

**VILLAGE OF DOWNERS GROVE**  
**Report for the Village**

<b>SUBJECT:</b>	<b>SUBMITTED BY:</b>
Award of Contract - Fire Hydrant Maintenance and Flow Testing	Andy Sikich Public Works Director

**SYNOPSIS**

A motion is requested authorizing the execution of a five-year contract for fire hydrant maintenance and flow testing services to M.E. Simpson Co., Inc. of Valparaiso, Indiana in the amount of \$667,857.

**STRATEGIC PLAN ALIGNMENT**

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

**FISCAL IMPACT**

The total cost for FY21 for this contract is \$127,723.50. The FY21 budget provides \$140,000 in the Water Fund.

**RECOMMENDATION**

Approval on the April 20, 2021 consent agenda.

**BACKGROUND**

This program involves utilizing a technical service provider to conduct inspection activities and flow testing of the Village's 2,851 fire hydrants. According to American Water Works Association (AWWA) standards, hydrants should be inspected regularly, and follow a testing and maintenance program.

A Request for Proposals (RFP) seeking services from a qualified vendor to provide the hydrant maintenance and flow testing program for 2021-2025 was issued and one proposal was received with pricing information summarized in the table below.

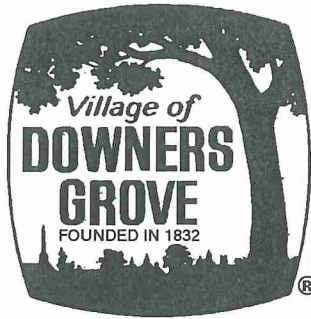
Service Provider	Proposed Price 2021	Proposed Price 2022	Proposed Price 2023	Proposed Price 2024	Proposed Price 2025	5-Year Contract Total
M.E. Simpson Co., Inc., Valparaiso, Indiana	\$127,723.50	\$132,463.00	\$132,926.00	\$137,134.25	\$137,610.25	\$667,857.00

Staff recommends award of a five-year contract for fire hydrant maintenance and flow testing services with M.E. Simpson Co., Inc. M.E. Simpson's contract cost for 2021 reflects a 2.3% increase from the 2020 contract cost. M.E. Simpson has completed the Village's fire hydrant maintenance and flow testing program since 2009 with consistently good results.

#### **ATTACHMENTS**

Contract Documents  
Contractor Evaluation Form

## Village of Downers Grove

**REQUEST FOR PROPOSAL****Name of Proposing Company:** \_\_\_\_\_

Project Name: Fire Hydrant Maintenance & Flow Testing  
Proposal No.: RFP-3-0-2021/JW  
Proposal Due: March 26, 2021 @ 10:00 AM  
Pre-Proposal Conference: No

**Required of All Proposers:**

Deposit: No  
Letter of Capability of Acquiring Performance Bond: No

**Required of Awarded Contractor:**

Performance Bond/Letter of Credit: No  
Certificate of Insurance: Yes

Legal Advertisement Published: March 12, 2021

Date Issued: March 12, 2021

This document consists of 29 pages.

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

DAVID MOODY  
VILLAGE OF DOWNERS GROVE  
5101 WALNUT AVENUE  
DOWNERS GROVE, IL 60515  
PHONE: 630/434-5460  
FAX: 630/434-5495  
[www.downers.us](http://www.downers.us)

## Village of Downers Grove

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

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

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

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

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

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



## Village of Downers Grove

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

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

**2. PREPARATION OF PROPOSAL**

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

## Village of Downers Grove

collectively.

**3. PRE- PROPOSAL CONFERENCE**

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

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

**4. MODIFICATION OR WITHDRAWAL OF PROPOSALS**

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

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

**5. SECURITY FOR PERFORMANCE**

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

**6. DELIVERY**

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



## Village of Downers Grove

**7. TAX EXEMPTION**

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

**8. RESERVED RIGHTS**

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

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

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

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

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

**11. SPECIAL HANDLING**

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

**12. INDEMNITY AND HOLD HARMLESS AGREEMENT**

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

**13. NONDISCRIMINATION**

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

## Village of Downers Grove

- (a) Refrain from unlawful discrimination in employment and undertake affirmative action to assure equality of employment opportunity and eliminate the effects of past discrimination;
  - (b) By submission of this Proposal, the Proposer certifies that it is an "equal opportunity employer" as defined by Section 2000(e) of Chapter 21, Title 42, U.S. Code Annotated and Executive Orders #11246 and #11375, which are incorporated herein by reference. The Equal Opportunity clause, Section 6.1 of the Rules and Regulations of the Department of Human Rights of the State of Illinois, is a material part of any contract awarded on the basis of this Proposal.
- 13.2 It is unlawful to discriminate on the basis of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, military status, order of protection status, sexual orientation, sexual identity, or an unfavorable discharge from military service. Proposer shall comply with standards set forth in Title VII of the Civil Rights Act of 1964, 42 U.S.C. Sec. 2000 et seq., The Human Rights Act of the State of Illinois, 775 ILCS 5/1-101 et. seq., and The Americans With Disabilities Act, 42 U.S.C. Sec. 12101 et. seq.
- 14. SEXUAL HARASSMENT POLICY**
  - 14.1 The Proposer, as a party to a public contract, shall have a written sexual harassment policy that:
    - 14.1.1 Notes the illegality of sexual harassment;
    - 14.1.2 Sets forth the State law definition of sexual harassment;
    - 14.1.3 Describes sexual harassment utilizing examples;
    - 14.1.4 Describes the Proposer's internal complaint process including penalties;
    - 14.1.5 Describes the legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and the Human Rights Commission and how to contact these entities; and
    - 14.1.6 Describes the protection against retaliation afforded under the Illinois Human Rights Act.
- 15. EQUAL EMPLOYMENT OPPORTUNITY**
  - 15.1 In the event of the Proposer's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois Human Rights Act or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the Proposer may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this Contract, the Proposer agrees as follows:
    - 15.1.1 That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, military status, order of protection



## Village of Downers Grove

status, sexual orientation, sexual identity or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.

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

Village of Downers Grove

Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

**16. DRUG FREE WORK PLACE**

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

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

**17. PATRIOT ACT COMPLIANCE**

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



Village of Downers Grove

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

**18. INSURANCE REQUIREMENTS**

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

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

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

## Village of Downers Grove

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



## Village of Downers Grove

procure, maintain, and pay for Professional Errors and Omissions insurance with limits of not less than \$2,000,000 per claim and \$2,000,000 annual aggregate. If such insurance is written on a claim made basis, the retrospective date shall be prior to the start of the Work under the Contract Documents. Contractor and all Subcontractors agree to maintain such coverage for three (3) years after final acceptance of the Project by the Village or such longer period as the Contract Documents may require. Renewal policies during this period shall maintain the same retroactive date.

- 18.10 Any deductibles or self-insured retentions shall be the sole responsibility of the Insured. At the option of the Village, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the Village, its officers, officials, employees and volunteers; or the Proposer shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

**19. COPYRIGHT/PATENT INFRINGEMENT**

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

**20. COMPLIANCE WITH OSHA STANDARDS**

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

**21. CERCLA INDEMNIFICATION**

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

**22. CAMPAIGN DISCLOSURE**

- 22.1 Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village of Downers Grove shall be required to submit with its submission, an executed Campaign Disclosure Certificate, attached hereto.
- 22.2 The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

## Village of Downers Grove

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

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

**23. SUBLETTING OF CONTRACT**

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

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

**24. TERM OF CONTRACT**

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

**25. TERMINATION OF CONTRACT**

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

25.2 The Village further reserves the right to terminate the whole or any part of this Contract, upon written notice to the Contractor, in the event of default by the Contractor. Default is defined as failure of the Contractor to perform any of the provisions of this Contract or failure to make sufficient progress so as to endanger performance of this Contract in accordance with its terms. In the event that the Contractor fails to cure the default upon notice, and the Village declares default and termination, the Village may procure, upon such terms and in such manner as the Village may deem appropriate, supplies or services similar to those so terminated. The Contractor shall be liable for any excess costs for such similar supplies or services unless acceptable evidence is submitted to the Village that failure to perform the Contract was due to causes beyond the control and without the fault or negligence of the Contractor. Any such excess costs incurred by the Village may be set-off against any monies due and owing by the Village to the Contractor.

**26. BILLING & PAYMENT PROCEDURES**

26.1 Payment will be made upon receipt of an invoice referencing Village purchase order



## Village of Downers Grove

number. Once an invoice and receipt of materials or service have been verified, the invoice will be processed for payment in accordance with the Village payment schedule. The Village will comply with the Local Government Prompt Payment Act, 50 ILCS 505/1 et seq., in that any bill approved for payment must be paid or the payment issued to the Proposer within 60 days of receipt of a proper bill or invoice. If payment is not issued to the Proposer within this 60 day period, an interest penalty of 1.0% of any amount approved and unpaid shall be added for each month or fraction thereof after the end of this 60 day period, until final payment is made.

- 26.2 The Village shall review in a timely manner each bill or invoice after its receipt. If the Village determines that the bill or invoice contains a defect making it unable to process the payment request, the Village shall notify the Contractor requesting payment as soon as possible after discovering the defect pursuant to rules promulgated under 50 ILCS 505/1 et seq. The notice shall identify the defect and any additional information necessary to correct the defect.
- 26.3 If this Contract is for work defined as a "fixed public work" project under the Illinois Prevailing Wage Act, 820 ILCS 130/2, any contractor or subcontractor is required to submit certified payroll records along with the invoice. No invoice shall be paid without said records.
- 26.4 Please send all invoices to the attention of Village of Downers Grove, Accounts Payable, 801 Burlington, Downers Grove, IL 60515.

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

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

**28. STANDARD OF CARE**

- 28.1. Services performed by Proposer under this Contract will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representations express or implied, and no warranty or guarantee is included or intended in this Contract, or in any report, opinions, and documents or otherwise.
- 29.2 If the Proposer fails to meet the foregoing standard, Proposer will perform at its own cost, and without reimbursement from the Village, the professional services necessary to correct errors and omissions caused by Proposer's failure to comply with the above standard and reported to Proposer within one (1) year from the completion of Proposer's services for the Project.
- 29.3 For Professional Service Agreements (i.e. Engineer, Consultant): Project site visits by Proposer during construction or equipment installation or the furnishing of Project representatives shall not make Proposer responsible for: (i) constructions means, methods, techniques, sequences or procedures; (ii) for construction safety precautions or programs;

## Village of Downers Grove

or (iii) for any construction contactor(s') failure to perform its work in accordance with contract documents.

**30. GOVERNING LAW**

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

**31. SUCCESSORS AND ASSIGNS**

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

**32. WAIVER OF CONTRACT BREACH**

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

**33. AMENDMENT**

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

**34. NOT TO EXCEED CONTRACT**

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

**35. SEVERABILITY OF INVALID PROVISIONS**

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

**36. NOTICE**

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

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

## Village of Downers Grove

And to the Proposer as designated in the Contract Form.

**37. COOPERATION WITH FOIA COMPLIANCE**

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



### **III. DETAIL SPECIFICATIONS**

#### **FIRE HYDRANT MAINTENANCE & FLOW TESTING SERVICES**

##### **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. The potable water system includes 233 miles of water mains ranging in size from 4-inches to 24-inches in diameter. Within the water system there are 2,851 public fire hydrants. As the total number of fire hydrants in the system is always changing, please provide pricing for 2,851 hydrants in year one, 2,861 in year two, 2,871 in year three, 2,881 in year four, and 2,891 in year five.

##### **INTRODUCTION**

The Village of Downers Grove is seeking a qualified firm to be responsible for routine annual maintenance of all fire hydrants within the water system. This routine maintenance must consist of inspecting, cleaning, and clearing of weeds and debris to insure that each hydrant is in serviceable condition. More importantly, the qualified firm must complete flow testing of 20% of the Village's hydrants per year to determine the current availability of water supply for fire suppression. The information derived from these inspections and tests must be recorded and maintained to be compatible with the Village's Geographic Information System (GIS). The Village utilizes GIS to generate operational maps used during emergencies and for planning of future improvements to the water system. The Village currently utilizes *Lucity* as its asset management system.

The contractor must maintain a staffed office within a 100 mile radius of the Village of Downers Grove for the duration of this contract. Further, the contractor must provide 24-hour, 7-day a week emergency service for the duration of this contract.

**Term of Contract** The term of this Contract will be for five (5) years unless terminated sooner in accordance with paragraphs 25.1 and 25.2, Section II. The term of this contract shall be 5 years to align with the Village of Downers Grove Fire Department ISO Inspection schedule.

##### **MAINTENANCE PROCEDURES**

###### **Customer Notification**

- 1) The selected firm will assist the Village in developing a press release to briefly explain the fire hydrant flow testing program in the areas affected.
- 2) The selected firm's personnel will go door to door forty-eight (48) hours before the scheduled flow testing and hand deliver a door hanger that explains when the fire hydrants will be flow tested in the area and how the customers' services may be affected.

###### **General Guidelines for Testing and Flushing**

- 1) Hydrant maintenance must be performed in accordance with the American Water Works Association (AWWA) manual M-17, Maintenance chapter, of the latest edition.
  - a. The Village must be notified prior to the commencement of any flushing or testing procedures. The anticipated location and duration of such activity should be given. The Village must also be notified upon completion of such activities.

## Village of Downers Grove

- b. Care must be taken to reduce discharge to minimize water loss. For the discharge that occurs, care must be taken to reduce, to the least degree possible, the potential damage and inconvenience caused by hydrant discharge. Flush elbows or diffusers must be used to reduce the velocity pressure of the discharge stream. Any loose debris left by hydrant discharge must be swept or cleared from roads, streets, and drives.
- c. Whenever operating hydrant valves, care must be taken to open and close the valve slowly so as to reduce as much as possible, the effects of water hammer on the distribution system.
- d. Whenever a hydrant is opened, it should be flowed at least until the water runs clear.
- e. The Public Works Department must be notified in writing daily if broken valves are found.
- f. All Village of Downers Grove Fire hydrants must be flow tested during the duration of this contract to comply with ISO Flow testing requirements.

Routine Hydrant Maintenance Procedure (See AWWA M-17, Maintenance chapter, of the latest edition)

Must consist of the following activities:

- 1) Check hydrant to make sure that it is visible from the roadway and is clear of any landscaping or plant growth, or other obstructions that could impair locating the hydrant or interfere with its use.
- 2) Minor obstructions such as weed growth or wild plant growth should be trimmed to provide clear access to the hydrant.
- 3) Obstructions caused by utilities, landscaping or ornamental plant growth must be noted and reported to the Village of Downers Grove Public Works Department.
- 4) Minor build-up of dirt/sand, which provides insufficient ground clearance, may be removed with a shovel. Excessive build-up, or improperly installed hydrants must be reported to the Village of Downers Grove Public Works Department on a weekly basis.
  - a. Inspect hydrant in accordance with the procedure outlined in AWWA M-17, latest edition.
  - b. Fire hydrants must be maintained in accordance with the manufacturer's specifications to include proper greasing, for instance.
  - c. Any fire hydrant that for any reason must be removed from service must be reported immediately to the Village of Downers Grove Public Works Department.

Whenever such a hydrant is returned to service it must undergo the same maintenance and testing procedure as outlined herein.

Flow Testing Procedure (See AWWA M-17, Flow Test Chapter, of the latest edition)

Must consist of the following:

- 1) Fire flow tests must be conducted in accordance with the procedure outlined in AWWA M-17, Flow Test Chapter, of the latest edition.

Include but not limited to the following details:

- 1) Fire hydrant nozzle size used for each test



## Village of Downers Grove

- 2) Residual Pressure (Any incidents of residual pressure below 20 psi will be brought to the attention of the Village immediately.)
- 3) Static Pressure
- 4) Flow rate in gallons per minute (gpm)
- 5) The hydrant address and location
- 6) The amount of time it takes to flush each fire hydrant
- 7) An estimate of the water used during the operation of each fire hydrant
- 8) The date tested and technicians operating the fire hydrant
- 9) Hydrants that are in need of repair, painting, color coding, or have operational defects will be noted.

Energy Dissipation

- 1) Fire hose and deflection tubes are utilized, as required, to direct flushing water away from traffic, pedestrians, underground utility vaults, and private property.

Fire Hydrant Closure, Drainage and Leakage

- 1) After the fire hydrant has been flowed, the firm must verify that the hydrant is seated and is draining properly.
- 2) The firm must also check the fire hydrant with a FCS, S30, L-MIC or other Village-approved electronic listening device to ensure that the hydrant is not leaking.

Fire Hydrant Maintenance and Testing Records

The selected contractor must maintain and update the appropriate fire hydrant maintenance and testing records on the forms shown at the end of AWWA M-17, Maintenance Chapter, of the latest edition. Upon completion of each week's fire hydrant maintenance, the updated Fire Hydrant Master Record, Hydrant Maintenance Report, Hydrant Inspection Report, Flow Test Report, and Hydrant Test form for each hydrant inspected and tested must be submitted in electronic format to the Village of Downers Grove Public Works Department so that it is compatible with the Village's GIS and *Lucity* Asset Management System. The data from flow tests must be recorded on the Flow Test Report, Hydrant Test Form, and Master Hydrant List. Any maintenance performed on the hydrant must be recorded on the space provided on the Fire Hydrant Master Record and Hydrant Maintenance Report, along with the date the maintenance was performed.

The selected contractor must maintain their own cloud-based GIS/GPS locating and utility atlas update program with a secure login for Village staff designed to take all of the information the Village currently has about their water system and verify this data while combining this information with the data collected by the contractor's field teams, using state of the art equipment, to produce a highly accurate utility atlas and database for use by the Village and the contractor during the course of this contract. Security and ease of use of the contractor's system must be described in the RFP.

Work Schedule

Working hours must be from 7:00 a.m. to 3:30 p.m., Monday through Friday. Hydrant flow testing must not be conducted during the Village's water conservation period from May 15 through September 15, or on Village holidays.



## Village of Downers Grove

Holidays consist of the following days:

- 1) New Year's Day
- 2) Memorial Day
- 3) Independence Day
- 4) Labor Day
- 5) Thanksgiving Day
- 6) Day After Thanksgiving
- 7) Christmas Day
- 8) Floating Christmas Holiday

Weekend and evening work requires special permitting but may be necessary.

**EXPERIENCE REQUIREMENTS**

Before the award of any contract, the firm must 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 firm must provide past history and references in order to satisfy the Water Manager in regard to the firm's qualifications. The Water Manager must make reasonable investigations to determine the ability of the firm to perform the work. The Village reserves the right to reject any proposal if the evidence submitted by, or investigation of, the firm fails to satisfy the Water Manager that the firm is properly qualified to carry out the obligations of the contract and to complete the work described herein. Evaluation of the firm's qualifications must include:

1. The ability, capacity, skill and resources to perform the work or provide the service required.
2. The ability of the firm 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 firm.
4. The quality of performance of previous hydrant maintenance and flow testing 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 hydrant maintenance and flow testing contracts in excess of 1,500 hydrants annually. These references and the quantity of hydrants maintained and flow tested must be indicated clearly in the proposal.

**SERVICES PROVIDED BY THE VILLAGE**

The Village will furnish all maps, atlases, and records necessary to properly conduct the hydrant maintenance flow testing program.

The Village will make available, on a reasonable but periodic basis, certain personnel with a working knowledge of the water system who may be helpful with general information about the water system. *This person will not need to assist the Project Team on a full time basis.*

The Village will supply any other information that may make the job of easier to perform.

## Village of Downers Grove

**PROPOSAL FORMAT AND SUBMISSION REQUIREMENTS**Proposal Format

In order to be considered responsive, and evaluate proposals fairly and completely, each prospective firm must follow the format set out in this RFP and provide all information requested. Proposals must be prepared simply and economically, providing a straightforward, concise description of capabilities to satisfy the requirements of the RFP. Emphasis should be on completeness and clarity of content. A detailed tabbed index in a 3-ring binder is highly suggested (do not use spiral, comb or glue binding) and must include the following:

Introduction

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

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

Experience/Staff Resumes

- Indicate the expertise and experience of the firm 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

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. Demonstrate a complete understanding of hydrant maintenance and water main capacity testing/hydrant flow testing methodologies. Describe the planned testing methodology and field approach to the project. Planned hydrant operation techniques, as well as flow analysis techniques shall be outlined. Account for potential problems to be expected and the possible techniques to be employed for solving those problems.

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

The firm should 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.

## Village of Downers Grove

Cost Proposal

In conjunction with the proposal, firms shall also submit one (1) original and two (2) copies of the cost proposal (all costs). Proposals shall include an all-inclusive cost per hydrant to complete the scope of services for all three years. While the level of effort may vary from hydrant to hydrant, the proposed average cost per hydrant should be based on the firm's past experience and expertise in this type of work.

**PROPOSAL EVALUATION PROCESS**Firm Selection

A technical staff review team 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.

## Village of Downers Grove

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

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





YOUR TEAM FOR SECURE + RELIABLE

**Water System Solutions**



RFP TO PROVIDE

## **The Village of Downers Grove, Illinois**

**Fire Hydrant Maintenance & Flow Testing**

**RFP – 3-0-2021/JW**

Due: March 26, 2021 at 10:00 AM





March 26, 2021

Mr. David Moody  
Village of Downers Grove  
5101 Walnut Avenue  
Downers Grove, Illinois 60515

**RE: PROPOSAL FOR FIRE HYDRANT MAINTENANCE & FLOW TESTING**

Dear Mr. Moody,

M.E. Simpson Co., Inc. is pleased to present the Village of Downers Grove, Illinois our proposal for Fire Hydrant Maintenance & Flow Testing. We are honored to be considered for this work and are confident our team will help make the project a success.

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

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

Thank you for your consideration and this opportunity to acquaint you with our Hydrant Exercising Services and offer this response. We are committed to exceeding your expectations.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'RL' or 'R. Lusk'.

Randy Lusk  
Innovations & Solutions Manager

Randy Lusk  
Innovations & Solutions Manager

3406 Enterprise Avenue  
Valparaiso, IN 46383

800.255.1521 T  
888.531.2444 F

Randyl@mesimpson.com

# Table of Contents

Proposal/Contract Form .....	4
Vendor W-9 Request Form .....	5
Proposer's Certification .....	6
Campaign Disclosure Certificate .....	10
Firm Qualifications & Experience .....	11
Industry Knowledge/Additional Information .....	13
Key Personnel Qualifications .....	14
Project Team Resumes .....	15
Technical Approach/Implementation .....	21
Scope of Work .....	21
Sample Report .....	29
References .....	43
Cost Proposal/Investment .....	45
Emergency Hydrant Maintenance Investment .....	46

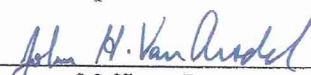
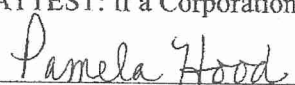


Village of Downers Grove

**V. PROPOSAL/CONTRACT FORM**

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

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

<b>PROPOSER:</b>	
M.E. Simpson Co., Inc. Company Name	Date: March 19, 2021
3406 Enterprise Ave. Street Address of Company	Randyt@mesimpson.com Email Address
Valparaiso, Indiana 46383 City, State, Zip	Randy Lusk Contact Name (Print)
(800) 255-1521 Business Phone	(800) 255-1521 24-Hour Telephone
(888) 531-2444 Fax	 Signature of Officer, Partner or Sole Proprietor
ATTEST: If a Corporation  Signature of Corporation Secretary	John H. Van Arsdel Print Name & Title

**VILLAGE OF DOWNERS GROVE:**

_____ Authorized Signature	ATTEST:
_____ Title	_____ Signature of Village Clerk
_____ Date	_____ Date

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



Village of Downers Grove

**VENDOR W-9 REQUEST FORM**

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

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

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

NAME: M.E. Simpson Co., Inc.

ADDRESS: 3406 Enterprise Ave.

CITY: Valparaiso

STATE: Indiana

ZIP: 46383

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

TAX ID #(TIN): 35-1474720

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

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

NAME: Cara Lance-Emerick

ADDRESS: 3406 Enterprise Ave.

CITY: Valparaiso

STATE: Indiana ZIP: 46383

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

Individual Limited Liability Company – Member-Managed  
Sole Proprietor Limited Liability Company- Manager-Managed

Partnership Medical  
Corporation Charitable/Nonprofit  
Government Agency

SIGNATURE: John H. Van Arsdale

DATE: 3.22.21

Village of Downers Grove

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

With regard to hydrant assessment & flow testing (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 5/2-105(A)(4);
3. Proposer certifies that it is in full compliance with the Federal Highway Administrative Rules on Controlled Substances and Alcohol Use and Testing, 49 C. F.R. Parts 40 and 382 and that all employee drivers are currently participating in a drug and alcohol testing program pursuant to the Rules.
4. Proposer further certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue, or that Proposer is contesting its liability for the tax delinquency or the amount of a tax delinquency in accordance with the procedures established by the appropriate Revenue Act. Proposer further certifies that if it owes any tax payment(s) to the Department of Revenue, Proposer has entered into an agreement with the Department of Revenue for the payment of all such taxes that are due, and Proposer is in compliance with the agreement.

BY: *John H. Van Arsdale*  
Proposer's Authorized Agent

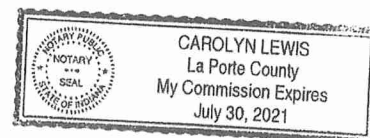
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**FEDERAL TAXPAYER IDENTIFICATION NUMBER**

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

Subscribed and sworn to before me  
this 22<sup>nd</sup> day of March, 2021.

*Carolyn Lewis*  
Notary Public



Village of Downers Grove

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

(Fill Out Applicable Paragraph Below)

**(a) Corporation**

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

President: Dan Hood

Secretary: Pamela Hood

Treasurer: Michael D. Simpson

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

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

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

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

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

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

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

**(c) Partnership**

Signatures and Addresses of All Members of Partnership:

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

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

Village of Downers Grove

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

**(d) Sole Proprietor**

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

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

Insurer's Name Cincinnati Insurance

Agent Stacy Rutkowski

Street Address 407 E. Lincolnway

City, State, Zip Code Valparaiso, Indiana 46383

Telephone Number (219) 510-6209

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

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

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

Signature: John H. Van Arsdel

Date: 3.22.21

**Suspension or Debarment Certificate**



## Village of Downers Grove

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

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

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

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

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

Address: 3406 Enterprise Ave.

City: Valparaiso, Indiana Zip Code: 46383

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

E-mail Address: RandyI@mesimpson.com

Authorized Company Signature: John H. Van Arsdel

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

Date: 3.22.21

Village of Downers Grove

**CAMPAIGN DISCLOSURE CERTIFICATE**

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

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

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

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

Under penalty of perjury, I declare:

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

John H. Van Arsdale  
Signature

John H. Van Arsdale  
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: N/A  
(company or individual)

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

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

\_\_\_\_\_  
Signature

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

M.E. Simpson Co., Inc. | **The Village of Downers Grove, Illinois Fire Hydrant Maintenance & Flow Testing,  
Firm Qualifications & Experience**

## FIRM HISTORY

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

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

### Fire Hydrant Services History

M.E. Simpson Co., Inc. developed its Fire Hydrant Flow Testing program in 1986 and expanded it to include Fire Hydrant Maintenance. The program is now a fundamental asset management and condition assessment program for our clients. In the early 1990's we developed Pro-Hydrant®, a Microsoft Access database showing all the pertinent information needed to readily recreate fire hydrant flow data and reports. Today that database is now an internet-based program accessible by clients online.

Our crews have been deployed to many locations throughout the United States including Georgia and California, and overseas. Our crews have the unique ability to be able to respond to individual Utility requests because of the cross training they have received performing all the services M.E. Simpson Co. Inc. provides. We are proud of the work we have performed using the latest technology and meeting the needs of "our customer" the Water Works Industry. We have played an important role in educating utilities about the need for and efficiency of annual maintenance programs, including the development of our online database programs for mainline valve assessments, fire hydrant maintenance and flow testing, Pro-Maps®, our atlas updating services, and the continuing development and manufacturing of the Polcon® Flow Monitoring Equipment.

### Fire Hydrant Maintenance Project Understanding

The Village of Downers Grove, Illinois is seeking a qualified firm to provide services for a Fire Hydrant Exercising Program. The program is needed to be able to identify and quantify specific hydrant issues that are occurring in the water distribution system with the end aim of being able to provide specific directions for fire hydrant repair and an overall reduction in the system's water losses as well as an increase in the system's revenues.



M.E. Simpson Co., Inc. | **The Village of Downers Grove, Illinois Fire Hydrant Maintenance & Flow Testing,  
Firm Qualifications & Experience**

**M.E. Simpson Co., Inc. (MESCO) has been providing Fire Hydrant Maintenance for over forty years.**

Fire hydrants are very important components in a water distribution system because they provide fire suppression but serve many other useful functions as well. Hydrants are routinely used for flushing water mains, testing chlorine residuals, street and sewer cleaning, and providing water for construction purposes. However, fire hydrants must be operable and capable of providing adequate fire-flow at all times; that is their primary function. To assure hydrants can be used at any time, a systematic inspection and maintenance program should be in place. By methodically examining every hydrant in a distribution system, problems can be identified and corrected *before* they become catastrophic.

As a part of our overall Water Loss Control Services, we have also provided leak surveys on a combined total of over 100,000 miles of pipe since 1987. Our firm has provided formal water auditing to several cities and towns since 2003 when the IWA/AWWA Water Audit methodology was developed and released for use by the American Water Works Association (AWWA) Water Loss Committee. We have active members on several AWWA committees, including members of AWWA's Meter Standards Committee, M6, M22, and M33 manual of practice committees, the Water Loss Control Committee, a Past Chair of the Water Loss Control Committee (2010-2014) and past AWWA Vice Presidents and Directors.

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



## INDUSTRY KNOWLEDGE/ADDITIONAL INFORMATION

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

With continuation and enhancement of the Village of Downers Grove's water distribution system Fire Hydrant Maintenance & Flow Testing Program, we will support a fundamental cornerstone of the Village of Downers Grove's Water Loss Control Policies. Our team brings to the Village of Downers Grove, Illinois a demonstrated experience and a unique perspective in fire hydrant maintenance services.

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

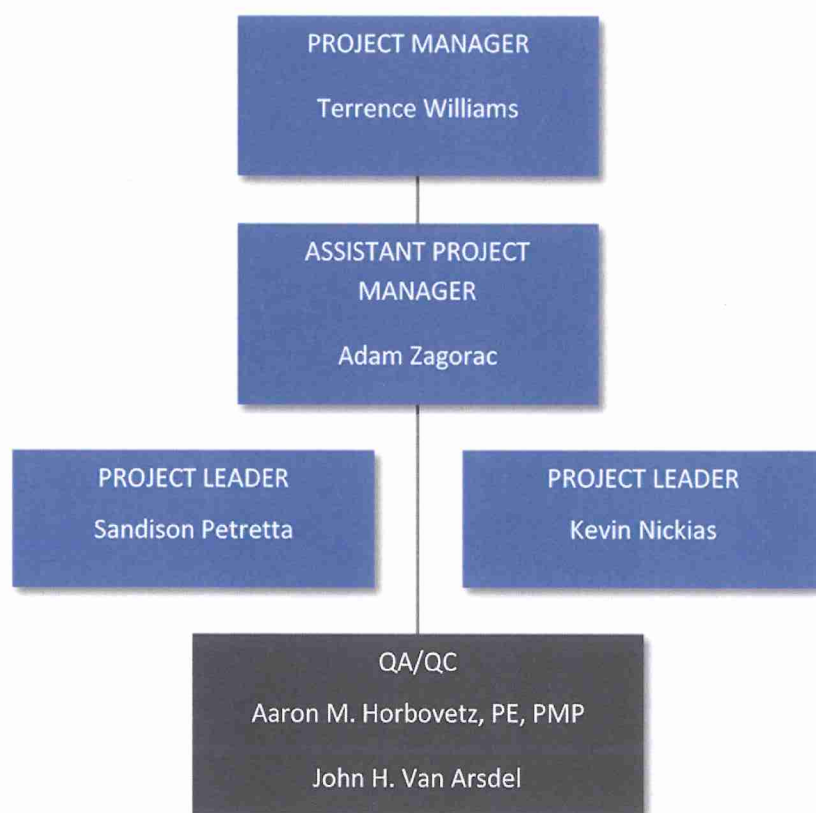
- 1. Expertise.** The Village of Downers Grove, Illinois needs breadth and depth to help solve the variety of water system challenges that it faces in maintaining the water infrastructure – which is large, complex, aging and requiring upgrading to address new water needs and water loss issues. With our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

The strengths of the M.E. Simpson Co., Inc.'s organization and staff, as well as our specific approach to this assignment, will fulfill all of the Village of Downers Grove's needs for their Fire Hydrant Maintenance & Flow Testing Program.

## EXPERIENCE OF KEY PERSONNEL

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

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



## Role

Project Personnel and  
Management Oversight  
Project Manager and  
Implementation

## Work History

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

## Professional Certifications

10 Hour OSHA Certified for  
General Industry

American Red Cross First Aid  
and CPR with AED Certified

American Traffic Safety  
Services Association  
Flagging Certified

Extensive traffic control  
training

Extensive confined space  
training

# Terrence Williams

## Operations Manager

Terrence Williams has been with M.E. Simpson Company since September 2014. Terrence previously worked in retail management. Terrence is a graduate of Purdue University with a Bachelor of Science in Accounting. Terrence also completed his MBA at Keller Graduate School of Management. Terrence is currently involved in the preparation of client reports, data quality control, and drafting new paperless database programs. He also has experience in valve location, exercising and mapping, and the use of the state-of-the-art leak detection equipment. Terrence also has experience in fire hydrant and main capacity flow testing, and the operation of our Polcon® Flow Testing equipment.



**Role**

Project Personnel and  
Management Oversight  
Project Manager and  
Implementation

**Work History**

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

**Professional Certifications**

10 Hour OSHA Certified for  
General Industry

American Red Cross First Aid  
and CPR with AED Certified

American Traffic Safety  
Services Association  
Flagging Certified

Extensive traffic control  
training

Extensive confined space  
training

# Adam Zagorac

## Assistant Operations Manager

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

## Role

Project Manager and  
Implementation

## Work History

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

## Professional Certifications

10 Hour OSHA Certified for  
General Industry

American Red Cross First Aid  
and CPR with AED Certified

American Traffic Safety  
Services Association  
Flagging Certified

Extensive traffic control  
training

Extensive confined space  
training

# Sandison Petretta

## Senior Project Leader

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

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

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

**Role**  
Project Implementation

**Work History**  
M.E. Simpson Company, Inc.  
Project Leader  
2011 - Present

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

American Red Cross First Aid  
and CPR with AED Certified

American Traffic Safety  
Services Association  
Flagging Certified

Extensive traffic control  
training

Extensive confined space  
training

# Kevin Nickias

## Project Leader

Kevin Nickias has been with the Company in since May 2011. Kevin has traveled all over the country completing various projects including projects in California, and Wisconsin. Kevin is currently involved with the drafting of paperless database programs. Kevin has attended numerous classes and lectures on the operation and maintenance of water meters. He has experience in the maintenance and installation of water meters; in valve location, exercising and mapping; and in the use of state of the art leak detection equipment. Kevin is experienced in water meter, fire hydrant and water main capacity flow testing, and the operation of our Polcon® Flow Testing equipment.

### Significant cities where projects were performed:

- ◆ City of Country Club Hills, IL (2014 - 2017)
- ◆ Town of Griffith, IN (2014 – 2017)
- ◆ Town of Highland, IN (2015 – 2017)
- ◆ Town of Munster, IN (2017)
- ◆ Village of Hazel Crest, IL (2015)
- ◆ Village of Mokena, IL (2015)
- ◆ Village of South Holland, IL (2015)
- ◆ City of Countryside, IL (2017)
- ◆ City of Hickory Hills, IL (2015)



**Role**

Project Management and  
Development

**Education**

BS, Mechanical Engineering,  
Purdue University

**Work History**

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

**Professional Certifications**

Licensed Professional  
Engineer, Indiana

**Certified Project**

Management Professional  
(PMP)

- ◆ Member of Project  
Management's Institute  
Calumet Chapter

30 Hour OSHA Certified for  
General Industry

American Red Cross First Aid  
and CPR with AED Certified

American Traffic Safety  
Services Association  
Flagging Certified

Extensive traffic control  
training

Extensive confined space  
training

Certified Water Auditor  
Validator

# Aaron Horbovetz, PE, PMP

## Project Engineer

Aaron Horbovetz has been with the Company since September of 1999. He earned his degree in Mechanical Engineering from Purdue University, and is a licensed Professional Engineer in the State of Indiana, since 2016. Aaron is also a certified Project Management Professional (PMP®), since 2013. Aaron is a regular presenter at AWWA conferences, since 2012, both at section meetings and at the ACE conferences, and participates in multiple AWWA committees at both the local and national levels.

He has attended numerous classes and lectures related to the operation, maintenance and installation of water meters, and completed classes in plumbing. Aaron has experience in the following: maintenance and installation of water meters; valve location, exercising and mapping, fire hydrant and main capacity flow testing, and the use of state-of-the-art leak detection equipment. He manages the company's hydraulics services division, including all Pitot testing, pump curve analysis, and C-Factor testing.

### Significant cities where projects were performed:

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

**Role**

Project Management and  
Development

**Work History**

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

**Professional Associations**

American Water Works  
Association (AWWA)

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

Illinois Section AWWA Board  
of Directors

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

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

**Professional Certifications**

30 Hour OSHA Certified for  
General Industry

American Red Cross First Aid  
and CPR with AED Certified

American Traffic Safety  
Services Association  
Flagging Certified

Certified Water Audit  
Validator

# John H. Van Arsdel

## Vice President

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

John has over 31 years of experience directing projects for water utilities concerning water audits, loss prevention, leak detection programs, meter evaluation and maintenance, flow testing using the Polcon® Flow Testing method (large flow meter assessments, C-factors, pump curves, zone flow measurements), mainline valve assessments (location, exercising and mapping programs), and fire hydrant and main capacity flow testing programs. John has been responsible for the analysis, evaluation, and CAD updating of Water Distribution, Sanitary, and Storm Sewer Atlases using GPS locating. He developed the Company’s Unidirectional Main Flushing Program and Utility Atlas Updating Program. He has presented classes for continuing education credits for water operators for over eighteen years to several local and state Water Works Organizations on Water Loss Reduction including Water Audits, Leak Detection, Meter Testing and Flow Testing. He has presented papers at the AWWA ACE in 2007, 2008, 2009, and 2012. At the 2010, 2011, and 2012 AWWA DSS he presented papers on water loss reduction. Since 2003, he has conducted classes on Vulnerability Assessments and Emergency Response Planning for water utilities as well as conducting several VA and ERP projects. He served from 2010 to 2014 as Chair of the AWWA Water Loss Control Committee.

As Vice President of M.E. Simpson Co., Inc., John serves as the main point of contact for client development, business sales and customer relations for the Eastern U.S.



## TECHNICAL APPROACH/IMPLEMENTATION

### Fire Hydrant Maintenance & Flow Testing

The Field Scope of Service for the Fire Hydrant Maintenance is understood to be the following:

Fire hydrants are very important components in a water distribution system. Not only do they provide fire suppression but serve many other useful functions as well. Hydrants are routinely used for flushing water mains, testing chlorine residuals, street and sewer cleaning, and providing water for construction purposes. However, fire hydrants must be operable and capable of providing adequate fire-flow at all times; that is their primary function. To assure hydrants can be used at any time, a systematic inspection and maintenance program should be in place. By methodically examining the hydrants in a distribution system, problems can be identified and corrected before they become catastrophic.

### Inspection Process

Hydrants should be inspected on a regular basis, at least once a year. To maintain ISO certification, twice a year inspection needs to be performed. Dry-barrel hydrants require two inspections per year, summer and winter, to mitigate the possibility of water freezing in the barrel. This is especially important in areas with high ground water where proper drainage could be affected.

Insurance ratings and ISO certifications are based in part, on the condition of the hydrants, and how closely they meet the standards for operation. Public safety depends on the ability to identify malfunctioning hydrants and being able to repair them in a timely fashion.

### General Hydrant Inspection

- ◆ **Appearance:** The color and condition of the paint, based on the Utilities color scheme, will be assessed. Hydrants that have been displaced due to ground-shifting or collision will be documented, and the Utility notified immediately. If necessary, bollards will be recommended to protect the hydrant from future collisions. Hydrants located very close to roadways and vehicle traffic will be documented, so they can be moved by the Utility.
- ◆ **Accessibility:** A recommendation will be made to raise or lower a hydrant when improper distance from the ground inhibits proper function. Pumper ports and nozzles that do not face the correct direction will be documented, so that the hydrant can be rotated.
- ◆ **Location:** If GPS option is chosen, the exact location will be determined using GPS and "x-y" coordinates, based on permanent local features.
- ◆ **Leakage:** An electronic listening device will be used to ensure that the fire hydrant is not leaking.
- ◆ **Functionality:** The condition of the pumper/nozzle threads and caps will be assessed for damage and proper function and will be lubricated for ease of operation. Dry-barrel hydrants will be checked for proper drainage. The condition of the operating nut will be determined, with regard to excessive wear or rounding. Hydrants that are difficult to operate will be exercised, by repeatedly opening and closing the main valve with the pumper/nozzle caps securely fastened. Hydrants that exhibit evidence of unauthorized operation will be documented so that security devices can be installed to protect against unauthorized usage in the future.

The above is a general description of the type of information gathered during an inspection to determine the condition of the hydrant and would be used to schedule any necessary repairs. Detailed procedures for inspecting fire



hydrants are given below (based on AWWA M17 – ‘Installation, Field Testing, and Maintenance of Fire Hydrants’). Our technicians will use the following methodology when performing hydrant maintenance.

## **Dry-Barrel Hydrant Inspection & Maintenance Procedure**

- ◆ Check and record static pressure.
- ◆ Check the hydrants appearance. Condition of paint and proper color-coding will be assessed.
- ◆ Hydrants that need to be raised or lowered will be documented, as well as accessibility issues.
- ◆ Remove one nozzle/pumper cap and, using a listening device, check for main valve leakage. Repair or schedule a repair, as necessary.
- ◆ Replace the nozzle/pumper cap, loose enough for air to escape. Open hydrant a few turns, allowing air to vent from loose cap. Tighten the cap.
- ◆ Open hydrant fully, checking for ease of operation. Repeatedly exercise the operating stem, as needed, to remove buildup and promote better operation. If lubrication or stem replacement is required, perform or schedule the necessary work.
- ◆ With the hydrant fully pressurized, check for leakage around the flanges, nozzles/pumpers, seals, and operating nut. Repair or schedule a repair, as necessary.
- ◆ Partially close the hydrant to open the drain outlets, with the caps in place to ensure static pressure against the weep holes.
- ◆ Completely close the hydrant, and then turn the operating nut ¼ turn to ½ turn closed to relieve the pressure on the thrust bearing or packing.
- ◆ Remove a nozzle/pumper cap and attach a diffuser. Flush the hydrant to remove foreign material.
- ◆ Close the hydrant and remove the diffuser. Place your hand over the nozzle/pumper to check for suction as the water drains out of the barrel. For no-drain hydrants, the water must be pumped from the barrel.
- ◆ Check for main valve leakage with an amplified listening device.
- ◆ Remove all nozzle/pumper caps and inspect the threads. Clean and apply approved lubricant to caps and nozzles/pumpers.
- ◆ Inspect cap chains for binding and ease of movement. Unbind or replace, as necessary.
- ◆ Replace the caps and tighten them to the Utilities specification.
- ◆ Check operating nut lubrication and maintain as needed.
- ◆ Inspect breakaway device for damage.
- ◆ **Collect or verify the GPS location of hydrant and the “x-y” location to the same GPS requirements of the valve assessments (sub-meter accuracy).**
- ◆ Notify the Utility immediately of inoperable hydrants needing major repair.
- ◆ Lubrication based on manufacturer’s procedures and recommendations (On fully assembled hydrant)

## ISO Requirements

Hydrant maintenance and upkeep is one of many steps leading to ISO certification. ISO certification, with respect to hydrants, requires that a Utility perform hydrant maintenance every six months, including:

- ◆ Location and number identification
- ◆ Identification of physical damage or defect
- ◆ Removing obstructions and debris on or around the hydrant
- ◆ Ensure hydrant outlets face the proper direction
- ◆ Make sure there is a minimum 15" clearance between lowest outlet and the ground and ensure traffic feature, if present, is visible and above grade to ensure that it works as intended
- ◆ Ensure the auxiliary valve is visible
- ◆ Determine the condition of paint and correct color code
- ◆ All outlets have been cleaned and lubricated
- ◆ Determine the status: Public, Private, or Non-Potable hydrant
- ◆ Obtain static pressure reading
- ◆ Operating stem has been exercised and lubricated per manufacturer's recommendations and procedures
- ◆ Hydrant reflectors and markers have been installed and/or repaired
- ◆ An amplified listening device is used to check for leaks

M.E. Simpson Co., Inc.'s approach to hydrant maintenance comes directly from the AWWA M17 manual and meets or surpasses all ISO requirements.

## Reports

- ◆ All of the information regarding the hydrant, the inspection, and the repair work, will be summarized in a detailed report.
- ◆ Records will be kept electronically, permitting the efficient accumulation and storage of all hydrant data, which can be used to spot trends and to maximize asset management.
- ◆ All inspection and flow data will be managed using web-based Pro-Maps® software, which allows for remote access to all of the hydrant inspection and maintenance records.
- ◆ The progress of the maintenance program will be easily tracked. This helps to determine the effectiveness of the program, and to make decisions regarding future actions that may be needed.

## Fire Hydrant Operation

M.E. Simpson Co., Inc. takes great care when operating the customer's fire hydrants in their water distribution system. Even with our years of proven experience in water system operations problems occasionally occur. Any valves or fire hydrants that break or fail during the maintenance 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 or hydrant failures during their operation. M.E. Simpson Co., Inc. cannot be held responsible for damage done to the water system during the fire hydrant maintenance program, such as water leaks, discolored water and turbidity that can possibly occur during the maintenance process. M.E. Simpson Co., Inc. cannot be held responsible for possible damage to the water utilities' individual water customer.



### GPS HYDRANT LOCATION

Once the hydrant has been located, the Project Team will perform the following for hydrants that do not already have GPS coordinates:

- ◆ **The Project Team will collect GPS Coordinates** of all hydrants 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 (Fire Hydrant).
  - 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 or sub-foot.
- ◆ **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 6.** "PDOP" readings greater than 6 will not be considered as accurate locations.
- ◆ **"HDOP" readings need to be less than 4.** "HDOP" readings greater than 4 will not be considered as accurate locations.
- ◆ **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 a 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, and also included in the Pro Hydrant® 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. Our field teams utilize Trimble® R1 units for sub-meter accuracy and Trimble® R2 units for sub-foot accuracy. The level of accuracy taken will be based upon the above scope of work.



### DOCUMENTATION OF GPS HYDRANT LOCATIONS

The Project Team will provide a location report for each documented hydrant located, and/or a database, in a cloud-based electronic format agreed upon between the Utility and M.E. Simpson Co., Inc.



M.E. Simpson Co., Inc. | **The Village of Downers Grove, Illinois Fire Hydrant Maintenance & Flow Testing, Technical Approach/Implementation**

- 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.*

## NFPA Color Coding Standards

Municipal, Private, and Non-Potable fire-hydrants should not be painted the same color (the body of the hydrant) according to the NFPA. Each of the three types should follow the color code listed below. The bonnet and nozzle/pumper caps are also to be color-coded according to the hydrants' rated flow rate at 20 psi (see below).

The NFPA has published standards regarding the color coding of fire hydrants (NFPA 291). The scheme is as follows:



<u>Supply</u>	<u>Body Color</u>
Municipal System:	Chrome Yellow
Private System:	Red
Non-Potable System:	Violet (Light Purple)

### Hydrant ratings at 20 psi.

<b>Class C</b>	Less than 500 GPM	Red
<b>Class B</b>	500-999 GPM	Orange
<b>Class A</b>	1000-1499 GPM	Green
<b>Class AA</b>	1500 GPM & above	Light Blue

## Utility Observations

The M.E. Simpson Co., Inc. Project Team will welcome having staff of the Utility observe field procedures while the maintenance program is in progress. They will be happy to explain and demonstrate the equipment and techniques that are employed by M.E. Simpson Co., Inc. for fire hydrant maintenance. This may be useful for the staff of the Utility in understanding the parameters of hydrant maintenance.

## Final Reports, Documentation & Communications

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

- ◆ Project Team will **meet daily** with assigned Utility personnel to go over areas of hydrant maintenance for prior workdays and plan current day.
- ◆ At the end of each day, or as requested, a list of any broken or inoperable valves or hydrants will be turned in.
- ◆ The Utility will be provided with maintenance information in **Pro-Hydrant®-Lite** an online fire hydrant database. This documentation allows for the maintenance program to be repeated at a later date. This software program is designed to be a complete system for your Utility to establish an effective fire hydrant maintenance program. The software provides an inventory record system, hydrant maintenance and scheduling. Pro-Hydrant®-Lite is a hydrant record database (ODBC). This data will be available "online" to the Utility with the appropriate password and login name. The data will be maintained offsite at a secure location.
- ◆ M.E. Simpson Co., Inc. can also provide the Pro-Hydrant®-Lite, online database, that has the abilities to access and reproduce and edit all aforementioned hydrant maintenance information. This program will have the capability to generate upon demand:
  - ◆ A summary listing of all Hydrants with identified defects.
  - ◆ A complete listing of all Hydrants by numerical or indexed order.
  - ◆ A complete listing of all Hydrants by alphabetically reference to street and cross street names.
  - ◆ All pertinent information such as port size, number of ports, flow test results, general condition of the hydrant, and color coding for the **NFPA rating**.
  - ◆ Hydrant location will be documented from existing landmarks and will be a part of each Hydrant record.

There is no subscription fee to be assessed to the Utility for the online database use.

- ◆ Information collected by M.E. Simpson Co., Inc. during the program and any other information provided by the Utility shall be regarded as CONFIDENTIAL and will not be shared without permission from the Utility or unless required by law.
- ◆ **Prepare the final report** at the completion of the project which will include all Fire Hydrant Maintenance Testing reports, other problems found in the system during the course of testing that need the attention of the Water Utility. **This final report shall be made available for submission to the Water Department within thirty (30) workdays of the completion of the fieldwork.**

### PRO-MAPS™/PRO-HYDRANT®

The Utility will have access to their GIS data through Pro-Maps™. Pro-Maps™ Online Subscription program is an online application technology that brings your water, wastewater, and stormwater system maps and data with you wherever you go. This web based real-time product allows Utility staff to view, inspect, and collect data on the water, wastewater, and stormwater systems in real time. The features included in this subscription are:

- ◆ The data will be collected in the field on a tablet. The data is then transferred simultaneously over the internet to our corporate office. Once the data has been received by our administration staff, it is reviewed for Q/QC, then imported into our Pro-Maps™/Pro-Hydrant® database. All reports will be generated from this database and made readily available as a deliverable to the Utility.



M.E. Simpson Co., Inc. | **The Village of Downers Grove, Illinois Fire Hydrant Maintenance & Flow Testing,  
Technical Approach/Implementation**

- ◆ The Utility will be provided with a username and password to access the data on our online Pro-Maps™ data collection program. This information is housed on a secure, cloud-based server. The Utility will have the ability to receive the data into a format that is compatible with the Utility's current GIS system.
- ◆ Pro-Maps™ has the ability to display the base map view in multiple formats such as ESRI Topo, ESRI World Street and ESRI Aerial.
- ◆ Photographs of each asset will be collected and stored within Pro-Maps™. These photographs will display the current visual conditions as well as the locations of the assets.
- ◆ Pro-Maps™ is an online subscription program that will give the user access to their data in an online application and is limited to the data provided by the Utility. The validity of the Utility's additional data on other assets in the water system will be the responsibility of the Utility and will be added into the data set collected in the field by the field teams for inclusion in Pro-Maps™. This process requires a thorough inspection, importation, and construction of each individual client's data. This program gives the user access to their water distribution system's assets only. Access to and the creation of water atlas information regarding water mains is not included in this program. Features including, but not limited to, leak isolation, specialty reports, and dashboard information will not be included and data manipulation such as water main creation will be the sole responsibility of the Utility. M.E. Simpson Co., Inc. offers a Pro-Maps™ Atlas Update Program that includes these features.

### **Assumptions & Services Provided by the Utility**

- ◆ The Utility will furnish, in an electronic format, all maps, atlases, (two copies) and records necessary to properly conduct the flow testing program.
- ◆ The Utility will make available, on a reasonable but periodic basis, certain personnel with a working knowledge of the water system who may be helpful with 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 supply information regarding pressure zone boundary valves, and any other information that may make the job of flow testing easier to perform.
- ◆ The Utility will assist, if needed, to help gain entry into sites that may be difficult to enter due to security issues or other concerns.

### **Equipment to be Used**

The following equipment will be used for fire hydrant operation and maintenance work during the fire hydrant maintenance for the Utility. All materials listed will be on the job site at all times.

- ◆ 2.5" Port diffusers, Pollards with flow gauges
- ◆ Certified and field-tested flow gauges
- ◆ Food grade grease for lubricating the pumper and nozzle ports
- ◆ FCS S30 or Gutermann AquaScope listening device to ensure the hydrant isn't leaking
- ◆ Grease to lubricate the hydrants operating nut and stem
- ◆ All necessary hand tools
- ◆ 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
- ◆ A "Schonstedt"/ "Chicago Tape" magnetic locator
- ◆ A "Radio Detection RD4000" series line locator



## PROJECT SAFETY PLAN

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

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

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

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

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

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

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

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

Current documentations of safety training and certifications can be provided for all project personnel for the Utility. These certifications are current and up to date (for 2021) for all project personnel.



June 5, 2020

Mr. Adam Jasinski  
Director of Public Works  
City of Palos Heights  
7607 W College Drive  
Palos Heights, IL 60463

Dear Mr. Jasinski,

**RE: REPORT FOR FIRE HYDRANT FLOW/WATERMAIN CAPACITY TESTING**

M.E. Simpson Co., Inc. is pleased to submit this report on the fire hydrant flow testing project for the City of Palos Heights conducted by our crews between May 19, 2020 and June 2, 2020. Fire-flow tests are conducted to determine pressure and flow-producing capabilities at any location within the distribution system. Primarily, the tests determine how much water is available for fighting fires; however, the tests also serve as a way to determine the general condition of the distribution system. The tests can point to an area of the distribution system that may have lower flow-carrying capacities due to tuberculation of the pipes or perhaps a closed valve. The testing also allows inspection and maintenance to occur on a regular basis.

**Procedure**

M.E. Simpson Co., Inc. has been contracted to fire flow test approximately two hundred ninety-one (291) hydrants. The logistics behind fire flow testing this number of hydrants are quite extensive. The planning, cooperation and communication between the City of Palos Heights and M.E. Simpson Co., Inc. was an ongoing process throughout the project. The first step in this project was to determine the area that the flow testing would occur and to plan the hydrant by hydrant progression throughout this area. The utility and local fire departments were also informed of these areas. Flow testing was generally performed between 10:00 a.m. and 4:00 p.m.

**Area of Flow Testing**

The basic method of progression was to flow test the hydrants from the water sources (pump stations, reservoirs, etc.) outwards into the system. Flow testing started at the largest supply main toward the smaller water mains. This was to allow any discolored water to be flushed out of the flow hydrants in the most efficient manner. Also considered in this process was the fact that different pressure zones were involved. Each zone had to be flowed separately from the others.

Randy Lusk  
Innovation & Solutions Manager

3406 Enterprise Avenue  
Valparaiso, IN 46383

800.255.1521 T  
888.531.2444 F

Randy.Lusk@mesimpson.com

### Utility / Fire Department Notification

Department notification took place before the flow testing was to occur. Broken hydrants and maintenance problems were reported as soon as possible to the control center so appropriate corrections could be made.

### Testing Procedure

Three pieces of information are needed for testing a fire hydrant and the calculation of fire flow. The testing requires static pressure at the test hydrant, flow rate at the flow hydrant, and residual pressure at the test hydrant taken while the flow hydrant is flowing.

Before the static pressure can be obtained the test hydrant is inspected for safety (loose ports, caps and bolts etc.). A port cap is then removed and the hydrant is flushed to remove any debris in the hydrant, hydrant leg or water main in the area and then the hydrant is shut down. A pressure gauge is attached to the port and the hydrant is charged. A static pressure reading is then taken and recorded.

A flow hydrant is chosen in an area that will be both effective and safe. The flow hydrant chosen was always on the down stream side of the hydrants being tested. This resulted in some of hydrants being flowed and inspected only. When the technician at the test hydrant is ready he signals the technician at the flow hydrant to begin flowing. The flow hydrant technician then reports the flow readings to the test hydrant technician and the information is recorded.

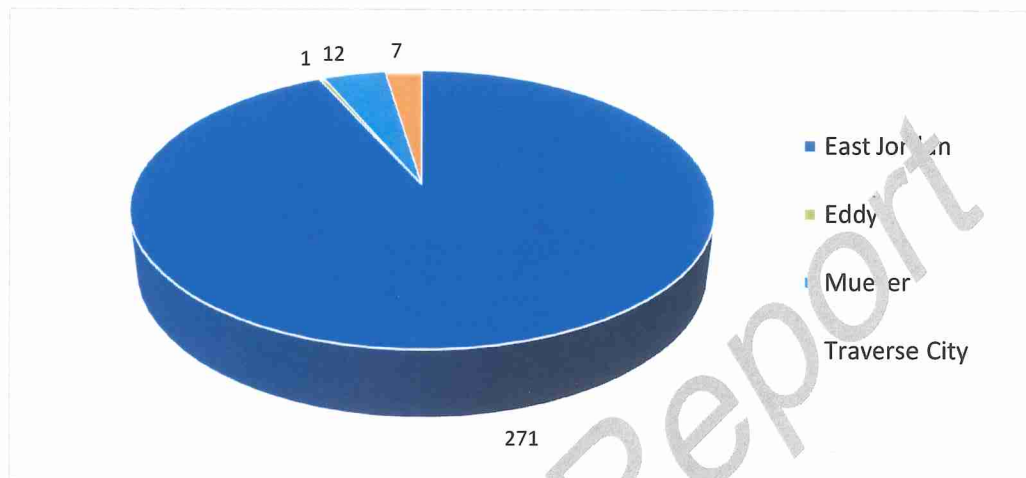
While the flow hydrant is flowing, the test hydrant technician takes a residual pressure reading from the gauge on the test hydrant. This information is recorded and the test technician signals the flow hydrant technician to shut down the flow hydrant. The hydrant was then lubricated and grease was applied to all the port caps. The fire hydrant was then checked with a FCS S30 electronic listening device to ensure that the hydrant was not leaking.

This procedure is followed on all the hydrants unless there are maintenance or logistic problems that cannot be dealt with in the field at the time of the test. All the information is then brought to M.E. Simpson Co., Inc.'s office and entered into the Pro-Hydrant® database to be analyzed and documented.



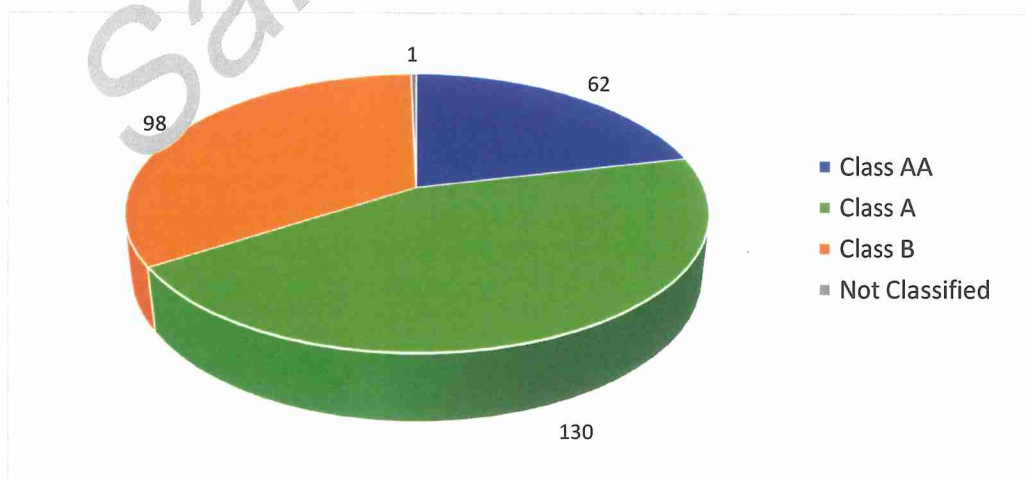
### Fire Hydrant Flow Testing Results

M.E. Simpson Co., Inc. located and inspected two hundred ninety-one (291) hydrants for the City of Palos Heights, IL. The brands of hydrants varied slightly. 271 (93%) are East Jordan hydrants. 12 (4%) are Mueller hydrants. 7 (3%) are Traverse City hydrants. 1 (less than 1%) are Eddy hydrants.



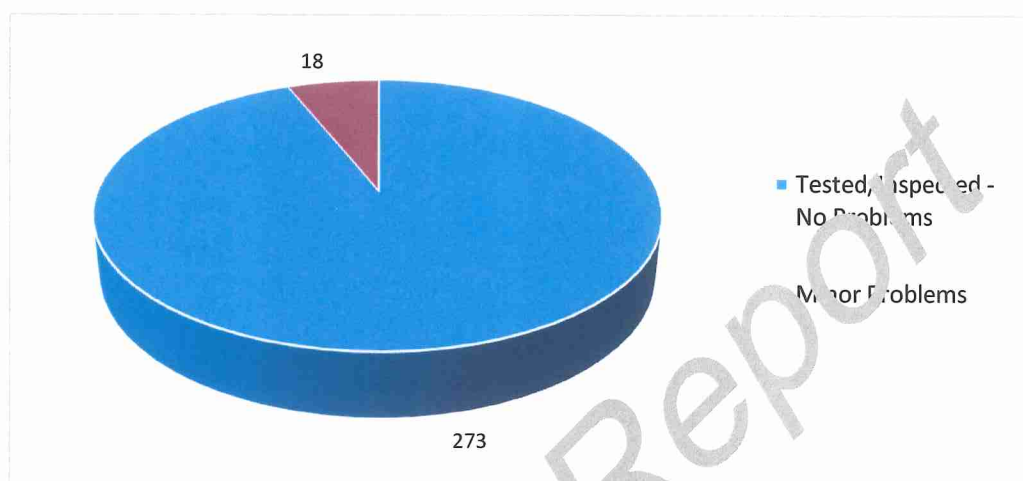
The National Fire Protection Association (NFPA) uses flow capacity to classify hydrants. Any hydrant with a rated capacity of 1,500 GPM or greater is classified "AA" (color - Blue). Any hydrant with a rated capacity of between 1,000 and 1,499 GPM is classified "A" (color - Green). Any hydrant with a rated capacity of between 500 and 999 GPM is classified "B" (color - Orange). Any hydrant with a rated capacity less than 500 GPM is classified "C" (color - Red).

Two hundred ninety (290) hydrants were classified in the 2020 Hydrant Flow Program. Sixty-two (62) are classified "AA". One hundred thirty (130) are classified "A". Ninety-eight (98) are classified "B". One (1) was unable to be classified.



M.E. Simpson Co., Inc. | [Fire Hydrant Flow/Watermain Capacity Testing](#)

One of the most important outcomes of the testing program are the problems that are found with hydrants that in some cases could be dangerous. The problems that should be corrected first are on the Unusable-Severe Problem hydrants. If a hydrant cannot be opened or a pumper port cap cannot be removed that hydrant would be classified unusable. Some problems are easily correctable and not as serious as others; these hydrants are Usable-Minor Problems. Eighteen (18) had minor problems. There were two hundred ten (210) hydrants that drained slowly or did not drain at all.



There were no instances of the distribution system being unable to supply a residual pressure of 20 psi or greater in the surrounding area during a test. This situation could have occurred because of tuberculation in the water mains, a closed valve or because of an inadequate water supply.

Another piece of information that is recorded during the flow test is the length of time the flow hydrant was flowed. This time is then multiplied by the flow rate to get an estimated amount of water used for the flow test. The amount of water used on any individual test is recorded on that test sheet. The total amount of water used for this project is estimated at 183,831 gallons.

M.E. Simpson Co., Inc. | [Fire Hydrant Flow/Watermain Capacity Testing](#)

### Conclusions and Recommendations

The 2020 Fire Hydrant Flow Test Program has provided the City of Palos Heights with extremely important information regarding their fire hydrants. Two hundred ninety (290) were able to be given NFPA classifications and colors. The hydrants were all inspected and lubricated and the threads of the ports had grease applied.

Eighteen (18) hydrants were reported as Usable-Minor Problem. Because these problems were reported as they were found, a comparison should be made between the Problem lists and what has already been fixed. We recommend the proper repairs be made to the problem hydrants and the information be updated in the Pro-Hydrant® database.

The 2020 Fire Hydrant Flow Test Program had very few logistical or public relation problems and the overall procedure was extremely successful. We thank you for the opportunity to provide the City of Palos Heights with this service and we look forward to continuing the Program in the upcoming years. If you have any questions regarding this report or any other portion of the project, please don't hesitate to call.

Sincerely Yours,



Randy Lusk  
Innovation & Solutions Manager



## Palos Heights, IL

## Numerical Index

<i>Hydrant Number</i>	<i>Address</i>	<i>Cross Street</i>
013	2 Old Oak Trail	College Drive
014	14 Old Oak Trail	
015	23 Oak Trail Court	
016	34 Old Oak Trail	
017	50 White Oak Court	
018	54 Old Oak Trail	White Oak Court
019	7850 121st Place	
020	77 Old Oak Trail	121st Street
021	66 Country Squire Road	121st Street
022	48 Country Squire Trail	
023	32 Country Squire Trail	
024	20 Country Squire Road	Country Squire Court
025	21 Country Squire Court	
026	8 Country Squire Road	
027	Old Oak Trail (E. of)	College Drive
028	7808 College Drive	
029	College Drive	
030	College Drive	
031	7607 College Drive	
032	76th Avenue	College Drive
033	11927 76th Avenue	
034	76th Avenue	120th Street
036	1223 76th Avenue	
037	76th Avenue	121st Street
038	7700 Coach Road	76th Avenue
039	7620 Coach Road	
040	7650 Coach Road	Squire Place
041	12111 Coach Road	
042	Coach Road	Carriage Trail
043	12231 Coach Road	Surrey Hills Road
044	61 Surrey Hill Road	
045	80 Surrey Hill Road	
046	30 Surrey Hill Road	
047	12020 76th Avenue	

## Palos Heights, IL

## Street/Cross Street Index

<i>Hydrant Number</i>	<i>Street</i>	<i>Cross Street</i>	<i>Owner</i>
279	7263 119th Place		Palos Heights, IL
248	7305 119th Place		Palos Heights, IL
019	7850 121st Place		Palos Heights, IL
055	123rd Place		Palos Heights, IL
054A	7632 123rd Place		Palos Heights, IL
054	7710 123rd Place		Palos Heights, IL
066A	7752 123rd Place		Palos Heights, IL
056	7810 123rd Place		Palos Heights, IL
063	7639 124th Place		Palos Heights, IL
062	7667 124th Place		Palos Heights, IL
061	7699 124th Place		Palos Heights, IL
534	127th Street		Palos Heights, IL
916	12803 127th Street		Palos Heights, IL
913	12803 127th Street		Palos Heights, IL
914	12803 127th Street		Palos Heights, IL
915	12803 127th Street		Palos Heights, IL
919	7058 127th Street		Palos Heights, IL
535	7153 127th Street		Palos Heights, IL
131	7301 127th Street		Palos Heights, IL
130	7319 127th Street		Palos Heights, IL
129	7325 127th Street		Palos Heights, IL
228	7400 127th Street	74th Avenue	Palos Heights, IL
796	7636 121st Street		Palos Heights, IL
795	7760 121st Street		Palos Heights, IL
794	7700 131st Street		Palos Heights, IL
804A	7600 130th Street	76th Avenue	Palos Heights, IL
805A	7628 135th Street		Palos Heights, IL
806A	7774 135th Street		Palos Heights, IL
272	72nd Court	123rd Street	Palos Heights, IL
264	72nd Court	127th Street	Palos Heights, IL
278	12002 72nd Court	120th Street	Palos Heights, IL
276	12022 72nd Court		Palos Heights, IL
275	12102 72nd Court	121st Street	Palos Heights, IL
274A	12122 72nd Court		Palos Heights, IL

## Palos Heights, IL

NFPA Class AA - Blue			Reporting Period: 5/19/2020 - 6/2/2020		
Hydrant Number	Street	Cross Street	Owner	Date	Class
032	76th Avenue	College Drive		05/19/20	AA
033	11927 76th Avenue			05/19/20	AA
034	76th Avenue	120th Street		05/20/20	AA
036	12023 76th Avenue			05/20/20	AA
037	76th Avenue	121st Street		05/20/20	AA
047	12020 76th Avenue			05/20/20	AA
050	12230 76th Avenue			05/21/20	AA
051	12310 76th Avenue	123rd Street		05/22/20	AA
052	12320 76th Avenue			05/22/20	AA
053	12340 76th Avenue			05/21/20	AA
054	7710 123rd Place			05/22/20	AA
054A	7632 123rd Place			05/21/20	AA
056	7810 123rd Place			05/22/20	AA
057	12342 76th Avenue			05/22/20	AA
059	12400 76th Avenue	124th Place		05/22/20	AA
064	12430 76th Avenue			05/22/20	AA
066A	7752 123rd Place			05/22/20	AA
069	12500 76th Avenue	Carmichael Drive		05/22/20	AA
070	12532 76th Avenue			05/22/20	AA
071	12650 76th Avenue			05/22/20	AA
072	12730 76th Avenue			05/22/20	AA
073	12650 76th Avenue	127th Street		05/22/20	AA
119	12808 Winnebago Road			06/01/20	AA
120	12834 Winnebago Road			06/01/20	AA
121	12901 Winnebago Road	Ishnala Drive		06/01/20	AA
123	Ishnala Drive	Comanche Drive		06/01/20	AA
140	12830 Seneca Court	Ishnala Drive		06/01/20	AA
141	7250 Ishnala Drive	Potawatomi Drive		06/01/20	AA
142	7310 Ishnala Drive			06/01/20	AA



## Palos Heights, IL

NFPA Class A - Green			Reporting Period: 5/19/2020 - 6/2/2020		
Hydrant Number	Street	Cross Street	Owner	Date	Class
028	7808 College Drive			05/27/20	A
029	College Drive			05/27/20	A
030	College Drive			05/27/20	A
031	7607 College Drive			05/27/20	A
038	7600 Coach Road	76th Avenue		05/20/20	A
039	7620 Coach Road			05/20/20	A
040	7650 Coach Road	Squire Place		05/20/20	A
041	12111 Coach Road			05/20/20	A
060	McCarthy Road			05/28/20	A
065	7620 Carmichael Drive			05/22/20	A
066	7640 Carmichael Drive			05/22/20	A
067	7660 Carmichael Drive			05/22/20	A
077	McCarthy Road	Landon Circle		05/28/20	A
078	McCarthy Road	Landon Circle (S. of)		05/28/20	A
079	McCarthy Road	Landon Circle (N. of)		05/28/20	A
080	7710 McCarthy Road			05/28/20	A
101	12930 Winnebago Road			06/02/20	A
102	13000 Winnebago Road			06/02/20	A
103	13040 Winnebago Road	Ute Lane		06/02/20	A
104	7500 Ute Lane			06/01/20	A
105	13001 Shawnee Road			06/01/20	A
106	7500 Ute Lane	Choctaw Road		06/01/20	A
107	13010 Shoshone Road			06/01/20	A
108	12934 Choctaw Drive	Ishnala Drive		06/01/20	A
109	Shawnee Road	Ishnala Drive		06/01/20	A
110	7500 Shawnee Road	Ishnala Drive		05/29/20	A
111	12855 Shawnee Drive			05/29/20	A
112	12825 Shawnee Drive			05/29/20	A
113	7501 Potawatomi Drive	Shawnee Road		05/29/20	A

## Palos Heights, IL

## NFPA Class B - Orange

Reporting Period: 5/19/2020 - 6/2/2020

Hydrant Number	Street	Cross Street	Owner	Date	Class
013	2 Old Oak Trail	College Drive		05/27/20	B
014	14 Old Oak Trail			05/27/20	B
015	23 Oak Trail Court			05/27/20	B
016	34 Old Oak Trail			05/27/20	B
017	50 White Oak Court			05/27/20	B
018	54 Old Oak Trail	White Oak Court		05/27/20	B
019	7850 121st Place			05/27/20	B
020	77 Old Oak Trail	121st Street		05/27/20	B
021	66 Country Squire Road	121st Street		05/27/20	B
022	48 Country Squire Trail			05/27/20	B
023	32 Country Squire Trail			05/27/20	B
024	20 Country Squire Road	Country Squire Court		05/27/20	B
025	21 Country Squire Court			05/27/20	B
026	8 Country Squire Road			05/27/20	B
027	Old Oak Trail (E. of)	College Drive		05/27/20	B
042	Coach Road	Carriage Trail		05/20/20	B
043	12231 Coach Road	Surrey Hills Road		05/20/20	B
044	61 Surrey Hill Road			05/20/20	B
045	80 Surrey Hill Road			05/20/20	B
046	50 Surrey Hill Road			05/20/20	B
048	20 Carriage Trail			05/20/20	B
049	50 Carriage Trail			05/20/20	B
061	7699 124th Place			05/22/20	B
062	7667 124th Place			05/22/20	B
063	7639 124th Place			05/22/20	B
068	7710 Carmichael Drive			05/22/20	B
074	12641 Diane Drive	127th Street		05/28/20	B
075	Diane Drive	127th Street		05/28/20	B
076	12611 Diane Drive			05/28/20	B

## Palos Heights, IL

## Minor Problems

Reporting Period: 5/19/2020 - 6/2/2020

Hydrant Number	Street	Cross Street	Inspection Date
020	77 Old Oak Trail	121st Street	5/27/2020
The hydrant leaks from the left nozzle port while under pressure			
022	48 Country Squire Trail		5/27/2020
The hydrant would not completely shut down - We turned the hydrant off from the auxiliary valve			
048	20 Carriage Trail		5/20/2020
The hydrant leaks from the pumper port while under pressure			
072	12630 76th Avenue		5/22/2020
The right nozzle cap is seized			
112	12825 Shawnee Drive		5/29/2020
The hydrant leaks from the left nozzle cap while under pressure			
123	Ishnala Drive	Comanche Drive	6/1/2020
The hydrant would not completely shut down			
127	12701 Palos Avenue		5/29/2020
The hydrant would not completely shut down and is leaking - We informed the Water Department			
165	12504 Harold Avenue	125th Street	5/26/2020
The right nozzle cap is seized			
166	12422 Harold Avenue		5/26/2020
The pumper port cap is seized			
168	12322 Harold Avenue		5/20/2020
The hydrant leaks from the pumper port while under pressure			
183	12124 75th Avenue		5/20/2020
The right nozzle cap is seized			
188	12402 75th Avenue	124th Street	5/26/2020
The hydrant would not completely shut down - We turned the hydrant off from the auxiliary valve			
196	12622 Richard Avenue		5/26/2020
The hydrant leaks from the pumper port while under pressure			
203	12300 Richard Avenue	123rd Street	5/21/2020
The right nozzle cap is seized			
249	12000 73rd Avenue	120th Street	5/22/2020
The pumper port cap is seized			
252	12134 73rd Avenue		5/22/2020
The hydrant would not completely shut down - We turned the hydrant off from the auxiliary valve			
269	12422 72nd Court		5/29/2020
The hydrant leaks from the pumper port and right nozzle port while under pressure			
963	30 Lake Katherine Way		5/19/2020
The hydrant leaks badly from the ground while under pressure			



## Palos Heights, IL

## Hydrants That Do Not Drain

Reporting Period: 5/19/2020 - 6/2/2020

Hydrant Number	Street	Cross Street	Inspection Date
013	2 Old Oak Trail	College Drive	5/27/2020
014	14 Old Oak Trail		5/27/2020
016	34 Old Oak Trail		5/27/2020
017	50 White Oak Court		5/27/2020
020	77 Old Oak Trail	121st Street	5/27/2020
The hydrant leaks from the left nozzle port while under pressure			
021	66 Country Squire Road	121st Street	5/27/2020
022	48 Country Squire Trail		5/27/2020
The hydrant would not completely shut down - We turned the hydrant off from the auxiliary valve			
023	32 Country Squire Trail		5/27/2020
025	21 Country Squire Court		5/27/2020
026	8 Country Squire Road		5/27/2020
030	College Drive		5/27/2020
031	7607 College Drive		5/27/2020
032	76th Avenue	College Drive	5/19/2020
037	76th Avenue	121st Street	5/20/2020
043	12231 Coach Road	Surrey Hills Road	5/20/2020
044	61 Surrey Hill Road		5/20/2020
045	80 Surrey Hill Road		5/20/2020
047	12020 76th Avenue		5/21/2020
049	50 Cambridge Trail		5/20/2020
051	12310 76th Avenue	123rd Street	5/21/2020
052	12320 76th Avenue		5/22/2020
053	12340 76th Avenue		5/22/2020
054	7710 123rd Place		5/22/2020
055	123rd Place		5/22/2020
056	7810 123rd Place		5/22/2020
057	12342 76th Avenue		5/22/2020
059	12400 76th Avenue	124th Place	5/22/2020

## Palos Heights, IL

## Dead End Hydrants

Reporting Period: 5/19/2020 - 6/2/2020

<i>Hydrant Number</i>	<i>Street</i>	<i>Cross Street</i>	<i>Inspection Date</i>
015	23 Oak Trail Court		5/27/2020
017	50 White Oak Court		5/27/2020
025	21 Country Squire Court		5/27/2020
044	61 Surrey Hill Road		5/20/2020
061	7699 124th Place		5/22/2020
068	7710 Carmichael Drive		5/22/2020
076	12611 Diane Drive		5/28/2020
136	12825 Potawatomi Court		5/29/2020
145	7450 Kiowa Lane		6/1/2020
156	13059 Pueblo Court		6/1/2020
158	Comanche Drive	1st Street	6/2/2020
244	11941 73rd Court		5/26/2020
931	Lake Katherine Drive		5/19/2020
941	2 Parliament Drive (W)		5/19/2020
962	Lake Katherine Drive		5/19/2020

# Palos Heights, IL

**ProHydrant®**

## Capacity Test Report

Hydrant #013

### Residual Hydrant Information

Residual Hydrant ID: 013      Feature ID:      Owner: Palos Heights, IL  
 Address: 2      Street: Old Oak Trail  
 Cross Street / Intersection: College Drive  
 Location: Parkway      Sect: 1      Qtrr Sect:  
 Make: East Jordan      Model: BR-1      Date stamped:      GPS: 05/04/18  
 Main size: 8      # of Pumper Nozzles: 1      Pumper Nozzle size: 4.5      Easting: 1126366.358  
 Elevation:      # of Hose Nozzles: 2      Hose Nozzle size: 2.5      Northing: 1824525.117

### Flow Hydrant Information

Flow Hydrant ID: 014      Feature ID:      Owner: Palos Heights, IL  
 Address: 14      Street: Old Oak Trail  
 Cross Street / Intersection:  
 Location: Parkway      Sect: 1      Qtrr Sect:  
 Make: East Jordan      Model: BR-1      Date stamped: 1966      GPS: 05/04/18  
 Main size: 8      # of Pumper Nozzles: 1      Pumper Nozzle size: 4.5      Easting: 1126378.856  
 Elevation:      # of Hose Nozzles: 2      Hose Nozzle size: 2.5      Northing: 1824189.418

### Capacity Test Results

Test Date: 5/27/2020      Time of Day: 8:25      Technicians: TW/EM  
 Static Pressure: 52      Residual Pressure: 42      GPM Obtained: 494  
 Static HGL:      Residual HGL:      Pressure Zone: Main  
 Class: B      Bonnet Color: Orange

Flow Hydrant	Diameter	Coefficient	Pitot Reading	GPM	Minutes Flowed	Estimated Usage
014		1.31	10.00	494	2	989
Total GPM				494	Usage:	989

Available Flow at 20 PSI: **924.71**  
 Available Flow at 25 PSI: 843.65  
 Available Flow at 30 PSI: 755.33  
 Available Flow at 35 PSI: 657.16

Test Comment:



## REFERENCES

### Company Overview

For 42 years, M.E. Simpson Co., Inc. has helped utilities across the U.S. locate and resolve water loss control and asset management issues so customers could confidently provide safe, quality water to the community. We use state-of-the-art programs to assist utilities with their water distribution systems condition and performance shortfalls. Simpson's trained professionals work hand-in-hand with utility team members to set up monitoring systems that help them avert future problems.

### HYDRANT MAINTENANCE PROJECTS

#### [Village of Lansing, Illinois \(2002, 2004, 2006, 2007-2011, 2014-2018\)](#)

M.E. Simpson Co., Inc. performs water main capacity and fire hydrant maintenance program for the Village. Each year over 300 fire hydrants in a specified area within the distribution system are inspected, operated and flow tested. This program not only is saving the Village time and money in the areas of water production, distribution system maintenance, and overtime, but the program is also benefiting the Village's Fire Department's fire flow records. The annual costs for flow testing have been \$13,800.

Mr. Jim Nickias  
Foreman/Water Operator  
3300 171st Street  
Lansing, IL 60438  
(708) 895-7221

#### [Village of Downers Grove, Illinois \(2009-2019\)](#)

M.E. Simpson Co., Inc. performs water main capacity and fire hydrant maintenance program for the Village each year. 2,667 fire hydrants in the distribution system have been inspected, operated and flow tested. Currently along with fire flow testing, M.E. Simpson Co., Inc. performs a hydrant maintenance program for ISO compliance. Annual fees for maintenance and flow testing amount to \$120,020.00.

Mr. David Moody  
Water Manager  
5101 Walnut Avenue  
Downers Grove, Illinois 60515  
(630) 434-5462  
[dmoody@downers.us](mailto:dmoody@downers.us)

M.E. Simpson Co., Inc. | [The Village of Downers Grove, Illinois Fire Hydrant Maintenance & Flow Testing, References](#)

[Village of Orland Park, Illinois \(2000 – 2003, 2008-2011, 2013-2015, 2018\)](#)

M.E. Simpson Co., Inc. performs an ongoing water main capacity testing and fire hydrant maintenance program for the Village on distribution system fire hydrants. Each testing and maintenance program we have flow tested and serviced over 4500 fire hydrants over a three-year period. We found a number of closed valves along with fire hydrants that were inoperable. The program has benefited the Village's hydraulic computer model and found some water main leaks when each hydrant was listened to after flushing that helped to lower water loss. The current program approximate annual cost is \$62,698.00.

Mr. Kenneth Dado  
Utility Supervisor  
Village of Orland Park  
15665 South Ravinia Avenue  
Orland Park, IL 60462  
(708) 403-6350  
[kdado@orlandpark.org](mailto:kdado@orlandpark.org)

# INVESTMENT

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

M.E. Simpson Co., Inc. is pleased to offer the Village of Downers Grove our proposal for a Fire Hydrant Maintenance and Flow/Watermain Capacity Testing program. This program is based on locating, documenting, and maintaining 80% of fire hydrants each year and flow testing 20% of the fire hydrants each year, in compliance with Verisk/ISO maintenance practices, in the Village’s water distribution system. All procedures and practices will be done in accordance with the above Scope of Services. The maintenance, flow testing and documentation will be done by one of our two-man teams with all necessary equipment furnished by M.E. Simpson Co., Inc. as described within this document.

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<b>2021</b> Fire Hydrants Maintained at <b>\$43.50</b> each (Approx. 2,281)	<b>\$99,223.50</b>
<b>2021</b> Fire Hydrants Flow Tests at <b>\$50.00</b> each (Approx. 570)	<b>\$28,500.00</b>
<b>2022</b> Fire Hydrants Maintained at <b>\$45.00</b> each (Approx. 2,289)	<b>\$103,005.00</b>
<b>2022</b> Fire Hydrants Flow Tests at <b>\$51.50</b> each (Approx. 572)	<b>\$29,458.00</b>
<b>2023</b> Fire Hydrants Maintained at <b>\$45.00</b> each (Approx. 2,297)	<b>\$103,365.00</b>
<b>2023</b> Fire Hydrants Flow Tests at <b>\$51.50</b> each (Approx. 574)	<b>\$29,561.00</b>
<b>2024</b> Fire Hydrants Maintained at <b>\$46.25</b> each (Approx. 2,305)	<b>\$106,606.25</b>
<b>2024</b> Fire Hydrants Flow Tests at <b>\$53.00</b> each (Approx. 576)	<b>\$30,528.00</b>
<b>2025</b> Fire Hydrants Maintained at <b>\$46.25</b> each (Approx. 2,313)	<b>\$106,976.25</b>
<b>2025</b> Fire Hydrants Flow Tests at <b>\$53.00</b> each (Approx. 578)	<b>\$30,634.00</b>

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These fees are all based on **approximate** numbers of fire hydrants to be maintained and/or flow tested. **The total price will change according to the actual number of fire hydrants completed.** All procedures will be followed according to the above scope of services. This will include the **Pro-Maps™/Pro-Hydrant®** electronic database loaded with the fire hydrant database and flow testing information for all fire hydrants completed.

We thank you for this opportunity to acquaint you with our Fire Hydrant Maintenance and Flow/Watermain Capacity Testing services and present you with this proposal. If you have further inquiries or you wish to discuss our service in more detail, do not hesitate to call us.



M.E. Simpson Co., Inc. | **The Village of Downers Grove, Illinois Hydrant Maintenance & Flow Testing Services, Emergency Hydrant Maintenance**

# INVESTMENT

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

M.E. Simpson Co., Inc. is pleased to present our “Proposal” for Emergency Services Hydrant Maintenance for the Village of Downers Grove, Illinois. M.E. Simpson Co., Inc. will perform our Emergency Hydrant Maintenance services on an emergency call out basis on Downers Grove’s water distribution system. The emergency services will be performed by M.E. Simpson Co.’s highly skilled and trained personnel with all the equipment furnished by M.E. Simpson Co., Inc. as described within this document. The project will also include complete reporting of all hydrant maintenance.

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## **Emergency Hydrant Assessment Services 2021 through 2023**

- 1) **Regular Business Hours (7:00 a.m. to 3:30 p.m., Monday through Friday) -**
    - a. **Onsite/in the Village performing regular (Non-Hydrant Maintenance) services:** **\$225.00 per hour**
  - 2) **Regular Business Hours (7:00 a.m. to 3:30 p.m., Monday through Friday) -**
    - a. **First Hour:** **\$395.00**
    - b. **Each Additional Hour:** **\$225.00 per hour**
  - 3) **After Business Hours, Saturdays, Sundays & Holidays -**
    - a. **First Hour:** **\$525.00**
    - b. **Each Additional Hour:** **\$245.00 per hour**
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We thank you for this opportunity to acquaint you with our Hydrant Maintenance services and offer this proposal. If you have further inquiries or you wish to discuss our service in more detail, do not hesitate to call us.

M.E. Simpson Co., Inc. | **The Village of Downers Grove, Illinois Hydrant Maintenance & Flow Testing Services, Emergency Hydrant Maintenance**

## WATER DISTRIBUTION SYSTEM EMERGENCY HYDRANT MAINTENANCE CALL OUTS

M.E. Simpson Co. Inc. has been providing Emergency Maintenance services since 1989. We pride ourselves in operating a professional and timely service when main breaks/leaks occur and the need for an accurate hydrant maintenance is critical to public safety. It is our pleasure to provide you with the following detailed scope:

- ◆ A minimum of two experienced team members on call 24 hours per day, seven days a week.
- ◆ Phones manned 24 hours per day, seven days per week:
  - Toll-free phone number – 800.255.1521
- ◆ Response time:
  - Phone calls returned within 15 to 30 minutes
  - Response once the call has been made and a plan established with the utility, ninety (90) minute arrival time on site.
- ◆ Locations:
  - Griffith, Indiana – 50 miles
  - Waukegan, Illinois – 53 miles
  - Valparaiso, Indiana – 79 miles
- ◆ Call-Out Hours, detailed:
  - Standard Weekday Hours (Monday – Friday), 7:00 a.m. to 3:30 p.m.
  - After Hours Weekday Hours (Monday – Friday), 3:30 p.m. to 7:00 a.m.
  - Weekends, all After Hours (Saturday – Sunday), 24 hours
  - Holidays, all After Hours, 24 hours

### Equipment to be used

The following equipment will be used for fire hydrant operation and maintenance work during the fire hydrant maintenance for the Utility. All material listed will be on the job site at all times during the callout.

- ◆ 2.5" Port diffusers, Pollards with flow gauges
- ◆ Certified and field-tested flow gauges
- ◆ Food grade grease for lubricating the pumper and nozzle ports
- ◆ FCS S30 or Gutermann AquaScope listening device to ensure the hydrant isn't leaking
- ◆ Grease to lubricate the hydrants operating nut and stem
- ◆ All necessary hand tools
- ◆ 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
- ◆ A "Schonstedt"/ "Chicago Tape" magnetic locator
- ◆ A "Radio Detection RD4000" series line locator



# Village of Downers Grove

## Contractor Evaluation

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Contractor: M.E. Simpson Co., Inc.

Project: Hydrant Maintenance and Flow Testing Program

Primary Contact: Randy Lusk Phone: 1-800-255-1521

Time Period: 2018 – 2020

On Schedule: X yes ☐ no

**Provide details if early or late completion:** Contractor finished on time each of the three years of the contract with no requests for time extensions. As per contract, a final report of the program was submitted annually for each of the three years of work.

**Change Orders** (attach information if needed): None requested.

**Difficulties / Positives:** The contractor inspected almost 2,300 fire hydrants and inspected and flow tested about 570 annually for the term of the contract in accordance with American Water Works Association (AWWA) standards. The contractor communicated their activities to Village staff daily and placed signs in neighborhoods to notify the public while work was taking place. This work contributes significantly toward the Village's ISO Class 1 rating.

### Interaction with public:

X excellent ☐ good ☐ average ☐ poor

(Attach information on any complaints or compliments)

General Level of Satisfaction with work:

X Well Satisfied ☐ Satisfied ☐ Not Satisfied

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

Reviewer: David Moody

Date: March 31, 2021