

VILLAGE OF HOMEWOOD



BOARD AGENDA MEMORANDUM

DATE OF MEETING: June 10, 2025

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Joshua Burman, Director of Public Works

Topic: Bid Award for Valve Exercising and Hydrant Flow Testing

PURPOSE

The Valve Exercising and Hydrant Flow Testing program addresses the need for systematic assessment and maintenance of the Village's water infrastructure, including approximately 1,142 mainline water valves and 1,200 fire hydrants. Implementation of this program aligns with best practices for water utilities and addresses deferred maintenance risks.

Staff requests the Village Board award a bid to M.E. Simpson Company, Inc. of Valparaiso, IN, the lowest responsible bidder, to perform Valve Exercising and Hydrant Flow Testing for three (3) years in an amount not to exceed \$146,286.

PROCESS

Routine valve exercising and hydrant flow testing are critical to maintaining system operability, improving fire suppression readiness, and meeting regulatory and Insurance Services Office (ISO) requirements. This initiative supports the Village's ongoing commitment to asset management and public safety.

Valve Exercising

Valve exercising is the process of opening and closing underground valves that control the flow of water throughout our water mains. Properly functioning valves allow water to be quickly shut off during emergencies or repairs, helps prevent larger service outages, and ensures reliable water service for residents and businesses.

When valves are left unused for extended periods, corrosion, sediment accumulation, and mineral deposits can build up. This, in turn, can cause them to seize and increases the risk of leaks or breaks. Regular exercising helps preserve the integrity of the system, keeps them functioning properly, and extends its operational life.

Hydrant Flow Testing

Hydrant flow testing involves opening fire hydrants to check water pressure and flow. This testing confirms that there is enough water available and at the right pressure for firefighting and other

VILLAGE OF HOMEWOOD



high-demand situations. This testing is also critical for ensuring that hydrants are ready and fully operational in case of a fire, identifying areas where water pressure may be low, and guiding infrastructure planning and upgrades.

ISO Rating Impacts

An ISO rating, also known as a Public Protection Classification, is a score that shows how well a community is prepared to handle fires. The score is given by the Insurance Services Office (ISO) and is used by insurance companies to help set property insurance rates. The rating looks at four main areas: how quickly and effectively 911 calls are handled, how well-equipped and trained the fire department is, **how reliable the water supply is for fighting fires**, and whether the community has programs for fire prevention and safety education. The rating scale goes from 1 to 10, with 1 being the best. A lower ISO rating can help lower insurance costs for homeowners and businesses because it shows the community is well-prepared to respond to fires. Homewood's ISO rating for fire is currently two (2). The exercising of the valves and fire hydrant flow testing is critical to maintaining this low and good ISO score.

Schedule of Work over 3 Years

The Village has miles of water main with many valves and a healthy number of fire hydrants. To accomplish the work, the Village will be separated into three work zone areas. Valve exercising and hydrant flow testing will be performed each year in each of the work zones until the last zone is completed in year three (3).

Request for Proposals (RFP)

The Village issued a Request for Proposals (RFP) to solicit qualified vendors that had experience in overseeing a comprehensive Valve Exercising and Hydrant Flow Testing Program. The scope of work includes the inspection, assessment, exercising, and GPS mapping of the Village's 1,142 mainline water valves, along with the integration of collected data into the Village's GIS platform. In addition, the program requires annual flow testing of approximately 1,200 fire hydrants to assess water main capacity and ensure fire suppression readiness.

The RFP was issued in May 2025, with a submission deadline of June 4, 2025. During this period, the Village made the RFP available to qualified vendors and responded to any inquiries related to the scope of work. Staff reached out to the following companies to inform them of the bid opportunity: M.E. Simpson Co., (Valparaiso, IN), Associated Technical Services, LTD (Villa Park, IL), American Leak Detection (Dixon, IL), and Xylem (Columbia, MD). At the close of the bidding window, the Village received one (1) proposal from M.E. Simpson Co. Staff conducted a thorough review of the submittal to ensure it met all technical and administrative requirements outlined in the RFP. Based on this evaluation, the vendor was determined to be responsive and capable of delivering the specified services. The contract term runs from May 1, 2025 through April 30, 2028.

VILLAGE OF HOMEWOOD



Contract Year	Total Cost
Year 1 (2025–2026)	\$48,060
Year 2 (2026–2027)	\$48,060
Year 3 (2027–2028)	\$50,166
Total (3 Years)	\$146,286

M.E. Simpson Co., Inc. is a nationally recognized consulting firm specializing in water utility services. Founded in 1979 and headquartered in Valparaiso, Indiana, the company has over four (4) decades of experience providing technical services to municipal water systems, utilities, and public works departments across the United States. Their work is focused on helping communities improve the efficiency, safety, and sustainability of their water and wastewater infrastructure.

OUTCOME

Awarding this contract will provide the Village with a structured, multi-year program to enhance the performance and reliability of its water distribution system. Benefits to the community include improved operational readiness for fire response, proactive identification and repair of inoperable assets, updated GIS-based infrastructure data for planning and emergency response, and enhanced compliance with ISO recommendations, which may positively impact insurance ratings.

FINANCIAL IMPACT

- **Funding Source:** Water Sewer Capital Fund
- **Budgeted Amount:** \$78,523
- **Cost:** Year 1 - \$48,060

LEGAL REVIEW

Not required

RECOMMENDED BOARD ACTION

Award a bid for Valve Exercising and Fire Hydrant Flow Testing Program to M.E. Simpson Company, Inc., of Valparaiso, IN, the lowest responsible bidder, for a three-year contract for an amount not to exceed \$146,286.

ATTACHMENT(S)

Bid Tabulation