



Memorandum Public Works Department

To: City Manager
Subject: Cross Connection Control Program Administration
Date: December 8, 2015
Number: 2015-254

As part of the Illinois Environmental Protection Agency Administrative Code 35 Section 653-801 Cross-Connection Control Program, the City is required to conduct a complete survey of the distribution system at least every two years to compile and update an inventory of the backflow control devices attached to the City's potable water system. Devices that are identified and inventoried are required to be tested on an annual basis to ensure functionality to protect the integrity of the drinking water system. Complete administration of a Cross Connection Control Program includes, but is not limited to, identifying qualified and licensed Cross Connection Control Device testers, maintaining a complete contact database of these testers, scheduling the annual inspections, and maintaining accurate records of all the inspection data.

Backflow control devices are typically located in industrial locations, restaurants, factories, residences with irrigation systems, and any other property where actual or potential hazards to the public water supply exist. The standard single family residence typically does not require a backflow device. Currently the City has 812 backflow devices in use that require annual inspections.

Three companies that specialize in this program were compared with consideration given to overall cost, program inclusion, City resource involvement, and current municipal references. These companies consisted of Backflow Solutions Inc. (BSI Online, Inc), CCRA Professional Services LLC, and Aqua Backflow. Across the board, BSI Online, Inc. was the most cost effective, garnered the highest recommendations, provided the most program options, and required the least amount of City resources.

Accompanying this memorandum is the agreement from Backflow Solutions, Inc., for the administration of our Cross Connection Control Program in the amount of \$495.00 annually. Backflow Solutions, Inc. charges a \$12.95 annual test administration fee per device. This fee will be paid by the licensed tester for each device.

Recommendation

The Public Works Department recommends that the City Council approve the City Manager's execution of the agreement with Backflow Solutions, Inc.

Vendor:		Backflow Solutions, Inc.
Contract Amount:		\$495.00
Account Chargeable:		
Fund:	501	Water Operations and Maintenance
Division:	618	Utilities Services
Cost Center:	041	Administration
Object Code:	53112	Consultant Services

Submitted by: Randall Tweet, Public Works Director
Larry P. Cook, Utilities Superintendent

Approved by: Thomas Thomas, City Manager



Effective this 1 day of January , 2015, Backflow Solutions Inc., an Illinois corporation (BSI) and the City/Village of Rock Island , State of Illinois , BSI will perform certain notification and data management functions on behalf of the Municipality and the Municipality will provide BSI with the information described hereafter, and require that all companies that perform mandated backflow assembly tests within the Municipality be directed to the BSI website to enter the result of each Backflow Test performed within the Municipality.

1. **BSI Responsibilities.** In addition to any other responsibilities set forth elsewhere in this Agreement, BSI shall through the use of its proprietary software, BSI Online.

(a) Maintain the Online Database to insure a functional backflow assembly tracking system that is easy to understand and use by licensed testers. BSI shall also maintain an internet website where Testers shall input all data related to Backflow Tests they conduct within the Municipality. The website and all subsequent information will be stored safely and securely.

(b) Send up to two (2) notices to water customers that have Assemblies, advising them that their Assembly is due for testing. The "Test Due Notice" shall be mailed approximately 30 days prior to the scheduled test date. The second notice (the "Overdue Notice") shall be sent after the Test Date has passed if Backflow Test results have not been entered to the Online Data Base. The Overdue Notice will advise the water customer of its delinquent test status. BSI shall immediately transmit an electronic copy of each Test Report to the Municipality. To facilitate the testing procedure, the Test Due Notice will include the identity of the water customer's last Tester of record, together with all relevant contact information, provided that information is available to BSI. At the time the Test Due Notice is mailed to the water customer, BSI will also transmit a notice to the last Tester of record advising that Tester that the water customer's assembly is due to be tested (the "Tester Notification"). The Tester Notification is designed to increase test compliance, thereby reducing enforcement costs incurred by the Municipality. All information contained with-in BSI Online will remain the property of the Municipality. As such, the Municipality will have access into the program to view all transactions. The Municipality will also receive copies of all submitted backflow test reports in order to maintain compliance with the state regulatory agencies.

2. **Inducement.** Municipality acknowledges and agrees that in order to induce BSI to provide the service contemplated by this Agreement, BSI will charge the sum of \$12.95 (the "Data Entry Charge") for each Test Report submitted to the Online Data Base. The Data Entry Charge shall be paid (by the 'tester') prior to uploading the test data to the Online Data Base.

3. **Cost.** Municipality shall pay BSI the sum of \$495.00 per calendar year as the annual "Subscription Fee".

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first set forth above.

BACKFLOW SOLUTIONS, INC.,
an Illinois corporation

a body politic and corporate

By: _____

By: _____

Name: Brad Stancampiano_____

Name: _____

Title: Executive Vice President____

Title: _____

Address:
12609 South Laramie Ave.
Alsip, Illinois 60803

Address:
