DuPage Water Commission

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

AGENDA

DuPAGE WATER COMMISSION
THURSDAY, APRIL 10, 2008
7:30 P.M.

600 EAST BUTTERFIELD ROAD
ELMHURST, IL 60126

I. Call to Order and Pledge of Allegiance

II. Roll Call

(Majority of the Commissioners then in office—minimum 7)

III. Charter Customer Hearing Regarding Management Budget Ordinance for the Fiscal Year Commencing May 1, 2008 and Ending April 30, 2009

(Concurrence of a Majority of those Commissioners Present, provided there is a quorum—minimum 4)

RECOMMENDED MOTION: To open the Charter Customer Hearing Regarding the Management Budget Ordinance for the Fiscal Year Commencing May 1, 2008 and Ending April 30, 2009 (Voice Vote).

RECOMMENDED MOTION: To close the Charter Customer Hearing Regarding the Management Budget Ordinance for the Fiscal Year Commencing May 1, 2008 and Ending April 30, 2009 (Voice Vote).

IV. Public Comments (limited to 5 minutes per person)

V. Approval of Minutes

- Regular Meeting of March 13, 2008

(Concurrence of a Majority of those Commissioners Present, provided there is a quorum—minimum 4)

RECOMMENDED MOTION: To approve the Minutes of the March 13, 2008 Regular Meeting of the DuPage Water Commission (Voice Vote).

VI. Treasurer's Report – March 2008

(Concurrence of a Majority of those Commissioners Present, provided there is a quorum—minimum 4)

RECOMMENDED MOTION: To accept the March 2008 Treasurer's Report (Voice Vote).

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.

VII. Committee Reports

A. Administration Committee

1. Report of 4/10/08 Administration Committee

2. Actions on Items Listed on 4/10/08 Administration Committee Agenda

B. Engineering & Construction Committee

1. Report of 4/10/08 Engineering & Construction Committee

2. Actions on Items Listed on 4/10/08 Engineering & Construction Committee Agenda

C. Finance Committee

1. Report of 4/10/08 Finance Committee

2. Actions on Items Listed on 4/10/08 Finance Committee Agenda

VIII. Chairman's Report

IX. Omnibus Vote Requiring Majority Vote

A. Resolution No. R-18-08: A Resolution Directing the Transfer of Certain Excess Account Balances to the General Account of the Water Fund

(Concurrence of a Majority of those Commissioners Present, provided there is a quorum—minimum 4)

B. Resolution No. R-21-08: A Resolution Releasing Certain Executive Session Meeting Minutes at the April 10, 2008, DuPage Water Commission Meeting

(Concurrence of a Majority of those Commissioners Present, provided there is a quorum—minimum 4)

RECOMMENDED MOTION: To adopt the items listed on the Majority Omnibus Vote Agenda in a single group pursuant to the Omnibus Vote Procedures (Roll Call).

X. Omnibus Vote Requiring Super-Majority or Special Majority Vote

A. Ordinance No. O-3-08: An Ordinance Establishing Rates for Operation and Maintenance Costs

(Affirmative Majority of the Appointed Commissioners, containing the votes of at least 1/3 of the County Appointed Commissioners and 40% of the Municipal Appointed Commissioners—2 County + 3 Muni+2=7)

B. Ordinance No. O-4-08: An Ordinance Establishing Fixed Costs to be Payable by Each Contract Customer

(Affirmative Majority of the Appointed Commissioners, containing the votes of at least 1/3 of the County Appointed Commissioners and 40% of the Municipal Appointed Commissioners—2 County + 3 Muni+2=7)

C. Resolution No. R-19-08: A Resolution Directing Advertisement for Bids on a Contract for the Construction of Winfield Meter Station 27B (Contract MS-17/08)

(Affirmative Majority of the Appointed Commissioners, containing the votes of at least 1/3 of the County Appointed Commissioners and 40% of the Municipal Appointed Commissioners—2 County + 3 Muni+2=7)

D. Resolution No. R-20-08: A Resolution Awarding a Contract for the Installation of a Dedicated Cooling System in the Computer Equipment Room at the DuPage Pumping Station

(TO SUSPEND: Two-Thirds Majority Vote of the Commissioners Present—minimum 5)

(TO APPROVE: Concurrence of a Majority of the Appointed Commissioners—7)

RECOMMENDED MOTION: To adopt the items listed on the Super/Special Majority Omnibus Vote Agenda in a single group pursuant to the Omnibus Vote Procedures (Roll Call).

XI. Old Business

- Summary of Action Taken Since Previous Meeting

XII. New Business

A. Salary Survey Study Executive Session

(Concurrence of a Majority of those Commissioners Present, provided there is a quorum—minimum 4)

RECOMMENDED MOTION: To go into Executive Session to discuss matters related to personnel pursuant to 5 ILCS 120/2(c)(1) and (2) (Roll Call).

RECOMMENDED MOTION: To come out of Executive Session (Voice Vote).

B. Ordinance No. O-2-08: An Ordinance Approving and Adopting an Annual Management Budget for the Fiscal Year Commencing May 1, 2008 and Ending April 30, 2009

(Concurrence of a Majority of the Appointed Commissioners—7)

RECOMMENDED MOTION: To approve Ordinance No. O-2-08: An Ordinance Approving and Adopting an Annual Management Budget for the Fiscal Year Commencing May 1, 2008 and Ending April 30, 2009 (Roll Call).

XIII. Accounts Payable

(Affirmative Majority of the Appointed Commissioners, containing the votes of at least 1/3 of the County Appointed Commissioners and 40% of the Municipal Appointed Commissioners—2 County + 3 Muni+2=7)

RECOMMENDED MOTION: To approve the Accounts Payable in the amount of $4,531.64 subject to submission of all contractually required documentation (Roll Call).

XIV. Executive Session

(Concurrence of a Majority of those Commissioners Present, provided there is a quorum—minimum 4)

RECOMMENDED MOTION: To go into Executive Session to discuss security procedures pursuant to 5 ILCS 120/2(c)(8), to discuss matters related to personnel pursuant to 5 ILCS 120/2(c)(1) and (2), to discuss acquisition of real estate pursuant to 5 ILCS 120/2(c)(5), and/or to discuss pending, probable, or imminent litigation pursuant to 5 ILCS 120/2(c)(11) (Roll Call).

RECOMMENDED MOTION: To come out of Executive Session (Voice Vote).

XV. Adjournment

(Concurrence of a Majority of those Commissioners Present, provided there is a quorum—minimum 4)

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DRAFT

MINUTES OF A MEETING OF THE DuPAGE WATER COMMISSION HELD ON THURSDAY, MARCH 13, 2008 600 E. BUTTERFIELD ROAD ELMHURST, ILLINOIS

The meeting was called to order by Chairman Rathje at 7:30 P.M.

Commissioners in attendance: E. Chaplin, G. Mathews, W. Murphy, A. Poole, F. Saverino, J. Vrdolyak, D. Zeilenga, and L. Rathje

Commissioners Absent: L. Hartwig, W. Maio, W. Mueller, and G. Wilcox

Also in attendance: Treasurer R. Thorn, R. Martin, R. M. Richter, M. Crowley, C. Johnson, T. McGhee, R. C. Bostick, F. Frelka, J. Schori, and E. Kazmierczak

PUBLIC COMMENTS

Laurel Bowen, 829 Clyde Drive, Downers Grove, Illinois, read from a prepared statement, corrected several misstatements contained in, and otherwise responded to, General Manager Martin's letter of February 20th.

Commissioner Chaplin also commented on General Manager Martin's letter of February 20th.

APPROVAL OF MINUTES

Commissioner Chaplin moved to approve the Minutes of the February 14, 2008 Committee of the Whole Meeting of the DuPage Water Commission as amended, if necessary, to mention Commissioner Chaplin's reference to the availability of certain on-line safety training. Seconded by Commissioner Vrdolyak and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Commissioner Chaplin moved to approve the Executive Session Minutes of the February 14, 2008 Committee of the Whole Meeting of the DuPage Water Commission. Seconded by Commissioner Vrdolyak and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Commissioner Poole moved to approve the Minutes of the February 14, 2008 Regular Meeting of the DuPage Water Commission. Seconded by Commissioner Saverino and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Commissioner Vrdolyak moved to approve the Executive Session Minutes of the February 14, 2008 Regular Meeting of the DuPage Water Commission. Seconded by Commissioner Zeilenga and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

TREASURER'S REPORT

Treasurer Thorn presented the Treasurer's Report for the month of February 2008 which showed receipts of $6,824,968.00, disbursements of $5,044,707.00, and a cash and investment balance of $91,290,142.00.

Commissioner Mathews moved to accept the February 2008 Treasurer's Report. Seconded by Commissioner Chaplin and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

COMMITTEE REPORTS

Administration Committee

No meeting scheduled

Engineering & Construction Committee – Reported by Commissioner Saverino

Although there was no meeting due to lack of a quorum, Commissioner Saverino reviewed and recommended for approval all Resolutions listed on the Engineering & Construction Committee agenda.

Finance Committee – Reported by Commissioner Poole

Commissioner Poole reported that the Finance Committee reviewed and recommended for approval all items listed on the Finance Committee agenda. In referring to Ordinance No. O-1-08 which appears on the agenda for approval, Commissioner Poole noted to his surprise that, according to Financial Administrator Richter, the Commission will only have to adopt two more annual property tax abatement ordinances even though it has four more years of annual payments left on the General Obligation Bonds.

CHAIRMAN'S REPORT

Chairman Rathje asked General Manager Martin to give a brief description regarding the statement made to the media by John Spatz, Commissioner of the Chicago Department of Water Management concerning water quality. General Manager Martin commented that the statement refers to the small amounts of pharmaceuticals found in the Lake Michigan water supply, but the levels are so low that it does not pose a threat to humans. General Manager Martin further commented that Mr. Spatz has been in contact with the IEPA and is awaiting direction as to testing and monitoring requirements for these compounds.

Chairman Rathje next reported that he and General Manager Martin attended the Regional Water Supply Planning Group, which is on-going, and noted that part of the

discussion focused on the Water Demand Scenarios Report presented by Dr. Ben Dziegielewski of Southern Illinois Urbana Champaign. In response to Chairman Rathje's offer, Commissioner Poole requested a copy of the Report.

Before concluding the Chairman's report, Chairman Rathje thanked Ms. Bowen for her statement correcting General Manager Martin's letter of February 20th, apologized for the errors, and offered his assistance in an effort to answer all her questions.

MAJORITY OMNIBUS VOTE AGENDA

Commissioner Murphy moved to adopt the items listed on the Majority Omnibus Vote Agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Zeilenga and unanimously approved by a Roll Call Vote:

Majority Omnibus Vote

Ayes: L. Chaplin, G. Mathews, W. Murphy, A. Poole, F. Saverino, J. Vrdolyak, D. Zeilenga, and L. Rathje

Nays: None

Absent: L. Hartwig, W. Maio, W. Mueller, and G. Wilcox

Item 1: Ordinance No. O-1-08: An Ordinance of the DuPage Water Commission, Counties of DuPage, Cook and Will, Illinois, Abating the 2007 Tax Levy for the $93,970,000 General Obligation Water Refunding Bonds, Series 2001, of the Commission—"Majority Omnibus Vote"

Item 2: Resolution No. R-12-08: A Resolution Awarding a Contract for the Construction of Fall Protection Controls at the DuPage Pumping Station—"Majority Omnibus Vote"

Item 3: Resolution No. R-14-08: A Resolution Amending Resolution No. R-70-07, being "A Resolution Approving and Authorizing the Execution of a New Electrical Supply Agreement" —"Majority Omnibus Vote"

SUPER/SPECIAL MAJORITY OMNIBUS VOTE AGENDA

Commissioner Poole moved to adopt the items listed on the Super/Special Majority Omnibus Vote Agenda in a single group pursuant to the Omnibus Vote Procedures. Seconded by Commissioner Saverino and unanimously approved by a Roll Call Vote:

Super/Special Majority Omnibus Vote

Ayes: L. Chaplin, G. Mathews, W. Murphy, A. Poole, F. Saverino, J. Vrdolyak, D. Zeilenga, and L. Rathje

Nays: None

Absent: L. Hartwig, W. Maio, W. Mueller, and G. Wilcox

Item 1: Resolution No. R-8-08: A Resolution Approving and Ratifying Certain Task Orders under a Master Contract with Consoer Townsend Envirodyne Engineers, Inc. at the March 13, 2008, DuPage Water Commission Meeting—"Super/Special Majority Omnibus Vote"

Item 2: Resolution No. R-9-08: A Resolution Directing Advertisements for Bids on a Contract for Quick Response Construction Work (Contract QR-8/08)—"Super/Special Majority Omnibus Vote"

Item 3: Resolution No. R-10-08: A Resolution Approving and Accepting the Proposal of McGladrey & Pullen, LLP for Audit Services—"Super/Special Majority Omnibus Vote"

Item 4: Resolution No. R-11-08: A Resolution Approving a First Amendment to Task Order No. 20 under the Master Contract with Consoer Townsend Envirodyne Engineers, Inc.—"Super/Special Majority Omnibus Vote"

Item 5: Resolution No. R-13-08: A Resolution Approving a Second Amendment to Task Order No. 5 under the Master Contract with Greeley and Hansen LLC—"Super/Special Majority Omnibus Vote"

Item 6: Resolution No. R-15-08: A Resolution Approving a Second Amendment to the Contract between the DuPage Water Commission and Primera Engineers, LTD. for Professional Engineering Services in Connection with the Climate Control System for the Main Computer Room at the DuPage Pumping Station—"Super/Special Majority Omnibus Vote"

Item 7: Resolution No. R-16-08: A Resolution Approving and Ratifying Certain Contract Change Orders at the March 13, 2008, DuPage Water Commission Meeting—"Super/Special Majority Omnibus Vote"

Item 8: Resolution No, R-17-08: A Resolution Approving and Ratifying Certain Work Authorization Orders Under Quick Response Contract QRE-3/07 at the March 13, 2008, DuPage Water Commission Meeting—"Super/Special Majority Omnibus Vote"

OLD BUSINESS

In response to Commissioner Poole's request, Staff Attorney Crowley confirmed that Holland & Knight's opinion regarding leak detection grants would not change regardless of whether the proposed grant program was re-designated as an incentive or credit arrangement.

General Manager Martin informed the Board that he and Water Operations Manager McGhee attended the ISAWWA Conference in Springfield, Illinois, which included three interesting presentations on the following Commission projects: (1) Asset Management; (2) Photovoltaic Cells; and (3) Pipe Loop Study.

NEW BUSINESS

Commissioner Murphy moved to conduct a Hearing Regarding Management Ordinance for the Fiscal Year Commencing May 1, 2008 and Ending April 30, 2009 on April 10, 2008 at 7:30 P.M. Seconded by Commissioner Mathews.

Commissioner Poole asked how the General Manager planned to address the $150,000 included in the draft budget for the leak detection grant program that Holland &Knight advised against. General Manager Martin responded that he did not want to re-submit budget documents to the customers and offered, instead, his commitment not to spend the funds.

Commissioner Chaplin questioned whether the General Manager had decided how many interns he would be retaining (if any) and whether any changes to the safety budget had been made based upon the discussions at the February meetings. General Manager Martin responded that he had not yet had an opportunity to review Safety Coordinator Bostick's memorandum on the subject.

After Staff Attorney Crowley clarified for the Board that the only time the budget documents would need to be resubmitted to the customers would be if the rate for Operations and Maintenance Costs were to increase, the motion was unanimously approved by a Voice Vote.

All voted aye. Motion carried.

Commissioner Saverino moved to approve Purchase Order No. 10487 in the amount of $81,600.00 to Infor-Datastream. Seconded by Commissioner Murphy and unanimously approved by a Roll Call Vote:

Ayes: L. Chaplin, G. Mathews, W. Murphy, A. Poole, F. Saverino, J. Vrdolyak, D. Zeilenga, and L. Rathje

Nays: None

Absent: L. Hartwig, W. Maio, W. Mueller, and G. Wilcox

ACCOUNTS PAYABLE

Commissioner Vrdolyak moved to approve the Accounts Payable in the amount of $14,848.00 subject to submission of all contractually required documentation. Seconded by Commissioner Mathews and unanimously approved by a Roll Call Vote:

Ayes: L. Chaplin, G. Mathews, W. Murphy, A. Poole, F. Saverino, J. Vrdolyak, D. Zeilenga, and L. Rathje

Nays: None

Absent: L. Hartwig, W. Maio, W. Mueller, and G. Wilcox

EXECUTIVE SESSION

None

Before the meeting was adjourned, Commissioner Chaplin revisited the discussion on pharmaceuticals found in the water supply and suggested the Board direct staff to prepare a letter to Commissioner Spatz, City of Chicago Department of Water Management, urging the City to take a more proactive role by developing a monitoring program. Though noting that because there are no federal or state regulations requiring such testing, there was not much the City could do with the test results, General Manager Martin stated that a letter will be sent.

Commissioner Poole was surprised to hear that the City of Chicago hadn't already implemented their own testing and monitoring program and advised that the City of Milwaukee, Wisconsin has been testing for pharmaceuticals in their water and one of the compounds found is cotinine, which is a byproduct of nicotine.

Lastly, Commissioner Chaplin noted that she spoke with Staff Attorney Crowley before the Commission meeting began and requested that a discussion on emails and the Open Meetings Act be included on the April Administration Committee Agenda.

There being no further discussion, Commissioner Mathews moved to adjourn the meeting at 8:02 P.M. Seconded by Commissioner Zeilenga and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

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DU PAGE WATER COMMISSION
TREASURE'S REPORT
STATEMENT OF REVENUES & EXPENDITURES
March 31, 2008

	CURRENT MONTH			YEAR TO DATE		
	FY 2008	FY 2007	INC - (DEC)	FY 2008	FY 2007	INC - (DEC)
REVENUE						
WATER SALES (NOTE 1)	$ 2,178,713	3,299,792	(1,121,079)	31,725,360	41,724,961	(9,999,601)
SALES TAX	3,582,357	3,781,515	(199,158)	30,365,612	33,968,894	(3,603,282)
INVESTMENT INCOME	77,887	345,249	(267,362)	1,251,612	4,946,365	(3,694,753)
OTHER INCOME	-	-	-	-	132	(132)
TOTAL REVENUE	5,838,957	7,426,556	(1,587,599)	63,342,584	80,640,352	(17,297,768)
EXPENDITURES						
PERSONAL SERVICES	361,417	366,340	(4,923)	3,373,171	2,904,083	469,088
PROFESSIONAL SERVICES	47,700	8,481	39,219	277,207	172,749	104,458
CONTRACTUAL SERVICES	2,635	38,754	(36,119)	212,526	348,434	(135,908)
INSURANCE	8,247	15,082	(6,835)	81,985	705,480	(623,495)
WATER SUPPLY COSTS (NOTE 2)	3,877,785	3,213,705	664,080	41,469,761	44,780,044	(3,310,283)
BOND PRINCIPAL & INTEREST EXPENSE	11,916,325	11,661,450	254,875	25,989,262	27,739,963	(1,750,701)
LAND AND RIGHT OF WAY	-	-	-	-	100	(100)
CAPITAL EQUIPMENT PURCHASES	831,879	17,960	813,919	3,241,717	2,018,381	1,223,336
TOTAL EXPENDITURES	17,045,988	15,321,772	1,724,216	74,645,629	78,669,234	(4,023,605)
REBATES	-			40,000,000	-	
TRANSFER TO OTHER GOVERNMENTS	-	-		15,000,000	15,000,000	
NET INCREASE / (DECREASE) IN FUNDS	(11,207,031)	(7,895,216)	(3,311,815)	(66,303,045)	(13,028,882)	(13,274,163)

FUNDS CONSIST OF:	March 31, 2008	March 31, 2007	INC - (DEC)
PETTY CASH	800	800	-
CASH AT BANK ONE	7,526	7,526	-
CASH AT MB FINANCIAL LOCK BOX	96,606	771,234	(674,628)
CASH AT HARRIS BANK	62,290	64,173	(1,883)
TOTAL CASH	167,222	843,733	(676,511)

	March 31, 2008	March 31, 2007				% CHANGE
ILLINOIS FUNDS MONEY MARKET	12.08%	44.82%	9,647,995	63,549,240	(53,901,245)	-84.8%
ILLINOIS FUNDS PRIME FUND	22.69%	19.15%	18,115,231	27,139,553	(9,024,322)	-33.3%
GOVERNMENT MONEY MARKET FUNDS	0.00%	0.63%	3,227	888,815	(885,588)	-99.6%
U. S. TREASURY INVESTMENTS	32.04%	16.70%	25,583,043	23,665,213	1,917,830	8.1%
U. S. AGENCY INVESTMENTS	0.00%	0.00%	-	-	-	0.0%
CERTIFICATES OF DEPOSIT	33.19%	18.70%	26,500,000	26,500,000	-	0.0%
TOTAL INVESTMENTS	100.00%	100.00%	79,849,496	141,742,821	(61,893,325)	
TOTAL FUNDS			80,016,718	142,586,554	(62,569,836)	
UNRESTRICTED FUNDS			25,476,453	89,199,969	(63,723,516)	
RESTRICTED FUNDS			54,540,265	53,386,585	1,153,680	
TOTAL FUNDS			80,016,718	142,586,554	(62,569,836)	
					-	

NOTE 1 - REDUCED WATER SALES DUE TO REDUCED WATER RATE FOR FY 2008
NOTE 2 - INCREASED WATER SUPPLY COSTS DUE TO CITY OF CHICAGO RATE INCREASE EFFECTIVE JANUARY 1, 2008

DATE: April 4, 2008

REQUEST FOR BOARD ACTION

AGENDA SECTION	Omnibus Vote Requiring Majority Vote	**ORIGINATING DEPARTMENT**	Finance
ITEM	A Resolution Directing the Transfer of Certain Excess Account Balances to the General Account of the Water Fund Resolution No. R-18-08	**APPROVAL**	

Account No.: 01-1216

The Commission's Revenue Bond Ordinance, as supplemented and amended, allows transfers of certain excess account balances in the Water Fund to the "general" account of the Water Fund. Resolution No. R-18-08 would authorize the transfer of certain excess account balances.

MOTION: To approve Resolution No. R-18-08

DRAFT

DuPAGE WATER COMMISSION

RESOLUTION NO. R-18-08

A RESOLUTION DIRECTING THE
TRANSFER OF CERTAIN EXCESS ACCOUNT
BALANCES TO THE GENERAL ACCOUNT OF THE WATER FUND

WHEREAS, by Ordinance No. O-1-87, the DuPage Water Commission (the "Commission") authorized the issuance of certain revenue bonds and created several special funds of the Commission, including without limitation the "Water Fund" established by Section 8.01 of Ordinance No. O-1-87; and

WHEREAS, Ordinance No. O-1-87 created several accounts within the Water Fund, including without limitation the "Depreciation Account" and the "General Account"; and

WHEREAS, pursuant to Section 8.17 of Ordinance No. O-1-87, amounts to the credit of the Depreciation Account in excess of the Depreciation Account Requirement, as defined in Ordinance No. O-1-87, may be transferred to the General Account; and

WHEREAS, as of the accounting day of February 29, 2008, the amount of money to the credit of the Depreciation Account is $1,182,575.78 more than the Depreciation Account Requirement;

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

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

SECTION TWO: The Treasurer of the DuPage Water Commission shall be and hereby is authorized and directed to transfer to the General Account $1,182,575.78 from the Depreciation Account.

SECTION THREE: The monies transferred to the General Account shall be used as provided in Section 8.10 of Ordinance No. O-1-87.

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

AYES:

NAYS:

ABSENT:

ADOPTED this _____ day of _____, 2008.

_____
Chairman

ATTEST:

_____
Clerk

Board/Resolutions/R-18-08.doc

DATE: April 1, 2008

REQUEST FOR BOARD ACTION

AGENDA SECTION	Omnibus Vote Requiring Majority Vote	**ORIGINATING DEPARTMENT**	General Manager's Office
ITEM	A Resolution Releasing Certain Executive Session Meeting Minutes at the April 10, 2008, DuPage Water Commission Meeting Resolution No. R-21-08	**APPROVAL**	

Pursuant to the Illinois Open Meetings Act, the Board is required to periodically review its closed meeting minutes to determine if they are eligible for release to the public. Staff recommends that the minutes of the closed meetings of September 13, 2007; October 11, 2007 (Committee of the Whole); November 8, 2007 (Committee of the Whole); and December 13, 2007 (Committee of the Whole), be released to the public because, in staff's view, they no longer contain information requiring confidential treatment. It is also staff's recommendation that the minutes of all of the other closed meetings of the Board that have not been previously released to public should not be released to the public because they continue to contain information requiring confidential treatment.

MOTION: To approve Resolution No. R-21-08.

DRAFT

DuPAGE WATER COMMISSION

RESOLUTION NO. R-21-08

A RESOLUTION RELEASING CERTAIN
EXECUTIVE SESSION MEETING MINUTES AT THE
APRIL 10, 2008, DuPAGE WATER COMMISSION MEETING

WHEREAS, the Board of Commissioners of the DuPage Water Commission has periodically met in closed session to consider matters expressly exempted from the public meeting requirements of the Illinois Open Meetings Act, 5 ILCS 120/1 et seq. (the "Act"); and

WHEREAS, as required by the Act, the Clerk has kept written minutes of all such closed sessions; and

WHEREAS, on April 10, 2008, the Board of Commissioners of the DuPage Water Commission met to review the minutes of all such closed sessions that have not heretofore been made available for public inspection as required by Section 2.06(d) of the Act; and

WHEREAS, the Board of Commissioners of the DuPage Water Commission determined that the need for confidentiality still exists as to the minutes of the closed session meetings set forth in Schedule A attached hereto and by this reference incorporated herein and made a part hereof; and

WHEREAS, the Board of Commissioners of the DuPage Water Commission further determined that the minutes of the closed session meetings set forth in Schedule B attached hereto and by this reference incorporated herein and made a part hereof no longer require confidential treatment and should be made available for public inspection;

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

SECTION ONE: Recitals. The foregoing recitals are incorporated herein as if fully set forth.

SECTION TWO: Release. The minutes of the closed session meetings set forth in Schedule B attached hereto shall be and they hereby are released.

SECTION THREE: Inspection and Copying. The Clerk shall be and hereby is authorized and directed to make said minutes available for inspection and copying in accordance with the standing procedures of the DuPage Water Commission.

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

AYES:

NAYS:

ABSENT:

ADOPTED this _____ day of _____, 2008.

_____
Chairman

ATTEST:

_____
Clerk

Resolution No. R-21-08

SCHEDULE A

June 9, 1988

May 13, 2004 First Session

May 10, 2007

August 9, 2007

Committee of the Whole
February 14, 2008

February 14, 2008

Resolution No. R-21-08

SCHEDULE B

September 13, 2007

Committee of the Whole
October 11, 2007

Committee of the Whole
November 8, 2007

Committee of the Whole
December 13, 2007

DATE: April 4, 2008

REQUEST FOR BOARD ACTION

AGENDA SECTION	Omnibus Vote Requiring Super-Majority or Special Majority Vote	**ORIGINATING DEPARTMENT**	Finance
ITEM	An Ordinance Establishing Rates for Operation and Maintenance Costs Ordinance No. O-3-08	**APPROVAL**	

Account No. 01-5110

Ordinance No. O-3-08 would establish a rate of $1.04 per 1,000 gallons of water for Operation and Maintenance Costs for May 1, 2008 through September 30, 2008 and a rate of $1.24 per 1,000 gallons for the period of October 1, 2008 through April 30, 2009 in accordance with the Annual Management Budget that appears on the agenda as Ordinance No. O-2-08 and that was approved for distribution in tentative form at the February 14, 2008, Board meeting.

MOTION: To approve Ordinance No. O-3-08.

DRAFT

DuPAGE WATER COMMISSION

ORDINANCE NO. O-3-08

AN ORDINANCE ESTABLISHING RATES
FOR OPERATION AND MAINTENANCE COSTS

WHEREAS, pursuant to Section 11-135-5 of the Illinois Municipal Code, 65 ILCS 5/11-135-5, the Commission is required to establish, by ordinance, rates and charges for water which are sufficient at all times to pay, among other things, Operation and Maintenance Costs; and

WHEREAS, pursuant to that certain Water Purchase and Sale Contract dated as of June 11, 1986, by and between the Commission and its Charter Customers (the "Charter Customer Contract"), Operation and Maintenance Costs payable by the Charter Customers in each Fiscal Year are determined and assessed by the Commission on a price per 1,000 gallon basis established in accordance with the provisions of Subsection 7(l) of the Charter Customer Contract; and

WHEREAS, the Commission prepared and submitted to the Charter Customers a tentative budget for the Fiscal Year commencing May 1, 2008, and ending April 30, 2009 (the "Covered Fiscal Year"), as required by said Subsection 7(l) (the "Tentative Budget"); and

WHEREAS, the Tentative Budget contained an estimate of Operation and Maintenance Costs for the period of May 1, 2008 through September 30, 2008 in a stated price of $1.04 per 1,000 gallons of water delivered and for the period of October 1, 2008 through April 30, 2009 in a stated price of $1.24 per 1,000 gallons of water delivered; and

WHEREAS, due notice having been given, a hearing was held on the Tentative Budget at which time the Charter Customers were heard; and

WHEREAS, after full review and consideration, the Commission has determined that it is reasonable, necessary, and sufficient for the Commission to approve and adopt for the period of May 1, 2008 through September 30, 2008 the stated price of $1.04 per 1,000 gallons of water delivered and for the period of October 1, 2008 through April 30, 2009 the stated price of $1.24 per 1,000 gallons of water delivered as and for the rates to be charged to all Contract Customers for Operation and Maintenance Costs in the Covered Fiscal Year;

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

SECTION ONE: The foregoing recitals are hereby incorporated herein as findings of the Board of Commissioners of the DuPage Water Commission.

SECTION TWO: Capitalized terms not otherwise defined in this Ordinance shall have the meanings ascribed to them in the Charter Customer Contract.

SECTION THREE: A rate of $1.04 for the period of May 1, 2008 through September 30, 2008 per 1,000 gallons of water delivered and a rate of $1.24 for the period of October 1, 2008 through April 30, 2009 per 1,000 gallons of water delivered shall be and they hereby are established for Operation and Maintenance Costs for the Covered Fiscal Year. The rates for Operation and Maintenance Costs established pursuant to this Ordinance for the Covered Fiscal Year shall apply equally to Charter Customers and Subsequent Customers and shall be in addition to, and not in lieu of or as a credit against, any and all other costs, fees, or charges imposed by the Charter Customer Contract or any Subsequent Contract.

SECTION FOUR: Notwithstanding any other provision of this Ordinance, at any time no Lake Water is being supplied through the Waterworks System to Contract Customers, each Contract Customer's share of monthly Operation and Maintenance Costs shall be that proportion of those costs which such Contract Customer's Water Allocation bears to the total Water Allocations of all Contract Customers required to make Operation and Maintenance Costs payments during the same period.

SECTION FIVE: The rates for Operation and Maintenance Costs established pursuant to this Ordinance for the Covered Fiscal Year shall be subject to change by amendatory ordinance approved in the same manner as this Ordinance and in accordance with the notice and hearing requirements of Subsection 7(l) of the Charter Customer Contract.

SECTION SIX: This Ordinance shall be in full force and effect from and after its adoption by a majority affirmative vote of all of the Commissioners including the affirmative votes of at least 1/3 of the Commissioners appointed by the County Board Chairman and 40% of the Commissioners appointed by the Mayors; provided, however, that Sections Three and Four of this Ordinance shall be of no force or effect until May 1, 2008.

AYES:

NAYS:

ABSENT:

ADOPTED this _____ day of _____, 2008.

_____
Chairman

ATTEST:

_____
Clerk

Board/Ordinances/O-3-08.doc

DATE: April 4, 2008

REQUEST FOR BOARD ACTION

AGENDA SECTION	Omnibus Vote Requiring Super-Majority or Special Majority Vote	**ORIGINATING DEPARTMENT**	Finance
ITEM	An Ordinance Establishing Fixed Costs to be Payable by Each Contract Customer Ordinance No. O-4-08	**APPROVAL**	

Account No. 01-5120

Ordinance No. O-4-08 would establish a rate for Fixed Costs for FY 2008/2009 using sales tax funds to reduce Fixed Costs payments by 50% of the required amount (approximating an average Charter Customer rate of $0.21 per 1,000 gallons) in accordance with the Annual Management Budget that appears on the agenda as Ordinance No. O-2-08 and that was approved for distribution in tentative form at the February 14, 2008, Board meeting.

MOTION: To approve Ordinance No. O-4-08.

DRAFT

DuPAGE WATER COMMISSION

ORDINANCE NO. O-4-08

AN ORDINANCE ESTABLISHING FIXED COSTS TO
BE PAYABLE BY EACH CONTRACT CUSTOMER

WHEREAS, pursuant to Section 11-135-5 of the Illinois Municipal Code, 65 ILCS 5/11-135-5, the Commission is required to establish, by ordinance, rates and charges for water which are sufficient at all times to pay, among other things, Fixed Costs; and

WHEREAS, pursuant to that certain Water Purchase and Sale Contract dated as of June 11, 1986, by and between the Commission and its Charter Customers (the "Charter Customer Contract"), Fixed Costs payable by the Charter Customers in each Fiscal Year are determined and assessed by the Commission proportionately in accordance with the provisions of Subsection 6(b) of the Charter Customer Contract; and

WHEREAS, the Commission prepared and submitted to the Charter Customers a tentative budget for the Fiscal Year commencing May 1, 2008, and ending April 30, 2009 (the "Covered Fiscal Year"), as required by Subsection 7(l) of the Charter Customer Contract (the "Tentative Budget"); and

WHEREAS, the Tentative Budget contained an estimate of Fixed Costs to be payable by Contract Customers, in the aggregate, for the Covered Fiscal Year in a stated aggregate dollar amount of $7,144,719.00, which amount is generally allocated among Contract Customers based upon each Contract Customer's proportionate share of such Fixed Costs that such Contract Customer's Full Water Requirements or Minimum Take or Pay Requirements, as applicable, bears to the sum of the Full Water Requirements or Minimum Take or Pay Requirements, as applicable, of all Contract Customers for the period between January 1, 2006, and December 31, 2007; and

WHEREAS, due notice having been given, a hearing was held on the Tentative Budget at which time the Charter Customers were heard; and

WHEREAS, after full review and consideration, the Commission has determined that it is reasonable, necessary, and sufficient for the Commission to approve and adopt the stated aggregate dollar amount of $7,144,719.00 as and for the amount of Fixed Costs to be payable by Contract Customers, in the aggregate, for the Covered Fiscal Year;

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

SECTION ONE: The foregoing recitals are hereby incorporated herein as findings of the Board of Commissioners of the DuPage Water Commission.

SECTION TWO: Capitalized terms not otherwise defined in this Ordinance shall have the meanings ascribed to them in the Charter Customer Contract.

SECTION THREE: The Fixed Costs to be payable by Contract Customers, in the aggregate, for the Covered Fiscal Year shall be and they hereby are established in the aggregate dollar amount of $7,144,719.00, which amount is generally allocated among Contract Customers based upon each Contract Customer's proportionate share of such Fixed Costs that such Contract Customer's Full Water Requirements or Minimum Take or Pay Requirements, as applicable, bears to the sum of the Full Water Requirements or Minimum Take or Pay Requirements, as applicable, of all Contract Customers for the period between January 1, 2006, and December 31, 2007. Each Contract Customer's proportionate share of Fixed Costs established pursuant to this Ordinance for the Covered Fiscal Year shall be in addition to, and not in lieu of or as a credit against, any

and all other costs, fees, or charges imposed by the Charter Customer or applicable Subsequent Contract.

SECTION FOUR: The Fixed Costs established pursuant to this Ordinance for the Covered Fiscal Year shall be subject to change by amendatory ordinance approved in the same manner as this Ordinance.

SECTION FIVE: This Ordinance shall be in full force and effect from and after its adoption by a majority affirmative vote of all of the Commissioners including the affirmative votes of at least 1/3 of the Commissioners appointed by the County Board Chairman and 40% of the Commissioners appointed by the Mayors; provided, however, that Section Three of this Ordinance shall be of no force or effect until May 1, 2008.

AYES:

NAYS:

ABSENT:

ADOPTED this _____ day of _____, 2008.

_____
Chairman

ATTEST:

_____
Clerk

Board/Ordinances/O-4-08.doc

DATE: April 4, 2008

REQUEST FOR BOARD ACTION

AGENDA SECTION	Omnibus Vote Requiring Super Majority or Special Majority Vote	**ORIGINATING DEPARTMENT**	Facilities Construction
ITEM	A Resolution Directing Advertisement for Bids on a Contract for the Construction of Winfield Meter Station 27B (Contract MS-17/08) Resolution No. R-19-08	**APPROVAL**	

Account Number: 01-2611

Resolution No. R-19-08 would authorize advertisement for bids on a Contract for the Construction of Winfield Meter Station 27B (Contract MS-17/08) and establish all requirements necessary for the bidding, for the awarding of the contract, and for the approval of the contractor's bonds, all as required by state statute.

MOTION: To approve Resolution No. R-19-08.

DRAFT

DuPAGE WATER COMMISSION

RESOLUTION NO. R-19-08

A RESOLUTION DIRECTING ADVERTISEMENT FOR BIDS ON A CONTRACT FOR THE CONSTRUCTION OF WINFIELD METER STATION 27B
(Contract MS-17/08)

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

SECTION ONE: Advertisement for Bids. The General Manager is hereby authorized and directed to advertise for bids for the contract entitled "Contract for the Construction of Winfield Meter Station 27B—Contract MS-17/08" (the "Contract") in accordance with the requirements of 65 ILCS 5/11-135-5.

SECTION TWO: Notice Inviting Bids. The Notice inviting bids on the Contract shall be in substantially the form of the "Invitation for Bidder's Proposals" attached hereto and by this reference incorporated herein and made a part hereof as Exhibit A.

SECTION THREE: Requirements for Bidding. Sealed envelopes or packages containing proposals for the performance of the Contract shall be submitted to the Commission in accordance with the "General Instructions to Bidders" substantially in the form attached hereto and by this reference incorporated herein and made a part hereof as Exhibit B, and the "Special Instructions to Bidders" substantially in the form attached hereto and by this reference incorporated herein and made a part hereof as Exhibit C.

SECTION FOUR: Awarding of Contract. The Commission will award the Contract to the bidder whose proposal is deemed by the Commission to be in the best interests of the Commission and the public. The bidder who is to receive an award shall be determined in accordance with Article VIII of the Commission By-Laws, the General

Instructions to Bidders substantially in the form attached hereto as Exhibit B, and the Special Instructions to Bidders substantially in the form attached hereto as Exhibit C.

SECTION FIVE: Approval of Bonds. The approval of the contractor's faithful performance bonds shall be subject to the requirements set forth under the subheading "Performance and Payment Bonds" in the Invitation for Bidder's Proposals attached hereto as Exhibit A.

SECTION SIX: Effective Date. This resolution shall be in full force and effect from and after its adoption.

AYES:

NAYS:

ABSENT:

ADOPTED this _____ day of _____, 2008.

_____
Chairman

ATTEST:

_____
Clerk

Board/Resolutions/R-19-08.doc

EXHIBIT A

DuPAGE WATER COMMISSION

CONTRACT FOR THE CONSTRUCTION OF

WINFIELD METER STATION 27B
CONTRACT MS-17/08

INVITATION FOR BIDDER'S PROPOSALS

OWNER:
DuPage Water Commission
600 East Butterfield Road
Elmhurst, Illinois 60126-4642

ENGINEER: Consoer Townsend Envirodyne Engineers, Inc.
303 East Wacker Drive
Suite 600
Chicago, Illinois 60601

1. Invitation to Bid

Owner invites sealed Bidder's Proposals for the Work described in detail in the Contract and generally described as follows:

> Construction of one metering station, including substructure, piping, valving, meters, electrical, instrumentation, architectural finishes, and appurtenances, together with approximately 550 lineal feet of 12" inch diameter watermain ("Meter Station 27B").

The Work shall be performed at the following Work Site:

> From a connection to Owner's existing 48" TW-2 West Transmission Main at the intersection of Winfield Road and Lincoln Avenue to a point approximately 550 feet east of said connection at the southeast corner of Lincoln Avenue and Cleveland Street in the Village of Winfield, DuPage County.

2. Defined Terms

All terms capitalized in this Invitation for Bidder's Proposals and in the other Bidding Documents are defined in the Bidding Documents and the Contract and shall have such defined meanings wherever used. The Bid Package consists of the Bidding Documents and the Contract, both as hereinafter defined.

3. **The Bidding Documents**

The Bidding Documents consist of the following documents, all of which are by this reference made a part of this Invitation for Bidder's Proposals as though fully set forth herein:

(1) Invitation for Bidder's Proposals;

(2) General Instructions to Bidders;

(3) Special Instructions to Bidders;

(4) Addenda, if issued;

(5) Bidder's Proposal;

(6) Bidder's Sworn Acknowledgment;

(7) Bidder's Sworn Work History Statement;

(8) Form of Bid Bond;

(9) Request for Additional Information, if any;

(10) Bidder's Sworn Statement of Responsibility, if requested;

(11) Other Information Submitted by Bidder, if requested; and

(12) Notice of Award.

4. **The Contract**

The Contract consists of the following documents, all of which are by this reference made a part of this Invitation for Bidder's Proposals as though fully set forth herein:

(1) Contract Agreement;

(2) Contractor's Certification;

(3) Schedule of Prices;

(4) General Conditions of Contract;

(5) Special Conditions of Contract;

(6) Contract Drawings;

(7) Specifications;

(8) Form of Performance Bond;

(9) Form of Labor and Material Payment Bond;

(10) Prevailing Wage Ordinance; and

(11) Addenda, if issued.

Engineer may, during construction, furnish such additional Contract Drawings and Specifications or such other explanations as Engineer may consider necessary to illustrate or explain the Work in further detail. The successful Bidder shall be required to comply with the requirements of all such additional Contract Drawings and Specifications or other explanations, all of which shall be considered part of the Contract and shall not be considered as indicating additional Work.

5. **Inspection and Examination**

The Bidding Documents and the Contract may be examined at the offices of Owner and Engineer, as listed above. A copy of the Bidding Documents and the Contract may be purchased at the office of Engineer upon payment of $*XXX*.00 per set, which fee is non-refundable. Persons requesting documents to be sent by mail shall include an additional $*XXX*.00 per set to cover postage and handling.

Each prospective Bidder shall, before submitting its Bidder's Proposal, carefully examine the Bidding Documents and the Contract. Each prospective Bidder shall inspect in detail the Work Site and the surrounding area and shall familiarize itself with all local conditions, including subsurface, underground and other concealed conditions, affecting the Contract, the Work and the Work Site. The Bidder whose Bidder's Proposal is accepted will be responsible for all errors in its Bidder's Proposal including those resulting from its failure or neglect to make a thorough examination and investigation of the Bidding Documents, the Contract, and the conditions of the Work Site and the surrounding area.

6. **Bid Opening**

Owner will receive sealed Bidder's Proposals for the Work until 1:00 o'clock, p.m., local time, *XXX*, 2008, at Owner's office listed above, at which time, or as soon thereafter as possible, all Bidder's Proposals will be publicly opened and read aloud.

7. **Bid Security, Bonds, and Insurance**

A. Bid Security. Each Bidder's Proposal shall be accompanied by a security deposit of at least ten percent of the Bidder's Price Proposal in the form of (1) a Cashier's Check or Certified Check drawn on a solvent bank insured by the Federal

Deposit Insurance Corporation and payable without condition to Owner or (2) a Bid Bond in the form included in the Bidding Documents from a surety company licensed to do business in the State of Illinois with a general rating of A minus and a financial size category of Class X or better in Best's Insurance Guide.

B. Performance and Payment Bonds. The successful Bidder will be required to furnish a Performance Bond and a Labor and Material Payment Bond upon award of the Contract, each in the penal sum of the full amount of the Contract Price, in the form included in the Contract and from a surety company meeting the requirements set forth above. Each Bidder's Proposal must be accompanied by a letter from such a surety company stating that it will execute Bonds in the form included in the Contract Documents upon award of the Contract to Bidder.

C. Insurance. The successful Bidder will be required to furnish certificates and policies of insurance as required by Section 4.2 of the Contract Agreement, Article IV of the General Conditions of Contract, and Section 4 of the Special Conditions of Contract upon award of the Contract. Each Bidder's Proposal must be accompanied by a letter from Bidder's insurance carrier or its agent certifying that said insurer has read the requirements set forth in the Contract and will issue the required certificates and policies of insurance upon award of the Contract to Bidder.

DATED this _____ day of _____, 2008.

DuPAGE WATER COMMISSION

By: /s/ Robert L. Martin
General Manager

EXHIBIT B

DuPAGE WATER COMMISSION

CONTRACT FOR THE CONSTRUCTION OF

WINFIELD METER STATION 27B
CONTRACT MS-17/08

GENERAL INSTRUCTIONS TO BIDDERS

1. Examination of Bidding Documents, Contract, and Work Site

A. Bidding Documents and the Contract. Each prospective Bidder shall, before submitting its Bidder's Proposal, carefully examine the Bidding Documents and the Contract as defined in the Invitation for Bidder's Proposals and included in this Bid Package. The Contract contains provisions applicable not only to the successful Bidder but also to all of its Subcontractors and Suppliers. In making copies of the Bidding Documents and the Contract available to prospective Bidders, Owner and Engineer do so only for the purpose of obtaining Bidder's Proposals and such provision does not confer a license or grant for any other use.

B. Work and Work Site Conditions. Each prospective Bidder shall, before submitting its Bidder's Proposal, personally inform itself, by on-site inspection and investigation and by such other appropriate and lawful means as it may wish, of all conditions under which the Work is to be performed; of the obstacles, unusual conditions or difficulties that may be encountered, whether or not referred to in the Bidding Documents or the Contract; and of all other relevant matters concerning the Work Site and the surrounding area, including subsurface, underground and other concealed conditions. In examining the Work Site and the surrounding area, special attention shall be given to the cost and feasibility of the Work to be performed thereon, including the arrangement and conditions of existing or proposed structures that will affect, or that will be affected by, the Work; the procedures necessary for maintenance of uninterrupted operations; the need to interrupt operations for any reason; and the availability and cost of the means and methods of accomplishing the Work. Any prospective Bidder desiring to make borings, explorations or observations to determine conditions at or around the Work Site shall obtain permission from Owner or from any other property owner, as appropriate, prior to commencement of any such activity.

Notwithstanding anything set forth in this Subsection 1B, it shall remain the successful Bidder's responsibility to (i) determine during construction the presence and location of any underground obstructions and to make adjustments in the alignment or grade of the Work to pass around, over, or under them, and (ii) determine during construction the presence and location of any adverse soil conditions and to take all necessary action to eliminate, address, or otherwise deal with such adverse soil conditions, all without any equitable adjustment in the Contract Time or, except as expressly provided, and only to the limited extent set forth, in Sections 2.1 through 2.3 of the General Conditions of Contract included in this Bid Package, the Contract Price.

C. Quantities. Each prospective Bidder shall, before submitting its Bidder's Proposal, satisfy itself, by personal inspection and investigation of the Work Site or by such other appropriate and lawful means as it may wish, as to the correctness of any quantities listed in the Bidding Documents.

D. Equipment, Materials, and Supplies. Each Bidder shall base its Bidder's Proposal on new, undamaged, first-quality equipment, materials, and supplies complying fully with the Contract, and in the event any Bidder names or includes in its Bidder's Proposal equipment, materials, or supplies that do not conform, such Bidder shall, if awarded the Contract, be responsible for furnishing equipment, materials, and supplies that fully conform to the Contract at no increase in the Bidder's Price Proposal.

E. Information Provided by Owner. When information pertaining to subsurface, underground or other concealed conditions or obstructions, soils analysis, borings, test pits, buried structures, utility locations or conditions, conditions of existing structures, and similar site information or data and other investigations is shown or indicated on the Contract Drawings included in this Bid Package, is distributed with the Bidding Documents or the Contract, or is otherwise made available to any prospective Bidder by Owner, such information is shown, indicated, distributed, or made available solely for the convenience of such prospective Bidder and is not part of the Bidding Documents or the Contract. Owner assumes no responsibility whatever in respect to the sufficiency or accuracy of any such information, and there is no guaranty or warranty, either expressed or implied, that the conditions indicated are representative of those existing throughout the Work or the Work Site, or that the conditions indicated are representative of those existing at any particular location, or that unanticipated conditions may not be present.

F. Representation and Warranty of Bidder. Each Bidder submitting a Bidder's Proposal expressly thereby represents and warrants that it has had an adequate period of time to conduct, and has conducted, the independent examinations, inspections and investigations required by these General Instructions to Bidders. Each Bidder submitting a Bidder's Proposal expressly thereby further represents and warrants that Bidder's Price Proposal includes such allowances for contingencies as Bidder deems appropriate with respect to such risks and changes in the Work as the successful Bidder is responsible for dealing with under the Contract without any equitable adjustment in the Contract Price or Contract Time.

G. Remedies for Failure to Comply. The successful Bidder will be responsible for all errors in its Bidder's Proposal resulting from such Bidder's failure or neglect to comply with these General Instructions to Bidders. The successful Bidder shall bear all damages and costs associated therewith, arising therefrom, or resulting from matters or conditions first discovered during the progress of the Work, including, but not limited to, damages or costs resulting from, arising out of, or in any way related to increases in time-related costs; increases in costs of labor, equipment, materials, or supplies; costs of additional personnel; costs of additional equipment; costs of additional premium time for personnel or equipment; increase in costs for Bond or insurance

premiums; lower labor productivity; lost profits or alternative income; effects on other contracts; and costs of demobilization and remobilization.

2. **Interpretation of the Bidding Documents and the Contract**

A. Defined Terms. All terms capitalized in these General Instructions to Bidders and in the other Bidding Documents are defined in the Bidding Documents and the Contract and shall have such defined meanings wherever used.

B. Implied Terms. If any workmanship, equipment, materials, or supplies that are not directly or indirectly set forth in the Contract are nevertheless necessary to the proper provision, performance, and completion of the whole of the Work in accordance with the intent of the Contract, each prospective Bidder shall understand such workmanship, equipment, materials, or supplies to be implied and shall provide for such workmanship, equipment, materials, or supplies in its Bidder's Proposal as fully as if it were particularly described.

C. Addenda. No interpretation of the Bidding Documents or the Contract will be made except by written addendum duly issued by Engineer or Owner ("Addendum"). No interpretation not contained in an Addendum shall be valid or have any force or effect whatever.

All Addenda issued prior to the opening of Bidder's Proposals shall become a part of the Bidding Documents or the Contract, as the case may be. Each prospective Bidder shall be responsible for inquiring from time to time as to the availability of Addenda.

If any prospective Bidder is in doubt as to the true meaning of any part of the Bidding Documents or the Contract, such prospective Bidder shall submit to Owner or Engineer a written request for an interpretation thereof as far in advance of the scheduled opening of Bidder's Proposals as possible.

Owner shall use its best efforts to issue Addenda in response to all valid, appropriate, and timely inquiries, but accepts no responsibility for doing so. Inquiries not answered by Addenda shall be considered invalid, inappropriate, or untimely inquiries.

D. Informal Responses. Neither Owner nor Engineer will give oral answers or instructions in response to any inquiries received prior to the award of the Contract regarding the meaning of the Bidding Documents or the Contract nor any oral indication as to the validity of any such inquiry. Any such oral answer, instruction or indication shall not be binding, shall be deemed to be unauthorized and given informally for the convenience of the Person making the inquiry, shall not be guaranteed, and shall not be relied upon by any prospective Bidder. By submitting a Bidder's Proposal, each Bidder shall be deemed to have agreed that such information has not been used as a basis of its Bidder's Proposal and that the giving of any such information does not entitle

such Bidder to assert any claim or demand against Owner or Engineer on account thereof.

3. **Calculation of Unit Price Proposals and Compensation**

On all items for which Bidder's Proposals are to be received on a unit price basis, Bidder's Proposals will be compared on the basis of the approximate number of units stated in the Bidding Documents multiplied by each Bidder's respective Price Proposal for each Unit Price Item.

Payment on the Contract for each Unit Price Item will be based on the actual number of acceptable units of such Unit Price Item installed complete in place, measured on the basis defined in the Contract.

The approximate quantities stated in the Bidding Documents shall not be used in establishing the compensation due under the Contract. Such stated quantities are Engineer's estimate only for Owner's convenience in comparing Bidder's Proposals and shall not be relied upon by prospective Bidders. Any increases in the number of units of Unit Price Items required to complete the Work resulting from risks or changes in the Work that the successful Bidder is responsible for dealing with under the Contract without any equitable adjustment in the Contract Price shall be paid for at the respective Price Proposal for each such Unit Price Item.

No Bidder shall, after submission of its Bidder's Proposal, dispute or complain of any estimate of Unit Price Items contained in the Bidding Documents nor assert that there was any misunderstanding in regard to the nature or amount of Work to be done.

4. **Prevailing Wages**

In accordance with the Prevailing Wage Act, 820 ILCS 130/0.01 et seq., not less than the prevailing rate of wages for similar work in the locality in which the Work is to be performed shall be paid to all laborers. A copy of Owner's ordinance ascertaining the prevailing rate of wages, in effect as of the date of the Invitation for Bidder's Proposals, is included in this Bid Package. If the Illinois Department of Labor revises the prevailing rate of hourly wages to be paid, the revised rate shall apply to the Contract.

5. **Taxes and Benefits**

Owner is exempt from state and local sales, use and excise taxes. Bidder's Price Proposal shall not include any such taxes. A letter of exemption will be provided to the successful Bidder, if necessary. Owner will not reimburse, nor assist the successful Bidder in obtaining reimbursement for, any state or local sales, use or excise taxes paid by the successful Bidder. The successful Bidder shall be required to reimburse Owner for any such taxes paid.

Bidder's Price Proposal shall include all other applicable federal, state, and local taxes of every kind and nature applicable to the Work as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or other similar benefits. It shall be the sole responsibility of each prospective Bidder to determine the applicability and amount of such taxes, contributions, and premiums and no extra compensation shall be paid by Owner for the successful Bidder's failure to include these costs in its Bidder's Proposal.

6. **Permits and Licenses**

Except as otherwise expressly provided in the Special Conditions of Contract included in this Bid Package, Bidder's Price Proposal shall include the cost of obtaining all permits, licenses, and other approvals and authorizations required by law for performance of the Work. It shall be the sole responsibility of each prospective Bidder to determine the applicable permits, licenses, and other approvals and authorizations and no extra compensation shall be paid by Owner for the successful Bidder's failure to include these costs in its Bidder's Proposal. The successful Bidder shall be required to display all permits, licenses and other approvals and authorizations as required by law.

7. **Preparation of Bidder's Proposal**

Bidder's Proposals to enter into the Contract for the Work shall be made only on the blank Bidder's Proposal form furnished by Owner and included in this Bid Package. Entries on the Bidder's Proposal form shall be typed or legibly written in ink.

Price Proposals are to be written by words and by figures as provided on the Bidder's Proposal form. In case of any conflict, words shall prevail. In case of any error in adding or multiplying individual items, the prices listed for individual items shall control over any incorrect total of such items. A Bidder's Proposal may be rejected if it does not contain a requested price for each and every item named in the Bidder's Proposal form or may be interpreted as bidding "no charge" to Owner for any item left blank, except as may be otherwise provided in the Special Instructions to Bidders included in this Bid Package.

Prospective Bidders are warned against making alterations of any kind to the Bidder's Proposal form or to any entry thereon. Bidder's Proposals that contain omissions, conditions, alterations, or additions not called for by the Bidding Documents may be rejected or interpreted so as to be most favorable to Owner.

Bidder's Proposals that are not submitted on the Bidder's Proposal form furnished by Owner or that are separated from this bound Bid Package may be rejected.

Each Bidder shall securely staple into its Bidder's Proposal a copy of each Addendum issued for the Bidding Documents and the Contract and shall include in the

place provided therefor in the Bidder's Proposal form a listing of all such Addenda. Bidder's Proposals that fail to comply with this Instruction may be rejected.

Each Bidder shall complete, sign as required pursuant to Section 8 of these General Instructions to Bidders, and submit with its Bidder's Proposal all of the following documentation:

(1) Bidder's Sworn Acknowledgment included in this Bid Package;

(2) Bidder's Sworn Work History Statement included in this Bid Package;

(3) Bid Security as required by Section 9 of these General Instructions to Bidders;

(4) Surety Commitment Letter as specified in the Invitation for Bidder's Proposals;

(5) Insurance Commitment Letter as specified in the Invitation for Bidder's Proposals; and

(6) Such other documentation, if any, as may be required by any Special Instructions to Bidders included in this Bid Package.

Every Bidder submitting a Bidder's Proposal shall be conclusively deemed to have evidenced an intention to be bound thereby whether or not the requirements for signing Bidder's Proposals found in Section 8 of these General Instructions to Bidders are satisfied. However, any Bidder's Proposal that fails to comply with Section 8 of these General Instructions to Bidders may nevertheless be rejected.

If a deficiently prepared Bidder's Proposal is not rejected, Owner may demand correction of any deficiency and award the Contract to Bidder upon satisfactory compliance with this Instruction.

8. **Signature Requirements**

A. Bidder's Proposals. The following requirements shall be observed in the signing of each Bidder's Proposal:

(1) Corporations. Each Bidder's Proposal submitted by a corporation shall be signed by the President or other authorized officer of the corporation and shall also bear the attesting signature of the Secretary or Assistant Secretary of the corporation. A certified copy of a resolution of the Board of Directors of the corporation evidencing the authority of the

officials signing and attesting the Bidder's Proposal to do so shall be attached to it.

(2) Partnerships. Each Bidder's Proposal submitted by a partnership shall be signed by all of its general partners or by an attorney-in-fact. If signed by an attorney-in-fact, there shall be attached to the Bidder's Proposal a power of attorney executed by all of the general partners of such partnership evidencing authority of such attorney-in-fact to sign the Bidder's Proposal.

(3) Individuals. Each Bidder's Proposal submitted by an individual shall be signed by such individual or by an attorney-in-fact. If signed by an attorney-in-fact, there shall be attached to the Bidder's Proposal a power of attorney executed by such individual evidencing the authority of such attorney-in-fact to sign the proposal.

(4) Joint Ventures. Each Bidder's Proposal submitted by a joint venture shall be signed by each signatory of the joint venture agreement by which such joint venture was formed in accordance with the applicable provisions of (1), (2) and (3) above or by an attorney-in-fact. If signed by an attorney-in-fact, there shall be attached to the Bidder's Proposal a power of attorney executed by each signatory to the joint venture agreement evidencing the authority of such attorney-in-fact to sign the proposal.

Any Bidder's Proposal that fails to comply with this Instruction may be rejected, or, if not rejected, Owner may demand correction thereof and award the Contract to Bidder upon satisfactory compliance with this Instruction.

B. Other Documents. The signature requirements set forth in Subsection 8A shall apply to all other documents in the Bid Package required to be executed by Bidder, Bidder's sureties and Bidder's insurance representatives as well as to the Contract Agreement, the Contractor's Certification and all other required documentation related to the Contract.

Any Bidder's Proposal that fails to comply with this Instruction may be rejected, or, if not rejected, Owner may demand correction thereof and award the Contract to Bidder upon satisfactory compliance with this Instruction.

9. Bid Security

A. Required Bid Security. Every Bidder's Proposal shall be accompanied by bid security in the form of a Cashier's Check, Certified Check or Bid

Bond as specified in the Invitation for Bidder's Proposals ("Bid Security"), which Bid Security shall stand as a guaranty that (1) if Bidder is determined to be one of the Most Favorable Bidders (see Section 14B below), Bidder will submit all additional information requested by Owner; (2) if such Bidder's Proposal is accepted, Bidder will timely file the Bonds and the certificates and policies of insurance required by the Contract; and (3) if such Bidder's Proposal is accepted, Bidder will timely execute the Contract Agreement, the Contractor's Certification, and all other required documentation related to the Contract.

Any Bidder's Proposal that fails to comply with this Instruction may be rejected, or, if not rejected, Owner may demand correction of any deficiency and award the Contract to Bidder upon satisfactory compliance with this Instruction.

B. Return of Bid Security. Bid Security submitted in the form of Cashier's Checks or Certified Checks will be returned to all except the Most Favorable Bidders within five Days after the opening of Bidder's Proposals, and to the Most Favorable Bidders within five Days after execution of the Contract Agreement by Owner. Bid Bonds will not be returned unless otherwise requested by Bidder.

C. Liquidated Damages. If a Most Favorable Bidder fails to timely submit all additional information requested by Owner, or if the successful Bidder fails to timely and properly submit all required Bonds, certificates and policies of insurance, or if the successful Bidder fails to timely and properly execute the Contract Agreement, the Contractor's Certification and all other required documentation related to the Contract, it will be difficult and impracticable to ascertain and determine the amount of damage that Owner will sustain by reason of any such failure. For such reason, every Bidder shall, by submitting its Bidder's Proposal, be deemed to agree that Owner shall have the right, at its option in the event of any such default, to retain or recover as reasonably estimated liquidated damages, and not as a penalty, the entire amount of the Bid Security or ten percent of the Bidder's Price Proposal, whichever is greater, or to exercise any and all equitable remedies it may have against the defaulting Bidder.

10. Surety and Insurance Commitments

Every Bidder's Proposal shall be accompanied by:

(1) A letter from a surety company, licensed to do business in the State of Illinois with a general rating of A minus and a financial size category of Class X or better in Best's Insurance Guide, stating that it will execute Bonds in the form included in the Contract Documents upon award of the Contract to Bidder.

(2) A letter from Bidder's insurance carrier or its agent certifying that said insurer has read the insurance requirements set forth in the Contract and will issue the required certificates

and policies of insurance upon award of the Contract to Bidder.

Any Bidder's Proposal that fails to comply with this Instruction may be rejected, or, if not rejected, Owner may demand correction of any deficiency and award the Contract to Bidder upon satisfactory compliance with this Instruction.

11. **Submission of Bidder's Proposal**

One copy of each Bidder's Proposal, properly signed, together with the required Bid Security (see Section 9), the required surety and insurance commitment letters (see Section 10) and all other required documents, shall be enclosed in a sealed envelope or package and shall be addressed and delivered to the place, before the time, and in the manner designated in the Invitation for Bidder's Proposals. Each sealed envelope or package containing a Bidder's Proposal shall be identified as such and shall be marked with the title of the Contract and Bidder's full legal name. All documents designated in the Bidding Documents or the Contract, including any Addenda, will be considered part of each Bidder's Proposal whether attached or not. The Bidder's Proposal form shall not be removed from this bound Bid Package.

12. **Withdrawal of Bidder's Proposal**

Any Bidder's Proposal may be withdrawn at any time prior to the opening of any Bidder's Proposal, provided that a request in writing, executed by Bidder in the manner specified in Section 8 of these General Instructions to Bidders, for the withdrawal of such Bidder's Proposal is filed with Owner prior to the opening of any Bidder's Proposal. The withdrawal of a Bidder's Proposal prior to opening of any Bidder's Proposal will not prejudice the right of Bidder to file a new Bidder's Proposal.

No Bidder's Proposal shall be withdrawn without the consent of Owner for a period of 60 Days after the opening of any Bidder's Proposal. Any Bidder's Proposal may be withdrawn at any time following the expiration of said 60 Day period, provided that a request in writing, executed by Bidder in the manner specified in Section 8 of these General Instructions to Bidders, for the withdrawal of such Bidder's Proposal is filed with Owner after said 60 Day period. If no such request is filed, the date for acceptance of such Bidder's Proposal shall be deemed to be extended until such a request is filed or until Owner executes a Contract pursuant to the Invitation for Bidder's Proposals or until Owner affirmatively and in writing rejects such Bidder's Proposal.

13. **Public Opening of Bidder's Proposals**

Bidder's Proposals will be opened and the Price Proposals will be read aloud publicly at the time and place indicated in the Invitation for Bidder's Proposals or as soon thereafter as possible. Bidders or their agents are invited to be present. All Bidder's Proposals received after the specified time of opening will be returned unopened.

14. **Qualification of Bidders**

A. Factors. Owner intends to award the Contract only to a Bidder that furnishes satisfactory evidence that it has the requisite experience, ability, capital, facilities, plant, organization and staffing to enable it to perform the Work successfully and promptly and to complete the Work for the Contract Price and within the Contract Time.

B. Most Favorable Bidders. A preliminary determination as to eligibility of up to three Bidders (herein referred to as "Most Favorable Bidders") who shall be eligible for further consideration shall be made on the basis of the amount of the Bidder's Price Proposals, Owner's prior experience with the Bidders, Owner's knowledge of the Bidders' performance on other relevant projects, and all other relevant facts or matters mentioned in the Bidding Documents or the Contract or that Owner may legally consider in making its determination. The making of such a preliminary determination shall not waive Owner's right to reject any and all Bidder's Proposals nor waive such other rights as are set forth in Section 16 of these General Instructions to Bidders.

C. Final Determination. The final selection of the successful Bidder from among the Most Favorable Bidders shall be made on the basis of the above-mentioned factors and any additional information that may be requested of all or any one or more of the Most Favorable Bidders. Such additional information may include, but is not limited to, a listing of available personnel, plant and equipment; a description of current work loads and any pending bids or proposals; financial and litigation statements; and any other pertinent information. If such additional information is required, Owner shall issue a Request for Additional Information in the form included in this Bid Package to one or more of the Most Favorable Bidders. In the event Owner issues a Request for Additional Information, the responding Bidder shall provide such information within two business days after receipt of said Request for Additional Information or such other period as may be set forth therein. Failure to so answer shall, at Owner's option, be grounds for the imposition of liquidated damages, as more specifically set forth in Section 9 above.

15. **Disqualification of Bidders**

A. More Than One Bidder's Proposal. No more than one Bidder's Proposal for the Work described in the Contract shall be considered from any single corporation, partnership, individual or joint venture, whether under the same or different names and whether or not in conjunction with any other corporation, partnership, individual or joint venture. Reasonable grounds for believing that any corporation, partnership, individual or joint venture is interested, as a principal, in more than one Bidder's Proposal for the Work may cause the rejection of all Bidder's Proposals in which such corporation, partnership, individual or joint venture is interested. Nothing contained in this Subsection 15A shall prohibit any single corporation, partnership, individual or joint venture, whether under the same or different names and whether or

not in conjunction with any other corporation, partnership, individual or joint venture, from submitting a bid or quoting prices to more than one Bidder for equipment, materials and supplies or labor to be furnished as a Subcontractor or Supplier.

B. Collusion. If there are reasonable grounds for believing that collusion exists among any Bidders, all Bidder's Proposals of the participants in such collusion will not be considered.

C. Default. If a Bidder is or has been in default on a contract with Owner or in the payment of monies due Owner, its Bidder's Proposal will not be considered.

D. Deficiencies. Owner expressly reserves the right in its sole and absolute discretion to disqualify any Bidder that:

(1) submits a Bidder's Proposal that does not contain a lump sum or unit price for each pay item requested;

(2) submits a Bidder's Proposal on a form other than the Bidder's Proposal form included in the Bidding Documents or alters such form or detaches any part of such form from this bound Bid Package;

(3) submits a Bidder's Proposal that contains omissions, alterations, unauthorized additions, conditional or alternate bids, or irregularities of any kind that may tend to make the Bidder's Proposal incomplete, indefinite or ambiguous as to its meaning, including, but not limited to, conditional surety and insurance commitment letters;

(4) submits an unsigned or improperly signed Bidder's Proposal;

(5) submits a Bidder's Proposal containing any provision reserving the right to accept or reject an award or to enter into a Contract pursuant to award; or

(6) submits a Bidder's Proposal that is not prepared in ink.

If the deficient Bidder is not disqualified, Owner may demand correction of any deficiency and award the Contract to Bidder upon satisfactory compliance with these General Instructions to Bidders and any Special Instructions to Bidders included in this Bid Package.

16. **Award of Contract**

A. Reservation of Rights. Owner reserves the right to accept the Bidder's Proposal that is, in its judgment, the best and most favorable to the interests of

Owner and the public; to reject the low Price Proposal; to accept any item of any Bidder's Proposal; to reject any and all Bidder's Proposals; to accept and incorporate corrections, clarifications or modifications following the opening of the Bidder's Proposals when to do so would not, in Owner's opinion, prejudice the bidding process or create any improper advantage to any Bidder; and to waive irregularities and informalities in the bidding process or in any Bidder's Proposal submitted; provided, however, that the waiver of any prior defect or informality shall not be considered a waiver of any future or similar defects or informalities, and Bidders should not rely upon, or anticipate, such waivers in submitting their Bidder's Proposals.

B. Firm Offers. All Bidder's Proposals are firm offers to enter into the Contract and no Bidder's Proposals shall be deemed rejected, notwithstanding acceptance of any other Bidder's Proposal, until the Contract has been executed by both Owner and the successful Bidder or until Owner affirmatively and in writing expressly rejects such Bidder's Proposal.

C. Time of Award. It is expected that the award of the Contract, if it is awarded, will be made within 60 Days following the opening of the Bidder's Proposals. Should administrative difficulties be encountered after the opening of the Bidder's Proposals, including the annulment of any award, that may delay an award or subsequent award beyond such 60 Day period, Owner may accept any Bidder's Proposal for which the date for acceptance has been extended as provided in Section 12 of these General Instructions to Bidders in order to avoid the need for readvertisement. No Bidder shall be under any obligation to extend the date for acceptance of its Bidder's Proposal. Failure of one or more of the Bidders or their sureties to extend the date for acceptance of its Bidder's Proposal shall not prejudice the right of Owner to accept any Bidder's Proposal for which the date for acceptance has been extended.

17. Notice of Award; Effective Date of Award

If the Contract is awarded by Owner, such award shall be effective when a Notice of Award in the form included in this Bid Package has been delivered to the successful Bidder ("Effective Date of Award"). Owner will prepare five copies of the Contract based upon Bidder's Proposal and will submit them to the successful Bidder with the Notice of Award.

18. Closing of Contract

A. Closing Date. Unless otherwise stated in the Notice of Award, the successful Bidder shall satisfactorily complete all Conditions Precedent to Closing before, and the Contract and all related documents shall be executed, submitted and exchanged by Owner and Bidder ("Closing") on, the tenth Day following the Effective Date of Award or within such extended period as Owner may, in the exercise of its sole discretion, authorize in writing after issuance of the Notice of Award ("Closing Date").

B. Conditions Precedent to Closing. On or before the Closing Date, the successful Bidder shall: (1) sign (see Section 8), date as of the Closing Date, and submit to Owner all five copies of the Contract Agreement, the Contractor's Certification and all other required documentation related to the Contract on or before the Closing Date; and (2) submit five executed copies of all required Powers of Attorney and authorizing resolutions, if any (see Section 8), and five executed copies of all required Bonds dated as of the Closing Date and all certificates and policies of insurance (see Contract Agreement, Article IV) ("Conditions Precedent to Closing").

Failure to timely execute or submit any of the aforesaid documents shall be grounds for the imposition of liquidated damages as more specifically set forth in Section 9 above. If the submitted documents or any of them fail to comply with the Bidding Documents or the Contract or are not timely executed and submitted, Owner may, in its sole discretion, annul the award or allow the successful Bidder an opportunity to correct the deficiencies.

In no event will Owner execute the Contract Agreement until any and all such deficiencies have been cured or Owner has received adequate assurances, as determined by Owner, of complete and prompt performance.

C. Closing. At the Closing, and provided that all documents required to be submitted prior to or at the Closing have been reviewed and determined by Owner to be in compliance with the Bidding Documents and the Contract, or assurances of complete and prompt performance satisfactory to Owner have been received, Owner shall execute all copies of the Contract Agreement, retain three copies of the completed Contract, and tender two copies to the successful Bidder at the Closing. The successful Bidder shall tender one copy to its surety company or companies. The successful Bidder or its agent shall be present at the Closing.

19. Failure to Close

A. Annulment of Award; Liquidated Damages. The failure or refusal of a successful Bidder to comply with the Conditions Precedent to Closing or to otherwise fail or refuse to Close shall be just cause for the annulment of the award and the imposition of liquidated damages or the exercise of equitable remedies, both as more specifically set forth in Section 9 above.

B. Subsequent Awards. Upon annulment of an award, Owner may accept, and award a Contract based on, any other Bidder's Proposal as Owner, in its sole judgment, deems to be the best or may invite new Proposals or may abandon the bidding process or the Work.

20. Time of Starting and Completion

Work shall commence, shall be continuously and diligently prosecuted, and shall be completed within the Contract Time stated in the Contract.

BIDDERS ARE DIRECTED TO THE GENERAL AND SPECIAL CONDITIONS OF CONTRACT INCLUDED IN THIS BID PACKAGE FOR PROVISIONS CONCERNING COORDINATION OF THE WORK WITH OTHER WORK BEING UNDERTAKEN BY OR FOR OWNER. NO CLAIMS FOR DELAY OR INTERFERENCE BASED ON ANY SUCH OTHER WORK WILL BE ALLOWED.

BIDDERS ARE DIRECTED TO THE GENERAL AND SPECIAL CONDITIONS OF CONTRACT INCLUDED IN THIS BID PACKAGE FOR PROVISIONS, IF ANY, RELATED TO LIQUIDATED DAMAGES FOR DELAYS IN COMPLETION OF THE WORK OR ANY PORTION THEREOF.

21. **Confidentiality**

Each Bidder shall identify any information submitted in the bidding process that is considered by it to be confidential or proprietary. Owner shall not disclose, outside the bidding process, at any time, either during or subsequent to the bidding process, any such designated confidential or proprietary information, unless such disclosure will not cause competitive harm, or such information was actually known to Owner prior to its submission by Bidder, or such information was properly obtained or developed independently by Owner, or Bidder consents to such disclosure. Notwithstanding the foregoing, each Bidder, by its submission of its Bidder's Proposal, acknowledges that Owner is subject to the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq., and that no disclosure made in good faith by Owner pursuant to such Act shall be deemed to violate this Section.

EXHIBIT C

DuPAGE WATER COMMISSION

CONTRACT FOR THE CONSTRUCTION OF

WINFIELD METER STATION 27B
CONTRACT MS-17/08

SPECIAL INSTRUCTIONS TO BIDDERS

1. Special Bidding Considerations

Bidders are specifically instructed to note the materials, equipment, supplies and services to be furnished by Owner, as set forth in Subsection ***[1B]*** of the Special Conditions of Contract included in this Bid Package, and to exclude such costs from their Price Proposal accordingly.

2. Special Construction Considerations

A. Permits. As noted in the Special Conditions of Contract included in this Bid Package, Owner shall obtain the necessary permits from the Illinois Environmental Protection Agency. The successful Bidder shall be required to familiarize itself with the provisions of such permits and comply therewith.

The successful Bidder shall be required to obtain, pay for, and furnish to Owner copies of, all other permits, licenses, and other governmental approvals and authorizations necessary in connection with the Work, including without limitation all bonds and insurance coverages requested in connection therewith. The successful Bidder shall be required to pay all fees, give all notices, and take all other necessary actions that may be necessary to insure that the Work is performed in accordance with all applicable laws. See Sections 1.1 and 6.11 of the Contract Agreement included in this Bid Package. The successful Bidder shall be required to make all necessary arrangements for carrying out the Work with the utility companies and any authorities involved. See Article I of the Contract Agreement and Article I of the General Conditions of Contract included in this Bid Package.

The following Persons have been contacted in reference to the above:

[TO BE ADDED BY CTE]

It is the successful Bidder's responsibility to confirm or establish all such agencies and their requirements, especially in relationship to bonding, insurance, permits and traffic control and protection.

B. Work Site Access and Construction Operations. Access to the Work Site and construction operations are limited as set forth in Subsection ***[1D]*** of the Special Conditions to Contract included in this Bid Package. Bidders are to familiarize themselves with the Work Site. If additional access or construction operation areas are needed, the successful Bidder shall be required to make such arrangements, at its own cost, with the appropriate Person or Persons.

C. Special Conditions of Contract. The Special Conditions of Contract delineate some but not all of the special requirements for Work to be performed on both public and private property not owned by Owner. The successful Bidder shall be required to familiarize itself with the provisions of all applicable easements or other agreements between the Owner and the various property owners on whose property the Work is to be performed and to comply therewith. Bidders may examine at the offices of Engineer or Owner available easement or other agreements pertaining to the Work Site. The successful Bidder shall be required to comply with all of the terms and conditions of such intergovernmental, easement or other agreement whether separately specified in the Special Conditions of Contract or not. In addition, some of the requirements delineated are taken from intergovernmental, easement or other agreements which have not yet been finalized. Accordingly, Bidders are instructed to note that the terms and conditions of any such non-final agreements may be subject to change and that additional special requirements may be added at a later date.

DATE: April 4, 2008

REQUEST FOR BOARD ACTION

AGENDA SECTION	Omnibus Vote Requiring Super Majority or Special Majority Vote	**ORIGINATING DEPARTMENT**	Operations
ITEM	A Resolution Awarding a Contract for the Installation of a Dedicated Cooling System in the Computer Equipment Room at the DuPage Pumping Station Resolution No. R-20-08	**APPROVAL**	

Account Number: 01-60-6560

Resolution No. R-2-07 authorized Primera Engineers, LTD. to perform an evaluation of the existing climate control system for the main computer room at the DuPage Pumping Station. The result of their evaluation was to add a standalone unit to handle the increasing heat loads caused by additional computer equipment.

In accordance with the purchasing procedures of the Commission's By-Laws, the Commission advertised for bids for the Installation of a Dedicated Cooling System in the Computer Equipment Room at the DuPage Pumping Station in the *Chicago Tribune* and on the Commission's website in addition to sending invitations to six local mechanical contractors. Sealed bids were received until 1:00 p.m., local time, March 24, 2008, at which time all bids were publicly opened and read aloud.

Of the three proposals received, the proposals of the two low dollar bidders were non-conforming. However, the Contract/Proposal of Hill Mechanical Group, even though it did not fully comply with the requirements of the Request for Proposals document, offers the lowest price proposal, substantially complies with Commission requirements, and is the most favorable to the interests of the Commission. The Engineer's estimate was $85,000.00.

Hill Mechanical Group	$94,074.00	(Plus $1,000.00 for Bonds)
Ridgewood Engineering Inc.	$105,000.00	
International Piping Systems	$123,500.00	

Resolution No. R-20-08 would suspend the purchasing procedures of the Commission's By-Laws and award the Contract for Installation of a Dedicated Cooling System in the Computer Equipment Room at the DuPage Pumping Station to Hill Mechanical Group for the Total Bid Price of $95,074.00.

MOTION: To approve Resolution No. R-20-08.

DRAFT

DuPAGE WATER COMMISSION

RESOLUTION R-20-08

A RESOLUTION AWARDING A CONTRACT FOR THE INSTALLATION OF A DEDICATED COOLING SYSTEM IN THE COMPUTER EQUIPMENT ROOM AT THE DuPAGE PUMPING STATION

WHEREAS, Contract/Proposals for the Installation of a Dedicated Cooling System in the Computer Equipment Room at the DuPage Pumping Station were received on March 24, 2008; and

WHEREAS, the Commission has reviewed the proposals received and determined that two of the three proposals did not fully comply with the requirements of the Request for Proposals; and

WHEREAS, the Commission has further determined that, of the three proposals received, the non-conforming proposal of Hill Mechanical Group offers the lowest price proposal, substantially complies with Commission requirements, and is the most favorable to the interests of the Commission;

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

SECTION ONE: The foregoing recitals are hereby incorporated herein as findings of the DuPage Water Commission.

SECTION TWO: The DuPage Water Commission hereby awards a Contract for the Installation of a Dedicated Cooling System in the Computer Equipment Room at the DuPage Pumping Station to Hill Mechanical Group in the amount of $95,074.00, conditioned upon the receipt of all contractually required documentation and such other additional information that may be requested by the General Manager of the Commission in accordance with the Request for Proposals document that is acceptable

to the DuPage Water Commission; the Board of Commissioners of the DuPage Water Commission hereby suspending the purchasing procedures contained in Article VIII of the Commission's By-Laws.

SECTION THREE: This Resolution shall be in full force and effect from and after its adoption by a vote of two-thirds of the Commissioners present or the concurrence of a majority of the appointed Commissioners, whichever is greater.

AYES:

NAYS:

ABSENT:

ADOPTED THIS ___ DAY OF _____, 2008.

_____
Chairman

ATTEST:

_____
Clerk

Board/Resolutions/R-20-08.doc

DuPage Water Commission
MEMORANDUM

TO: Chairman Rathje and Commissioners

FROM: Robert L. Martin, P.E.
General Manager

DATE: April 4, 2008

SUBJECT: Summary of Action Since Previous Meeting

1. Copies of Ordinance No. O-1-08: "An Ordinance of the DuPage Water Commission, Counties of DuPage, Cook and Will, Illinois, Abating the 2007 Tax Levy for the $93,970,000 General Obligation Water Refunding Bonds, Series 2001, of the Commission" were filed with the County Clerks of DuPage, Cook and Will Counties.

2. Entered into an electrical supply agreement with Exelon Energy Company for a cost of $0.06588 per kWh for a period of one year. This was authorized by Resolution No. R-14-08.

Administration/Memorandums/Summary of Action 080404.doc

DATE: April 4, 2008

REQUEST FOR BOARD ACTION

AGENDA SECTION	Omnibus Vote Requiring Majority Vote	**ORIGINATING DEPARTMENT**	Finance
ITEM	An Ordinance Approving and Adopting an Annual Management Budget for the Fiscal Year Commencing May 1, 2008 and Ending April 30, 2009 Ordinance No. O-2-08	**APPROVAL**	

Ordinance No. O-2-08 would approve and adopt the Annual Management Budget for the Fiscal Year Commencing May 1, 2008, and Ending April 30, 2009, that was approved for distribution in tentative form at the February 14, 2008, Board meeting.

MOTION: To approve Ordinance No. O-2-08.

DRAFT

DuPAGE WATER COMMISSION

ORDINANCE NO. O-2-08

AN ORDINANCE APPROVING AND ADOPTING
AN ANNUAL MANAGEMENT BUDGET
FOR THE FISCAL YEAR COMMENCING
MAY 1, 2008 AND ENDING APRIL 30, 2009

WHEREAS, the General Manager and Administrative Staff of the DuPage Water Commission (the "Commission") prepared and submitted a tentative annual Management Budget for the fiscal year commencing May 1, 2008 and ending April 30, 2009, in substantially the form attached hereto as Exhibit 1, as and when required by Article X, Section 2 of the Commission's By-Laws, as amended from time to time; and

WHEREAS, due notice having been given, a hearing was held on the tentative annual Management Budget prior to any final action being taken thereon, at which time the Charter Customers were heard; and

WHEREAS, after full review and consideration, the Commission has determined that it is reasonable, necessary and desirable for the Commission to approve and adopt the budget set forth in the attached Exhibit 1 as and for its Management Budget for the fiscal year commencing May 1, 2008 and ending April 30, 2009; and

WHEREAS, it appearing to the Commission that all things required for the approval and adoption of said Management Budget have been complied with;

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

SECTION ONE: The foregoing recitals are hereby incorporated herein as findings of the Board of Commissioners of the DuPage Water Commission.

SECTION TWO: The Budget attached hereto as Exhibit 1 and by this reference incorporated herein and made a part hereof shall be and hereby is approved and adopted as and for the Management Budget of the DuPage Water Commission for the fiscal year commencing May 1, 2008 and ending April 30, 2009.

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

AYES:

NAYS:

ABSENT:

ADOPTED this _____ day of _____, 2008.

_____
Chairman

ATTEST:

_____
Clerk

Board/Ordinances/O-2-08.doc

DuPAGE WATER COMMISSION
TENTATIVE DRAFT MANAGEMENT BUDGET
MAY 1, 2008 TO APRIL 30, 2009

ACCT #			ACCOUNT TITLE	TOTAL FROM	WATER FUND FY 07-08 PROJECTED	WATER FUND FY 07-08 BUDGET	WATER FUND FY 08-09 BUDGET	% CHANGE FY 08-09 BUDGET VS FY 07-08 BUDGET
01		5000	REVENUES					
01		5110	O & M PAYMENTS	PAGE 3	41,023,413	33,772,796	40,605,758	20.2%
01		5120	FIXED COST PAYMENTS	PAGE 3	7,145,343	7,145,344	7,144,719	0.0%
01		5130	SUBSEQUENT CUSTOMER DIFFERENTIAL	PAGE 3	707,195	721,581	935,362	29.6%
01		5140	EMERGENCY WATER SERVICE	PAGE 3	10,051	10,252	13,111	27.9%
01		5300	SALES TAXES	PAGE 3	36,382,668	36,390,944	36,268,083	-0.3%
01		5810	INTEREST INCOME	PAGE 3	4,720,651	5,050,378	4,446,791	-12.0%
01		5900	OTHER INCOME	PAGE 3	66,156	2,500	2,500	0.0%
			TOTAL REVENUE		90,055,477	83,093,795	89,416,324	7.6%
01	60	6000	OPERATING EXPENDITURES					
01	60	6100	PERSONAL SERVICES	PAGE 5	3,992,152	5,297,852	4,502,214	-15.0%
01	60	6200	PROFESSIONAL SERVICES	PAGE 7	645,221	779,046	1,211,666	55.5%
01	60	6400	INSURANCE	PAGE 8	749,088	828,501	831,874	0.4%
01	60	6500	ADMINISTRATIVE COSTS	PAGE 9	578,144	720,200	966,339	34.2%
01	60	6600	DIRECT WATER DISTRIBUTION COSTS	PAGE 10	52,515,841	52,987,096	65,608,960	23.8%
01	60	6700	BOND INTEREST COSTS	PAGE 11	7,608,990	7,434,993	6,767,972	-9.0%
01	60	6800	CAPITAL EXPENDITURES	PAGE 11	48,097	274,600	254,600	-7.3%
01	60	6900	DEPRECIATION	PAGE 12	6,646,917	6,963,224	6,965,924	0.0%
			TOTAL OPERATING EXPENDITURES		72,784,450	75,285,512	87,109,549	15.7%
01	60	7000	CONSTRUCTION EXPENDITURES	PAGE 13	0	0	0	0.0%
01	60	8000	LEXINGTON EXPENDITURES	PAGE 14	0	0	0	0.0%
			TOTAL EXPENDITURES		72,784,450	75,285,512	87,109,549	15.7%
			NET OPERATING ACCOUNTING TRANSACTIONS		17,271,027	7,808,283	2,306,775	-70.5%

DuPAGE WATER COMMISSION
TENTATIVE DRAFT MANAGEMENT BUDGET
MAY 1, 2008 TO APRIL 30, 2009

ACCT #		ACCOUNT TITLE	TOTAL FROM	WATER FUND FY 07-08 PROJECTED	WATER FUND FY 07-08 BUDGET	WATER FUND FY 08-09 BUDGET	% CHANGE FY 08-09 BUDGET VS FY 07-08 BUDGET
		NET ASSETS BALANCE					
		NET CURRENT YEAR TRANSACTIONS	PAGE 1	17,271,027	7,808,283	2,306,775	-70.5%
		FIXED ASSET EQUITY TRANSFERS		0	0	0	0.0%
		BEGINNING NET ASSET BALANCE		364,681,363	364,681,363	381,952,390	4.7%
		ENDING NET ASSET BALANCE		381,952,390	372,489,646	384,259,165	3.2%
		NET ASSETS BALANCE ANALYSIS					
01	4211	HELD FOR EMERGENCY REPAIRS		20,000,000	20,000,000	20,000,000	0.0%
01	4212	RESERVED FOR WHOLESALE WATER RATE STABILIZATION		3,972,637	12,825,328	0	-100.0%
01	4213	RESERVED FOR THE ACQUISITION OF CAPITAL ASSETS		57,331,592	55,479,607	55,479,607	0.0%
		NET UNRESTRICTED OPERATING ASSETS		81,304,229	88,304,935	75,479,607	-14.5%
01	4214	WATER QUALITY LOANS RESERVE		3,152,731	3,026,300	3,152,731	4.2%
01	4210	TOTAL UNRESTRICTED NET ASSETS		84,456,960	91,331,235	78,632,338	-13.9%
01	4220	RESTRICTED BY ORDINANCE/RESOLUTION		28,832,104	30,892,452	34,772,110	12.6%
01	4230	INVESTED IN PROPERTY PLANT AND EQUIPMENT		268,663,326	250,265,959	270,854,717	8.2%
		NET ASSETS BALANCE		381,952,390	372,489,646	384,259,165	3.2%
		USE OF OPERATING INCOME					
		NET OPERATING ACCOUNTING TRANSACTIONS		17,271,027	7,808,283	2,306,775	-70.5%
		USED FOR ITEMS NOT IN ACCOUNTING BUDGET					
		G. O. BOND PRINCIPAL PAYMENT		(10,715,000)	(10,715,000)	(11,250,000)	5.0%
		REVENUE BOND PRINCIPAL PAYMENT		(9,125,000)	(9,125,000)	(9,580,000)	5.0%
		CONSTRUCTION OUTLAYS		(1,454,419)	(4,749,000)	(12,219,000)	157.3%
		TOTAL LEXINGTON EXPENDITURES		(1,646,927)	(7,194,000)	(13,066,000)	81.6%
		STATUTORY PAYMENT TO DU PAGE COUNTY		(15,000,000)	(15,000,000)	0	-100.0%
		REBATE		(40,000,000)	(40,000,000)	0	-100.0%
		NET CHANGES IN RECEIVABLES, PAYABLES, ETC.		(3,261,423)	(2,423,092)	(3,391,243)	40.0%
		NON-CASH ACCOUNTING EXPENSES					
		DEPRECIATION		6,646,917	6,963,224	6,965,924	0.0%
		CHANGE IN CASH POSITION		(57,284,825)	(74,434,585)	(40,233,544)	-45.9%

DuPAGE WATER COMMISSION
TENTATIVE DRAFT MANAGEMENT BUDGET
MAY 1, 2008 TO APRIL 30, 2009

	ACCT #	ACCOUNT TITLE	TOTAL FROM	WATER FUND FY 07-08 PROJECTED	WATER FUND FY 07-08 BUDGET	WATER FUND FY 08-09 BUDGET	% CHANGE FY 08-09 BUDGET VS FY 07-08 BUDGET
01	5000	REVENUES					
01	5100	WATER REVENUES					
01	5110	O & M PAYMENTS		41,023,413	33,772,796	40,605,758	20.2%
01	5120	FIXED COST PAYMENTS		7,145,343	7,145,344	7,144,719	0.0%
01	5130	SUBSEQUENT CUSTOMER CHARGES		707,195	721,581	935,362	29.6%
01	5140	EMERGENCY WATER SERVICE		10,051	10,252	13,111	27.9%
01	5300	SALES TAXES		36,382,668	36,390,944	36,268,083	-0.3%
01	5800	INVESTMENT EARNINGS					
01	5810	INTEREST INCOME		4,720,651	5,050,378	4,446,791	-12.0%
01	5900	OTHER INCOME		66,156	2,500	2,500	0.0%
		TOTAL REVENUE		90,055,477	83,093,795	89,416,324	7.6%

DuPAGE WATER COMMISSION
ESTIMATED CUSTOMER
FIXED COST PAYMENT SCHEDULE
MAY 1, 2008 TO APRIL 30, 2009

EXHIBIT 1

CUSTOMER	2006 & 2007 CALENDAR YEARS USE (1000 GAL)	2006 & 2007 CALENDAR YEARS % USAGE	REQUIRED FIXED COST PAYMENT $14,289,438 50% SALES TAX FUNDED ($7,144,719) AMOUNT TO BE RATE FUNDED $7,144,719	FOR: 05/31/08 DUE: 07/10/08	FOR: 06/30/08 DUE: 08/10/08	FOR: 07/31/08 DUE: 09/10/08	FOR: 08/31/08 DUE: 10/10/08	FOR: 09/30/08 DUE: 11/10/08	FOR: 10/31/08 DUE: 12/10/08	FOR: 11/30/08 DUE: 01/10/09	FOR: 12/31/08 DUE: 02/10/09	FOR: 01/31/09 DUE: 03/10/09	FOR: 02/28/09 DUE: 04/10/09	FOR: 03/31/09 DUE: 05/10/09	FOR: 04/30/09 DUE: 06/10/09
ADDISON	2,693,509	4.2724%	$305,244	$25,437	$25,437	$25,437	$25,437	$25,437	$25,437	$25,437	$25,437	$25,437	$25,437	$25,437	$25,437
BENSENVILLE	1,708,095	2.7093%	193,572	16,131	16,131	16,131	16,131	16,131	16,131	16,131	16,131	16,131	16,131	16,131	16,131
BLOOMINGDALE	1,807,167	2.8665%	204,804	17,067	17,067	17,067	17,067	17,067	17,067	17,067	17,067	17,067	17,067	17,067	17,067
CAROL STREAM	2,753,451	4.3675%	312,048	26,004	26,004	26,004	26,004	26,004	26,004	26,004	26,004	26,004	26,004	26,004	26,004
CLARENDON HILLS	571,371	0.9063%	64,752	5,396	5,396	5,396	5,396	5,396	5,396	5,396	5,396	5,396	5,396	5,396	5,396
DARIEN	1,521,616	2.4135%	172,440	14,370	14,370	14,370	14,370	14,370	14,370	14,370	14,370	14,370	14,370	14,370	14,370
DOWNERS GROVE	4,324,960	6.8601%	490,140	40,845	40,845	40,845	40,845	40,845	40,845	40,845	40,845	40,845	40,845	40,845	40,845
ELMHURST	3,074,968	4.8774%	348,480	29,040	29,040	29,040	29,040	29,040	29,040	29,040	29,040	29,040	29,040	29,040	29,040
GLEN ELLYN	1,966,623	3.1194%	222,876	18,573	18,573	18,573	18,573	18,573	18,573	18,573	18,573	18,573	18,573	18,573	18,573
GLENDALE HTS	1,926,253	3.0554%	218,292	18,191	18,191	18,191	18,191	18,191	18,191	18,191	18,191	18,191	18,191	18,191	18,191
HINSDALE	1,953,136	3.0980%	221,340	18,445	18,445	18,445	18,445	18,445	18,445	18,445	18,445	18,445	18,445	18,445	18,445
ITASCA	1,092,700	1.7332%	123,828	10,319	10,319	10,319	10,319	10,319	10,319	10,319	10,319	10,319	10,319	10,319	10,319
LISLE	2,020,919	3.2055%	229,032	19,086	19,086	19,086	19,086	19,086	19,086	19,086	19,086	19,086	19,086	19,086	19,086
LOMBARD	3,132,009	4.9679%	354,948	29,579	29,579	29,579	29,579	29,579	29,579	29,579	29,579	29,579	29,579	29,579	29,579
NAPERVILLE	12,653,530	20.0707%	1,434,000	119,500	119,500	119,500	119,500	119,500	119,500	119,500	119,500	119,500	119,500	119,500	119,500
OAK BROOK	2,607,551	4.1360%	295,512	24,626	24,626	24,626	24,626	24,626	24,626	24,626	24,626	24,626	24,626	24,626	24,626
ROSELLE	1,393,048	2.2096%	157,872	13,156	13,156	13,156	13,156	13,156	13,156	13,156	13,156	13,156	13,156	13,156	13,156
VILLA PARK	1,369,098	2.1716%	155,160	12,930	12,930	12,930	12,930	12,930	12,930	12,930	12,930	12,930	12,930	12,930	12,930
WESTMONT	1,877,579	2.9782%	212,784	17,732	17,732	17,732	17,732	17,732	17,732	17,732	17,732	17,732	17,732	17,732	17,732
WHEATON	3,781,488	5.9981%	428,544	35,712	35,712	35,712	35,712	35,712	35,712	35,712	35,712	35,712	35,712	35,712	35,712
WILLOWBROOK	819,392	1.2997%	92,856	7,738	7,738	7,738	7,738	7,738	7,738	7,738	7,738	7,738	7,738	7,738	7,738
WOOD DALE	1,090,484	1.7297%	123,588	10,299	10,299	10,299	10,299	10,299	10,299	10,299	10,299	10,299	10,299	10,299	10,299
WOODRIDGE	2,360,949	3.7449%	267,564	22,297	22,297	22,297	22,297	22,297	22,297	22,297	22,297	22,297	22,297	22,297	22,297
WINFIELD	642,040	1.0184%	72,756	6,063	6,063	6,063	6,063	6,063	6,063	6,063	6,063	6,063	6,063	6,063	6,063
OAK BROOK TERRACE	114,219	0.1812%	12,948	1,079	1,079	1,079	1,079	1,079	1,079	1,079	1,079	1,079	1,079	1,079	1,079
IAWC-ARROWHEAD	116,223	0.1843%	13,176	1,098	1,098	1,098	1,098	1,098	1,098	1,098	1,098	1,098	1,098	1,098	1,098
IAWC-VALLEY VIEW	518,045	0.8217%	58,704	4,892	4,892	4,892	4,892	4,892	4,892	4,892	4,892	4,892	4,892	4,892	4,892
IAWC-COUNTRY CLUB	67,119	0.1065%	7,608	634	634	634	634	634	634	634	634	634	634	634	634
IAWC-LMBRD HGHTS	44,821	0.0711%	5,076	423	423	423	423	423	423	423	423	423	423	423	423
IAWC-DP/LISLE	334,551	0.5307%	37,908	3,159	3,159	3,159	3,159	3,159	3,159	3,159	3,159	3,159	3,159	3,159	3,159
ARGONNE NATIONAL LAB	352,640	0.5593%	39,960	3,330	3,330	3,330	3,330	3,330	3,330	3,330	3,330	3,330	3,330	3,330	3,330
IAWC-LIBERTY RIDGE WEST	200,405	0.3179%	22,716	1,893	1,893	1,893	1,893	1,893	1,893	1,893	1,893	1,893	1,893	1,893	1,893
IAWC-LIBERTY RIDGE EAST	23,976	0.0380%	2,712	226	226	226	226	226	226	226	226	226	226	226	226
DPC-GLEN ELLYN HEIGHTS (1)	141,255	0.2241%	16,008	1,334	1,334	1,334	1,334	1,334	1,334	1,334	1,334	1,334	1,334	1,334	1,334
DPC-GREENE ROAD (2)	0	0.0000%	0	0	0	0	0	0	0	0	0	0	0	0	0
DPC-SERWF (1)	1,814,780	2.8786%	205,668	17,139	17,139	17,139	17,139	17,139	17,139	17,139	17,139	17,139	17,139	17,139	17,139
DPC-STEEPLE RUN (1)	131,765	0.2090%	14,928	1,244	1,244	1,244	1,244	1,244	1,244	1,244	1,244	1,244	1,244	1,244	1,244
DPC-NORDIC PARK (3)	43,040	0.0683%	4,872	406	406	406	406	406	406	406	406	406	406	406	406
DPC-YORK CENTER (2)	0	0.0000%	0	0	0	0	0	0	0	0	0	0	0	0	0
ROUNDING		0.0000%	3	0	0	0	0	0	0	0	0	0	0	0	0
ALL CUSTOMERS TOTAL (4)	63,044,775	100.0000%	$7,144,719	$595,393	$595,393	$595,393	$595,393	$595,393	$595,393	$595,393	$595,393	$595,393	$595,393	$595,393	$595,393

(1) - CUSTOMER LESS THAN TWO FULL CALENDAR YEARS - USE ALLOCATION
(2) - COSTS ABOVE THE HIGHEST CUSTOMER CONNECTION COST
(3) - NO ALLOCATION. WATER USAGE FOR 2006 & 2007 USED IN CALCULATION.
(4) - THE FIXED COST PAYMENT INCLUDES THE COUNTY OF DuPAGE

	FY 2008-09 MAY - SEPT	FY 2008-09 OCT - APR	FY 2007-08
ESTIMATED O & M RATE	$ 1.04	$1.24	$1.04
ESTIMATED FIXED COST EQUIVALENT	0.21	0.21	0.21
ESTIMATED TOTAL RATE PER THOUSAND GALLONS	$1.25	$1.45	$1.25

DuPAGE WATER COMMISSION
TENTATIVE DRAFT MANAGEMENT BUDGET
MAY 1, 2008 TO APRIL 30, 2009

	ACCT #		ACCOUNT TITLE	TOTAL FROM	WATER FUND FY 07-08 PROJECTED	WATER FUND FY 07-08 BUDGET	WATER FUND FY 08-09 BUDGET	% CHANGE FY 08-09 BUDGET VS FY 07-08 BUDGET
01	60	6000	OPERATING EXPENSES					
01	60	6100	PERSONAL SERVICES					
01	60	6110	SALARIES & WAGES					
01	60	6111	ADMINISTRATIVE-REGULAR		982,568	1,074,911	1,124,076	4.6%
01	60	6112	OPERATIONS-REGULAR		1,266,396	1,279,884	1,409,343	10.1%
01	60	6113	SUMMER INTERNS		0	20,000	25,000	0.0%
01	60	6116	ADMINISTRATIVE - OVERTIME		2,082	7,439	7,997	7.5%
01	60	6117	OPERATIONS - OVERTIME		205,030	204,781	211,400	3.2%
01	60	6120	FRINGE BENEFITS					
01	60	6121	PENSION		807,059	1,800,157	749,205	-58.4%
01	60	6122	MEDICAL/LIFE BENEFITS		497,661	542,900	593,570	9.3%
01	60	6123	FEDERAL PAYROLL TAXES		174,681	191,500	206,273	7.7%
01	60	6128	STATE UNEMPLOYMENT TAXES		1,063	4,410	4,600	4.3%
01	60	6130	PROFESSIONAL DEVELOPMENT					
01	60	6131	TRAVEL		8,161	14,600	9,200	-37.0%
01	60	6132	TRAINING		6,615	46,000	46,000	0.0%
01	60	6133	PROFESSIONAL DEVELOPMENT		38,709	75,370	79,650	5.7%
01	60	6190	OTHER PERSONNEL COSTS					
01	60	6191	OTHER PERSONNEL COSTS		2,127	35,900	35,900	0.0%
			TOTAL PERSONAL SERVICES		3,992,152	5,297,852	4,502,214	-15.0%

DuPAGE WATER COMMISSION
ORGANIZATIONAL CHART
FISCAL YEAR 2008-2009

DuPAGE WATER COMMISSION
TENTATIVE DRAFT MANAGEMENT BUDGET
MAY 1, 2008 TO APRIL 30, 2009

	ACCT #		ACCOUNT TITLE	TOTAL FROM	WATER FUND FY 07-08 PROJECTED	WATER FUND FY 07-08 BUDGET	WATER FUND FY 08-09 BUDGET	% CHANGE FY 08-09 BUDGET VS FY 07-08 BUDGET
01	60	6200	PROFESSIONAL SERVICES					
01	60	6210	WATER CONSERVATION PROGRAM		0	0	400,000	0.0%
01	60	6230	FINANCIAL SERVICES					
01	60	6233	TRUST SERVICES BANK CHARGES		24,337	39,725	39,725	0.0%
01	60	6239	GENERAL FINANCIAL CONSULTING		0	2,200	2,200	0.0%
01	60	6250	LEGAL SERVICES					
01	60	6251	GENERAL COUNSEL		62,129	90,000	90,000	0.0%
01	60	6252	BOND COUNSEL		0	2,000	2,000	0.0%
01	60	6253	SPECIAL COUNSEL		0	60,000	60,000	0.0%
01	60	6258	LEGAL NOTICES		846	5,000	5,000	0.0%
01	60	6259	OTHER LEGAL SERVICES		0	25,000	25,000	0.0%
01	60	6260	AUDIT SERVICES		62,197	62,997	68,417	8.6%
01	60	6280	CONSULTING SERVICES		379,920	266,000	295,000	10.9%
01	60	6290	CONTRACTUAL SERVICES		115,792	226,124	224,324	-0.8%
			TOTAL PROFESSIONAL SERVICES		645,221	779,046	1,211,666	55.5%

DuPAGE WATER COMMISSION
TENTATIVE DRAFT MANAGEMENT BUDGET
MAY 1, 2008 TO APRIL 30, 2009

	ACCT #		ACCOUNT TITLE	TOTAL FROM	WATER FUND FY 07-08 PROJECTED	WATER FUND FY 07-08 BUDGET	WATER FUND FY 08-09 BUDGET	% CHANGE FY 08-09 BUDGET VS FY 07-08 BUDGET
01	60	6400	INSURANCE					
01	60	6410	CASUALTY INSURANCE					
01	60	6411	GENERAL LIABILITY		85,589	86,772	90,636	4.5%
01	60	6412	PUBLIC OFFICIAL'S LIABILITY		78,710	85,300	79,175	-7.2%
01	60	6413	TEMPORARY BONDS		0	723	723	0.0%
01	60	6415	WORKER'S COMPENSATION		89,827	93,555	98,957	5.8%
01	60	6416	UMBRELLA COVERAGE		96,390	97,930	91,383	-6.7%
01	60	6420	PROPERTY INSURANCE					
01	60	6421	PROPERTY		379,689	394,057	406,000	3.0%
01	60	6422	AUTOMOBILE INSURANCE		18,883	20,164	15,000	-25.6%
01	60	6490	OTHER COVERAGE					
01	60	6491	SELF INSURED CLAIMS		0	50,000	50,000	0.0%
			TOTAL INSURANCE		749,088	828,501	831,874	0.4%

DuPAGE WATER COMMISSION
TENTATIVE DRAFT MANAGEMENT BUDGET
MAY 1, 2008 TO APRIL 30, 2009

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01	60	6500	ADMINISTRATIVE COSTS					
01	60	6510	OCCUPANCY COSTS					
01	60	6513	NATURAL GAS		32,876	40,200	40,200	0.0%
01	60	6514	COMMUNICATION SYSTEMS		58,069	65,620	68,880	5.0%
01	60	6520	ADMINISTRATION SUPPLIES					
01	60	6521	OFFICE SUPPLIES		31,123	34,900	34,900	0.0%
01	60	6522	BOOKS & PUBLICATIONS		9,601	13,767	13,837	0.5%
01	60	6530	PRINTING & POSTAGE					
01	60	6531	PRINTING - GENERAL		7,557	12,400	12,400	0.0%
01	60	6532	POSTAGE & DELIVERY		18,161	30,000	30,000	0.0%
01	60	6540	PROFESSIONAL DUES		18,618	23,608	23,423	-0.8%
01	60	6550	OFFICE EQUIPMENT REPAIRS		11,069	20,115	21,959	9.2%
01	60	6560	REPAIRS & MAINT - BLDGS &GRN		316,577	359,240	614,240	71.0%
01	60	6580	COMPUTER SOFTWARE		22,098	54,500	36,000	-33.9%
01	60	6590	SOFTWARE MAINTENANCE		28,719	26,650	44,300	66.2%
01	60	6591	OTHER ADMINISTRATIVE EXPENSE		23,676	39,200	26,200	-33.2%
			TOTAL ADMINISTRATIVE & MAINTENANCE COSTS		578,144	720,200	966,339	34.2%

DuPAGE WATER COMMISSION
TENTATIVE DRAFT MANAGEMENT BUDGET
MAY 1, 2008 TO APRIL 30, 2009

	ACCT #		ACCOUNT TITLE	TOTAL FROM	WATER FUND FY 07-08 PROJECTED	WATER FUND FY 07-08 BUDGET	WATER FUND FY 08-09 BUDGET	% CHANGE FY 08-09 BUDGET VS FY 07-08 BUDGET
01	60	6600	DIRECT WATER DISTRIBUTION COSTS					
01	60	6610	WATER SUPPLY					
01	60	6611	WATER PURCHASES - CHICAGO		48,554,311	47,737,643	58,860,982	23.30%
01	60	6612	ELECTRIC - DuPAGE		2,589,304	2,746,275	3,545,000	29.1%
01	60	6613	WATER CHEMICALS		15,169	30,000	30,000	0.0%
01	60	6614	WATER TESTING		5,878	15,750	24,750	57.1%
01	60	6620	PUMP STATION OPERATIONS					
01	60	6621	PUMPING SERVICES		83,325	121,150	121,150	0.0%
01	60	6623	METER TESTING & REPAIR		10,309	17,500	18,500	5.7%
01	60	6624	SCADA/INSTRUMENTATION		44,983	75,900	53,400	-29.6%
01	60	6625	EQUIPMENT RENTAL		5,055	23,400	25,900	10.7%
01	60	6626	UNIFORMS		42,832	17,000	19,000	11.8%
01	60	6627	SAFETY		111,337	249,900	247,400	-1.0%
01	60	6630	PIPELINE MAINTENANCE					
01	60	6631	PIPELINE REPAIRS		146,682	1,120,500	920,000	-17.9%
01	60	6632	CORROSION TESTING & MITIGATION		644,416	331,200	1,100,000	232.1%
01	60	6633	METER STATIONS, ROVS, STANDPIPES		85,704	270,000	390,000	44.4%
01	60	6634	PLAN REVIEW - PIPELINE CONFLICTS		78,234	107,200	117,200	9.3%
01	60	6637	PIPELINE SUPPLIES		24,681	44,000	44,000	0.0%
01	60	6640	VEHICLES					
01	60	6641	REPAIRS & MAINT - VEHICLES		13,840	25,400	25,400	0.0%
01	60	6642	FUEL- VEHICLES		58,521	53,000	65,000	22.6%
01	60	6643	LICENSES - VEHICLES		1,260	1,278	1,278	0.0%
			TOTAL DIRECT WATER DISTRIBUTION COSTS		52,515,841	52,987,096	65,608,960	23.8%

DuPAGE WATER COMMISSION
TENTATIVE DRAFT MANAGEMENT BUDGET
MAY 1, 2008 TO APRIL 30, 2009

ACCT #			ACCOUNT TITLE	TOTAL FROM	WATER FUND FY 07-08 PROJECTED	WATER FUND FY 07-08 BUDGET	WATER FUND FY 08-09 BUDGET	% CHANGE FY 08-09 BUDGET VS FY 07-08 BUDGET
01	60	6720	BOND INTEREST					
01	60	6721	BOND INTEREST - GO BONDS		2,231,348	2,049,590	1,610,694	-21.4%
01	60	6722	BOND INTEREST - REV BONDS		5,377,642	5,385,403	5,157,278	-4.2%
			TOTAL INTEREST EXPENSES		7,608,990	7,434,993	6,767,972	-9.0%
01	60	6800	CAPITAL EXPENDITURES					
			LAND AND RIGHT-OF-WAY					
01	60	6810	LEASES		0	1,000	1,000	0.0%
01	60	6820	PERMITS & FEES		0	25,000	25,000	0.0%
			EQUIPMENT PURCHASES					
01	60	6851	COMPUTER		22,950	78,600	53,600	-31.8%
01	60	6852	OFFICE FURNITURE & EQUIPMENT		0	85,000	85,000	0.0%
01	60	6856	MACHINERY & EQUIPMENT		0	0	0	0.0%
01	60	6858	CAPITALIZED EQUIPMENT PURCHASES		(22,950)	(189,600)	(164,600)	-13.2%
			VEHICLE PURCHASES					
01	60	6860	VEHICLES		25,147	85,000	90,000	5.9%
01	60	6868	CAPITALIZED VEHICLES PURCHASES		(25,147)	(85,000)	(90,000)	5.9%
			TOTAL CAPITAL EXPENDITURES		0	0	0	0.0%

DuPAGE WATER COMMISSION
TENTATIVE DRAFT MANAGEMENT BUDGET
MAY 1, 2008 TO APRIL 30, 2009

	ACCT #		ACCOUNT TITLE	TOTAL FROM	WATER FUND FY 07-08 PROJECTED	WATER FUND FY 07-08 BUDGET	WATER FUND FY 08-09 BUDGET	% CHANGE FY 08-09 BUDGET VS FY 07-08 BUDGET
01	60	6900	DEPRECIATION					
01	60	6920	WATER MAINS		4,298,880	4,557,007	4,557,007	0.0%
01	60	6930	BUILDINGS		2,041,426	2,041,745	2,041,745	0.0%
01	60	6952	EQUIPMENT		84,932	110,200	110,200	0.0%
01	60	6956	PUMPING EQUIPMENT		171,478	179,472	179,472	0.0%
01	60	6960	VEHICLE		50,201	74,800	77,500	3.6%
			TOTAL DEPRECIATION		6,646,917	6,963,224	6,965,924	0.0%
			TOTAL OPERATING EXPENSES		72,736,353	75,010,912	86,854,949	15.8%

DuPAGE WATER COMMISSION
TENTATIVE DRAFT MANAGEMENT BUDGET
MAY 1, 2008 TO APRIL 30, 2009

	ACCT #		ACCOUNT TITLE	TOTAL FROM	WATER FUND FY 07-08 PROJECTED	WATER FUND FY 07-08 BUDGET	WATER FUND FY 08-09 BUDGET	% CHANGE FY 08-09 BUDGET VS FY 07-08 BUDGET
01	60	7000	CONSTRUCTION EXPENDITURES					
01	60	7110	METERING STATIONS		0	0	0	0.0%
01	60	7210	DU PAGE PUMPING STATION		0	0	0	0.0%
01	60	7211	CADWELL AVE REALIGNMENT		552,600	437,000	0	-100.0%
01	60	7212	MATERIAL & EQUIPMENT STORAGE		26	700,000	675,000	-3.6%
01	60	7213	EMERGENCY GENERATION		748,761	3,470,000	8,229,000	137.1%
01	60	7214	SITE IMPROVEMENTS		0	0	2,200,000	0.0%
01	60	7215	GARAGE/OFFICE BUILDING		0	0	1,084,000	0.0%
01	60	7410	REMOTE FACILITIES		0	0	0	0.0%
01	60	7510	TRANSMISSION MAINS		0	0	0	0.0%
01	60	7610	STANDPIPE IMPROVEMENTS		0	0	0	0.0%
01	60	7611	#4 EAST RISER PIPE		153,032	111,000	0	-100.0%
01	60	7950	LEGAL					
01	60	7950	GENERAL COUNSEL		0	30,000	30,000	0.0%
01	60	7950	LEGAL NOTICES		0	0	0	0.0%
01	60	7970	LAND AND RIGHT-OF-WAY					
01	60	7970	PERMITS & FEES		0	1,000	1,000	0.0%
01	60	7970	EASEMENTS		0	0	0	0.0%
01	60	7970	REAL PROPERTY		0	0	0	0.0%
01	60	7970	RELATED SERVICES		0	0	0	0.0%
01	60	7980	CAPITALIZED FIXED ASSETS		(1,454,419)	(4,749,000)	(12,219,000)	157.3%
			TOTAL CONSTRUCTION EXPENDITURES		0	0	0	0.0%

DuPAGE WATER COMMISSION
TENTATIVE DRAFT MANAGEMENT BUDGET
MAY 1, 2008 TO APRIL 30, 2009

	ACCT #		ACCOUNT TITLE	TOTAL FROM	WATER FUND FY 07-08 PROJECTED	WATER FUND FY 07-08 BUDGET	WATER FUND FY 08-09 BUDGET	% CHANGE FY 08-09 BUDGET VS FY 07-08 BUDGET
01	60	8200	LEXINGTON PUMP STATION EXPENDITURES					
01	60	8201	EMERGENCY GENERATION		1,388,271	3,441,000	8,545,000	148.3%
01	60	8202	PHOTOVOLTAIC CELLS		190,711	1,781,000	3,913,000	119.7%
01	60	8203	VARIABLE FREQUENCY DRIVES		67,945	1,972,000	608,000	-69.2%
01	60	8200	CAPITALIZED/REIMBURSED		(1,646,927)	(7,194,000)	(13,066,000)	81.6%
			TOTAL LEXINGTON EXPENDITURES		0	0	0	0.0%

PACKET: 00969 HOLD FOR BOARD APPROVAL
VENDOR SET: 01 DUPAGE WATER COMMISSION
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

Accounts Payable

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-1101 HOLLAND & KNIGHT LLP						
I-200804021650		LEGAL SERVICES: FEB. 2008	2,537.50			
4/10/2008	IL	DUE: 3/17/2008 DISC: 3/17/2008		1099: N		
		LEGAL SERVICES: FEB. 2008		01 60-6251	LEGAL SERVICES- GENERAL	2,537.50
		=== VENDOR TOTALS ===	2,537.50			
01-1141 RIDGEWOOD ENGINEERING, INC.						
I-QRE3-002A		REPAIR/REPLACE POWER FEED	1,994.14			
4/10/2008	IL	DUE: 4/02/2008 DISC: 4/02/2008		1099: N		
		REPAIR/REPLACE POWER FEED		01 60-6633	REMOTE FACILITIES MAINTE	1,994.14
		=== VENDOR TOTALS ===	1,994.14			
		=== PACKET TOTALS ===	4,531.64			

PACKET: 00969 HOLD FOR BOARD APPROVAL
VENDOR SET: 01 DUPAGE WATER COMMISSION
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

** T O T A L S **

INVOICE TOTALS	4,531.64
DEBIT MEMO TOTALS	0.00
CREDIT MEMO TOTALS	0.00
BATCH TOTALS	4,531.64

** G/L ACCOUNT TOTALS **

					=========LINE ITEM=========			========GROUP BUDGET======		
BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	2007-2008	01 -60-6251	LEGAL SERVICES- GENERAL	2,537.50	90,000	46,121.98				
		01 -60-6633	REMOTE FACILITIES MAINTE	1,994.14	270,000	197,552.82				
			** 2007-2008 YEAR TOTALS	4,531.64						

PACKET: 00969 HOLD FOR BOARD APPROVAL
VENDOR SET: 01 DUPAGE WATER COMMISSION
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
01	4/2008	4,531.64

NO ERRORS

** END OF REPORT **

TOTAL ERRORS: 0

VENDOR SET: 01 DuPage Water Commission

BANK: IL ILLINOIS FUNDS

Items Paid

VENDOR I.D.		NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1169		ADT SECURITY SERVICES INC.							
	I-67928865	FIRE ALARM SYSTEM: 04/01-06/30	R	3/28/2008	109.10		003863		109.10
				*** VENDOR TOTALS ***			1 CHECKS		109.10
1566		ALLIANCE FOR WATER EFFICIENCY							
	I-200803051600	MEMBERSHIP	R	3/14/2008	5,000.00		003801		5,000.00
				*** VENDOR TOTALS ***			1 CHECKS		5,000.00
1087		ALLIANCE WINDOW CLEANING INC.							
	I-91183	WINDOW WASHING: FEB. 2008	R	3/14/2008	164.00		003802		
	I-91305	WINDOW WASHING: MAR. 2008	R	3/14/2008	164.00		003802		328.00
				*** VENDOR TOTALS ***			1 CHECKS		328.00
1459		ALPHA BUILDING MAINTENANCE SER							
	I-8318 DWC	JANITORIAL SERVICE: 03/08	R	3/28/2008	1,584.00		003864		
	I-8386 DWC	JANITORIAL SUPPLIES	R	3/28/2008	472.64		003864		
	I-8387 DWC	JANITORIAL SUPPLIES	R	3/28/2008	424.87		003864		
	I-8388 DWC	JANITORIAL SUPPLIES	R	3/28/2008	403.03		003864		2,884.54
				*** VENDOR TOTALS ***			1 CHECKS		2,884.54
1516		ARAMARK REFRESHMENT SERVICES							
	I-6062-108688	COFFEE & SUPPLIES	R	3/14/2008	37.40		003803		37.40
1516		ARAMARK REFRESHMENT SERVICES							
	I-6062-110812	COFFEE & SUPPLIES	R	3/28/2008	181.85		003865		181.85
				*** VENDOR TOTALS ***			2 CHECKS		219.25
1397		AT&T							
	I-200803051601	DPPS PHONE SERV.: 02/16-03/15	R	3/14/2008	771.70		003800		
	I-200803051602	DPPS PHONE SERV.: 02/22-03/21	R	3/14/2008	397.75		003800		1,169.45
1397		AT&T							
	I-200803201620	TANK SITE # 1: 03/04-04/03	R	3/28/2008	20.79		003866		20.79
				*** VENDOR TOTALS ***			2 CHECKS		1,190.24
1393		AT&T LONG DISTANCE							
	I-200803141610	DPPS LONG DIST. SERV.: 02/08	R	3/14/2008	92.54		003804		92.54
				*** VENDOR TOTALS ***			1 CHECKS		92.54
1072		AVALON PETROLEUM COMPANY							
	I-509983	GASOLINE	R	3/14/2008	2,979.00		003805		2,979.00
				*** VENDOR TOTALS ***			1 CHECKS		2,979.00
1214		AWWA RESEARCH FOUNDATION							
	I-200803201619	YEARLY DUES - 05/08-04/09	R	3/28/2008	2,315.00		003867		2,315.00
				*** VENDOR TOTALS ***			1 CHECKS		2,315.00

VENDOR SET: 01 DuPage Water Commission
BANK: IL ILLINOIS FUNDS

VENDOR I.D.		NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1012		BAXTER AND WOODMAN							
	I-0130564	PROGRAM ENHANCEMENT TO PLC	R	3/28/2008	54.00		003868		
	I-0132326	PROGRAM ENHANCEMENT TO PLC	R	3/28/2008	3,159.27		003868		3,213.27
				*** VENDOR TOTALS ***			1 CHECKS		3,213.27
1342		ROSS BOSTICK							
	I-200803051595	ELECTRICAL SAFETY BOOKS	R	3/14/2008	153.55		003806		153.55
				*** VENDOR TOTALS ***			1 CHECKS		153.55
1461		BUSINESS CARD							
	I-200803201621	UNIFORMS	R	3/28/2008	1,395.79		003869		
	I-200803251638	AWWA CONF., AWWA MEMBERSHIP	R	3/28/2008	445.30		003869		
	I-200803251639	AWWA, , TRAINING, PUBL, SUPPL	R	3/28/2008	3,849.92		003869		5,691.01
				*** VENDOR TOTALS ***			1 CHECKS		5,691.01
1049		CAMP DRESSER & MCKEE INC.							
	I-80279306/44	EVAL. ELECT. GEN. SUP. ALT.	R	3/14/2008	133,522.96		003807		133,522.96
				*** VENDOR TOTALS ***			1 CHECKS		133,522.96
1568		CARDIAC SCIENCE CORP.							
	I-1009701	AED TRAINING SUPPLIES	R	3/14/2008	915.96		003808		915.96
				*** VENDOR TOTALS ***			1 CHECKS		915.96
1526		CASTLE CHEVROLET							
	I-27974	VEHICLE MAINTENANCE: M-80328	R	3/28/2008	168.70		003870		168.70
				*** VENDOR TOTALS ***			1 CHECKS		168.70
1023		CDW GOVERNMENT, INC.							
	C-JQV9538	PRINTER RETURNED	R	3/14/2008	1,189.04CR		003809		
	I-JLR8503	MICR TONER	R	3/14/2008	170.95		003809		
	I-JMW0908	PRINTER	R	3/14/2008	1,189.04		003809		
	I-JQS9782	PRINTER	R	3/14/2008	1,175.00		003809		1,345.95
1023		CDW GOVERNMENT, INC.							
	I-JRL6189	OFFICE SUPPLIES	R	3/28/2008	168.34		003871		168.34
				*** VENDOR TOTALS ***			2 CHECKS		1,514.29
1134		CITY OF CHICAGO DEPARTMENT OF							
	I-200803051604	LEX. PUMP STA. LABOR: 12/07	R	3/14/2008	35,052.93		003810		
	I-200803051605	LEX. PUMP STA. LABOR: 01/08	R	3/14/2008	38,575.44		003810		73,628.37
				*** VENDOR TOTALS ***			1 CHECKS		73,628.37
1135		CITY OF CHICAGO SUPERINTENDENT							
	I-200803051603	WATER BILLING: 02/01-02/29/08	R	3/14/2008	3,361,117.76		003811		3,361,117.76
				*** VENDOR TOTALS ***			1 CHECKS		3,361,117.76

VENDOR SET: 01 DuPage Water Commission
BANK: IL ILLINOIS FUNDS

VENDOR I.D.		NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1179		CHICAGO TRIBUNE							
	I-419305001	LEGAL NOTICE	R	3/14/2008	565.62		003812		565.62
				*** VENDOR TOTALS ***			1 CHECKS		565.62
1091		CINTAS FIRST AID & SAFETY							
	I-343476385	FIRST AID SUPPLIES	R	3/14/2008	167.10		003813		167.10
				*** VENDOR TOTALS ***			1 CHECKS		167.10
1398		COMCAST							
	I-200803271646	INTERNET SERV.: 03/27-04/26	R	3/28/2008	84.95		003872		84.95
				*** VENDOR TOTALS ***			1 CHECKS		84.95
1009		COMED							
	I-200803141611	METER STATION ELECTRIC SERVICE	R	3/14/2008	17,777.88		003814		17,777.88
				*** VENDOR TOTALS ***			1 CHECKS		17,777.88
1454		COMMONWEALTH EDISON							
	I-200803191618	DEPOSIT FOR RELAY WORK	R	3/19/2008	295,000.00		003862		295,000.00
				*** VENDOR TOTALS ***			1 CHECKS		295,000.00
1136		CONSTELLATION NEWENERGY							
	I-0000325221	DPPS ELECT. SERV: 01/25-02/24	R	3/14/2008	205,185.96		003815		205,185.96
				*** VENDOR TOTALS ***			1 CHECKS		205,185.96
1569		ED COUGHLIN							
	I-200803251640	SECURITY	R	3/28/2008	75.00		003873		75.00
				*** VENDOR TOTALS ***			1 CHECKS		75.00
1024		CTE ENGINEERS							
	I-4067536	CONCRETE RESERVOIR - 02/08	R	3/14/2008	1,312.44		003816		
	I-60017667-08	SEC. CON. POINT FOR WINFIELD	R	3/14/2008	2,279.43		003816		
	I-60020796-09	FALL PROTECTION	R	3/14/2008	797.82		003816		
	I-60040544-02	VALVE ACTUATORS: 02/08	R	3/14/2008	3,344.50		003816		7,734.19
				*** VENDOR TOTALS ***			1 CHECKS		7,734.19
1205		DEARBORN CONTROLS							
	I-3470	SCADA/INSTRUMENTATION	R	3/14/2008	4,005.32		003817		4,005.32
				*** VENDOR TOTALS ***			1 CHECKS		4,005.32
1143		DISCOUNT TIRE CO. INC.							
	I-6645967	VEHICLE MAINTENANCE: M-76785	R	3/14/2008	143.50		003818		143.50
1143		DISCOUNT TIRE CO. INC.							
	I-6596345	TIRES: M-66159	R	3/28/2008	238.00		003874		238.00
				*** VENDOR TOTALS ***			2 CHECKS		381.50

VENDOR SET: 01 DuPage Water Commission

BANK: IL ILLINOIS FUNDS

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1140	CITY OF ELMHURST							
I-200803201623	VEHICLE STICKER: M-166601	R	3/28/2008	90.00		003875		
I-200803201624	VEHICLE STICKER: M-149226	R	3/28/2008	126.00		003875		
I-200803201625	VEHICLE STICKER: M-78556	R	3/28/2008	126.00		003875		
I-200803201626	VEHICLE STICKER: M-79697	R	3/28/2008	126.00		003875		
I-200803201627	VEHICLE STICKER: M-99818	R	3/28/2008	90.00		003875		
I-200803201628	VEHICLE STICKER: M-66159	R	3/28/2008	36.00		003875		
I-200803201629	VEHICLE STICKER: M-63637	R	3/28/2008	36.00		003875		
I-200803201630	VEHICLE STICKER: M-134705	R	3/28/2008	36.00		003875		
I-200803201631	VEHICLE STICKER: M-153835	R	3/28/2008	126.00		003875		
I-200803201632	VEHICLE STICKER: M-127481	R	3/28/2008	90.00		003875		
I-200803201633	VEHICLE STICKER: M-76785	R	3/28/2008	36.00		003875		
I-200803201634	VEHICLE STICKER: M-80328	R	3/28/2008	90.00		003875		
I-200803201635	VEHICLE STICKER: 8647943	R	3/28/2008	36.00		003875		
I-28953	ANN. SPEC. SERV. FEE	R	3/28/2008	47,315.00		003875		48,359.00
			*** VENDOR TOTALS ***			1 CHECKS		48,359.00
1567	ELMHURST FORD							
I-C31518	VEHICLE MAINTENANCE: 8647943	R	3/14/2008	141.70		003819		
I-T30838	VEHICLE MAINTENANCE: M-99818	R	3/14/2008	5,725.41		003819		
I-T30964	VEHICLE MAINTENANCE: M-76785	R	3/14/2008	94.00		003819		5,961.11
			*** VENDOR TOTALS ***			1 CHECKS		5,961.11
1097	ELMHURST PLAZA STANDARD INC.							
I-10577	GASOLINE	R	3/14/2008	41.01		003820		
I-10578	GASOLINE	R	3/14/2008	87.50		003820		
I-18201	GASOLINE	R	3/14/2008	87.00		003820		
I-18790	GASOLINE	R	3/14/2008	53.98		003820		
I-18810	GASOLINE	R	3/14/2008	52.66		003820		
I-18882	GASOLINE	R	3/14/2008	118.98		003820		
I-30986	VEHICLE MAINTENANCE: M-99818	R	3/14/2008	428.75		003820		869.88
1097	ELMHURST PLAZA STANDARD INC.							
I-11300	GASOLINE	R	3/28/2008	106.12		003876		
I-12463	GASOLINE	R	3/28/2008	36.03		003876		
I-12468	GASOLINE	R	3/28/2008	78.01		003876		
I-12667	GASOLINE	R	3/28/2008	102.45		003876		322.61
			*** VENDOR TOTALS ***			2 CHECKS		1,192.49
1446	EN ENGINEERING, LLC							
I-0022570	ROV-8B CORR. INVEST.	R	3/14/2008	1,555.45		003821		
I-0022571	CP DESIGN S. TR MAIN	R	3/14/2008	4,026.57		003821		
I-0022572	DC STRAY CURRENT 90" MAIN	R	3/14/2008	15,928.44		003821		
I-0022573	TW-4 CORROSION ASSIST	R	3/14/2008	1,705.72		003821		
I-0022574	STATIC INT TST	R	3/14/2008	5,031.03		003821		
I-0022583	POWER GEN DESIGN	R	3/14/2008	980.40		003821		29,227.61
			*** VENDOR TOTALS ***			1 CHECKS		29,227.61

VENDOR SET: 01 DuPage Water Commission
BANK: IL ILLINOIS FUNDS

VENDOR I.D.		NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1065		FEDEX							
	I-2-559-32681	OVERNIGHT MAIL	R	3/14/2008	898.60		003822		
	I-8-210-14592	OVERNIGHT MAIL	R	3/14/2008	173.53		003822		1,072.13
				*** VENDOR TOTALS ***			1 CHECKS		1,072.13
1570		FIVE STAR SAFETY EQUIPMENT, IN							
	I-2424800	SAFETY EQUIPMENT	R	3/28/2008	25,380.00		003877		25,380.00
				*** VENDOR TOTALS ***			1 CHECKS		25,380.00
1565		GENERAL BINDING CORPORATION							
	I-15777162	OFFICE SUPPLIES	R	3/14/2008	146.77		003823		
	I-15788070	OFFICE SUPPLIES	R	3/14/2008	330.83		003823		477.60
				*** VENDOR TOTALS ***			1 CHECKS		477.60
1193		GEXPRO							
	I-265-222657	PUMP FUSES	R	3/14/2008	2,829.28		003824		2,829.28
1193		GEXPRO							
	I-265-226627	PUMP FUSES	R	3/28/2008	5,649.99		003878		5,649.99
				*** VENDOR TOTALS ***			2 CHECKS		8,479.27
1166		GLENBARD ELECTRIC SUPPLY, INC.							
	I-1063110-01	METER STATION MAINTENANCE	R	3/14/2008	1,050.00		003825		1,050.00
				*** VENDOR TOTALS ***			1 CHECKS		1,050.00
1181		GOVERNMENTAL ACCOUNTING STANDA							
	I-200803191617	GASB SUBSCRIPTION - 2 YRS.	R	3/28/2008	348.00		003879		348.00
				*** VENDOR TOTALS ***			1 CHECKS		348.00
1055		GRAINGER							
	I-9576897467	MAINTENANCE SUPPLIES	R	3/14/2008	114.76		003826		114.76
1055		GRAINGER							
	I-9596937517	VEHICLE MAINTENANCE	R	3/28/2008	345.60		003880		
	I-9598034578	MAINTENANCE SUPPLIES	R	3/28/2008	21.60		003880		367.20
				*** VENDOR TOTALS ***			2 CHECKS		481.96
1399		GREELEY AND HANSEN							
	I-INV-0000244592	LEX PS GENERATION FACILITIES	R	3/28/2008	237,430.81		003881		
	I-INV-0000244593	LEXINGTON PS VAR FREQ DRIVES	R	3/28/2008	2,886.18		003881		
	I-INV-0000244594	LEXINGTON PS PHOTOVOLTAIC CELL	R	3/28/2008	160,670.57		003881		400,987.56
				*** VENDOR TOTALS ***			1 CHECKS		400,987.56
1264		H-O-H CHEMICALS, INC.							
	I-00295240	MAINTENANCE SUPPLIES	R	3/14/2008	157.12		003827		157.12
				*** VENDOR TOTALS ***			1 CHECKS		157.12

VENDOR SET: 01 DuPage Water Commission
BANK: IL ILLINOIS FUNDS

VENDOR I.D.		NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1101		HOLLAND & KNIGHT LLP							
	I-200802271593	LEGAL SERVICES: JAN. 2008	R	3/14/2008	1,352.50		003828		1,352.50
				*** VENDOR TOTALS ***			1 CHECKS		1,352.50
1050		HOME DEPOT CREDIT SERVICES							
	C-5170812	METER STATION MAINT. RETURNS	R	3/14/2008	382.39CR		003829		
	I-1591613	METER STATION MAINTENANCE	R	3/14/2008	82.32		003829		
	I-2045492	MAINTENANCE SUPPLIES	R	3/14/2008	224.27		003829		
	I-2045529	METER STATION MAINTENANCE	R	3/14/2008	79.86		003829		
	I-3011442	MAINTENANCE SUPPLIES	R	3/14/2008	200.87		003829		
	I-4029104	MAINTENANCE SUPPLIES	R	3/14/2008	57.53		003829		
	I-5170813	METER STATION MAINTENANCE	R	3/14/2008	354.89		003829		
	I-5591500	METER STATION MAINTENANCE	R	3/14/2008	382.39		003829		
	I-6101580	PIPELINE SUPPLIES	R	3/14/2008	34.90		003829		
	I-7028903	MAINTENANCE SUPPLIES	R	3/14/2008	187.47		003829		
	I-7091582	METER STATION MAINTENANCE	R	3/14/2008	23.29		003829		1,245.40
				*** VENDOR TOTALS ***			1 CHECKS		1,245.40
1571		HOME PLUMBING SUPPLY							
	I-14022	MAINTENANCE SUPPLIES	R	3/28/2008	54.00		003882		54.00
				*** VENDOR TOTALS ***			1 CHECKS		54.00
1514		HYUNDAI IDEAL ELECTRIC COMPANY							
	I-00793	PM FOR PUMP MOTORS	R	3/14/2008	6,800.00		003830		
	I-00807	TROUBLESHOOT MOTOR STARTERS	R	3/14/2008	3,071.71		003830		9,871.71
				*** VENDOR TOTALS ***			1 CHECKS		9,871.71
1225		IKON OFFICE SOLUTIONS							
	I-5007624934	COPIER USAGE: 01/31-02/28/08	R	3/14/2008	875.99		003831		875.99
				*** VENDOR TOTALS ***			1 CHECKS		875.99
1201		ILLINOIS EPA							
	I-200803051596	YEARLY IEPA SAMPLES	R	3/14/2008	1,092.05		003832		1,092.05
				*** VENDOR TOTALS ***			1 CHECKS		1,092.05
1151		ILLINOIS MUNICIPAL LEAGUE							
	I-200803131608	IL MUNICIPAL REVIEW SUBSCRIPT.	R	3/14/2008	10.00		003833		10.00
				*** VENDOR TOTALS ***			1 CHECKS		10.00
1053		ILLINOIS PUBLIC RISK FUND							
	I-200803251641	WORKERS COMPENSATION INS.	R	3/28/2008	8,247.00		003883		8,247.00
				*** VENDOR TOTALS ***			1 CHECKS		8,247.00
1496		INFOR GLOBAL SOLUTIONS, INC.							
	I-22573-00D1	DATASTREAM 7I GIS SOFTWARE	R	3/14/2008	33,000.00		003834		33,000.00
				*** VENDOR TOTALS ***			1 CHECKS		33,000.00

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VENDOR I.D.		NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1032		JULIE, INC.							
	I-02-08-0434	UTILITY LOCATES: FEB. 2008	R	3/14/2008	1,289.15		003835		1,289.15
				*** VENDOR TOTALS ***			1 CHECKS		1,289.15
1196		KARA COMPANY, INC.							
	I-233648	VEHICLE MAINTENANCE	R	3/14/2008	139.99		003836		
	I-233719	VERIZON DATA LINE GPS DATA	R	3/14/2008	60.70		003836		200.69
				*** VENDOR TOTALS ***			1 CHECKS		200.69
1299		GEORGE W. KENNEDY CONSTRUCTION							
	I-QR7-005B	REPAIR LEAK IN HEADER SYSTEM	R	3/19/2008	13,495.50		003861		13,495.50
				*** VENDOR TOTALS ***			1 CHECKS		13,495.50
1105		KINGSBURY, INC.							
	C-K080593	PUMPING OPERATIONS	R	3/28/2008	5,262.00CR		003884		
	I-34746	PUMPING OPERATIONS	R	3/28/2008	5,268.97		003884		
	I-K080593	PUMPING OPERATIONS	R	3/28/2008	5,262.00		003884		5,268.97
				*** VENDOR TOTALS ***			1 CHECKS		5,268.97
1235		LAB SAFETY SUPPLY, INC.							
	I-1011098464	MAINTENANCE SUPPLIES	R	3/14/2008	25.76		003837		25.76
1235		LAB SAFETY SUPPLY, INC.							
	I-1011152224	MAINTENANCE SUPPLIES	R	3/28/2008	722.48		003885		722.48
				*** VENDOR TOTALS ***			2 CHECKS		748.24
1191		TERRANCE MC GHEE							
	I-200803281647	ISAWWA ANNUAL CONFERENCE	R	3/28/2008	219.16		003886		219.16
				*** VENDOR TOTALS ***			1 CHECKS		219.16
1069		MEL'S ACE HARDWARE							
	C-402144/4	DUPLICATE PAYMENT	R	3/14/2008	0.46CR		003838		
	I-402872	MAINTENANCE SUPPLIES	R	3/14/2008	19.99		003838		
	I-405078	MAINTENANCE SUPPLIES	R	3/14/2008	20.06		003838		
	I-405079	METER STATION MAINTENANCE	R	3/14/2008	5.38		003838		
	I-405083	METER STATION MAINTENANCE	R	3/14/2008	8.27		003838		
	I-405101	LOCATOR BATTERIES	R	3/14/2008	21.13		003838		
	I-405114	PIPELINE SUPPLIES, VEH MAINT.	R	3/14/2008	23.77		003838		
	I-405158	PIPELINE SUPPLIES	R	3/14/2008	4.31		003838		
	I-405162	MAINTENANCE SUPPLIES	R	3/14/2008	7.53		003838		
	I-405232	MAINTENANCE SUPPLIES	R	3/14/2008	26.59		003838		
	I-405274	METER STATION MAINTNENACE	R	3/14/2008	13.94		003838		150.51
				*** VENDOR TOTALS ***			1 CHECKS		150.51

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VENDOR I.D.		NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1051		MENARDS- HILLSIDE							
	C-97702	MAINTENANCE SUPPLIES - RETURNS	R	3/14/2008	49.99CR		003839		
	I-96725	METER STATION MAINTENANCE	R	3/14/2008	10.45		003839		
	I-97042	MAINTENANCE SUPPLIES	R	3/14/2008	7.96		003839		
	I-97688	MAINTENANCE SUPPLIES	R	3/14/2008	87.47		003839		
	I-97704	MAINTENANCE SUPPLIES	R	3/14/2008	144.00		003839		199.89
				*** VENDOR TOTALS ***			1 CHECKS		199.89
1021		NAPERVILLE, CITY OF							
	I-200803051606	METER STATION ELECTRIC SERVICE	R	3/14/2008	399.26		003840		
	I-200803141612	METER STATION ELECTRIC SERVICE	R	3/14/2008	249.11		003840		648.37
1021		NAPERVILLE, CITY OF							
	I-200803201636	METER STATION ELECTRIC SERVICE	R	3/28/2008	209.35		003887		
	I-200803281648	METER STATION ELECTRIC SERVICE	R	3/28/2008	402.83		003887		612.18
				*** VENDOR TOTALS ***			2 CHECKS		1,260.55
1060		NTG, INC.							
	I-54009	CORROSION TELEMETRY: 02/08	R	3/28/2008	77.15		003888		77.15
				*** VENDOR TOTALS ***			1 CHECKS		77.15
1020		NEXTEL COMMUNICATIONS							
	I-648652511-073	CELL PHONE SERV.: 02/09-03/08	R	3/28/2008	1,110.63		003889		1,110.63
				*** VENDOR TOTALS ***			1 CHECKS		1,110.63
1111		NICOR GAS							
	I-200803251642	DPPS SERV.: 12/19/07-02/13/08	R	3/28/2008	12,268.65		003890		
	I-200803251643	DPPS SERV.: 02/13/08-03/14/08	R	3/28/2008	7,272.82		003890		19,541.47
				*** VENDOR TOTALS ***			1 CHECKS		19,541.47
1395		OFFICE DEPOT							
	I-421570211-001	OFFICE SUPPLIES	R	3/14/2008	87.70		003841		87.70
				*** VENDOR TOTALS ***			1 CHECKS		87.70
1038		ORR SAFETY							
	I-INV1029770	GAS METER INSPECTION, CAL. GAS	R	3/28/2008	355.00		003891		355.00
				*** VENDOR TOTALS ***			1 CHECKS		355.00
1279		PETERS & ASSOCIATES							
	I-INV0021249	SOFTWARE LICENSES	R	3/14/2008	2,647.00		003842		2,647.00
				*** VENDOR TOTALS ***			1 CHECKS		2,647.00
1158		PETTY CASH - CUSTODIAN							
	I-200803141613	ADMIN, MISC INC., PARK, POST.	R	3/14/2008	327.80		003843		327.80
				*** VENDOR TOTALS ***			1 CHECKS		327.80

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VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1114	PITNEY BOWES							
I-5795233-MR08	POSTAGE METER RENTAL	R	3/28/2008	630.00		003892		630.00
			*** VENDOR TOTALS ***			1 CHECKS		630.00
1039	QUILL CORPORATION							
I-5191713	OFFICE SUPPLIES	R	3/14/2008	109.76		003844		
I-5227714	OFFICE SUPPLIES	R	3/14/2008	195.31		003844		
I-5229689	OFFICE SUPPLIES	R	3/14/2008	31.02		003844		
I-5243649	OFFICE SUPPLIES	R	3/14/2008	51.29		003844		
I-5279319	OFFICE SUPPLIES	R	3/14/2008	102.54		003844		
I-5387531	OFFICE SUPPLIES	R	3/14/2008	164.84		003844		
I-5425267	OFFICE SUPPLIES	R	3/14/2008	446.02		003844		
I-5462176	OFFICE SUPPLIES	R	3/14/2008	459.20		003844		
I-5470798	OFFICE SUPPLIES	R	3/14/2008	28.47		003844		
I-5547388	OFFICE SUPPLIES	R	3/14/2008	344.14		003844		
I-5567422	OFFICE SUPPLIES	R	3/14/2008	157.32		003844		
I-5589519	OFFICE SUPPLIES	R	3/14/2008	150.39		003844		
I-5660306	OFFICE SUPPLIES	R	3/14/2008	123.76		003844		2,364.06
1039	QUILL CORPORATION							
C-141724	OFFICE SUPPLIES RETURNED	R	3/28/2008	123.73CR		003893		
C-150577	OFFICE SUPPLIES CREDIT	R	3/28/2008	13.75CR		003893		
I-5709765	OFFICE SUPPLIES	R	3/28/2008	123.73		003893		
I-5825948	OFFICE SUPPLIES	R	3/28/2008	137.48		003893		
I-5877316	OFFICE SUPPLIES	R	3/28/2008	139.94		003893		
I-5896624	OFFICE SUPPLIES	R	3/28/2008	82.48		003893		
I-5896625	OFFICE SUPPLIES	R	3/28/2008	51.29		003893		
I-5918229	OFFICE SUPPLIES	R	3/28/2008	231.33		003893		
I-5918242	OFFICE SUPPLIES	R	3/28/2008	28.47		003893		
I-5935471	OFFICE SUPPLIES	R	3/28/2008	15.42		003893		
I-5944640	OFFICE SUPPLIES	R	3/28/2008	28.47		003893		701.13
			*** VENDOR TOTALS ***			2 CHECKS		3,065.19
1572	RED HAWK							
I-172942	SECURITY CAMERA REPAIRS	R	3/28/2008	275.00		003894		275.00
			*** VENDOR TOTALS ***			1 CHECKS		275.00
1059	RED WING SHOE STORE							
I-450000002420	SAFETY SHOES: F. FRELKA	R	3/28/2008	135.99		003895		135.99
			*** VENDOR TOTALS ***			1 CHECKS		135.99
1523	SAF-T-GARD INTERNATIONAL, INC.							
C-1401831-00	GLOVE TEST OVERCHARGE	R	3/28/2008	4.00CR		003896		
C-1401832-00	GLOVE TEST OVERCHARGE	R	3/28/2008	4.00CR		003896		
I-1397154-00	SAFETY GLOVES TEST	R	3/28/2008	41.71		003896		
I-1400146-00	SAFETY GLOVES TEST	R	3/28/2008	59.25		003896		92.96
			*** VENDOR TOTALS ***			1 CHECKS		92.96

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VENDOR I.D.		NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1184		JOHN SCHORI							
	I-200803051597	TUITION REIMBURSEMENT	R	3/14/2008	2,063.99		003845		2,063.99
				*** VENDOR TOTALS ***			1 CHECKS		2,063.99
1329		C. SEMRAD & ASSOCIATES							
	I-200803051598	CONSULTING	R	3/14/2008	187.50		003846		187.50
				*** VENDOR TOTALS ***			1 CHECKS		187.50
1173		SIMPLEXGRINNELL LP							
	I-72065399	ANNUAL FIRE ALARM TESTING	R	3/14/2008	7,170.00		003847		7,170.00
1173		SIMPLEXGRINNELL LP							
	I-63112557	REPAIR VISUAL SIGNAL	R	3/28/2008	340.25		003897		
	I-63276669	REPAIR VISUAL SIGNAL	R	3/28/2008	430.85		003897		771.10
				*** VENDOR TOTALS ***			2 CHECKS		7,941.10
1452		SIUE							
	I-200803201637	CCCDI APPROVAL CARD - BOSTICK	R	3/28/2008	10.00		003898		10.00
				*** VENDOR TOTALS ***			1 CHECKS		10.00
1043		SOOPER LUBE							
	I-131691	VEHICLE MAINTENANCE: M-63637	R	3/14/2008	32.45		003848		
	I-132165	VEHICLE MAINTENANCE: M-153835	R	3/14/2008	69.15		003848		
	I-132467	VEHICLE MAINTENANCE: M-149226	R	3/14/2008	36.45		003848		
	I-132812	VEHICLE MAINTENANCE: M-166601	R	3/14/2008	47.40		003848		185.45
				*** VENDOR TOTALS ***			1 CHECKS		185.45
1040		SPECIALTY MAT SERVICE							
	I-427423	MAT SERVICE: 02/04/08	R	3/14/2008	54.40		003849		
	I-429531	MAT SERVICE: 02/18/08	R	3/14/2008	56.20		003849		110.60
1040		SPECIALTY MAT SERVICE							
	I-431785	MAT SERVICE: 03/03/08	R	3/28/2008	56.20		003899		
	I-433734	MAT SERVICE: 03/17/08	R	3/28/2008	56.20		003899		112.40
				*** VENDOR TOTALS ***			2 CHECKS		223.00
1121		SPI ENERGY GROUP							
	I-200803051599	ELECTRIC CONTRACT	R	3/14/2008	2,645.00		003850		2,645.00
				*** VENDOR TOTALS ***			1 CHECKS		2,645.00
1462		SPRINT							
	I-200803141614	CONNECTION CARD: 02/07-03/06	R	3/14/2008	50.72		003851		50.72
				*** VENDOR TOTALS ***			1 CHECKS		50.72

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VENDOR I.D.		NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1518		STATE FIRE MARSHALL							
	I-9393911	ELEVATOR REGISTRATION	R	3/28/2008	300.00		003900		300.00
				*** VENDOR TOTALS ***			1 CHECKS		300.00
1392		STONKUS HYDRAULIC, INC.							
	I-S-080076	HYDRAULIC FLUID CHANGEOUT	R	3/28/2008	38,880.00		003901		38,880.00
				*** VENDOR TOTALS ***			1 CHECKS		38,880.00
1223		SUBURBAN LABORATORIES, INC.							
	I-86936	WATER TESTING	R	3/14/2008	231.50		003852		231.50
				*** VENDOR TOTALS ***			1 CHECKS		231.50
1084		TELSPAN							
	I-161559	TELECONFERENCE CHARGES	R	3/14/2008	34.23		003853		34.23
				*** VENDOR TOTALS ***			1 CHECKS		34.23
1367		THERMOSYSTEMS PARTS DIVISION							
	C-8360	MAINTENANCE SUPPLIES RETURNED	R	3/14/2008	50.16CR		003854		
	I-8150	MAINTENANCE SUPPLIES	R	3/14/2008	110.65		003854		
	I-8254	MAINTENANCE SUPPLIES	R	3/14/2008	109.87		003854		170.36
				*** VENDOR TOTALS ***			1 CHECKS		170.36
1123		THOMPSON ELEVATOR INSPECTION S							
	I-08-1185	ELEVATOR INSPECTION	R	3/28/2008	55.00		003902		55.00
				*** VENDOR TOTALS ***			1 CHECKS		55.00
1046		TREE TOWNS REPRO SERVICE							
	I-101996	DIGITAL BOND COPY, SCAN, CD	R	3/14/2008	76.11		003855		76.11
				*** VENDOR TOTALS ***			1 CHECKS		76.11
1425		VAN ELLA, INC.							
	C-0023066-CM	BACKGROUND CHECKS - OVERCHARGE	R	3/14/2008	68.00CR		003856		
	I-3578146	BACKGROUND CHECKS	R	3/14/2008	680.00		003856		612.00
				*** VENDOR TOTALS ***			1 CHECKS		612.00
1427		VILLA PARK ELECTRIC SUPPLY CO.							
	I-01683506	UNIFORMS: T. GUBBINS	R	3/14/2008	89.75		003857		
	I-01683507	UNIFORMS: M. LADEGAARD	R	3/14/2008	97.25		003857		
	I-01683508	UNIFORMS: B. MOORE	R	3/14/2008	89.75		003857		
	I-01683510	UNIFORMS: R. SANCHEZ	R	3/14/2008	15.50		003857		
	I-01683511	UNIFORMS: F. GRIFFIN	R	3/14/2008	89.75		003857		
	I-01683512	UNIFORMS: R. CARDENAS	R	3/14/2008	89.75		003857		
	I-01683513	UNIFORMS: J. MOX	R	3/14/2008	89.75		003857		
	I-01683514	UNIFORMS: C. TOWNSEND	R	3/14/2008	89.75		003857		
	I-01683515	UNIFORMS: B. DUTTON	R	3/14/2008	89.75		003857		
	I-01683516	UNIFORMS: J. UNGER	R	3/14/2008	89.75		003857		
	I-01683517	UNIFORMS: G. ARREDONDO	R	3/14/2008	89.75		003857		
	I-01683518	UNIFORMS: M. HUGHES	R	3/14/2008	89.75		003857		
	I-01683519	UNIFORMS: K. DRISCOLL	R	3/14/2008	89.75		003857		

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VENDOR I.D.		NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1427		VILLA PARK ELECTRIC SUCONT							
	I-01683520	UNIFORMS: B. WEGNER	R	3/14/2008	89.75		003857		
	I-01683521	UNIFORMS: R. ELLINGSWORTH	R	3/14/2008	89.75		003857		
	I-01683522	UNIFORMS: M. ROWAN	R	3/14/2008	89.75		003857		
	I-01683523	UNIFORMS: R. NOLAN	R	3/14/2008	202.25		003857		
	I-01684443	UNIFORMS: A. MELGOZA	R	3/14/2008	281.25		003857		1,852.75
1427		VILLA PARK ELECTRIC SUPPLY CO.							
	I-01684896	UNIFORMS	R	3/28/2008	315.00		003903		315.00
				*** VENDOR TOTALS ***			2 CHECKS		2,167.75
1131		VILLA PARK OFFICE EQUIPMENT							
	I-25213	STORAGE CABINETS	R	3/28/2008	1,013.00		003904		1,013.00
				*** VENDOR TOTALS ***			1 CHECKS		1,013.00
1062		WASTE MANAGEMENT							
	I-1837382-2008-0	RFUSE DISPOSAL	R	3/14/2008	391.46		003858		391.46
				*** VENDOR TOTALS ***			1 CHECKS		391.46
1010		WEST							
	I-815507397	WESTLAW: 02/01/08-02/29/08	R	3/14/2008	380.81		003859		380.81
				*** VENDOR TOTALS ***			1 CHECKS		380.81
1498		WEST & SONS TOWING, INC.							
	I-339811	TOWING: M-76785	R	3/14/2008	145.00		003860		
	I-339908	TOWING: M-76785	R	3/14/2008	99.00		003860		244.00
				*** VENDOR TOTALS ***			1 CHECKS		244.00
1412		WESTIN ENGINEERING, INC.							
	I-30112	ASSET MGMT BEST PRACT. PHASE 3	R	3/28/2008	9,949.89		003905		9,949.89
				*** VENDOR TOTALS ***			1 CHECKS		9,949.89

* * T O T A L S * *	NO	CHECK AMOUNT	DISCOUNTS	TOTAL APPLIED
REGULAR CHECKS:	106	4,823,934.98	0.00	4,823,934.98
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
		VOID DEBITS	VOID DISCOUNTS	VOID CREDITS
VOID CHECKS:	0	0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01 BANK: TOTAL	106	4,823,934.98	0.00	4,823,934.98
BANK: TOTALS:	106	4,823,934.98	0.00	4,823,934.98
REPORT TOTALS:	106	4,823,934.98	0.00	4,823,934.98

SELECTION CRITERIA

VENDOR SET: 01-DUPAGE WATER COMMISSION
VENDOR: ALL
BANK CODES: Include: IL
FUNDS: All

CHECK SELECTION

CHECK RANGE: 000000 THRU 999999
DATE RANGE: 3/01/2008 THRU 3/31/2008
CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99
INCLUDE ALL VOIDS: NO

PRINT OPTIONS
SEQUENCE: VENDOR SORT KEY

PRINT TRANSACTIONS: YES
PRINT G/L: NO
UNPOSTED ONLY: NO
MANUAL ONLY: NO
STUB COMMENTS: NO
REPORT FOOTER: NO
CHECK STATUS: NO
PRINT STATUS: * - All

DuPage Water Commission
MEMORANDUM

TO: Robert L. Martin
General Manager

FROM: Terry McGhee
Manager of Water Operations

DATE: April 1, 2008

SUBJECT: Response to Commissioner Liz Chaplin's e-mail dated March 9, 2008

The DuPage Pumping Station is manned 24 hours a day 365 days a year with two employees on shift at all times. This staffing level was decided upon when the Commission went into operation in 1992. Due to the criticality of the pumping operations, safety concerns for the operators, and the need for employees to investigate remote alarms after hours it was determined that two employees would be required on hand at all times with one being a licensed Water Operator.

Commission Management looked into the most efficient and economical method to provide staffing for the pumping station. After surveying other municipal water organizations and researching different staffing options, it was determined that a rotating 4 day 12 hour shift was the best solution for the Commission. The following spreadsheet shows the cost of paying overtime verses hiring additional staff:

12 Employees 8 hour Shifts
No Overtime

	Lead Operator	Assistant Operator	
Average Salary	$57,759	$41,161	
Benefit Costs	$13,936	$13,936	
Total Employee Cost	$71,694	$55,096	
Hourly average	$34.47	$26.49	
Hours in a Year	2,080	2,080	
Straight time Pay	$71,694.14	$55,096.14	
Number of Employee	6	6	
Total Payroll	$430,164.84	$330,576.84	$760,741.68

8 Employees 12 hour Shifts
With Overtime

	Lead Operator	Assistant Operator	
Average Salary	$57,759	$41,161	
Benefit Costs	$13,936	$13,936	
Total Employee Cost	$71,694	$55,096	
Hourly average	$34.47	$26.49	
Hours in a Year	2,080	2,080	
Straight time Pay	$71,694.14	$55,096.14	
Overtime rate	$51.71	39.74	
Scheduled Overtime Hours	80	80	
Scheduled Overtime Pay	$4,137	$3,179	
Total Pay	$75,830.94	$58,275.34	
Number of Employee	4	4	
Total Payroll	$303,323.76	$233,101.36	$536,425.12
Saving by Using Overtime			**$224,316.56**

DuPage Water Commission
MEMORANDUM

TO: Commissioner Elizabeth Chaplin

COPIES: Chairman Rathje and Commissioners

FROM: Robert L. Martin, P.E.
General Manager

DATE: April 4, 2008

SUBJECT: Response to E-mail dated March 27, 2008 (copy attached)

Chairman Rathje and I discussed your request for copies of receipts for the last two years for various accounts. Because of the voluminous material involved and the limited staff time available prior to the next Commission meeting, it was decided that we will make the files available for inspection at the Commission's office during normal business hours. This is similar to the process we use for the audit performed on an annual basis. Let me know when you want to come to the office and what files you want.

The following are responses to your other questions:

Please provide specific information regarding Other Personal Costs:

Annual Physicals: These are the physicals provided to Commission staff involved in confined space entry as required by OSHA.

Pre-employment Physicals: These are the physicals performed on individuals that have been offered employment to verify their ability to perform the work they were hired for.

Employment Ads: These are the ads that are put in the newspapers and websites to fill vacate positions.

Background Checking: These are the background checks performed on individuals that have been offered employment.

Flu Shots: These are annual flu shots offered employees.

HR Assistance: This is assistance by C. Semrad & Associates for assistance during the hiring process.

Employee Assistance: Perspectives Employee Assistance Program (EAP) provides confidential programs for employees and their families in order to assist in coping with everyday and acute problems of modern living.

Employee Recruitment the organizational chart shows two open positions, are there any other positions that need to be filled?

There are no other positions that need to be filled at this time.

Do we use a consultant for hiring needs? If yes, who do we use and provide a copy of any contract.

The Commission uses C. Semrad & Associates to assist us in screening candidates for hire. C. Semrad was initially retained to provide sensitivity training. They have also assisted us in a review of our personnel records and the development of job descriptions. We are charged on an hourly basis and do not have a contract with them. A copy of their informational sheet is provided. We will not use outside search firms to fill the open positions.

Physical exams for normal operating and confined space entry. I can understand why the commission would pay for confined space exams since a chest x-ray and respirator fitting is needed, please explain why the commission would pay for an annual exams. Does the insurance policy not cover yearly physical exams? Also how many employees need confined space exams and who performs the exam?

The Commission performs annual physical exams for employees that are involved in confined space entry as required by OSHA. To minimize work related injuries the Commission takes a proactive approach to safety. Twenty nine (29) employees are given annual physicals and they are performed at the Elmhurst Hospital Health Center located on York Road. Elmhurst Hospital or physicians associated with Elmhurst Hospital have been performing the exams since the program beginning of the confined entry training in 1992. Insurance does not cover these yearly physical exams.

Please provide specific information regarding Other Administrative Expenses as to what meetings and recognition related to Commission business. Please provide any prior expense receipts.

Misc Meeting Expenses: This is for lunches or dinners that are provided Commissioners when meals are provided as part of meetings.

Retirement Plaques: This is for retirement plaques for Commissioners that retire from the Board.

ISP Criminal Checks: This for Illinois State Police Criminal checks for visitors that are provided contractor badges.

Empl Recognition Lunches: This is for employee recognition lunches that held the Friday after the Commission meeting. It is a good morale booster and allows all Commission employees the opportunity to engage with each other and build a sense of belonging to the team. I thank the hosting department and take the opportunity to thank all the employees for their valuable contributions to the Commission team.

Holiday Lunch: The Commission holds a holiday lunch for staff.

Employee Picnic: The Commission holds an employee family picnic in the summer.

Commissioner Salary: This is for salary for the Commissioners.

Notary Public Renewals: This is for the renewal of Notary Public licenses for three employees.

Flowers: This is for flowers for Commissioners and staff for births, deaths and sicknesses.

Commission Holiday Party: This is for the Holiday Party for the Commissioners.

Drivers license Verify: This is for the annual verification of employee drivers licenses.

It appears that the Contractual Services and the Repairs & Maintenance for Building and Grounds are redundant:
Under Contractual states: building maintenance (custodial, landscaping, ect.) Under Repairs & Maint - BLDGS & GRN states: This item is for maintaining the commissions building and grounds...
Please clarify the difference if any. Could you please be specific for the ect. portion of the above.

Contractual Services (Account 01-60-6290) is generally items that are contracts with outside companies. The Repairs & Maintenance – Buildings & Grounds (Account 01-60-6560) is generally for non consistent outside contracts.

Equipment Purchases: Laptops for the computerized maintenance management system. How many laptops do we need to purchase? Do you have an estimated cost for the laptops? If so please provide. What is the computerized maintenance management system?

We are presently running a pilot system with two laptops in vehicles. One laptop is being used by the Instrumentation/Remote Facilities Department and one is being used in the Pipeline Department. Panasonic is offering a reduced cost for their Toughbook laptops to municipal agencies. Upon completion of the pilot program we will purchase 3 additional laptops.

The Computerized Maintenance Management System (CMMS) consists of a hardware solution and a software package that allows an organization to manage the maintenance of equipment and facilities. Use of a CMMS package improves productivity, lowers overall operating costs, and stores valuable information about maintenance functions in an organization. Major benefits of a CMMS are increased labor productivity, increased equipment availability, improved inventory control, improved environmental control, and more efficient maintenance. The CMMS provides the employees with a planned job, the proper procedures, and necessary parts and tools, which allows employees to work without delays or interruptions. They will also work under safer conditions since job plans include all safety procedures. This will increase labor productivity. Your organization will reduce overtime, reduce outside contract work, reduce maintenance backlog, and reduce cost per repair. A successful CMMS will also improve morale, better serve other departments, create less paperwork, and better utilize maintenance and supervisory personnel's time.

The CMMS is also referred to as the Asset Management System (AMS). This system keeps a record of all the Commission's assets to make sure that they are maintained in accordance with their maintenance requirements. The AMS will include the incorporation of a Geographical Information System (GIS) which will allow us to utilize Global Positioning System (GPS). A copy of the presentation of the Commission's Asset Management System that was made at the Illinois Section of the American Water Works Association by Terry McGhee, Manager of Water Operations, was provided to the Commission in the Items of Interest on March 21, 2008.

Water Conservation Fund: Out of the 400,000.00 budgeted 150,000.00 was to be used for leak detection. With there being no committee and no plan, please explain how the additional $250,000.00 will be used.

During the January 10, 2008 Committee of the Whole meeting that Geosyntec made a presentation which listed possible conservation program. The consensus of the Commissioners was to coordinate these programs with existing programs administered by the municipalities and the County. A meeting was held with representatives of the municipalities and the County on February 4, 2008. As result of this meeting a Request for Proposals was prepared that will be sent out this month.

How many pieces of office equipment does the commission have? How old is the equipment?

We have 1377 pieces of inventoried equipment. An inventory of equipment is required as part of the accounting system. There are 23 pages of inventoried equipment. This list will be made available at the time of the review of the receipts.

Robert Martin

From: bchaplin03@comcast.net
Sent: Thursday, March 27, 2008 8:16 PM
To: Robert Martin
Cc: Maureen Crowley; Max Richter
Subject: Budget

Bob,

Could you please provide me with copies of the prior years (2006-2007 & 2007-2008) receipts for the following:

Office Supplies
Books & Publications
Printing
Postage
Delivery (FedEx & DL)
Professional Dues
Office Equipment Repairs
Building & Ground Maintenance & Repairs
Uniforms
Contractual Services
Consulting Services
Equipment Rental
UPS Maintenance

Please provide specific information regarding Other Personal Costs: Employee Recruitment the organizational chart shows two open positions, are there any other positions that need to be filled?
Do we use a consultant for hiring needs? If yes, who do we use and provide a copy of any contract.
Physical exams for normal operating and confined space entry. I can understand why the commission would pay for confined space exams since a chest x-ray and respirator fitting is needed, please explain why the commission would pay for an annual exams. Does the insurance policy not cover yearly physical exams? Also how many employees need confined space exams and who performs the exam?

Please provide specific information regarding Other Administrative Expenses as to what meetings and recognition related to Commission business. Please provide any prior expense receipts.

It appears that the Contractual Services and the Repairs & Maintenance for Building and Grounds are redundant:
Under Contractual states: building maintenance (custodial, landscaping, ect.) Under Repairs & Maint - BLDGS & GRN states: This item is for maintaining the commissions building and grounds...
Please clarify the difference if any. Could you please be specific for the ect. portion of the above.

Equipment Purchases: Laptops for the computerized maintenance management system. How many laptops do we need to purchase? Do you have an estimated cost for the laptops? If so please provide. What is the computerized maintenance management system?

Water Conservation Fund: Out of the 400,000.00 budgeted 150,000.00 was to be used for leak detection. With there being no committee and no plan, please explain how the additional $250,000.00 will be used.

How many pieces of office equipment does the commission have? How old is the equipment?

If you could provide the receipt portion of this request at your earliest convenience it would be greatly appreciated. The question portion can be sent with the packet for the meeting along with my prior questions regarding the training and overtime.

Thank you in advance.

Liz Chaplin

Thank you in advance.

C. Semrad & Associates

1366 N. Dearborn
#9B
Chicago, IL 60610
312.440.4366
carol@csemrad.com

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- Staff planning & needs analysis
- Recruiting
- Improving team focus & organizational alignment around goals
- Performance management
- Managing Turnover
- Coaching for coaches
- Skill development: one-on-one or team training
- Team building
- Internal communication
- Strategic Planning

Who We Are

C. Semrad & Associates' principal Carol Semrad is a highly seasoned Human Resources professional with 20+ years of experience. She is P&L oriented and has worked directly with presidents and chairmen in taking companies like Learning Curve International from their infancy to +$100M in sales. Carol has worked on mergers and acquisitions and is expert at integrating organizations and creating alignment within newly combined businesses. Carol received her degree in Organizational Development from DePaul University and is known for her ability to work with people at all levels of an organization, allowing her to influence behaviors from the board room to the lunchroom.

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People
Performance
Productivity
Profit

DuPage Water Commission
MEMORANDUM

TO: Bob Martin, Safety Training File

FROM: Chris Bostick

DATE: March 19, 2008

SUBJECT: NFPA 70E Training for Affected DWC Employees

To follow-up on the direction of the Commissioners at the February 10, 2008 Committee of the Whole meeting regarding the NFPA 70E training budgeted as part of the Joliet Junior College (JJC) proposal, I offer the following comparisons:

Cost of Training

- JJC proposed training is $2,700 per session, for a minimum of 8 and a maximum of 16 persons per session with a copy of the NFPA 70E codebook and topic specific training manuals cost of $55 per person and a course length of 12 hours.

- IBEW Local 701, according to Ed Rossi and Hank Zurawski, is $200 per person, up to approximately 64 persons per session, could not elaborate on topic specific training materials, and the course length is 8 hours.

- The National Fire Protection Association (NFPA) offers on-site training for a lump sum of $11,995, for up to 25 attendees, cost includes topic specific training manuals and copy of the NFPA 70E codebook, and the course length is 16 hours.

The summary of costs to train 26 DWC technical employees (Operations (10), Instrumentation/Remote Facilities (7), Pipeline (9), and Facilities Construction Supervisor/Safety Coordinator (1)):

	JJC	IBEW 701	NFPA
Session Costs	$5,400	$5,200	$11,995
Books	$1,430	N/A	Included
Total Cost	$6,830	$5,200	$11,995
Hours of Instruction	12	8	16
Cost per Hour of Instruction (Total Cost / Hours)	$569	$650	$750

Qualifications

- Joliet Junior College – Training emphasis on Electrical Safety related maintenance – JJC Staff is the author of dozens of published textbooks on the subject of electricity, trains the IBEW trainers annually on a national scale and has written the text for IBEW apprentice training programs. Specifically, Jerry Raino is a Journeyman Electrician in Local 176 and has over 25 years of technical instruction experience and Cheryl Upshaw is an Electrical Engineer and an Associate Professor.

- IBEW Local 701 – Training emphasis is on 5-year apprenticeship program or authorized training for non-electrical maintenance personnel under contract to work at Argonne or Fermi Labs. Ed Rossi and Hank Zurawski are Journeyman Electricians and are the instructors for IBEW apprenticeship program.

- NFPA – Authors of the NFPA 70E code. Training emphasis entirely on training to the code requirements.

Teaching Ratios/Methods

- Joliet Junior College – limits class sizes to 16:1 in order to facilitate discussions and hands-on labs. Evaluative feedback provided and CEU's provided.

- IBEW – Typically hosts lectures up to 32 attendees per facilitator and has the facilities to expand up to 64. Ed Rossi is looking into CEU's through the College of DuPage.

- NFPA – Typically limits class sizes and instructors to 25:2. Depending on actual class sizes, may spilt into two groups of 15 or less to facilitate discussions. CEU documentation provided.

Training Outlines

- Attached to this memorandum.

Schedule

- To maintain continuity of plant operations, off-site training will need to be performed in two sessions. Single sessions on-site or multiple off-site sessions require operators who are off shift to be compensated equally.

Recommendation

- Based on program cost, JJC staff qualifications & mission, the thoroughness of the course curriculum and most importantly evaluative feedback on DWC employees, it is my recommendation to have the training performed by Joliet Junior College.

NFPA 70E Industrial Employee Workplace Electrical Safety – 12 Hrs.

Course Description: This workshop provides individuals with an understanding of electricity focused on increased awareness and prevention of industrial and home accidents. This workshop covers all NFPA 70E and OSHA related requirements to assist the employer in qualifying employees to work safely with electricity. The course covers more advanced electrical industrial awareness safety requirements designed to provide electrical safety certification for the DuPage Water Commission employee who requires the skills knowledge and attitude to work safely in an environment of energized electrical equipment. We believe that this training sequence properly fulfills the OSHA mandate stated in 29CFR 1910 for electrical safety training for personnel who work on energized circuits.

DuPage Water Commission employees will learn:

1. How voltage, current, and resistance are related and the effects various amounts of current have on the human body.
2. How to identify the factors that influence body resistance to electric shock.
3. How the amount of time spent in contact with an electrical circuit will affect the severity of shock.
4. The basic safety rules when working around electricity and describe the safe loading of circuits.
5. How to identify safety considerations when using an extension cord and the proper procedure for inspecting portable electric hand tools.
6. Define the purpose of a ground fault interrupter (GFI).
7. Identify the correct type of fire extinguisher to use on an electrical fire.
8. Identify the need to lock and tag a de-energized circuit before working on the circuit.
9. Describe the dangers of static electricity.
10. How to identify and explain the requirements for being "qualified".
11. How to identify and explain electrical hazards associated with Smurfit-Stone energized electrical equipment.
12. How to identify and explain the clearance distances specified in OSHA 1910.333(c) and the corresponding voltages to which the qualified person will be exposed.

13. How to identify safeguards for electrical personal protection when working on or near electrical equipment, including hand and arm protection, eye and face protection, and head protection to include proper inspection, wearing, and maintenance.
14. How to properly use insulated tools, fuse pullers & fuse handling equipment.
15. How to tell when an OCD has blown/ tripped and why the OCD has blown/ tipped.
16. How to properly use cover barriers, ropes and hand lines.

Workshop Outline

Introduction:

A. Welcome
B. Introductions
C. Overview of session:
    1. need to be qualified
    2. electrocution hazard
    3. burn/blast hazard
    4. limited approach boundary
    5. arc flash boundary
    6. safe work practices and procedures
    7. technical knowledge enhancement

"Land Mine Demo"-(new cord end):

A. Do heart attack & sky dive set up for need to be qualified
B. create scenario & do demo
C. Point out need to be qualified for even apparently simple task or deadly consequences can result. (NFPA 70E, 110.6 D 1)

Electrocution Hazard Awareness:

A. show DuPont video, "Electrical Awareness"
B. make point purpose of video to create awareness & hazard appreciation

Introduction of OSHA & NFPA 70E: (NFPA70E, pages 1-3)

A. explain what OSHA and NFPA are and their relationship

Approach Boundaries to Live Parts for Shock Protection: (NFPA 70E, Table 130.2 C & 130.2 A, B, C, & D also 130.7 D 1)

A. limited approach boundary & implications
    1. unqualified worker approach or crossing
    2. qualified worker crossing, voltage rated tools
B. restricted approach boundary & implications
C. prohibited approach boundary and implications

Arc Flash/Blast Hazard Awareness:

A. what do they worry about set up

B. show manhole blast video segment, discuss video and show samples
C. show busman videos, interrupting rating and old footage
    1. discuss interrupting rating, pass around samples
D. instill need for PPE

Flash Protection Boundary: (NFPA 70E, 130.3 A&B)

A. what is it
B. what do the codes say about it
C. determining its distance
    1. 4 ft. for 600 volts or less at any combination not exceeding 300kA cycles
    2. under engineering supervision can be calculated
        a. what is ASCC & how to calculate it
        b. calculate arc flash protection boundary

Personal Protective Equipment, PPE: (NFPA 70E, 130.3 & 130.7)

A. what is it, how is it rated, FRC and other equipment, show samples
B. explain engineering calculations for selection
C. show and discuss table 130.7(C)(9)(a), "Hazard Risk Category Classification"
D. show and discuss Table 130.7(C)(10), "Protective Clothing and Personal Protective Equipment Matrix"
E. show and discuss Annex H as an alternative
F. read FPN 2 from 130.7(C)(10) on page 32
G. show ERI video for Qualified Worker

Cause & Lead Discussion to Affect Attitudes about PPE

A. choice, management pressures, peer pressure, ego, family

Discuss Safe Work Procedures & Practices:

1. Lockout/Tagout. (NFPA 70E, 110.8.B & 120)(OSHA 1910.147 & 1910.333.b.2)
2. Remove all jewelry when around energized conductors. (NFPA 70E, 130.6.D) (OSHA 1910.333.c.8)
3. When working in cabinets with exposed electrical equipment take off tool belts or set down items that could fall into the exposed energized electrical equipment. (NFPA 70E, 110.8.A)
4. Don't operate electrical equipment when you are wet/ damp. (NFPA 70E, 110.8A)
5. Don't do electrical work out in the rain or while standing in water. (NFPA 70E, 110.8.A)
6. Wear your PPE. Inspect your PPE to make sure it is in good condition. (NFPA 70E, 130.3 & 130.7.C.16 & 250.2.A) (OSHA 1919.335.a.1.i & ii)

7. Isolate yourself from ground if possible when around energized exposed electrical points of contact. (NFPA 70E, 110.8.A)
8. Wear dry non conductive soled shoes when working around electrical equipment. (NFPA 70E, 130.7)
9. Use fiberglass or dry wooden ladders not aluminum ladders when working around electrical equipment. (OSHA 1910.333.c.7)
10. Keep the area in front of and under electrical equipment open and picked up. (NFPA 70E, 205.3 & 205.7 & 400.15) (OSHA 1910.303.g.1)
11. Stay away from high power equipment.
12. Observe safety signs. (NFPA 70E, 130.7.E.1) (OSHA 1910.335.b.1)
13. Keep your tools in good shape, clean, dry with no conductive deposits. (NFPA 70E, 130.7.D.1)
14. Use voltage rated tools near exposed electrical sources. (NFPA 70E, 130.7.D.1) (OSHA 1910.335.a.2.i)
15. Know the system you are working on, know the hazards. (NFPA 70E, 110.6.D.1) (OSHA 1910.332.b.1-3)
16. Stand off to the side and look away when operating disconnecting devices. (NFPA 70E, 110.6.D.1)
17. No blind reaching, have good light. (NFPA 70E, 130.6.B & 400.15.D) (OSHA 1910.333.c.4.ii)
18. Inspect cords, plugs and receptacles for damage. (NFPA 70E, 205.1 & 245) (OSHA 1910.334.a.2.i)
19. Don't carry portable equipment by the power cord. (NFPA 70E, 205.12.2) (OSHA 1910.334.a.1)
20. Use the right gauge electrical cords with grounded outlets. (OSHA1910.334.a.3.i)
21. Verify that a 3 prong grounded outlet is grounded and when using a 3 to 2 prong grounding adaptor that the outlet is in fact grounded. (NFPA 70E, 205.4)
22. Don't assume all electrical power has been removed because you have operated the disconnect device. (OSHA 1910.333.b.2.iv.B)
23. Don't take someone's word for it that power has been removed, always check for yourself.
24. Know your meters and be sure that your testing instruments are working properly, verify-check-verify. (NFPA 70E, 130.4) (OSHA 1910.334.c.1)
25. Be on the look out for and report damaged or in need of repair electrical equipment. (NFPA 70E, Chapter 2)
26. Watch out for atmospheric hazards. (NFPA 70E, 110.8.A)
27. Wear your PPE around batteries, they can explode. (NFPA 70E, 130.7.A & 320.8)
28. Don't grab someone who is hung up on electrical equipment, break them free with a non-conducting object.
29. Use class C fire extinguishers for electrical fires.
30. Have good light. (OSHA 1910.333.c.4.i)

31. Determine and fix problem before reclosing overcurrent protection devices after operation. (OSHA 1910.334.b.2)

Technical Knowledge Enhancement through Demos and Interactions

1. System grounding vs. equipment grounding (NFPA 70E, 410.10)
    A. glow tester for identifying ungrounded appliance demo
    B. receptacle tester for identifying ungrounded outlet demo(NFPA 70E, 410.2 B)
    C. faulting ungrounded appliance demo
    D. low ohm faulting grounded appliance demo
    E. high ohm faulting grounded appliance demo
2. GFCI protected faulting ungrounded appliance demo (NFPA 70E, 410.4) (NEC 70, 210.8.A & B)
    A. GFCI operation discussion
    B. GF Breaker and shared neutral demo
3. Inappropriate equipment grounding conductor & grounded conductor joining demo (NFPA 70E, 410.2 B) (NEC 70, 250.24.A.5)
4. Unbonded ground rod demo (NEC 70, 250.4.A.5)
5. Water submersed appliance with EGC protection only demo
6. Water submersed appliance with EGC & GFCI protection demo
7. Neutral switching demo and outlet polarity discussion (NFPA 70E, 410.1 B) (OSHA 1910.304.a.2)
8. Shared neutral danger demo
9. Conductors not originating from the same panel demo (NEC 70, 300.3.B)

Electrical Hazard Awareness Training

(As Provided by IBEW Local 701 on 3-5-08)

- Introduction to Recognized Electrical Hazards
  - Electrical Shock
  - Arc Flash
  - Arc Blast

- Understanding the Hazards of Electrical Shock
  - Electrical shock case study
  - Ohm's Law explains Electrical Shock
  - Effects of current flow on the Human body
  - Electrical Burns
  - Causes for Electrical Shock

- What Prevents Electrical Shock
  - Required PPE for Electrical Shock

- Arc Flash / Arc Blast
  - Defined, explained, witnessed

- Analyzing the Hazard of Arc Flash / Arc Blast
  - Available short circuit current
  - Type of OCPD
    - Circuit Breakers vs. Fuses
    - Conditions creating the short circuit
    - Bolted Fault vs. Arcing fault
    - Determining short circuit current

- Who's Responsible for Electrical Safety
  - "General Duty Clause"
  - OSHA 1926 Construction Manual (Sub-part K)
  - OSHA 1910 General Industry Manual (Sub-part S)

- NFPA 70 E "Safety Related Work Practices"
  - History of NFPA 70 E
  - NFPA 70 E Layout
  - Establishing an "Electrically Safe Work Condition"

- Working Electrical Equipment Energized
  - Justification for Work Permit
  - Shock Hazard analysis
  - Approach Boundaries for shock
  - Flash Hazard analysis
  - Finding the Flash Protection Boundary
  - Calculating Incident Energy Levels

- Determining levels of PPE
  - Calculations vs. Matrix
  - Protective clothing requirements
  - Visibility and movement
  - Care and maintenance

- Establishing an Electrical Safety Program

- Q & A

NFPA Electrical Safety Seminar Programs

Submitted by Robert Machado
NFPA Professional Development
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NFPA 70E: Electrical Safety in the Workplace

This one day program provides instruction creating and implementing policy and procedures for an electrical safety program. In addition, to learning how to identify and classify electrical safety hazards and apply Code-compliant safety techniques attendees will also gain skills need to plan a budget for an electrical safety program.

- **Module 1-Introduction to Electrical Safety**
  - Understanding the consequences of not having an electrically safe workplace
  - Defining the purpose, scope and history of NFPA 70E
  - Understanding the relationship between 70E, OSHA and the NEC
  - Definitions and special terms found in 70E
  - Understanding the training requirements defined by NFPA 70E
  - Understanding the intent of an electrical safety program
  - Defining the essential elements of an electrical safety program

- **Module 2-Identifying the Hazards**
  - Identifying the three primary types of electrical hazards-shock, flash and blast
  - Defining three types of approach boundaries
  - Understanding when a flash hazard analysis is required
  - Determining flash protection boundaries

- **Module 3-OSHA Requirements**
  - Defining the safety requirements an employer is required to provide
  - Interpreting OSHA regulations into electrical requirements
  - Assessing OSHA compliance of electrical installations
  - Defining the training needed to comply with OSHA regulations
  - Defining a lockout/tagout program that complies with OSHA regulations
  - Understanding the difference between qualified and unqualified personnel

- **Module 4-Working on or near live parts**
  - Understanding when "hot work" is permitted
  - Defining requirements for insulated tools and other equipment such as ladders, barricades and signs
  - Understanding the requirements for using testing equipment
  - Defining the requirements for energizing and de-energizing power circuits
  - Defining the restrictions on reclosing tripped circuit breakers
  - Understanding requirements for the use of portable electric equipment
  - Procedures for inspecting cords and attachment plugs
  - Understanding the requirements for equipment grounding and GFCI protection
  - Identifying who may be directly or indirectly exposed to electrical energy
  - Understanding the requirements for the maintenance of installed electrical equipment
  - Determining hazard risk category classifications
  - Defining the dimensions of the three approach boundaries
  - Determining flash protection boundaries
  - Understanding hazard/risk evaluation procedures
  - Defining requirements for electrolytic cells, batteries, lasers and powered electronic equipment
  - Understanding when default values may be used to define flash protection boundaries

- **Module 5-Personal Protective Equipment**
  - Defining the intent and limitations of personal protective equipment (PPE)
  - Understanding the need to layer clothing to protect the worker
  - Understanding how to care and maintain PPE
  - Defining the basic types of PPE
  - Defining the standards for various types of PPE
  - Assuring adequate PPE for a range of diverse tasks

- **Module 6-Safety Related Work Practices**
  - Defining four types of electrical hazards to personnel-fire, shock, flash and blast
  - Understanding how the creation of an electrically safe work condition can itself be a hazard
  - Defining an "Electrically Safe Work Condition"
  - Listing the steps necessary to ensure and electrically safe work condition
  - Understanding the principles required to execute a lockout/tagout (LO/TO) procedure
  - Defining the activities needed in a LO/TO policy and identifying the persons responsible for each activity
  - Explaining the purpose and minimum requirements for audits of a LO/TO policy
  - Defining three types of LO/TO procedures
  - Determining the LO/TO procedure applicable for a given facility
  - Understanding the minimum training requirements for a LO/TO policy
  - Defining the elements of a LO/TO training program
  - Specifying LO/TO devices that comply with the 70E standard
  - Defining the required elements of a LO/TO procedure
  - Understanding specific requirements for an electrical safety program (alertness, illumination, interlocks and anticipation of failure, etc.)

Developing An Electrical Safety Program

This one day program focuses on development and maintenance of an electrical safety program that meets OSHA regulations. This program will instruct how to perform a site assessment, identify factors that make a task hazardous and provide protective schemes to address each hazard. Attendees will also learn to write procedures, develop and distribute safety manuals, and address budget, training and record keeping issues as you plan an electrical safety program for your facility. Perfect as a one day program or as an complement to the 1 day 70E program.

- **Module 1-Understanding the Elements of an Electrical Safety Program**
  - Define and understand the goals of an electrical safety program
  - Identify each element of an electrical safety program
  - Understand the significance of each element of an electrical safety program
  - Establishing a logical sequence for developing a program

- **Module 2-Performing a site assessment**
  - Identifying and understanding differing categories of site assessments
  - Determining which OSHA regulations are applicable to specific sites
  - Identifying installation defects
  - Listing workers tasks for a given site
  - Identifying factors that make a task hazardous
  - Categorizing worker tasks as hazardous or non-hazardous
  - Evaluating site assessments

- **Module 3-Providing Protective Schemes**
  - Identifying electrical hazards in the workplace
  - Developing a list of hazardous tasks
  - Understanding the process of a hazard risk analysis
  - Developing a list of procedures
  - Identifying the elements of a procedure
  - Determining the best process to use when writing a procedure
  - Developing a list of procedures for the identified task
  - Selecting personal protective equipment (PPE) appropriate for the identified tasks
  - Developing a Lock Out/Tag out (LO/TO) procedure that meets OSHA regulations
  - Recognizing the requirements of an energized electrical work permit
  - Understanding and listing the steps for a job briefing
  - Analyzing work site hazards to formulate a training program
  - Defining, understanding and using a safety knowledge training checklist
  - Defining, understanding and using an electrical skills checklist
  - Defining and developing a training program for qualified and unqualified workers

- **Module 4-Developing A Budget**
    - Understanding the importance of a budget
    - Identifying areas of concern, including staff costs, facilities expenses, developmental costs, training costs and equipment and administration costs
    - Understanding the step by step methods of budget development
    - Understanding the marketing strategy of a budget

- **Module 5-Development and Distribution of Safety Manuals**
    - Assembling an electrical safety program that meets the OSHA compliance issues for electrical safety
    - Determining the equipment necessary to assemble and store the electrical safety program documentation
    - Understanding the role of a master safety book containing all information for a given company
    - Determining the appropriate distribution of safety manuals
    - Understanding the importance of maintaining a master set of records
    - Understanding the procedure for creating and maintaining training, procedural and audit records
    - Developing electrical safety books for various industries, including general industry, construction industry and maintenance and service trucks

- **Module 5-Maintaining permanent records**
    - Assembling an electrical safety program that meets the OSHA compliance issues for electrical safety
    - Determining the equipment necessary to assemble and store the electrical safety program documentation
    - Understanding the role of a master safety book containing all information for a given company
    - Determining the appropriate distribution of safety manuals
    - Understanding the importance of maintaining a master set of records
    - Understanding the procedure for creating and maintaining training, procedural and audit records
    - Developing electrical safety books for various industries, including general industry, construction industry and maintenance and service trucks

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"A first class seminar. Your staff addressed Michigan's unique requirements and provided us with a program that addressed our special needs and gave us a better understanding of the Code. The instructors came prepared and delivered exactly what we needed. One of the things that made the seminar so valuable was the willingness and ability of the instructors to answer questions. Their insight and perspective brought the Code to life. Those of us in the fire service are convinced that when we do our jobs well, lives are saved. Take a bow, NFPA. You have been an integral part of each success story, and will continue to be so in the future"

F/Lt. Jack B. Messer
Michigan State Police/
Fire Marshals Office

"I found the seminar to be very informative. The 20-30 people who attended were quite varied in fire safety experience, from newcomers like myself with virtually no experience in sprinkler design to fire protection engineers with many years in the field. The instructor was very adept in covering a wide range of information and in addressing the different knowledge levels of the participants. The seminar familiarized me with the code and the different areas it covers so that now I can find the information I need quickly."

Peter Pappas
Design Engineer-
Westinghouse Savannah River

"We have project officers all over the country who we bring to a conference every year. By scheduling an NFPA On-Site Seminar at this meeting, we were able to save money and train everyone at once. People had the opportunity to ask questions about issues that came up at their own sites and learn from experiences at other sites as well, thus facilitating a productive exchange of ideas and suggestions for approaching common problems."

Nathan Chong
Senior Project Manager-
U.S. Army Health Facility Planning Agency

DuPage Water Commission
MEMORANDUM

TO: Robert Martin, General Manager
File – Safety Management System

FROM: Chris Bostick, Safety Coordinator

DATE: April 2, 2008

SUBJECT: Commissioner Chaplin Budget Questions Regarding Safety

Before getting to the specific answers to the Commissioner's questions and providing the requested details, I think it beneficial to review and summarize the reasons for Staff's increased efforts in the area of safety.

In September 2005, the Commission joined the National Safety Council (NSC). The NSC is the foremost not-for-profit organization whose sole mission is to promote safety efforts in the workplace. In addition to becoming a member of this highly regarded professional organization, the Commission contracted with the NSC to perform an assessment of the Commission's existing safety efforts, or what NSC refers to as what should be a "safety management system". This assessment took place in late October 2005.

The assessment provided an independent benchmark evaluation of how the Commission's health and safety program as measured against the NSC criteria for a safety management system. Overall, the assessment did not paint a very flattering picture of the Commission's safety program.

While the report acknowledged that there is a low injury and loss rate, it was most likely due to luck as the past and current safety efforts were meager and disjointed at best. The assessment also points out that on the positive side of the balance sheet, the newly appointed General Manager, Bob Martin, held the Commission's safety program in the same regard as NSC, hence his decision to join and employ the NSC to perform this evaluation.

The NSC assessment yielded over 50 opportunities for improvement in nine (9) categories of a safety management system. The report and subsequent discussions with NSC has also determined that in order to change the safety culture of the Commission, it would take five to seven years of effort, training, professional development and, most important of all, commitment.

It is also important to note that while there have been recent major expenditures in the area of safety, the expenditures in eight of the last ten years have been minimal compared to the exposure to the hazards faced during day to day operations.

Attached for review is the executive summary of the NSC 2005 assessment. Following the NSC report, is the detail that hopefully addresses the concerns raised in the March 17, 2008 email.

Please advise if you have any questions or comments.

Safety Management System Assessment

Dupage Water Commission

October 25 - 27, 2005

Completed
by
W.E. Scott, PE; Senior Consultant
Joe Kelbus, CSP; Principal Consultant

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INTRODUCTION

The National Safety Council conducted a Safety Management System Assessment of the Dupage Water Commission Facility. The purpose of the assessment was to evaluate the various aspects of the safety and health program and its related systems at the request of Mike Weed, Safety Committee Chairman.

National Safety Council representatives, Wes Scott and Joe Kelbus, performed the assessment during the week of October 25-27, 2005. The process involved a review of current policies, procedures, programs, projects and activities, related documents, a facility tour, job observations and personal interviews. The assessors were onsite for three days and conducted 15 interviews with individuals at all levels of the organization.

The assessment evaluated the overall status of the safety and health program and its related systems as compared to the National Safety Council's Safety Management System assessment criteria. The following categories were addressed:

A. Management Leadership and Commitment: Review of the organizational components of the safety and health program, safety goals and objectives, responsibilities assigned to managers and supervisors, methods of accountability, the extent of management and supervisor participation, implementation and monitoring techniques and the interface of the safety and health function with other organizational levels.

B. Organizational Communication and System Documentation: Review of internal and external communication policy, the effectiveness in communicating safety goals and objectives throughout the facility, the procedures and effectiveness of channels for employee feedback to senior management, the record keeping system and document control procedures for regulatory compliance plans and documentation of continuous improvement activities applied to the safety management system.

C. Assessments, Audits and Continuous Improvement: Review of self assessments and third party assessments of the safety management system with an emphasis on the continuous improvement process, and a review of the internal audit and inspection program with an emphasis on associate involvement and abatement of reported hazards.

D. Hazard Recognition, Evaluation and Control: Review of policies and practices designed to educate employees to identify and abate or control hazards, review of completeness of hazard control inventory of the work environment, review of the application of hierarchy of control with respect to engineering, administrative and personal protective equipment, review of risk analysis and assessment methods including use of severity, exposure and probability criteria in determining acceptable levels of risk.

E. Workplace Design and Engineering: Review of the application of safety through the design principles targeting areas such as ergonomics, life safety, workplace design, robotics and automation, and material handling. Emphasis is placed on timing and consideration of safety principles in the planning and change process as well as documentation and control of safety in final acceptance process.

F. Occupational Safety Programs: Review of the implementation of specific policy, procedures and programs in the areas of occupational safety, industrial hygiene and records and medical management. Review also includes control of external exposures such as contractors, vendors, general public, and natural disaster planning.

G. Employee Involvement: Review of employee involvement and influence on the safety management system, review of individual employee development opportunities, employee participation in physical hazard inspections, safety training, safety meetings, job safety observations and safety committees.

H. Motivation, Behavior and Attitudes: Review of employee recognition and reinforcement plans and behavior and attitude assessments.

I. Health and Safety Training: Review of the scope of formalized associate training, frequency and types of associate safety training, subject and/or job specific training provided, safety and health team training and the extent to which safety and health leadership training and information is communicated to various levels of the organization.

The assessment consisted of the following activities:

1. Interviews with the general manager and his direct reports, supervisors, maintenance and technical managers, safety committee members and hourly employees regarding safety and health program awareness and implementation.

2. Review of written safety and health programs, policies, procedures and supporting documents.

3. Review of safety and health records and systems.

4. Tours of the facility and departments to identify the degree of acceptance and application of safety and health programs, projects and activities revealed during interviews and the review of records.

5. Closing meeting with commission leadership.

Interviews were conducted on a confidential basis with the focus on safety program awareness, responsibility and implementation. The interviews and facility tours were

conducted during times of normal operation, and in all areas of the facility as well as offsite locations.

Recommendations are included within each of the nine sections of this report document. While it is important that all recommendations be considered for implementation, it is necessary to prioritize certain efforts due to staffing capabilities, technical limitations and overall safety and health program structure. The following classifications were utilized for the purpose of assigning a priority level to each recommendation:

Priority I First area of focus and attention. These items should be given significant attention on an immediate basis.

Priority II Second area of focus and attention. These items should be given specific attention on a scheduled, intermediate basis.

Priority III Third area of focus and attention. These items should be reviewed and addressed on a long-term basis as components of the overall safety management plan.

EXECUTIVE SUMMARY

The National Safety Council defines a safety management system in the following manner:

A safety management system is an organized and structured means of ensuring that an organization (or defined part of it) is capable of achieving and maintaining high standards of safety performance. A comprehensive safety and health system is proactive and preventive. It is an integrated system that involves everyone in the organization starting with solid commitment from top management. It includes a formal method of measuring and evaluating individual and organizational safety performance with an emphasis on improving safety performance within the system.

The results of this assessment indicate that very few of the elements necessary for an effective safety management system exist. There is little evidence of any structured or formal safety process in place. The current program is fragmented and incapable of having any significant long-term impact on the overall safety profile of this facility. The current injury/illness trends are likely the result of chance, and will not be maintainable over the long term. Program documentation is very limited. The focus has been on recurring training sessions for all employees. Training is, however, generally well received by the employees.

The elements that do exist are implemented largely through the efforts of the current general manager who formerly served as the operations manager or the current and past safety committee chairmen. There is limited participation by management or supervisors in formal safety activity. All members of the management team must lead the safety

improvement process. Each individual should have a clearly defined role with specific, realistic and measurable performance expectations to which they are held accountable. All safety management program areas should be reviewed and updated and responsibilities for program areas should be spread across the entire management team. Safety committee activities have been limited and sporadic. There is really no indication that associates participate in any formal, structured or meaningful safety activity. Regulatory compliance areas need to be reviewed and updated. As indicated in the assessment matrix, there is no form of positive recognition or reinforcement for employee safety performance.

The general manager acknowledged the status of the safety management system and indicated a willingness to provide the support and direction necessary for lasting and positive changes which, it is believed, will result in improved safety performance. Some of the positive recent initiates and observations noted during the assessment which deserve mention include:

- A safety committee has been initiated and will begin meeting on a regular basis.
- Monthly training is provided for all employees. Employees commented positively about the training.
- Employees commented that while safety efforts have been "hit and miss" in the past, they would be willing to participate in safety program activities.
- The safety policy manual is in the process of revision and update.

A summary of key recommendations includes:

- The commission leadership team should begin meeting on a regularly scheduled basis so as to provide strategic direction and guidance on key safety and health issues and to begin involving managers and supervisors in safety initiatives.

- Develop and implement a plan to dramatically improve the manual materials handling activities present in several locations throughout the commission. The entire hierarchy of controls should be considered, but efforts should focus on available engineering controls which would eliminate the need to manually handle materials. These manual handling activities present significant ergonomic exposures to employees and unless abated will likely continue to cause sprain/strain injuries to exposed employees.

- One of the most important tasks and often the most difficult is motivation. The best motivational method is to obtain meaningful associate involvement in the safety effort. Examine the subject of motivating employees through positive reinforcement, recognition, and meaningful participation in the safety process. Create guidelines for fair and reasonable recognition, reward, and participation in the safety program.

- Increase and broaden managers and supervisors participation in safety systems and communications with employees and contractors. Participation in safety inspections, safety training, job safety analyses, safety contacts, and job safety observations

should be considered as specific performance-based activities required of all managers and supervisors.

- Safety program policies and procedures should be reviewed and updated to insure they meet commission and regulatory standards and include a current listing of roles and responsibilities. Ensure that all members of the line organization clearly understand their roles and responsibilities in the safety effort and that they will be held accountable for completion of these activities.

Initiate a proactive, comprehensive and targeted hazard inspection system that includes electrical and machine guarding concerns, fire, housekeeping, storage arrangements and other specific department concerns. Inspection team members should be trained regarding inspection procedures and techniques.

A. MANAGEMENT LEADERSHIP AND COMMITMENT

Strengths

- The general manager is committed to developing an effective safety management system.
- The safety committee chairman demonstrates strong leadership and communications skills and demonstrates a genuine concern for associate safety.

Opportunities

- There is no safety policy or commitment statement from the current commission management team.
- Roles, responsibilities, accountabilities and specific performance activities for the management team which includes supervisors regarding the safety improvement process need to be defined and communicated to affected individuals.
- There is an opportunity to expand the active and visible involvement and participation of managers and supervisors in the safety improvement process.
- There is no development program to assure that management has requisite skills to perform required safety functions.
- The commission's value for safety and the acceptable level of risk has not yet been communicated to associates.
- There is an opportunity to expand the role and visibility of the commission leadership team.
- The safety committee chairman position is part time and term limited.

B. ORGANIZATIONAL COMMUNICATION AND SYSTEM DOCUMENTATION

Strengths

- Understood "open door policy."

- Several programs written and available to all employees.

Opportunities

- Very little communication of safety messages.
- There is no document control process and procedure.
- Errors exist in the OSHA logs and summary.
- OSHA compliance plans are not immediately accessible for an OSHA inspection.
- Individual, personalized safety communications between managers and production associates is minimal.

C. ASSESSMENTS, AUDITS & CONTINUOUS IMPROVEMENT

Strengths

- Facility is expanding safety focus through a 3rd party assessment conducted by the National Safety Council.

Opportunities

- There is no formal self assessment of the safety management system components.
- There is no policy for periodic audits.
- The incident investigation process is limited and does not identify root causes.
- Consider a safety-related employee perception survey

D. HAZARD RECOGNITION, EVALUATION & CONTROL

Strengths

- Employees are encouraged to report recognized hazards.
- Employees understand reporting system as currently established.

Opportunities

- A formal hazard recognition program does not exist.
- Hazard assessments for personal protective equipment use have not been documented or certified.
- Establish procedures and training for traffic management during maintenance and service projects.

E. WORKPLACE DESIGN AND ENGINEERING

Strengths

- Widely experienced engineering and maintenance staff

Opportunities

- Potential for lost time injuries due to ergonomic related sprains and strains.
- Safety design and engineering review of new processes or equipment is limited.
- Facility changes/improvements are not reviewed and signed-off for safety issues.

F. OPERATIONAL SAFETY PROGRAMS

Strengths

- Management commitment to improving regulatory compliance.
- Pre-placement exams are provided for new hires
- Site access is well controlled.
- First aid attendants are available on all shifts.
- AEDs throughout the facility with trained individuals available.

Opportunities

- Safety rule enforcement is not consistently applied by supervisors.
- There is little evidence of an electrical safe work practices program.
- Safety management programs are not current and need to be updated.
- A contractor control program has not been initiated.
- Facility needs to expand natural disaster preparedness program to cover all eventualities and to evaluate the effectiveness of the drills.
- No emergency preparedness drills.
- Create a policy to address public exposure liability.
- No HAZCOM Program.

G. EMPLOYEE INVOLVEMENT

Strengths

- Employees have a genuine desire to become more involved with the safety program.
- An employee=based safety committee has been formed.
- There are employees who worked in other companies and other facilities that can be used as a source of new ideas and programs that succeeded in other locations.

Opportunities:

- Currently there is minimal employee involvement with the safety activities at the commission. It will not be possible for a safety management system to be effective without substantially increasing the number of employees participating in a variety of safety activities. Safety committee charter, mission and roles have not been developed.

- Create policy to address auditing for at-risk behaviors.
- Reward program needs to address individual/team accomplishments.
- Initiate a Job Safety Observations program along with other proactive, employee involvement programs.
- Safety committee should establish procedures for meetings and have defined purposeful activities.

H. MOTIVATION, BEHAVIOR, AND ATTITUDES

Strengths

- Positive attitude to bring about a change in the safety culture.
- Resources are made available for new programs.
- Commission safety committee

Opportunities

- There is no routine use of positive recognition even for employees engaging in superior safety activities.
- There is limited use of one-to-one coaching and recognition of safe behaviors and activities

I. TRAINING AND ORIENTATION

Strengths

- Regulatory compliance training is routinely conducted.

Opportunities:

- Develop and conduct training with greater emphasis on adult learning needs.
- Expand the scope of the training plan beyond regulatory compliance.
- Upgrade the orientation program to include meaningful participation by the departments.
- A training needs assessment should be conducted to determine topics for which training may be effective.
- Training objectives should be developed for all training sessions.

Evaluate the effectiveness of the new employee orientation program to determine how safety impacts a new hire.

Budget Questions from March 17, 2008 Email

Question: If you plan on all of the electrical training why do you need a Electrical Safety Consultant? Who is the consultant?

Answer: The proposed electrical training budgeted and previously discussed and reported on is for DWC employees to understand the equipment on which they will be performing preventative and reactive maintenance. The electrical Safety Consultant is a continuation of efforts authorized R-50-06, which approved the use of Greeley & Hansen to perform circuit coordination and arc-flash studies for all existing DWC facilities. This $5,000 is being requested in order for G&H to review and consult on medium and smaller sized electrical modifications to insure their consistency with previously reported findings, actions and DWC policies. In essence, it's an extension of previously authorized work.

Question: Please give more detail on the baseline hazard hygienists. Why do we need the service? Who provides the service? How often is the service needed?

Answer: When hazards are recognized, evaluated and are to be controlled, there is a hierarchy of control methods: The most favorable is to engineer out the hazard, the second most favorable to establish an administrative policy regulating the employees exposure to the hazard and the least favorable control option is to issue and require the use of Personal Protective Equipment (PPE). The baseline hazard assessment is a requirement of OSHA 1910 Subpart I in order to recognize if hazards are present, evaluate the risks associated and recommend which level of control is most feasible. The employer is required to have written certification of the hazard assessment being performed. Portions of Subpart I also state that if PPE use is required the program(s) must be administered by a suitably trained program administrator. In addition, as part of Subpart Z – Toxic and Hazardous Substances, when any equipment or technical measures are used for compliance purposes, it must be approved by a competent industrial hygienist or other technically qualified person. It is our intention to hire a Certified Industrial Hygienist (CIH) to perform the initial baseline assessment and provide direction on any technical compliance including the need to issue PPE. Any change in the processes or controls identified or initiated from the baseline assessment may require another review.

Question: We just approved Resolution R-12-08 Construction of Fall Protection Controls. Why do we have 20,000.00 for Fall Protection Design Review and Inspections Services for all Tank Sites? Estimated Costs 20,000.00. R-12-08 appears to be Elmhurst facility is this for other locations?

Answer: Yes, this is for the five (5) standpipes as R-12-08 only addressed recognized hazards at the Pumping Station.[1] At the 5 standpipes there are several issues with the fall protection installed under the original construction

[1] The exception is the existing Service Building which hazards are being engineered out during the new generator facility design and construction.

contract and are consistent at each site. Some equipment is under recall and other existing ladders, transition areas and subsequently installed antennas, which require periodic maintenance, do not provide adequate fall protection controls.

Question: What existing site hazards are you referring to? Who will be doing the design? Please explain.

Answer: Two examples of site hazard remediation relate to Remotely Operated Valve sites:

In Lombard there are manholes located between the property line and the Great Western Trail. At the original construction, the manholes were constructed at a midpoint of a very steep incline where a solid base of sufficient size does not exist. The end result is that confined space entry becomes treacherous and the ability to perform a rescue is inhibited. The initial thought is to construct a retaining wall around the structures and fill with compacted fill which will provide a sufficient working base.

In Naperville on 75th Street an ROV was constructed in a manner where the facilities are extremely close to the shoulder of a highway where the speed limit is 50 mph and quite often is exceeded. Workers on an elevated platform located on the shoulder are vulnerable to high speed traffic. The initial thought to minimize the hazard is the placement of a guard rail system to provide additional layer of protection.

The design would most likely be done by one of the civil consulting firms currently under a master task order contract.

Question: With all the purposed training. Please explain the need for the On-Line Safety Training?

Answer: The training mentioned in the 08/09 annual budget barely begins to scrape the surface as to the Commission's training requirement. The attached table is taken from a listing adapted from acquired training and a cursory review of OSHA regulations. While the highly hazardous issues are being addressed first and are focused on remediation (electrical and falls), the on-line training becomes necessary as stop-gap efforts to protect the Commission losses due to injury and illness.

It is important to note that a large portion of the listed training has never been performed.

Minimum Safety Training Table

Category	OSHA Citation 29 CFR -	Initial Training Required	Re-Training Interval Required	DWC Staff Affected
1st Aid / CPR / AED	1910.94 1910.151 1926.50	Upon Hiring (suggested)	Annual (suggested)	All
Bloodborne Pathogens	1910.1030	Upon Hiring	Annual	All
Control of Hazardous Energy	1910.331-1910.335	As work is assigned and the employer deems workers as "qualified" to perform specific tasks. Covers all exposures over 50 Volts. Employer is to periodically inspect and evaluate "qualified" workers and retrain as necessary. Also includes other types of "energy"		Admin – 1 I/RF – 7 Operations – 11 Pipeline – 9
Cranes and Hoists	1926.550	As Assigned	Not Specific	Admin – 1 I/RF – 7 Operations – 11 Pipeline – 9
Electrical – Safe Work Practices	1910.331-1910.335	As work is assigned and the employer deems workers as "qualified" o to perform specific tasks. Covers all exposures over 50 Volts. Employer is to periodically inspect and evaluate "qualified" workers and retrain as necessary.		Admin – 1 I/RF – 7 Operations – 11 Pipeline – 9
Electrical Branch Circuit Protection	1926.404	As Assigned	Not Specific	Admin – 1 I/RF – 7 Operations – 11 Pipeline – 9
Emergency Action Plans and Exit Routes	1910.38 1910.39 1910.157	Upon Hiring	As Plans or Routes are Revised	All
Excavation and Trenching	1926.650-1926.652	As Assigned	Not Specific	Admin – 1 I/RF – 7 Pipeline – 9

Minimum Safety Training Table

Category	OSHA Citation 29 CFR -	Initial Training Required	Re-Training Interval Required	DWC Staff Affected
Fall Protection	1910.128- 1910.131 1926.501- 1926.503	As Assigned	When Components are Added or Changed	Admin – 1 I/RF – 7 Operations – 11 Pipeline – 9 (Possibly All)
Fire Extinguishers	1910.157	Upon Hiring	Annually	All
Fire Protection Systems	1910.159	As Assigned to Perform Inspections	Annually	Operations - 11
Flaggers	1926.201	As Assigned	Every Three (3) Years (minimum)	I/RF – 7 Operations – 11
General Safety and Health Provisions	1926.20	As Assigned	As Conditions Warrant	Admin – 1 I/RF – 7 Operations – 11 Pipeline – 9
Hazard Communication Standard	1910.1200	Upon Hiring	Annually or as New Chemicals are Introduced	All
Hazardous Chemicals in Laboratories	1910.1450	As Assigned	Annually or as New Chemicals are Introduced	Operations – 11
Ladders – Fixed and Portable	1910.25- 1910.27 1910.333	Before Use	Not Specific	All
Machine Guarding	1926.300- 1926.307	As Assigned	Not Specific	I/RF – 7 Operations – 11 Pipeline – 9
Manlifts, Vehicle Mounted or Powered Platforms	1910.66- 1910.66	As Assigned	Not Specific	I/RF – 7 Operations – 11

Minimum Safety Training Table

Category	OSHA Citation 29 CFR -	Initial Training Required	Re-Training Interval Required	DWC Staff Affected
Permit Required Confined Spaces	1910.146	As Assigned	Periodic	Admin – 1 I/RF – 7 Operations – 11 Pipeline – 9
Powder Actuated Tools	1926.302	As Assigned	Not Specific	Operations - 11
Powered Industrial Trucks	1910.178 1926.602	As Assigned	Every Three (3) Years or More Often if Deemed Necessary	Admin – 1 I/RF - 7 Operations - 11 Pipeline - 9
PPE General PPE Eye/Face PPE Head PPE Hand PPE Foot PPE Electrical	1910.132	As Use Becomes Required or as Other Standard Applies	As Conditions Warrant	All to Varying Degrees
Respiratory Protection	1910.134	As Use Becomes Required or as Other Standard Applies	Annually or More Often if Deemed Necessary	Admin – 1 I/RF - 7 Operations - 11 Pipeline - 7
Scaffolds	1926.454	As Assigned	Not Specific	Admin – 1 I/RF - 7 Operations - 11
Slings, Ropes and Chains	1910.184 1926.551	As Assigned	Not Specific	Admin – 1 I/RF - 7 Operations - 11 Pipeline - 7

Minimum Safety Training Table

Category	OSHA Citation 29 CFR -	Initial Training Required	Re-Training Interval Required	DWC Staff Affected
Welding, Cutting and Brazing	1910.252 1910.255	Prior to Hot Work	Not Specific	I/RF - 7 Operations - 11 Pipeline - 7

Powered Industrial Trucks
(Forklifts)

Statement: With regards to the Forklift Operator Training and Certification for Operations/Remote Facilities/Pipeline Departments due in 2008:

Question: Who provides the training?

Answer: The last two (2) sessions have been performed at the DPPS facility by Voss Equipment, Inc. of Hillside, IL, who is the factory representative for Yale (the manufacturer of our forklift).

Statement: Please provide the specific certifications earned and the dates, times and costs for the program.

Answer: The program minimum and certification is as listed below from www.OSHA.gov

1910.178(l)(2)(ii)
Training shall consist of a combination of formal instruction (e.g., lecture, discussion, interactive computer learning, video tape, written material), practical training (demonstrations performed by the trainer and practical exercises performed by the trainee), and evaluation of the operator's performance in the workplace.
1910.178(l)(2)(iii)
All operator training and evaluation shall be conducted by persons who have the knowledge, training, and experience to train powered industrial truck operators and evaluate their competence.
1910.178(l)(4) ***Refresher training and evaluation.***
1910.178(l)(4)(i)
Refresher training, including an evaluation of the effectiveness of that training, shall be conducted as required by paragraph (l)(4)(ii) to ensure that the operator has the knowledge and skills needed to operate the powered industrial truck safely.
1910.178(l)(4)(ii)
Refresher training in relevant topics shall be provided to the operator when:
1910.178(l)(4)(ii)(A)
The operator has been observed to operate the vehicle in an unsafe manner;
1910.178(l)(4)(ii)(B)
The operator has been involved in an accident or near-miss incident;
1910.178(l)(4)(ii)(C)
The operator has received an evaluation that reveals that the operator is not operating the truck safely;
1910.178(l)(4)(ii)(D)
The operator is assigned to drive a different type of truck; or

1910.178(l)(4)(ii)(E)
A condition in the workplace changes in a manner that could affect safe operation of the truck.
1910.178(l)(4)(iii)
An evaluation of each powered industrial truck operator's performance shall be conducted at least once every three years.
1910.178(l)(6) ***Certification.*** The employer shall certify that each operator has been trained and evaluated as required by this paragraph (l). The certification shall include the name of the operator, the date of the training, the date of the evaluation, and the identity of the person(s) performing the training or evaluation.

Dates: The existing certifications expire in October 2008. Training must be performed prior to expiration.

Estimated expense: To train, evaluate and certify twenty-six employees (Admin-1, I/RF-7, Operations-11, Pipeline-7) is 26 x $85 each = $2,210.00. Retraining and evaluation of those who do not receive the certification due to lacking skills may need to be performed at an additional expense.

Work Zone Safety/Flagger Recertification

Statement: With regards to the Work Zone Safety/Flagger for Remote Facilities and Pipeline Departments – Estimated Expense $1,500:

Question: Who provides the training?

Answer: We have had training at both the National Safety Council (NSC) and through the Construction Safety Council (CSC) and have found the NSC to provide the most comprehensive training program. This training involves: understanding of flagging procedures and proper use of required equipment, flagging skills from hands-on training, classroom activities and a flagging skills test. This training is performed at the Oak Lawn Public Works Department.

Statement: Please provide the specific certifications earned and the dates, times and costs for each program.

Details: From www.OSHA.gov

1926.201(a)
Flaggers. Signaling by flaggers and the use of flaggers, including warning garments worn by flaggers shall conform to Part VI of the Manual on Uniform Traffic Control Devices, (1988 Edition, Revision 3 or the Millennium Edition), which are incorporated by reference in 1926.200(g)(2).

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Certification: Illinois Department of Transportation requires that all construction projects use a certified flagger (Art 701.04 (c)(4) of the IL Standard Specifications for Road & Bridge Construction). Currently, in Illinois the American Traffic Safety Services Association (ATSSA), the National Safety Council (NSC), and the Illinois Laborers' & Contractors' Joint Apprenticeship Program provide this certification for contractors and private organizations.

Dates: September 17 and October 22, 2008 are two of many available dates

Estimated expense for training at NSC: 16 employees at $95 per employee = $1,520.00

OSHA Compliance

OSHA Compliance 30-hour Certification at the NIU Safety Education Center for 3 employees - Estimated expense $2,250.00.

Statement: Please provide employees that will be attending.

Details: The training is 4-5 days and provides knowledge on the scope and application of OSHA standards to workplace safety and health using the 29 CFR Part 1910 and Part 1926, General and Construction Industry Standards respectively, to identify and recommend abatement for major safety and health hazards.

Effective May 1st, we will have two members replaced on the Employee Safety Committee. The FY08/09 budget also includes a new Operations Supervisor (who may not have been previously trained), so the need is now for up to three (3) employees at two separate classes or 6 registrations. A partial listing of topics covered is as follows:

1910 – General Industry Subpart Letter	1926 – Construction Industry Subpart Letter
D -Walking Working Surfaces	K - Electrical
S – Electrical	F – Fire Protection
I – Personal Protective Equipment	M – Fall Protection
Q – Welding	L - Scaffolds
Z – Industrial Hygiene & Hazcom Std.	X – Stairways/Ladders
E/L – Egress and Fire Protection	O – Motor Vehicles
N – Materials Handling	P - Excavation
O – Machine Guarding	H – Materials Handling
J – Control of Hazardous Energy	G – Work Zones
	N – Cranes
	E – Personal Protective Equipment
	I – Tools

Statement: Please provide date(s), time(s) and location.

Details: From www.earnyourcard.com

Locations: Northern Illinois University, the Construction Safety Council, and the National Safety Council have partnered to form The National Safety Education Center. The National Safety Education Center three centers in the Midwest approved by OSHA Office of Training and Education to offer authorized OSHA training courses.

Dates: Dates past the last date shown are TBD by NIU/NSEC. Times are generally 7:00 AM to 4:30 PM daily.

General Industry (1910)	Construction (1926)
At NSC - 05/12-05/16/2008	At CSC - 05/05-05/08/2008
At Richland Community College (Decatur) - 06/16-06/19/2008	At CSC - 07/07-07/10/2008
At NIU-Naperville - 07/21-07/24/2008	At CSC - 09/08-09/11/2008

Estimated expense for training at NSC: 6 registrations at $725.00 per registration = $4,350.00

Professional Development

Statement: Manager, Supervisor and Safety Committee Development programs and membership at National Safety Council 6 employees - Estimated expense - $14,400.00. Please provide membership costs. Please provide the employees that will be attending. Please provide specific classes and programs. Please provide date(s), time(s) and locations of programs.

Details:

Memberships: The annual membership dues for the NSC are $395.00 and the NSC Utilities Division is an additional $285.00. To date, we have not participated in the NSC Utilities Division which is a safety industry networking group specific to utilities.

The mission of the Utilities Division is to educate and influence people to prevent accidental injury and death. Members are organized into sections and standing committees to address unique safety and health issues they face at work and then focus on projects to develop safety and health awareness nationwide. The Utilities Division meets twice annually at locations in the United States to administer the tests and also professional development training to obtain contact hours for the CUSA program. The travel expense, including transportation, lodging, meals and professional development seminars to attend one meeting is estimated at $3,500.00 to attend the Spring 2009 session. The location and dates have not been announced.

Safety Coordinator Professional Development: The CUSA program is an avenue of professional development wherein a safety administrator and the organization receives accreditation for their experience and knowledge of safety practices. The testing fees are $250.00 and the annual renewal costs are $50.00

Manager, Supervisor and Safety Committee Professional Development: Managers, Supervisors and incoming Employee Safety Committee Members to gain the knowledge and methods to incorporate the culture of a safety management system into the organization. The courses are at the National Safety Council in Itasca. There are three courses suggested: Principles of Safety and Health (POSH), Safety Management Techniques (SMT) and Safety Training Methods (STM).

- Principles of Safety and Health (POSH) is a 4 day -8 hour per day course with overviews of:

- How OSHA affects the organization.
- Recordkeeping of injuries and illness to meet OSHA requirements.

- The reason behind safety inspections and how to effectively plan and conduct them.
- How to incident investigations.
- The impact of industrial hygiene and HazCom standards on the organization.
- Components of the communication process and how to improve the effectiveness of safety messages.
- Hazard Recognition, Evaluation and Control and determining an acceptable level of risk.
- Create an effective safety teams and committees.
- Ergonomics, assessing risk factors, and recommend corrective actions.
- Personal protective equipment (PPE) use and ways to increase employee acceptance of PPE.
- Emergency action planning.
- Safety orientation programs to improve employee performance and reduce incidents and costs.
- Implement various employee involvement techniques.
- Hazard Recognition, Evaluation and Control
- Employee Involvement
- Safety Training

Attendance: The following positions have yet to receive this training: General Manager, Financial Administrator, proposed Operations Supervisor (if not previously trained), and incoming Employee Safety Committee members.
Cost is $1,195 per attendee, or a total cost of $4,780.00.

- Safety Management Techniques (SMT) is a 4 day -8 hour per day course with overviews of:

- Identify the fundamental principles of safety management.
- Recognize the key elements of the safety management system.
- Determine roles of Managers, Supervisors and Employees
- Identify management leadership strategies
- Recognize the dynamics of organizational safety culture.
- Recognize strategies to create organizational and individual change.
- Enhance interviewing, consulting and influencing skills to enlist support from key people in the organization.
- Use measurement tools to track the progress of the organization's safety management system.
- Identify the steps for preparing a successful safety management audit.
- Establish a business case for a safety management system.
- Use problem solving and decision making skills to resolve the organization's safety and health issues
- Create an action plan to improve safety management in the organization.

Attendance The following Managers have yet to receive this training: General Manager and Financial Administrator.
Cost is $1,195 per attendee, or a total cost of $2,390.00.

- Safety Training Methods (STM) is a 4.5 day course that focuses on the skills required to assess the organizations training needs, as well as planning, organizing, creating, and delivering performance-based safety and health training programs whether they are being done in-house, purchasing materials from vendors or by contract training.

- Plan and design a training program applicable to the organizations work environments.
- Learn strategies and methods that address adult learning needs.
- Complete a training needs analysis.
- Identify training and non-training solutions for safety and health case studies.
- Calculate direct and indirect training costs.
- Discuss safety and health training issues with other safety professionals.

Attendance: As we attempt to move into more in-house training, this course is suggested for the following: Operations Manager, I/RF Supervisor, Operations Supervisor, Pipeline Supervisor, Safety Coordinator and Employee Safety Committee Chairman.
Cost is $1,195 per attendee, or a total cost of $7,170.00.

Available Local Training Dates at NSC Itasca, IL (2009 Training Dates Not Published)		
POSH	SMT	STM
May 5-8, 2008 July 7-10, 2008 September 8-11, 2008 November 3-6, 2008	June 2-5, 2008 November 10-13, 2008	October 20-25, 2008

Competent Person Certification

Competent Person Certification courses at the Construction Safety Council including Fall Protection, Cranes and Hoists, Material handling, Hearing Protection, Excavation and Trenching – 40 employees at $16,000:

Statement: Please provide the employees that will be attending. Please provide the specific program and/or class. Please provide date(s), time(s) and locations of the programs.

Fall Protection	
Fall Protection for the Competent Person 8 hours – 1 day **23 registrations x $225 each = $5,175**	Inst/Remote Facilities – 6 Operations – 9 Pipeline - 8
Attendees will learn the OSHA Competent Person requirements for fall protection, fall hazard identification, how to select the proper protective system, and importance of pre-planning for fall protection. Attendees will take a written exam and upon passing the course will be issued a course completion card and certificate from the Construction Safety Council.	

Fall Protection Train the Trainer 16 hours – 2 days **5 registrations x $425 each = $2,125**	Safety Coordinator – 1 Inst/Remote Facilities Supervisor – 1 Operations Manager – 1 Operations Supervisor – 1 Pipeline Supervisor – 1
This course combines the 8-hour Fall Protection Competent Person course with a second day of instructor coaching. A thorough breakdown of all training materials, activities, and discussion questions will be the major focus of the second day with the intent that upon completion of the course, attendees will have the tools and knowledge to conduct the fall protection training on their own. Upon completion of the course, attendees will receive a course completion card and certificate from the Construction Safety Council as well as a complete set of training materials to get started.	

Cranes and Hoists/Materials Handling	
4 hours – ½ day **28 registrations x $100 = $2,800**	Administration – 1 Inst/Remote Facilities – 7 Operations – 11 Pipeline - 9
Topics Covered: OSHA Overhead and Gantry Cranes Regulation (29 CFR Subpart N 1910.179), Slings Regulation (29 CFR Subpart N 1910.184), Crane and sling terminology, types of crane inspections, safe sling operation procedures, recordkeeping requirements for slings and the importance of best practices.	

Excavation and Trenching Re-Certification	
8 hours – 1 day **17 registrations x $225 = $3,825**	Administration – 1 Inst/Remote Facilities – 7 Pipeline - 9
Attendees will learn OSHA Competent Person requirements for excavations, soil analysis, how to choose protective systems, and general jobsite hazard awareness. Attendees will take a written examination at the completion of the course and upon passing will be issued a course completion card and certificate from the Construction Safety Council.	

Date(s), Time(s) and Location(s) of classes: The sessions listed above are either through the National Safety Education Center (NSEC) which is an OSHA Outreach facility which is an organized effort between NIU, NSC or the Construction Safety Council (CSC). Some sessions may be direct through NSC or CSC or through private vendors as availability of classes dictate the path. Dates and times are TBD.

Other needs for employee certifications, or designations, required by OSHA are as listed on the following table.

Question: What certifications will be earned? Are any of these classes part of a Continuing Education Unit (CEU) program?

Answer: While some programs provide certification of training, the certifications of qualified, competent or authorized are actually certifications as designated by the employer as required by OSHA. A copy of a designation as competent persons for Excavation and Trenching is attached at the end of this section. Recognized classes provide CEU's. Classes through NSEC provide CEU's. Some DWC employees collect CEU's as a requirement for professional licensing and/or certifications such as the IEPA water operator certificate of competency.

APPENDIX D

SECTION 17

I. Purpose

A. Due to level of experience and/or training, Commission Employees shall be designated as Competent Persons for the purposes of Excavation and Trenching only.

B. The list of Designees shall be approved by the specific department Supervisor in which the employee reports and shall be re-authorized by the General Manager at least annually.

C. The List of designated Competent Persons for Excavation and Trenching is as follows:

Operations Department	Supervisors Initials:	(TM)
	None Listed	
Pipelines Department	Supervisors Initials:	(EK)
	Edward Kazmierczak	
	Michael Schweizer	
	Joseph Mox	
	Michael Ladegaard	
	William Wegner	
	Bradley Dutton	
	Rene Sanchez	
Remote Facilities / Instrumentation Dept.	Supervisors Initials:	(JS)
	John Schori	
	Richard Nolan	
	Rocky Ellingsworth	
Administration Dept.	Supervisors Initials:	(RLM)
	Ross Bostick	

II. Authorization

Robert L. Martin, General Manager

10/16/06 Date Authorized

Qualified / Competent / Authorized Person Table

Category	OSHA Standard Citation 29 CFR -	Qualified Person Certification Required?	Competent Person Certification Required?	Authorized Person Certification Required?	DWC On-Staff Designation or by Contract	Department and Number of Employees Designated as "Certified"
Bloodborne Pathogens	1910.1030	The Employer must designate the trainer as "knowledgeable in the subject"			None	None
Control of Hazardous Energy	1910.331-1910.335	Yes	No	Yes	None	None
Cranes and Hoists	1910.179 1926.550	No	Yes Inspection of Equipment	No	None	None
Electrical Branch Circuit Protection	1926.404	Yes	Yes Inspection	No	None	None
Electrical Safety Work Practices	1910.331-1910.335	Yes	The Standard calls out either "Qualified" or "Un-Qualified" and also references NFPA 70E		None	None
Excavation and Trenching	1926.650-1926.652	Yes Design of Protective Systems	Yes Daily Inspections	No	Competent Persons - Staff	Admin – 1 I/RF - 3 Operations - 0 Pipeline - 7

OSHA Definitions

Qualified Person – One who by possession of a recognized degree, certificate, or professional standing, or by extensive knowledge, training and experience, has successfully demonstrated his/her ability to solve or resolve problems related to the subject matter, the work, or the project.

Competent Person – One who is capable of identifying existing and predictable hazards in the surroundings or working conditions which are unsanitary, hazardous, or dangerous to employees, and who has the authorization to take corrective measures to eliminate them.

Authorized Person – One who has been trained and evaluated on safety-related work practices, not specifically required by the applicable OSHA standard, but which are necessary for their own personal safety. Such training and evaluation of the Authorized Person shall be conducted persons who have the knowledge, training and experience to train and evaluate their competence. (Note: this definition is a compilation of several definitions in various OSHA standards)

Qualified / Competent / Authorized Person Table

Category	OSHA Standard Citation 29 CFR -	Qualified Person Certification Required?	Competent Person Certification Required?	Authorized Person Certification Required?	DWC On-Staff Designation or by Contract	Department and Number of Employees Designated as "Certified"
Fall Protection	1910.128-1910.131 1926.501-1926.503	Yes Assessment of Anchorage Points	Yes Methods Employed and Equipment Inspection	No	None	None
General Safety and Health Provisions	1926.20	No	Yes Inspections	No	None	None
Hazardous Chemicals in Laboratories	1910.1450	Employer must appoint a "Chemical Hygiene Officer"			None	None
Hearing Protection	1926.101	No	Yes Determination of Protective Device Usage	No	None	None
Ladders – Fixed and Portable	1910.25-1910.27 1926.1053 1926.1060	No	Yes Inspection and Training	No	None	None

OSHA Definitions

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Qualified / Competent / Authorized Person Table

Category	OSHA Standard Citation 29 CFR -	Qualified Person Certification Required?	Competent Person Certification Required?	Authorized Person Certification Required?	DWC On-Staff Designation or by Contract	Department and Number of Employees Designated as "Certified"
Permit-Required Confined Spaces	1910.146 Appendix C	The affected job tasks required to be trained/authorized are "Entrant", "Attendant" and "Entry Supervisor", however the nature of the task and equipment used is identical to that of "Fall Protection". Pre-use inspection of Equipment is to be performed by a "Competent Person"			None	None
Powder Actuated Hand Tools	1926.302	Trainers must be "Qualified" and "Trained" by the tool manufacturer. User licensing "Authorized" is tool specific as required by ANSI 10.3			None	Some DWC staff hold licenses issued in 1995
Powered Industrial Trucks	1910.178	Yes Trainer	Yes Operator	Yes Operator	Competent/Authorized - Staff	Admin – 1 I/RF - 3 Operations - 8 Pipeline - 5
Powered Platforms, Manlifts, Vehicle Mounted Platforms	1910.66-1910.66	No	The nature of the task and equipment used is identical to that of "Fall Protection". Pre-use inspection of Equipment is to be performed by a "Competent Person". Use of equipment only by "Authorized Persons"		None	None

OSHA Definitions

Qualified Person – One who by possession of a recognized degree, certificate, or professional standing, or by extensive knowledge, training and experience, has successfully demonstrated his/her ability to solve or resolve problems related to the subject matter, the work, or the project.

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Qualified / Competent / Authorized Person Table

Category	OSHA Standard Citation 29 CFR -	Qualified Person Certification Required?	Competent Person Certification Required?	Authorized Person Certification Required?	DWC On-Staff Designation or by Contract	Department and Number of Employees Designated as "Certified"
Respiratory Protection	1910.134	A "Program Administrator" that is "suitably qualified" commensurate with the complexity of the program			None	None
Scaffolding	1910.28 1910.29 1926.451- 1926.453	Yes Design and Erection	Yes Daily Inspection	No	None	None
Slings, Ropes and Chains	1910.184 1926.551	Yes Repairs	Yes Daily Inspection	No	None	None
Stairs	1910.24 1910.1060	No	Yes Inspection and Training	No	None	None
Welding	1910.252- 1910.255	Yes	Yes	No	None	None

OSHA Definitions

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DuPage Water Commission
MEMORANDUM

TO: Commissioners

FROM: S. Louis Rathje
Chairman

DATE: April 4, 2008

SUBJECT: Response to City of Wood Dale's Grant Request

Attached is a copy of a letter I intend to send to the City of Wood Dale. If anyone has any comments, please contact me or the General Manager.

DU PAGE WATER COMMISSION
600 E. BUTTERFIELD ROAD • ELMHURST, IL • 60126-4642
(630) 834-0100 • FAX: (630) 834-0120

April 11, 2008

Kenneth P. Johnson
Mayor
City of Wood Dale
404 North Wood Dale Road
Wood Dale, IL 60191-1596

Dear Mayor Johnson:

This is to acknowledge receipt of your letter dated April 1, 2008 requesting a grant in the amount of Three Hundred Thousand and 00/100 Dollars ($300,000) for the maintenance of Wood Dale's wells.

Section 9. Additional Charter Customer Covenants., paragraph (a) Maintain and Operate Unit System., of the Water Purchase and Sale Contract Between The DuPage Water Commission and Charter Customers states "It [Charter Customer] will own and maintain its Unit System, and all improvements and extensions of its Unit System, in good repair and working order, will operate the same efficiently, and will punctually perform all duties with respect to its Unit System as may be required by the Constitution and laws of the State of Illinois and all other applicable laws and by all resolutions and ordinances of such Charter Customer."

As I stated in my response letter to last year's request (copy attached), there was a question if the Commission could make grants to the customer communities for facilities not owned by the Commission. The Commission's responsibility is to provide a safe water service at the most economical cost. The maintenance of your water system is the responsibility of the City of Wood Dale.

Very truly yours,

S. Louis Rathje
Chairman

C: Commissioners
Robert L. Martin, General Manager

April 11, 2008

Kenneth P. Johnson
Mayor
City of Wood Dale
404 North Wood Dale Road
Wood Dale, IL 60191-1596

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As I stated in my response letter to last year's request (copy attached), there was a question if the Commission could make grants to the customer communities for facilities not owned by the Commission. The Commission's responsibility is to provide a safe water service at the most economical cost. The maintenance of your water system is the responsibility of the City of Wood Dale.

Very truly yours,

S. Louis Rathje
Chairman

C: Commissioners
Robert L. Martin, General Manager

Police Non-Emergency (630) 766-2060

City Offices (630) 766-4900

CITY OF WOOD DALE

404 NORTH WOOD DALE ROAD
WOOD DALE, ILLINOIS 60191-1596

April 1, 2008

Hon. Louis Rathje
Chairman
DuPage Water Commission
600 E. Butterfield Road
Elmhurst, IL 60126

Re: Water Commission/City of Wood Dale

Dear Chairman Rathje:

As you are aware, the City of Wood Dale is seeking funds from the Water Commission to assist in the maintenance of the backup wells maintained by the City. It is anticipated that the total costs for the preexisting wells for maintenance, upgrades, etc. is approximately Three Hundred Thousand and 00/100 Dollars ($300,000.00). The backup wells are used in the event of an emergency. Given the proximity of Wood Dale to one of the world's busiest airports, the City believes it is necessary to maintain these emergency wells as backup in the event of some catastrophic or terrorist event. The City Engineer can make himself available to discuss this matter further with staff, should you require additional information regarding the maintenance on these wells. On behalf of the City, at this time, we are requesting a grant in the amount of Three Hundred Thousand and 00/100 Dollars ($300,000.00) as and for the maintenance of those wells. The City is committed to restrict the use of those funds for that purpose or other water purposes as the Commission deems appropriate.

The City of Wood Dale currently maintains three backup wells for the purpose of providing water in the event of a system failure, a natural disaster or terrorist activity. The City needs all three backup wells in order to provide adequate flows/pressure. The system will not function adequately with just one or two backup wells.

The City inspected one of the following back up wells and found the well to be in very poor condition. The well casing is in need of rehabilitation. The pump is no longer operational and is in need of replacement. The City has obtained repair estimates from a well contractor in excess of $65,000. The well was originally put in service in 1963. The well was last rehabbed in 1985. The well has not been used regularly since the City switched to Lake Michigan water in 1992. The lack of use has contributed significantly to the well's deterioration.

The other two (2) wells have been inspected as well. Their condition will be similar to that of the other well. Repairs to these two (2) wells are estimated to cost $55,000 and $100,000 respectively. In addition to the above capital repair costs, the City will incur additional costs to maintain the wells over the next several years.

In fact, the City recently received a notice from the Illinois Environmental Protection Agency (IEPA) relative to the wells. The IEPA conducted a periodic inspection of the City's water supply. The City has been put on notice that aspects of the water system do not comply with the current IEPA standards. The City is required to provide a response to the IEPA as to the manner in which these matters will be addressed. The City has provided the IEPA with such a response, however, that response was in anticipation of certain financial relief from the Water Commission. For your convenience, I have enclosed a copy of the IEPA notice.

I believe the best course of action is for the parties to enter into an Intergovernmental Agreement defining the rights and responsibilities of the parties. This would provide the City of Wood Dale with much needed financial assistance in the maintenance of the wells while protecting the mission of the Water Commission to ensure that the funds are properly spent. Kindly have the appropriate staff contact me and the City of Wood Dale in order to ascertain the next step to move forward on this. On behalf of the City of Wood Dale and its residents, they wish to express their gratitude and appreciation to you and the Water Commission for your assistance.

Very truly yours,

Kenneth P. Johnson
Mayor
City of Wood Dale

Enclosure

March 14 08

ILLINOIS ENVIRONMENTAL PROTECTION AGENCY

1021 NORTH GRAND AVENUE EAST, P.O. BOX 19276, SPRINGFIELD, ILLINOIS 62794-9276 – (217) 782-3397
JAMES R. THOMPSON CENTER, 100 WEST RANDOLPH, SUITE 11-300, CHICAGO, IL 60601 – (312) 814-6026

ROD R. BLAGOJEVICH, GOVERNOR DOUGLAS P. SCOTT, DIRECTOR

847-608-3131
FAX: 847-608-3139

January 29, 2008

Wood Dale Public Water Supply
c/o Mr. Kenneth Johnson, Mayor
404 N. Wood Dale Road
Wood Dale, IL 60191

Re: Wood Dale – IL0431200
2008 Public Water Supply Inspection Report

Dear Mr. Johnson

An engineering evaluation of the Wood Dale community water supply has been completed. Field inspection was made on January 14, 2008 by Mr. Shibu Vazha of this office. Mr. Joe Roth was present during this inspection.

The Illinois Environmental Protection Agency conducts periodic inspections of all community water supplies to determine if their ongoing programs for monitoring, maintaining the water supply, and providing appropriate information to the water users meet the requirements of the Illinois Pollution Control Board's public water supply regulations and related standards. The reason for this work is that if the people in a community are to cooperate and use a common water supply, they must feel that their system is properly constructed, operated and maintained.

Aspects of the water system that may not comply with current standards or regulatory requirements are detailed in attachment "A" of this letter. Please respond to these findings in writing within 45 days. Your response should describe the steps that have been, or will be taken, including, an estimated date of completion, to correct these deficiencies.

This letter is NOT a violation notice as specified in Section 31(a)(1) of the Illinois Environmental Protection Act (415 ILCS 5/31(a)(1). However, if an acceptable response is not received within 45 days, the Illinois Environmental Protection Agency may issue a formal violation notice pursuant to Section 31(a)(1) of the Act.

ATTACHMENT "A"
VIOLATIONS AND DEFICIENCIES

The current evaluation of your community water supply indicates that the following conditions appear to violate Title IV of the Illinois Environmental Protection Act 415 ILCS 5/1-57.17 (1999) (The Act), 35 Illinois Administrative Code (35 IAC), the Recommended Standards for Water Works (1982) (Standards) and related standards. A written response outlining corrective action is required to be submitted to this office within 45 days.

1) Technical Capacity – Inactive Well:

Well 6 have been out of service for repair since January 2007. All inactive wells must be sealed and abandoned according to the Illinois Water Well Construction Code. Contact the Illinois Department of Public Health (IDPH) at phone number 815-987-7511 or 309-693-5378 for further information on sealing the inactive well.

If City of Wood Dale plans to keep well 6, please repair the well and put it back in service within six months. Once repaired, well 6 will be considered as "Active" but stand-by well and therefore, monthly coliform and triennial IOC sampling is required. Please let our Office know if the City plans to "activate" well 6 or abandon it. (Please provide the timeline of your action regarding this well. Please note that the timeline must not exceed 6 months).
(Environmental Protection Act, Sections 14 and 18; Standards, Part 3.2.5.13 and 77 IAC 920.100)

2) Technical Capacity – Raw Water Bacteriological Monitoring Deficiency:

Raw water samples are collected for coliform analysis from the three active wells (wells 3, 5 & 6) on a quarterly basis. All active wells must have the raw water sampled for coliform analysis on a monthly basis. Immediately begin to collect a total of THREE raw water samples, and continue to collect the required distribution (FIFTEEN) samples from representative locations outlined on your sample site plan each sample period. Inorganic, synthetic and volatile organic samples are also required to be collected and analyzed from all standby or emergency wells every three years. Also note that any well that is inoperable must be sealed and abandoned.
(The Environmental Protection Act, Section 19)

3) Administrative/Managerial – Cross-Connection at Potter Ave Pump Station (TP08)

The following cross-connection at Potter Ave pump station must be removed or install an approved cross connection control device (RPZ) to prevent backflow and back-siphonage:

A 2.5 inch potable water line is used to supply water to the cooling system of 460 KW diesel generator at TP08. The coolant is re-circulated at a higher pressure than the potable water feed line, therefore, a leak in the coolant line could cross-contaminate the potable water system without proper backflow device.

A backflow prevention device (RPZ) must be installed on the master pipe that supply finished water for plant/internal use which includes but not limited to generators, priming system, boiler, water heater, etc. to prevent contaminants from entering the distribution system.
(The Act, Section 18, 35 IAC, Sections 607.104, 653.801, 653.802 and 653.803)

SECURITY SENSITIVE

Illinois Environmental Protection Agency

Bureau of Water - Division of Public Water Supplies

Inspection Report - Elgin Regional Office

FACILITY NAME	Wood Dale	FACILITY NUMBER	IL0431200
PLANT PHONE	630-787-3783	COUNTY	Dupage
INSPECTION DATE	January 14, 2008	INSPECTED BY:	Shibu Vazha
SEND CORRESPONDENCE TO			
NAME OR ENTITY	Kenneth Johnson		
ADDRESS	404 N. Wood Dale Road		
CITY, STATE, ZIP	Wood Dale, IL 60191	LAB FEE PARTICIPANT (Y/N)	No

CONTACT INFORMATION					
CERTIFIED OPERATOR	Mark Thiede	CLASS	C	NUMBER	6090
PHONE	630-787-3783	FAX	630-766-2033		
PAGER	None	OTHER	E-mail: mthiede@wooddale.com		
OWNER - RESPONSIBLE PERSONNEL	Kenneth Johnson	TITLE OR POSITION	Mayor		
PHONE	630-787-3783	FAX	None		
OTHER CONTACTS	NAME	TITLE OR POSITION	PHONE		
	Joe Roth	Water Operator	630-692-2226		
HOME PAGE ADDRESS	None				

FACILITY STATUS									
Open	x	Critical Review		Restricted Status		Reason		Date	

BRIEF DESCRIPTION OF SYSTEM AND SERVICE AREA

Wood Dale PWS is located at eastern Dupage County, Illinois. This PWS has 4,463 service connections serving approximately 13,535 residents and consists of two distribution pressure zones (high & low pressure system).

Lake Michigan water obtained from Dupage Water Commission (DWC) is the primary source for the supply. Three wells (shallow wells 3 & 6 and deep well 5) are available to supplement the Lake Michigan water. During an emergency, chlorinated water from wells 3 & 6 can supply Wood Dale's low pressure system through TP03 and TP05 whereas chlorinated water from well 5 can supply wood Dale's high pressure system through TP04.

Treated Lake Michigan water is obtained from DWC into reservoirs at Reichert Ave and Potter Ave pumping stations. Reichert Ave pumping station receives DWC water into a 1.25 MG reservoir from which two high service pumps (600 gpm & 1,800 gpm) discharge the re-chlorinated water into Wood Dale's high pressure system through TP07. If necessary well 5 (backup deep well) can fill the 1.25 MG reservoir at TP07. Potter Ave pumping station receives DWC water into two interconnected reservoirs (0.5 MG & 1 MG) from which four high service pumps (1,100 gpm & three 1,800 gpm) discharge the re-chlorinated water into Wood Dale's low pressure system through TP08. If necessary well 3 (backup shallow well) can fill the two reservoirs at TP08. Each pumping station is equipped with a bypass such that water under direct pressure from DWC can enter each respective pressure systems. The two pressure systems are interconnected by an 800 gpm booster pump (from low to high) and a pressure reducing valve (from high to low). A 100K elevated tank floats on the low pressure system whereas a 0.5 MG elevated tank floats on the high pressure system. The free chlorine residual measured in the distribution (City Hall) yielded 0.56 mg/l.

This facility has emergency Lake Water connections with Villages of Bensenville, Elk Grove and Itasca. Reichert Ave station is equipped with a 150 KW diesel generator capable of powering the entire station whereas Potter Ave station is equipped with a 460 KW diesel generator to power the entire station. Well 6, which can only discharge into distribution, is equipped with a 155 KW diesel generator to provide emergency power. The facility is served by sanitary sewer system. The supply has low pressure, chlorine leak and security alarm systems. The facility's distribution system consists of several miles of cast and ductile iron water distribution mains.

SERVICE CONNECTIONS		# METERS	
NUMBER OF DIRECT SERVICES	4,463	100%	
DIRECT SERVICES OUTSIDE CORPORATE LIMITS			
Residential Customers	3,950		
Commercial Customers	180		
Industrial Customers	333		
SATELLITE WATER SYSTEMS / INTERCONNECTIONS	FACILITY NUMBER	Source?	Customer?
Bensenville (emergency connection)	043-4140	x	x
Elk Grove (emergency connection)	031-4400	x	x
Itasca (emergency connection)	043-0500	x	x

ADEQUACY OF SUPPLY

SECURITY SENSITIVE

Service Area / Pressure Zone / Distribution System

Water Source(s)	Lake Michigan water from DWC (TP08); wells 3 & 6

Location or Description	Service Area Population	No. of Service Connections	Finished Water Storage (Show Capacities)		
			Ground	Elevated	Hydropneumatic
Wood Dale Low Pressure System	13,267	4,554	0.5 MG 1 MG	100K	

Maximum System Pressure	Location	Minimum System Pressure	Location	Free Chlorine Residual (mg/l)	Location
68 psi	TP08	65 psi	Far end of the system	0.56 (City Hall)	Distribution

Flushing Program				Fire Protection Provided?		Current Map Available?		Valve Maintenance Program			Notes and Other Observations
None	Yearly	2 x year	More Often	No	Yes	No	Yes	No Valves	No Program	OK	
	x				x		x			x**	** - Valve maintenance is performed annually.

Service Area / Pressure Zone / Distribution System

Water Source(s)	Lake Michigan water from DWC (TP07); well 5.

Location or Description	Service Area Population	No. of Service Connections	Finished Water Storage (Show Capacities)		
			Ground	Elevated	Hydropneumatic
Wood Dale High Pressure System	268	91	1.25 MG	500K	

Maximum System Pressure	Location	Minimum System Pressure	Location	Free Chlorine Residual (mg/l)	Location
72 psi	TP07	64 psi	Far end of the system	?	Distribution

Flushing Program				Fire Protection Provided?		Current Map Available?		Valve Maintenance Program			Notes and Other Observations
None	Yearly	2 x year	More Often	No	Yes	No	Yes	No Valves	No Program	OK	
	x				x		x			x**	** - Valve maintenance is performed annually.

Operating Reports / Records

Monthly Reports Being Submitted?			Content of Monthly Reports								Notes and Other Observations
			Report for each TAP?		Daily Production from Each Well?		Daily Measured Residuals?		Daily Dosage Calculations?		
Yes	No	Late	Yes	No	Yes	No	Yes	No	Yes	No	
x			x		x		x		x		Monthly operating reports are timely submitted to this Office.

Cross Connection control Ordinance							
Does the system have an ordinance ?		Date Approved (by IEPA)	Program Enforced?		Do Private Wells Exist in the Service Area?		
Yes	No		Yes	No	Yes	No	
x		09/01/2003	x		x***		*** - If there are private wells in the service area, well owners are required to install backflow prevention devices (RPZ) and provide annual inspection by CCCDI certified plumbing inspector.

SECURITY SENSITIVE

Viability / Financial Management			
Service Fee (Minimum Charge)	$2.00 for 1,000 gal. minimum	Other source(s) of income used to maintain the water system	Yes
Direct Charge (cost per 1,000 gallons)	$4.80	Does the Utility have an ACTIVE program to ensure all customers pay bills?	Yes
Billing Frequency	Monthly	Does the utility have a fund to cover major repairs?	Yes
ICC Regulated? (Y/N)	No	Name and phone no. of person responsible for system repairs.	Mark Thiede
Date of Last Rate Increase	Not available	Name and Phone No. of Person Responsible for Financial Management of the Water System	Kenneth Johnson
		Major Water Supply Concerns expressed by Residents/ Customers.	None
What was the most recent major repair or improvement involving This Water System (Include Dates)			
1) Panic bar installed on all chlorine room doors (2005). 2) Well 7 abandoned in 2005. All water system infrastructures remained the same as in 2003.			
Planned, Anticipated or Needed Upgrades and Improvements (Include dates or timeframe if known)	See "Attachment A" for details		

Service connections: 4,463
Population: 13,535

Public Water System Flow Chart
Wood Dale 043-1200
January 29, 2008

DU PAGE WATER COMMISSION
600 E. BUTTERFIELD ROAD • ELMHURST, IL • 60126-4642
(630) 834-0100 • FAX: (630) 834-0120

February 20, 2007

Kenneth P. Johnson
Mayor
City of Wood Dale
404 North Wood Dale Road
Wood Dale, IL 60191-1596

Dear Mayor Johnson:

This is to acknowledge receipt of your letter dated January 19, 2007 requesting a grant in the amount of Three Hundred Thousand and 00/100 Dollars ($300,000) for the maintenance of Wood Dale's wells. The Board of Commissioners at its February 8, 2007 meeting directed staff to distribute the Tentative Draft Management Budget for Fiscal Year 2007-2008. This Draft Budget includes a combined water rate of $1.25 per 1,000 gallons and a $40 million dollar rebate. Staff is proposing that the distribution of the rebate be made similarly to the method used when the Commission issued rebates for fiscal years 1994 through 1998. If the Board of Commissioners concurs with the proposed methodology, Wood Dale's portion of the rebate would amount to $744,402.

When the Commission was evaluating the construction of backup generation at the DuPage and Lexington Pumping Stations compared to the installation of backup generation at the customer utilities well sites, there was a question if the Commission could make grants to the customer communities for facilities not owned by the Commission. The issuance of rebates in this proposed budget permits the customer utilities to use these funds to make improvements to their water systems or to reduce the water rates to their customers. I am assuming that because the rebated funds will more than cover Wood Dale's requested amount, Wood Dale will be withdrawing its request for the grant. If it is not Wood Dale's desire to withdraw the request, please contact the Commission's General Manager so the matter can be place on the Commission's agenda.

Very truly yours,

S. Louis Rathje
Chairman

C: Commissioners
Robert L. Martin, General Manager

DuPage Water Commission
MEMORANDUM

TO: Commissioners

FROM: S. Louis Rathje
Chairman

Robert L. Martin
General Manager

DATE: April 2, 2008

SUBJECT: Regional Water Supply Planning Group

Attached is a copy of a presentation by Daniel Injerd, Illinois Department of Natural Resources, Office of Water Resources, made at the March 25, 2008 meeting. We thought this would be informative for you.

If you have any questions please contact us.

Lake Michigan Water Allocation

Based on WY97 Values

Level of Lake Michigan Act [615 ILCS 50]

- Passed in response to the 1967 United States Supreme Court Decree
- IDNR given job to allocate Lake Michigan water
- Domestic use has priority. Act directs that a goal of the allocation program is to reduce deep aquifer withdrawals
- Water supply planning for the Six County N.E. Illinois region
- Water Conservation requirements
- No Legislative direction to use Lake Michigan water allocation to regulate growth

TITLE 17: CONSERVATION
CHAPTER I: DEPARTMENT OF NATURAL RESOURCES
SUBCHAPTER b: WATER RESOURCES

PART 3730
ALLOCATION OF WATER FROM LAKE MICHIGAN

http://dnr.state.il.us/owr/resman/3730RULE.htm

2007/2008 Lake Michigan Water Reallocation Process

- Retain consultant to update water demand forecast methodology and prepare new forecasts out to the year 2030 - Completed
- Initial consultations with Lake Michigan permittees – Fall 2007-Spring 2008 - Completed
- Review compliance with water loss standards (unaccounted-for-flow) – Winter 2008
- Issue new long term water allocation order – Late summer/fall 2008
- Work with Regional Water Supply Planning Group established pursuant to Ex. Order #1 - Ongoing

Population In Northeastern Illinois

2 million @ 125 gpcd = 250 mgd

MWH

IDNR Demand Forecasting Approach

- **Forecast Parameters**
  - Historic water use from IDNR LMO-2 database
  - Demographic data developed and adopted by CMAP
    - Municipal Population
    - Municipal Households
    - Municipal Employment
  - Straight line interpolation used to generate interim values for CMAP data

MWH

IDNR Demand Forecasting Approach

Regional Regression Equation (Category 1)

$$Q_c = M^*(K + a^*POP + b^*EMPt + c^*HHLD) + Ur$$

Where:

- Q_c = Unadjusted water demand (mgd)
- M = System adjustment factor
- POP = Service population
- EMP_t = Total employment population
- HHLD = Households served
- Ur = Total unaccounted-for-flow
- K, a, b, c, d = Regional regression coefficients

Q_i term added to represent large industrial/ commercial demands for Category 2 systems

MWH

COMPARISON BETWEEN CURRENT AND PROPOSED ALLOCATIONS

Total Allocation	2009	2010	2015	2020	2025	2030
Current						
Number	210	210	210	210		
Allocation (mgd)	1,206,649	1,304,293	1,353,373	1,503,931		
Service Population	6,956,195	7,002,161	7,155,631	7,357,885		
Per Capita Rate (gpcd)	156.1	156.1	156.0	165.4		
Proposed						
Number	290	290	290	290	290	290
Allocation (mgd)	1,059,286	1,081,133	1,139,290	1,148,104	1,172,542	1,197,513
Service Population	6,956,195	7,002,161	7,155,631	7,357,885	7,560,235	7,773,579
Per Capita Rate (gpcd)	156.0	155.4	157.0	156.0	154.7	154.1

Conservation Requirements for PWS Owners

- UNACCOUNTED FOR FLOW shall not exceed 8% of a water system's total pumpage.

"UNACCOUNTED FOR FLOW" means the amount of water supplied to a system (including the components of transmission, distribution, storage, and pumping) which is lost from the system prior to delivery to the end user. Unaccounted for flow includes water not accounted for due to under registration of meters and water lost due to main breaks.

Average Unaccounted-For-Flow In Lake Michigan Communities

State of Illinois' Diversion

Accounting Year	Certified Flow (cfs)	Running Average (cfs)	Cumulative Deviation (cfs)
1981	3106	3108	84
1982	3087	3097	207
1983	3013	3269	-206
1984	3432	3310	-438
1985	3472	3342	-710
1986	3751	3410	-1261
1987	3774	3462	-1635
1988	3376	3451	-2011
1989	3378	3443	-2189
1990	3531	3462	-2520
1991	3555	3461	-2875
1992	3409	3457	-3084
1993	3841	3487	-3725
1994	3034	3456	-3580
1995	3187	3439	-3586
1996	3108	3418	-3494
1997	3114	3400	-3408
1998	3080	3382	-3268
1999	2909	3357	-2977
2000	2584	3318	-2361
2001	2698	3269	-1859
2002	2919	3272	-1578
2003	2398	3234	-776
2004*	2757	3214	-333
2005*	2771	3196	96
2006**	2605	3173	691
2007**	3111	3171	780

Can Illinois Remain In Compliance With The U.S. Supreme Court Decree?

Issue Summary

- Lake Michigan service population to increase by 817,000 between 2009-2030
- Lake Michigan water use will continue to be legally constrained by the Decree
- What about the ~1.1 million new residents outside L.M. service area?
- What about the ~1.5 million additional population between 2030-2050?
- Difficulties of managing uncertainties

UNCERTAINTIES

- CLIMATE
- COMPLETE TARP/CHICAGO LOCK REHAB
- FORECAST ACCURACY
- CONSERVATION
- POLITICS OF DIVERSION

Annex 2001

- June 18, 2001: Great Lakes Governors and Premiers of Ontario and Québec came together in Niagara Falls
- All 10 signed the Great Lakes Charter Annex 2001
  - To update the way Great Lakes Basin water withdrawals will be managed
  - To protect, conserve, restore and improve the Great Lakes water resources for future generations

Final Agreements

- Include:
  - A good faith State-Provincial agreement
  - A compact for the States
- General ban on diversions w/extremely limited exceptions
- In-basin withdrawals and consumptive uses reviewed using consistent standards
- Require water users to practice conservation
- Allow economic development while providing environmental protection

Final Agreements - continued

- Commitment to improve collection of water use data
- Illinois' diversion will continue to be governed by the terms of the U.S. Supreme Court Decree, not the Agreements
- The compact will not become effective until approved by all 8 Great Lakes states legislatures and ratified by Congress

Status of Compact Approval

- Minnesota Approved on February 20, 2007
- Illinois Approved on August 17, 2007
  - Public Act 095-0238
- Indiana Approved on February 25, 2008
- New York Approved on March 4, 2008
- Legislation pending in Michigan, Ohio, Pennsylvania and Wisconsin
- Goal is 3-5 years for all states and Congress to authorize
- For more info – www.cglg.org