



# DuPage Water Commission

600 E. Butterfield Road, Elmhurst, IL 60126-4642  
(630)834-0100 Fax: (630)834-0120

NOTICE IS HEREBY GIVEN THAT THE RESCHEDULED FEBRUARY REGULAR ENGINEERING & CONSTRUCTION COMMITTEE MEETING OF THE DUPAGE WATER COMMISSION WILL BE HELD AT 6:15 P.M. ON THURSDAY, FEBRUARY 20, 2014, AT 600 EAST BUTTERFIELD ROAD, ELMHURST, ILLINOIS 60126. THE AGENDA FOR THE RESCHEDULED FEBRUARY 2014 REGULAR ENGINEERING & CONSTRUCTION COMMITTEE MEETING IS AS FOLLOWS:

**AGENDA**  
**ENGINEERING & CONSTRUCTION COMMITTEE**  
**THURSDAY, FEBRUARY 20, 2014**  
**6:15 P.M.**

**600 EAST BUTTERFIELD ROAD**  
**ELMHURST, IL 60126**

**COMMITTEE MEMBERS**

D. Loftus, Chair  
R. Furstenau  
F. Saverino  
M. Scheck  
J. Zay

- I. Roll Call
- II. Approval of Committee Meeting Minutes

**RECOMMENDED MOTION: To approve the Minutes of the December 19, 2013 Regular Engineering & Construction Committee Meeting of the DuPage Water Commission.**

- III. Report of Status of Construction/Operations
- IV. R-1-14: A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Electrical Contract QRE-6/12 (**Divane Bros. Electric Co. – Increase Not-to-Exceed Limit to \$9,507.59**)
- V. R-2-14: A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Electrical Contract QRE-6/12 (**McWilliams Electric Co. Inc. – Estimated Not-to-Exceed \$2,000.00**)
- VI. R-3-14: A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Contract QR-10/13 (**John Neri Construction Co., Inc. – Estimated Range Between \$35,000.00 and \$45,000.00**)
- VII. R-4-14: A Resolution Approving and Ratifying Certain Task Orders Under a Master Contract with AECOM Technical Services, Inc. – (**Task Order #2 – Not-to-Exceed \$5,000.00 Per Assignment**)

All visitors must present a valid drivers license or other government-issued photo identification, sign in at the reception area and wear a visitor badge while at the DuPage Pumping Station.

- VIII. Request for Board Action: Authorization for General Manager to execute a three (3) year Janitorial Services contract with Eco Clean Maintenance, Inc. for periodic janitorial services at the DuPage Pumping Station – **(In the Amount of \$56,479.80)**
- IX. R-5-14: A Resolution Suspending the Purchasing Procedures and Authorize the General Manager to Continue to use the Consulting Services of SPI Consulting in an Amount Not-to-Exceed \$24,000
- X. Discussion Items
  - Electrical Hazard Analysis and Safety Program Update
- XI. Old Business
- XII. Other
- XIII. Adjournment

**MINUTES OF A MEETING OF THE  
ENGINEERING & CONSTRUCTION COMMITTEE  
OF THE DuPAGE WATER COMMISSION  
HELD ON THURSDAY, DECEMBER 19, 2013  
600 EAST BUTTERFIELD ROAD  
ELMHURST, ILLINOIS**

The meeting was called to order at 6:28 P.M.

Committee members in attendance: R. Furstenau, F. Saverino, and J. Zay

Committee members absent: D. Loftus and M. Scheck

Also in attendance: C. Bostick, F. Frelka, E. Kazmierczak, T. McGhee, J. Schori, J. Spatz and M. Weed.

Commissioner Saverino moved to approve the Minutes of the November 21, 2013 Engineering & Construction Committee Meeting of the DuPage Water Commission. Motion seconded by Chairman Zay and passed as follows:

Ayes: R. Furstenau, F. Saverino and J. Zay

Nays: None

Absent: D. Loftus and M. Scheck

Facilities Construction Supervisor Bostick provided an oral report highlighting the Status of Operations report;

Regarding the York Township Water Facility, Facilities Construction Supervisor Bostick advised the Committee that progress has been made with the County's proposed easements. The draft form of the agreements have been revised to Staff's and Commission legal counsel satisfaction, have been sent to the individual grantors for review and consent. Facilities Construction Supervisor Bostick also advised that the County has scheduled a meeting to discuss the construction contract documents and plans.

Regarding the Standpipe Evaluations, Facilities Construction Supervisor Bostick advised the Committee that the PAX mixer installation is ongoing with some defective equipment being replaced by the Contractor on 12/20/13.

Regarding Contract TOB-7/12, Facilities Construction Supervisor Bostick stated that R-33-13 appears on the agenda as a Change Order request for a Contract Time Extension; Final Completion; and release of Final Payment.

Facilities Construction Supervisor Bostick stated that a Request for Board Action appears on the agenda to approve the annual software maintenance agreement with Infor Global Solutions, Inc., for ongoing product support, revisions and feature updates. General Manager Spatz advised that this item had been included in the FY 2013/2014 Management Budget and Board authorization is required due to cost (\$37,424.25) and Infor being the sole source provider.

Commissioner Saverino moved to recommend approval of item 2 of the Engineering and Construction Committee items of the Commission Agenda. Seconded by Chairman Zay and passed unanimously as follows:

Engineering Committee Minutes 12/19/2013

Ayes: R. Furstenau, F. Saverino and J. Zay

Nays: None

Absent: D. Loftus and M. Scheck

2. Resolution No. R-33-13: A Resolution Approving and Ratifying Certain Contract TOB-7/12 Change Orders at the December 19, 2013, DuPage Water Commission Meeting **(Time Extension and Final Acceptance – No Cost)**

Commissioner Saverino moved to recommend approval of item 3 of the Engineering and Construction Committee items of the Commission Agenda. Seconded by Chairman Zay and passed unanimously as follows:

Ayes: R. Furstenau, F. Saverino and J. Zay

Nays: None

Absent: D. Loftus and M. Scheck

3. Request For Board Action – Infor Global Solutions Inc. for Software Maintenance **(In the Amount of \$37,424.25 – sole source supply)**

Regarding the Electrical Supply Contract, General Manager Spatz reminded the Committee of the previous months conversations regarding the minimum \$166,000.00 annual savings expected from the electric supplier. General Manager Spatz went on to inform the Committee that through the efforts of Manager of Water Operations McGhee having met all electrical curtailment requests during the 2013 peak electrical demand season, the Commission will now realize \$270,000.00 savings for the 2014/2015 term.

General Manager Spatz stated that with the Standpipe Rehabilitation project being pushed back, there are some budgeted funds available that Staff would like to use to perform Condition Assessments on various Commission assets. General Manager Spatz emphasized that the Commission needs to look ahead at future expenses versus revenue to coincide with the eventual loss of sales tax revenues. General Manager Spatz advised the Committee that a Condition Assessment is a tool where by outside consultants look at assets, equipment, maintenance records and use other available information and in some cases perform physical testing to determine the condition of the assets. The findings of the assessments are used for planning level capital construction costs and replacement costs of aging infrastructure. Commissioner Furstenau inquired as to the costs of such an assessment. General Manager Spatz replied that the costs are determined by the extensiveness of the scope of work; his recommendation would be to perform a fairly thorough assessment and anticipated the costs to be in the ballpark of \$500,000.00 spread out through several consulting firms assessing different types of assets such as pipelines, structures, electrical equipment and mechanical equipment. Commissioner Furstenau agreed that the assessments are a good idea; however it was his opinion that a thorough Board review would be necessary before he would approve a contract at such a high dollar value. General Manager Spatz advised that it would be Staff's intention to break out the work by requesting proposals from several pre-qualified firms and recommending contracts with several firms assigned different tasks focused on different assets. General

Engineering Committee Minutes 12/19/2013

Manager Spatz further stated that Staff will be producing scope documents for review and comment and eventual Board authorization to proceed.

Commissioner Furstenau inquired with the Committee if any other business or items are to be discussed. Hearing none, Commissioner Saverino moved to adjourn the meeting at 6:42 P.M. Motion seconded by Chairman Zay and passed unanimously as follows:

Ayes: R. Furstenau, F. Saverino and J. Zay

Nays: None

Absent: D. Loftus and M. Scheck

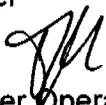
BOARD/MINUTES/ENGINEERING/2013/ENG131219.doc



# DuPage Water Commission

## MEMORANDUM

TO: John Spatz  
General Manager

FROM: Terry McGhee   
Manager of Water Operations

Ed Kazmierczak	Pipeline Supervisor
Chris Bostick	Facilities Construction Supervisor
John Schori	Instrumentation Supervisor
Frank Frelka	GIS Coordinator
Mike Weed	Operations Supervisor

DATE: February 13, 2014

SUBJECT: Status of Operations

### Operations Overview

The Commission's sales for the month of January were a total of 2.228 billion gallons. This represents an average day demand of 71.9 million gallons per day (MGD), which is higher than the January 2013 average day demand of 68.5 MGD. The maximum day demand was 79.1 MGD on January 11, 2014, which is higher than the January 2013 maximum day demand of 74.1 MGD. The minimum day flow was 64.7 MGD.

The Commission's recorded total precipitation for the month of January was 2.82 inches compared to 3.63 inches for January 2013. The level of Lake Michigan for January 2014 is 577.26 (Feet IGLD 1985) compared to 576.02 (Feet IGLD 1985) for January of 2013.

### Water Conservation

Westmont was chosen as the leading-edge community for the Chicago Metropolitan Agency for Planning (CMAP) Local Technical Assistance (LTA) Program and will receive a small amount of additional training to help them implement some of the recommendations highlighted in the training. The top ideas for the additional training were: a new lawn-watering ordinance, a residential rain barrel and native plants education program, or improving their water bill legibility. CMAP and The Metropolitan Planning Council presented the three main ideas to Westmont. Staff attended a meeting with MPC and Westmont on February 7, 2014 and discussed which options they would be pursuing.

An annual SCARCE (School and Community Assistance for Composting and Recycling Education) tour is schedule on February 28, 2014.

Staff is working with SCARCE to earn their Green Flag. The process consists of a 'green' audit, staff training in recycling and conservation, an action that involves the Commission in the community (i.e. a book drive, cleaning a creek, adopting a highway, etc.), and finally presenting the Green Flag to the Board Members.

Staff is submitting data to MWH for the 2013 Water Conservation and Protection Program Annual Report.

### **Facilities Construction Overview**

#### **DuPage County Service Areas**

##### **York Township:**

**No Change:** Commission Legal Counsel and Staff have agreed to terms with the County on the required property interests. The County must now secure the property interests with the various grantors and provide title insurance as required by the IGA. Once all documents are in order, Staff would then bring forth an ordinance for Board consideration. Joint facility design has been resumed by the County. DuPage County pre-posted funds to cover the Commission's related expenses on this project are almost depleted where the County has been requested to post an additional amount sufficient to cover expenses over the length of the project.

#### **Storage System Improvements**

The PAX Mixer installation is complete and operational. Since additional electrical work was required by the mixer supplier, a request for board authorization was created to cover the additional expenses of the Commission's Quick Response Electrical (Contract QRE-6/12) contractor. This item appears on the February agenda as R-1-14. The additional cost has been deducted from the mixer supplier's invoice so the net cost is neutral for the Commission.

**No Change:** Staff will bring forth for consideration at a future date Rider No. 2 of the engineering agreement which would authorize the next phase of the work which is development of bid specifications for standpipe rehabilitation and coating work at standpipes 4E and 4W to be undertaken in FY2014/15.

Staff has met with the Lisle-Woodridge Fire District to discuss rescue service needs for these standpipes. Additional discussions with the Engineer (TIC) regarding the inclusion of anchorage points for rescue services and fall prevention systems will be held in the coming month.

**Instrumentation / Remote Facilities Overview****Contract QRE-6/12**

Work authorized under WAO QRE-6.006 has been completed as far as all indoor work at the meter stations. The weather is preventing the driving of ground rods into the ground which will wait for more appropriate weather.

WAO QRE-6.007 was issued and work completed prior to board approval, a vehicle struck and dislodged the electrical meter socket pedestal from the CP rectifier structure exposing electrical connections and disabling the system. The location is on Naper Blvd in Lisle.

**Instrumentation and Remote Facilities Maintenance**

Installation of new chlorine residual analyzers at two of the tank sites is being scheduled for installation in February.

**Meter Shop**

The annual customer meter calibration program is approximately 58% complete.

**Document Management**

BridgePoint has wrapped up the SharePoint branding project. The goal of this was to add a professional touch to the Commission's intern-developed internal SharePoint 2013 site with improved organization and graphics and this has been accomplished. The plan was to follow up this project with document migration to SharePoint from the iManage document management system. However, this has proven to be more difficult than originally anticipated and a change in plan may be required.

**GIS**

No changes.

**Pipeline Maintenance and Construction Overview****Contract QR-10/13**

Work Authorization # 3 to Contract QR-10/13 appears on the Commission agenda under Resolution R-3-14 and is for leak repair work on a 30" diameter steel water main located on President Street in the City of Wheaton.

**No Change:**

Work authorized by R-22-13 (Work Authorization Order No. 1: manhole adjustments; pavement removal and replacement) has been suspended but will resume as soon as weather permits in 2014.

Work authorized by R-25-13 (Work Authorization Order No. 2: manhole adjustments; pavement removal and replacement) has been suspended but will resume as soon as weather permits in 2014.

**FEBRUARY 2014 COMMISSION AGENDA ITEMS:**

- R-1-14: A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Electrical Contract QRE-6/12 – (Divane Bros. Electric Co. – Increase Not-to-Exceed Limit to \$9,507.59)
- R-2-14: A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Electrical Contract QRE-6/12 – (McWilliams Electric Co. Inc. – Estimated Not-to-Exceed \$2,000.00)
- R-3-14: A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Contract QR-10/13 – (John Neri Construction Co., Inc. – Estimated Range Between \$35,000.00 and \$45,000.00)
- R-4-14: A Resolution Approving and Ratifying Certain Task Orders Under a Master Contract with AECOM Technical Services, Inc. – (Task Order #2 – Not-to-Exceed \$5,000.00 Per Assignment)
- Request for Board Action: Authorization for General Manager to execute a three (3) year Janitorial Services contract with Eco Clean Maintenance, Inc. for periodic janitorial services at the DuPage Pumping Station – (In the Amount of \$56,479.80)
- R-5-14: A Resolution Suspending the Purchasing Procedures and Authorize the General Manager to Continue to use the Consulting Services of SPI Consulting in an Amount Not-to-Exceed \$24,000

**Attachments:**

1. DuPage Laboratory Bench Sheets for January, 2014
2. Water Sales Analysis 01-January-09 to 31-January-2014
3. Chart showing Commission sales versus allocations
4. Chart showing Commission sales versus historical averages

EPA0114

DUPAGE WATER COMMISSION LABORATORY BENCH SHEET  
MONTHLY REPORT FOR JANUARY 2014

LEXINGTON SUPPLY

DUPAGE DISCHARGE

DAY	FREE CL <sub>2</sub> mg/l	TURBIDITY NTU	PO <sub>4</sub> mg/l	FREE CL <sub>2</sub> mg/l	TURBIDITY NTU	TEMP °F	pH	Fluoride	PO <sub>4</sub> mg/l	P.A.C. LBS/MG	ANALYST INT
1	1.00	0.10	0.58	0.96	0.10	36	7.6	1.1	0.57	0	AM
2	0.96	0.10	0.56	0.99	0.10	36	7.5	1.1	0.54	0	AM
3	1.00	0.10	0.57	0.98	0.09	36	7.6	1.1	0.55	0	KD
4	0.96	0.10	0.54	0.96	0.09	36	7.6	1.1	0.55	0	KD
5	1.00	0.10	0.59	0.96	0.10	36	7.5	1.1	0.56	0	AM
6	1.00	0.10	0.57	0.98	0.10	36	7.5	1.1	0.54	0	AM
7	1.00	0.11	0.58	0.98	0.09	36	7.7	1.0	0.59	0	KD
8	1.00	0.11	0.59	0.99	0.10	36	7.6	1.1	0.58	0	KD
9	0.97	0.11	0.57	0.98	0.09	36	7.6	1.1	0.57	0	KD
10	0.98	0.10	0.59	0.97	0.10	36	7.6	1.0	0.58	0	AM
11	0.92	0.10	0.58	0.96	0.10	36	7.6	1.1	0.56	0	AM
12	0.95	0.11	0.59	0.95	0.09	36	7.6	1.0	0.54	0	KD
13	0.98	0.11	0.57	0.98	0.10	36	7.6	1.0	0.58	0	KD
14	1.00	0.11	0.56	0.96	0.10	36	7.6	1.0	0.57	0	KD
15	1.00	0.10	0.58	0.99	0.10	36	7.6	1.1	0.55	0	AM
16	0.99	0.11	0.53	0.97	0.10	36	7.6	1.1	0.53	0	AM
17	0.95	0.11	0.57	0.96	0.09	36	7.6	1.1	0.53	0	KD
18	0.98	0.11	0.54	0.94	0.09	36	7.6	1.1	0.54	0	KD
19	0.95	0.10	0.58	0.94	0.10	35	7.7	1.1	0.54	0	AM
20	0.92	0.10	0.57	0.97	0.10	36	7.6	1.1	0.56	0	AM
21	0.97	0.11	0.56	0.96	0.10	36	7.6	1.1	0.55	0	KD
22	0.99	0.11	0.55	0.96	0.09	36	7.6	1.1	0.53	0	KD
23	0.10	0.11	0.59	1.00	0.10	35	7.5	1.1	0.54	0	KD
24	0.10	0.11	0.56	0.98	0.10	36	7.6	1.1	0.55	0	KD
25	1.00	0.10	0.54	0.99	0.11	35	7.6	1.1	0.53	0	FG
26	1.00	0.10	0.57	0.97	0.09	35	7.6	1.1	0.55	0	FG
27	0.98	0.11	0.54	0.98	0.10	35	7.6	1.0	0.54	0	FG
28	1.00	0.10	0.58	0.96	0.10	35	7.6	1.0	0.55	0	CT
29	0.96	0.10	0.58	0.95	0.09	35	7.6	1.0	0.55	0	CT
30	1.10	0.12	0.57	0.98	0.10	35	7.6	1.0	0.54	0	CT
31	1.00	0.11	0.56	0.97	0.11	35	7.6	1.0	0.52	0	FG
AVG	0.93	0.11	0.57	0.97	0.10	36	7.6	1.1	0.55	0	
MAX	1.10	0.12	0.59	1.00	0.11	36	7.7	1.1	0.59	0	
MIN	0.10	0.10	0.53	0.94	0.09	35	7.5	1.0	0.52	0	



Terrance McGhee  
Manager of Water Operations

DU PAGE WATER COMMISSION  
WATER SALES ANALYSIS

01-May-92 TO 31-Jan-14

PER DAY AVERAGE 80,784,137

MONTH	SALES TO CUSTOMERS (GALLONS)	PURCHASES FROM CHICAGO (GALLONS)	GALLONS BILLED %	BILLINGS TO CUSTOMERS	BILLINGS FROM CHICAGO	DOCUMENTED COMMISSION WATER USE (2)	DOCUMENTED COMMISSION WATER USE %	TOTAL ACCOUNTED FOR %	DWC OPER. & MAINT. RATE (3)	CHGO RATE
May-11	2,342,971,000	2,384,648,379	98.25%	\$4,779,660.84	\$4,781,220.00	603,990	0.03%	98.28%	\$2.04	\$2.005
Jun-11	2,467,779,000	2,526,763,092	97.67%	\$5,034,118.96	\$5,066,160.00	700,540	0.03%	97.69%	\$2.04	\$2.005
Jul-11	3,211,413,000	3,276,142,145	98.02%	\$6,551,276.72	\$6,568,665.00	1,090,800	0.03%	98.06%	\$2.04	\$2.005
Aug-11	2,733,016,000	2,779,503,741	98.33%	\$5,575,352.64	\$5,572,905.00	792,559	0.03%	98.36%	\$2.04	\$2.005
Sep-11	2,486,823,000	2,533,174,564	98.17%	\$5,073,028.92	\$5,079,015.00	1,078,701	0.04%	98.21%	\$2.04	\$2.005
Oct-11	2,206,656,398	2,249,745,636	98.08%	\$4,501,579.05	\$4,510,740.00	681,023	0.03%	98.11%	\$2.04	\$2.005
Nov-11	1,986,038,000	2,012,618,454	98.68%	\$4,051,517.52	\$4,035,300.00	850,000	0.04%	98.72%	\$2.04	\$2.005
Dec-11	2,046,708,000	2,072,416,459	98.76%	\$4,175,284.32	\$4,155,195.00	974,459	0.05%	98.81%	\$2.04	\$2.005
Jan-12	2,073,584,000	2,111,472,876	98.21%	\$5,660,884.32	\$5,293,462.50	978,662	0.05%	98.25%	\$2.73	\$2.507
Feb-12	1,926,054,000	1,974,613,582	97.54%	\$5,258,127.42	\$4,950,356.25	923,283	0.05%	97.59%	\$2.73	\$2.507
Mar-12	2,006,949,000	2,047,616,673	98.01%	\$5,478,970.77	\$5,133,375.00	1,394,581	0.07%	98.08%	\$2.73	\$2.507
Apr-12	2,020,132,000	2,067,114,579	97.73%	\$5,514,960.36	\$5,182,256.00	1,425,448	0.07%	97.80%	\$2.73	\$2.507
May-12	2,571,924,000	2,631,095,433	97.75%	\$7,021,352.52	\$6,596,156.25	845,168	0.03%	97.78%	\$2.73	\$2.507
Jun-12	3,400,363,000	3,498,823,295	97.19%	\$9,282,990.99	\$8,771,550.00	1,375,200	0.04%	97.23%	\$2.73	\$2.507
Jul-12	3,529,438,000	3,609,199,242	97.79%	\$9,635,365.74	\$9,048,262.50	1,048,718	0.03%	97.82%	\$2.73	\$2.507
Aug-12	2,941,022,000	3,012,931,292	97.61%	\$8,028,990.06	\$7,553,418.75	986,869	0.03%	97.65%	\$2.73	\$2.507
Sep-12	2,477,340,000	2,530,704,029	97.89%	\$6,763,138.20	\$6,344,475.00	1,328,048	0.05%	97.94%	\$2.73	\$2.507
Oct-12	2,204,646,000	2,250,972,278	97.94%	\$6,018,683.58	\$5,643,187.50	1,277,774	0.06%	98.00%	\$2.73	\$2.507
Nov-12	1,997,315,000	2,038,118,269	98.00%	\$5,452,669.95	\$5,109,562.50	1,099,388	0.05%	98.05%	\$2.73	\$2.507
Dec-12	2,051,481,000	2,091,309,334	98.10%	\$5,600,543.13	\$5,242,912.50	882,788	0.04%	98.14%	\$2.73	\$2.507
Jan-13	2,118,398,000	2,159,418,779	98.10%	\$7,033,081.36	\$6,223,444.92	836,113	0.04%	98.14%	\$3.32	\$2.882
Feb-13	1,903,034,000	1,950,611,450	97.56%	\$6,318,072.88	\$5,621,662.20	1,106,766	0.06%	97.62%	\$3.32	\$2.882
Mar-13	2,046,176,000	2,085,514,809	98.11%	\$6,793,304.32	\$6,010,453.68	1,128,463	0.05%	98.17%	\$3.32	\$2.882
Apr-13	1,987,777,000	2,035,998,626	97.63%	\$6,599,419.64	\$5,867,748.04	708,538	0.03%	97.67%	\$3.32	\$2.882
May-13	2,347,910,000	2,413,837,252	97.27%	\$7,795,061.20	\$6,956,678.96	809,119	0.03%	97.30%	\$3.32	\$2.882
Jun-13	2,321,503,000	2,390,040,458	97.13%	\$7,707,389.96	\$6,888,096.60	649,245	0.03%	97.16%	\$3.32	\$2.882
Jul-13	2,829,247,000	2,911,976,489	97.16%	\$9,393,100.04	\$8,392,316.24	1,059,086	0.04%	97.20%	\$3.32	\$2.882
Aug-13	3,007,723,000	3,089,289,160	97.36%	\$9,985,640.36	\$8,903,331.36	1,323,465	0.04%	97.40%	\$3.32	\$2.882
Sep-13	2,537,241,000	2,606,351,145	97.35%	\$8,423,640.12	\$7,511,504.00	1,371,480	0.05%	97.40%	\$3.32	\$2.882
Oct-13	2,190,814,000	2,245,112,672	97.58%	\$7,273,502.48	\$6,470,414.72	763,519	0.03%	97.62%	\$3.32	\$2.882
Nov-13	1,996,890,000	2,051,521,527	97.34%	\$6,629,674.80	\$5,912,485.04	4,979,520	0.24%	97.58%	\$3.32	\$2.882
Dec-13	2,122,238,000	2,175,046,412	97.57%	\$7,045,830.16	\$6,268,483.76	749,215	0.03%	97.61%	\$3.32	\$2.882
Jan-14	2,223,778,000	2,287,994,451	97.19%	\$8,828,398.66	\$7,586,989.60	836,445	0.04%	97.23%	\$3.97	\$3.316
TOTALS (1)	641,910,752,798	659,880,156,473	97.28%	\$972,601,461.34	\$919,338,185.40	622,410,640	0.09%	97.37%	\$1.52	\$1.393

(1) - SINCE MAY 1, 1992

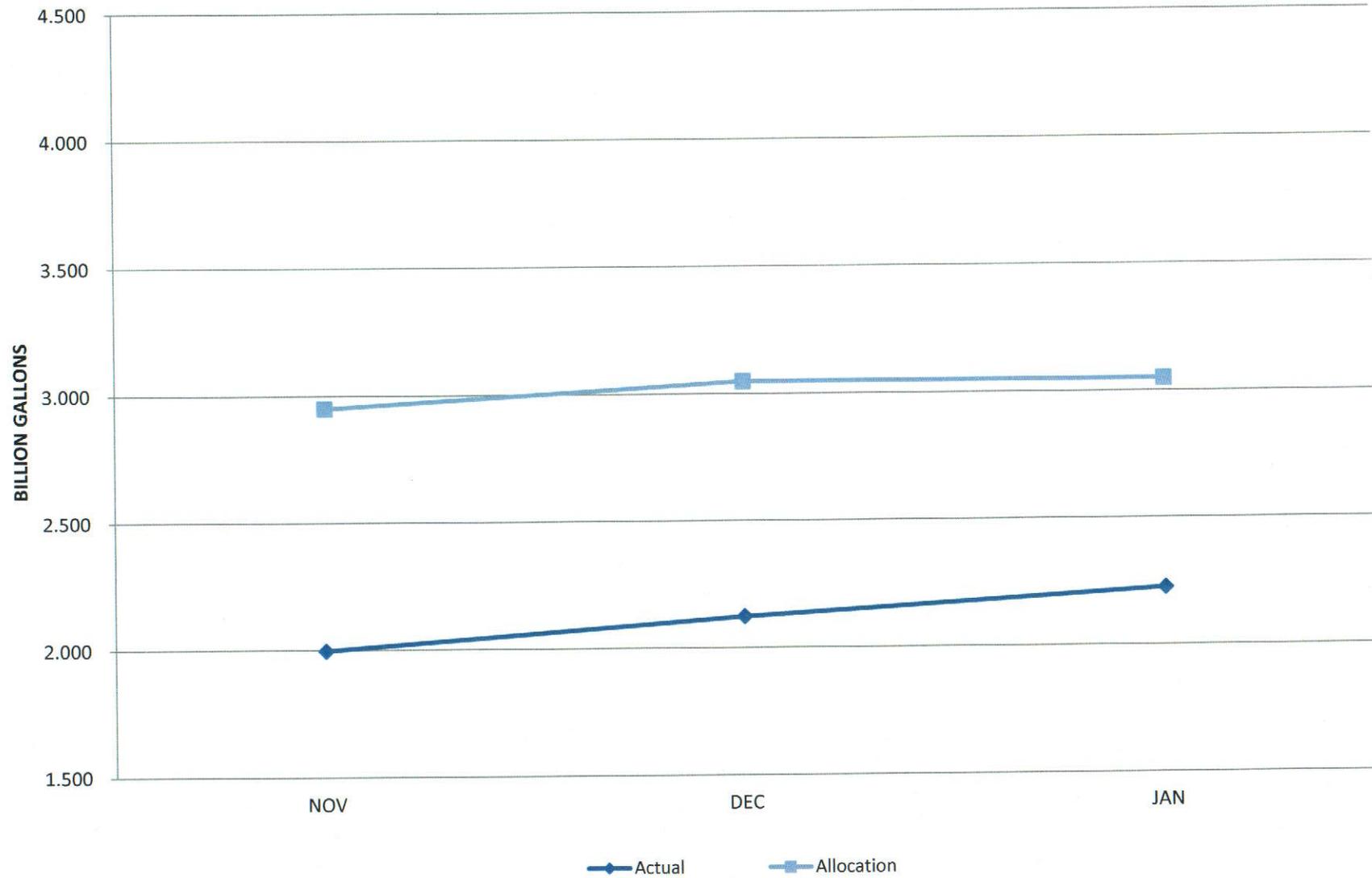
(2) - REPRESENTS DU PAGE PUMP STATION, METER TESTING AND CONSTRUCTION PROJECT USAGE

(3) - DOES NOT INCLUDE FIXED COST PAYMENTS

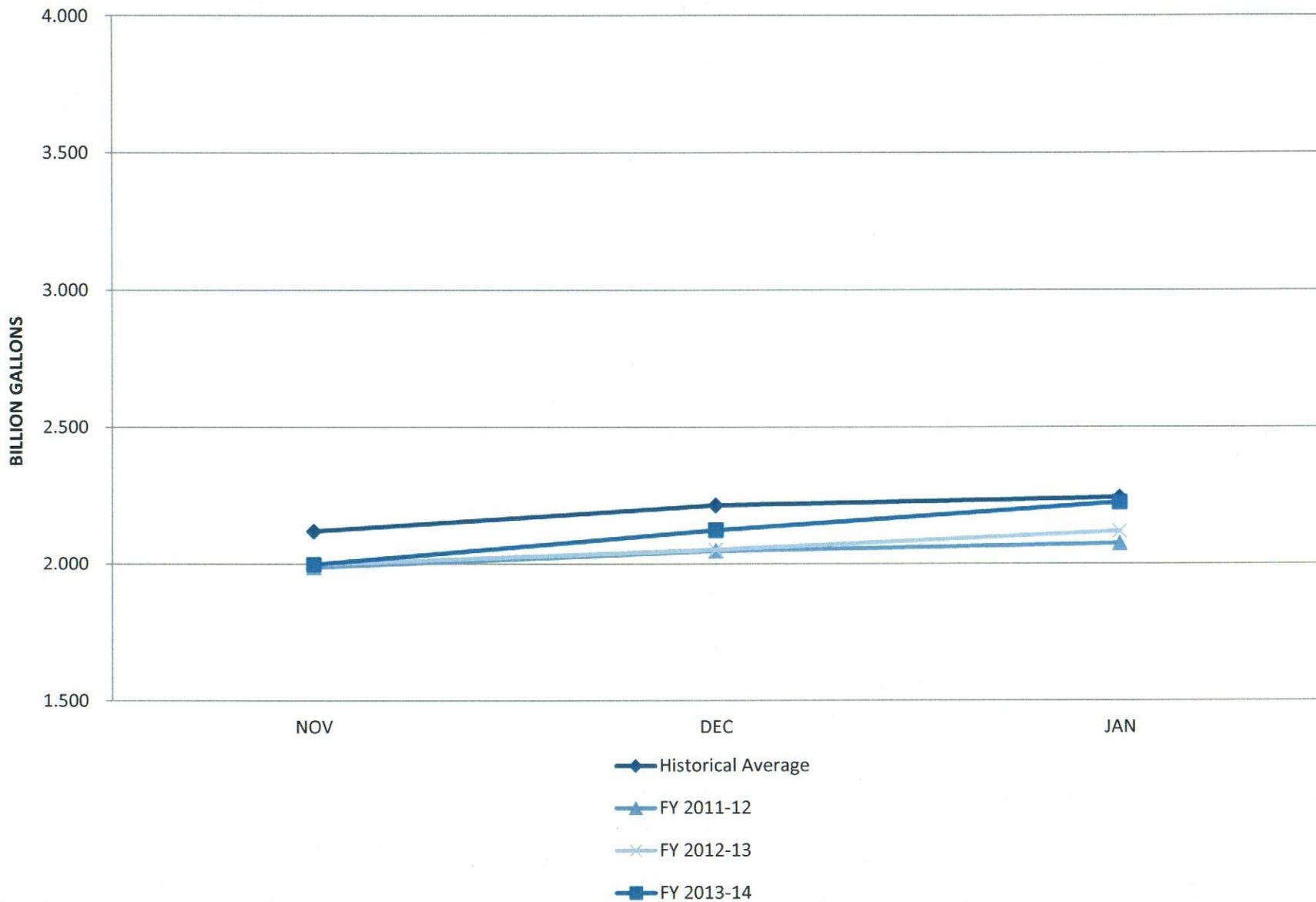
YTD

Jan-13	23,291,927,000	23,822,571,951	97.77%	\$ 64,836,816	\$ 60,532,970				\$2.78	\$2.541
Jan-14	21,577,344,000	22,171,169,566	97.32%	\$ 73,082,238	\$ 64,890,300				\$3.39	\$2.927
	(1,714,583,000)	(1,651,402,385)		\$8,245,422	\$4,357,330					
	-7.4%	-6.9%		12.7%	7.2%					
Month										
Jan-13	2,118,398,000	2,159,418,779	98.10%	7,033,081	6,223,445				\$3.32	\$2.882
Jan-14	2,223,778,000	2,287,994,451	97.19%	8,828,399	7,586,990				\$3.97	\$3.316
	105,380,000	128,575,672		\$ 1,795,317	\$ 1,363,545					
	5.0%	6.0%		28.8%	19.4%					
Jan>Dec	101,540,000	112,948,039		\$ 1,782,569	\$ 1,318,506					

## DU PAGE WATER COMMISSION SALES FY 2013-14 VS. ALLOCATION



# DU PAGE WATER COMMISSION SALES FY 2013-14, 2012-13 & 2011-12 VS. HISTORICAL AVERAGE





# DuPage Water Commission

## MEMORANDUM

TO: John Spatz  
General Manager

FROM: Terry McGhee  
Manager of Water Operations

Ed Kazmierczak Pipeline Supervisor  
Chris Bostick Facilities Construction Supervisor  
John Schori Instrumentation Supervisor  
Frank Frelka GIS Coordinator  
Mike Weed Operations Supervisor

DATE: January 9, 2014

SUBJECT: Status of Operations

### Operations Overview

The Commission's sales for the month of December were a total of 2.126 billion gallons. This represents an average day demand of 68.6 million gallons per day (MGD), which is higher than the December 2012 average day demand of 66.4 MGD. The maximum day demand was 73.0 MGD on December 19, 2013, which is higher than the December 2012 maximum day demand of 70.4 MGD. The minimum day flow was 64.0 MGD.

The Commission's recorded total precipitation for the month of December was 1.94 inches compared to 1.08 inches for December 2012. The level of Lake Michigan for December 2013 is 577.33 (Feet IGLD 1985) compared to 576.15 (Feet IGLD 1985) for December of 2012.

### Water Conservation

**No Change:** Westmont was chosen as the leading-edge community for the Chicago Metropolitan Agency for Planning (CMAP) Local Technical Assistance (LTA) Program and will receive a small amount of additional training to help them implement some of the recommendations highlighted in the training. The top ideas for the additional training were: a new lawn-watering ordinance, a residential rain barrel and native plants education program, or improving their water bill legibility. CMAP and MPC presented the three main ideas to Westmont, which will be bringing the ideas to their Board in the New Year so they can rank them based on their priorities.

Staff is submitting data to MWH for the 2013 Water Conservation and Protection Program Annual Report.

## **Facilities Construction Overview**

### **DuPage County Service Areas**

**York Township:** Commission Legal Counsel and Staff have agreed to terms with the County on the required property interests. The County must now secure the property interests with the various grantors and provide title insurance as required by the IGA. Once all documents are in order, Staff would then bring forth an ordinance for Board consideration. Joint facility design has been resumed by the County. DuPage County pre-posted funds to cover the Commission's related expenses on this project are almost depleted where the County has been requested to post an additional amount sufficient to cover expenses over the length of the project.

### **Storage System Improvements**

The PAX Mixer installation is complete and operational. Since additional electrical work was required by the mixer supplier, a request for board authorization was created to cover the additional expenses of the Commission's Quick Response Electrical (Contract QRE-6/12) contractor. This item will appear on the February agenda. The additional cost has been deducted from the mixer supplier's invoice so the net cost is neutral for the Commission.

**No Change:** Staff will bring forth for consideration at a future date Rider No. 2 of the engineering agreement which would authorize the next phase of the work which is development of bid specifications for standpipe rehabilitation and coating work at standpipes 4E and 4W to be undertaken in FY2014/15.

Staff has met with the Lisle-Woodridge Fire District to discuss rescue service needs for these standpipes. Additional discussions with the Engineer (TIC) regarding the inclusion of anchorage points for rescue services and fall prevention systems will be held in the coming month.

## **Instrumentation / Remote Facilities Overview**

### **Contract QRE-6/12**

Work authorized under WAO QRE-6.006 has not been completed due to delay in receiving necessary parts for the job. It is anticipated to be scheduled and completed in January.

### **Instrumentation and Remote Facilities Maintenance**

Installation of new chlorine residual analyzers at two of the tank sites is being scheduled for installation in January.

### **Meter Shop**

The annual customer meter calibration program is approximately 43% complete.

### Document Management

BridgePoint is wrapping up the SharePoint branding project. The goal of this was to add a professional touch to the Commission's intern-developed internal SharePoint 2013 site with improved organization and graphics. Once this is complete, the plan is to begin migrating existing documents from the iManage Desksite document management system to allow cost savings on software maintenance.

### GIS

ESRI released ArcGIS version 10.2.1 which staff will install soon.

### Pipeline Maintenance and Construction Overview

#### Contract QR-10/13

#### **No Change:**

Work authorized by R-22-13 (Work Authorization Order No. 1: manhole adjustments; pavement removal and replacement) has been suspended but will resume as soon as weather permits in 2014.

Work authorized by R-25-13 (Work Authorization Order No. 2: manhole adjustments; pavement removal and replacement) has been suspended but will resume as soon as weather permits in 2014.

#### Attachments:

1. DuPage Laboratory Bench Sheets for December, 2013
2. Water Sales Analysis 01-December-09 to 31-December-2013
3. Chart showing Commission sales versus allocations
4. Chart showing Commission sales versus historical averages

DUPAGE WATER COMMISSION LABORATORY BENCH SHEET  
MONTHLY REPORT FOR DECEMBER 2013

## LEXINGTON SUPPLY

## DUPAGE DISCHARGE

DAY	FREE CL <sub>2</sub> mg/l	TURBIDITY NTU	PO <sub>4</sub> mg/l	FREE CL <sub>2</sub> mg/l	TURBIDITY NTU	TEMP °F	pH	Fluoride mg/l	PO <sub>4</sub> mg/l	P.A.C. LBS/MG	ANALYST INT
1	0.94	0.10	0.56	0.93	0.10	42	7.4	0.9	0.55	0	FG
2	0.94	0.09	0.57	0.94	0.10	42	7.4	0.9	0.57	0	FG
3	0.96	0.09	0.55	0.96	0.10	42	7.4	1.0	0.56	0	CT
4	0.95	0.09	0.52	0.95	0.10	42	7.4	1.1	0.57	0	CT
5	0.93	0.10	0.58	0.90	0.10	42	7.4	1.1	0.53	0	CT
6	0.94	0.11	0.56	0.91	0.09	42	7.4	1.0	0.56	0	FG
7	0.94	0.09	0.55	0.93	0.09	42	7.4	1.0	0.54	0	FG
8	0.95	0.10	0.55	0.92	0.10	42	7.4	1.0	0.55	0	CT
9	0.92	0.10	0.52	0.94	0.10	42	7.4	1.1	0.57	0	CT
10	0.96	0.11	0.58	0.94	0.10	42	7.4	1.0	0.56	0	FG
11	0.94	0.10	0.58	0.92	0.09	42	7.4	1.1	0.54	0	FG
12	0.97	0.10	0.56	0.93	0.09	42	7.4	1.0	0.56	0	FG
13	0.97	0.10	0.58	0.92	0.10	42	7.4	1.1	0.56	0	CT
14	0.96	0.10	0.54	0.91	0.09	41	7.4	1.1	0.55	0	CT
15	0.95	0.09	0.56	0.91	0.10	41	7.4	1.0	0.56	0	FG
16	0.93	0.10	0.54	0.92	0.10	40	7.4	1.1	0.54	0	FG
17	0.94	0.09	0.54	0.93	0.10	41	7.4	1.1	0.55	0	CT
18	0.95	0.09	0.56	0.93	0.10	40	7.4	1.0	0.54	0	CT
19	0.96	0.10	0.55	0.91	0.09	38	7.4	1.1	0.51	0	CT
20	0.94	0.10	0.57	0.92	0.10	38	7.4	1.0	0.53	0	FG
21	0.94	0.09	0.55	0.92	0.09	38	7.4	1.1	0.54	0	FG
22	0.95	0.09	0.57	0.93	0.10	38	7.4	1.0	0.57	0	CT
23	0.93	0.10	0.55	0.94	0.11	37	7.4	1.0	0.56	0	CT
24	0.93	0.11	0.57	0.95	0.10	38	7.4	1.0	0.56	0	FG
25	0.93	0.09	0.55	0.94	0.09	37	7.4	1.0	0.53	0	FG
26	0.94	0.11	0.57	0.93	0.10	36	7.4	1.1	0.54	0	FG
27	0.92	0.09	0.58	0.94	0.10	37	7.5	1.0	0.56	0	AM
28	0.92	0.10	0.58	0.95	0.10	36	7.4	0.9	0.55	0	AM
29	0.93	0.10	0.54	0.93	0.10	36	7.5	1.0	0.58	0	AM
30	0.94	0.10	0.58	0.93	0.10	36	7.5	1.1	0.56	0	AM
31	0.92	0.10	0.54	0.91	0.10	36	7.5	1.0	0.54	0	CT
AVG	0.94	0.10	0.56	0.93	0.10	40	7.4	1.0	0.55	0	
MAX	0.97	0.11	0.58	0.96	0.11	42	7.5	1.1	0.58	0	
MIN	0.92	0.09	0.52	0.90	0.09	36	7.4	0.9	0.51	0	



Terrance McGhee  
Manager of Water Operations

DU PAGE WATER COMMISSION  
WATER SALES ANALYSIS

01-May-92 TO 31-Dec-13

PER DAY AVERAGE 80,819,580

MONTH	SALES TO CUSTOMERS (GALLONS)	PURCHASES FROM CHICAGO (GALLONS)	GALLONS BILLED %	BILLINGS TO CUSTOMERS	BILLINGS FROM CHICAGO	DOCUMENTED COMMISSION WATER USE (2)	DOCUMENTED COMMISSION WATER USE %	TOTAL ACCOUNTED FOR %	DWC OPER. & MAINT. RATE (3)	CHGO RATE
May-11	2,342,971,000	2,384,648,379	98.25%	\$4,779,660.84	\$4,781,220.00	603,990	0.03%	98.28%	\$2.04	\$2.005
Jun-11	2,467,779,000	2,526,763,092	97.67%	\$5,034,118.96	\$5,066,160.00	700,540	0.03%	97.69%	\$2.04	\$2.005
Jul-11	3,211,413,000	3,276,142,145	98.02%	\$6,551,276.72	\$6,568,665.00	1,090,800	0.03%	98.06%	\$2.04	\$2.005
Aug-11	2,733,016,000	2,779,503,741	98.33%	\$5,575,352.64	\$5,572,905.00	792,559	0.03%	98.36%	\$2.04	\$2.005
Sep-11	2,486,823,000	2,533,174,564	98.17%	\$5,073,028.92	\$5,079,015.00	1,078,701	0.04%	98.21%	\$2.04	\$2.005
Oct-11	2,206,656,398	2,249,745,636	98.08%	\$4,501,579.05	\$4,510,740.00	681,023	0.03%	98.11%	\$2.04	\$2.005
Nov-11	1,986,038,000	2,012,618,454	98.68%	\$4,051,517.52	\$4,035,300.00	850,000	0.04%	98.72%	\$2.04	\$2.005
Dec-11	2,046,708,000	2,072,416,459	98.76%	\$4,175,284.32	\$4,155,195.00	974,459	0.05%	98.81%	\$2.04	\$2.005
Jan-12	2,073,584,000	2,111,472,876	98.21%	\$5,660,884.32	\$5,293,462.50	978,662	0.05%	98.25%	\$2.73	\$2.507
Feb-12	1,926,054,000	1,974,613,582	97.54%	\$5,258,127.42	\$4,950,356.25	923,283	0.05%	97.59%	\$2.73	\$2.507
Mar-12	2,006,949,000	2,047,616,673	98.01%	\$5,478,970.77	\$5,133,375.00	1,394,581	0.07%	98.08%	\$2.73	\$2.507
Apr-12	2,020,132,000	2,067,114,579	97.73%	\$5,514,960.36	\$5,182,256.00	1,425,448	0.07%	97.80%	\$2.73	\$2.507
May-12	2,571,924,000	2,631,095,433	97.75%	\$7,021,352.52	\$6,596,156.25	845,168	0.03%	97.78%	\$2.73	\$2.507
Jun-12	3,400,363,000	3,498,823,295	97.19%	\$9,282,990.99	\$8,771,550.00	1,375,200	0.04%	97.23%	\$2.73	\$2.507
Jul-12	3,529,438,000	3,609,199,242	97.79%	\$9,635,365.74	\$9,048,262.50	1,048,718	0.03%	97.82%	\$2.73	\$2.507
Aug-12	2,941,022,000	3,012,931,292	97.61%	\$8,028,990.06	\$7,553,418.75	986,869	0.03%	97.65%	\$2.73	\$2.507
Sep-12	2,477,340,000	2,530,704,029	97.89%	\$6,763,138.20	\$6,344,475.00	1,328,048	0.05%	97.94%	\$2.73	\$2.507
Oct-12	2,204,646,000	2,250,972,278	97.94%	\$6,018,683.58	\$5,643,187.50	1,277,774	0.06%	98.00%	\$2.73	\$2.507
Nov-12	1,997,315,000	2,038,118,269	98.00%	\$5,452,669.95	\$5,109,562.50	1,099,388	0.05%	98.05%	\$2.73	\$2.507
Dec-12	2,051,481,000	2,091,309,334	98.10%	\$5,600,543.13	\$5,242,912.50	882,788	0.04%	98.14%	\$2.73	\$2.507
Jan-13	2,118,398,000	2,159,418,779	98.10%	\$7,033,081.36	\$6,223,444.92	836,113	0.04%	98.14%	\$3.32	\$2.882
Feb-13	1,903,034,000	1,950,611,450	97.56%	\$6,318,072.88	\$5,621,662.20	1,106,766	0.06%	97.62%	\$3.32	\$2.882
Mar-13	2,046,176,000	2,085,514,809	98.11%	\$6,793,304.32	\$6,010,453.68	1,128,463	0.05%	98.17%	\$3.32	\$2.882
Apr-13	1,987,777,000	2,035,998,626	97.63%	\$6,599,419.64	\$5,867,748.04	708,538	0.03%	97.67%	\$3.32	\$2.882
May-13	2,347,910,000	2,413,837,252	97.27%	\$7,795,061.20	\$6,956,678.96	809,119	0.03%	97.30%	\$3.32	\$2.882
Jun-13	2,321,503,000	2,390,040,458	97.13%	\$7,707,389.96	\$6,888,096.60	649,245	0.03%	97.16%	\$3.32	\$2.882
Jul-13	2,829,247,000	2,911,976,489	97.16%	\$9,393,100.04	\$8,392,316.24	1,059,086	0.04%	97.20%	\$3.32	\$2.882
Aug-13	3,007,723,000	3,089,289,160	97.36%	\$9,985,640.36	\$8,903,331.36	1,323,465	0.04%	97.40%	\$3.32	\$2.882
Sep-13	2,537,241,000	2,606,351,145	97.35%	\$8,423,640.12	\$7,511,504.00	1,371,480	0.05%	97.40%	\$3.32	\$2.882
Oct-13	2,190,814,000	2,245,112,672	97.58%	\$7,273,502.48	\$6,470,414.72	763,519	0.03%	97.62%	\$3.32	\$2.882
Nov-13	1,996,890,000	2,051,521,527	97.34%	\$6,629,674.80	\$5,912,485.04	4,979,520	0.24%	97.58%	\$3.32	\$2.882
Dec-13	2,122,238,000	2,175,046,412	97.57%	\$7,045,830.16	\$6,268,483.76	749,215	0.03%	97.61%	\$3.32	\$2.882
TOTALS (1)	639,686,974,798	657,592,162,022	97.28%	\$963,773,062.68	\$911,751,195.80	621,574,195	0.09%	97.37%	\$1.51	\$1.387

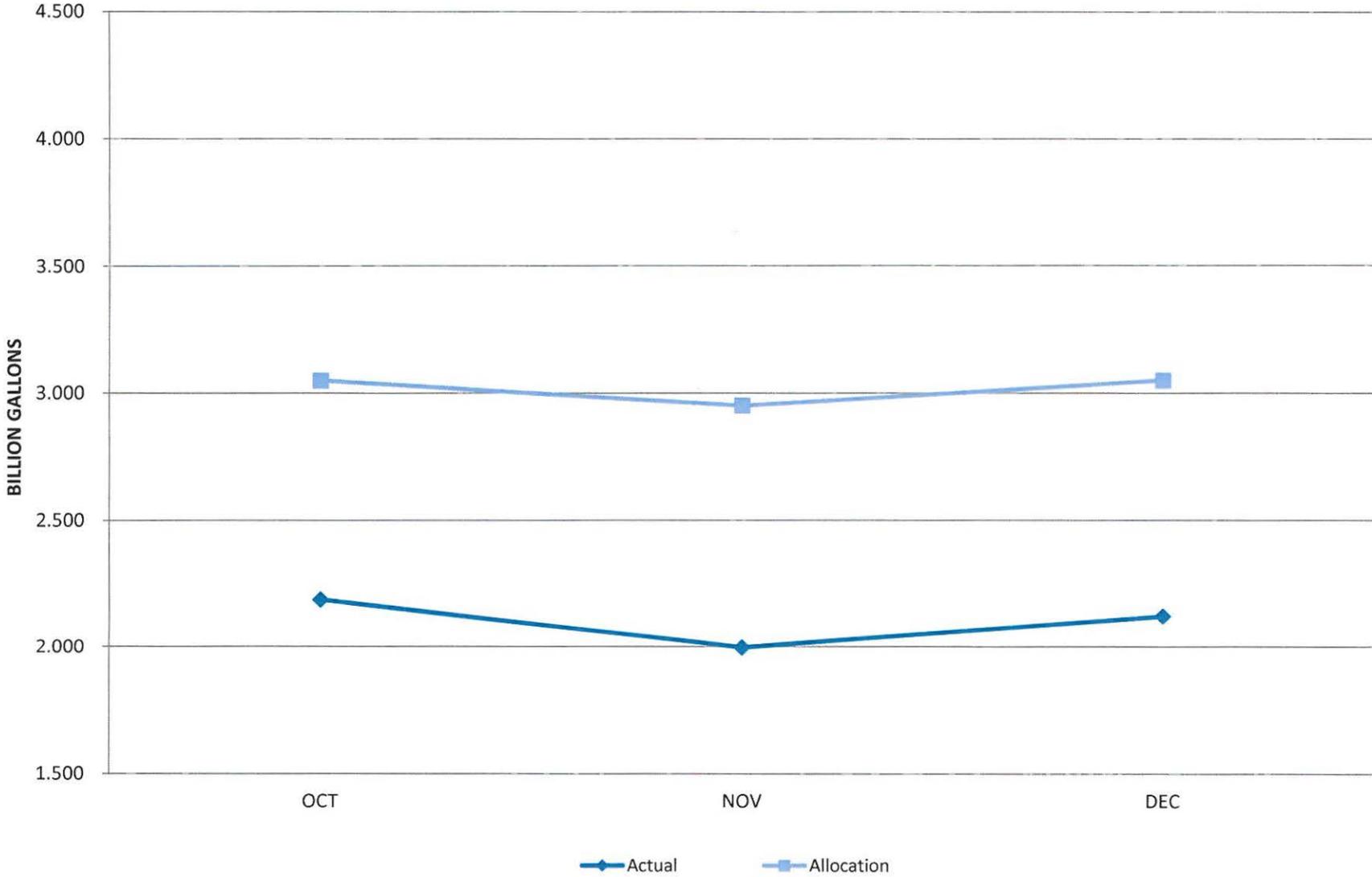
(1) - SINCE MAY 1, 1992

(2) - REPRESENTS DU PAGE PUMP STATION, METER TESTING AND CONSTRUCTION PROJECT USAGE

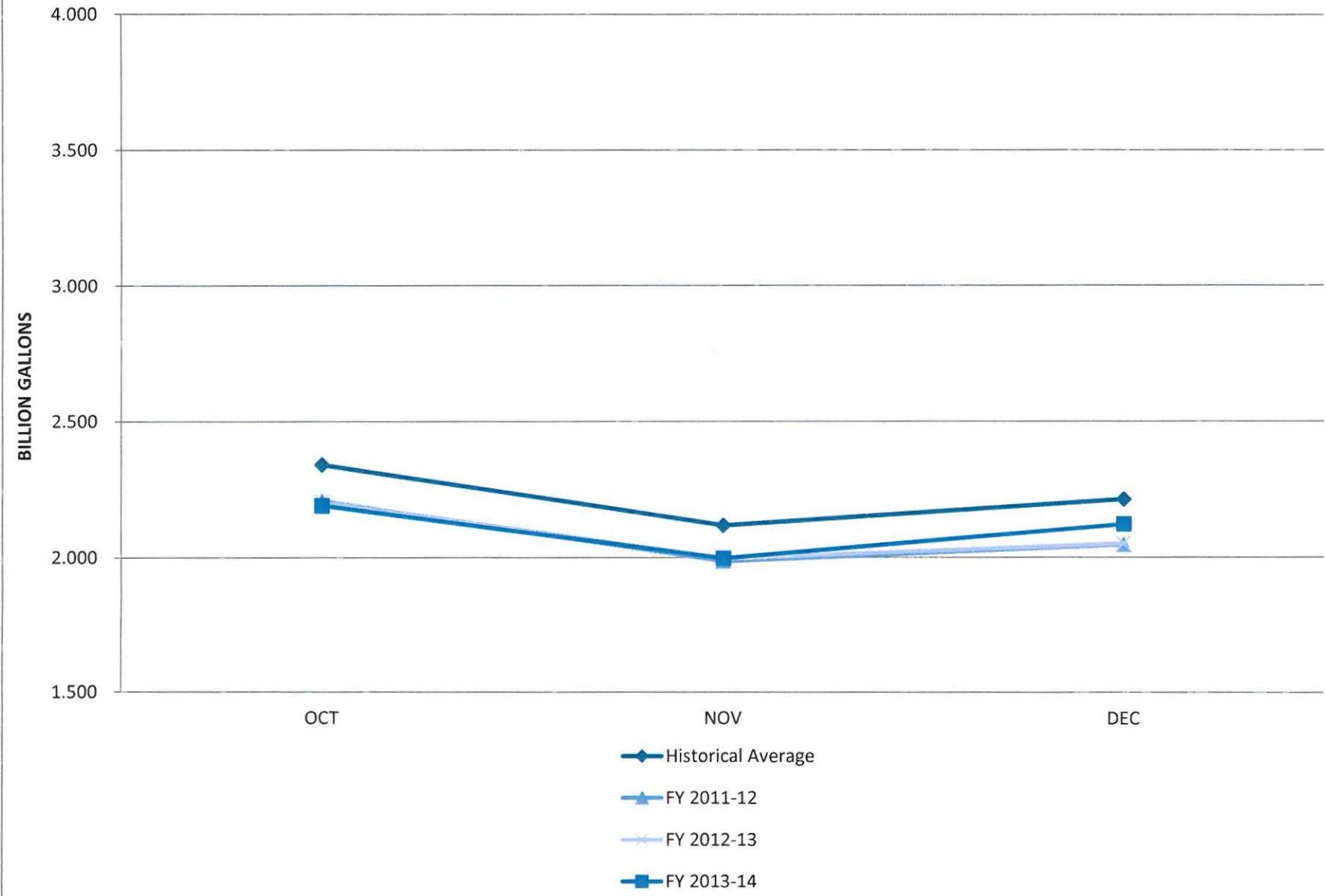
(3) - DOES NOT INCLUDE FIXED COST PAYMENTS

YTD										
Dec-12	21,173,529,000	21,663,153,172	97.74%	\$ 57,803,734	\$ 54,309,525				\$2.73	\$2.507
Dec-13	19,353,566,000	19,883,175,115	97.34%	\$ 64,253,839	\$ 57,303,311				\$3.32	\$2.882
	(1,819,963,000)	(1,779,978,057)		\$6,450,105	\$2,993,786					
	-8.6%	-8.2%		11.2%	5.5%					
Month										
Dec-12	2,051,481,000	2,091,309,334	98.10%	5,600,543	5,242,913				\$2.73	\$2.507
Dec-13	2,122,238,000	2,175,046,412	97.57%	7,045,830	6,268,484				\$3.32	\$2.882
	70,757,000	83,737,078		\$ 1,445,287	\$ 1,025,571					
	3.4%	4.0%		27.6%	18.3%					
Dec>Nov	125,348,000	123,524,885		\$ 416,155	\$ 355,999					

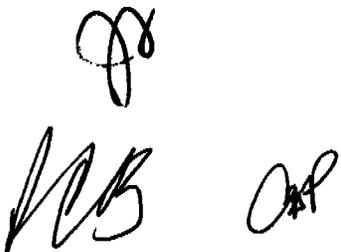
# DU PAGE WATER COMMISSION SALES FY 2013-14 VS. ALLOCATION



# DU PAGE WATER COMMISSION SALES FY 2013-14, 2012-13 & 2011-12 VS. HISTORICAL AVERAGE



# REQUEST FOR BOARD ACTION

<b>AGENDA SECTION</b>	Engineering & Construction Committee	<b>ORIGINATING DEPARTMENT</b>	Facilities Construction Supervisor/Safety Coordinator
<b>ITEM</b>	<p>A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Electrical Contract QRE-6/12 at the February 20, 2014, DuPage Water Commission Meeting</p> <p>Resolution No. R-1-14</p>	<p><b>APPROVAL</b></p> 	
<p>Account Numbers: 01-60-7708.01 - \$9,507.59</p> <p>The Commission entered into certain agreements dated December 10, 2012, with Divane Bros. Electric Co. and with McWilliams Electric Co. Inc. for quick response electrical work as needed through the issuance of Work Authorization Orders. Resolution No. R-1-14 would approve the following Work Authorization Orders under the Quick Response Electrical Contracts:</p> <p><b>Work Authorization Order No. 005 (Revised):</b> Previously, as part of R-26-13, the Board approved the electrical installation portion of the PAX mixer for Standpipe 4W at an estimated cost not to exceed \$9,500.00. The invoices for this work totaled \$8,976.44. Subsequent to the installation work being performed, the supplier of the PAX mixer required the Commission's QRE contractor to remove and reinstall the PAX mixer control panel. The cost of this additional work totaled \$531.15; bringing the electrical portion of project cost in excess of the original estimate. This work authorization to Divane Bros. Electric Co. would now pick up the electrical service, A/C circuitry, above grade and underground conduit installation and start-up services and coordination with the PAX mixer installation contractor, <i>plus</i> the additional removal and replacement of the control panel, at the revised cost of \$9,507.59.</p> <p>Since this work was requested by the supplier of the PAX mixer, the exact amount of \$531.15 has been deducted from the PAX mixer invoice and nullifies the additional expense to the Commission.</p>			
<p><b>MOTION:</b> To adopt Resolution No. R-1-14.</p>			

## DuPAGE WATER COMMISSION

## RESOLUTION NO. R-1-14

A RESOLUTION APPROVING AND RATIFYING  
CERTAIN WORK AUTHORIZATION ORDERS  
UNDER QUICK RESPONSE ELECTRICAL CONTRACT QRE-6/12  
AT THE JANUARY 16, 2013, DuPAGE WATER COMMISSION MEETING

WHEREAS, the DuPage Water Commission (the "Commission") entered into certain agreements dated December 10, 2012, with Divane Bros. Electric Co. and with McWilliams Electric Co. Inc. for quick response electrical work related to the Commission's Waterworks System (said agreements being hereinafter collectively referred to as "Contract QRE-6/12"); and

WHEREAS, Contract QRE-6/12 is designed to allow the Commission to direct one or more or all of the quick response electrical contractors to perform emergency electrical work, including without limitation electrical work that the Commission is unable to perform through its own personnel and with its own equipment, as needed through the issuance of Work Authorization Orders; and

WHEREAS, the need for such emergency electrical work could not have been reasonably foreseen at the time the contracts were signed;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the DuPage Water Commission as follows:

SECTION ONE: The foregoing recitals are by this reference incorporated herein and made a part hereof as findings of the Board of Commissioners of the DuPage Water Commission.

SECTION TWO: The Work Authorization Orders attached hereto and by this reference incorporated herein and made a part hereof as Exhibit 1 shall be and hereby

Resolution No. R-1-14

are approved and, if already issued, ratified because the Board of Commissioners of the DuPage Water Commission has determined, based upon the representations of staff, that the circumstances said to necessitate the Work Authorization Orders were not reasonably foreseeable at the time the contracts were signed, the Work Authorization Orders are germane to the original contracts as signed, and/or the Work Authorization Orders are in the best interest of the DuPage Water Commission and authorized by law.

SECTION THREE: This Resolution shall constitute the written determination required by Section 33E-9 of the Criminal Code of 1961 and shall be in full force and effect from and after its adoption.

AYES:

NAYS:

ABSENT:

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2014

\_\_\_\_\_

Chairman

ATTEST:

\_\_\_\_\_

Clerk

Exhibit 1

# WORK AUTHORIZATION ORDER

SHEET 1 OF 2

## CONTRACT QRE-6/12: QUICK RESPONSE ELECTRICAL CONTRACT

**PROJECT:** QRE-6.005, REVISED 01/16/2014

**LOCATION:**

Standpipe TS4W, Unincorporated Lisle Township.

**CONTRACTOR:**

Divane Bros. Electrical Company, Inc.

**DESCRIPTION OF WORK:**

- Install PAX Controller
- Run power from lighting panel below to PAX Controller utilizing 1-1/2" GRC conduit.
- Drill and tap into existing control box. Run whip to connect two boxes.
- Furnish & install disconnect switch for PAX Controller. Furnish and install NEMA 4x JB @ panel location.
- Run (1) 3/4" GRC conduit from controller to tank. Pick up cables at tank penetration. Run (1) 1-1/2" from near tank to near controller location. Cap both ends.
- Time for 2-man crew, 1 additional day to assist/coordinate PAX Mixer Installation.
- Above work performed per proposal.
- Additional work as performed on 12/20/2013 to remove and replace the PAX Mixer Control Panel (Divane Invoice 36151)
- Total for Divane Invoices 35997/36151 in the amount \$9,507.59.

**REASON FOR WORK:**

Provide up the electrical service, A/C circuitry, above grade and underground conduit installation and start-up services and coordination with the PAX mixer installation contractor. An additional underground conduit is also being installed for future low-voltage conductors anticipated in the future.

**MINIMUM RESPONSE TIME:**

TBD, to be coordinated with PAX installation contractor.

**COMMISSION-SUPPLIED MATERIALS, EQUIPMENT  
AND SUPPLIES TO BE INCORPORATED INTO THE WORK:**

PAX Control Panel

**THE WORK ORDERED PURSUANT TO THIS WORK AUTHORIZATION ORDER**

IS  IS NOT PRIORITY EMERGENCY WORK

**SUBMITTALS REQUESTED:**

N/A

**SUPPLEMENTARY NOTIFICATION OF POTENTIALLY HAZARDOUS CONDITIONS:**

N/A

**SUPPLEMENTARY CONTRACT SPECIFICATIONS AND DRAWINGS:**

PAX Mixer Manufacturer's Installation Guides and Drawings.

**DUPAGE WATER COMMISSION**

By: \_\_\_\_\_  
Signature of Authorized  
Representative

DATE: \_\_\_\_\_

**CONTRACTOR RECEIPT ACKNOWLEDGED:**

By: \_\_\_\_\_  
Signature of Authorized  
Representative

DATE: \_\_\_\_\_

DATE: February 7, 2014

## REQUEST FOR BOARD ACTION

<b>AGENDA SECTION</b>	Engineering & Construction Committee	<b>ORIGINATING DEPARTMENT</b>	Instrumentation/ Remote Facilities
<b>ITEM</b>	A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Electrical Contract QRE-6/12 at the February 20, 2014, DuPage Water Commission Meeting  Resolution No. R-2-14	<b>APPROVAL</b>	<i>Jul</i> <i>CRP</i> <i>JN</i>
Account Numbers: 01-60-6633			
<p>The Commission entered into certain agreements dated December 10, 2012, with Divane Bros. Electric Co. and with McWilliams Electric Co. Inc. for quick response electrical work as needed through the issuance of Work Authorization Orders. Resolution No. R-2-14 would approve the following Work Authorization Order under the Quick Response Electrical Contracts:</p> <p><b>Work Authorization Order No. 007:</b> This Work Authorization was issued to McWilliams Electric Co. Inc., and the work completed, prior to board approval and was in response to the discovery of the electrical meter socket and pedestal separated from the main structure at CP Rectifier site TOB7-1 in Lisle. The electrical pedestal was bent over causing the electrical connections to be exposed and the rectifier not operational. There was a mark on the side of the pedestal indicating it had been struck. We can only assume a vehicle or plow struck it.</p> <p>The total cost for this work is not known but is estimated to not exceed \$2,000.00</p>			
<b>MOTION:</b> To adopt Resolution No. R-2-14.			

## DuPAGE WATER COMMISSION

## RESOLUTION NO. R-2-14

A RESOLUTION APPROVING AND RATIFYING  
CERTAIN WORK AUTHORIZATION ORDERS  
UNDER QUICK RESPONSE ELECTRICAL CONTRACT QRE-6/12  
AT THE FEBRUARY 20, 2014, DuPAGE WATER COMMISSION MEETING

WHEREAS, the DuPage Water Commission (the "Commission") entered into certain agreements dated December 10, 2012, with Divane Bros. Electric Co. and with McWilliams Electric Co. Inc. for quick response electrical work related to the Commission's Waterworks System (said agreements being hereinafter collectively referred to as "Contract QRE-6/12"); and

WHEREAS, Contract QRE-6/12 is designed to allow the Commission to direct one or more or all of the quick response electrical contractors to perform emergency electrical work, including without limitation electrical work that the Commission is unable to perform through its own personnel and with its own equipment, as needed through the issuance of Work Authorization Orders; and

WHEREAS, the need for such emergency electrical work could not have been reasonably foreseen at the time the contracts were signed;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the DuPage Water Commission as follows:

SECTION ONE: The foregoing recitals are by this reference incorporated herein and made a part hereof as findings of the Board of Commissioners of the DuPage Water Commission.

SECTION TWO: The Work Authorization Orders attached hereto and by this reference incorporated herein and made a part hereof as Exhibit 1 shall be and hereby

Resolution No. R-2-14

are approved and, if already issued, ratified because the Board of Commissioners of the DuPage Water Commission has determined, based upon the representations of staff, that the circumstances said to necessitate the Work Authorization Orders were not reasonably foreseeable at the time the contracts were signed, the Work Authorization Orders are germane to the original contracts as signed, and/or the Work Authorization Orders are in the best interest of the DuPage Water Commission and authorized by law.

SECTION THREE: This Resolution shall constitute the written determination required by Section 33E-9 of the Criminal Code of 1961 and shall be in full force and effect from and after its adoption.

AYES:

NAYS:

ABSENT:

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2014

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Clerk

Exhibit 1

## WORK AUTHORIZATION ORDER

SHEET 1 OF 2

### CONTRACT QRE-6/12: QUICK RESPONSE ELECTRICAL CONTRACT

#### PROJECT: QRE-6.007

#### LOCATION:

CP Rectifier site TOB7-1, east side of Naper Blvd about a block north of Dunrobin Rd, Lisle, IL (ComEd account #6861016002)

#### CONTRACTOR:

McWilliams Electric Co., Inc.

#### DESCRIPTION OF WORK:

Remove and replace damaged electrical meter socket pedestal. Disconnect and reconnect all conduits and cables. Contact the Commission to have the power restored when work is complete. Verify voltages are correct at the meter socket before energizing the breaker for the CP rectifier system.

#### REASON FOR WORK:

It appears that a car or snow plow must have struck the meter socket pedestal which dislodged it from the wooden post and bent it over exposing the electrical connections. The Commission initiated the disabling of the power to the site with ComEd.

#### MINIMUM RESPONSE TIME:

1 week

#### COMMISSION-SUPPLIED MATERIALS, EQUIPMENT AND SUPPLIES TO BE INCORPORATED INTO THE WORK:

None

THE WORK ORDERED PURSUANT TO THIS WORK AUTHORIZATION ORDER

IS  IS NOT PRIORITY EMERGENCY WORK

SUBMITTALS REQUESTED:

None

SUPPLEMENTARY NOTIFICATION OF POTENTIALLY HAZARDOUS CONDITIONS:

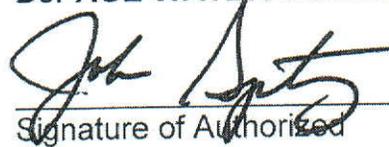
None

SUPPLEMENTARY CONTRACT SPECIFICATIONS AND DRAWINGS:

None

DUPAGE WATER COMMISSION

By:



Signature of Authorized Representative

DATE:

1/14/14

CONTRACTOR RECEIPT ACKNOWLEDGED:

By:

  
Signature of Authorized Representative

DATE:

1-16-14

# REQUEST FOR BOARD ACTION

<b>AGENDA SECTION</b> Engineering & Construction Committee	<b>ORIGINATING DEPARTMENT</b> Pipeline
<b>ITEM</b> A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Contract QR-10/13 at the February 20, 2014, DuPage Water Commission Meeting  Resolution No. R-3-14	<b>APPROVAL</b>  
<p>Account Number: 01-60-6631</p> <p>The Commission entered into certain agreements dated July 1, 2013 with John Neri Construction Co., Inc. and Rossi Contractors, Inc. for quick response construction work, as needed, through the issuance of Work Authorization Orders. Resolution No. R-3-14 would approve the following Work Authorization Orders under the Quick Response Contracts.</p> <p><b>Work Authorization Order No. 003 to John Neri Construction Co., Inc.</b> This Work Authorization was issued, and the work started, prior to board approval and was in response to the discovery of water surfacing from a grass parkway adjacent to a Commission blow off valve located on President Street north of Blanchard Street in the City of Wheaton.</p> <p>The work is currently in progress and the source of the leak has not been discovered as of this time. When completed the scope of the work may include; providing and maintaining traffic and pedestrian controls, excavating and exposing Commission facilities, locating and identifying the area(s) of pipe in need of repair, dewatering the main if necessary, repairing the failed pipe areas(s) by means of welded patch panel(s), repair band(s), repair sleeve(s), pipe replacement, or by other methods as may be necessary or as directed by the Commission. Installing pipe restraints and corrosion control devices as necessary, disposal of unsuitable materials, backfilling the excavation with excavated and/or virgin materials, restoring the area to its existing condition, pipeline disinfection and all other work as necessary or as directed by the Commission.</p> <p>As of this time the total cost for this work is not known but is estimated to range between \$35,000.00 and \$45,000.00 and will vary depending on the type and severity of the failure, method of repair, and the extent of final restoration work.</p>	
<p><b>MOTION:</b> To adopt Resolution No. R-3-14</p>	

## DuPAGE WATER COMMISSION

## RESOLUTION NO. R-3-14

A RESOLUTION APPROVING AND RATIFYING  
CERTAIN WORK AUTHORIZATION ORDERS  
UNDER QUICK RESPONSE CONTRACT QR-10/13 AT THE  
FEBRUARY 20, 2014, DuPAGE WATER COMMISSION MEETING

WHEREAS, the DuPage Water Commission (the "Commission") entered into certain agreements dated July 1, 2013, with John Neri Construction Co. and Rossi Contractors, Inc. for quick response construction work related to the Commission's Waterworks System (said agreements being hereinafter collectively referred to as "Contract QR-10/13"); and

WHEREAS, Contract QR-10/13 is designed to allow the Commission to direct one or more or all of the quick response contractors to perform quick response construction work, including without limitation construction, alteration, and repair related to the Commission's Waterworks System, as needed through the issuance of Work Authorization Orders; and

WHEREAS, the need for quick response construction work could not have been reasonably foreseen at the time the contracts were signed;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the DuPage Water Commission as follows:

SECTION ONE: The foregoing recitals are by this reference incorporated herein and made a part hereof as findings of the Board of Commissioners of the DuPage Water Commission.

SECTION TWO: The Work Authorization Orders attached hereto and by this reference incorporated herein and made a part hereof as Exhibit 1 shall be and hereby are

Resolution No. R-3-14

approved and, if already issued, ratified because the Board of Commissioners of the DuPage Water Commission has determined, based upon the representations of staff, that the circumstances said to necessitate the Work Authorization Orders were not reasonably foreseeable at the time the contracts were signed, the Work Authorization Orders are germane to the original contracts as signed, and/or the Work Authorization Orders are in the best interest of the DuPage Water Commission and authorized by law.

SECTION THREE: This Resolution shall constitute the written determination required by Section 33E-9 of the Criminal Code of 1961 and shall be in full force and effect from and after its adoption.

AYES:

NAYS:

ABSENT:

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Clerk

Board/Resolutions/R-3-14.docx

Exhibit 1

## WORK AUTHORIZATION ORDER

SHEET 1 OF 2

### CONTRACT QR-10/13: QUICK RESPONSE CONTRACT

**WORK AUTHORIZATION ORDER NO.:** QR-10.003

**LOCATION:**

President Street north of Blanchard Street in the City of Wheaton.

**CONTRACTOR:**

John Neri Construction Co. Inc.

**DESCRIPTION OF WORK:**

Provide and maintain traffic and pedestrian controls, excavate and expose Commission facilities, locate and identify the area(s) of pipe in need of repair, dewater the main if necessary, repair the failed pipe areas(s) by means of welded patch panel(s), repair band(s), repair sleeve(s), pipe replacement, or by other methods as may be necessary or as directed by the Commission. Install pipe restraints and corrosion control devices as necessary, dispose of unsuitable materials, backfill the excavation with excavated and/or virgin material, restore the area to its existing condition, pipeline disinfection and all other work as necessary or as directed by the Commission.

**REASON FOR WORK:**

Investigate and repair the source of a leak resulting in water surfacing from the vicinity of a Commission blow off valve.

**MINIMUM RESPONSE TIME:**

N/A

**COMMISSION-SUPPLIED MATERIALS, EQUIPMENT  
AND SUPPLIES TO BE INCORPORATED INTO THE WORK:**

N/A

THE WORK ORDERED PURSUANT TO THIS WORK AUTHORIZATION ORDER

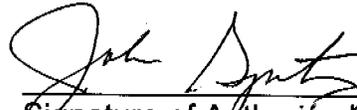
IS  IS NOT PRIORITY WORK

SUPPLEMENTARY NOTIFICATION OF POTENTIALLY HAZARDOUS CONDITIONS:  
N/A

SUBMITTALS REQUESTED: N/A

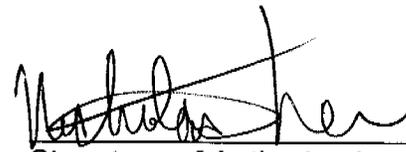
SUPPLEMENTARY CONTRACT SPECIFICATIONS AND DRAWINGS: N/A

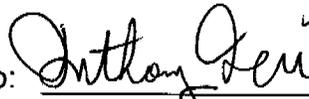
DUPAGE WATER COMMISSION

By:   
Signature of Authorized  
Representative

DATE: 1/24/14

CONTRACTOR RECEIPT ACKNOWLEDGED AND DESIGNATION OF SAFETY REPRESENTATIVE:

By:   
Signature of Authorized  
Representative

Safety Rep:   
Name and 24-Hr Phone No.

DATE: 1/24/14

DATE: February 13, 2014

## REQUEST FOR BOARD ACTION

<b>AGENDA SECTION</b>	Engineering & Construction Committee	<b>ORIGINATING DEPARTMENT</b>	Pipeline
<b>ITEM</b>	A Resolution Approving and Ratifying Certain Task Orders Under a Master Contract with AECOM Technical Services, Inc.  Resolution No. R-4-14	<b>APPROVAL</b>	
Account No.: 01-60-6280			
<p>The Commission entered into a Master Contract with AECOM Technical Services, Inc. dated May 16, 2013, for professional engineering services in connection with such discrete projects as are delineated and described in Task Orders to be approved by the Commission. Resolution No. R-4-14 would approve the following Task Orders to the Master Contract:</p> <p><b>Task Order No. 2: Task Order No. 2: Indeterminate Engineering Assistance</b></p> <p>Under Task Order No. 2, AECOM Technical Services, Inc. will provide indeterminate engineering assistance for projects requiring expedited engineering services, for initial engineering evaluations in connection with unanticipated projects, and for projects requiring minimal engineering assistance. All as may be assigned from time to time by the General Manager and confirmed by an authorized officer of AECOM Technical Services, Inc. at a cost not-to-exceed \$5,000.00 per assignment.</p>			
<b>MOTION:</b> To adopt Resolution No. R-4-14.			

## DuPAGE WATER COMMISSION

## RESOLUTION NO. R-4-14

A RESOLUTION APPROVING AND RATIFYING CERTAIN  
TASK ORDERS UNDER A MASTER CONTRACT  
WITH AECOM TECHNICAL SERVICES INC. AT THE  
FEBRUARY 20, 2014, DuPAGE WATER COMMISSION MEETING

WHEREAS, the DuPage Water Commission (the "Commission") entered into a contract with AECOM Technical Services, Inc. (the "Consultant") to provide, from time to time, professional engineering services in connection with various projects of the Commission (the "Master Contract"); and

WHEREAS, the Master Contract sets forth the terms and conditions pursuant to which the Commission will obtain from time to time, and the Consultant will provide from time to time, professional engineering services for such discrete projects as are delineated and described in Task Orders to be approved by the Commission and the Consultant; and

WHEREAS, the Consultant has approved the Task Orders attached hereto and by this reference incorporated herein and made a part hereof as Exhibit 1 (the "Task Orders");

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the DuPage Water Commission as follows:

SECTION ONE: The foregoing recitals are incorporated herein and made a part hereof as findings of the Board of Commissioners of the DuPage Water Commission.

SECTION TWO: The Task Orders attached hereto as Exhibit 1 shall be and hereby are approved and, if already issued, ratified because the Board of Commissioners of the DuPage Water Commission has determined, based upon the representations of staff and the Consultant, that the circumstances said to necessitate the Task Orders were

Resolution No. R-4-14

not reasonably foreseeable at the time the Master Contract was signed, the Task Orders are germane to the Master Contract as signed, and/or the Task Orders are in the best interest of the DuPage Water Commission and authorized by law.

SECTION THREE: This Resolution shall constitute the written determination required by Section 33E-9 of Article 33E of the Criminal Code of 1961 and shall be in full force and effect from and after its adoption.

AYES:

NAYS:

ABSENT:

ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014.

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Clerk

**EXHIBIT 1**

## TASK ORDER NO. 2

In accordance with Section 1.1 of the Master Contract between the DuPage and AECOM Technical Services Inc., ("Consultant"), for Professional Engineering Services dated May 16, 2013 (the "Contract"), Owner and Consultant agree as follows:

1. **Project:**

Indeterminate Engineering Assistance

2. **Services of Consultant:**

As may be assigned by the General Manager of Owner and confirmed by an authorized officer of Consultant in writing.

3. **Approvals and Authorizations:** Consultant shall obtain the following approvals and authorizations:

As may be assigned by the General Manager of Owner and confirmed by an authorized officer of Consultant in writing.

4. **Commencement Date:**

As may be assigned by the General Manager of Owner and confirmed by an authorized officer of Consultant in writing.

5. **Completion Date:**

As may be assigned by the General Manager of Owner and confirmed by an authorized officer of Consultant in writing.

6. **Submittal Schedule:**

As may be assigned by the General Manager of Owner and confirmed by an authorized officer of Consultant in writing.

7. **Key Project Personnel:**

As may be established by the General Manager of Owner and confirmed by an authorized officer of Consultant in writing.

8. **Contract Price:**

As may be established by the General Manager of Owner and confirmed by an authorized officer of Consultant in writing, but not to exceed \$5,000.00 per assignment except as adjusted by a Change Order issued pursuant to Section 2.1 of the Contract.

9. **Payments:**

For purposes of payments to Consultant, the value of the Services under this Task Order shall be determined as follows:

As may be established by the General Manager of Owner and confirmed by an authorized officer of Consultant in writing.

10. **Modifications to Contract:**

As may be established by the General Manager of Owner and confirmed by an authorized officer of Consultant in writing.

11. **Attachments:**

As may be established by the General Manager of Owner and confirmed by an authorized officer of Consultant in writing.

Approval and Acceptance: Acceptance and approval of this Task Order, including the attachments listed above, shall incorporate this Task Order as part of the Contract.

The Effective Date of this Task Order is February 20, 2014.

DUPAGE WATER COMMISSION

By: \_\_\_\_\_

John Spatz  
General Manager

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Ed Kazmierczak

Title: Pipeline Supervisor

Address: 600 East Butterfield Road, Elmhurst, Illinois 60126-4642

E-mail Address: kazmierczak @dpwc.org

Phone: (630) 834-0100

Fax: (630) 834-0120

AECOM TECHNICAL SERVICES, INC.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Michael H. Winegard, P.E.  
Title: Vice President, Water, North America  
Address: 303 East Wacker Drive, Suite 1400, Chicago, Illinois 60601  
E-mail Address: Mike.winegard@aecom.com  
Phone: (312) 373-6631  
Fax: (312) 373-6800

**REQUEST FOR BOARD ACTION**

<b>AGENDA SECTION</b>	Engineering and Construction Committee	<b>ORIGINATING DEPARTMENT</b>	Operations
<b>ITEM</b>	Authorization for General Manager to execute a three (3) year Janitorial Services contract with Eco Clean Maintenance, Inc. for periodic janitorial services at the DuPage Pumping Station in the amount of \$56,479.80.	<b>APPROVAL</b>	

Account Number: 01-60-6290

This request would authorize the General Manager to execute a three (3) year Janitorial Services contract with Eco Clean Maintenance, Inc. for periodic janitorial services at the DuPage Pumping Station in the amount of \$56,479.80.

The approved Management Budget for Fiscal Year 2013-2014 and tentative Management Budget for Fiscal Year 2014-2015 includes \$25,000 in account number 01-60-6290 for Janitorial Services at the DuPage Pumping Station. Board approval is required due to the three (3) year contract cost exceeding \$20,000.00.

The Commission solicited sealed proposals for Janitorial Services at the DuPage Pumping Station by direct invitation, as well as by notice published in the *Daily Herald* on December 9, 2013 and by posting notice of the solicitation on the Commission's website starting December 9, 2013 and ending on January 3, 2014. Sealed proposals were received until 10:00 a.m., local time, January 03, 2014, at which time all proposals were publicly opened and read aloud.

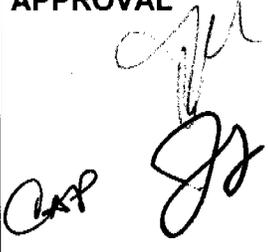
Of the thirty-three companies that held copies of the Request for Proposals (RFP) document, eleven proposals were received (see tabulation below). Of the eleven proposals received, the proposal of Eco Clean Maintenance, Inc. was found to be the lowest responsible bidder and most favorable to the interests of the Commission.

Company	Base Bid Result*
Alpha Building Maintenance Services, Inc.	\$43,392
Eco Clean Maintenance, Inc.	\$56,479.80
All Cleaners, Inc.	\$69,225
Smith Maintenance Company	\$73,305.36
Eagle Facility Solutions	\$91,440
Multisystem Management Company	\$99,810
Active Maintenance Inc.	\$104,280
Perfect Cleaning Service Inc.	\$105,894
MSCH Janitorial Services	\$112,113
Total Facility Maintenance, Inc.	\$151,707
GCA Services Group, Inc.	\$205,433.94

\* Base bid price for a three-year contract; excludes unit prices for indeterminate work that may or may not be ordered by the Commission.

**MOTION:** To authorize General Manager to execute a three (3) year Janitorial Services contract with Eco Clean Maintenance, Inc. for periodic janitorial services at the DuPage Pumping Station in the amount of \$56,479.80.

## REQUEST FOR BOARD ACTION

<b>AGENDA SECTION</b>	Omnibus Vote Requiring Super-Majority or Special Majority Vote	<b>ORIGINATING DEPARTMENT</b> Operations
<b>ITEM</b>	<p>A Resolution Suspending Purchasing Procedures and Authorize the General Manager to Continue to use the Consulting Services of SPI Consulting in an Amount not-to-exceed \$24,000.</p> <p>Resolution No. R-5-14</p>	<p><b>APPROVAL</b></p> 
<p>Account Number: 01-60-6280</p> <p>Resolution No. R-5-14 would suspend purchasing procedures and authorize the General Manager to continue to use the consulting services of SPI Consulting in an amount not-to-exceed \$24,000.</p> <p>The Commission performed a detailed evaluation of six possible energy suppliers to provide electrical power to the Commissions facility. As a result of the large number of possible energy suppliers and the abnormal volatility of the markets caused by the uncertainty of the government shutdown and unknown natural gas supplies, the Commission spent additional time monitoring the markets to find the most profitable time to lock in a supplier. At the end of the evaluation process, the Commission selected a new supplier which forced the Commission to enter into new Demand Response programs. For the reasons stated above, additional consulting services will be required for this fiscal year. The additional consulting required would exceed the General Manager's spending authority.</p> <p>The extended evaluation period and new Demand Response programs will result in an expected saving of \$270,000 this coming year.</p> <p>The Commission budgets for Electrical Supply Consulting services under line item 01-60-6280 Consulting Services, which is currently at 52% of budget and are projected in finish the year under budget.</p>		
<p><b>MOTION:</b> To approve Resolution No. R-5-14.</p>		

DUPAGE WATER COMMISSION

RESOLUTION NO. R-5-14

A RESOLUTION  
SUSPENDING PURCHASING PROCEDURES AND AUTHORIZE THE GENERAL  
MANAGER TO CONTINUE TO USE THE CONSULTING SERVICES OF SPI  
CONSULTING IN AN AMOUNT NOT-TO-EXCEED \$24,000.

WHEREAS, the DuPage Water Commission utilizes SPI Consulting Services in preparation of soliciting price quotations from energy suppliers, contract and service agreement review, and other services as requested by Commission staff; and

WHEREAS, SPI Consulting Services, is a recognized industry expert in the bidding, negotiating, and selection process of energy services; and

WHEREAS, the end results of the services provided by SPI Consulting Services will result in a savings to the DuPage Water Commission of approximately \$270,000.00 this coming year; and

WHEREAS, the Board of Commissioners of the DuPage Water Commission believes it is in the best interest of the Commission to suspend purchasing procedures and continue to use the services of SPI Consulting Services ;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the DuPage Water Commission as follows:

SECTION ONE: The foregoing recitals are incorporated herein and made a part hereof as findings of the Board of Commissioners of the DuPage Water Commission as if fully set forth.

SECTION TWO: That the purchasing procedures contained in Article VIII of the Commission By-Laws are hereby suspended and that the General Manager shall be granted the authority to continue to use the services of SPI Consulting Services in an

amount not-to-exceed \$24,000, for various consulting services in regard to the Commission electrical supply contracts without further act.

SECTION THREE: This Resolution shall be in full force and effect from and after its adoption.

AYES:

NAYS:

ABSENT:

ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014.

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Clerk