



Village of Franklin Park
9500 Belmont Ave.
Franklin Park, IL 60131
847-671-4800

The Village of Franklin Park Water Department understands that this is a stressful time for our community and for the customers that we serve. Please know that we continue to take all steps necessary to maintain safe, reliable water service.

As many businesses will be reopening in the next phase, it is important to know that building and business closures reduce water usage, potentially leading to stagnant water inside building plumbing. This water can become unsafe to drink or otherwise use for personal or commercial purposes. It is recommended that building owners, building managers, and businesses take proactive steps to protect public health by minimizing water stagnation during closures and taking action such as flushing the building's plumbing to address building water quality prior to reopening.

The Illinois Department of Public Health (IDPH) has provided documents below with guidance for building owners to address potential water quality issues prior to "re-opening" buildings to normal occupancy and water usage. The IDPH guidance documents provide a comprehensive approach related to recommended flushing procedures contaminant mitigation procedures, and water quality monitoring.

- General Building Guidance for Reopening
<http://dph.illinois.gov/sites/default/files/IDPH%20Plumbing%20Program%20General%20Building%20Guidance%20for%20Reopening%205.13.20%20%28002%29.pdf>
- Checklist for Restoring Water Quality in Buildings for Reopening
https://www.epa.gov/sites/production/files/2020-05/documents/final_checklist_for_maintaining_building_water_quality_5-6-2020.pdf

Additional guidance from USEPA can be found [here](#):

If you have any questions on our water operations, please call the Department of Public Works at 847-671-8252

Joseph Lauro

Utilities Commissioner



Village of Franklin Park
 Utilities Department
 9501 Belmont Avenue
 Franklin Park, IL 60131

Recommendations and Checklist for Returning Building Water Systems to Regular Use after Extended Periods of Reduced Use

The IDPH Plumbing and Water Quality Program has issued a memorandum to provide guidance for maintaining water quality and safety in building water systems during periods of reduced use and considerations for returning the building to regular use. For IDPH Guidance Manual visit www.vofp.com.

Please fill out out and return this form to the Village of Franklin Park Utilities Department.

Building Water System Checklist Returning Buildings to Regular Use	
	Date of Completion
<input type="checkbox"/> If you have questions regarding reopening your building plumbing system please contact Ewelina Kubkowski at (847) 671-8252 or check the Village Website for additional information www.vofp.com	
<input type="checkbox"/> Consider having a licensed plumber available: Building operators may anticipate malfunctioning valves, leaks, and blockages and should ensure a licensed plumber is available to correct plumbing deficiencies as water systems are restarted.	
<input type="checkbox"/> Verify backflow devices have been tested within the last 12 months by a certified cross-connection control device inspector (CCCDI).	
<input type="checkbox"/> Identify all treatment equipment, i.e. water softening, filtration, etc. Follow manufacturer's recommendations for startup after periods of disuse. Assess whether to bypass treatment when flushing.	
<input type="checkbox"/> Remove faucet aerators (screens) and filters throughout building water system, i.e. filters on ice machines, refrigerators, or beverage dispensers, etc.). Aerators should be disinfected or discarded, and replaced after flushing is complete.	
<input type="checkbox"/> Flush cold and hot water systems starting with the service line(s) (pipes that connect the potable water source to the building plumbing system). For general flushing strategies see Attachment B. To ensure complete flushing, it is recommended that facilities develop flushing procedures specific to their building's plumbing system.	
<input type="checkbox"/> Ensure water heater(s) is set to at least 120 degrees Fahrenheit and verify mixing valves and safety devices are installed, functional, and adjusted to prevent scalding.	
<input type="checkbox"/> If possible, measure residual disinfectant at point(s) of entry and at representative points of use in the building water system, i.e. points closest to and furthest from where the water enters the building. Contact your water supplier to determine the disinfectant being used and whether to measure free or total chlorine.	
<input type="checkbox"/> Ensure safety equipment including fire sprinkler systems, eye wash stations, and emergency showers are properly functioning and have been flushed, cleaned, and disinfected in accordance with manufacturer's recommendations.	
<input type="checkbox"/> Facilities should consider risk to building occupants and assess whether to collect water samples to test for heavy metals or harmful organisms.	
<input type="checkbox"/> Ensure all traps on drain, waste, and vent systems are properly sealed	
<input type="checkbox"/> Follow other building water systems startup procedures (Cooling tower, spas, etc.)	
<input type="checkbox"/> Ensure all plumbing fixtures have been properly cleaned and disinfected prior to use	

Building Owner _____ Signature _____

Address _____ Phone Number _____