

GLENBARD WASTEWATER AUTHORITY
Executive Oversight Committee
Agenda

March 9, 2017

7:30 a.m.

Meeting will be held at the Glenbard Wastewater Plant
21 W 551 Bemis Rd, Glen Ellyn, IL

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comment
5. Consent Agenda – The following items are considered to be routine by the Executive Oversight Committee and will be approved with a single vote in the form listed below:

Motion the EOC to approve the following items including Payroll and Vouchers for the Month of February 2017 totaling \$343,108.22 (Trustee Clark)

- 5.1 Executive Oversight Committee Meeting Minutes:
February 9, 2017 EOC Meeting
- 5.2 Vouchers Previously Reviewed by Trustee Clark:
February 2017
- 5.3 Three Year Janitorial Service Contract Approval Request

The janitorial contract has expired and proposals from three vendors were requested back in early January. As only two (2) qualified proposals were received, the decision was made to advertise the proposal request and see if the advertisement garnered any additional qualified proposals. All proposals were due by 2:00 p.m. on Wednesday, February 22, 2017. In the weeks leading up to the proposal due date, eight (8) vendors walked through the facility to garner a better understanding of the scope of services needed.

RCC Cleaning presented the lowest proposal of \$1,020 per month for five day a week cleaning. The total cost of the contract is equal to \$36,720. GWA will realize a cost savings during this time period of \$7,524 over the current vendor.

Therefore, GWA would like to request the EOC award a three (3) year contract to RCC Cleaning of Mt. Prospect, Illinois in the amount \$36,720 of which \$9,180 (nine months of service effective April 1, 2017) to be invoiced to account 270-520971 during CY2017.

5.4 Three Year Refuse Hauling Contract Approval Request

The Glenbard Wastewater Authority advertised and distributed notices via email to the area's solid waste disposal companies, as well as posted it on our website. Sealed bids were received at the Authority at 11:00a.m. February 22, 2017 at which time, bids were to be opened and read. The Authority only received one (1) bid, which was from our incumbent waste hauler, Republic Services.

The Authority has also enjoyed a beneficial working relationship with Republic Services and staff has no complaints with the manner in which their drivers have conducted themselves both in the plant and on the roadways around the facility.

Based on the reduction of costs for the most routinely hauled containers (2yard) and the modest increases for the recycle and garbage containers (8 yard) it is the Authority's recommendation to retain Republic Services as our solid waste hauler.

Therefore, the Authority would like to request the EOC award a three (3) year contract to Republic Services of Elgin, IL per the contract terms.

5.5 Emergency High Voltage Electrical Work Approval Request

On November 2, 2016, at approximately 17:56 hours, the plants SCADA System recorded a utility loss, and the Operator On-Call was notified by WIN-911 (SCADA System alarm dialer). At this time, Co-Gen comes online to power the entire facility. The Operator On-call subsequently responded to the alarm and arrived onsite shortly thereafter.

At approximately 20:16 hours, Com-Ed arrives onsite and inspect the utility feeders at the pole near the Administration Building. They indicated/determined the 13kV feeders had been struck by lightning, whereby two of the three feeders were completely severed downstream of Com-Ed's metering equipment, just prior to entering a vertical conduit that feeds the utility breaker in the Co-Gen Building. Com-Ed refuses to make repairs stating anything downstream of their metering is the owners (GWA) responsibility. Subsequently our Com-Ed account rep was contacted who res-states Com-Ed's refusal to make the needed repairs.

On the following morning, November 3, 2016, at approximately 09:00 hours, Meade Electric arrived onsite to assess the damage and formulate a plan for needed repairs. It is agreed that refurbishment at the utility pole and replacement of the underground feeders to the first available handhole will need to be undertaken. Repair work commences shortly thereafter and continues until November 4, 2016 at approximately 16:30 hours, when repairs and cable testing is completed, quite a long ordeal. At that time, Co-gen is taken off-line and the plant returns to utility power.

On February 8, 2017, we received an invoice for the emergency repairs to our utility feeders and refurbishment at the utility pole, in the amount of \$31,529.87, of which \$10,984.46 is for materials and \$20,545.41 labor.

Motion the EOC to waive competitive bidding for this Emergency Service Per Administrative Order No. 3 Section C (1c) and to award payment to Meade Electric of Chicago, IL in the amount of \$31,529.87 to be invoiced to Capital Account 40-580140.

6. Discussion
 - 6.1 Facilities Improvement Project - Update
 - 6.2 February 15, 2017 Power Fault - Update

7. Other Business
 - 7.1 Technical Advisory Committee – Update
 - 7.2 Pending Agenda Items

8. ***Next EOC Meeting*** – The next regularly scheduled EOC Meeting is set for ***Thursday, April 13, 2017 at 7:30 a.m. at the Glenbard Facility.***