

November 23, 2015

Mr. Luke Sharp  
Water Treatment and Wastewater Pumping Supervisor  
Department of Public Works  
Village of Lombard  
255 E Wilson Ave  
Lombard, IL 60148

**SUBJECT: PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES FOR INSTALLATION AND MAINTENANCE OF THE N BROADWAY PUMP STATION PERMANENT FLOW MONITOR**

Dear Mr. Sharp:

RJN Group, Inc. (RJN) is pleased to submit this proposal to the Village of Lombard for the purchase and installation of one permanent flow meter to measure the flow characteristics downstream of the N Broadway Pump Station force main. The meter sensors will be located in the manhole in the intersection of South Craig Place and East Hickory Street while the meter will be mounted on a concrete pole near the intersection of South Martha Court and East Hickory Street. The village is planning on construction to be started in April of 2016 and for the flow meter to be installed following completion.

After a preliminary visit and evaluation of the site, it was recommended that the Village use a new ISCO Signature Flow Monitor for collecting the data. With this proposal, RJN will purchase the new meter, installation parts, and monitoring software, install the new meter, perform a minimum of four calibrations, and maintain and calibrate the meter for six months. RJN will also work with the Village to connect the meter to their SCADA.

### **PROPOSED SCOPE OF SERVICES**

Our proposed scope of services for this proposal is as follows:

1. Attend an on-site kickoff meeting with the Village staff and any other entities pertinent to meter installation that have part in the construction process. Inspect the meter location for hydraulic accommodations and anomalies. Prepare Site Investigation Report.
2. Procure a complete flow monitor with 4-20 mA output capability (SCADA compatible) of all the pertinent parameters of interest (dual depth, velocity, and flow).

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3. Prepare the meter for installation. Install the meter at S Craig Pl and E Hickory St.
4. Install a rental cellular telemetry unit for transmittal of data to RJN; remove after six-month period is complete.
5. During installation, calibrate the meter by taking manual depth and velocity measurements and comparing with meter readings.
6. Prepare meter for connection to SCADA.
7. Calibrate the meter a second time within two weeks of installation. Provide two additional calibrations during the six-month monitoring period, including one upon conclusion of six months in service. Utilize the calibrations to adjust the data.
8. Provide meter maintenance as necessary to keep equipment in proper operation for the first six months in service.
9. Provide a summary memorandum of work completed and data collected following six-month monitoring period.
10. Provide project management services for the duration of the project. Attend two additional meeting with Village staff and coordinate with other parties associated with the construction process.

#### **ITEMS REQUESTED FROM VILLAGE**

RJN requests the following from the Village:

1. Run conduit from the installation manhole to the control cabinet pole for running sensor wires. The conduit will have a junction box big enough for the ISCO TieNet expansion box within 60 feet of the installation manhole.
2. Provide a control cabinet for mounting of the monitor on the control cabinet pole. The cabinet will be big enough for the ISCO Signature Flow Monitor, the RJN rental telemetry unit, and any SCADA equipment necessary for RJN to integrate into.
3. Assist in SCADA integration.

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**PROPOSED FEE**

This scope of services will be invoiced on percent complete basis per the following fee schedule:

Task No.	Task Description	Units	Quantity	Unit Cost	Total Cost
1001	Site Inv, Meter Prep, and Installation	EA	1	\$2,500	\$2,500
1002	Maint and Cal N Broadway PS Permanent Meter (6 Months)	Meter-Mo.	6	\$1,100	\$6,600
1003	Project Management and Meetings	LS	1	\$2,250	\$2,250
1004	Meter Purchase <sup>1</sup>	LS	1	\$9,000	\$9,000
1005	Misc. Equipment & Direct Costs <sup>2</sup>	EA	1	\$1,300	\$1,300
1006	Summary Memorandum	LS	1	\$2,500	\$2,500
<b>TOTAL:</b>					<b>\$24,150</b>

Notes:

1. Meter equipment purchase includes:

- Signature Ultrasonic Flow Meter
- TIENet 310 Ultrasonic Sensor with TIENet cord grip fitting (75 feet)
- TIENet 350 A/V Sensor with TIENet cord grip fitting (75 feet)
- Wall mount bracket
- Power Cord
- 2 TIENet 308 analog output expansion cards (4 x 4-20mA outputs)
- Extension Box
- 410' extension cable

2. Misc. Equipment Costs includes:

- Anchors
- Safety Equipment
- Equipment for wire running
- Tie backs and misc. equipment

The cost for all tasks for the installation and management of the flow meter for six months is \$24,150.

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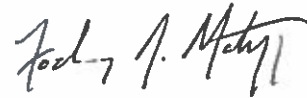
It is our pleasure to submit this proposal to the Village of Lombard. Please feel free to contact Tom at (630) 682-4700 x342 if you would like to discuss this proposal in detail. We are looking forward to the opportunity to continue working with the Village on this important project.

Sincerely,

RJN Group, Inc.




Thomas J. Romza, E.I.  
Project Manager



Zachary J. Matyja, P.E.  
Client Manager

**Accepted by the Village of Lombard:**

By:   
Name: Scott Niehaus  
Title: Village Manager  
Date: April 21, 2016