

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda
Bids and Proposals

TO : President and Village Board of Trustees

FROM : William T. Lichter, Village Manager

DATE : July 27, 2007
Agenda Date August 9, 2007

TITLE : Water Meter Testing & Repair

SUBMITTED BY: Angela M. Podesta, Utilities Superintendent *AMP*

RESULTS:

Date Bids Were Published 7/11/07
Total Number of Bids Received 2
Bidding Closed 7/26/07

Bid Security Required Yes No

Performance Bond Required Yes No

Were Any Bids Withdrawn Yes No

Explanation: Waiver of Bids Requested? Yes No

If yes, explain: Award Recommended to Lowest Yes No

Responsible Bidder? If no, explain: See Attached Memo

FISCAL IMPACT:

Engineer's estimate/budget estimate \$114,000
Amount of Award \$114,000

BACKGROUND/RECOMMENDATION:

See attached memo.

Has Recommended Bidder Worked for Village Previously? Yes No
If yes, was quality of work acceptable? Yes No
Was item bid in accordance with Public Act 85-1295? Yes No
Waiver of bids - Public Act 85-1295 does not apply? Yes No

REVIEW (as needed):

Village Attorney XX Date 8/1/07
Finance Director XX Date 8/1/07
Village Manager XX Date 8/1/07

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 4:30 pm, Wednesday, prior to the Board Agenda distribution.



MEMORANDUM

To: William T. Lichter, Village Manager
From: Angela M. Podesta, Utilities Superintendent
Through: Wes Anderson, Director of Public Works
Date: July 31, 2007

Subject: Meter Testing and Repair Bid Results

On July 26, 2007, two bids were received for the meter testing and repair program. Testing large meters (2"-6") is one element of the Village's program to reduce unaccounted for water. In the past, large meters were tested every five years and approximately 20% of the meters needed repair each year. Last year the program was changed from testing based upon a five year cycle to one based upon consumption, as follows:

- Meters with a one million gallons or more consumption will be tested on an annual basis.
- Meters with a consumption of less than one million gallons but greater than 400,000 gallons will be tested bi-annually.
- Large meters with a consumption of less than 400,000 gallons will be tested every 3 years.

Last year 139 meters were tested with an annual consumption equal to or greater than one million gallons. Due to the schedule, many of these meters had been tested the year before so it was their second annual testing and the repair rate dropped to 3.6%.

This year meters were chosen based upon having a consumption of 400,000 gallons or more during FY06/07. The meters range in size from 1-1/2" to 6". In addition, 90 small (< 1") water meters will be tested to gauge the accuracy of the average residential meter in preparation for the next Village-wide water meter change out program budgeted in FY2011. The 90 small meters (< 1") were chosen either because they exceed the manufacturers recommended age or

gallons registered, or were typical meters installed during the last Village-wide meter change out program.

The bids received are as follows:

Company	Location	Proposal Amount
M. E. Simpson Company	Valparaiso, IN	\$60,005.00
HBK Water Meter Service	Rolling Meadows, IL	\$84,363.00

The meter testing and repair program is budgeted in the Water Distribution Cost Center (7730) in the Water & Sewer Operating Fund at a cost of \$114,000. The bid was based upon testing, and repairing as needed, 308 meters, 1-1/2" and larger. The bid quantities were estimated using 90% of the meters as "test only" and 10% as "test and repair". Actual item quantities will vary from the bid proposal and, repair parts are an additional cost, therefore the contract will be awarded for the entire budget amount of \$114,000 for meter testing, repair and parts as needed.

M. E. Simpson Company, Inc. has satisfactorily performed meter testing and repair for the Village in past years. Therefore, I am requesting the Board of Trustees award a contract for meter testing and repair to M. E. Simpson Company, Inc. of Valparaiso, IN, in the amount not to exceed \$114,000.00 at their August 9, 2007 meeting.

**Meter Testing and Repair Project
PWU-0812
Bid Tabulation**

7/26/2007
10:00 AM

Item	Quantity	Unit	M.E. Simpson Company, Inc Valparaiso, IN		HBK Meter Service, Inc Rolling Meadows, IL		Average Unit Prices	
			Unit Price	Total	Unit Price	Total	Unit Price	Total
1-1/2" Meter Test (Field)	58	EA	\$175.00	\$10,150.00	\$250.50	\$14,529.00	\$212.75	\$12,339.50
2" Meter Test (Field)	107	EA	\$220.00	\$23,540.00	\$250.50	\$26,803.50	\$235.25	\$25,171.75
3" Meter Test (Field)	61	EA	\$220.00	\$13,420.00	\$250.50	\$15,280.50	\$235.25	\$14,350.25
4" Meter Test (Field)	54	EA	\$240.00	\$12,960.00	\$315.00	\$17,010.00	\$277.50	\$14,985.00
6" Meter Test (Field)	2	EA	\$240.00	\$480.00	\$315.00	\$630.00	\$277.50	\$555.00
1-1/2" Meter Test and Repair (Field)	1	EA	\$225.00	\$225.00	\$315.00	\$315.00	\$270.00	\$270.00
2" Meter Test and Repair (Field)	11	EA	\$310.00	\$3,410.00	\$315.00	\$3,465.00	\$312.50	\$3,437.50
3" Meter Test and Repair (Field)	7	EA	\$310.00	\$2,170.00	\$315.00	\$2,205.00	\$312.50	\$2,187.50
4" Meter Test and Repair (Field)	6	EA	\$350.00	\$2,100.00	\$375.00	\$2,250.00	\$362.50	\$2,175.00
6" Meter Test and Repair (Field)	1	EA	\$350.00	\$350.00	\$375.00	\$375.00	\$362.50	\$362.50
5/8" Meter Test (Bench)	30	EA	\$15.00	\$450.00	\$15.00	\$450.00	\$15.00	\$450.00
3/4" Meter Test (Bench)	30	EA	\$15.00	\$450.00	\$15.00	\$450.00	\$15.00	\$450.00
1" Meter Test (Bench)	30	EA	\$15.00	\$450.00	\$15.00	\$450.00	\$15.00	\$450.00
Total Bid	As Read:			\$60,005.00		\$84,363.00		
	As Corrected:			\$60,005.00		\$84,213.00		\$64,844.50



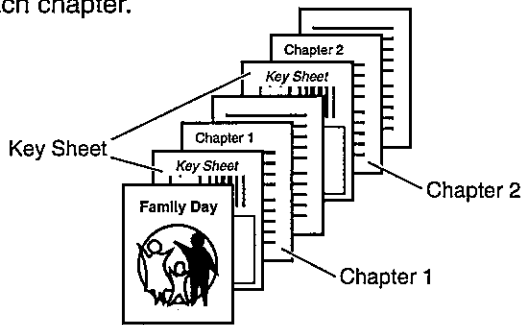
Chapters



O P E R A T O R

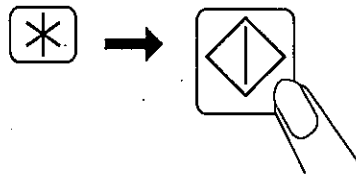
I N S T R U C T I O N S

1 Place the Key Sheet in front of the first page of each chapter.



2 Place your originals and Key Sheets in the feeder face up and make your Standard Features selections. Select 1→2 Copy.

3 Press "Star" then "Start" to activate the Key Sheet.



Note: The Key Sheets will exit into the positioner exit hopper. Copies of this Key Sheet may also be used.

VILLAGE OF LOMBARD

CONTRACT DOCUMENT NUMBER PWU-0812

This agreement is made this 9th day of August, 2007 by and between, and shall be binding upon, the Village of Lombard, an Illinois municipal Corporation hereinafter referred to as (the "Village") and M. E. Simpson Company, Inc. hereinafter referred to as (the "Contractor").

Witnesseth That in consideration of the mutual promises of the parties delineated in the Contract Documents, the Contractor agrees to perform the services and the Village agrees to pay for the following services as set forth in the Contract Documents:

Testing and repair as needed 308 large meters (1-1/2 inch and larger) and the testing of 90 small meters (1" or smaller) for an amount not to exceed \$114,000.

1. This Contract shall embrace and include all of the applicable Contract Documents listed below as if attached hereto or repeated herein:

a. Specification and Contract Document no. PWU-0812 for Meter Testing and Repair Project, consisting of the following:

i) Cover Sheet

ii) Table of Contents

iii) Invitation to Bid on Contract Document No. PWU-0812- Legal Notice

iv) General Terms, Conditions and Instructions

v) Specific Terms, Conditions and Instructions

vi) Bid Proposal Form

vii) Specifications and Specification Deviation Form

b. The Contractor's Bid Proposal Dated July 20, 2007

c. Required Certificate of Insurance

2. The Village agrees to pay, and the Contractor agrees to accept as full payment for the services which are the subject matter of this Contract the total sum not to exceed \$114,000 paid in accordance with the provisions of the Local Government Prompt Payment Act and the provisions of the Contract Documents.

3. Contractor shall not delegate the duties involved in the performance of the services which are the subject matter of this Contract without the written approval of the Village.

4. This Contract represents the entire agreement between the parties and may not be modified without the written approval of both parties.

5. Where the terms of this Contract conflict with the provisions of the Contract Documents, the Contract Documents shall be binding.

IN WITNESS WHEREOF, the Village of Lombard, Illinois by William J. Mueller, Village President, and the Contractor have hereunto set their hands this 9th day of August, 2007.

If an individual or partnership, all individual names of each partner shall be signed or if a corporation, an officer duly authorized shall sign here:

Accepted this _____ day of _____, 20__.

Individual or Partnership _____ Corporation _____

By _____
Position/Title _____

By _____
Position/Title _____

Print Company Name _____

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this 9th day of August, 2007.

William J. Mueller
Village President

Attest:

Brigitte O'Brien
Village Clerk