AGENDA
UTILITIES SERVICE BOARD MEETING

Utilities Service Board Room
City of Bloomington Utilities
600 E. Miller Dr.
Bloomington, Indiana 47402

Sam Frank, President
Jim Sherman, Vice President
Jason Banach
Amanda Burnham
Jeff Ehman
Julie Roberts
Jim Sims
Tim Mayer, ex-officio
Terri Porter, ex-officio

July 24, 2017
5:00 P.M. Regular Meeting

I. Call to order

II. Approval of the minutes of previous meeting (July 10)

III. Approval of the claims

IV. Request Approval of Contract for Services Hydrant Maintenance & Capacity Testing – Brad Schroeder

V. Old business

VI. New business

VII. Subcommittee reports: Finance

VIII. Staff reports

IX. Petitions and communications*

X. Adjournment

* Brief public comment will be limited to 5 minutes per person.

UTILITIES SERVICE BOARD MEETING

July 10, 2017

Utilities Service Board meetings are recorded electronically or stenographically and are available during regular business hours in the office of the Director of Utilities.

Board President Frank called the regular meeting of the Utilities Service Board to order at 5:00 p.m. The meeting was held in the Utilities Service Board room at the City of Bloomington Utilities Administrative Building in Bloomington, Indiana.

Board members present: Sam Frank, Jim Sherman, Amanda Burnham, Jim Sims, Julie Roberts, and Tim Mayer (ex-officio).

Staff members present: Chris Wheeler, Rance Fawbush, Kim Alexander, Evelyn Brophy, Phil Peden, Tom Axsom, Jon Callahan, Troy Powell, Cindy Shaw, Nolan Hendon, John Langley, Holly McLauchlin, Efrat Feferman, and Vic Kelson.

MINUTES

Board Vice President Sherman moved and Board Member Roberts seconded the motion to approve the minutes of the June 26th meeting. Motion carried, 5 ayes, 2 members absent (Ehman, Banach).

CLAIMS

Sherman moved and Roberts seconded the motion to approve the standard claims as follows:

> ***Vendor invoices submitted included $341,689.83 from the Water Utility; $205,365.25 from the Wastewater Utility; and $15,327.30 from the Stormwater Utility. Total Claims approved, $562,382.38.***

Motion carried, 5 ayes, 2 members absent (Ehman, Banach).

Board asked about a payment of $45,000.00 to Electrical Maintenance & Testing INC. CBU Director Kelson responded that it was finishing the Blucher Poole project.

Sherman moved and Roberts seconded the motion to approve the utility claims as follows:

> ***Utility invoices submitted included $123,996.73 from the Water Utility; $73,187.97 from the Wastewater Utility; and $0.00 from the Stormwater Utility. Total Claims approved, $197,184.70.***

Motion carried, 5 ayes, 2 members absent (Ehman, Banach).

Sherman moved and Roberts seconded the motion to approve the wire transfers and fees for the month of June in the amount of $757,445.28.

Motion carried, 5 ayes, 2 members absent (Ehman, Banach).

Sherman moved and Roberts seconded the motion to approve the customer refunds as follows:

> ***Customer refunds submitted included $0.00 from the Water Utility; $264.86 from the Wastewater Utility; and $0.00 from the Stormwater Utility. Total Claims approved, $264.86.***

Motion carried, 5 ayes, 2 members absent (Ehman, Banach).

WATER MAIN REPLACEMENT PROGRAM UPDATE

CBU Engineer Jane Fleig presented materials and information on CBU's plans to replace water mains. In the recent rate case, $1.8 million per year was allocated for water main replacement. CBU researched other communities and created a scoring matrix for local projects. Factors included GIS historical information of failure rates, date installed, type, size, cost of failure, critical use, and location of main. The score determined the top priorities:

1. Church Lane between S Rogers & Old SR 37 (starting construction this month)
2. S Nancy St, S Clifton (starting construction this month)
3. Eastern Heights subdivision
4. East Pepperidge Dr & S Sage Ct
5. N Old SR 37 N Dunn to/include Bethel Lane (outsourcing for study)
6. N Adams between 6th & 10th (Trying new technology since pipe goes under railroad. Pipe bursting method which bursts old pipe while laying new pipe is not appropriate due to service connections. Pipe lining, which CBU has used successfully in sewer pipes, may be a good option here).
7. W Arlington from Prow to N Monroe
8. N Jordan St from Jordan River to E 10th (working with IU during road widening project)

Board asked why there are so many pipes scheduled to be replaced in Park Ridge. Fleig answered that many pipes constructed 1950-69 are in worse condition than older pipes due to an unknown factor, such as a change in material or change in wall thickness.

Board asked about the timeframes of each project and which would be done in-house vs. contracted out. Fleig responded that each project has a unique timeline and the Board would be part of the discussion as each one begins. CBU is more likely to do neighborhood projects because there is less traffic and if CBU needs to respond to an emergency they would have to leave the site where as contractors are dedicated to that project daily from start to finish.

Fleig thanked Troy Powell and Greg Nettleton for their work on figuring out which areas are priority.

Kelson noted appreciation for approval of rate increase which funds these projects. Board encouraged CBU to relay to public what the rate increase is funding.

Board noted appreciation for research-based decision making.

OLD BUSINESS: N/A

NEW BUSINESS: N/A

SUBCOMMITTEE REPORTS: N/A

STAFF REPORTS: Current and former staff came into boardroom unexpectedly and applauded ex-officio member Mayer, who had announced his retirement the previous week. Mayer expressed appreciation for the important work and efficient style of USB and CBU. Mayer noted that in his many years on the USB, there were very few customer complaints. Board member Burnham thanked Mayer's wife Sue who has also sat through many meetings. President Frank voiced appreciation for both Mr. and Mrs. Mayer's generosity of time and advice, and noted that Mayer is an excellent listener and will be greatly missed as a public servant to the Bloomington community.

PETITIONS AND COMMUNICATIONS: Board member Sims thanked Kelson for meeting each Board member one-on-one to discuss each member's particular concerns and ideas for CBU. Sims said that one of his main concerns is infrastructure and he is glad to see the rate dollars at work for the main replacements.

ADJOURNMENT: The meeting was adjourned at 5:23 p.m.

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Samuel K. Frank, President

UTILITIES SERVICE BOARD MOTION
MEETING ON JULY 24, 2017

To:	Utilities Service Board	From:	Kim Robertson
Dept.		Dept.	Accounts Payable
Sub:	Claims list filed: 07/20/17	Date:	07/20/17
	USB: 07/24/2017		
	For Period: 06/24/17-07/07/17	**Paydate:**	**07/28/17**
	G/L Date: **07/28/17**		

Utilities Department invoices filed with the City Controller July 20, 2017 and signed by the Utilities Service Board for payment July 28, 2017 as in accordance with the Utilities Service Board Resolution of August 7, 1973, be hereby approved and entered into the minutes of today's meeting. A copy of the list is filed, with any exceptions noted, is hereby attached and made a part of these proceedings.

Water Operations & Maintenance	121,623.22
Water Construction	0.00
Water Meter Deposit	0.00
Water Sinking	0.00
Water Hydrant Meter Rental	0.00
Total of Water Utilities as per the invoice list:	$121,623.22
Wastewater Operations & Maintenance	66,869.08
Wastewater Construction	0.00
Wastewater Sinking	0.00
Total of Wastewater Utilities as per the invoice list:	$66,869.08
Stormwater	3,450.43
Stormwater Construction	0.00
Total of Stormwater Utility as per the invoice list:	$3,450.43
Total Water Utility:	**$121,623.22**
Total Wastewater Utility:	**$66,869.08**
Total Stormwater Utility:	**$3,450.43**
TOTAL WATER, WASTEWATER & STORMWATER UTILITIES	**$191,942.73**

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 07/28/17

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M
American Pump Repair & Service, INC	75223	S17-6102/BP17-126 Replace parts on belt press #1	13,086.00		13,086.00	
American Water Works Association	7001406801	MN17-247 Training classes for Shane Ira (EL20 & EL23)	180.00	180.00		
Anthony Lee Trusler (Wildlife Removal Company, LLC)	1170629	PUR17-313 Live trap and relocate 2 pigeons from SC garage	400.00	160.00	240.00	
Aramark Uniform & Career Apparel Group, INC	06/30/17 supply	Weekly supplies & mats - June 2017 - MN, SC, BP, DR, LAB	1,558.78	638.61	920.17	
B L Anderson Co., INC	P-7066	MN17-244 Marprene tubing for chemical pumps	1,430.76	1,430.76		
Baker Lawn Service Company	06/30/17	Landscape maintenance & shrub trimming 06/17-06/29/17 - SC	756.00	302.40	453.60	
Bingham Greenbaum Doll LLP	4386515	Services through 04/15/17 for 2016 Water Utility Rate Case - ACCT	21,627.11	21,627.11		
Black Lumber Co INC	329348	Foam expansion joint, 2-gal back saver sprayer for main break-TD	42.89	42.89		
Black Lumber Co INC	329359	Construction lumber for main break - TD	5.29	5.29		
Chemical Resources, INC	299207	Sodium aluminate - 45,920 @ .1720 delivered 06/13/17 - DR	7,898.24		7,898.24	
Chemical Resources, INC	299805	Sodium aluminate - 44,180 @ .1720 delivered 06/27/17 - DR	7,598.96		7,598.96	
Chemtrade Chemicals Corporation	92133670	Alum - 10.973 @ 424.00 delivered 06/27/17 - MN	4,652.55	4,652.55		
Chemtrade Chemicals Corporation	92139783	Alum - 10.959 @ 424.00 delivered 07/06/17 - MN	4,646.62	4,646.62		
Chemtrade Chemicals Corporation	92141595	Alum - 10.515 @ 424.00 delivered 07/10/17 - MN	4,458.36	4,458.36		
Cintas First Aid & Safety # 388	5008173088	Restock first aid cabinet @ Blucher Poole - 06/30/17 - BP	141.66		141.66	
Cintas First Aid & Safety # 388	5008193078	Restock first aid cabinet @ Monroe WTP - 06/27/17 - MN	134.39	134.39		
Commercial Service Of Bloomington, INC	S136311	Repair compressor, motor & fuses @ low service - MN	4,628.00	4,628.00		
Commercial Service Of Bloomington, INC	S136604	Repair A/C in SCADA equipment room @ Blucher - 07/03/17 - BP	177.00		177.00	
Creative Graphics, INC (dba Baugh Enterprises)	3137	Canvas bags, lids, magnets for residential educational kits -DIR	972.63		972.63	
Creative Graphics, INC (dba Baugh Enterprises)	3227	25,000 Annual Water Quality Reports - DIR	3,250.00	3,250.00		
Cummins Crosspoint, LLC	001-68712	Generator maintenance - Westwood Dr LS - 03/09/17 - LS, TD	157.70		157.70	
DLT Solutions, LLC	4572461A	Autodesk AutoCAD Civil 3D 2018 Gov multi-user/Maint-DIR	3,039.24	1,215.70	1,823.54	
Emergency Medical Products, INC	1916290	PUR17-302 Modern metal AED wall cabinet (large)	105.45		105.45	
Engraving & Stamp Center, INC	27486	Name plate for T Porter - DIR	16.60	6.64	9.96	
Executive Management Services, INC	217037	Monthly cleaning services - Service Center - July 2017 - SC	3,992.00	1,596.80	2,395.20	
Executive Management Services, INC	217038	Monthly cleaning services - Dillman WWTP - July 2017 - DR	1,082.00		1,082.00	
Executive Management Services, INC	217039	Monthly cleaning services - Blucher Poole - July 2017 - BP	801.00		801.00	
Fastenal Company	INBLM198155	5 3/8"X6' SGG Chains - TD17-10 - TD	1,113.23	445.29	612.28	55.66
Fiserv Inc Attn: Consumer Lockbox 202447	009106000	Refund payment #125200960000369 #009106000 - AR	57.01		57.01	
Fiserv Inc Attn: Consumer Lockbox 202447	019023000	Refund payment #125200960000369 #019023000 - AR	81.70		81.70	
Fiserv Inc Attn: Consumer Lockbox 202447	039722000	Refund payment #125200960000341 #039722000 - AR	51.26		51.26	
Fisher Scientific Company, LLC	0089785	2 pk 2ml syringes for testing - LAB, MN	59.31	59.31		

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 07/28/17

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M
Freedom Business Solutions, LLC	9968	2 Toner cartridges for HP2055 - ACCT	179.90	71.96	107.94	
GE Analytical Instruments, INC	98816826	MN17-220 M5310 C Online TOC, ICR analyzer incl 1yr PM visit	29,667.04	29,667.04		
Gramlich, Don Anthony	PUR17-311	Travel reimbursement for AWWA Conf in Philadelphia 06/10-14/2017	1,836.15	1,836.15		
HACH Company	10484290	4 4 hrs field service, 1 hr travel, Cert analyzer - MN	1,686.65	1,686.65		
HACH Company	10485406	1 Maint kit for CL17 chlorine analyzer - MN	223.00	223.00		
HACH Company	10524441	Ammonia reagent, chlorine reagent, ammonia/mono chlorine-MN	1,101.67	1,101.67		
HACH Company	10526462	TU5300sc turbidity meter and sc200 controller - MN	4,236.24	4,236.24		
HD Supply Facilities Maintenance - (USA Bluebook)	292730	DR17-084 Two channel timer and clock with alarm (4)	117.56		117.56	
Hoosier Times, INC	155381-cbu 4/17	Misc ads-#231543, 238473, 2407374, 241682, 250218, 250198-DIR	549.51	348.51	201.00	
Hoosier Times, INC	155381-cbu-05/17	Ad for Laborer #265468 & Equip Operator #265495 - 05/27/17 - DIR	204.57	81.83	122.74	
Hoosier Transfer Station-3140	3140-000013120	MN17-261 One month trash service	76.30	76.30		
HP Products Corporation	I3088844	2 cs M-fold towels - MN	79.22	79.22		
HP Products Corporation	I3093481	Lotion soap, tissue, m-fold towels, accuwipes - SC	405.09	162.04	243.05	
Indiana Oxygen Co	08452753	Monthly cylinder rental @ Dillman - DR	139.44		139.44	
Indiana Underground Plant Protection Service, INC	64546	Monthly per ticket fee for line locates - 05/01-05/31/17 - TD	1,932.30	772.92	1,159.38	
Irving Materials, INC	10421908	D16-90 - Concrete - 06/20/17 - SW, TD	407.00			407.00
Irving Materials, INC	10422722	Concrete - Water @ Howe & Maple St - 06/21/17 - TD	320.75	320.75		
Irving Materials, INC	10423545	Concrete - Wate @ 509 E 1st St - 06/22/17 - TD	444.00	444.00		
Irving Materials, INC	10425395	W17-4103 - Concrete - 06/27/17 - TD	408.00	408.00		
Irving Materials, INC	10427058	Concrete - Sewer @ Blucher Poole - 06/29/17 - BP, TD	161.00		161.00	
Irving Materials, INC	60016124	D16-90 - Concrete - 06/26/17 - SW, TD	1,680.00			1,680.00
Irving Materials, INC	60016177	Concrete - Water @ 130 W Grimes Lane - 06/27/17 - TD	408.00	408.00		
JCI Jones Chemicals, INC	725686	Sodium hydroxide - 11.9240 @ 524.00 delivered 06/29/17 - MN	6,248.18	6,248.18		
JCI Jones Chemicals, INC	725687	Sodium hypochlorite - 4,692 @ .7500 delivered 06/29/17 - MN	3,519.00	3,519.00		
JCI Jones Chemicals, INC	726356	Sodium hypochlorite - 4,079 @ .75 delivered 07/06/17 - DR	3,059.25		3,059.25	
JCI Jones Chemicals, INC	726879	Sodium hypochlorite - 4,596 @ .7500 delivered 07/10/17 - MN	3,447.00	3,447.00		
Jeffery D Todd (Todd Septic Tank Service)	6200	Pump sludge residual basin - 06/03-06/24/17 - MN	7,200.00	7,200.00		
John Deere Financial (Rural King)	JRNL#G7368 4/62	Grass seed - stock for yard work - SW, TD	49.99	20.00	27.49	2.50
John Deere Financial (Rural King)	JRNL#G8499 4/62	3 Pair of muck boots for truck #621 - TD	464.85	185.94	255.67	23.24
K&S Rolloff, INC	34172	Remove debris from hill area - #69619 06/22/17 - SC	212.32	84.93	127.39	
KM Repair Service, INC (Quality Repair Service)	23614	DM17-067 Repair of Fairbanks Morse Pump back plate	1,628.60		1,628.60	
Koorsen Fire & Security, INC	PINV018718	Panic button alarm monitoring - 08/01-10/31/17 - SC	81.94	32.78	49.16	
Kroger Limited Partnership I	156968	Soda, plates, cups for LMC meeting - 07/12/17 - DR	24.98		24.98	
Logical Concepts, INC (Omnisite)	56040	Monthly cellular fee for XR-50 Omni-Site - 07/01-07/31/17 - ENG	1,150.00		1,150.00	
Menards, INC	66800	Propane tank exchange - DR	15.82		15.82	

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 07/28/17

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M
Menards, INC	66824	Conduit, magnifier lamp, stencil kits - PUR	72.97	29.19	43.78	
Menards, INC	66910	W17-4103 - 400 8" concrete blocks - TD	356.00	356.00		
Menards, INC	67284	Misc wrenches, sockets, screwdrivers, ratchets - MS, TD	114.39	45.76	68.63	
Menards, INC	67285	5 Air horns for meter service dept - MS, TD	44.65	17.86	26.79	
Milestone Contractors, LP	110230	W17-4103, D16-85 - Asphalt - W/WW/SW 06/12-06/28/17 - TD	2,715.84	1,493.88	129.60	1,092.36
Nalco Crossbow Water, LLC	2220478	DMF DI EXPRESS IT Service exchanger, R 1009 - DR	147.13		147.13	
Pace Analytical Services, INC	1750066864	Annual sampling Indiana Metal Craft-low level mercury - ENV	270.00		270.00	
Pace Analytical Services, INC	1750066996	6 Low level mercury testing (Method 1631 E @ Dillman - DR	540.00		540.00	
Paragon Micro, INC	767661	Eaton 3S UPS for E Feferman - ACCT, DIR	60.99	24.40	36.59	
Paragon Micro, INC	771435	Ricoh black toner cartridge - DR	18.99		18.99	
Presidio Holdings, INC	6013417004559	Utilities conference room projector system - DIR	8,613.85	3,445.54	5,168.31	
Presidio Holdings, INC	6013417008739	Maxiprox proximity reader for Monroe WTP - MN, DIR	709.00	709.00		
Presidio Holdings, INC	6023417000957	Completion of projector system in Utilities Board Room - DIR	3,800.00	1,520.00	2,280.00	
Ricoh USA, INC	5048956959cbu	Copier maintenance @ Dillman 05/1706/16/17 - DR, SC	38.93		38.93	
Rogers Group, INC	71159472	D16-90 - Concrete - Water, sewer - 06/20-06/23/17 - SW, TD	962.23	371.17	512.94	78.12
Rogers Group, INC	0071159647	Misc stone - stock & blucher - 06/26-06/29/17 - BP, TD	1,086.63	391.82	694.81	
Schaeffer Manufacturing Company	RW5363-INV1	Gear lube, HTC oil for clarifiers & poly blend pumps - DR	1,343.25		1,343.25	
Sid Tool Co., INC (MSC Industrial Supply)	25864417	PUR17-266 3/16"x4"x60" neoprene rubber strips (1)	19.02	7.61	11.41	
Sid Tool Co., INC (MSC Industrial Supply)	29937087	PUR17-266 3/16"x4"x60" neoprene rubber strips (1)	19.02	7.61	11.41	
Sid Tool Co., INC (MSC Industrial Supply)	31887077	PUR17-266 3/16"x4"x60" neoprene rubber strips (2)	38.04	15.22	22.82	
South Central Community Action Program INC	2017-06	Admin expense for Assistance Program - June 2017 - ACCT	119.63	47.85	65.80	5.98
Staples Contract & Commercial, INC	3343509358	Disinfect wipes, rubber bands, pens - DR	26.92		26.92	
Staples Contract & Commercial, INC	3344081629	Address labels, top-loading sheet protectors - PUR	57.25	22.90	34.35	
Staples Contract & Commercial, INC	3344081672	2 pkgs fruit punch squwincher electrolyte powdered drink - DR	11.20		11.20	
Staples Contract & Commercial, INC	3344081673	2 pkgs grape squwincher electrolyte powdered drink - DR	11.20		11.20	
Staples Contract & Commercial, INC	3344081674	2 pkgs orange squwincher electrolyte powdered drink - DR	11.20		11.20	
Staples Contract & Commercial, INC	3344081675	2 pkgs lemon-lime squwincher electrolyte powdered drink - DR	11.20		11.20	
State Of Indiana	53-02 2nd Qtr 17	Solid waste disposal fee @ Dillman WWTP - DR, ENV	215.70		215.70	
Suburban Laboratories, INC	145832	Sampling of Upland Brewing Co outfall @ 4060 Profile Pkwy-ENV	265.00		265.00	
Sunbelt Rentals, INC	70327939-0001	16" Saw blade for truck #629 - SW, TD	125.00	50.00	68.75	6.25
Terminix International	366381315	Pest control @ Blucher Poole - 06/24/17 - BP	52.40		52.40	
Tri-State Bearing Co, INC	245628-00	4 Ball bearings for Cedar View Sims Lift Station - LS, TD	92.92		92.92	
United Parcel Service, INC	0000430948267	Shipping charges - 06/27-06/28/17 - DIR, PUR	43.92		43.92	
United Parcel Service, INC	0000430948277	Shipping charges - 06/28-07/05/17 - DIR, MN, PUR	30.76	13.68	17.08	

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 07/28/17

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M	Stormwater O&M
Virtuoso Sourcing Group, LLC	23436	Collection agency fee - 06/28/17 - AR	13.46	5.38	8.08	
Virtuoso Sourcing Group, LLC	23437	Collection agency fee - 06/21-06/26/17 - AR	65.75	26.30	39.45	
W.W. Grainger, INC	9482401552	PUR17-289 1" PVC WYE strainer; part#3CEG4	84.62	84.62		
West Side Tractor Sales Co.	B00232	Top clamp, hoses, hyd cplr for 50D John Deere excavator - TD	1,986.50	794.60	1,092.58	99.32
Xylem Water Solutions USA, INC	3556962581	BP17-102 Polymer pump for belt press #2; model#C771-20	2,244.92		2,244.92	
Xylem Water Solutions USA, INC	3556963243	DM17-064 Acrylic cylinder; 1" globe valve PVC, S&H	626.67		626.67	
Young Trucking, INC	93180	Hauling sludge from Blucher Poole - 06/20-06/23/17 - BP, ENV	1,858.73		1,858.73	
Young Trucking, INC	93268	Hauling sludge from Blucher Poole 06/27-06/29/17 - BP, ENV	1,449.79		1,449.79	
		Grand total:	191,942.73	121,623.22	66,869.08	3,450.43

191,942.73

ACH

INTERDEPARTMENTAL
MEMO

To:	Utilities Service Board	From:	Kim Robertson
Sub:	Scheduled ACH payment	Dept.	Accounts Payable
		Date:	07/17/17

G/L DATE: 07/18/17

Water Operations & Maintenance	0.00
Water Construction	0.00
Water Meter Deposit	0.00
Water Sinking	200,834.62
Water Hydrant Meter Rental	0.00
Water Debt Reserve	0.00
Total of Water Utilities as per the claims list:	$200,834.62
Wastewater Operations & Maintenance	0.00
Wastewater Construction	0.00
Wastewater Sinking	0.00
Wastewater Debt Reserve	0.00
Total of Wastewater Utilities as per the claims list:	$0.00
Stormwater	0.00
Stormwater Construction	0.00
Total of Stormwater Utility as per the claims list:	$0.00
Total Water Utility:	**$200,834.62**
Total Wastewater Utility:	**$0.00**
Total Stormwater Utility:	**$0.00**
TOTAL WATER, WASTEWATER & STORMWATER UTILITIES	**$200,834.62**

ACH - Bank of New York - 2011 SRF Loan Payment - July, 2017

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 07/18/17

SRF Payment - July 2017

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water Sinking
Bank Of New York	ACCT17-112-7	SRF Bloomington TAS#610026-2011 SRF Loan - July 2017	200,834.62	200,834.62
		Grand total:	200,834.62	200,834.62

UTILITIES SERVICE BOARD MOTION
MEETING ON JULY 24, 2017
UTILITY BILLS

To:	Utilities Service Board	From:	Kim Robertson
Dept.		Dept.	Accounts Payable
Sub:	Claims list filed: 07/13/17	Date:	07/13/17
	USB: 7/24/2017		
	For Period: 07/06/17 - 07/13/17	**Paydate:**	**07/13/17**
	G/L Date: **07/13/17**		

Utilities Department invoices filed with the City Controller July 13, 2017 and signed by the Utilities Service Board for payment July 13, 2017 as in accordance with the Utilities Service Board Resolution of August 7, 1973, be hereby approved and entered into the minutes of today's meeting. A copy of the list is filed, with any exceptions noted, is hereby attached and made a part of these proceedings.

Water Operations & Maintenance	294.85
Water Construction	0.00
Water Meter Deposit	0.00
Water Sinking	0.00
Water Hydrant Meter Rental	0.00
Total of Water Utilities as per the invoice list:	$294.85
Wastewater Operations & Maintenance	23,756.57
Wastewater Construction	0.00
Wastewater Sinking	0.00
Total of Wastewater Utilities as per the invoice list:	$23,756.57
Stormwater	0.00
Stormwater Construction	0.00
Total of Stormwater Utility as per the invoice list:	$0.00
Total Water Utility:	**$294.85**
Total Wastewater Utility:	**$23,756.57**
Total Stormwater Utility:	**$0.00**
TOTAL WATER, WASTEWATER & STORMWATER UTILITIES	**$24,051.42**

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 07/13/17

Utility bills

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M
Comcast Cable Communications, INC	07/02/17	Service-Service Center #8529-20-119-0490580 07/15-08/14/17-SC	19.03	7.61	11.42
Duke Energy	07/13/17	Service - June - July 2017 - LS, SC	257.72	4.97	252.75
Smithville Telephone Co Inc	07/02/17 BP	Service - Blucher, fax, modem - 06/02-07/01/17 - BP	283.39		283.39
Smithville Telephone Co Inc	07/02/17 DR	Service - Dillman, fax - 06/02-07/01/17 - DR	239.05		239.05
Smithville Telephone Co Inc	07/02/17 MN	Service - Monroe, fax, intake, DSL - 06/02-07/01/17 - MN	282.27	282.27	
South Central Indiana REMC	2093400200 06/17	Service - Blucher Poole - 05/18-06/19/17 - BP	21,973.56		21,973.56
Utilities District of Western Indiana REMC	52184-001 07/17	Service - Fieldstone LS - 06/01-07/01/17 - LS	738.00		738.00
Utilities District of Western Indiana REMC	75843-001 07/17	Service - Stonechase LS - 06/01-07/01/17 - LS	131.00		131.00
Vectren	N0833866 07/17	Service - Blucher WWTP - 06/01-06/29/17 - BP	110.40		110.40
Vectren	N1236302 07/10	Service - Tamaron LS - 06/01-07/03/17 - LS	17.00		17.00
		Grand total:	24,051.42	294.85	23,756.57

UTILITIES SERVICE BOARD MOTION
MEETING ON JULY 24, 2017
UTILITY BILLS

To:	Utilities Service Board	From:	Kim Robertson
Dept.		Dept.	Accounts Payable
Sub:	Claims list filed: 07/13/17	Date:	07/19/17
	USB: 7/24/2017		
	For Period: 07/13/17 - 07/19/17	**Paydate:**	**07/21/17**
	G/L Date: **07/21/17**		

Utilities Department invoices filed with the City Controller July 19, 2017 and signed by the Utilities Service Board for payment July 21, 2017 as in accordance with the Utilities Service Board Resolution of August 7, 1973, be hereby approved and entered into the minutes of today's meeting. A copy of the list is filed, with any exceptions noted, is hereby attached and made a part of these proceedings.

Water Operations & Maintenance	6,181.62
Water Construction	0.00
Water Meter Deposit	0.00
Water Sinking	0.00
Water Hydrant Meter Rental	0.00
Total of Water Utilities as per the invoice list:	$6,181.62
Wastewater Operations & Maintenance	19,747.38
Wastewater Construction	0.00
Wastewater Sinking	0.00
Total of Wastewater Utilities as per the invoice list:	$19,747.38
Stormwater	0.00
Stormwater Construction	0.00
Total of Stormwater Utility as per the invoice list:	$0.00
Total Water Utility:	**$6,181.62**
Total Wastewater Utility:	**$19,747.38**
Total Stormwater Utility:	**$0.00**
TOTAL WATER, WASTEWATER & STORMWATER UTILITIES	**$25,929.00**

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 07/21/17

Utility Bills

Vendor	Invoice No.	Invoice Description	Invoice Amount	Water O&M	Wastewater O&M
AT&T	07/09/17	Long distance charges - June 2017 - BP, DR, MN	9.24	4.64	4.60
AT&T	3347689 07/2017	Service - Utilities - 07/07-08/06/17 - SC	137.98	55.19	82.79
City Of Bloomington Utilities	06/27/17	Service 05/25-06/27/17 - BP, LS, DR, SC	13,715.45	261.00	13,454.45
DirecTV, LLC	31858850005	Service - Blucher WWTP - 07/10-08/09/17 - BP	56.99		56.99
DirecTV, LLC	31871196077	Service - Dillman WWTP - 07/12-08/11/17 - DR	52.99		52.99
DirecTV, LLC	31873861175	Service - Monroe WTP - 07/12-08/11/17 - MN	52.99	52.99	
Duke Energy	07/21/17	Service - June - July 2017 - LS, BS, GR, SC, TD, WT	4,928.32	1,884.26	3,044.06
Duke Energy	41003538018 7/17	Service - 5/15-07/10/17 - BS, TD, LS	6,358.73	3,660.81	2,697.92
Vectren	N1244359 07/17	Service - S Washington St Storage - 06/06-07/07/17 - SC	616.31	262.73	353.58
		Grand total:	25,929.00	6,181.62	19,747.38

WIRE TRANSFERS, FEES & PAYROLL FOR THE MONTH OF JULY, 2017

INDIANA DEPARTMENT OF REVENUE (SALES TAX - JUNE, 2017)	$0.00
INDIANA DEPARTMENT OF REVENUE - RECEIPTS TAX 2ND QUARTER UTILITY RECEIPTS TAX	$0.00
NPC CHARGE CARD FEES - JUNE, 2017	$0.00
FIRST FINANCIAL ACCOUNT ANALYSIS FEES - JUNE, 2017	$0.00
GROSS PAYROLL 7/21/2017	$307,708.77
FICA TAX 7/21/2017	$22,328.41
TOTAL	**$330,037.18**

UTILITIES SERVICE BOARD MOTION
MEETING ON JULY 24, 2017

CUSTOMER REFUNDS

To:	Utilities Service Board	From:	Kim Robertson
Dept.		Dept.	Accounts Payable
Sub:	Claims list filed: 07/18/17	Date:	07/19/17
	USB: 07/24/2017		
	For Period: 07/01/17 - 07/18/17	**Paydate:**	**07/28/17**
	G/L Date: **07/28/17**		

Utilities Department customer refunds filed with the City Controller July 05, 2017 and signed by the Utilities Service Board for payment July 14, 2017 as in accordance with the Utilities Service Board Resolution of August 7, 1973, be hereby approved and entered into the minutes of today's meeting. A copy of the list is filed, with any exceptions noted, is hereby attached and made a part of these proceedings.

Water Operations & Maintenance	674.93
Water Construction	0.00
Water Meter Deposit	0.00
Water Sinking	0.00
Water Hydrant Meter Rental	0.00
Total of Water Utilities as per the invoice list:	$674.93
Wastewater Operations & Maintenance	62.81
Wastewater Construction	0.00
Wastewater Sinking	0.00
Total of Wastewater Utilities as per the invoice list:	$62.81
Stormwater	0.00
Stormwater Construction	0.00
Total of Stormwater Utility as per the invoice list:	$0.00
Total Water Utility:	**$674.93**
Total Wastewater Utility:	**$62.81**
Total Stormwater Utility:	**$0.00**
TOTAL WATER, WASTEWATER & STORMWATER UTILITIES	**$737.74**

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 07/28/17

Vendor	Invoice No.	Invoice Description	Invoice Amount	Check No.	Reason for refund	Water Funds	Wastewater Funds	Stormwater Funds
One Step Above	11117-001	Customer refund	$674.93		Check #14355 was written out incorrectly	$674.93		
Kathryn Murphy	18124-006	Customer refund	$41.32		Overpayment since Oct. 2016 adjustment		$41.32	
Taryn Nance	1834-020	Customer refund	$5.42		Overpayment on May 2017 bill		$5.42	
Stuart Creason	49055-011	Customer refund	$1.90		Overpayment on June 2017 bill		$1.90	
Sarabeth Noggle	4925-008	Customer refund	$14.17		Double payment in June 2017		$14.17	
			$737.74			$674.93	$62.81	$0.00
			$737.74					

UTILITIES SERVICE BOARD MOTION
MEETING ON JULY 24, 2017

CUSTOMER REFUNDS

To:	Utilities Service Board	From:	Kim Robertson
Dept.		Dept.	Accounts Payable
Sub:	Claims list filed: 07/18/17	Date:	07/19/17
	USB: 07/24/2017		
	For Period: 07/01/17 - 07/18/17	**Paydate:**	**07/28/17**
	G/L Date: **07/28/17**		

Utilities Department customer refunds filed with the City Controller July 05, 2017 and signed by the Utilities Service Board for payment July 14, 2017 as in accordance with the Utilities Service Board Resolution of August 7, 1973, be hereby approved and entered into the minutes of today's meeting. A copy of the list is filed, with any exceptions noted, is hereby attached and made a part of these proceedings.

Water Operations & Maintenance	0.00
Water Construction	0.00
Water Meter Deposit	0.00
Water Sinking	0.00
Water Hydrant Meter Rental	0.00
Total of Water Utilities as per the invoice list:	$0.00
Wastewater Operations & Maintenance	952.29
Wastewater Construction	0.00
Wastewater Sinking	0.00
Total of Wastewater Utilities as per the invoice list:	$952.29
Stormwater	0.00
Stormwater Construction	0.00
Total of Stormwater Utility as per the invoice list:	$0.00
Total Water Utility:	**$0.00**
Total Wastewater Utility:	**$952.29**
Total Stormwater Utility:	**$0.00**
TOTAL WATER, WASTEWATER & STORMWATER UTILITIES	**$952.29**

City of Bloomington Utilities
Accounts Payable by G/L Distribution Report
Paydate: 07/28/17

Vendor	Invoice No.	Invoice Description	Invoice Amount	Check No.	Reason for refund	Water Funds	Wastewater Funds	Stormwater Funds
Matt Bomba	13890-006	Customer refund	$952.29	24796	Overpayment on June 2017 bill		$952.29	
			$952.29			$0.00	$952.29	$0.00
			$952.29					

CONTRACT FOR SERVICES
HYDRANT MAINTENANCE AND CAPACITY TESTING

THIS CONTRACT is entered into by and between the City of Bloomington Utilities through its Utilities Service Board (hereinafter referred to as "City") and M.E. Simpson Co., Inc. ("Service Provider"). The terms of this Contract shall govern over prior and subsequent offerings, proposals, purchase orders, or similar communications unless otherwise specifically agreed to in writing by both the Board and Service Provider. **WITNESSETH:**

WHEREAS, the City has a Fire Hydrant Flow Testing Program; and

WHEREAS, the City requires the services of an independent service provider in order to conduct fire hydrant maintenance and capacity testing pursuant to the parameters of said Fire Hydrant Maintenance and Capacity Testing Program and the scope of services below (hereinafter referred to as the "Services");

WHEREAS, it is in the public interest that such Services be undertaken and performed; and

WHEREAS, Service Provider has the experience and professional expertise and is willing and able to provide such Services to the City.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

1. EFFECTIVE DATE: The effective date of this contract shall be the date last entered in the signature blocks below.

2. TERM: This contract shall terminate on the 31St day of December, 2017.

3. SCOPE OF SERVICES: Service Provider agrees to conduct fire hydrant maintenance and capacity testing as fully defined in the Scope of Services which are attached as **Exhibit "A"** and by this reference incorporated herein (hereinafter referred to as the "Services").

4. CONTRACT PRICE. The City shall pay the Service Provider for the following Services:

    a. For hydrant maintenance, the contract sum not to exceed Fifty Nine Thousand Two Hundred and Zero/One-Hundredths ($59,200.00) Dollars at $37.00 per hydrant tested.
    b. For capacity testing, a contract sum not to exceed Four Thousand Nine Hundred and Zero/One-Hundredths ($4,900.00) Dollars at $49.00 per hydrant tested.

5. INSURANCE: During the performance of any and all Work under this Contract, Service Provider shall maintain the following insurance in full force and effect:

a. General Liability Insurance, with a minimum combined single limit of $1,000,000 for each occurrence and $2,000,000 in the aggregate.
b. Automobile Liability Insurance, with a minimum combined single limit of $1,000,000 for each person and $1,000,000 for each accident.
c. Professional Liability Insurance ("Errors and Omissions Insurance") with a minimum limit of $2,000,000 annual aggregate.
d. Workers' Compensation Insurance in accordance with the statutory requirements of Title 22 of the Indiana Code.

All insurance policies shall be issued by an insurance company authorized to issue such insurance in the State of Indiana. The City shall be named as insured under the General Liability, Automobile, and Professional Liability Insurance policies, and such policies shall stipulate that the insurance will operate as primary insurance and that no other insurance affected by the City will be called upon to contribute to a loss hereunder.

Service Provider shall provide evidence of each insurance policy to the City prior to the commencement of Work under the Contract. Approval of the insurance by the City shall not relieve or decrease the extent to which Service Provider may be held responsible for payment of damages resulting from service or operations performed pursuant to this Contract. If Service Provider fails or refuses to procure or maintain the insurance required by these provisions, or fails or refuses to furnish Service Provider required proof that the insurance has been procured and is in force and paid for, the City shall have the right at the City's election to forthwith terminate the Contract.

6. INDEMNIFICATION: To the fullest extent permitted by law, Service Provider hereby indemnifies and shall defend and hold harmless the City of Bloomington, the Board, and the officers, agents and employees of the City and the Board, from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, attorney's fees, costs and expenses of whatsoever nature arising out of the performance of this Contract, including those arising out of injury to or death of Service Provider's employees or sub-Contractors, whether arising before, during or after completion of the services hereunder and in any manner directly or indirectly caused, occasioned or contributed to in whole or in part, by reason of any act, omission, fault or negligence of Service Provider or its employees, agents or sub-Contractors.

7. COMPLIANCE WITH LAW: Service Provider shall fully comply with all applicable federal, state, and local laws and executive orders, codes, regulations and plans issued pursuant thereto. Without limiting the generality of the foregoing, Service Provider shall fully comply with each and every requirement of the following laws, orders and regulations as they pertain to this Contract and as they have been or may be amended:

   a. The Fair Labor Standards Act.
   b. The Federal Equal Employment Opportunity Laws including, without limitation, the Civil Rights Act of 1964, Executive Order No. 11246, and any regulations promulgated thereunder in the "Equal Opportunity Employment Clause" set forth therein.

c. Rules and Regulations of the Department of Transportation, Federal Highway Administration, and Bureau of Public Roads.
d. The Social Security Act.

8. PERFORMANCE: Service Provider represents that it is fully qualified to perform the Services of this Contract. If Service Provider fails to supply Services required, or if Service Provider violates any provision of this Contract, Service Provider will be in default. If the default is not remedied to the satisfaction of the City within forty-eight (48) hours after Service Provider receives written notice of the default, the City may make any other arrangements the City deems necessary.

9. PAYMENT: Service Provider shall submit a monthly invoice to the Board. City will pay approved invoices within forty five (45) days of the City's approval.

10. APPROPRIATION OF FUNDS: Notwithstanding any other provision of this Contract, if funds for the continued fulfillment of this Contract by the City are at any time not forthcoming or are insufficient, through failure of any entity, including the City itself, to appropriate funds or otherwise, then the City shall have the right to terminate this Contract without penalty.

11. INDEPENDENT SERVICE PROVIDER: During the entire term of this Contract, Service Provider shall be an independent Service Provider, and in no event shall any of its personnel, agents or sub-Contractors be construed to be, or represent themselves to be, employees of the Board.

12. NOTICE: Any notice required hereunder shall be provided to the following addresses:

Service Provider:	M.E. Simpson Co., Inc 3406 Enterprise Ave Valparaiso, IN 46383
City of Bloomington:	City of Bloomington Utilities Attn.: Nancy Axsom 600 E. Miller Drive Bloomington, Indiana 47401

13. WAIVER: No failure of either party to enforce a term of this Contract against the other shall be construed as a waiver of that term, nor shall it in any way affect the party's right to enforce that term. No waiver by any party of any term of this Contract shall be considered to be a waiver of any other term or breach thereof.

14. SEVERABILITY: The invalidity, illegality or unenforceability of any provision of this Contract or the occurrence of any event rendering any portion or provision of this Contract void shall in no way affect the validity or enforceability of any other portion or provision of this Contract. Any void provision shall be deemed severed from this Contract, and the balance of the Contract shall be construed and enforced as if it did not contain the particular provision to be held void. The parties further agree to amend this Contract to replace any

stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this article shall not prevent this entire Contract from being void should a provision which is of the essence of this Contract be determined void.

15. ASSIGNMENT: Neither the City nor the Service Provider shall assign any rights or duties under this Contract without the prior written consent of the other party; provided, however, Service Provider may assign its rights to payment without the City's consent. Unless otherwise stated in the written consent to an assignment, no assignment will release or discharge the assignor from any obligation under this Contract.

16. THIRD PARTY RIGHTS: Nothing in this Contract shall be construed to give any rights or benefits to anyone other than the City and the Service Provider.

17. GOVERNING LAW: This Contract shall be governed by the laws of the State of Indiana. Venue of any disputes arising under this Contract shall be in Monroe County, Indiana.

18. SAFETY: Service Provider shall be responsible for the safety of employees at all times and shall provide all equipment necessary to insure their safety. Service Provider shall ensure the enforcement of all applicable safety rules, regulations, ordinances and laws, whether federal, state or local. Service Provider's Superintendent of Safety shall make daily inspections upon the arrival and leaving of the site at the close of each workday.

19. NON-DISCRIMINATION: Service Provider and its sub-Contractors shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Contract, with respect to hire, tenure, terms, training, conditions or privileges of employment, because of race, sex, color, religion, national origin, ancestry, disability, sexual orientation, gender identity, veteran status, or housing status. Breach of this covenant may be regarded as a material breach of the Contract.

    a. Service Providers certifies for itself and all its sub-Contractors compliance with existing laws of the City of Bloomington, the State of Indiana and the United States regarding:
        i. Prohibition of discrimination in employment practices on the basis of race, sex, color, religion, national origin, ancestry, disability, sexual orientation, gender identity, veteran status, housing status or any other legally protected classification;
        ii. The utilization of Minority and Women Business Enterprises. Service Provider further certifies that it:
            a. Has formulated its own Affirmation Action plan for the recruitment, training and employment of minorities and women, including goals and timetable; which has been approved by the City's Contract Compliance Officer.
            b. Encourages the use of small business, minority-owned business and women-owned business in its operations.

    b. FURTHER, PURSUANT TO INDIANA CODE § 5-16-6-1, SERVICE PROVIDER AGREES:
        i. That in the hiring of employees for the performance of work under this Contract or any sub Contract hereunder, no Contractor, or sub-Contractor, nor any person acting

on behalf of such Contractor or sub-Contractor, shall by reason of race, sex, color, religion, national origin, ancestry, or any other legally protected classification, discriminate against any citizen of the State of Indiana who is qualified and available to perform the work to which the employment relates.

ii. That no Contractor, sub-Contractor, or any person on their behalf, shall, in any manner, discriminate against or intimidate any employee hired for performance of work under this Contract on account of race, religion, color, sex, national origin, ancestry or any other legally protected classification.

iii. That there may be deducted from the amount payable to Contractor, by City, under this Contract, penalty of Five Dollars ($5.00) for each person for each calendar day during which such person was discriminated against or intimidated in violation of the provisions of this Contract. Any such person discriminated against retains the right to file a discrimination complaint with the appropriate civil rights agency or court.

iv. That this Contract may be canceled or terminated by City and all money due or to become hereunder may be forfeited, for a second or any subsequent violations of the terms or conditions under this section of the Contract.

20. VERIFICATION OF EMPLOYEES' IMMIGRATION STATUS: Service Provider is required to enroll in and verify the work eligibility status of all newly-hired employees through the E-Verify program. (This is not required if the E-Verify program no longer exists). Service Provider shall sign an affidavit, attached as **EXHIBIT "B"**, affirming that Service Provider does not knowingly employ an unauthorized alien. "Unauthorized alien" is defined at 8 U.S. Code 1324a(h)(3) as a person who is not a U.S. citizen or U.S. national and is not lawfully admitted for permanent residence or authorized to work in the U.S. under 8 U.S. Code chapter 12 or by the U.S. Attorney General.

    Service Provider shall require any sub-Contractors performing work under this contract to certify to the Service Provider that, at the time of certification, the sub-Contractor does not knowingly employ or contract with an unauthorized alien and the sub-Contractor has enrolled in and is participating in the E-Verify program. Service Provider shall maintain on file all sub-Contractors' certifications throughout the term of the contract with the City.

21. NON-COLLUSION: Service Provider certifies that it has not, nor has any other member, representative, or agent of Service Provider, entered into any combination, collusion or agreement with any person relative to the price to be offered by any person nor prevented any person from making an offer nor induced anyone to refrain from making an offer and that this offer is made without reference to any other offer. Service Provider shall swear under oath, via signed affidavit, attached as **EXHIBIT "C"** and by this reference incorporated herein, that Service Provider has not engaged in any collusive conduct.

22. INTEGRATION AND MODIFICATION: This Contract, including all Exhibits incorporated by reference and attached hereto, represents the entire and integrated Contract between the City and the Service Provider. It supersedes all prior and contemporaneous communications, representations and Contracts, whether oral or written, relating to the subject matter of this Contract. This Contract may be modified only by a written amendment signed by both parties hereto.

IN WITNESS WHEREOF, the parties to this Agreement have hereunto set their hands.

CITY OF BLOOMINGTON:

By:_____ Dated: _____
Samuel K. Frank
President, Utilities Service Board

_____ Dated: _____
Vic Kelson
Director of Utilities

_____ Dated: _____
John Hamilton
Mayor of Bloomington

M.E. SIMPSON CO., INC.:

By:_____ Dated: _____
Michael D Simpson
CEO

EXHIBIT A

SCOPE OF SERVICES

The following scope of services is for maintenance of fire hydrants owned by the City. This routine maintenance shall consist of inspecting, flushing, cleaning, and clearing of weeds and debris to insure that each hydrant is in a serviceable condition. M.E. Simpson will perform routine maintenance on approximately 1,600 City fire hydrants. In addition to routine maintenance, the City may request distribution system capacity testing of specific fire hydrants to determine the current availability of water supply in a selected area.

The objective for this project is to uphold standards set forth by AWWA (American Water Works Association), NFPA (National Fire Protection Agency), ISO (Insurance Services Office), maintain knowledge of the capacity of the water distribution system, and to ensure working condition of fire hydrants.

All work is expected to be complete by end of 2017, with final reporting submitted to the City by end of January, 2018.

CITY PARTICIPATION

1. A kick-off meeting will be held with the Service Provider and City to review project guidelines, boosted zones, pressure zone boundaries, and answer questions prior to any testing.
2. The City will provide:
    - a set of 200 scale maps of the water system,
    - an electronic copy of the most current fire hydrant records, and
    - access to City's field personnel for periodic consultation to successfully complete the project

CUSTOMER NOTIFICATION

1. The Service Provider will provide the City with a quadrant boundary for the upcoming week's maintenance area by Wednesday prior to that week.
2. The City will be responsible for media notifications based upon this information.
3. The Service Provider will be responsible for placing signage in the affected area informing customers of fire hydrant maintenance. Signage should direct all inquiries to the Service Provider.

HYDRANT OPERATION

1. Operation must be in accordance with AWWA (American Water Works Association) standards, following their current M-17, 5th Edition, "Fire Hydrants: Installation, Field Testing, and Maintenance".
2. All equipment, which is suitable and testable, following AWWA M-17, is to be furnished by the Service Provider performing the testing.
3. Fire hose and deflection tubes are to be utilized, when necessary, directing water away from traffic, pedestrians, underground utility vaults, and private property.

MAINTENANCE PROCEDURE

Maintenance will be performed on each hydrant. Operation must be in accordance with AWWA standards, following their current M-17, 5th Edition, "Fire Hydrants: Installation, Field Testing, and Maintenance."

Hydrant maintenance shall consist of the following activities:

1. Check hydrant to make sure that it is visible from the roadway and is clear of any landscaping, plant growth, or other obstructions that could impair locating the hydrant or interfere with its use.
    - Minor obstructions such as weed growth or wild plant growth should be trimmed to provide clear access to the hydrant.
    - Obstructions caused by utilities, landscaping or ornamental plant growth shall be noted and reported to the City.
    - Minor build-up of dirt/sand, which provides insufficient ground clearance, may be removed with a shovel. Excessive build-up, or improperly installed hydrants shall be reported to the City
2. Inspect hydrant in accordance with the procedure outlined in AWWA M-17, Chapter 5.
3. The Service Provider shall provide all lubrication products, following manufacturer's instructions.
4. Any fire hydrant that, for any reason, must be removed from service, shall be covered with a bright orange bag. This information must be immediately forwarded to the City. Whenever such a hydrant is returned to service it shall undergo the same maintenance and testing procedure as outlined herein.
5. Hydrant Lead Valve Operation: All hydrants' lead valves must be exercised and confirmed to be left in the open position.
6. Following each test, the Service Provider will verify the following:
    - hydrant has seated properly
    - hydrant has drained properly
    - using an electronic listening device, ensure the hydrant is not leaking

DISTRIBUTION SYSTEM CAPACITY TESTING PROCEDURE

Hydrant capacity tests shall be performed on select hydrants as requested by the City. Capacity tests shall be performed, in accordance with the procedure outlined in AWWA M-17, Chapter 6. The test data is critical to establishing an ongoing capacity testing and maintenance program for maintaining a healthy distribution system.

1. At any time there is a concern the residual pressure reading is certain to drop below 20 psi, the test must be stopped, immediately, and the City informed. Areas already known to be of this condition, will be disclosed to the Service Provider in advance of the start of testing
2. Information will be provided by the City as to which hydrants are to be used during each test.

FIRE HYDRANT MAINTENANCE AND TESTING RECORDS

1. Information to be obtained for each test shall follow the current AWWA M-17 guidelines and any additional data listed below, which may not be included in their requirements.

2. General Information – The City will provide the following list of hydrant data points in electronic, Excel spreadsheet format (comma separated values (CSV)). These data fields must be used for data submittals back to the City:
    - City
    - Hydrant Number
    - Street Name
    - Cross Street Name
    - Location
    - Hydrant Make/Model/Date Stamp
    - Main Size
    - Lead Size
    - Number of Pumpers
    - Pumper Nozzle Size
    - Number of Nozzles
    - Nozzle Size
    - Hydrant Elevation
    - Pressure Zone
    - Calculated Bonnet Color
    - AWWA Classification

3. Inspection/Maintenance Information – The following information shall be provided for each hydrant. Unless otherwise stated, data shall be provided in the same electronic data file format as provided in Item 2 (CSV, if not able to provide in Excel spreadsheet format).
    - Inspection Date
    - Time of Day
    - Status ("OK," "Usable – Minor Problem," and "Usable – Major Problem", or other equally defining terminology)
    - Technician(s)
    - Problem Description
    - Color Scheme
    - Hydrant Lead Valve Exercised
    - Comments
    - Photo of Hydrant (png or jpeg) with the file name referenced in the Excel or CSV file.

4. Capacity Test Information - The following information must be provided for each hydrant that has a capacity test. Unless otherwise stated, data shall be provided in the same electronic data file format as provided in Item 2 (CSV, if not able to provide in Excel spreadsheet format).
    - Test Date
    - Gauge Hydrant Number
    - Flow Hydrant Number
    - Hydrant Nozzle Size used for each test
    - Static Pressure
    - Residual Pressure
    - Pitot Reading

- Flow rate in GPM (gallons per minute)
- Theoretical flow rates at 20 psi and 35 psi
- Theoretical flow rates at 20 psi and 35 psi, adjusted to low tank
- Amount of time flushing each hydrant
- Estimated amount of water used during each test
- Technician(s)

5. Additional Reporting Requirements
   - Any hydrants found to be inoperable will be bagged to indicate it is out of service and the City and appropriate fire department notified, immediately.
   - At the end of each day, the Service Provider will inform the City of any hydrants which are in need of repair or have inoperable valves.
   - Final reporting; within 30 days following completion of project, the following information will be provided to the City in a bound written report and electronic format:
     - Listing of hydrants reported in need of repair
     - Listing of hydrants reported out of service
     - Problems observed
     - Mapping discrepancies found
     - Estimated water used in total project

REPORT DATABASE

1. Using the City's existing numbering system, each hydrant upon which maintenance is performed and/or used in a capacity test will be identified and documented in a web based format, ensuring consistency for future testing, and highlighting changes in capacity within the distribution system.
2. The Service Provider will provide the City access to the online data for a minimum of five (5) years.
3. The online data must be capable of producing reports in an Excel spreadsheet which includes all, but not limited to, data fields noted under the Hydrant Information section above.
4. Hydrant reports must be made available online to the City no later than two (2) weeks following each day's testing.

REPAIRS/DAMAGES

1. Hydrants, or other components of the distribution system, which break or fail during the project, will be repaired at the expense of the City and must be reported to the City.
2. During testing, the Service Provider will not be responsible for:
   - possible valve or hydrant failures
   - damage done to the water system (water leaks, discolored water, turbidity, etc) or
   - possible damage to the City's individual customers

OBSERVATIONS

1. At any time, the Service Provider must welcome the City to observe field procedures while in progress and offer to the City any explanation and demonstration of equipment and techniques being used.

SAFETY

1. The Service Provider is required to provide a safe work environment at all times.
2. The Service Provider will provide personnel trained in Work Place First Aid, CPR and Traffic Control.
3. The Service Provider and its employees will follow all of the necessary safety procedures to protect themselves, the City's staff and general public.
4. A minimum of two-person teams will be used at all times for safety and quality assurance.
5. The City is not responsible for any injuries obtained, to the Service Provider or its employees, throughout the process of this project.

EXHIBIT B

STATE OF INDIANA)
) SS:
COUNTY OF _____)

AFFIDAVIT REGARDING E-VERIFY

The undersigned, being duly sworn, hereby affirms and says that:

1. The undersigned is the _____ of _____.
(job title) (company name)

2. The company named herein that employs the undersigned has contracted with or is seeking to contract with the City of Bloomington to provide services.

3. The undersigned hereby states that, to the best of his/her knowledge and belief, the company named herein does not knowingly employ an "unauthorized alien," as defined at 8 United States Code 1324a(h)(3).

4. The undersigned hereby states that, to the best of his/her knowledge and belief, the company named herein is enrolled in and participates in the E-Verify program.

_____
Signature

_____
Printed Name

STATE OF INDIANA)
) SS:
COUNTY OF _____)

Before me, a Notary Public in and for said County and State, personally appeared

_____ and acknowledged the execution of the foregoing

this _____ day of _____, 2017.

My Commission Expires:_____ _____
Notary Public

County of Residence:_____ _____
Name Printed

EXHIBIT C

NON-COLLUSION AFFIDAVIT

The undersigned offeror or agent, being duly sworn on oath, says that he has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be offered by any person nor to prevent any person from making an offer nor to induce anyone to refrain from making an offer and that this offer is made without reference to any other offer.

OATH AND AFFIRMATION

I affirm under the penalties of perjury that the foregoing facts and information are true and correct to the best of my knowledge and belief.

Dated this _____ day of _____, 2017.

_____
(Name of Organization)

By: _____

_____
(Name and Title of Person Signing)

STATE OF _____)
) SS:
COUNTY OF _____)

Subscribed and sworn to before me this _____ day of _____, 2017.

My Commission Expires:_____

_____
Notary Public

County of Residence:_____

_____
Name Printed

2017 Fire Hydrant Maintenance and Testing RFP Submittals (1550)			
Company	**Maintenance $/hyd**	**Capacity test $**	**Notes**
Geyer Fire Protection, LLC	$100	$150ea 1-9 Hyd, 10+ Hyd $135ea	
KMP Fire Services, LLC	$46	$70/hyd, first 30 tests are at no charge	
ME Simpson Co., Inc.	$37	$49	
Ryan Fire Protection, Inc.	$39	$78	