of debris in the box is coded "Box full of debris". There are many other valve codes describing the condition of the valves. The history section includes:

- Turn date
- Number of turns
- Technician
- Machine torque ratings
- Valve codes
- Comments

The third area is the **drawing** area. Each valve has an associated image assigned to it. The image is currently drawn in an outside stand-alone program called "TurboCAD" by IMSI. The drawing is then embedded into the database and assigned to the proper valves. The drawings are not to scale but are a proportional representation of the area around the valve.

In order to effectively make use of information, our Polcon Pro-Valve® software pulls all information together into a variety of reports including:

- Valve Card Books
- Exception Report
- Valve Listing by Number
- Valve Listing by Street/Cross-Street
- Problem Valve List
- New Valves on Atlas
- Recommend Replacement

SCOPE OF SERVICES

FINAL REPORTS, DOCUMENTATIONS and COMMUNICATIONS

"Effective Communication ... Accurate Documentation... Insuring the success for the Valve program."

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

- Project Team will **meet daily** with assigned Utility personnel to go over progress for prior workday and plan current day and area of valves to be exercised.
- **Document all valve exercising and locating** as indicated in the **"Scope of Work"**.
- **Maintain a progression valve report** of the project indicating valves exercised.
- **Valves found with problems** shall be documented and turned into the assigned Utility personnel daily so the Utility can make the necessary corrections so the valve can be turned.
- **Prepare the final report** at the completion of the project which will include all valve documentation per **"Scope of Work"** for the Utility, for the total number of valves exercised, valves requiring maintenance, as well as other problems found in the system during the course of the program that need the attention of the Water Utility. This report shall be made available for submission to the Utility within twenty (20) days of the completion of the fieldwork.
- **The equipment used** will be that which is described in the "Equipment to be used" section.
- **Any valves that fail or break during operation will be repaired or replaced by the Utility.** M.E. Simpson Company cannot be held responsible for possible valve failures during the exercising procedure.

ASSUMPTIONS AND SERVICES PROVIDED BY THE UTILITY

- The *Utility* will furnish all maps, atlases, (two copies) and records necessary to properly conduct the valve-exercising program.
- The *Utility* will provide records such as old valve cards or any additional information that would make the valve location and exercising easier to perform. This information shall be regarded as **CONFIDENTIAL** by M.E. Simpson Co., Inc., and will not be shared with anyone outside of the Water Utility without consent of the Water Utility.
- The *Utility* will notify other departments in the city, town, or village as to the activity of valve exercising so that various departments are aware that a program is in progress. This is to insure that if there should be a problem with part of the distribution system, notification can be made promptly.
- The *Utility* will also make available, on a reasonable but periodic basis, certain personnel with a working knowledge of the water system who may be helpful in attempting to locate particularly hard-to-find meters 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. This may be required of areas where distribution mains run in easements on private property.
- The Utility will provide all Valve ID numbers, type of valve (if known), Map page numbers or grid number, and any other additional information that can aide in helping the overall success of the program.

SCOPE OF SERVICES

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 Company and its employees will follow all of the necessary safety procedures to protect themselves, your staff and the general public.

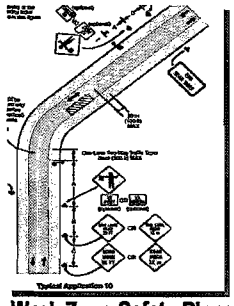
M.E. Simpson Co., Inc. uses Two-Man Teams for Safety and Quality Assurance.

The use of a "one person" valve assessment team is dangerous and impractical where water mains run under roadways and valves are in traffic lanes or close to traffic. It would be a dangerous precedent to allow a "one-person" team to access valves located in the roadway, park a vehicle in traffic and locate, exercise and document the valve 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 30 Hour Card.**
- Any work 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 SAFTEY SERVICES ASSOCIATION (ATSSA)** in Traffic Control and Safety.

ATSSA Certified Traffic Control Personnel


Work Zone Safety Plans will be used

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 all project personnel.

PROPOSED SCHEDULE

PROPOSED SCHEDULE

Proposal due: March 1, 2010, 3:15 pm

Notice To Proceed: **Assume** March 22, 2010

Provide Insurance Certificate naming the Village as additionally insured: Within 13 calendar days after "Notice to Proceed".

Kick Off Meeting and Commencement of work: Within 14 days of "Notice to Proceed". 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 no later than April 5, 2010 or as agreed upon by the Utility and M.E. Simpson Co., Inc. Assume one (2 person crew), 45 – 53 days in the field for completion of field work for the valve assessment work. Additional valve assessment work beyond the original 1600 valves will be based on per unit 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 3:30 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. Valves needing immediate attention will be documented and submitted immediately for the Utility's attention. Minor repairs (such as valves that function but need attention, etc) will be reported daily for scheduling of repair. Copies of valve sheets where valves need moderate to severe repair will be turned in to assigned Utility Manager daily or as agreed upon by, prioritized by severity.

Final Reports: The final summary report will be available 20 work days after field work has been completed for the program. This report will have all the valve sheets printed and data compiled during the course of the project. The valve database will be available on line as well, or on a disc if requested.

M.E. SIMPSON Co., Inc.
www.mesimpson.com

3406 Enterprise Avenue
Valparaiso, IN 46383

Phone: (800) 255-1521
Fax: (888) 531-2444

Proposal Fee

March 1, 2010

M.E. Simpson Co., Inc. is pleased to offer the Village of Downers Grove, Illinois our proposal for a Water System Valve Assessment Program. This program is based on assessing 1600 valves in the Village's water distribution system system. The location, exercising and mapping will be done on all of the main line valves in your system by one of our two-man teams with all necessary equipment furnished by M.E. Simpson Co., Inc. as described within this document.

2010 Mainline water valves, Location, Exercising, GPS and Documentation, $42.00 each (approx. **1600**) ---------- $67,200.00

These fees are all based on **approximate** numbers of valves to be located, exercised, and mapped. All procedures will be followed according to the above scope of services. The valve data will be entered into **Polcon Pro-Valve®,** an Access database. The data can also be imported into the Village's GIS system. The data will also be available online but only to Village staff with appropriate passwords.

We thank you for this opportunity to acquaint you with our Valve Assessment services and present you with this proposal. Please call us if you wish to discuss our services in more detail.

Sincerely Yours,

John H. Van Arsdel

John H. Van Arsdel
Vice President

M.E. SIMPSON Co., Inc.

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October 8, 2008

Mr. Kerry Smith
Water Works Superintendent
City of Lafayette
1020 Canal Road
Lafayette, IN 47901

Dear Mr. Smith,

The job of the water purveyor, as you know, is to keep the customer supplied with quality water and to keep the outages as short and infrequent as possible. This requires the use of properly functioning valves and an ease in finding them in a reasonable period of time, when the need arises to isolate a problem area. The purpose of a valve assessment program therefore, is to exercise the valves so they will work when they are needed, and to document the location and all pertinent information about the valves so they can be accessed quickly and closed properly.

This valve assessment program for the City of Lafayette was performed by M.E. Simpson Co., Inc. to fulfill these needs. The following is a report of our findings and includes a summary of the work completed as well as our recommendations for a future valve program.

Valve program for the City of Lafayette

May 13, 2008 through July 17, 2008

Valve Locating

Valve location can be done in several ways. The most common way to locate a valve is to take existing information (example: water atlas or valve cards) and try to find the valve where the information indicates. Another way to locate valves is to examine the water atlas and look for valves that are not on the atlas but should be there to control the water system. This is done by line locating the water main and sweeping the area for valve boxes or vaults. During the 2008 project M.E. Simpson Co., Inc. personnel located a total of one thousand two hundred thirty-seven (1,237) valves out of the one thousand two hundred thirty-eight (1,238) valves attempted. There was one (1) valve that was shown on the atlas that was unable to be located; this valve is considered Estimated Location. This number also includes fifteen (15) valves that are considered New Valve on Atlas/New Valve in Polcon Pro-Valve®. A new valve on the atlas is a valve found during the assessment program that was not previously labeled on the atlas. When these are entered for the first time into our Polcon Pro-Valve® program, they are also New Valves in Polcon Pro-Valve®.

Valve Exercising

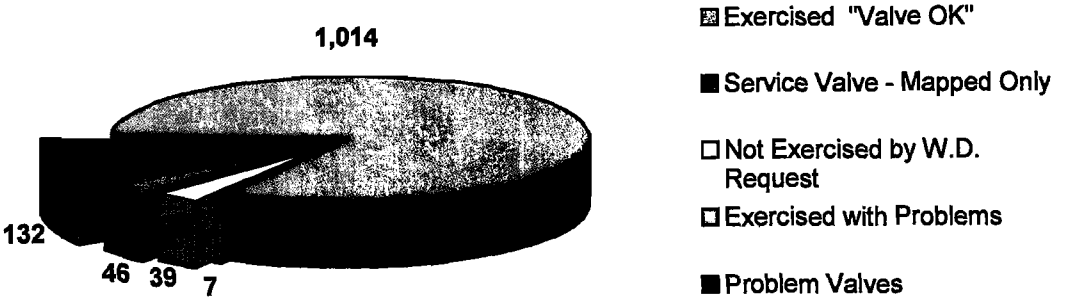
M.E. Simpson Co., Inc. personnel exercised valves in sections: 23K, 23L, 24K, 24L, 25G, 25H, 25J, 25K, 26F, 28G, 28H, 29E, 29F, 29G, 30D, 30F, 30G, 31E, 31F, 31G, 31H, 32E, 32F, 32G, 32H, 33G, 33H, 34G, and 34H. Our crews were able to exercise 1,060 of 1,238 valves attempted. These valves were exercised top to bottom a minimum of three times and all of the stiff places were exercised until there was no further reduction in operating torque. The majority of the valves were in fairly good condition; however, one hundred seventy-eight (178) valves were not or could not be exercised (see Summary).

Valve Documentation

The information for all the valves in the above mentioned sections has been documented. One thousand two hundred thirty-eight (1,238) valves were inspected and entered into the Polcon Pro-Valve® computer program with all pertinent information. There are now 4,212 valve cards interfaced with 1,933images.

Summary

The following is a brief summary of the work done by M.E. Simpson Co., Inc. in the Valve Assessment Program.



1,238 valves were searched for

1 valve shown on the atlas was not found and may not exist and is considered an Estimated Location

1,237 valves were located and mapped

1,222 valves shown on the atlas were located

15 valves not shown on the atlas were located

1,014 valves were exercised - OK

46 valves were exercised with problems

- 26 Recommend Replacement
- 7 Raise Valve Box/Vault
- 5 Box/Vault Needs Repair
- 2 Nut Rounded/Missing
- 2 Top/Cover – Broken/Missing
- 2 Box Off to One Side
- 2 Severe Packing Leak

For specific information regarding reasons for valves not being exercised or explanation of the valve code it was given, please see the individual valve sheet. A list of "Problem" valves accompanies this report so you may easily identify problem valves and locate them within the report book.

178 valves were not exercised

- 39 Not Exercised by W.D. Request
- 20 Box Full of Debris
- 16 Nut Rounded/Missing
- 16 Paved Over/Buried
- 13 Found Broken
- 13 Service – Mapped Only
- 11 Box Off to One Side
- 10 Unable to Open Box/Vault
- 10 Recommend Replacement
- 7 Stub Valve – Mapped Only
- 5 Broken While Exercising
- 5 Removed From Turning Schedule
- 5 Unable to Exercise Valve
- 4 Valve Has Been Removed
- 1 Box/Vault Needs Repair
- 1 New valve found by W.D. after Valve Assessment Program
- 1 Estimated Location
- 1 Does Not Exist

Recommendations

We recommend that the appropriate corrections be made to the problem valves and that the Polcon Pro-Valve® data be updated as each of these corrections are made. The water atlas should be updated with the information gathered during the project. All of the main line valves should be exercised at least every year. The 12" and larger should be exercised on an annual basis and the Polcon Pro-Valve® data kept current. Should you wish to retain M.E. Simpson Co., Inc. to exercise your valves annually, the updating of the Polcon Pro-Valve® data would be included in the project.

This concludes the summary of the 2008 Valve Assessment Program for the City of Lafayette. Thank you for allowing us to provide your utility with this service. If you have any questions, please don't hesitate to call.

Sincerely,

Jeffrey A. Morris
Regional Manager - Indianapolis
JAM/jph

Numerical Valve Listing

Lafayette, IN

Valve #	Street	Cross Street
001-001	9th Street (N)	2937 9th Street (N)
001-002	9th Street (N)	2835 9th Street (N)
001-003	9th Street (N)	2835 9th Street (N)
001-004	9th Street (N)	9th Street (N) (Tippecanoe Recycling)
001-005	9th Street (N)	9th Street (N) (Tippecanoe Recycling)
001-006	9th Street (N)	2949 9th Street (N)
001-007	9th Street (N)	2937 9th Street (N)
001-008	9th Street (N)	2839 9th Street (N)
001-009	9th Street (N)	2835 9th Street (N)
001-010	9th Street (N)	9th Street (N) (Tippecanoe Recycling)
001-011	9th Street (N)	U.S. 52 (Bypass) (N. of)
001-012	9th Street (N)	9th Street (N)
001-013	9th Street (N)	U.S. 52 (Bypass) (N. of)
001-014	9th Street (N)	U.S. 52 (Bypass) (N. of)
001-015	Duncan Road (N)	U.S. 52
001-016	Duncan Road (N)	U.S. 52
001-017	Duncan Road (N)	U.S. 52
001-018	Duncan Road (N)	U.S. 52
001-019	Duncan Road (N)	U.S. 52
002-002	Duncan Road	Shambaugh & Son, Inc.
002-003	Duncan Road	U.S. 52 (Bypass) (S. of)
002-004	Duncan Road (W. of)	U.S. 52 (Bypass)
002-005	Duncan Road	Cordale Road
002-006	Duncan Road	9th Street (N)
002-007	9th Street (N)	Widewater Drive
002-008	Widewater Drive	Widewater Drive (Golf Course)
002-009	Widewater Drive	Widewater Drive (Golf Course)
002-010	Widewater Drive	715 Widewater Drive
002-011	9th Street (N)	Widewater Drive
002-012	Duncan Road	Sagamore Parkway
002-013	9th Street (N)	2632 9th Street (N)
002-015	9th Street (N)	U.S. 52 (Bypass) (N. of)
002-016	9th Street (N)	2632 9th Street (N)
002-017	9th Street (N)	2632 9th Street (N)
002-018	9th Street (N)	2512 9th Street (N)
002-019	Duncan Road (N)	U.S. 52
002-020	Duncan Road (N)	U.S. 52
002-021	9th Street (N)	Wide Water Drive (N. of)
002-022	Duncan Road	9th Street (N)
002-023	Duncan Road	9th Street (N)
003-001	18th Street	Monon Avenue

M.E. SIMPSON COMPANY - Professional Services

Street and Cross-Street List

Client: Lafayette, IN

Street Name	Cross Street	Valve Numbers			
10th Street	1613 10th Street	007-030			
10th Street	Ball Street	007-026	007-027	007-028	007-029
10th Street	Brown Street	033-025			
10th Street	Central Street	071-001	29E-031		
10th Street	Cincinnati Street	033-051			
10th Street	Columbia Street	043-036	043-037	043-038	
10th Street	Columbia Street	043-036	043-037	043-038	
10th Street	Elizabeth Street	033-019			
10th Street	Ferry Street	043-041	043-042		
10th Street	Fulton Street	014-041			
10th Street	Greenbush Street	014-024	014-025	014-026	014-027
		014-028			
10th Street	Greenlee Street	007-067			
10th Street	Hartford Street	023-012	023-057		
10th Street	Heath Street	014-049	023-007	023-058	
10th Street	Roberts Street	014-013			
10th Street	Salem Street	023-008			
10th Street	South Street	043-048	043-049		
10th Street	Tippecanoe Street	023-009	023-010		
10th Street	Union Street	033-044			
10th Street (S)	Central Street	071-001	29E-031		
10th Street (S)	Kossuth Street	29F-002			
10th Street (S)	Ortman Lane	113-004	113-005		
10th Street (S)	State Street	28F-048	28F-049	28F-050	
10th Street (S)	Virginia Street	29F-003			
11th Street	Cincinnati Street	033-026	033-027	033-028	033-029
		033-030			
11th Street	Elizabeth Street	033-020			
11th Street	Ferry Street	043-029			
11th Street	King Street	071-017	071-019		
11th Street	South Street	27F-015	27F-016	27F-017	
11th Street	Tippecanoe Street	023-021			
11th Street	Union Street	033-002	033-003	033-045	
11th Street	Wells Street	071-006			
11th Street (N)	Brown Street	26F-004			
11th Street (N)	Columbia Street	044-052	27F-012		
11th Street (N)	Main Street	27F-043	27F-044	27F-045	27F-046

New Valves on Atlas

Lafayette, IN

Valve #	Street	Cross Street	Exercised
26G-046	Perrin Avenue	Johnson Street	☑
26G-051	Cincinnati Street	Sheridan Road	☑
26G-052	Cincinnati Street	Sheridan Road	☐
27H-017	24th Street (N)	Cason Street	☑
28E-054	Wabash Avenue	Smith Street	☑
29E-022	Holloway Drive	Washington Street	☐
29E-023	Holloway Drive	Washington Street	☐
29F-038	12th Street (S)	Franklin Street	☑
29F-044	14th Street (S)	Franklin Street	☑
29F-050	9th Street (S)	Central Street	☑
29G-010	18th Street (S)	Adams Street	☑
30D-008	Wabash Avenue	Sewage Treatment Plant (Across from)	☑
30D-009	Wabash Avenue	Sewage Treatment Plant (Across from)	☑
30D-010	Wabash Avenue	Sewage Treatment Plant (Across from)	☑
34H-037	Commanche Trail	Brady Lane	☑

M.E. SIMPSON COMPANY - Professional Services

Problem Valves

Client: Lafayette, IN

Valve #	Street	Report Code	Cross Street	Comment	Size
26F-005	11th Street (N)	Box Full of Debris	North Street	Large brick - Missing lid	6"
26G-009	Cason Street	Box Full of Debris	Murdock Elementary School	Vacuumed out and box immediately filled with sand and water - Cannot key - Cannot clear box	6"
26J-006	Eastwich Drive	Box Full of Debris	Union Street	Full of large debris - Unable to operate	8"
27E-001	2nd Street	Box Full of Debris	South Street	Completely full of debris - Lid is missing	10"
27F-007	5th Street	Box Full of Debris	128 5th Street	Box full of debris	?"
27F-035	7th Street	Box Full of Debris	South Street	Hard packed debris - About 6" down from top	"
27F-050	Perrin Avenue	Box Full of Debris	Ferry Street	Needs vacuumed out - Large debris in box	6"
27G-016	19th Street (N)	Box Full of Debris	Ferry Street	Unable to vacuum out - Full of hard debris - Lid is broken	6"
27G-021	18th Street (S)	Box Full of Debris	South Street	Box full of asphalt - Unable to vacuum out	6"
27G-022	18th Street (S)	Box Full of Debris	South Street	Box full of asphalt - Unable to vacuum out	6"
27G-026	Cason Street	Box Full of Debris	Murdock Park Entrance	Large debris - Needs vacuumed out	6"
27G-048	Main Street	Box Full of Debris	Columbia Street	Filled with asphalt	6"

M.E. SIMPSON COMPANY, INC. - PRO-VALVE

Client: **Lafayette, IN**

Street Name: 9th Street (N)

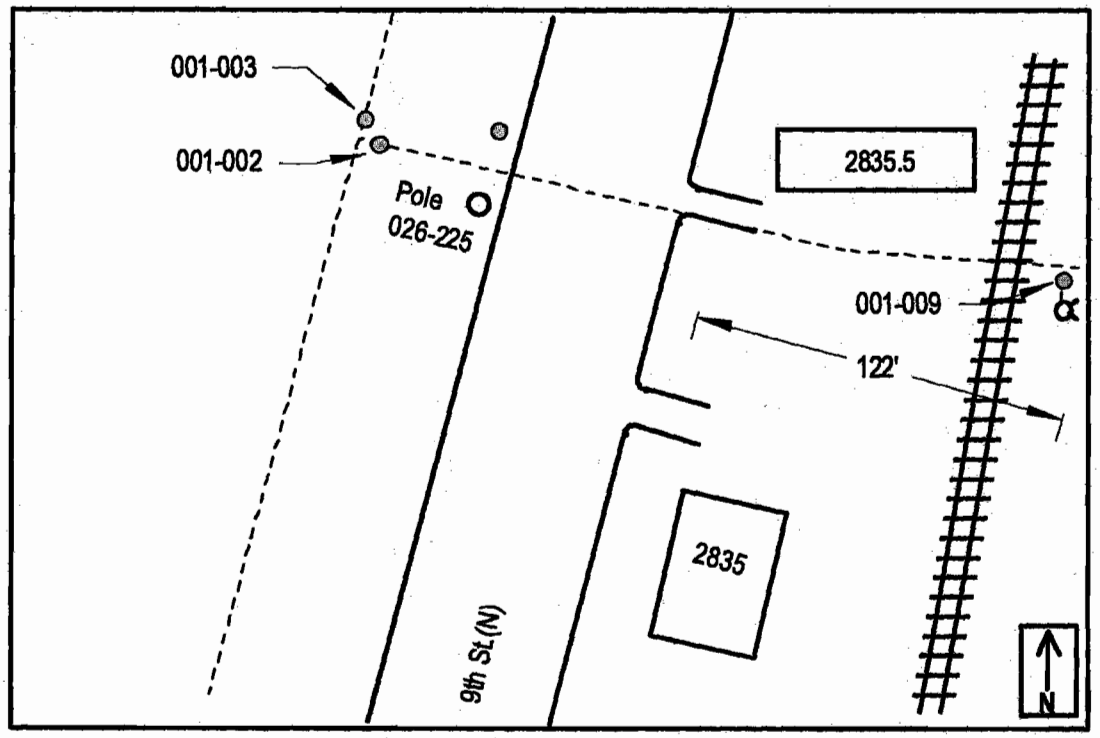
Cross Street: 2835 9th Street (N)

Map Page #: 001

001-002

001-003

001-009



Valve #: 001-002 *Size:* 8 In *Direction:* Right *Type:* Gate *Nut Depth:* 5 FT *Position:* Open
Box Style: Box *Site:* Easement *Last Turned:* 06/08/06 *Turns to Close:* 26.3 *Tech:* DC/DP
Valve Code: Valve OK *Machine Data:* *Start-* / *End-* /
Location: 5' N. of Pole 026-225
45' W. of 9th St. c/l
Northing: Easting: GPS Date:
Comment: OK

Valve #: 001-003 *Size:* 8 In *Direction:* Right *Type:* Gate *Nut Depth:* 5.5 FT *Position:* Open
Box Style: Box *Site:* Easement *Last Turned:* 06/08/06 *Turns to Close:* 26.3 *Tech:* DC/DP
Valve Code: Valve OK *Machine Data:* *Start-* / *End-* /
Location: 3' N. of pole 026-225
47' W. of 9th St. c/l
Northing: Easting: GPS Date:
Comment: OK

Valve #: 001-009 *Size:* 6 In *Direction:* Right *Type:* Gate *Nut Depth:* 8 FT *Position:* Open
Box Style: Box *Site:* Yard *Last Turned:* 06/08/06 *Turns to Close:* 19.6 *Tech:* DC/DP
Valve Code: Valve OK *Machine Data:* *Start-* / *End-* /
Location: 3.5' N. of hydrant
.5' W. of hydrant
Northing: Easting: GPS Date:
Comment: OK

M.E. SIMPSON COMPANY, INC. - PRO-VALVE

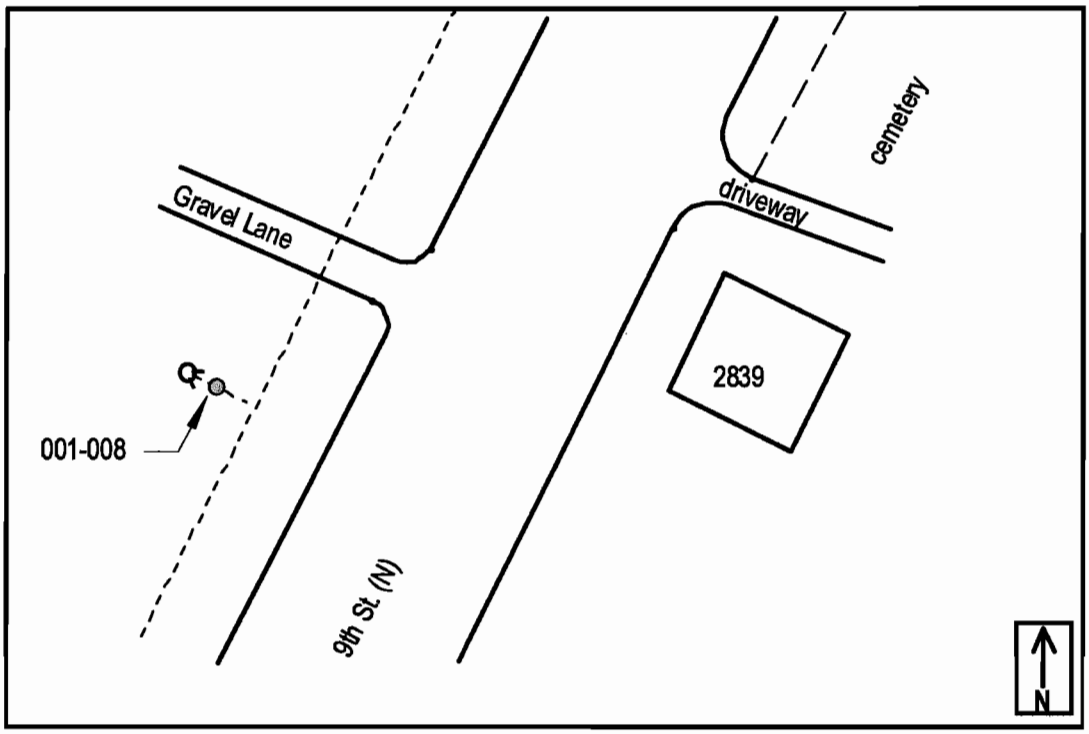
Map Page #: 001

001-008

Client: **Lafayette, IN**

Street Name: 9th Street (N)

Cross Street: 2839 9th Street (N)



Valve #: 001-008 *Size:* 6 in *Direction:* Right *Type:* Gate *Nut Depth:* 5 FT *Position:* Open

Box Style: Box *Site:* Easement *Last Turned:* 06/08/06 *Turns to Close:* **20.3** *Tech:* DC/DP

Valve Code: Valve OK *Machine Data: Start-* / *End-* /

Location: .5' S. of hydrant
3' E. of hydrant

Northing: Easting: GPS Date:

Comment: OK

M.E. SIMPSON COMPANY, INC. - PRO-VALVE

Client: **Lafayette, IN**

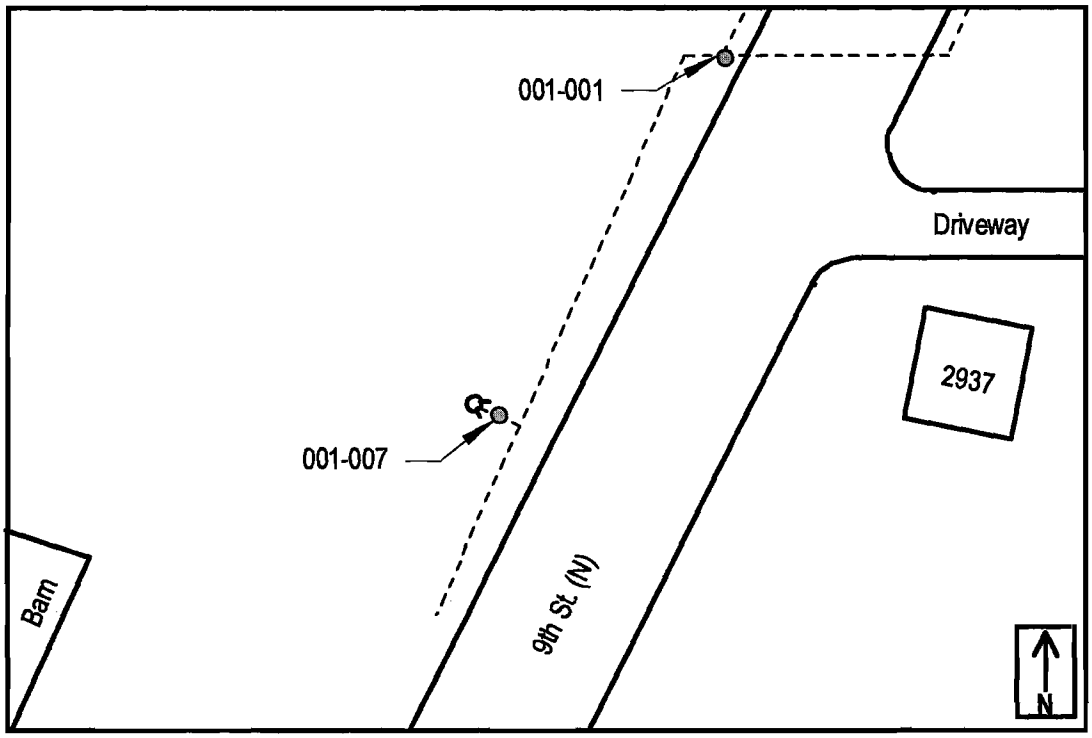
Map Page #: 001

001-001

001-007

Street Name: 9th Street (N)

Cross Street: 2937 9th Street (N)



Valve #: 001-001 *Size:* 8 in *Direction:* Right *Type:* Gate *Nut Depth:* 7 FT *Position:* Open
Box Style: Box *Site:* Parkway *Last Turned:* 06/08/06 *Turns to Close:* **26.3** *Tech:* DC/DP
Valve Code: Valve OK *Machine Data: Start-* / *End-* /
Location: 98' N. of hydrant
21.5' W. of 9th St. c/l
Northing: Easting: GPS Date:
Comment: OK

Valve #: 001-007 *Size:* 6 in *Direction:* Right *Type:* Gate *Nut Depth:* 7 FT *Position:* Open
Box Style: Box *Site:* Parkway *Last Turned:* 06/08/06 *Turns to Close:* **19.8** *Tech:* DC/DP
Valve Code: Valve OK *Machine Data: Start-* / *End-* /
Location: 0' N. of hydrant
5.5' E. of hydrant
Northing: Easting: GPS Date:
Comment: OK
