

VILLAGE OF DOWNERS GROVE
Report for the Village

SUBJECT:	SUBMITTED BY:
1/13/2026	
Water System Leak Detection Services	David Moody Director of Public Works

SYNOPSIS

A motion is requested authorizing the execution of a three-year contract for water system leak detection services with M.E. Simpson Co., Inc. of Valparaiso, Indiana in the amount of \$235,956.75.

STRATEGIC PLAN ALIGNMENT

The goals for 2025-2027 include *Top Quality Infrastructure*.

FISCAL IMPACT

The FY26 budget provides \$77,500.00 in the Water Fund for water system leak detection services. Future years will be budgeted accordingly.

RECOMMENDATION

Approval on the January 13, 2026 consent agenda.

BACKGROUND

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

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

The 2025 leak detection survey completed by M.E. Simpson pinpointed 14 leaks with an average water loss of 116,640 gallons per day. The repair of these leaks equates to a savings of \$246,926.88 annually based on a wholesale purchase price of water from the DuPage Water Commission of \$5.80 per 1,000 gallons.

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

Staff prepared a Request for Proposals (RFP) seeking services from a qualified vendor to provide water system leak detection services for 2026-2028 in accordance with established procurement procedures. Three proposals were received with pricing information summarized in the table below. The proposal submitted by New England Water Distribution Services did not meet the bid requirements due to the lack of a local office, and an inability to meet the required response time for emergency services, both requirements of the RFP.

Three Year Price Summary for Leak Detection Survey

Service Provider	Proposed Price 2026	Proposed Price 2027	Proposed Price 2028	3-Year Total
New England Water Distribution Services, Windham, NH	\$62,500.75	\$64,000.50	\$64,455.50	\$190,956.75
M.E. Simpson Co., Inc., Valparaiso, IN	\$62,910	\$62,910	\$65,240	\$191,060
Gewalt Hamilton Associates, Inc., Vernon Hills, IL	\$99,724	\$109,743	\$120,694	\$330,161

Price Summary for Emergency Leak Detection Services

Service Provider	Regular Hours 2026	After Hours 2026	Regular Hours 2027	After Hours 2027	Regular Hours 2028	After Hours 2028
M.E. Simpson Co., Inc., Valparaiso, IN	\$645 1st hour and \$305 each additional	\$695 1st hr. and \$310 each additional	\$645 1st hr. and \$305 each additional	\$695 1st hr. and \$310 each additional	\$695 1st hr. and \$320 each additional	\$730 1st hr. and \$325 each additional
Gewalt Hamilton Associates, Inc., Vernon Hills, IL	\$460/hr.	\$1,390/hr.	\$506/hr.	\$1,529/hr.	\$557/hr.	\$1,682/hr.
New England Water Distribution Services, Windham, NH	\$4,500 for each year of the contract - Did Not Meet RFP Requirements No staffed office within 75 miles of the Village					

Based on the proposed pricing and previous quality performance on past contracts, staff recommends award of a three year contract to M.E. Simpson for leak detection services. For the purposes of calculating a total contract cost, \$15,000 per year in emergency leak detection services has been estimated. This amount is based on historical averages for this service and totals \$45,000 for the three year contract. This emergency services amount, plus the cost of the three years of leak detection survey work at \$190,956.75 comes to a total contract amount of \$235,956.75. M.E. Simpson Company completed the prior three-year contract with good results and their cost to conduct the leak survey contract for 2026 reflects a 9.5% increase over the 2025 contract cost.

ATTACHMENTS

Contract Documents
Contractor Evaluation



REQUEST FOR PROPOSAL (Professional Services)

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

Project Name: Water Distribution Leak Detection Services
 Proposal No.: RFP-34-0-2025/JH
 Proposal Due: December 3, 2025 11:00AM

Required of Awarded Proposer:

Certificate of Insurance: Yes

Legal Advertisement Published: November 12, 2025
 This document consists of 31 pages.

Return **original** copy of proposal (no staples, bindings or spines) in a **sealed envelope and USB flash drive** marked with the Proposal Name/Number as noted above to the address below
 Alternatively, proposals may be submitted through demandstar.com.

JAKE HENDRIX
 WATER MANAGER
 VILLAGE OF DOWNERS GROVE PUBLIC WORKS
 5101 WALNUT AVENUE
 DOWNERS GROVE, IL 60515
 PHONE: 630/434-5462
 FAX: 630/434-5495
www.downers.us

The VILLAGE OF DOWNERS GROVE will receive proposals Monday thru Friday, 7:30 A.M. to 4:30 P.M. at Public Works, 5101 Walnut Ave, 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 (Professional Services)
- V. PROPOSAL/CONTRACT FORM

DO NOT DETACH ANY PORTION OF THIS DOCUMENT. INVALIDATION COULD RESULT. Proposers MUST submit an original copy of the total proposal. Upon formal award of the proposal this RFP document shall become the Contract, the successful Proposer will receive a copy of the executed Contract.

PLEASE DO NOT BIND ANY PORTION OF THE BID WITH STAPLES, BINDINGS OR SPINES.

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 RFP.

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: JAKE HENDRIX, 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. Alternatively, proposal forms may be submitted electronically. All proposers must be registered with DemandStar in order to access bid documents and submit an electronic proposal. If you are not registered, a free agency subscription to the Village of Downers Grove account is available by going to www.demandstar.com/register.rsp. If you are registered with DemandStar, but subscribed to another agency, you do not need to modify your subscription. The Village maintains an Open Access account whereby all bidding information and e-bidding capabilities are accessible under any subscription plan. Incomplete submittals may be rejected as non-responsive. Infrequent or first-time users of electronic bidding are encouraged to upload their bid responses at least 24 hours prior to bid opening. The Village is not responsible for submittal errors or incomplete bid submissions. For technical issues or concerns, proposers may contact Demandstar Supplier support directly at hello@demandstar.com or at 866-273-1863. All proposals must be received prior to the Due Date and Time set forth above and on the cover page of this document.

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. **DO NOT SUBMIT A PROPOSED CONTRACT. UPON ACCEPTANCE BY THE VILLAGE, THIS RFP DOCUMENT SHALL BECOME A BINDING CONTRACT.**

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 collectively.

3. MODIFICATION OR WITHDRAWAL OF PROPOSALS

3.1 A Proposal that is in the possession of the Village may be altered by a letter bearing the signature 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.

3.2 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 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.

4. SECURITY FOR PERFORMANCE

4.1 The awarded Proposer, 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.**

5. DELIVERY

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

6. TAX EXEMPTION

6.1 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.

7. RESERVED RIGHTS

7.1 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

8. VILLAGE ORDINANCES

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

9. USE OF VILLAGE'S NAME

9.1 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.

10. SPECIAL HANDLING

10.1 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.

11. INDEMNITY AND HOLD HARMLESS AGREEMENT

11.1 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.

12. NONDISCRIMINATION

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

(a) Refrain from unlawful discrimination in employment and undertake affirmative action to

assure equality of employment opportunity and eliminate the effects of past discrimination;

(b) By submission of this Proposal, the Proposer certifies that it is an "equal opportunity employer" as defined by Section 2000(e) of Chapter 21, Title 42, U.S. Code Annotated and Executive Orders #11136 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.

12.2 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.*

13. SEXUAL HARASSMENT POLICY

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

- 13.1.1 Notes the illegality of sexual harassment;
- 13.1.2 Sets forth the State law definition of sexual harassment;
- 13.1.3 Describes sexual harassment utilizing examples;
- 13.1.4 Describes the Proposer's internal complaint process including penalties;
- 13.1.5 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
- 13.1.6 Describes the protection against retaliation afforded under the Illinois Human Rights Act.

14. EQUAL EMPLOYMENT OPPORTUNITY

14.1 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:

14.1.1 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, order of protection status, military 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.

14.1.2 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.

14.1.3 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, order of protection status, military status, sexual orientation, or an unfavorable discharge from military services.

14.1.4 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.

14.1.5 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.

14.1.6 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.

14.1.7 That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as with other provisions of this Contract, the Proposer will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the Proposer will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

15. DRUG FREE WORK PLACE

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

15.1 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.

15.2 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.

15.3 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.

15.4 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.

15.5 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.

15.6 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.

15.7 Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

16. SUBSTANCE ABUSE PREVENTION ON PUBLIC WORKS PROJECTS ACT

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

17. PREVAILING WAGE ACT

17.1 Contractor agrees to comply with the Illinois Prevailing Wage Act, 820 ILCS 130/1 *et seq.*, for all work completed under this Contract. Contractor agrees to pay the prevailing wage and require that all of its subcontractors pay prevailing wage to any laborers, workers or mechanics who perform work pursuant to this Contract or related subcontract. For applicable rates, go to the State of Illinois – Department of Labor website (www.state.il.us/agency/idol/rates/rates.HTM) and use the most current DuPage County rate. The Department revises the prevailing wage rates and the Contractor or subcontractor has an obligation to check the Department's website for revisions to prevailing wage rates throughout the duration of this Contract.

17.2 Contractor and each subcontractor shall keep or cause to be kept accurate records of all laborers, mechanics and other workers employed by them on the public works project, which records must include each worker's name, address, telephone number when available, the last four digits of the worker's social security number, gender, race, ethnicity, veteran's status, skill level, classification, hourly wage paid (including itemized hourly cash and fringe benefits paid in each pay period), number of hours worked each day, the starting and ending times of work each day, the worker's hourly wage rate, the worker's hourly overtime wage rate, the worker's hourly fringe benefit rates, the name and address of each fringe benefit fund, the plan sponsor of each fringe

benefit, if applicable, and the plan administrator of each fringe benefit, if applicable. These records shall be open to inspection at all reasonable hours by any representative of the Village or the Illinois Department of Labor (IDOL) and must be preserved for five (5) years from the date of the last payment on the public work.

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

17.4 Because this is a public works project as defined under the Prevailing Wage Act, 820 ILCS 130/2, any and all contractors and subcontractors shall submit certified payroll records to IDOL no later than the fifteenth (15th) day of each calendar month for the immediately preceding month in which construction on a public works project has occurred. Contractor shall then provide an IDOL certification and case number to the Village. **WITHOUT THIS PAPERWORK, NO INVOICE SHALL BE PAID BY THE VILLAGE.** Filing false records is a Class A misdemeanor.

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

17.6 Any bond furnished as security for performance shall include a provision that guarantees faithful performance of the Illinois Prevailing Wage Act, 820 ILCS 130/1 *et seq.*

18. PATRIOT ACT COMPLIANCE

18.1 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 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.

19. INSURANCE REQUIREMENTS

19.1 The Proposer shall be required to obtain, from a company or companies lawfully authorized to do business in the jurisdiction in which the project is located, such general liability insurance which, at a minimum, will protect the Proposer from the types of claims set forth below which may arise out of or result from the Proposer's operations under this Contract and for which the Proposer may legally liable:

19.1.1 Claims under workers compensation, disability benefit and other similar employee

benefit acts which are applicable to the operation to be performed;

19.1.2 Claims for damages resulting from bodily injury, occupational sickness or disease, or death of the Proposer's employees;

19.1.3 Claims for damages resulting from bodily injury, sickness or disease, or death of any person other than the Proposer's employees;

19.1.4 Claims for damages insured by the usual personal injury liability coverage which are sustained: (1) by a person as a result of an offense directly or indirectly related to employment of such person by the Proposer, or (2) by another person;

19.1.5 Claims for damages, other than to the work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom;

19.1.6 Claims for damages because of bodily injury, death of a person or property damage arising out of ownership, maintenance or use of a motor vehicle;

19.1.7 Claims for damages as a result of professional or any other type of negligent action by the Proposer or failure to properly perform services under the scope of the agreement between the Proposer and the Village.

19.2 The Proposer shall demonstrate having insurance coverage for a minimum of \$2 million for professional liability (errors and omissions).

19.3 As evidence of said coverages, Proposer shall provide the Village with certificates of insurance naming the Village of Downers Grove as an additional insured and include a provision for cancellation only upon at least 30 days prior notice to the Village.

20. COPYRIGHT/PATENT INFRINGEMENT

20.1 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.

21. COMPLIANCE WITH OSHA STANDARDS

21.1 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.

22. CERCLA INDEMNIFICATION

22.1 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.

23. BUY AMERICA

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

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

24. CAMPAIGN DISCLOSURE

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

24.2 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.

24.3 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.

24.4 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.

25. SUBLETTING OF CONTRACT

25.1 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 Proposer from its obligation or change the terms of the Contract.

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

26. TERM OF CONTRACT

26.1 The term of this Contract shall be as set forth in the Detail Specifications set forth in Section III below. This Contract is subject to the Village purchasing policy with regard to any extensions hereof.

27. TERMINATION OF CONTRACT

27.1 In the event of the Proposer's nonperformance, breach of the terms of the Contract, or for

any other reason, and/or that sufficient funds to complete the Contract are not appropriated by the Village, the Contract may be canceled, in whole or in part, upon the Village's written notice to the Proposer. The Village will pay the Proposer's costs actually incurred as of the date of receipt of notice of default. Upon termination, the Proposer will deliver all documents and products of whatever kind, and their reproducible originals related to the project, which have been produced to the date of the notice of termination.

28. BILLING & PAYMENT PROCEDURES

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

28.2 The Village shall review in a timely manner each bill or invoice after its receipt. If the Village determines that the bill or invoice contains a defect making it unable to process the payment request, the Village shall notify the Proposer requesting payment as soon as possible after discovering the defect pursuant to rules promulgated under 50 ILCS 505/1 *et seq.* The notice shall identify the defect and any additional information necessary to correct the defect.

28.3 As this Contract may include work defined as a "fixed public work" project under the Illinois Prevailing Wage Act, 820 ILCS 130/2 and pursuant to section 17.4 of this Request for Proposals, the Proposer shall provide an IDOL certification and case number to the Village along with the invoice for applicable services provided. No invoice shall be paid without said records. Please send all invoices to the attention of Village of Downers Grove, Accounts Payable, 850 Curtiss Street, Downers Grove, IL 60515.

29. RELATIONSHIP BETWEEN THE PROPOSER AND THE VILLAGE

29.1 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.

30. STANDARD OF CARE

30.1. 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.

30.2 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.

30.3 For Professional Service Agreements: Project site visits by Proposer during construction

or equipment installation or the furnishing of Project representatives shall not make Proposer responsible for: (i) constructions means, methods, techniques, sequences or procedures; (ii) for construction safety precautions or programs; or (iii) for any construction contactor(s') failure to perform its work in accordance with contract documents.

31. GOVERNING LAW AND VENUE

31.1 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.

32. SUCCESSORS AND ASSIGNS

32.1 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.

33. WAIVER OF CONTRACT BREACH

33.1 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.

34. AMENDMENT

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

35. NOT TO EXCEED CONTRACT

35.1 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 Contract.

36. SEVERABILITY OF INVALID PROVISIONS

36.1 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.

37. NOTICE

37.1 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
850 Curtiss Street,
Downers Grove, IL 60515**

And to the Proposer as designated in the Contract Form.

38. COOPERATION WITH FOIA COMPLIANCE

38.1 Proposer acknowledges that the Freedom of Information Act does apply to public records in possession of the Proposer or a subcontractor. Proposer 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.*)

39. COPYRIGHT or PATENT INFRINGEMENT

39.1 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.

40. DISADVANTAGED BUSINESS ENTERPRISE (DBE) CERTIFICATION

40.1 Pursuant to 35 ILCS 200/18-50.2, Contractor and all subcontractors are required to complete and submit a Vendor DBE certification, regardless of DBE status. Contractor shall complete and require all its subcontractors to complete the DBE certification for this project at www.downers.us/vss. The information necessary for the Contractor and all subcontractors to complete the certification includes the following: DBE Classification (minority-owned, women-owned, persons with disabilities-owned, veteran-owned, or none); if DBE, whether the company holds a certificate or self-certifies; if self-certifying, whether the company qualifies as a small business under the U.S. Small Business Administration standards; the company's name, address, city, state and zip code; company's contact person's name, title, telephone number and email address. NO PAYMENTS WILL BE MADE TO THE CONTRACTOR BY THE VILLAGE UNLESS AND UNTIL ALL OF THE CERTIFICATIONS FOR THE CONTRACTOR AND SUBCONTRACTORS HAVE BEEN COMPLETED.

III. DETAIL SPECIFICATIONS

WATER DISTRIBUTION SYSTEM LEAK DETECTION SERVICES

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

Scope of Work

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

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

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

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

1. A description of the area surveyed including lineal feet of the system surveyed;
2. The methodology of the survey including a description of the equipment used and an explanation of how this equipment works in relation to water mains (ductile/cast/PVC), hydrants and valves, and services.
3. A summary list of leaks including a description of the type of leak (main line, service line, valve or hydrant), the location of the leak and an estimate as to the size of the leak measured in gallons per day (GPD);
4. An estimate of the daily and annual financial impacts of the water loss based on the unit price the Village pays the DuPage Water Commission for water.

5. General recommendations based on the technical service provider's investigation including an estimate on the payback period of the survey.
6. Individual leak detection reports incorporating a diagram of the area surveyed for the suspect leak, as well as information relative to the date and time the leak was detected, the address/location of the leak and the number and type of connection points used.
7. A list of all valve defects and map errors observed during the survey.
8. A minimum work crew of two (2) is required.

Emergency Services

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

Any emergency services needed are to be provided with 90 minutes of notification. The technical service provider shall provide a 24-hour emergency telephone number to contact a representative in case of emergency. Failure to appear on-site within 90 minutes of notification will result in liquidated damages in the amount of \$100 per hour, pro-rated in increments of 15 minutes, rounded up, up to 12 hours in total.

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

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

4. The quality of performance of previous leak detection contracts or services with the Village and other municipalities within the last five (5) years. At least two (2) of the municipal references **must** be for individual leak detection contracts in excess of 116 miles of water main annually. These references shall be indicated clearly in the proposal.
5. The technical service provider shall be required to maintain a staffed office within a 75 mile radius of the Village for the duration of this contract. Further, the technical service provider shall provide 24 hour, 7 day a week emergency service for the duration of this contract.
6. The technical service provider must be authorized to perform work on the Village water system in accordance with the Illinois Plumbing License Law, 225 ILCS 320/1, et seq.

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

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

Term of Contract: The term of this Contract will be for three (3) years unless terminated sooner in accordance with paragraphs 27.1, Section II. The term of this Contract may be extended beyond three (3) years in accordance with the Village's purchasing policy.

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

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

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

Safety: The technical service provider shall exercise every precaution at all times for the protection of persons and properties. The safety provisions of all applicable laws and ordinances shall be strictly observed. The technical service provider shall abide by all EPA and OSHA safety standards and regulations. **The Village is not responsible for site safety. The technical service provider is solely and exclusively responsible for construction means, methods, technologies**

and site safety. In accordance with paragraph 11, Section II, the technical service provider shall indemnify the Village for all claims relative to construction means, methods, technologies, site safety or otherwise.

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

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

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

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

L = taper length in feet

W = width of lane closure in feet

S = posted speed limit

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

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

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

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

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

PROPOSAL FORMAT AND SUBMISSION REQUIREMENTS

Proposal Format:

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

Introduction:

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

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

Experience/Staff Resumes:

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

Resumes shall be formatted in the following order;

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

- Past Experience

Technical Approach/Implementation:

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

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

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

Cost Proposal:

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

Submission Requirements:

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

PROPOSAL EVALUATION PROCESS

Vendor Selection:

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

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

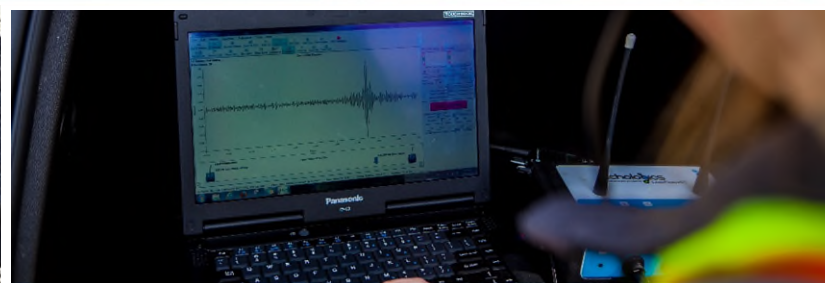
The Village will select the highest rated, fully qualified and best suited vendor to continue forward the project. Should the first selected vendor be unable to fulfill the terms of the contract, the Village reserves the right to enter into a contract with the 2nd selected vendor. If the Village does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

IV. PROPOSER'S RESPONSE TO RFP (Professional Services)

(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



PROPOSAL TO PROVIDE

The Village of Downers Grove, IL

Water Distribution Leak Detection Services

Due: December 3, 2025





December 3, 2025

Jake Hendrix
Water Manager
Village of Downers Grove Public Works
5101 Walnut Avenue
Downers Grove, IL 60515

RE: PROPOSAL FOR A COMPREHENSIVE WATER DISTRIBUTION SYSTEM LEAK SURVEY

Dear Mr. Hendrix,

M.E. Simpson Co., Inc. is delighted to present our proposal for a Water Distribution System Leak Survey to the Village of Downers Grove, IL. We feel privileged to be considered for this vital project and are confident that our expertise and commitment will help achieve outstanding results.

As a trusted provider of professional services, we specialize in optimizing the performance of water distribution systems through programs and solutions recognized worldwide as Best Management Practices (BMPs). By combining cutting-edge technology, industry-leading methodologies, and a team of highly trained professionals, we are well-equipped to support the success of your project. Our dedicated engineers and technical experts are prepared to seamlessly integrate into your operations, reducing the burden on your staff while delivering exceptional outcomes.

Our services are designed to address the specific challenges utilities face today. Whether providing comprehensive turn-key solutions or empowering in-house teams, our mission is unwavering: to enhance public trust by safeguarding the quality and reliability of drinking water.

Thank you for considering M.E. Simpson Co., Inc. for this important initiative. We look forward to the opportunity to partner with the Village of Downers Grove and deliver results that exceed expectations.

Sincerely,

A handwritten signature in black ink, appearing to read "RL", is positioned above the typed name of Randy Lusk.

Randy Lusk
Vice President of Innovation & Solutions

Randy Lusk
Vice President of Innovation & Solutions

3406 Enterprise Avenue
Valparaiso, IN 46383

800.255.1521 P
888.531.2444 F

randyl@mesimpson.com

INTRODUCTION

M.E. Simpson Co., Inc., established in 1979 by Marvin E. Simpson, is headquartered in Valparaiso, Indiana, near Chicago, Illinois. Over the years, our company has emerged as the leading provider of water loss assessment and distribution system asset management programs and services in the industry. We specialize in assisting our clients in optimizing the performance of their water distribution systems, striving for peak efficiency.

At M.E. Simpson, we pride ourselves on delivering top-notch technical and professional services, utilizing cutting-edge technologies and a team of highly skilled, trained professionals. Our dedicated staff has developed a range of advanced programs to ensure your utility stays ahead of the curve in managing your water distribution systems.

To date, we have achieved remarkable results in enhancing distribution system performance and optimizing data, records, and mapping for our clients. Our track record includes servicing over 80,000 large water meters as part of our Water Loss Control programs, providing leak detection services covering 100,000 miles, and conducting numerous water audit programs. Additionally, our asset management services have successfully documented the location and exercise of over 500,000 valves. Furthermore, our fire hydrant flow testing program has meticulously inspected and tested 80,000 fire hydrants, gathering valuable information on water main capacity.

Leak Detection History

In 1987, M.E. Simpson Co., Inc. introduced its Water Transmission and Distribution Leak Survey services. Since then, we have consistently improved and expanded the program, establishing it as a central initiative for water loss control among our clients.

Over the years, our Water Transmission and Distribution Leak Survey services have been widely adopted by municipalities throughout the Chicago Metro Area, the Midwest, and beyond. Our skilled crews have been deployed to various locations across the United States, including Georgia and California, as well as overseas, to assist utilities in addressing transmission and distribution system leakage challenges. Thanks to their comprehensive cross-training in all the services provided by M.E. Simpson Co., Inc., our crews possess the unique ability to respond to specific utility requests.

Equipped with state-of-the-art technology and staffed by capable project managers and personnel, we are fully prepared to undertake your leak survey and meet all your utility requirements. We take great pride in our work, which consistently leverages the latest advancements in technology while prioritizing the needs of our customers—the Water Works Industry.

Leak Survey Project Understanding

The Village of Downers Grove is currently in search of a reputable firm to offer services for a Water System Leak Detection Survey. The primary objective of this program is to identify and assess specific leakage problems within the water distribution system, ultimately leading to targeted directions for locating and repairing the leaks and achieving an overall reduction in water losses for the system. The chosen firm will be responsible for providing expertise in detecting and quantifying leaks, as well as offering guidance for effective leak repair strategies.

Company Qualifications

M.E. Simpson Co., Inc. is a renowned professional services company with a specialization in water distribution asset management and water loss control. As a niche company within the water industry, we do not meet the criteria to be classified as a "contractor" and, therefore, cannot obtain a contractor's license. However, for the past 40 years, we have successfully executed leak detection programs, and our extensive expertise and experience go above and beyond the requirements of the Village of Downers Grove Leak Detection Survey Program. We are confident in our ability to exceed your expectations with our knowledge and capabilities.

FIRM EXPERIENCE

[City of Joliet, Illinois \(2008 – Current\)](#)

M.E. Simpson Co., Inc. has been performing water loss assessments for the City of Joliet since 2008, including leak detection surveys and “on call” emergency leak detection services as a way to reduce water loss in the distribution system. The program for 2024 surveyed approximately 700 miles of water main and located 171 leaks. These leaks were estimated to be costing the utility in excess of **\$508.03** per day or **\$185,431.68** annually. The survey paid for itself in water loss recovery in 13 months based on the Variable Cost (production cost) of water. This project cost a total of \$189,000.00 and was completed in 109 days.

Ms. Allison Swisher, P.E.
Director of Public Utilities
City of Joliet
921 East Washington Street, Joliet, Illinois 60433
815.724.4230
aswisher@jolietcity.org

[Village of Downers Grove, IL \(2011 – Current\)](#)

M.E. Simpson Co., Inc. conducts a Leak Survey on approximately 233 miles per year as a way for the Village to reduce water losses occurring in the distribution system. The completed Leak Survey Program in 2023 resulted in the location of 13 leaks totaling 364,320 gallons of water per day. The leaks were estimated to be costing the utility in excess of \$449,782.20 annually using the cost of water sold per 1,000 gallons. The survey paid for itself within three months. This project cost a total of \$39,600.00 and was completed in 49 days.

Mr. David Moody
Director of Public Utilities
Village of Downers Grove
5101 Walnut Avenue, Downers Grove, IL 60515-4074
630-434-5462
dmoody@downers.us

[Village of Shorewood, IL \(2014 – Current\)](#)

M.E. Simpson Co., Inc. conducted its most recent Leak Survey in Shorewood on approximately 99 miles in 2023 as a way for the Village to reduce water losses occurring in the distribution system. This Leak Survey Program resulted in the location of 23 leaks totaling 59,040 gallons of water per day. Using a sale price of \$4.22 per thousand gallons these leaks were estimated to be costing the utility in excess of **\$139.77** per day or **\$51,014.74** annually. The 2023 leak survey paid for itself within 5 months. This project cost a total of \$21,285.00 and was completed in 25 days.

Mr. Noriel Noriega
Superintendent of Public Works
Village of Shorewood
1 Towne Center Boulevard, Shorewood, Illinois 60404
815.725.2150
nnoriega@vil.shorewood.il.us

City of Batavia, IL (2020 – Current)

M.E. Simpson Co, Inc. conducts a Leak Survey on approximately 174 miles of water distribution main per year. The completed Leak Survey Program in 2024 resulted in the location of 29 leaks totaling 27,652 gallons of water per day. The leaks were estimated to be costing the utility in excess of \$71,744.40 annually using the cost of water sold per 1,000 gallons. This project cost a total of \$42,260.00 and was completed in 25 days

Mr. Jeremy Barkei
Water and Sewer Division Superintendent
City of Batavia
200 N Raddant Road, Batavia, IL 60510
630-454-2300
jbarkei@cityofbatavia.net

City of West Bend, Wisconsin (1997 – Current)

M.E. Simpson Co., Inc. conducts a Leak Survey on half of the 147-mile distribution system every other year as a way for the West Bend Water Utility to reduce water losses occurring in the distribution system. The Utility owns Leak detection equipment; however, the staff of M.E. Simpson Co., Inc. performs leak detection work daily and has a greater understanding of the parameters of detection and locating leaks. The leak surveys have found numerous leaks on this system since the start of the leak detection program; however, because of the vigilance of the program, these water losses have subsided to a point of regular distribution system preventative maintenance. This project cost a total of \$17,640.00 and was completed in 9 days.

Mr. Travis Thull
Water Utility Manager
City of West Bend
251 Municipal Drive, West Bend, Wisconsin 53095
262-335-5040

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 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 bring significant experience and a proven track record of delivering timely, cost-effective and sound leak survey solutions.

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

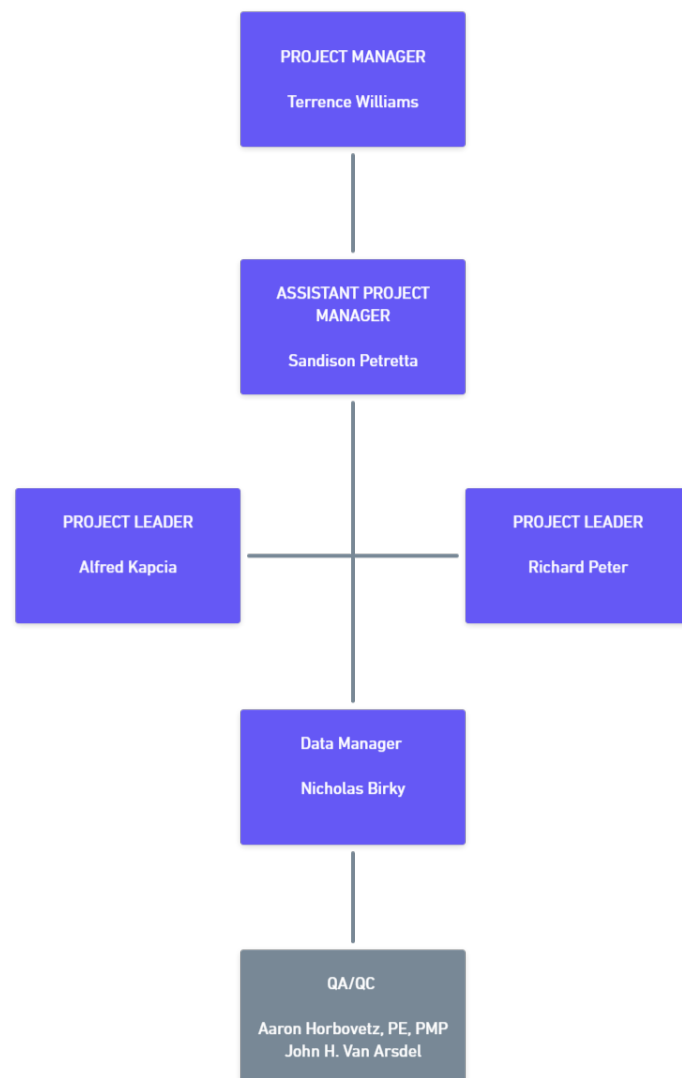
Project Manager: [Terrence Williams](#)

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.

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
- ◆ Extensive Traffic Control Training
- ◆ Extensive Confined Space Training



Assistant Project Manager: [Sandison Petretta](#)

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

maintenance and installation of water meters; valve location, exercising and mapping; fire hydrant and main capacity flow testing; and the use of state-of-the-art leak detection equipment. He is also experienced in the use of all of our Polcon® Flow Testing equipment

Professional Certifications:

- ◆ 10-Hour OSHA Certified for General Industry
- ◆ American Red Cross First Aid and CPR with AED Certified
- ◆ American Traffic Safety Services Association Flagging Certified
- ◆ Extensive Traffic Control Training
- ◆ Extensive Confined Space Training

Project Leader: Alfred Kapcia

Alfred Kapcia has been with the Company since September of 2015. Prior to working for M.E. Simpson Company, Inc., Alfred was a student at Indiana University Northwest. Alfred has attended numerous classes and lectures related to the operation, maintenance, and installation of water meters, and completed classes in plumbing. Alfred has experience in the maintenance and installation of water meters; valve location, exercising and mapping; fire hydrant and main capacity flow testing; and the use of state-of-the-art leak detection equipment. He is also experienced in the use of all of our Polcon® Flow Testing equipment.

Professional Certifications:

- ◆ 10-Hour OSHA Certified for General Industry
- ◆ American Red Cross First Aid and CPR with AED Certified
- ◆ American Traffic Safety Services Association Flagging Certified
- ◆ Extensive Traffic Control Training
- ◆ Extensive Confined Space Training

Project Leader: Richard Peter

Richard Peter has been with the Company since 2022. Prior to working for M.E. Simpson Company, Inc., Richard earned a degree as a Mechanical Engineer and worked as a field technician conducting inspections and maintenance for sewers and manholes. He was trained on the NASCO Level II inspection process and has over 4 years of experience with collection systems.

Richard has additional experience in the 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.

Professional Certifications:

- ◆ 10-Hour OSHA Certified for General Industry
- ◆ American Red Cross First Aid and CPR with AED Certified
- ◆ American Traffic Safety Services Association Flagging Certified
- ◆ Extensive Traffic Control Training
- ◆ Extensive Confined Space Training

Project Leader: Nicholas Birky

Nicholas Birky has been with the Company since April of 2010. Nicholas is a graduate of Purdue University with a Bachelor of Science in Economics and a graduate of Indiana University with a master's in economics. Nicholas maintains and analyzes all leak databases and data for leak detection survey projects

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

Aaron Horbovetz has been with the Company since September of 1999. In 2006. 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. He is a regular presenter at AWWA conferences, since 2012. Aaron is responsible for the Engineering Division of M.E. Simpson Co., Inc., overseeing many of the more complex programs associated with hydraulic studies and Master Metering services.

Aaron has attended numerous classes and lectures related to the operation, maintenance and installation of water meters, and completed classes in plumbing. He has experience in the 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. Aaron also manages the company's hydraulics services division, including all Pitot testing, pump curve analysis, and C-Factor testing.

Professional Certifications:

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

QA/QC: John H. Van Arsdel

John H. Van Arsdel has been with M.E. Simpson Co., Inc. since May 1989. He graduated from Valparaiso University with a B.A. in Geography with an emphasis in Locational Evaluation and Research Design. Additional classes include water operator's 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, along with classes on the operation and maintenance of water meters, and system hydraulics related to the Polcon® Flow Testing equipment.

John has over 36 years of experience directing projects for water utilities including 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. He has presented numerous classes for continuing education credits for water operators for over 24 years to several local and state water works organizations on Water Loss Reduction including Water Audits, Leak Detection, Meter Testing and Flow Testing. He served from 2010 to 2014 as Chair of the AWWA Water Loss Control Committee. John is a Certified Water Audit Level 1 Validator for California and Indiana.

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

TERRENCE WILLIAMS

OPERATIONS MANAGER

BACKGROUND

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.
Area Service Manager
Project Manager
Project Leader
2014 - Present

PROFESSIONAL CERTIFICATIONS

30 Hour OSHA Certified for General Industry

American Red Cross First Aid and CPR AED Certified

American Traffic Safety Services Association Flagging Certified

Extensive Traffic Control Training

Extensive Confined Space Training

SANDISON PETRETTA

SENIOR PROJECT LEADER

BACKGROUND

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.

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
AED Certified

American Traffic Safety Services
Association Flagging Certified

Extensive Traffic Control Training

Extensive Confined Space Training

ALFRED KAPCIA

PROJECT LEADER

BACKGROUND

Alfred Kapcia has been with the Company since September of 2015. Prior to working for M.E. Simpson Company, Inc., Alfred was a student at Indiana University Northwest. Alfred has attended numerous classes and lectures related to the operation, maintenance, and installation of water meters, and completed classes in plumbing.

Alfred has experience in the 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.

NOTABLE PROJECTS

- Village of Downers Grove, IL (2017 - 2023)
- Burnsville, MN (2022 - 2023)
- Village of Tinley Park, IL (2020 – 2022)
- Village of Evergreen Park, IL (2019 - 2022)
- Village of Westmont, IL (2017 – 2022)
- City of Joliet, IL (2015 – 2022)
- Village of Franklin Park, IL (2018 - 2022)
- Village of Olympia Fields, IL (2019 – 2021)

ROLE

Project Leadership and Implementation

WORK HISTORY

M.E. Simpson Company, Inc.
Project Leader
2015 - Present

PROFESSIONAL CERTIFICATIONS

10 Hour OSHA Certified for
General Industry

American Red Cross First Aid and CPR
AED Certified

American Traffic Safety Services
Association Flagging Certified

Extensive Traffic Control Training

Extensive Confined Space Training

RICHARD PETER

PROJECT LEADER

BACKGROUND

Richard Peter has been with the Company since 2022. Prior to working for M.E. Simpson Company, Inc., Richard earned a degree as a Mechanical Engineer and worked as a field technician conducting inspections and maintenance for sewers and manholes. He was trained on the NASCO Level II inspection process and has over 4 years of experience with collection systems.

Richard has additional experience in the 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.

ROLE

Project Management and Development

WORK HISTORY

M.E. Simpson Company, Inc.
Field Technician
2020 - Present

PROFESSIONAL CERTIFICATIONS

10 Hour OSHA Certified for
General Industry

American Red Cross First Aid and CPR
AED Certified

American Traffic Safety Services
Association Flagging Certified

Extensive Traffic Control Training

Extensive Confined Space Training

NICHOLAS BIRKY

DATA COORDINATOR

BACKGROUND

Nicholas Birky has been with the Company since April of 2010. Nicholas is a graduate of Purdue University with a Bachelor of Science in Economics and a graduate of Indiana University with a master's in economics. Nicholas maintains and analyzes all leak databases and data for leak detection survey projects.

ROLE

Data Coordinator

WORK HISTORY

M.E. Simpson Company, Inc.
Data Coordinator
2010 – Present

PROFESSIONAL CERTIFICATIONS

AARON M. HORBOVETZ, P.E.

PMP

PROJECT ENGINEER

BACKGROUND

Aaron Horbovetz has been with M.E. Simpson Co., Inc. since 1999. In 2004-2005 he was on hiatus to pursue his engineering degree. He returned to M.E. Simpson Co., Inc. in 2006. 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. He 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.

Aaron has attended numerous classes and lectures related to the operation, maintenance and installation of water meters, and completed classes in plumbing. He 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. Aaron also manages the company's hydraulics services division, including all Pitot testing, pump curve analysis, and C-Factor testing.

Mr. Horbovetz is responsible for the Engineering Division of M.E. Simpson Co., Inc. overseeing many of the more complex programs associated with hydraulic studies and Master Metering services.

NOTABLE PROJECTS

- City of Detroit, MI (2022 – Present)
- City of Atlanta, GA (2014 – Present)
- City of Green Bay, WI (2018 – Present)
- City of Des Plaines, IL (2016 – Present)
- City of Hammond, IN (2015 – Present)
- City of Baltimore, MD (2016 – 2023)
- City of Chicago, IL (2012 – 2019)
- City of Rockford, IL (2017 – 2023)

ROLE

Project Management and Development

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

Certified Water Audit Validator (Indiana)

30 Hour OSHA Certified for General Industry

American Red Cross First Aid and CPR AED Certified

American Traffic Safety Services Association Flagging Certified

Extensive Traffic Control Training

Extensive Confined Space Training

PROFESSIONAL ASSOCIATIONS

- American Water Works Association (AWWA) Chair M22 Committee on Service and Meter Sizing
- M33 Committee on Flow Meters
- M36 Committee of Water Audits and Loss Prevention
- Water for People Committee Chair, Illinois Section AWWA
- Indiana, Illinois Sections AWWA
- Project Management Professional Institute, Calumet Chapter

JOHN H. VAN ARSDEL

VICE PRESIDENT

BACKGROUND

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. Additional classes include water operator's 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 (*licensed for the Sandia Labs RAM-W Method, and 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 36 years of experience directing projects for water utilities including 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. He has presented numerous classes for continuing education credits for water operators for over 24 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 water loss papers at the AWWA ACE in 2007, 2008, 2009, 2012, 2015, 2016, 2018, and the former DSS (now the WIC), 2010, 2011, 2012, 2014, the NAWL 2015, 2017, and 2019. In 2003, he conducted classes on Vulnerability Assessments and Emergency Response Planning for water utilities and conducted several VA and ERP projects. He served from 2010 to 2014 as Chair of the AWWA Water Loss Control Committee. For the Illinois Section in 2014-2015 he set up the Train the Trainer classes for Water Auditing and trained several sets of trainers and was the lead trainer for the Indiana Section AWWA Water Auditing and Validation training for 2019-20 that is being handled by the Indiana Finance Authority. John is a Certified Water Audit Level 1 Validator for California and Indiana.

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)
- 2010 - 2014, Chair, Water Loss Control Committee
- Apparent Water Loss Sub Committee, M 36 Manual Sub Committee 3rd and 4th additions, Water Audit Software Sub Committee (ver. 4.2 & ver. 5), Outreach Sub Committee. Illinois Section AWWA Board of Directors AZ Water
- Illinois Section AWWA Board of Directors
 - 2020 - 23 AWWA Director
 - 2014 - 2015 Past Chair
 - 2013 - 2014 Chair
 - 2012 - 2013 Chair Elect
 - 2011 - 2012 Vice Chair
 - 2009 - 2011 Sec./Treasurer
 - 2006 - 2009 Membership Chair Education Committee
 - Water for People Committee
 - Water Efficiency Committee
- Multi Section AWWA, Indiana, Michigan, Wisconsin, North Carolina, South Carolina, Georgia, Chesapeake, Virginia, Florida, Pennsylvania
- Water Environment Federation

PROFESSIONAL CERTIFICATIONS

30 Hour OSHA Certified for General Industry

NOTABLE PROJECTS

- Indiana Finance Authority, Teamed with IN Sec, AWWA for Water Audit and Level 1 Validation Certification Classes (2019-20).
- Golden State Water Company, CA, Team Lead for Comprehensive Water Loss Control Plan and Water Audit Validations (2018-20).
- Asheville Water Authority, Asheville, NC, Water Audit (2003-2004), teamed with Brown & Caldwell Engineers.
- Miami-Dade Water and Sewer Division (WASD) Water Loss Reduction Plan, Miami, FL (2006-2008), teamed with Malcom Pirnie, Inc.
- Pittsburgh Water and Sewer Authority (PWSA) Water Audit, Pittsburgh, PA (2006-2008), teamed with HDR, Inc.
- City of Lake Forest, IL Water Audit (2010), lead role.
- City of Baltimore, MD. Water Audit and Leak Detection, (2010-2012), teamed with KCI Engineers.
- Valparaiso City Utilities, Valparaiso, IN, Water Audit (2010-2011), lead role.
- Michigan City Water Works, Michigan City, IN Water Audit, (2012), lead role.
- Tom Bean, TX, Water Audit, (2012) lead role.
- Joint Base Charleston Naval Weapons Station, Goose Creek SC, Water Audit (2012), lead role, teamed with Atriax Group.
- JEA, Jacksonville, FL. Water Loss Program Technical Assistance, (2013) teamed with Arcadis, Inc.

American Red Cross First Aid and CPR AED Certified

American Traffic Safety Services Association Flagging Certified

Certified Water Audit Validator (Indiana)

PROFESSIONAL AWARDS & HONORS

- 2006, 2008 National AWWA Zenno Gorder Membership Award for Recruitment
- 2006, 2008 Diamond Pin for National AWWA Membership
- 2008 AWWA Ambassador Award for AWWA Membership
- 2010 - 2011 Water Professional of the Year, Illinois Section AWWA
- 2015 Illinois Section AWWA Clifford Fore Award for Public Service
- 2015 AWWA George Warren Fuller Award

TECHNICAL APPROACH & IMPLEMENTATION

Water Distribution System Leak Survey

The Field Scope of Service for the Leak Survey is understood to be the following:

M.E. Simpson Co., Inc. will be responsible for supplying all the essential resources, including labor, materials, transportation, tools, and equipment, required for the survey of the designated water distribution system areas as determined by the Utility. M.E. Simpson Co., Inc. must ensure the availability of proficient and trained personnel, as well as the necessary equipment, to successfully execute the tasks outlined in this scope of work.

There will be a minimum of Two Persons per team working on the survey at all times. The project team will:

- ◆ Work in an orderly and **safe** manner to ensure protection of the local residents, Utility employees, and the Field Staff, preventing **avoidable** accidents.
- ◆ All Field Staff will wear readily observable identification badges while in the field.
- ◆ Use leak detection equipment specified in the “Equipment to be used” section.
- ◆ Initially, conduct physical contact listening on **all fire hydrants, all accessible main line valves**, and, when necessary, selected service connections across the entire distribution system. Inaccessible listening points will be reported to the Utility for resolution.
- ◆ Listening points of contact will be valves, hydrants, service valves or meter settings. The preferred order of listening points is as follows: direct contact with the pipe, main line valves, hydrant valves, hydrants, then service valves or meter settings.
- ◆ Determine specific listening distances based on pipe material: Metallic pipes - no greater than 500 feet between listening points; Non-Metallic AC/Concrete pipes - no greater than 300 feet between listening points; Non-Metallic PVC/HDPE pipes - no greater than 150 feet between listening points.
- ◆ Maintain a Suspected Leak log indicating all areas where suspected leak noise was detected. This log will be reviewed during the verification of suspected leak areas, regardless of whether an actual leak is found, with an explanation of the noise source. It will be included in the periodic reports submitted to the Utility.
- ◆ Upon identifying or suspecting potential leak noise, conduct a secondary verification of the suspected area. A minimum of four hours will elapse between the initial assessment and the follow-up confirmation.
- ◆ The Project Team will perform **line locating** for both the water main and service lines in the nearby vicinity. Accurate pipe distance input into the leak correlator and providing the Water Utility with preliminary knowledge of the water main's approximate location are vital outcomes of this step. In the case of non-metallic pipes, their locations will be estimated, considering the line location of metallic services, Utility's area knowledge, or other pertinent information.
- ◆ Employ state-of-the-art **Electronic Leak Correlators** to detect and pinpoint leaks.
- ◆ For PVC water mains only the Echologics LeakFinder-ST w/hydrophones leak correlator or Fluid Conservation Systems (FCS) Touch Pro leak correlator, will be used for correlations due to their ability to analyze the particular sound frequencies associated with PVC pipe.
- ◆ Field marking of leak locations will be done using environmentally formulated Precautionary Blue paint.
- ◆ The Project Team will document all leak locations with diagrams indicating the leak's precise position, along with related correlation information such as filters used, line locations, sensor distances, and more.
- ◆ Leaks requiring **immediate attention (immediate threat to life, injury or traffic)** will be reported as swiftly as possible to expedite the repair process.
- ◆ Daily reporting to the Utility's assigned Professional will occur, covering progress from the previous day and survey plans for the current day.
- ◆ Components of the Leak Survey may need to be conducted during "off hours," such as at night. Advanced 24-hour notice will be given when surveying an area that requires after-hours or nighttime surveying to

enable proper planning by the Utility, notification to the Police department, and other relevant Public Works Divisions.

- ◆ As part of the leak program, mapping discrepancies and distribution assets found in disrepair will be noted and reported to the Utility.
- ◆ Leaks confirmed on the customer's side of a service shut-off will not be located beyond the shut-off. The Utility will be informed first, followed by customer notification and permission before any water shut-off, even for short periods, occurs, allowing for customer response.
- ◆ If the Utility requests leak locations beyond the service shut-off on the customer's side of the service line, an additional charge will be applied to the leak survey based on an hourly rate. Such service must be agreed upon between the Utility and M.E. Simpson Co., Inc. before the survey's commencement.
- ◆ Only operate valves and hydrants with permission from the Utility. Valves and hydrants breaking during this operation are the sole responsibility of the Utility. M.E. Simpson Co., Inc. cannot be held liable for breakage due to pre-existing conditions.
- ◆ Encourage the Utility to expedite the repair of located leaks so that the area can be re-surveyed while the Project Team is still working in that geographical vicinity to ensure no other leaks are present.

Equipment List

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

Quality Control and Accuracy of Leak Locations

The level of accuracy in leak detection is contingent on a thorough consideration of all the factors mentioned above, and the application of these considerations to each potential leak location as it undergoes evaluation. Any statement regarding the accuracy of leak locations must be understood in the context of the specific conditions surrounding each leak.

Detecting and pinpointing leaks within a distribution system is inherently challenging. It is not a perfect science. Pipes and fittings may develop leaks for a variety of reasons, including factors such as age, poor installation, material deficiencies, or adverse soil conditions. By adhering to a strict methodology in the field during the leak survey, these variables can be accounted for and mitigated. The depth of experience possessed by the Project Team is pivotal in maintaining the ability to achieve accurate leak locations. Furthermore, field crews work in Two-Person Teams, providing an additional layer of oversight and quality control as the survey progresses.

Utility Observations

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

Final Reports, Documentations & Communications

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

- ◆ Project Team will **meet daily** with assigned Utility personnel to go over areas of survey for prior workday and plan current day and area to survey.
- ◆ The field technicians will be readily available by phone. This will facilitate communications between the Utility and the field technicians. A **24-hour toll-free 800 number** is available for direct contact with M.E. Simpson Co., Inc. for emergencies.
- ◆ **Diagram all leak locations**, date of location, and classify according to severity and an estimate of loss.
- ◆ **The Project Manager will** meet with the Utility regularly for a progress report.
- ◆ **Prepare a progress report** at monthly intervals for the Utility if requested.
- ◆ Develop a **Leak Survey log** of activity which will also have confirmed leaks listed and this list will be turned in weekly (in the Utility preferred format). The list will also be included with the final report that will include the following:
 1. Mechanical deficiencies discovered
 2. Mapping errors on the water atlas
 3. Type of monitored appurtenances
 4. Location of same for leaks discovered
 5. Total estimated loss
- ◆ Provide a paper map with numbered location IDs and ArcGIS files showing a point location for each leak. The ArcGIS shapefile/geodatabase shall include the following attribute fields:
 1. Location per sub-meter GPS
 2. Date of leak test
 3. Estimated severity in GPM
 4. Notes (as applicable)
- ◆ **Prepare the final report** at the completion of the project which will include all leak location reports with drawings, total of estimated water loss, total pipe distance investigated, a description of the area surveyed, and other problems found in the system during the course of the survey that need the attention of the Water Utility. The leak summary will list leak types such as main leaks, service line leaks, valve leaks, or hydrant leaks.

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

Assumptions & Services Provided by the Utility

- ◆ Utility will provide access to documents, records, electronic and paper maps, and data sources. These detailed items are necessary to properly conduct the system leak survey. These will include:
 1. ArcGIS Online internet mapping application, which allows on-screen distance measurements.
 2. Exported copy of the Utility’s water GIS database in shapefile or another ESRI-compatible format.
 3. Electronic version of the Village-wide map in PDF format.
 4. PDF versions or paper copies of detailed engineering drawings only as needed and available.
- ◆ The Utility will assist as necessary to clean out service valves, meter pits and valve-boxes needed for listening.

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

Sample Documentation

Examples of our leak survey report are shown below.



M.E. SIMPSON COMPANY, INC.

LEAK LOCATION REPORT

Client: Joliet, Illinois **Time:** 1:00 PM
Date: June 17, 2024 **Tech:** Samiro M. & Victor B.
Address: Henderson Avenue & Benton Street

Below is a diagram of the area surveyed for a suspect leak.
This drawing is not to scale.



Distance: 0' from A
Connection point: A= Main Line Valve
Leak Location: 0' from A
Comments: This is a leak on a main line valve.

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

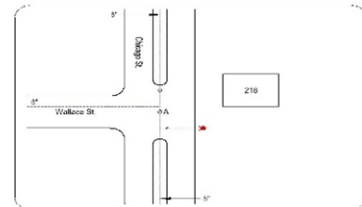


M.E. SIMPSON COMPANY, INC.

LEAK LOCATION REPORT

Client: Joliet, Illinois **Time:** 12:30 PM
Date: June 24, 2024 **Tech:** Samiro M. & Victor B.
Address: 218 Chicago Street

Below is a diagram of the area surveyed for a suspect leak.
This drawing is not to scale.



Distance: 0' from A
Connection point: A= Main Line Valve
Leak Location: 0' from A
Comments: This is a leak on a main line valve.

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

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 140 pages in length. In an effort to be more efficient and less wasteful we do not print copies of the safety program for RFPs. There is nothing secretive or proprietary contained within our plan/policy/program and we are happy to share its contents. If you would like a PDF copy of our plan/policy/program please contact Terrence Williams, Operations Manager, at (800) 255-1521 and a copy of our program will be sent via email to you.

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



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

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

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

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

- ◆ The Project Manager and the Field Manager will be trained in accordance with OSHA Standard 1910 (General Industry) and be in possession of an OSHA 10 Hour or 30 Hour Card.
- ◆ Any activity 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 Department of Transportation.**
 - All personnel are **trained and certified**, by the **AMERICAN TRAFFIC SAFETY SERVICES ASSOCIATION (ATSSA)** in Traffic Control and Safety.

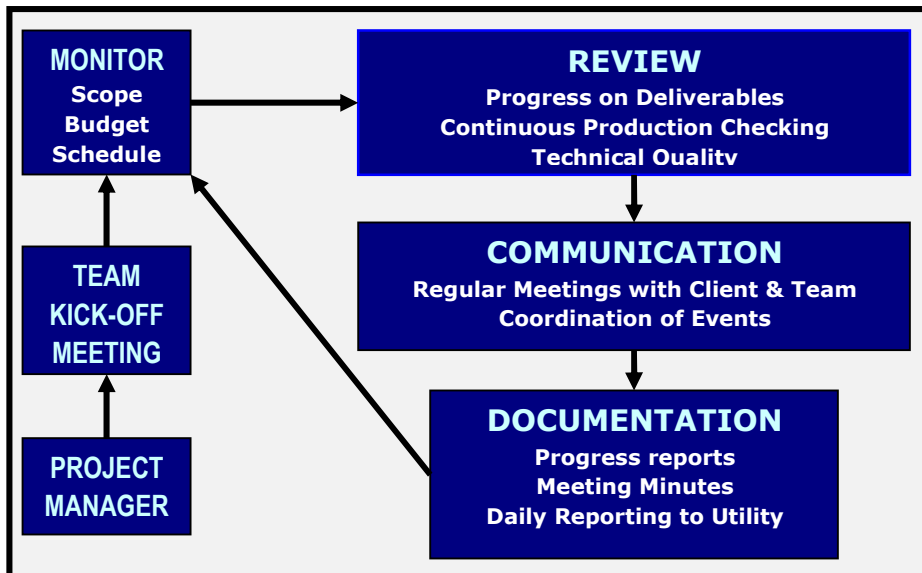
Current documentations of safety training and certifications can be provided for all project personnel for the Utility. These certifications are current and up to date for all project personnel.

PROJECT MANAGEMENT APPROACH

At M.E. Simpson Co., Inc., our project management approach is the key to our proven track record of successfully completing projects on time and within budget. Drawing from our extensive experience, we have developed effective project management practices that prioritize efficient communication and meticulous project tracking throughout every stage. Our adherence to the globally recognized Project Management Institute (PMI) standards, including the Project Management Body of Knowledge (PMBOK), guarantees that this project will be carefully planned, executed, monitored, and controlled following world-class procedures. With our team of seasoned managers and technicians, we will have continuous contributions of valuable insights to ensure that the Water Distribution System Leak Detection Survey surpasses the Utility's expectations.

Our project management system incorporates a single project manager who possesses the necessary responsibility and authority to represent M.E. Simpson Co., Inc. This dedicated project manager will remain committed to the project from its initiation until its successful completion. The project manager's defined responsibilities include:

- ◆ Coordinating all activities throughout the project.
- ◆ Establishing key decisions and reviewing milestones at various stages of the project.
- ◆ Developing an initial project development plan that outlines the schedule of work tasks and identifies key personnel responsible for executing the fieldwork to achieve project milestones and objectives.
- ◆ Coordinating communications and meetings with the Utility as necessary or as required to discuss technical concepts, explore alternative approaches, gather staff input, and synchronize activities with the project team.
- ◆ Generating periodic reports as needed and conducting regular meetings with the Utility to provide updates on project scheduling, progress, and ensuring adherence to the designated budget.
- ◆ Overseeing the execution and development of the project deliverables.



Project management remains an ongoing and crucial activity throughout the duration of the project, involving not only the Project Manager but also every member of the project team. In the case of the water distribution leak survey, each team member is dedicated to delivering the most effective leak detection program possible, utilizing cutting-edge technology, advanced equipment, extensive field experience, and comprehensive engineering

knowledge. Our team comprises experienced water professionals who specialize in water loss control, including leak surveys and pinpointing, evaluation and testing of various types of water meters (residential, commercial, wholesale, and production meters), hydraulic modeling of water distribution systems, fire hydrant maintenance and flow testing, as well as valve assessment and exercising. These experts bring a wealth of expertise and skills to ensure the highest quality outcomes for the project.

Our team's extensive experience and knowledge have significantly influenced our approach to leak surveys in distribution systems. Their expertise enables them to make real-time decisions and adjustments to fine-tune the program as necessary. The team will maintain open and constant communication with both the Utility District and the Project Managers, providing regular updates on their progress. Furthermore, they will promptly address any significant issues that require immediate attention and engage in discussions with the relevant stakeholders to resolve them effectively. This proactive and collaborative approach ensures that the project stays on track and that any challenges are promptly addressed, fostering a transparent and efficient working relationship between our team, the Utility District, and the Project Managers.



MESCO team members have been highly active with the AWWA Water Loss Control Committee helping with the rewrite of the M36 Manual, M33 Manual and revisions to the free Water Audit Software tool. Each team member possesses extensive experience in implementing various water loss control programs, including leak surveys. The expertise of our team members, combined with their field experience and engineering knowledge, has profoundly influenced our approach to water loss control programs in distribution systems. Their diverse skill set enables them to make informed decisions when fine-tuning leak surveys to maximize their effectiveness. Our team maintains constant and open communication with both the Utility and the Project Manager, providing regular updates on the progress on the leak survey. This ensures that all stakeholders are kept informed and allows for timely intervention or discussion in case of any significant developments or challenges.

MESCO assures the Utility that choosing our team will bring the following advantages:

- ◆ Expertise in leak detection and water loss management
- ◆ A highly experienced technical and engineering team delivering top-quality work
- ◆ Ongoing reporting and input opportunities from the Utility
- ◆ Innovative analysis techniques based on successful similar projects

Project Quality Assurance/Quality Control

Quality is a top priority to the MESCO Team, not only because it meets the requirements of our clients, but because it is crucial for our long-term success and sustainability. We recognize that maintaining high standards of quality management and service benefits all stakeholders involved. By consistently delivering exceptional quality in our work, we ensure that jobs are completed successfully, Utility staff are satisfied, and projects are accomplished to the best possible outcome.

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

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

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

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

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

Leak Detection Methods and Procedures

MESCO Leak Detection Teams are made up of experienced water professionals with expertise in conducting leak surveys and leak pinpointing. They are trained to follow specific procedures, utilizing state-of-the-art technology and equipment, field experience and engineering knowledge.

Pinpointing leaks requires more than just running a correlator. To maximize location accuracy and minimize error, a precise methodology must be employed. MESCO Teams will investigate, measure, and gather all the necessary information, which includes but is not limited to the following:

- ◆ Pipe Size and Material
- ◆ Layout of water piping infrastructure, including service lines, hydrant legs, and any other connections to the pipe in the suspected leak area, verified via Line-Location Technology
- ◆ History of leakage in suspected area
- ◆ Measurement of pipe segments for accurate correlation
- ◆ Identify which listening points are the “loudest” to narrow down and focus in on the suspected leak area
- ◆ Identification and impact of other possible noise sources (i.e. pumps, electrical interference, traffic, etc.)

- ◆ Determine if there any partially or fully closed valves, which may result in reduced pressure on the pipe, or even cause noise as water flows through these “restrictions”
- ◆ Inspect storm and sewer structures for leakage inflow, as necessary

Once the appropriate information has been gathered, MESCO Leak Teams will methodically narrow down the suspected leak area, until the leak has been pinpointed using a correlator, or other appropriate means.

Verification of suspected Leak Locations is of the utmost importance!

Our team will utilize the following QA/QC methods to ensure that the leak location is as accurate as possible:

- ◆ **Enhanced Confidence through Multiple Correlations:** Verification of the leak location involves correlating its position from multiple correlations conducted at different listening points, significantly boosting confidence and minimizing the potential for errors.
- ◆ **Investigating Nearby Connections:** Any connections within 10% of the total correlation length from the suspected leak area will be thoroughly investigated to ensure that the leak is indeed on the pipe being examined and not originating from an adjacent connection.
- ◆ **Verification of Service Leaks:** Leaks discovered on service lines can be verified by temporarily shutting off the service. *This is only done with the permission of the utility, and coordination with the property owner.*
- ◆ **Verification of Hydrant Leaks:** In cases where hydrant leaks are suspected due to incomplete closure, they can be verified by closing the hydrant’s auxiliary valve to observe if the leak noise dissipates. *Any attempt to close the hydrant and stop the leakage by tightening the operating nut is done only with the permission of the utility.*
- ◆ **Utilizing Ground Microphone:** Depending on the specific situation and local conditions, the use of a ground microphone may also serve as a verification method.

Leakage Estimation

- ◆ **Leakage Estimation for Suspected Leaks:** M.E. Simpson Company, Inc. strictly adheres to the policy of applying conservative leakage estimations to suspected leaks. These estimations draw upon over thirty years of extensive experience and take into consideration various factors, including the audio frequency of the leak, its audio volume, pipe material and size, soil type and condition, and the distances over which the leak noise propagates to different listening points.
- ◆ **Estimation Challenges for Subsurface and Non-Visible Leaks:** When dealing with suspected leaks that have not surfaced or are not visible, precise leakage estimation becomes inherently challenging. Even when a leak has “surfaced” or is visibly discharging into a storm or sewer structure, there is no guarantee that what is visible accounts for the entirety of the leakage flow. Estimations in such cases rely on situational particulars, expert judgement, and past experiences.
- ◆ **Accurate Estimations After Excavation:** Following the excavation of a leak and gaining a comprehensive understanding of the defect’s full extent, it becomes possible to make more accurate, albeit limited, estimations of the flow rate. These estimations are based on the measured geometry of the defect and the operating pressure. However, certain types of defects, like full-circumference breaks, lateral splits, and profound and extensive complete failures, pose challenges for accurately quantifying their leakage effects. Even with detailed information, it is often impossible to determine how long the leak has been present or the total volume that has escaped during its existence.
- ◆ **Hydrant Leakage Estimations:** Hydrant leakage estimations encounter similar complexities, especially when the hydrant valve has not completely closed or the valve seat is obstructed. These types of “leaks” remain hidden, as water typically escapes the hydrant barrel through drainage posts and cannot be readily quantified. In such situations, modest and reasonable estimates are typically assigned.

SCHEDULE OF WORK

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

Fieldwork to be completed and documented: Field work will be started as agreed upon by the Utility and M.E. Simpson Co., Inc. Assume one field team (2 persons each), between **38-40 days** in the field for completion of field work for the water distribution system leak survey. Additional leak survey work beyond the approximate **233 miles** of water main will be based on a per mile fee and may cause a shift in the completion date.

Daily Work Hours: Normal “on site” daily work hours will be 7:00 AM to 4:30 PM. Any work that needs to be performed outside the normal work hours will be discussed with the Utility at least 24 hours in advance.

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

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

Final Reports: Final summary reports will be available 30 workdays after field work has been completed for the program. These reports will have all the leak data compiled during the project.

C O S T P R O P O S A L

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

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

Water Distribution Leak Survey Fees

2026 Water Distribution System Leak Survey Program Fee 233 miles @ \$270.00/mile	\$62,910.00**
2027 Water Distribution System Leak Survey Program Fee 233 miles @ \$270.00/mile	\$62,910.00**
2028 Water Distribution System Leak Survey Program Fee 233 miles @ \$280.00/mile	\$65,240.00**

Any water main surveyed in addition to the above **233 miles of watermain will be surveyed at the rate of **\$270.00 (Years 1 and 2)** or **\$280 (Year 3)** per mile of pipe.

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

763-543-6993
Fax 763-512-0430



Toll Free 1-866-317-3294

1710 N. Douglas Dr., Suite 110 • Golden Valley, MN 55422

December 2, 2025

Village of Downers Grove

Subject: Bondability Letter for RFP-34-0-2025/JH -Water Distribution Leak Detection Services

To whom it may concern:

Capitol Indemnity Corporation is the Surety for M.E. Simpson Company Inc. We consider this firm to be a sound construction company, responsible for their commitments.

Capitol Indemnity Corporation is willing to consider bonds for M.E. Simpson Company Inc. with a single project range of \$1,000,000.00 and an aggregate work program of \$3,000,000.00. The surety would consider similar requests.

You understand, of course, that any arrangement for Surety Bonding is a matter between the contractor and ourselves and we assume no liability to third parties or to you if any reason we do not execute said bond.

If you have any questions don't hesitate to call. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to be 'J. Crawford', written over a faint circular stamp.

Jeremy J. Crawford
President
jeremy_crawford@rpsins.com



Web: www.ccisurety.com
Surety Bonding (Standard and Specialty)

Lock Fields

CAPITOL INDEMNITY CORPORATION
POWER OF ATTORNEY

N/A

Bond Number

KNOW ALL MEN BY THESE PRESENTS, That the CAPITOL INDEMNITY CORPORATION, a corporation of the State of Wisconsin, having its principal offices in the City of Middleton, Wisconsin, does make, constitute and appoint

JEREMY J. CRAWFORD; WILLIAM J. NEMEC; MICHAEL D. WILLIAMS

its true and lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf, as surety, and as its act and deed, any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of

ALL WRITTEN INSTRUMENTS IN AN AMOUNT NOT TO EXCEED: \$20,000,000.00

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of CAPITOL INDEMNITY CORPORATION at a meeting duly called and held on the 15th day of May, 2002.

RESOLVED, that the President, Executive Vice President, Vice President, Secretary or Treasurer, acting individually or otherwise, be and they hereby are granted the power and authorization to appoint by a Power of Attorney for the purposes only of executing and attesting bonds and undertakings, and other writings obligatory in the nature thereof, one or more resident vice-presidents, assistant secretaries and attorney(s)-in-fact, each appointee to have the powers and duties usual to such offices to the business of this company; the signature of such officers and seal of the Company may be affixed to any such power of attorney or to any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the Company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking or other writing obligatory in the nature thereof to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any of said officers, at any time.

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner - Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

IN WITNESS WHEREOF, the CAPITOL INDEMNITY CORPORATION has caused these presents to be signed by its officer undersigned and its corporate seal to be hereto affixed duly attested, this 1st day of January, 2020.

Attest:

Ryan J. Byrnes
Senior Vice President,
Chief Financial Officer and Treasurer
Suzanne M. Broadbent
Assistant Secretary

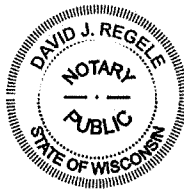


CAPITOL INDEMNITY CORPORATION

John L. Sennott, Jr.
Chief Executive Officer and President

STATE OF WISCONSIN }
COUNTY OF DANE } S.S.:

On the 1st day of January, 2020 before me personally came John L. Sennott, Jr., to me known, who being by me duly sworn, did depose and say: that he resides in the County of Hartford, State of Connecticut; that he is Chief Executive Officer and President of CAPITOL INDEMNITY CORPORATION, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.



David J. Regele
David J. Regele
Notary Public, Dane Co., WI
My Commission Is Permanent

STATE OF WISCONSIN }
COUNTY OF DANE } S.S.:

I, the undersigned, duly elected to the office stated below, now the incumbent in CAPITOL INDEMNITY CORPORATION, a Wisconsin Corporation, authorized to make this certificate, DO HEREBY CERTIFY that the foregoing attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at the City of Middleton, State of Wisconsin this 2nd day of December, 2025



Andrew B. Diaz-Matos
Senior Vice President, General Counsel and Secretary

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED BY CONTRACT

This endorsement modifies insurance provided under the following:

**BUSINESS AUTO COVERAGE FORM
GARAGE COVERAGE FORM**

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Endorsement Effective: 12-23-2024	Policy Number: EBA 041 76 37
Named Insured: ME SIMPSON CO INC	
Countersigned by:	

(Authorized Representative)

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

SECTION II - LIABILITY COVERAGE, A. Coverage, I. Who is an Insured is amended to include as an insured any person or organization for whom you have agreed in a valid written contract to provide insurance as afforded by this policy.

This provision is limited to the scope of the valid written contract.

This provision does not apply unless the valid written contract has been executed prior to the "bodily injury" or "property damage".

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY AND NONCONTRIBUTORY INSURANCE

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Endorsement Effective: 12-23-2024	Policy Number: EBA 041 76 37
Named Insured: ME SIMPSON CO INC	
Countersigned by:	

(Authorized Representative)

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

1. Noncontributory Insurance

SECTION IV - BUSINESS AUTO CONDITIONS, B. General Conditions, 5. Other Insurance is replaced by the following:

- c.** Regardless of the provisions of Paragraph **a.** above, this Coverage Form's Liability Coverage is primary and we will not seek contribution from any other insurance for any liability assumed under an "insured contract" that requires liability to be assumed on a primary noncontributory basis.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CONTRACTORS ADDITIONAL INSURED - AUTOMATIC STATUS AND AUTOMATIC WAIVER OF SUBROGATION WHEN REQUIRED IN WRITTEN CONTRACT, AGREEMENT, PERMIT OR AUTHORIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. Additional Insured - Owners, Lessees Or Contractors - Automatic Status For Other Parties When Required In Written Contract Or Agreement With You

1. **Section II - Who Is An Insured** is amended to include as an additional insured any person or organization you have agreed in writing in a contract or agreement to add as an additional insured on this Coverage Part. Such person(s) or organization(s) is an additional insured only with respect to liability for:

a. "Bodily injury", "property damage" or "personal and advertising injury" *caused, in whole or in part, by* the performance of your ongoing operations by you or on your behalf, under that written contract or written agreement. Ongoing operations does not apply to "bodily injury" or "property damage" occurring after:

(1) All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or

(2) That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project; and

b. "Bodily injury" or "property damage" *caused, in whole or in part, by* "your work" performed under that written contract or written agreement and in

cluded in the "products-completed operations hazard", but only if:

(1) The Coverage Part to which this endorsement is attached provides coverage for "bodily injury" or "property damage" included within the "products-completed operations hazard"; and

(2) The written contract or written agreement requires you to provide additional insured coverage included within the "products-completed operations hazard" for that person or organization.

If the written contract or written agreement requires you to provide additional insured coverage included within the "products-completed operations hazard" for a specified length of time for that person or organization, the "bodily injury" or "property damage" must occur prior to the expiration of that period of time in order for this insurance to apply.

If the written contract or written agreement requires you to provide additional insured coverage for a person or organization per only ISO additional insured endorsement form number **CG 20 10**, without specifying an edition date, and without specifically requiring additional insured coverage included within the "products-completed operations hazard", this Paragraph **b.** does not apply to that person or organization.

2. If the written contract or written agreement described in Paragraph 1. above specifically requires you to provide additional insured coverage to that person or organization:

a. *Arising out of* your ongoing operations or *arising out of* "your work"; or

- b. By way of an edition of an ISO additional insured endorsement that includes *arising out of* your ongoing operations or *arising out of* "your work";

then the phrase *caused, in whole or in part, by* in Paragraph **A.1.a.** and/or Paragraph **A.1.b.** above, whichever applies, is replaced by the phrase *arising out of*.

3. With respect to the insurance afforded to the additional insureds described in Paragraph **A.1.**, the following additional exclusion applies:

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:

- a. The preparing, approving or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
- b. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of, or the failure to render, any professional architectural, engineering or surveying services.

4. This Paragraph **A.** does not apply to additional insureds described in Paragraph **B.**

B. Additional Insured - State Or Governmental Agency Or Subdivision Or Political Subdivision - Automatic Status When Required In Written Permits Or Authorizations

1. **Section II - Who Is An Insured** is amended to include as an additional insured any state or governmental agency or subdivision or political subdivision you have agreed in writing in a contract, agreement, permit or authorization to add as an additional insured on this Coverage Part. Such state or governmental agency or subdivision or political subdivision is an additional insured only with respect to operations performed by you or on your behalf for which the state or governmental agency or subdivision or political subdivision issued, in writing, a contract, agreement, permit or authorization.

2. With respect to the insurance afforded to the additional insureds described in Paragraph **B.1.**, the following additional exclusions apply:

This insurance does not apply to:

- a. "Bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the federal government, state or municipality; or
- b. "Bodily injury" or "property damage" included within the "products-completed operations hazard."

- C. The insurance afforded to additional insureds described in Paragraphs **A.** and **B.:**

1. Only applies to the extent permitted by law; and
2. Will not be broader than that which you are required by the written contract, written agreement, written permit or written authorization to provide for such additional insured; and
3. Does not apply to any person, organization, state, governmental agency or subdivision or political subdivision specifically named as an additional insured for the same project in the schedule of an endorsement added to this Coverage Part.

- D. With respect to the insurance afforded to the additional insureds described in Paragraphs **A.** and **B.**, the following is added to **Section III - Limits Of Insurance:**

The most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the written contract, written agreement, written permit or written authorization described in Paragraphs **A.** and **B.**; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

- E. **Section IV - Commercial General Liability Conditions** is amended to add the following:

Automatic Additional Insured Provision

This insurance applies only if the "bodily injury" or "property damage" occurs, or the "personal and advertising injury" offense is committed:

1. During the policy period; and

2. Subsequent to your execution of the written contract or written agreement, or the issuance of a written permit or written authorization, described in Paragraphs **A.** and **B.**

- F.** Except when **G.** below applies, the following is added to **Section IV - Commercial General Liability Conditions, 5. Other Insurance**, and supersedes any provision to the contrary:

When Other Additional Insured Coverage Applies On An Excess Basis

This insurance is primary to other insurance available to the additional insured described in Paragraphs **A.** and **B.** except:

1. As otherwise provided in **Section IV - Commercial General Liability Conditions, 5. Other Insurance, b. Excess Insurance**; or
2. For any other valid and collectible insurance available to the additional insured as an additional insured by attachment of an endorsement to another insurance policy that is written on an excess basis. In such case, this insurance is also excess.

- G.** The following is added to **Section IV - Commercial General Liability Conditions, 5. Other Insurance**, and supersedes any provision to the contrary:

Primary Insurance When Required By Written Contract, Agreement, Permit Or Authorization

Except when wrap-up insurance applies to the claim or "suit" on behalf of the additional insured, this insurance is primary to any other insurance available to the additional insured described in Paragraphs **A.** and **B.** provided that:

1. The additional insured is a Named Insured under such other insurance; and
2. You have agreed in writing in a contract, agreement, permit or authorization described in Paragraph **A.** or **B.** that this insurance would be primary to any other insurance available to the additional insured.

As used in this endorsement, wrap-up insurance means any insurance provided by a consolidated (wrap-up) insurance program.

Primary And Noncontributory Insurance When Required By Written Contract, Agreement, Permit Or Authorization

Except when wrap-up insurance applies to the claim or "suit" on behalf of the additional insured, this insurance is primary to and will not seek contribution from any other insurance available to the additional insured described in Paragraphs **A.** and **B.** provided that:

1. The additional insured is a Named Insured under such other insurance; and
2. You have agreed in writing in a contract, agreement, permit or authorization described in Paragraph **A.** or **B.** that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

As used in this endorsement, wrap-up insurance means any insurance provided by a consolidated (wrap-up) insurance program.

- H. Section IV - Commercial General Liability Conditions, 9. Transfer Of Rights Of Recovery Against Others To Us** is amended by the addition of the following:

We waive any right of recovery we may have against any additional insured under this endorsement against whom you have agreed to waive such right of recovery in a written contract, written agreement, written permit or written authorization because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a written contract, written agreement, written permit or written authorization. However, our rights may only be waived prior to the "occurrence" giving rise to the injury or damage for which we make payment under this Coverage Part. The insured must do nothing after a loss to impair our rights. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce those rights.

WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE POLICY**WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS
ENDORSEMENT**

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule.

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

Blanket Waiver of Subrogation

If you are required by a written contract or agreement, which is executed before a loss, to waive your rights of recovery from others, we agree to waive our rights of recovery.

This waiver of rights applies to any person or organization for whom the Named Insured has agreed by written contract to furnish this waiver, but shall not be construed to be a waiver with respect to any other operations in which the Insured has no contractual interest.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective 12-23-2024 Policy No. EWC 041 76 38-08 Endorsement No.

Insured ME SIMPSON CO INC

Insurance Company THE CINCINNATI INDEMNITY COMPANY

Premium \$ INC.

Countersigned by



WC 00 03 13

© 1983 National Council on Compensation Insurance.

V. PROPOSAL/CONTRACT FORM

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

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

PROPOSER:

M.E. Simpson Co., Inc.

Company Name

Date: 12/3/2025

3406 Enterprise Ave.

St Address of Company

randyl@mesimpson.com

Email Address

Valparaiso, IN 46383

City, State, Zip

Randy Lusk

Contact Name (Print)

800-255-1521

Business Phone

800-255-1521

13-Hour Telephone

888-531-2444

Fax

Cara Lance-Emerick

Signature of Officer, Partner or
Sole Proprietor

Cara Lance-Emerick

Print Name & Title

ATTEST: If a Corporation

Pamela S. Hood

Signature of Corporation Secretary

VILLAGE OF DOWNERS GROVE:

Authorized Signature

Title

Date

ATTEST:

Signature of Village Clerk

Date

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



VENDOR W-9 REQUEST FORM

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

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

BUSINESS (PLEASE PRINT OR TYPE):

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

ADDRESS: 3406 Enterprise Ave.

CITY: Valparaiso

STATE: Indiana

ZIP: 46383

PHONE: 800-255-1521 **FAX:** 888-531-2444

TAX ID #(TIN): 35-1474720
 (If you are supplying a social security number, please give your full name.)

REMIT TO ADDRESS (IF DIFFERENT FROM ABOVE):

NAME: _____

ADDRESS: _____

CITY: _____

STATE: _____ **ZIP:** _____

TYPE OF ENTITY (CIRCLE ONE):

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

SIGNATURE: Carly Ann-Erick **DATE:** 12/1/25

PROPOSER'S CERTIFICATION (page 1 of 3)

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

1. Proposer is not barred from bidding this Contract as a result of violations of Section 720 ILCS 5/33E-3 (Bid Rigging) or 720 ILCS 5/33E-4 (Bid-Rotating);
2. Proposer certifies that it has a written sexual harassment policy in place and is in full compliance with 775 ILCS 5/2-105(A)(4);
3. Proposer certifies that not less than the prevailing rate of wages as determined by the Village of Downers Grove, DuPage County or the Illinois Department of Labor shall be paid to all laborers, workers and mechanics performing work for the Village of Downers Grove. All bonds shall include a provision as will guarantee the faithful performance of such prevailing wage clause. Proposer agrees to comply with the Illinois Prevailing Wage Act, 820 ILCS 130/1 *et seq.*, for all work completed. Proposer agrees to pay the prevailing wage and require that all of its subcontractors pay prevailing wage to any laborers, workers or mechanics who perform work pursuant to this Contract or related subcontract. Proposer and each subcontractor shall keep or cause to be kept an accurate record of names, occupations and actual wages paid to each laborer, workman and mechanic employed by the Proposer in connection with the contract. This record shall be sent to the Illinois Department of Labor no later than the fifteenth (15th) day of each calendar month for the immediately preceding month in which construction on a public works project has occurred. Contractor shall then provide an IDOL certification and case number to the Village. The records must be preserved for five (5) years following completion of the contract. Proposer certifies that Proposer and any subcontractors working on the project are aware that filing false payroll records is a Class A misdemeanor and that the monetary penalties for violations are to be paid pursuant to law by the Proposer, contractor and subcontractor. The Village shall not be liable for any underpayments. If applicable: Since this is a contract for a fixed public works project, as defined in 820 ILCS 130/2, Proposer agrees to post at the job site in an easily accessible place, the prevailing wages for each craft or type of worker or mechanic needed to execute the contract or work to be performed;
4. Proposer certifies that it is in full compliance with the Federal Highway Administrative Rules on Controlled Substances and Alcohol Use and Testing, 49 C. F.R. Parts 40 and 382 and that all employees are currently participating in a drug and alcohol testing program pursuant to the Rules;
5. Proposer further certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue, or that Proposer is contesting its liability for the tax delinquency or the amount of a tax delinquency in accordance with the procedures established by the appropriate Revenue Act. Proposer further certifies that if it owes any tax payment(s) to the Department of Revenue, Proposer has entered into an agreement with the Department of Revenue for the payment of all such taxes that are due, and Proposer is in compliance with the agreement.

PROPOSER'S CERTIFICATION (page 2 of 3)

BY: Carjane-Encl
Proposer's Authorized Agent Signature

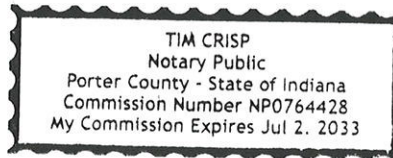
3 5 - 1 4 7 4 7 2 0

FEDERAL TAXPAYER IDENTIFICATION NUMBER

or _____
Social Security Number

Subscribed and sworn to before me
this 2nd day of December, 2025.

Tim Crisp
Notary Public



(Fill Out Applicable Paragraph Below)

(a) Corporation

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

President: Dan Hood

Secretary: Pam Hood

Treasurer: Michael 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 ByLaws or other authorization by the Corporation which permits the person to execute the offer for the corporation.)

(b) Limited Liability Company (LLC)

The Proposer 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: _____

PROPOSER’S CERTIFICATION (page 3 of 3)

(c) Partnership

Names and Addresses of All Members of Partnership:

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 10 days of the award of the contract? YES NO (circle one)

Insurer’s Name _____
Agent _____
St Address _____
City, State, Zip Code _____
Telephone Number _____

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

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

Print Name and Title of Authorizing Signature: Cara Lance-Emerick

Signature: 

Date: 12/2/2025

Apprenticeship and Training Certification

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

leak detection services

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

Certificate of Compliance
 The bidder hereby certifies that it and its subcontractors participate in an applicable apprenticeship program.

Signature _____

Company Name _____

Title _____

Date _____

Certificate of Non-Compliance
 The bidder hereby certifies that it or its subcontractors do not participate in an applicable apprenticeship program.

Signature Carlynn-Erie

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

Title CFO

Date 12/2/2025

Suspension or Debarment Certificate

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

By submitting this offer and signing this certificate, the 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 Zip Code: 46383

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

E-mail Address: randyl@mesimpson.com

Authorized Company Signature: *Cara Lance-Emerick*

(Print) Name: Cara Lance-Emerick Title of Official: CFO

Date: 12/2/2025

Campaign Disclosure Certificate

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

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:

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

Cara Lance-Emerick
Signature

Cara Lance-Emerick
Print Name

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

Print the following information:

Name of Contributor: _____
(company or individual)

To whom contribution was made: _____

Year contribution made: _____ Amount: \$ _____

Signature

Print Name

BID SUBMITTAL CHECKLIST

Each Bidder's Bid Package must be submitted with all requisite forms properly completed, and all documentation included. The following list is not all-inclusive, but is designed to facilitate a good, competitive bidding environment.

1. Instructions to Bidders read and understood. Any questions must be asked according to the instructions.
2. Cover sheet filled-in
3. Bid Form copies filled-in. All copies must have original signatures and seals on them.
4. N/A Bid Bond or cashier's check enclosed with bid package.
5. Schedule of Prices completed. Check your math!
6. Bidder Certifications signed and sealed.
7. Letter from Surety ensuring issuance of Performance and Labor Bonds.
8. Letter from Insurance Agent or Carrier ensuring issuance of required job coverage.
9. Municipal Reference List completed.
10. Vendor request form W-9 completed.
11. Apprenticeship and Training Certification completed.
12. Affidavit (IDOT Form BC-57, or similar).
13. Bid package properly sealed and labeled before delivery. If sending by mail or messenger, enclose in a second outer envelope or container.
Project plan sheets do not have to be included with the bid package.

VILLAGE OF DOWNERS GROVE

ADDENDUM NO. 1

FOR

Water Distribution Leak Detection Services

**RFP-34-0-2025/JH
November 18, 2025**

The following amendments shall be made to the aforementioned Request for Proposals:

1. Section 17. PREVAILING WAGE ACT on page 8 is hereby removed and replaced by the following:

17. PREVAILING WAGE ACT

17.1 This contract is not subject to the Illinois Prevailing Wage Act.

The Acknowledgement of Receipt of Addendum for this addendum **MUST** be included in with all RFP responses. RFP responses not including signed Acknowledgement Sheets may be **REJECTED**

**End of Addendum No. 1
November 18, 2025**

**VILLAGE OF DOWNERS GROVE
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM**

PROPOSAL/BID: Water Distribution Leak Detection Services

PROPOSAL/BID NUMBER: RFP-34-0-2025/JH

PROPOSAL/BID OPENING: December 3, 2025 11:00AM

ADDENDUM NO.: 1

PROPOSER/BIDDER: M.E. Simpson Co., Inc.

ADDRESS: 3406 Enterprise Ave., Valparaiso, IN 46383

RECEIVED BY: Randy Lusk
(NAME)



(SIGNATURE)

DATE: 11/18/25



Village of Downers Grove Contractor Evaluation

Contractor: M.E. Simpson Co, Inc.

Project: Water Distribution System Leak Detection Services

Primary Contact: Randy Lusk Phone: 219-405-0615

Time Period: 2023-2025

On Schedule (allowing for uncontrollable circumstances) Yes No

Provide details if early or late completion: Leak Surveys for 2023, 2024, and 2025 were all completed on time

Change Orders (attach information if needed): None

Difficulties / Positives: M.E. Simpson performed leak detection surveys on the Village of Downers Grove's water distribution system in the Fall of 2023, 2024, & 2025. Leak surveys of all 233 miles of Village owned water main were completed in a timely manner. Reports of all leaks found during the survey were of high quality and delivered promptly upon completion of the project.

Interaction with public:

Excellent Good Average Poor

No comments reported

General Level of Satisfaction with work:

Well Satisfied Satisfied Not Satisfied

Reviewers: Jake Hendrix, Water Manager

Date: December 15, 2025