

# CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Approved 10-06-11

## MINUTES

### INFRASTRUCTURE COMMITTEE

September 1, 2011 - 7:00 P.M.

1. **Call to Order, Roll Call, and Establishment of a Quorum.** Chairman Dzierzanowski called the meeting to order at 7:02 P.M. Roll Call found Aldermen James Beifuss, Nanette Connelly, Nicholas Dzierzanowski, Alan Murphy, James Smith, and John Smith present. Alderman Russell Radkiewicz was absent.

Also in attendance were City Administrator Michael Guttman, Public Works Director Robert Flatter, Assistant City Engineer Doug Nooden, Water Utility Superintendent Joe Munder, and Administrative Secretary Michelle Baldino.

Others in attendance were Michael Pedone of Water Resources, Inc., and Anthony Gattuso of Water Services Company.

2. **Approval of Minutes.**

A. **Infrastructure Committee Minutes of August 4, 2011.** Alderman Beifuss requested changes to page 5, Item C., and clarification on page 5 for items E., and F. Changes are reflected in the approved minutes. **Alderman Nanette Connelly made a motion to approve the minutes of August 4, 2011, as amended, seconded by Alderman Alan Murphy. Voting Yea: Aldermen Nanette Connelly, Alan Murphy, James Beifuss, Nicholas Dzierzanowski, James Smith, and John Smith. Voting Nay: 0.**

3. **Public Participation / Presentations.** None.

With consent from Committee members, Chairman Dzierzanowski moved up item 5.A. on the agenda.

5. **Items for Discussion**

A. **Policy Related Issues Regarding the City Wide Water Meter Replacement Program.** Mr. Flatter informed the Committee that City staff has met with Water Resources, Inc. and Water Services Company and together, they have come up with a list of anticipated issues associated with the water meter replacement program. Staff is seeking direction from the Infrastructure Committee on how to proceed. A revised picture of a Copper Meter Re-setter (Attachment A) was handed out along with pictures of various meters and backflow prevention devices (Attachment B) for purposes of discussion. The following summarizes the potential issues discussed and direction received:

### B-Box Obstructions

The Contractor will need to shut off the main water supply at the buffalo box (B-Box), which is the City's external below-ground water shut off valve. For commercial and industrial customers, the water shut off valve may be located within a valve vault or accessible via a valve box due to its size.

1. If the external shut off valve is inoperable due to dirt or debris obstructing the valve, bent or leaning riser box, broken valve, landscaping, trees, gardens, fences, among others, the Contractor will, after notifying the City, repair the B-Box. As the B-Box, and that portion of the water service line from the B-Box to the watermain, is the City's property, the cost of the repairs and restoration will be borne by the City.
2. If the B-Box is obstructed and inoperable due to the placement of permanent structures such as garages, sheds, pools, decks, and ponds, among others, the Contractor will, after notifying the City, leave the existing B-Box and attempt to freeze the service line to allow for the installation of the meter. The City will then coordinate with property owner and arrange for the installation of a new B-box in a location that will be accessible. The cost of the line freeze, the new B-Box installation, and restoration will be borne by the City.
3. If the B-Box is obstructed and inoperable due to the placement of a brick mailbox, the Contractor will leave the existing B-Box and attempt to freeze the service line to allow for the installation of the meter. The City will then coordinate with the property owner and arrange for the brick mailbox to be removed and/or relocated to a location that will allow access to the B-Box. The cost of the line freeze will be borne by the City. The cost of the brick mailbox removal or relocation will be borne by the property owner.

### Water Heater Obstruction

The Contractor will need a four foot clear work area in front of the existing water meter. When a residential water meter is obstructed by a water heater, the Contractor will, after notifying the City, undertake one of the following tasks:

1. Remove and reinstall the water heater, if necessary, to allow for installation of the water meter. Work to be completed for this task will include draining, temporarily removing, reinstalling, filling, and testing the water heater for leaks. Given the age and condition of some of the water heaters, it is likely that some will fail after being reinstalled, such as leaking drain valves, leaking pressure relief valves, and internal liner leaks, among others. Prior to the Contractor removing a water heater, the property owner will be required to execute a hold harmless and waiver of liability agreement with the City. Under no circumstance will the City purchase and install a new water heater or reimburse a property owner for a new water heater. The cost of removing and reinstalling a water heater will be borne by the City; or
2. Utilize a re-setter device to avoid removing the water heater. The cost of the re-setter device and its installation will be borne by the City.

### Carpentry Obstruction

The Contractor may encounter residential water meters that are obstructed by some sort of home improvement or custom carpentry (i.e. interior wall, closet, cabinet, built in bookcase, etc.). In these situations, the property owner will need to remove, or have contractually removed, the carpentry obstruction to allow the Contractor access to replace the water meter. If a re-setter device can be installed without removing the obstruction, this option will be utilized by the Contractor. The cost of the re-setter device and its installation will be borne by the City. All costs associated with removing some sort of home improvement or custom carpentry will be borne by

the property owner. The City shall provide the customer thirty (30) calendar days to remove the carpentry obstruction, and if necessary, follow the water shut off procedure to gain compliance.

#### Handling Differences in Water Consumption Readings Between Register and Remote

When the new water meters are installed, the Contractor will take final water meter readings on the old meters and external remote "blue box" reader, if applicable. The City will finalize water meter billings for the old meters using the lesser of the two water consumption readings. The Contractor will take pictures of the old meter register and "blue box" as proof of final readings and then discard the old devices.

#### Utilizing Existing Brass Angle Valves Versus Installing New Lead Free Brass Ball Valves

As part of the installation process, the City Council authorized all valves, both before and after the meter, be replaced at the City's expense. For nearly all residential customers, or service lines of two inches or less, the Contractor has been approved to install a lead free ANSI/NSF 61-8 certified brass ball valve(s). For lines greater than two inches, valves must be replaced in kind. Valve replacements will be paid for at the Contract unit price.

The City may utilize and not replace an existing right angle brass valve, if determined appropriate. In addition, the City may utilize, not replace, resilient wedge valves and double disk valves commonly used in larger industrial applications, if the Contractor determines that the condition of the existing valves are like new.

#### Certifying All Backflow (RPZ) Devices

While the City is not responsible for maintenance and replacement of backflow devices, their existence and operation are critical to the protection of the City's public water supply. The Contractor will inventory, test, and certify for compliance all backflow devices, at the City's cost.

Once tested, these devices will then be logged into a database and tracked/monitored for annual certification by the property or business owner. If the RPZ fails during testing, the property owner will be notified and it will be her or his responsibility to have the RPZ replaced and certified as required by the Illinois Plumbing Code. In the future, the property owners will continue to be responsible for scheduling and the cost of the annual inspection as required by the Illinois Plumbing Code.

For non-residential accounts, when a business has multiple backflow devices throughout its facility, the City will test and re-certify only the "master" RPZ installed on the domestic water supply side at the point of entry to the building. For facilities that may not have a "master" RPZ, all internal devices will be tested and re-certified. In addition, all devices that are attached to the building's fire protection system, including devices on the fire system's bypass line, will be tested and re-certified.

#### Internal Plumbing Irregularities

At the time of installation, prior to the performance of any work, the Contractor will inspect the condition of the existing plumbing. If the Contractor determines that the old piping is leaking or deteriorated to a point that it will likely be damaged when the meter is replaced, and if additional plumbing work is required beyond the scope of the contract, the appointment will be rescheduled to allow time for the property owner to address the identified issues. The rescheduled installation of the new water meter, Register, MIU, and/or AMR equipment will only take place after the property owner has completed the necessary additional plumbing work.

The Contractor will notify the City, prior to the installation of a meter, of any internal meter and/or plumbing irregularities including, the following:

- (a) meters installed backwards;
- (b) disconnected meters and/or any other indication of tampering;
- (c) meters have been removed and replaced with connection pipes;
- (d) registers disconnected from meters;
- (e) illegal connections before a meter; and,
- (f) unmetered connections of a customer's plumbing to a service lateral, fire pipe or water main.

The City shall provide the customer thirty (30) calendar days to correct the internal plumbing irregularities, and if necessary, follow the water shut off procedure to gain compliance.

#### Elimination of Meter By-Pass Piping

There are a few situations known to staff where piping has been installed to purposely by-pass the City's water meter. When the Contractor encounters a meter with by-pass piping, it will remove the by-pass.

**Based upon discussion of the above, staff was directed to create a policy for City Council consideration. Chairman Dzierzanowski also directed staff to review and, if necessary, revise the language in the City Code so that issues such as those discussed above will not need to be addressed in the future.**

At 9:00 P.M., Chairman Dzierzanowski asked Committee members for concurrence for a five-minute recess. The meeting resumed at 9:06 P.M. All Aldermen and Staff listed above were in attendance with the exception of City Administrator Michael Guttman, Michael Pedone, and Anthony Gattuso.

**4. Items for Consent.** Chairman Dzierzanowski read the following items for consent. The Committee members were provided with a revised agenda summary for Item 4.H. (Attachment C).

- A. Change Order No. 1 & Final – 2010 Wastewater Treatment Plant Secondary Digester Cleaning Project – Synagro Central, LLC**
- B. Change Order No. 1 & Final – 2011 Emerald Ash Borer Insecticidal Treatment Program – Emerald Tree Care, LLC.**
- C. Right-of-Way Encroachment Agreement – Ball Horticultural Company, 622 Town Road**
- D. Contract Amendment No. 2 – Illinois Route 64 Utility Relocation Project – AECOM USA INC.**
- E. Contract Award – Phase III Construction Oversight Services related to South Aurora Street Relocation Project – Thomas Engineering Group, LLC**
- F. Contract Award – Professional Engineering Design Services Associated with the Main Street Tunnel Northeast End Ramps and Stairway Rehabilitation Project – Strand Associates, Inc.**
- G. Contract Award – Raking Bar Screen Improvement Project – Manusos General Contracting**
- H. Contract Amendment No. 2 – Deep Well and Well House No. 12 – Strand Associates, Inc.**
- I. Contract Amendment No. 1 – Phase II Engineering Design Services Related to the South Aurora Street Relocation Project – Thomas Engineering Group, LLC**

Alderman James Beifuss requested that items 4.E., 4.F., 4.G., and 4.I. be pulled from the Consent agenda for discussion and voted upon separately.

**Alderman Nanette Connelly made a motion to approve Consent Items 4.A., 4.B., 4.C., 4.D., and 4.H., seconded by Alderman Alan Murphy. Voting Yea: Aldermen Nanette Connelly, Alan Murphy, James Beifuss, Nicholas Dzierzanowski, James Smith, and John Smith. Voting Nay: 0.**

**4.E. Contract Award – Phase III Construction Oversight Services related to South Aurora Street Relocation Project – Thomas Engineering Group, LLC.** Alderman Beifuss ask for clarification of the costs and billing for this project. Mr. Flatter explained that the initial amount of money given to the City from the CN Railroad for the establishment of a Quiet Zone has been exhausted for this project due to the associated costs of the acquisition and demolition of 122 Wood Street. From this point forward, the City will invoice the CN for 50% of the remainder of associated costs (\$22,718.05). Alderman Beifuss asked if there will be any more City share costs for this project. Mr. Flatter explained that as related to the Quiet Zone, there should not be any more costs associated with this project. The other costs related to the Quiet Zone include Ann Street, Smith Road, and Patrick Engineering will all be paid at 100% by the CN. The South Aurora Street Relocation Project was the only one with a 50% cost share from the City.

**Alderman James Beifuss made a motion to approve the Contract Award to Thomas Engineering Group, LLC for Phase III Construction Oversight Services related to the South Aurora Street Relocation Project, seconded by Alderman Nanette Connelly. Voting Yea: Aldermen James Beifuss, Nanette Connelly, Nicholas Dzierzanowski, Alan Murphy, James Smith, and John Smith. Voting Nay: 0.**

**4.F. Contract Award – Professional Engineering Design Services Associated with the Main Street Tunnel Northeast End Ramps and Stairway Rehabilitation Project – Strand Associates, Inc.** Alderman Beifuss requested a brief overview of this project. Mr. Flatter informed him that the stairway will be re-built and the ramp to the Community Center will be eliminated; this comes from direction from the Infrastructure Committee at a previous meeting. Costs associated with this contract include design engineering and preparation of bid documents. It is intended to bid the project in the spring of 2012 with construction during the summer months when school is not in session. Chairman Dzierzanowski asked if the Maypole will be considered with the design to which Mr. Flatter replied that it would be included.

**Alderman Nanette Connelly made a motion to approve the Contract Award to Strand Associates, Inc., for services related to Engineering Design for the Main Street Tunnel Northeast End Ramps and Stairway Rehabilitation Project, seconded by Alderman James Beifuss. Voting Yea: Aldermen Nanette Connelly, James Beifuss, Nicholas Dzierzanowski, Alan Murphy, James Smith and John Smith. Voting Nay: 0.**

**4.G. Contract Award – Raking Bar Screen Improvement Project – Manusos General Contracting.** Alderman Beifuss commented that this project was estimated at \$934,000.00 and the low bid was \$839,000.00 with only two bids received. Mr. Flatter explained that this is a specialized construction project, which includes the installation of a dump station for the City's Vactor (sewer truck). Alderman Connelly asked if Winfield is sharing in the cost. Mr. Flatter told her that Winfield would share in the cost with amounts based on percentage of plant flow, and that there are dedicated funds for this project.

**Alderman Alan Murphy made a motion to approve the Contract Award to Manusos General Contracting for the Raking Bar Screen Improvement Project, seconded by Alderman John Smith. Voting Yea: Aldermen Alan Murphy, John Smith, James Beifuss, Nanette Connelly, Nicholas Dzierzanowski, and James Smith. Voting Nay: 0.**

**4.I. Contract Amendment No. 1 – Phase II Engineering Design Services Related to the South Aurora Street Relocation Project – Thomas Engineering Group, LLC.** Alderman Beifuss asked for an explanation for the increase in the contract. Mr. Flatter stated that the scope of the project had been increased to include the relocation of a fire hydrant. This includes increased design engineering in order to loop and relocate the

watermain. Also included was additional time for research of alley vacation, property lines, and to secure easements, all of which were not anticipated in the original scope of work. The increase of \$6,629.73 will be paid using the CN Mitigation Fund.

**Alderman Nanette Connelly made a motion to approve Contract Amendment No. 1 for Phase II Design Services related to the South Aurora Street Relocation Project, seconded by Alderman John Smith. Voting Yea: Aldermen Nanette Connelly, John Smith, James Beifuss, Nicholas Dzierzanowski, Alan Murphy, and James Smith. Voting Nay: 0.**

**6. Unfinished Business.** Washington Street Construction. Alderman Beifuss requested an update for the Washington Street Construction Project. Mr. Flatter reviewed the scope of work for this project indicated that due to limited funding, only the worst areas were selected for removal and replacement. He stated that the south side west bound lane had a number of patches that cracked after the new concrete was poured. Some of the patches were replaced by the Contractor, other patches had the cracks filled/sealed with an epoxy. The specifications for the project included grouting and sealing of the pavement seams and existing cracks not scheduled to be removed. Alderman Beifuss stated that this process made the face of the cracks appear much bigger and asked if they could be epoxy. He further stated that the process used gives the impression that cracks are there when they weren't before. Mr. Flatter explained that those cracks were probably too wide for epoxy and the sealer is used as a means to keep water from getting in the pavement, thus freezing during the winter and causing additional cracks and potholes. Alderman Beifuss asked what substance has been used to cover the road. Mr. Flatter informed him that a heavy coat of linseed oil was sprayed and is used to cure and seal the concrete, which also takes days to dry and will leave a discoloration. Alderman Murphy asked if a second coat of linseed oil would be applied. Mr. Flatter stated that the Contract calls for a second coat, but that it most likely will not be applied due to the cost and the time it takes to cure.

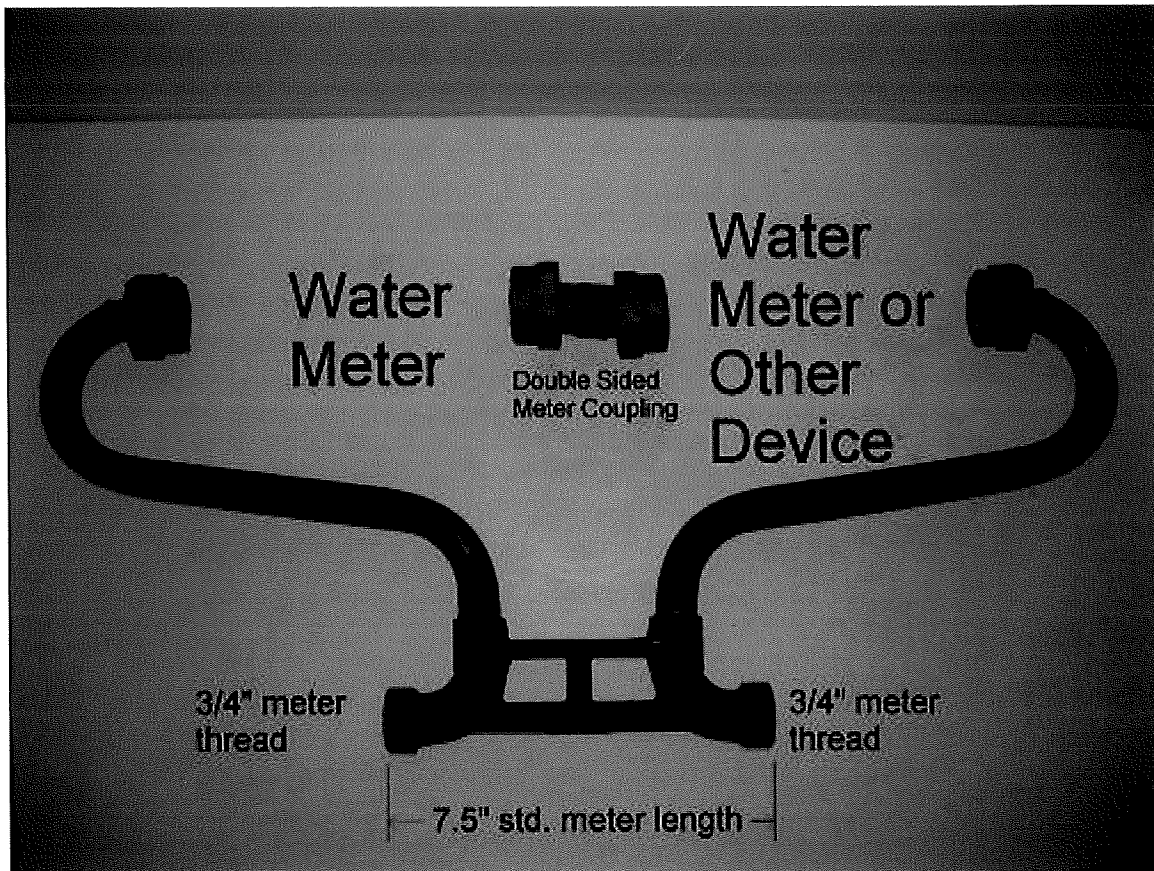
**7. New Business.** None.

**8. Reports from Staff.** None.

**9. Adjournment.** At 9:32 P.M., Alderman Nanette Connelly made a motion to adjourn seconded by Alderman Alan Murphy. Motion was approved by voice vote.

Respectfully submitted,

Michelle Baldino  
Administrative Secretary



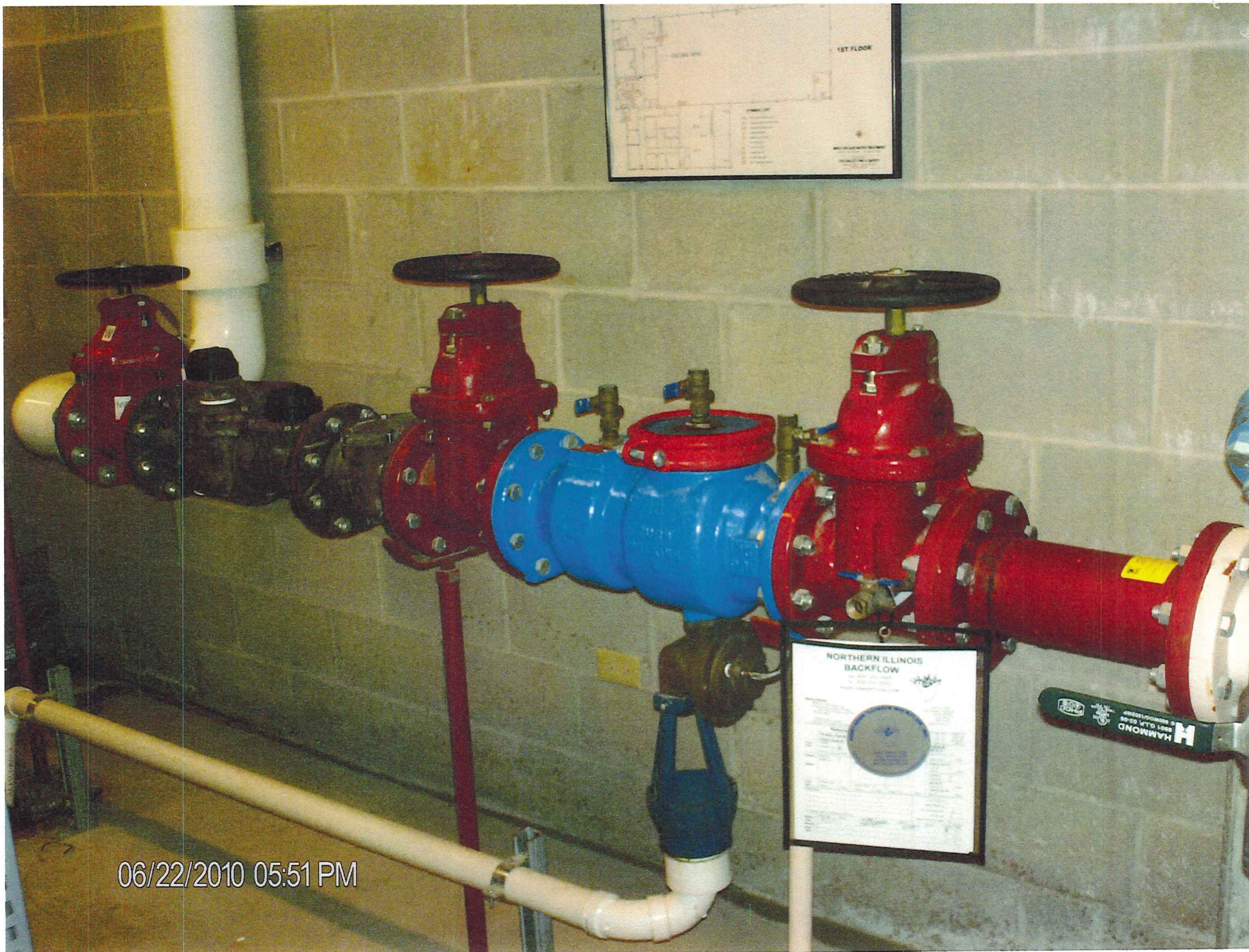
Copper Meter Resetter

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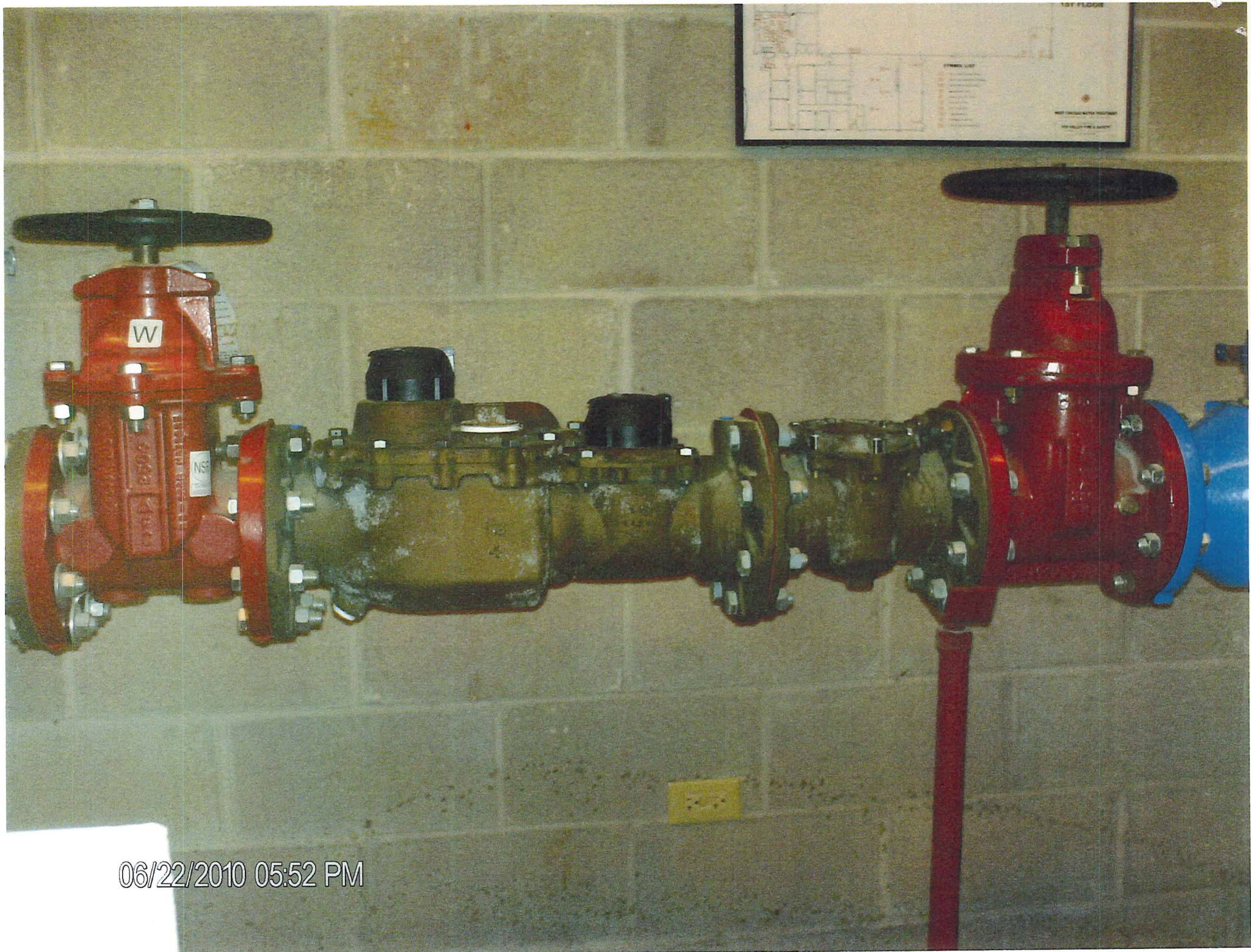


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## CITY OF WEST CHICAGO

INFRASTRUCTURE COMMITTEE  
AGENDA ITEM SUMMARY

## ITEM TITLE:

**Contract Amendment No. 2  
Professional Services Agreement with  
Strand Associates, Inc.  
Deep Well and Well House No. 12**

AGENDA ITEM NUMBER: 4.H.

FILE NUMBER: \_\_\_\_\_

COMMITTEE AGENDA DATE: September 1, 2011

COUNCIL AGENDA DATE: September 6, 2011

STAFF REVIEW: Robert E. Flatter, P.E., Director of Public Works

SIGNATURE 

APPROVED BY CITY ADMINISTRATOR: Michael L. Guttman

SIGNATURE \_\_\_\_\_

## ITEM SUMMARY:

In May 2009, City Council approved a Professional Services Agreement with Strand Associates, Inc. of Joliet, Illinois, for well design, bid assistance, and construction oversight related engineering services for well and well house #12 for an amount not to exceed \$89,910.00. Said contract was written such that design services would not exceed \$54,900 and construction oversight services would not exceed \$35,010. On September 2, 2010 City Council approved Contract Amendment No. 1 increasing the upper limit of the contract by \$2,950, from \$89,910 to 92,860. Said increase resulted from start up delays experienced by Layne-Western and additional observation efforts needed to resolve unexpected sand production from the well during test pumping.

To date, construction services related to the drilling of the well hole are complete. In addition, design services related to the well house are substantially complete and the project will be publically bid in the near future, pending resolution of building permit issues related to internal plumbing and stormwater management/site development. However, that portion of funds allocated for design in the original contract budget has been exhausted and Strand seeks an additional \$4,800 to complete/modify final engineering plans and obtain necessary building permit approvals for the project. The amount of \$15,105.00 remains available in the contract for construction oversight services of the well house.

Therefore, City staff recommends that the Professional Services Agreement with Strand Associates, Inc., related to design services for Well Station No. 12, be amended to increase the contract not to exceed amount by \$4,800, from \$92,860.00 to \$97,660.00, and to extend the project completion date to August 1, 2012.

There are sufficient funds available in the Water CIP Fund (06-34-47-4806) for this proposed contract addition.

## ACTIONS PROPOSED:

**Approve Resolution No. 11-R-0093 authorizing the Mayor to execute a Second Amendment to the Professional Engineering Services Agreement with Strand Associates, Inc., for services related to Well and Well House No. 12, thereby raising the upper limit of the Contract to \$97,660.00 and extending the project completion date to August 1, 2012.**

## COMMITTEE RECOMMENDATION:

**RESOLUTION NO. 11-R-0093**

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE  
AMENDMENT NO. 2 / SECOND EXTENSION TO THE  
PROFESSIONAL ENGINEERING SERVICES AGREEMENT RELATED TO  
WELL AND WELL HOUSE NO. 12 WITH STRAND ASSOCIATES, INC.

BE IT RESOLVED by the City Council of the City of West Chicago, in  
regular session assembled, that the Mayor is hereby authorized to execute Amendment  
No. 2 / Second Extension to the Professional Services Agreement for Deep Well and  
Well House No. 12 between Strand Associates, Inc., and the City of West Chicago,  
extending the contract completion date to August 1, 2012, and raising the upper limit  
of the Contract to a not to exceed amount of \$97,660.00 in substantially the form  
attached hereto and incorporated herein as Exhibit "A".

ADOPTED this 6<sup>th</sup> day of September 2011.

AYES: \_\_\_\_\_

NAYES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk