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**CITY OF NAPERVILLE
AWARD OF CONTRACT
PROCUREMENT NO. 12-116**

Requesting Department: Public Utilities - Water
Procurement Name: Cross-Connection Control Testing Records Administrator
Recommended Vendor: Aqua Backflow
Amount of Award: \$83,089.50 for period 3/1/12 thru 2/28/2015
CIP # Budgeted Account N/A
Budgeted Amount

DESCRIPTION

Illinois Environmental Protection Agency (IEPA) requires the City to maintain Cross-Connection Control Testing Records for all water customers who have testable devices. We currently have approximately 7,054 residential and 2,173 commercial backflow prevention devices on record. The affected customers each select a certified testing contractor from the many firms that offer services within the City of Naperville. Each customer is responsible for payment of the contractor's fees, which are typically in the range of \$25 to \$75 per device. The test records are then submitted to the City of Naperville as evidence of compliance.

The administration of these records has been performed by in-house staff for several years, since the inception of the IEPA rule. Recent staff reductions in DPU-W have resulted in a decision to outsource the administration of this program. Our research indicates that many of our surrounding communities such as St. Charles, Lombard, Oak Park, Downers Grove, Aurora, Oak Brook and Woodridge have successfully outsourced their Cross-Connection programs.

Under the outsourced program, our Customers will continue to select their own testing contractor and pay their own testing fees. Instead of submitting test results to the City, the testing contractor will submit their results to a third-party administrator. There will be a documentation fee for each device tested, and the fee will be paid by the testing contractor and added to the customer's bill for testing. City staff will not be involved in the testing and documentation process, and will not assess or collect fees for the program. The administrator will be responsible for all aspects of the program, including notification sent to customers, acceptance and recording of test results and reporting of test data to satisfy IEPA requirements.

NOTIFICATION AND RESPONSE:

Advertisement Date:	December 28, 2011	Notices Sent:	283
Opening Date:	January 18, 2012	Planholders:	9
		Bids Received:	3

The following bids were submitted:

Aqua Backflow	\$83,089.50
Backflow Solutions, Inc.	\$96,686.55
XC2Live	\$126,827.50

There will be no submittal fee for city owned devices, saving the City approximately \$1,164.

We are proposing a three-year contract with an additional three-year option. The outsourcing of this program will not create any cost to the City; the cost to document the cross-connection control testing will be paid by each customer with a testable device. This will free up time of existing staff to work on utility maintenance and repair.

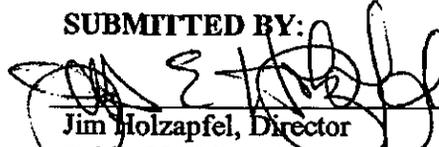
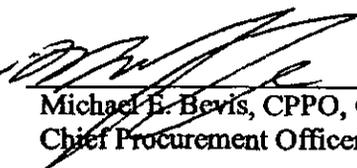
ATTACHMENTS

A Bid Tabulation

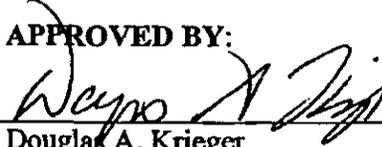
RECOMMENDATION

Staff recommends award of Bid 12-116, Cross Connection Testing Administrator, to Aqua Backflow for an amount of \$83,089.50 for the three year period beginning 3/1/2012.

SUBMITTED BY:

	1/24/12		1/24/2012
Jim Holzapfel, Director Public Utilities – Water Dept.	Date	Michael B. Bevis, CPPO, C.P.M. Chief Procurement Officer	Date

APPROVED BY:

 2/3/12
Douglas A. Krieger
City Manager

**City of Naperville Bid 12-116
Cross-Connection Control Testing Administrator
Bid Tabulation Sheet**

Item	Unit of Measure	Estimated Three-Year Quantity	Aqua Backflow		Backflow Solutions Inc.		XC2 Live	
			Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
Residential Test Submittals Accepted	Each Device Documented	10,581	\$4.85	\$51,317.85	\$3.00	\$31,743.00	\$5.95	\$62,956.95
Commercial Test Submittals Accepted	Each Device Documented	6,389	\$4.85	\$30,986.65	\$9.95	\$63,570.55	\$9.95	\$63,570.55
Commercial Test Submittals Accepted for Devices in Facilities Owned by City of Naperville	Each Device Documented	240	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Processing Fee for Hard Copy or Fax Submittal	Each Device Documented via Hard Copy or Fax	100	\$7.85	\$785.00	\$13.73	\$1,373.00	\$3.00	\$300.00
Total Cost				\$83,089.50	Total Cost	\$96,686.55	Total Cost	\$126,827.50