

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT, MADE AS OF THIS 31st day of March, 2025, by and between the City of Joliet, Illinois, an Illinois Municipal Corporation, (hereinafter called the "City") and M.E. Simpson Company, Inc., (hereinafter called the "Contractor"), collectively referred to as the "Parties" herein, is an AGREEMENT for professional services.

NOW, THEREFORE, the City and the Contractor in consideration of the mutual covenants hereinafter set forth agree as follows:

SECTION 1 – SERVICES OF THE CONTRACTOR

- 1.1 The scope of Services is defined in the attached Letter Proposal dated March 3, 2025.
- 1.2 The City and the Contractor, by mutual agreement, shall determine the final schedule.
- 1.3 The Contractor will provide Services in accordance with the care and skill ordinarily used by members of Contractor's profession practicing under similar circumstances at the same time and in the same locality. Contractor shall follow all State and Local codes in completion of the Services.
- 1.4 The Contractor shall permit only skilled persons with applicable licenses to perform the Services. The Contractor shall enforce safety procedures, strict discipline and good order among persons performing the Work. If the City reasonably determines that a particular person does not follow safety procedures, or is unfit or unskilled for the assigned work, the Contractor shall immediately reassign the person on receipt of the City's written notice to do so.
- 1.5 The Contractor shall adhere to the City's and Department of Public Utilities' Safety Policies and Guidelines.
- 1.6 The Contractor shall provide to the City copies of their employee's applicable professional licenses required under this Agreement.
- 1.7 The Contractor shall undergo a background check, to be performed by City at City's expense, before the commencement of Services.
- 1.8 The Contractor shall provide all tools and equipment necessary to complete the Services unless otherwise provided by the City.

SECTION 2 – THE CITY'S RESPONSIBILITIES

The City will:

2.1 Provide full information as to the requirements for the Services in a timely manner in which the Contractor may reasonably rely on with regard to its completeness and accuracy.

2.2 Designate in writing a person to act as the City's representative with respect to the Services to be performed under this AGREEMENT; and such person shall have complete authority to transmit instructions, receive information, interpret, and define the City's policies and decisions with respect to materials, equipment elements and systems pertinent to the Services covered by this AGREEMENT.

2.3 Guarantee access to and make all provisions for the Contractor to enter upon the facilities as required for the Contractor to perform their Services under this AGREEMENT.

2.4 Examine all studies, reports and other documents presented by the Contractor and shall render decisions pertaining thereto within seven (7) calendar days from receipt so as not to delay the Services of the Contractor.

2.5 Obtain approval of all governmental authorities having jurisdiction over the Services and such approvals and consents from such other individuals or bodies as may be necessary for completion of the Services.

SECTION 3 – PAYMENTS TO THE CONTRACTOR

3.1 The City will pay the Contractor for the professional services performed under SECTION 1 on a time and material basis in an amount not to exceed \$595,380.00. Vehicle, tool, fuel and other expenses shall be incidental to Contractor's hourly rate. Material expenses will be paid upon prior approval by the City with no more than a 10% mark-up.

3.2 Invoices for payment shall be submitted by Contractor to the City, together with reasonable supporting documentation. The City may require such additional supporting documentation as City reasonably deems necessary or desirable. Payment to Contractor shall be made in accordance with the Illinois Local Government Prompt Payment Act, after City's receipt of an invoice and all such supporting documentation.

3.3 Payment to the Contractor for expenses associated with material costs, as dictated by the AGREEMENT and/or Scope of Services, shall be made upon presentation of receipts.

3.4 The estimated fee for the Services is based on wage scale/hourly billing rates that anticipates the Services will be completed during the timeframe stated in the Letter Proposal.

3.5 The estimated fee will not be exceeded without prior notice to and agreement by the City, but may be adjusted for time delays, time extensions, amendments, or changes in the Scope of Services. Any adjustments will be negotiated based on Contractor's increase or decrease in costs caused by delays, extensions, amendments, or changes.

SECTION 4 – TIME OF COMPLETION

4.1 The length of this AGREEMENT shall be until December 31, 2025, subject to time extensions.

4.2 Time is important for this AGREEMENT.

4.3 The Contractor shall commence Services within ten (10) calendar days of the date of execution of this AGREEMENT or such other time mutually agreed to by the Parties in writing.

SECTION 5 – NOT USED

SECTION 6 – CHANGES

6.1 City may make changes within the general scope of Services to be performed. If such changes cause an increase or decrease in Contractor's cost or time required for performance of any Services under the AGREEMENT, an equitable adjustment will be made and the AGREEMENT will be amended upon prior notice and approval by the City.

6.2 No Services for which additional compensation will be charged by Contractor will be furnished without the written authorization of the City. The fee established herein will not be exceeded without agreement by the City but may be adjusted for time delays, time extensions, amendments, or changes in the Services upon prior notice and approval by the City.

SECTION 7 – NOT USED

SECTION 8 – THIRD PARTY BENEFICIARIES

Nothing contained in this AGREEMENT creates a contractual relationship with or a cause of action in favor of a third party against either City or Contractor. Contractor's Services under this AGREEMENT are being performed solely for City's benefit, and no other party or entity shall have any claim against Contractor because of this AGREEMENT or the performance or nonperformance of Services hereunder. City and Contractor agree to require a similar provision in all contracts with contractors, subcontractors, subcontractors, vendors, and other entities involved in these services to carry out the intent of this provision.

SECTION 9 – RIGHTS TO DELIVERABLES

9.1 Deliverables, as defined as the work product, shall become the City's permanent property upon payment by the City to the Contractor.

9.2 Contractor shall not use photographs of the Deliverables for services competition, awards of any nature, services testimonials, presentations, advertising, proposals, professional papers, public display, or any other use without obtaining prior written approval from the City's representative. Any photographs taken of City property in the execution of the Contractor's Services may not be re-used by the Contractor for services competition, awards of any nature,

services testimonials, advertising, proposals, presentations, professional papers, public display, or any other use without obtaining prior written approval from the City's representative.

SECTION 10 – REMOVAL AND REPLACEMENT OF PERSONNEL

10.1 Contractor (for the duration of the term of the AGREEMENT) will not, without obtaining the City's prior written consent not to be unreasonably withheld, replace, or alter the assignment of its lead personnel as identified in the Letter Proposal, to the extent their respective availability is reasonably within the Contractor's control.

10.2 Contractor shall promptly remove any person assigned to perform the Services in the event of notification by the City that he/she is no longer acceptable, irrespective of any prior City consent. Replacement of lead personnel, prior to assignment, will be subject to the City's approval, which shall not be unreasonably withheld.

10.3 A violation by Contractor of paragraph 10.1 and/or 10.2 may be considered a substantial and material breach of Agreement, for which termination and damages otherwise provided by Law or the Agreement may be claimed.

10.4 The City's right to request the removal of Contractor's personnel from the Services as set forth in paragraph 10.2 does not expressly or implicitly create an employer-employee relationship between the City and personnel assigned by Contractor. Such a relationship is expressly denied herein by Contractor and the City.

SECTION 11 – INSURANCE

The Contractor shall maintain for the duration of the AGREEMENT, insurance purchased from a company, or companies lawfully authorized to do business in the State of Illinois and having a rating of at least A-minus as rated by A.M. Best Ratings. Such insurance will protect the Contractor from claims set forth below which may arise out of or result from the Contractor's Services under the AGREEMENT and for which the Contractor may be legally liable, whether such Services be by the Contractor or by a Subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

Worker's Compensation Insurance covering all liability of the Contractor arising under the Workers' Compensation Act and Occupational Diseases Act; limits of liability not less than statutory requirements.

Employers Liability covering all liability of Contractor as employer, with limits not less than: \$1,000,000 per injury – per occurrence; \$1,000,000 per disease – per employee; and \$1,000,000 per disease – policy limit.

Comprehensive General Liability in a broad form on an occurrence basis, to include but not be limited to, coverage for the following where exposure exists; Premises/Operations, Contractual Liability, Products/Completed Operations for 2 years following final payment, Independent Contractor's coverage to respond to claims for damages because of bodily injury, sickness or disease, or death of any person other than the successful proposers employees as well as claims

for damages insured by 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 Contractor, or (2) by another person and claims for damages, other than to the Work itself, because of injury to or destruction of tangible property, including loss of use there from; Broad Form Property Damage Endorsement;

General Aggregate Limit	\$ 2,000,000
Each Occurrence Limit	\$ 1,000,000

Automobile Liability Insurance shall be maintained to respond to 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. This policy shall be written to cover any auto whether owned, leased, hired, or borrowed.

Each Occurrence Limit	\$1,000,000
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Contractor agrees that with respect to the above required insurance:

1. The CGL policy shall be endorsed for the general aggregate to apply on an annual basis.
2. To provide separate endorsements: to name the City and its officers and employees as additional insured as their interest may appear, and to provide 30 days' notice, in writing, of cancellation or material change.
3. The Contractor's insurance shall be primary in the event of a claim.
4. The City shall be provided with Certificates of Insurance and endorsements evidencing the above-required insurance, prior to commencement of an agreement and thereafter with certificates evidencing renewals or replacements of said policies of insurance at least thirty (30) days prior to the expiration of cancellation of any such policies.
5. A Certificate of Insurance that states the City and its officers and employees have been endorsed as an "additional insured" by the Contractor's general liability and automobile liability insurance carrier. Specifically, this Certificate must include the following language: "The City and its officers and employees are, and have been endorsed, as an additional insured under the above reference policy number CCP134552 and CPP 1343274 on a primary and non-contributory basis for general liability and automobile liability coverage for the duration of the contract term."

Failure to Comply: In the event the Contractor fails to obtain or maintain any insurance coverage required under this AGREEMENT, the City may purchase such insurance coverage and charge the expense thereof to the Contractor. Such insurance shall be maintained in full force and effect during the life of the AGREEMENT and shall protect the Contractor, its employees, agents and representatives from claims for damages, for personal injury and death and for damage to property

arising in any manner from the negligent or wrongful acts or failures to act by the Contractor, its employees, agents and representatives in the performance of the Services covered by the AGREEMENT. The Contractor shall also indemnify and save harmless the City from any claims against, or liabilities incurred by the Contractor of any type or nature to any person, firm or corporation arising from the Contractor's wrongful or negligent performance of the Services covered by the AGREEMENT.

SECTION 12 – SUCCESSORS AND ASSIGNS

The City and the Contractor each binds themselves and their partners, successors, executors, administrators and assigns to the other party of this AGREEMENT and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this AGREEMENT; except as above, neither the City nor the Contractor shall assign, sublet or transfer their interest in this AGREEMENT without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any employee, officer or agent of any public body or the Contractor which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the City and the Contractor.

SECTION 13 – NON-DISCRIMINATION

In all hiring or employment made possible or resulting from this AGREEMENT, there shall be no discrimination against any employee or applicant for employment because of sex, age, race, color, creed, national origin, marital status or the presence of any sensory, mental or physical handicap, unless based upon a bona fide occupational qualification, and this requirement shall apply to, but not be limited to, the following: employment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. No person shall be denied or be subjected to discrimination in receipt of the benefit of any services or activities made possible by or resulting from this AGREEMENT on the grounds of sex, race, color, creed, national origin, age except minimum age and retirement provisions, marital status, or the presence of any sensory, mental, or physical handicap. Any violation of this provision shall be considered a violation of a material provision of this AGREEMENT and shall be grounds for cancellation, termination, or suspension, in whole or in part, of the AGREEMENT by the City.

SECTION 14 – MODIFICATION OR AMENDMENT

This AGREEMENT constitutes the entire Agreement of the Parties on the subject matter hereof and may not be changed, modified, discharged, or extended except by written amendment duly executed by the Parties. The Contractor agrees that no representations or warranties shall be binding upon the City unless expressed in writing herein or in a duly executed amendment hereof, or authorized or approved Change Order as herein provided.

SECTION 15 – APPLICABLE LAW AND DISPUTE RESOLUTION

15.1 This AGREEMENT shall be deemed to have been made in and shall be construed in accordance with the laws of State of Illinois.

15.2 Any controversy, claim or dispute arising out of or relating to the interpretation, construction, or performance of this AGREEMENT, or breach thereof, shall be referred to the American Arbitration Association (the “AAA”) for a voluntary, non-binding mediation in the municipality where the Services are provided and to be conducted by a mutually acceptable single mediator, in accordance with then applicable Construction Industry Mediation Rules, prior to resorting to litigation to any State or Federal Court located nearest to where the Services are provided. Neither party shall be liable for any indirect, incidental, or consequential damages of any nature or kind resulting from or arising in connection with this AGREEMENT. The Parties shall share the cost of the mediator’s services equally.

WITH RESPECT TO ANY SUCH LITIGATION, EACH PARTY HEREBY KNOWINGLY, VOLUNTARILY AND WILLINGLY WAIVES ALL RIGHTS TO TRIAL BY JURY IN ANY ACTION, SUIT, OR PROCEEDING BROUGHT TO RESOLVE ANY DISPUTE BETWEEN OR AMONG ANY OF THE PARTIES HERETO, WHETHER ARISING IN CONTRACT, TORT, OR OTHERWISE, ARISING OUT OF, CONNECTED WITH, RELATED OR INCIDENTAL TO THIS AGREEMENT, THE TRANSACTION(S) CONTEMPLATED HEREBY AND/OR THE RELATIONSHIP ESTABLISHED AMONG THE PARTIES HEREUNDER.

SECTION 16 – TERMINATION OF THE AGREEMENT

16.1 TERMINATION BY THE CONTRACTOR

If the Services are stopped for a period of thirty days under an order of any court or other public authority having jurisdiction, through no fault of the Contractor, or if the City has not made timely Payment thereon as set forth in this AGREEMENT, then the Contractor may upon twenty-one (21) days written notice (from postmark) to the City, terminate the AGREEMENT.

This AGREEMENT may be terminated with cause in whole or in part in writing by Contractor subject to a two week notice and the right of the party being terminated to meet and discuss the termination before the termination takes place. Contractor will be paid for all completed or obligated Services up to the date of termination.

16.2 TERMINATION BY THE CITY

In the event of any breach of this AGREEMENT by the Contractor, the City may, at its option, serve the Contractor with a written seven (7) day notice (from postmark) with the Contractor’s option to cure the breach, or the City may engage the services of another Contractor to complete the Services and deduct the cost of such completion from any amount due the Contractor hereunder, or the City may either pause or terminate the contract.

IN WITNESS WHEREOF, the undersigned have placed their hands and seals upon and executed this AGREEMENT in triplicate as though each copy hereof were an original and that there are no other oral agreements that have not been reduced to writing in this statement.

CITY OF JOLIET

By: _____

H. Elizabeth Beatty

City Manager

Date: _____

M.E. Simpson Company, Inc.

By: _____


Name: **Michael S. Simpson**

Title: **CEO**

Date: **March 31, 2025**

ATTEST:

By: _____

Lauren O'Hara

City Clerk

Date: _____

LETTER PROPOSAL

Fee Proposal: 2025 Leak Survey and Large Meter Testing

M.E Simpson Company, Inc. proposes to provide the necessary professional services for this project as follows:

Fee Proposal: Leak Survey and Large Meter Testing Program

M.E. Simpson Co, Inc. proposes to provide the necessary Professional services for this project as follows:

Item	Description	Qty	Unit	Unit Cost **	Total Cost
1	SYSTEM ANALYSIS, PROJECT PLAN, AND FINAL REPORT	1	LS		\$0
2-3	LARGE WATER METER EVALUATION, TESTING AND REPAIR *				\$148,040.00
4	WATER DISTRIBUTION SYSTEM LEAK SURVEY (I-55 EAST DMA AND LOW DMA)	240	MILES	\$550.00	\$132,000.00
5	HYDRANT-ONLY LEAK SURVEY	700	MILES	\$225.00	\$157,500.00
6	HYDRANT MAINTENANCE (FAIRMONT SUBDIVISION)	190	HYDRANTS	\$56.00	\$10,640.00
7	ON-CALL LEAK DETECTION STANDARD RESPONSE TIME	160	CREW-HOURS	\$325.00	\$52,000.00
8	ON-CALL LEAK DETECTION EMERGENCY RESPONSE TIME	40		\$380.00	\$15,200.00
9	ALLOWANCE FOR ADDITIONAL WORK	-	-	-	\$80,000.00
10	GPS SUB FOOT LOCATIONS	-	-	\$10.00	-
2025 TOTAL PROPOSAL:					\$595,380

* Total from bid schedule total for Tasks 2 & 3 on following page.

** All incidental costs/travel are to be included in the Unit Cost for Items 1-6.

SUBMITTED BY:

M.E. Simpson Co., Inc.

Firm Name

Michael D. Simpson

Authorized Representative



Signature

CEO

Title

3/3/2025

Date

CITY OF JOLIET					
LEAK SURVEY AND LARGE METER TESTING PROGRAM					
SCHEDULE OF PRICES					
METER TESTING & REPAIR (for TASKS 2 & 3 only)					
ITEM NO.	ITEM DESCRIPTION	QTY	UNIT	UNIT PRICE	COST
1	1-1/2 TO 2" DISPLACEMENT METER PRETEST - SINK TEST	0	EA	\$ 225	\$ -
2	1-1/2 TO 2" DISPLACEMENT METER PRETEST - TEST IN PLACE	103	EA	\$ 385	\$ 39,655
3	1-1/2 TO 2" DISPLACEMENT METER PRETEST - METER PULLED	0	EA	\$ 345	\$ -
4	1-1/2 TO 3" TURBINE OR COMPOUND METER PRETEST - IN PLACE	127	EA	\$ 455	\$ 57,785
5	1-1/2 TO 3" TURBINE OR COMPOUND METER REPAIR & POST-TEST (IN PLACE)	15	EA	\$ 175	\$ 2,625
6	1-1/2 TO 3" TURBINE METER PRETEST - MEASURING ELEMENT PULLED		EA	\$ 455	\$ -
7	1-1/2 TO 3" TURBINE METER REPAIR & POST-TEST (MEAS. ELEMENT PULLED)		EA	\$ 195	\$ -
8	4 TO 6" TURBINE OR COMPOUND METER PRETEST - IN PLACE	13	EA	\$ 455	\$ 5,915
9	4 TO 6" TURBINE OR COMPOUND METER REPAIR & POST-TEST (IN PLACE)	4	EA	\$ 185	\$ 740
10	4 TO 6" TURBINE METER PRETEST - MEASURING ELEMENT PULLED		EA	\$ 385	\$ -
11	4 TO 6" TURBINE METER REPAIR & POST-TEST (MEAS. ELEMENT PULLED)		EA	\$ 185	\$ -
12	8 TO 10" TURBINE OR COMPOUND METER PRETEST - IN PLACE	8	EA	\$ 525	\$ 4,200
13	8 TO 10" TURBINE OR COMPOUND METER REPAIR & POST-TEST (TEST IN PLACE)	1	EA	\$ 200	\$ 200
14	4 TO 10" FIRE LINE METER TEST		EA	\$ 435	\$ -
15	PRE-REPLACEMENT INSPECTION (photos, drawing, measurements & condition report)	50	EA	\$ 140	\$ 7,000
16	PITOT TEST (MASTER/PRODUCTION METERS)	8	EA	\$ 950	\$ 7,600
17	2-MAN CREW RATE FOR SPECIALTY REPAIRS (LABOR ONLY)	40	HR	\$ 240	\$ 9,600
18	3-MAN CREW RATE FOR SPECIALTY REPAIRS (LABOR ONLY)	8	HR	\$ 340	\$ 2,720
19	METER PARTS ALLOWANCE				\$ 10,000
				TOTAL COST:	\$ 148,040
	(Insert this schedule total as a subtotal on Item 2-3 line on previous page)				
	M.E. Simpson Co., Inc.				
	Firm Name				

APPENDIX A

SCOPE OF WORK

LEAK SURVEY AND LARGE METER TESTING PROGRAM

The following is a project scope of professional services:

Task 1 - System Analysis, Project Plan, and Final Report

After an initial meeting with the City, the Contractor shall review all available data and perform an initial top-down analysis of the City's current water loss condition. The Contractor shall develop a strategy with City staff input to maximize the cost savings to project cost ratio. At the conclusion of the project, the Contractor shall perform a detailed analysis water loss, real and projected cost savings, as well as an annual recommended plan for subsequent years. The initial project plan is to be completed within 30 days of Notice to Proceed.

Task 2 - Large Meter Testing & Repair – Master / Production Meters.

Test master / production meters in accordance with AWWA standards. This will include pitot testing. The tap will be provided by the City.

Upon project award, scheduling the first round of meter testing shall begin immediately. This will include key, high-consumption meters already scheduled for testing. Additional rounds of meter testing will be planned based on recommendations from the Contractor and after development of the overall project plan.

Task 3 - Large Water Meter Testing – Commercial / Industrial

Test large water meters in accordance with AWWA standards. These meters are located in commercial, industrial, institutional, and multi-family residential facilities. Meters may be located indoors or in outdoor pits. The Contractor shall perform all scheduling and communication with the City's water customers. This will include scheduling during nighttime, weekend, and production slowdowns / shutdowns to minimize the impact on customers. All costs are incidental to this item. No additional compensation is allowed for after-hours work.

The City has provided a schedule of anticipated meter quantities for testing; however, this may be altered upon recommendation in the initial Project Plan and periodically based on additional information obtained during the course of the project.

When a meter cannot be repaired and is recommended for replacement, the Contractor shall provide information to assist the City in contracting out the work to a licensed plumbing contractor (separate contract). Include the following:

- Photo of the overall meter pit/assembly/room.
- Close-up photos of each meter and register.
- Dimensioned sketch sufficient to estimate cost and plan for replacement. Include lay lengths for meter/valves / pipe sections, pit dimensions, hatch dimensions, etc.
- Note the condition and locations of all shutoff valves.
- Note the condition and locations bypass.
- Note any pertinent information regarding scheduling shutdowns for meter replacement, including recommendations to minimize impact on the customer's business operations.
- GIS data (see deliverables section).
- GPS location (sub-meter). The coordinate system shall be Illinois State Plane EAST Zone (foot).

This will be covered under the "PRE-REPLACEMENT INSPECTION" item in the proposal. In addition, this item could be utilized to conduct an inventory of older large meters.

Task 4 - Leak Survey

Perform an overall system leak survey of I-55 East DMA and Low DMA areas of the City's water distribution system in accordance with AWWA and industry standards. 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:

- Leak Location per sub-meter GPS.
- Date of leak test.
- Estimated severity in GPM.
- Notes (as applicable).
- GPS Service B-Boxes (See Task 10)

The coordinate system shall be Illinois State Plane EAST Zone (foot).

Listen for leaks on all hydrants, valves, and all accessible services in the established area. A maximum of 5 minutes will be allotted for the removal of the service cap. Keep track of any services we can listen to and anything we aren't able to listen to. Leaks shall be located within the accuracy of current "state-of-the-art" technologies for leak detectors and electronic correlators. For the leak

survey in high-traffic / high-noise areas, including the downtown business district, the Contractor shall schedule the work at night and/or early morning to minimize background noise. No additional compensation will be allowed for night scheduling.

Task 5 - Leak Survey (Hydrant Only)

After performing a leak survey on all services in I-55 East DMA and Low DMA areas, return at the end of the year to perform a leak survey of the targeted areas of the City's water distribution system, listening for leaks on all fire hydrants.

- Leak Location per sub-meter GPS.
- Date of leak test.
- Estimated severity in GPM.
- Notes (as applicable).

Leaks shall be located within the accuracy of current "state-of-the-art" technologies for leak detectors and electronic correlators. For the leak survey in high-traffic / high-noise areas, including the downtown business district, the Contractor shall schedule the work at night and / or early morning to minimize background noise. No additional compensation will be allowed for night scheduling.

Task 6 - Hydrant Maintenance

Perform maintenance on fire hydrants in the Fairmont region of the City following AWWA M17 standards to assess hydrant appearance, accessibility, location, leakage, and functionality. Key steps include:

- Checking hydrant paint, positioning, and visibility
- Verifying proper nozzle orientation and clearance
- Using electronic listening devices to detect leaks
- Exercising and lubricating operating stems
- Inspecting and maintaining caps, threads, and seals
- Flushing hydrants to remove debris
- Documenting hydrants needing repair

Task 7 - On-call Leak Detection: Standard Response

This item will be paid at one standard hourly crew rate for a minimum of 2 crew-hours per callout. In situations when more than 2 hours are requested for payment, the time shall start and stop when the Contractor enters and exits the

City of Joliet corporate limits. Additional compensation for travel time and other expenses are not allowed.

Under this item, the Contractor shall **respond to the City's phone call within 30 minutes and shall arrive on-site within 4 business hours.** All calls for service and work will take place during the normal work day (7:00 am to 4:30 pm).

Task 8 - On-call Leak Detection: Emergency Response

This item will be paid at one standard hourly crew rate for a minimum of 2 crew-hours per callout. In situations when more than 2 hours are requested for payment, the time shall start and stop when the Contractor enters and exits the City of Joliet corporate limits. Additional compensation for travel time and other expenses are not allowed.

Under this item, the Contractor shall **respond to the City's phone call within 15 minutes and shall arrive on-site within 2 hours.** Calls for service and work may take place at any time (24 hours per day, 7 days per week).

Task 9 - Allowance for Additional Work

This item will allow for flexibility in billing of additional work under any of the other pay items at the same proposed unit prices.

Task 10 – GPS Sub-Foot Locations

Collect GPS coordinates of all services with sub-foot accuracy. The City will supply a color-coded GIS file of all service b-boxes.

- Green – No additional GPS needed
- Yellow – Visually located but needs the contractor to GPS
- Red – Not found. The contractor needs to search the area for no longer than 5 minutes per location, and if something is found, a GPS will be required.

Deliverables

The deliverables the following:

- Project Plan

- Geodatabases / shapefiles in ESRI ArcGIS format showing all leak locations (from sub-meter GPS) with estimated GPM and test date (updated and delivered monthly). GPM shall be in an INTEGER type field labeled "LEAK_GPM"
- Meter replacement sketches.
- Meter test reports.
- Meter testing geodatabase / shapefiles in ESRI ArcGIS format with sub-meter GPS locations. Include the following fields:
 - Meter description
 - Meter size
 - Enclosure type
 - Test status: Complete / Not-tested
 - Test Result: Pass, Failed / Repaired / Retested / Passed, Failed – Recommend Replacement.
- Daily leak sketches / final leak sketches.
- List of services successfully leak detected and not leak detected.
- Final Project Report

All deliverables are incidental to other contract items for payment.

Project Administration

Attend project meetings at 150 W. Jefferson Street as required to facilitate project communication. This is anticipated to include a kickoff meeting, 3 quarterly planning/coordination meetings, and a project closeout meeting.

All deliverables are incidental to other contract items.

MAPS AND DATA PROVIDED BY CITY

The City shall generally provide access to the following map and data sources:

- ArcGIS Online internet mapping application, which allows on-screen distance measurements.
- GIS file with all services and location statuses, with Green points having a GPS status, Yellow points having been located and needing GPS, and Red having not been located.
- Exported copy of the City's water GIS database in shapefile or other ESRI-compatible format.
- An electronic version of the citywide map in PDF format.
- PDF versions or paper copies of detailed engineering drawings only as needed and available.

- Report showing every water meter in the City with address, Location ID, meter size, and annual consumption for each of the past 3 years.
- Water production reports.

For all scheduled work, including the general leak survey, the Contractor shall be responsible for printing out maps if hard copies are desired. The City will assist in printing out maps if needed for emergency situations only.

WORK PROVIDED BY CITY

The City will provide input to the Contractor for development of the Project Plan and long-term recommendations. The Contractor shall operate all service valves needed for meter testing and evaluation; however, the City shall operate or supervise the operation of main line valves if necessary.

APPENDIX B

PAYMENT

The Contractor shall be paid monthly based on submitted invoices and evidence of completed work. The Contractor should endeavor to submit invoices within two weeks of the month end. Payment schedules may vary but are generally made within one to two weeks of invoice receipt.

APPENDIX C

PROJECT SCHEDULE

The work of the CONTRACTOR on the Project shall begin within ten (10) calendar days of issuance of the Notice of Award.

Schedule Completion:

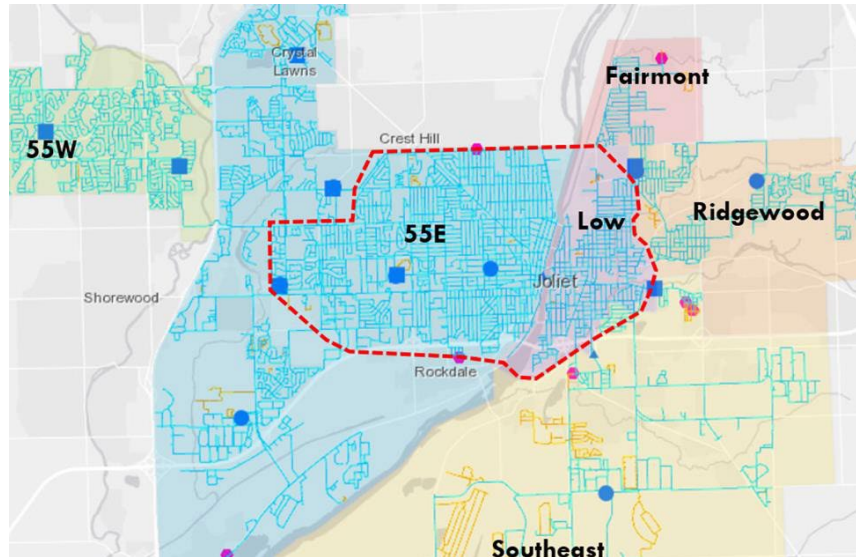
No.	Work Description	Completion Deadline
1	Initial Project Plan	10 days from Notice of Award of Contract
2	Meter Testing - Initial Section of Annual List (incl. reports)	90 days from Notice of Award of Contract
3	As-needed Meter Testing – Standard Accounts (incl. reports)	30 days from the assignment
4	As-needed Meter Testing – Key Accounts	10 days from assignment ¹
5	Final Completion of Annual Meter Testing List	November 2025
6	Leak Survey (Include Services)	155 / Low DMA – Completed by June 30, 2025
7	Hydrant Only Leak Survey	Entire City by October 2025.
8	Hydrant Maintenance	Fairmont Area – Completed by October 2025
9	On-call Leak Detection Report - Field	Hand-drawn sketch is due immediately upon leak location determination.
10	On-call Leak Detection Report - Final	Computer-generated sketches are due weekly.
11	Final Reports (includes GPS/GIS data)	45 days after completion of annual meter testing and annual leak survey.

1 - Additional time allowed for customer production coordination.

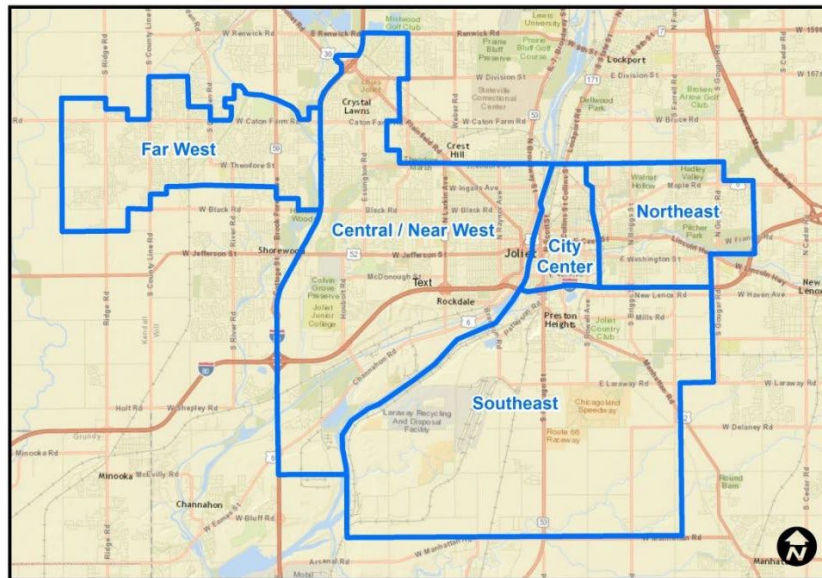
On-call work may continue, as project funds allow, until December 31, 2025.

APPENDIX D - PROJECT LOCATION

Project work will be located throughout the City of Joliet, Illinois, and some immediately surrounding areas. The City of Joliet corporate limits includes approximately 64 square miles. The City spans approximately 19 miles from west to east and 11 miles from north to south.



Approximate Distribution System Zones



APPENDIX E Sample Forms*

[COMPANY NAME]

LEAK LOCATION REPORT

Client: Joliet, Illinois

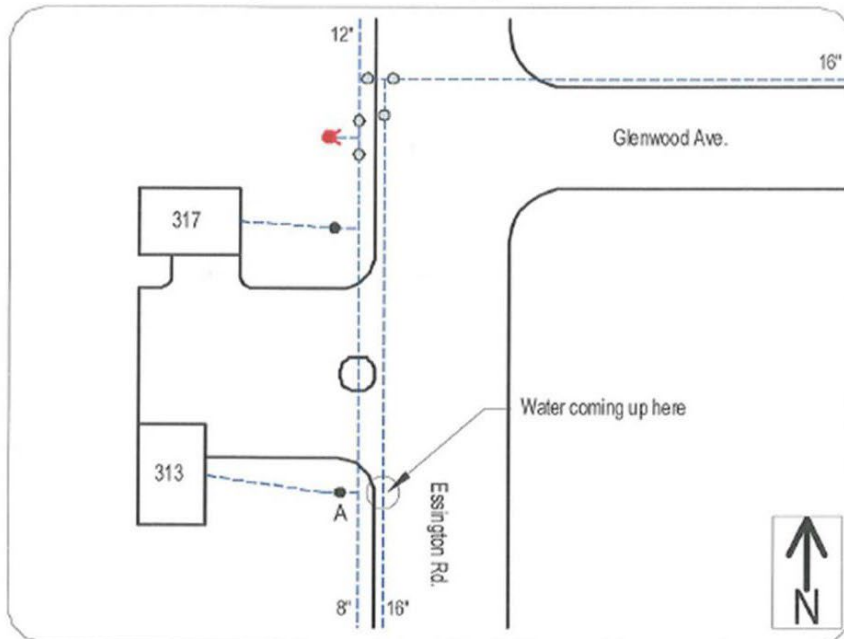
Time: 8:30:00 AM

Date: Tuesday, October 20, 2015

Tech: Jerry R. & Alfred K.

Address: 313 Essington Road

Below is a diagram of the area surveyed for a suspect leak.



Distance: 0' from A

Connection point: A= Service to 313

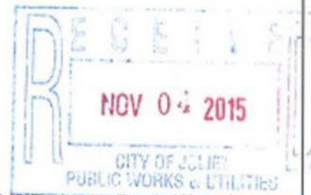
Connection point:

Connection point:

Connection point:

Leak Location: 0' from A

Comments: This is a leak at or near the service or corporation to 313 Essington Road. Water is coming in the curb in front of 313. We closed the curbstop and the noise continued. The curbstop and corporation are only 4' apart.



[COMPANY NAME]

FIELD LEAK REPORT

Dialio: 111 20Time: 1:15/P @Jem Tech: n/rp

MapPg: _____

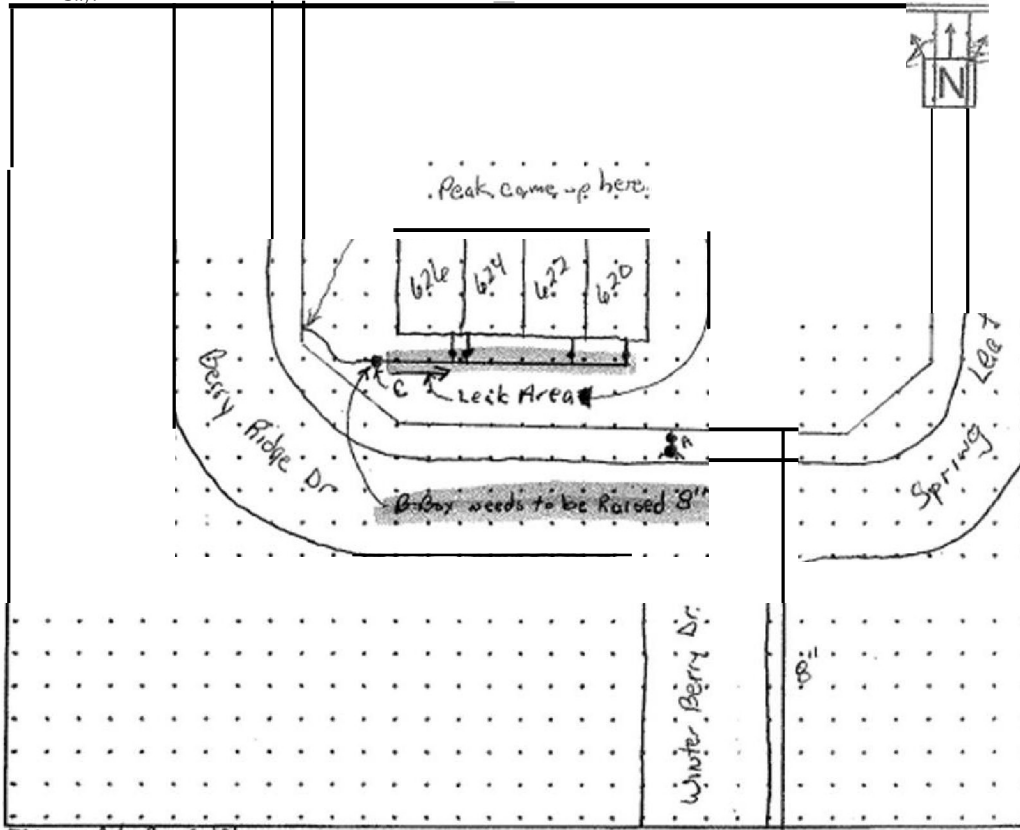
Drawing#: 1Client: ru1, t-t81 Name: 1.10 -'2uc, R, '1.1< Driv

City: _____

Site: _____

GPSO _____

G Time: _____

Distance: A to B = 244'CP#1: A = Hydrant Any Valve

CP#4: _____

CP#2: B = Hydrant Any Valve

CP#5: _____

CP#3: Control Service Curbstop A to B

CP#6: _____

Correlations from A: (Signal-Noise) 1) 12/11 12/12 12/10

2) _____

3) _____

Correlated Leak Location: O from C

Dig Location: _____

Comments: We listened to the two Hydrant and they had very little noise(Listened to the four individual service, curbstops and they all had noise.624 & 626 were the loudest. We live located the services and they allwere tied together as one main. Control service line. Correlated hydrant to hydrantand the peak came up where the control service connected to the main. Located and dugup the control service curbstop. We shut it off and noise quit.Line Located: Yes / NoLeak Located: Yes / NoLeak Fixed: Yes / NoScan Time: 3 minsEst. Loss GPM: 3Leak is on Customer's Side of 3" Control service curbstop

COMPANY, INC. - Technical Services
COMPOUND / TURBINE / DISP. METER TEST REPORT

Client : Joliet, IL

Account name: _____ Account no. _____
 Building Name: _____ Meter no. _____
 Address: _____ Reg ID 63003720
 Meter location: Parking garage meter closet AMR ID: _____
 Meter size 3" Brand: Sensus - SRH Type: Compound S/N: 6830424
 Test port: Yes Bypass: No Inlet valve Yes Outlet valve Yes

READINGS

Confined Space No O2 Level: _____ Gas Present: _____ Ok to Enter Yes Supervisor _____
 Meter Reading Upon Arrival T/H: 0053413 L: 038201 FM: _____ Units: Cubic Feet
 Meter Reading After Post Test T/H: _____ L: _____ FM: _____ Units: _____
 Remote Reading Upon Arrival T/H: _____ L: _____ FM: _____ Units: _____

TEST AND REPAIR DATA

Tested: 05/21/09 8:30 AM By: _____ Repaired: _____ By: _____
 Upon Arrival - Meter Sealed ☒ Bypass Sealed ☐ Upon Departure Meter Sealed ☒ Bypass Sealed ☐

TESTS	Test Results			Post Test Results		
Compound	Flow Rate GPM	Allowable Test Accuracy	Actual Test Accuracy	Flow Rate GPM	Allowable Post Test Accuracy	Actual Post Test Accuracy
Minimum	1	97 - 103	101		95 - 103	
Below C.O.	5		100.5			
Change Over	15	90 - 103	96.5		90 - 103	
Above C.O.	25		100			
Intermediate	75	97 - 103	101.2		97 - 103	
Maximum	150	97 - 103	100		97 - 103	

Turb./Disp.	Flow Rate GPM	Allowable Test Accuracy	Actual Test Accuracy	Flow Rate GPM	Allowable Post Test Accuracy	Actual Post Test Accuracy
Start						
Minimum						
Intermediate						
Maximum						

TEST AND REPAIR COMMENTS

The meter tested within accuracy limits derived from AWWA M6.

** Note: The City and the Contractor will edit and agree on revised forms prior to testing.*