

**GLENBARD WASTEWATER AUTHORITY
Executive Oversight Committee
Minutes
August 10, 2017
Meeting held at the Glenbard Wastewater Plant
21 W 551 Bemis Rd, Glen Ellyn, IL**

Members Present:

Diane McGinley	President, Village of Glen Ellyn
Keith Giagnorio	President, Village of Lombard
Bill Enright	Trustee, Village of Glen Ellyn
Mike Fugiel	Trustee, Village of Lombard
Mark Franz	Village Manager, Village of Glen Ellyn
Scott Niehaus	Village Manager, Village of Lombard
Julius Hansen	Public Works Director, Village of Glen Ellyn
Carl Goldsmith	Public Works Director, Village of Lombard

Others Present:

Erik Lanphier	Executive Director, GWA
Matthew Streicher	Engineer/Assistant Director, GWA
Rick Freeman	Electrical Superintendent, GWA
David Goodalis	Operations Superintendent, GWA
Jon Braga	Interim Maintenance Superintendent, GWA
Laurie Frieders	Environmental Resources Coordinator, GWA
Christina Coyle	Finance Director, Village of Glen Ellyn
Gayle Lendabarker	Administrative Secretary, GWA

1. Call to Order at 8:00 a.m.
2. Roll Call: President McGinley, President Giagnorio, Trustee Enright, Trustee Fugiel, Mr. Franz, Mr. Niehaus, Mr. Hansen and Mr. Goldsmith answered "Present".
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 months of July 2017 totaling \$2,249,970.48. (Trustee Enright)

Mr. Enright motioned and Mr. Goldsmith seconded the *MOTION that the following items on the Consent Agenda be approved. President McGinley, President Giagnorio, Mr. Enright, Mr. Fugiel, Mr. Franz, Mr. Niehaus, Mr. Goldsmith, and Mr. Hansen responded “Aye” during a roll vote. The motion carried.*

- 5.1 Executive Oversight Committee Meeting Minutes:
 - July 13, 2017 EOC Meeting
- 5.2 Vouchers previously reviewed by Trustee Enright
 - July 2017
- 5.3 HSW/FOG Receiving Station Improvements

The CHP engines have been running nonstop most of the week of July 31st, but with that, the grease loadings have also upset the digesters. We are working toward a pumping solution to be able to feed the digesters on a 24-hour basis instead of the 11 hours we are currently having to do now.

The solution that we have come up with is utilizing an existing pump we have onsite, using an existing VFD to control the pump speed. The cost we will need to incur is labor to modify the pipework and install valves which will need to be completed by a mechanical contractor. The quote we have received from the CHP project Mechanical Contractor, Dahme Mechanical Industries Inc. is for a ***Not to Exceed Price*** of \$19,000. Dahme is still responsible for the warranty of the work that they have completed at the HSW/FOG station. Confirmation has been provided that if we hire another contractor to complete the work within the confines of the warranted work the 5-year warranty will be voided. We are going to try to implement this change as expeditiously as possible to help avoid upsetting the digesters any more than we already have. This issue is a result of exponential growth in the receipt of HSW/FOG. The benefits of this is we will not need to turn away as many FOG deliveries, it will improve the overall Return on Investment (ROI), it will continue to produce additional biogas, and it will protect the investment that has already been made.

The Authority has \$100,000 budgeted for additional work to improve the CHP/HSW facilities. Since this system has been over worked causing operational issues with the digester, we would like to request the following:

- * Approval to waive the Village of Glen Ellyn Purchasing Policy Section “B” Authority to Purchase, Subsection “5” Rule of Three due to voiding of the warranty associated with modifying the HSW/FOG.

Approval to award Dahme Mechanical Industries Inc. the work associated with modifying the pipe work and valve additions on the HSW Receiving Station for the **NOT to EXCEED** amount of \$19,000.

5.4 Utility Vehicles Budgeted Purchase Request

The Authority has budgeted \$46,000 for the replacement of the two (2) utility vehicles, Unit 634 (9 Years Old) and 640 (8 Years Old). Attached to this memo are the NJPA Quotes for the purchase of two (2) Polaris Gem electric utility vehicles. The Authority Staff requests the EOC to approve waiving competitive bidding per the Village of Glen Ellyn purchasing policy *Section C. COMPETITIVE SEALED BIDDING subsection 1d. "Cooperative Purchases" defined as more than one unit of government purchasing goods and services together by competitive bid.*

National Joint Powers Alliance (NJPA) is cooperative contract purchasing leveraging the national purchasing power of more than 50,000-member agencies while also streamlining the required purchasing process. As a municipal national contracting agency, NJPA establishes and provides nationally leveraged and competitively solicited purchasing contracts under the guidance of the Uniform Municipal Contracting Law. Joint Powers laws enable members to legally purchase through awarded contracts. Polaris Sales, Inc. is providing utility vehicles directly through NJPA contract # 090512-PSI. Randall Industries is the local representing dealership for Polaris.

Authority staff tested and inspected all aspects of the GEM utility vehicle and found it to be satisfactory with the needs of everyday tasks. The GEM provides emission free operation with a sealed maintenance free battery. The overall cost of this unit is less expensive than comparable gasoline or diesel units.

The Authority staff is requesting your authorization to purchase two (2) specified Polaris GEM utility vehicles through NJPA for a total price of \$29,363.

The Authority Staff would also like to request approval for utility vehicles #634 & 640 be approved for future sale by means of public auction as directed by the Village of Glen Ellyn in accordance with their respective equipment purchase and disposal policy.

Mr. Franz asked Mr. Lanphier to provide a quick summary to the EOC Committee regarding the CHP and the odor issues/complaints that GWA and the Village have been receiving. Mr. Lanphier that due to the quantity of FOG GWA has been receiving, the feed rate to the digesters were faster than the system liked which caused the digester to become "upset" requiring the addition of Sodium Bicarbonate, similar to ant-acids people take when their stomachs become upset, to aid in settling of the process. Mr. Lanphier explained that the upset occurred quickly

and was being address quickly the process does take longer to settle than it took for the issue to occur. Mr. Lanphier added that he provided additional information under Section 10.3.

6. Bid Award for House Demolition at 21W 518 Bemis Rd.
Presented by – Matt Streicher, Engineer/Assistant Director

In 2016 the Authority purchased the house/property across the street from the main treatment plant at 21W518 Bemis Road. The property was acquired to provide for any future needs, but at this time mainly is providing a buffer zone between the treatment plant and neighboring residents. The existing house on the site is vacant, and now can be viewed as a liability to the Authority. Therefore, in preparation for future use, and to lower any liability to the Authority, a bid invitation was advertised to have the house demolished.

The Authority received 4 bids for Demolition Services, the results are as follows:

Name of Firm	Bid Amount
Green Demolition*	\$25,800.00
KLF Enterprises	\$32,632.00
Alpine Demolition Services	\$60,000.00
American Demolition Corporation	\$68,200.00

*Non-Responsive Bid

After further evaluation of the low bidder, Green Demolition, it was discovered they failed to include the asbestos remediation as part of their bid, which determined their bid to be non-responsive based on correspondence with our legal representation. Therefore, references were checked on the second low bidder.

Based on qualifications, reference checks and price Authority staff recommend awarding the demolition project to KLF Enterprises. The budget for this project is \$20,000, however the presence of asbestos was not known at the time of budgeting. The Authority staff acknowledges that this is over budget and requests to proceed with the demolition as planned. There are miscellaneous projects within the CY2018 capital plan that will not be completed during this calendar year, which will allow us to complete the demolition without utilizing reserve funds. This plan was presented to and approved by the Technical Advisory Committee (TAC) at the July 27, 2017 meeting.

Motion the EOC to award the project to KLF Enterprises in the amount of \$32,632.00 to be invoiced to Capital Fund 40-580120.

Mr. Niehaus motioned and Mr. Giagnorio seconded to award a contract for demolition of the house located at 21W518 Bemis Road to KLF Enterprises in the amount of \$32,632 to be invoiced to Capital Account Fund 40-580120. President McGinley, President Giagnorio, Mr. Enright, Mr. Fugiel, Mr. Franz, Mr. Niehaus, Mr. Goldsmith, and Mr. Hansen responded “Aye” during a roll vote. The motion carried.

Mr. Streicher highlighted the bidding process results for the demolition of the Hinds Property located across the street from the plant. Mr. Streicher indicated that the low bidder has been declared non-certified since their bid did not include asbestos abatement. Mr. Streicher indicated that this was a budgeted item however at the time of budgeting GWA was not aware that the house contained asbestos which resulted in the higher bids.

7. Job Order Contracting (JOC) MAU Installation Request
Presented by – Assistant Executive Director/Civil Engineer, Matt Streicher

As part of the CY-2017 budgeted Infrastructure Improvement Budget, the Electrical Group has purchased and plans to install a new roof-top mounted make-up air units (MAU) at the Scum building, replacing the existing unit. The existing units have proven troublesome, maintenance intensive, and are in need of replacement. Additionally, the unit specified will more appropriately address the needs of this structure.

Subsequent to this discussion F. H. Paschen staff developed a detailed Scope of Work and price proposal utilizing the tasks, quantities, and pricing developed in the Naperville JOC. The first revision of the proposal that was received by the Authority came at a proposed cost of \$42,527.53. Including the equipment that has already been purchased (at a cost of \$7,965), the would have put the total project cost at \$50,492.53. The budgeted amount for this project was line item in the budget was \$35,000, which meant it would have been over budget by \$15,439.53

Therefore, the Authority negotiated with the JOC group through several iterations of the proposal, and ultimately in order to reduce project cost, it was decided that in addition to the natural gas and electrical work, the Authority would also be responsible for demolition of the existing HVAC and unit heaters. After further negotiation, the JOC group agreed to lower their proposal to \$30,000, which puts us over budget in the amount of \$2,965.

After further internal discussion, it is recommended that we move forward with this work at this time at the cost of **\$30,000**, as waiting an additional year would add costs due to increased labor costs in future years. The unit heater is already purchased and on-site, and ready for installation.

Motion the EOC to approve waiving competitive bidding per the Village of Glen Ellyn purchasing policy Section C. COMPETATIVE SEALED BIDDING subsection 1d. "Cooperative Purchases" defined as more than one unit of government purchasing goods and services together by competitive bid.

Motion the EOC to award installation of the previously purchased Brucker MAU to F.H. Paschen in the amount of \$30,000 to be invoiced to account # 40-580140.

Mr. Franz motioned and Mr. Goldsmith seconded to waive competitive bidding per the Village of Glen Ellyn purchasing policy Section C. Competitive Sealed Bidding

subsection 1d. “Cooperative Purchases” defined as more than one unit of government purchasing goods and service together by competitive bid and award installation of previously purchased Brucker MAU to F.H. Paschen in the amount of \$30,000 to be invoices to Capital Account Fund 40-580140. President McGinley, President Giagnorio, Mr. Enright, Mr. Fugiel, Mr. Franz, Mr. Niehaus, Mr. Goldsmith, and Mr. Hansen responded “Aye” during a roll vote. The motion carried.

Mr. Streicher summarized the project as being similar to work completed under previous JOC contracts at the facility. Mr. Streicher indicated that the unit to be installed was purchased outside of the JOC in an effort to save on project costs however the costs do exceed the project budget as the costs used for budgeting were based on costs from several years ago.

8. Co-Gen Bus Duct Rehabilitation Project Award
Presented by – Rick Freeman, Electrical Superintendent

On May 24, 2017, at approximately 01:10 hours, we experienced a failure of the bus duct that connects the ComEd Utility to the Co-Gen Facility and the Co-Gen Emergency & CHP Generators to the plant loads. This fault occurred in the vertical outdoor section of the bus duct. The failed bus duct has been bypassed with temporary cabling from Patten Power via Homestead Electric at a cost of ~ \$740/wk. At this point in time, we have an outstanding invoice from Homestead for the installation of the temporary bypass cabling (\$3,787) & estimated cable rental fees (\$9,620 ~ 13 weeks).

Repair/Replacement Options

Due to the cost of repair and to abide by the purchasing policy set forth, proposals have been solicited from four firms. Homestead Electric, Meade Electric, Quad Plus, and Tri-R Electrical Contractors; Tri-R did not provide a proposal.

Repair/replacement options provided by each of the three contractors noted above can be summarized as follows:

Option 1: Replace outdoor bus duct in-kind from first interior junction splice to the exterior transformer junction box.

This option only provided by Homestead, not a viable option we would want to move forward with, but wanted to get an idea of what cost this option would be

Option Cost - \$70,180 (\$61,300 + ~\$8,800 cable rental fees (\$740/wk., 12 weeks) until special order bus duct arrives)

Pros: Lowest cost option

Cons: Bus duct longevity, susceptibility to repeat failure, availability of parts, top entry of outdoor transformer

Option 2: Replace bus duct from first interior junction splice to the exterior transformer junction box with conduit/wire in lieu of outdoor bus duct

Option Cost:

Homestead Electric **\$89,980** (\$81,300 + ~\$7,200 expedited tap box fee,
+ \$1,480 cable rental fee (\$740/wk., 2 weeks) until
special order tap box arrives)

or

\$90,100 (\$81,300 + ~\$8,800 cable rental fees
(\$740/wk., 12 weeks) until special order tap box
arrives)

Quad Plus **\$103,539** (\$94,739 + ~\$8,800 cable rental fees)
*no lead time, expedited costs provided, assume 12
wk. lead time/cable rental fees

Meade Electric **Did not provide quote for this option**

Pros: Re-uses interior bus duct

*Cons: Bus duct longevity, Susceptibility to failure, Availability of parts,
Higher cost than Option 3 via Meade Electric*

**Option 3: Replace the bus duct in its entirety from the Co-Gen Switch gear cabinet
to the exterior transformer junction box**

Option Cost:

Meade Electric **\$85,585 (cable tray/wire)**

Homestead Electric **\$104,250 (conduit/wire)**

Quad Plus **\$114,925 (conduit/wire)**

*Pros: Lowest cost best solution, Longevity, Short lead time, No future special-
order parts*

Cons: Higher Cost from Homestead & Quad Plus

Based on the proposals received, analysis of the various repair/replacement methods, Authority staff supported by the Technical Advisory Committee recommend to proceed with Option 3 by Meade Electric. Although Option 1 is approximately \$15k less expensive, it leaves us questioning bus duct longevity, susceptibility to repeat failure, availability of custom parts in the future should service be required, top entry of outdoor transformer junction box, etc.

This project was identified in the CY2017 budget as a \$20,000 improvement and as identified to the Technical Advisory Committee, Authority staff will upon approval reprioritize \$50,000 for purchase and installation of electrical meters, and the remaining \$12,000 of the Maintenance Shop Rehabilitation budget to afford this emergency repair. These projects are identified on page 93 of the CY2017 budget.

Motion the EOC to award the Bus Duct Rehabilitation Project to Meade Electric of McCook, IL in the amount of \$85,585 to be invoiced to Capital Account 40-580140.

Mr. Fugiel motioned and Mr. Goldsmith seconded to award the Bus Duct Rehabilitation Project to Meade Electric of McCook, IL in the amount of \$85,585 to be invoiced to Capital Account 40-580140. President McGinley, President Giagnorio, Mr. Enright, Mr. Fugiel, Mr. Franz, Mr. Niehaus, Mr. Goldsmith, and Mr. Hansen responded “Aye” during a roll vote. The motion carried.

Mr. Freeman highlighted the proposed work to rehabilitate the co-gen bus duct system and summarized the best method and most cost-effective method of those proposed to complete the work.

9. Discussion

9.1 Facilities Improvement Project – General and Earth Retention System Updates

Mr. Streicher updated the EOC Committee on the on-going work in what was called the sand filter building and anticipate the installation of several new filters installed within the coming weeks and put into service late September or early October and then once operating, the work on the other side of the building will begin.

Mr. Streicher highlighted the launder covers on the clarifiers have installed and are working as hoped to reduce algae growth.

Mr. Enright asked if the earth retention system had been approved by the engineering firm. Mr. Streicher indicated that they had not.

Mr. Franz asked that outside of the ERS problem what would the time line be.

Mr. Franz asked when the State of Illinois might be sending payment for the invoice paid to Boller Construction. Mr. Lanphier advised that a short payment was made to them as a show of good faith and to keep them working with another \$2.6 million payment request coming.

9.2 Biological Phosphorus Removal Project Danish Grant
Summary & Recommendation

Mr. Lanphier provided a summary regarding the grant and the project and that, at this time, GWA will be declining acceptance of the grant for the project as further evaluation needs to be done with regards to the phosphorus loading, issues with the electrical supply reliability and Work Package 1 is not completed. Mr. Lanphier added that the project being proposed would result in a diametric change to the way the plant runs and careful and more in-depth and thorough evaluation needs to be done versus a snap decision because funding is being offered.

9.3 Natural Gas and Electricity Procurement Results

Mr. Lanphier summarized the results of the procurement of energy and natural gas costs for the coming years; \$.0274/KwH or \$.044KwH for 48 months based on 6 million kilowatt hours \$34,000/year savings and natural gas \$2.78/per Dth or a \$13,000/year savings for three (3) years.

10. Other Business

10.1 Technical Advisory Committee Updates

10.2 Pending Agenda Items

10.3 August Odor Complaints – Low Flows and Process Upsets

Mr. Lanphier indicated that the between the digester upsets and the low flow time of year; unfortunately, when a digester gets off balance, it takes two or three times as long for the balance to be brought back.

Mr. Franz asked if there was a limit to what the digester will accept. Mr. Lanphier indicated that GWA will have to better control the feed rates into the digester that is currently in place which will me limiting the amount of deliveries to no more than 20,000 gallons per day.

Mr. Enright asked if the bicarbonate would have a negative impact on the digester. Mr. Lanphier advised that if too much is added it could foam which is why the quantity being added is being controlled and determined by the daily acid level readings.

Mr. Enright asked if hot weather impacts the odor situation. Mr. Lanphier indicated that the damp air and humidity in the air attracts the odor molecules and does not dissipate quickly.

Mr. Goldsmith asked if the complaints are coming more from newer residents or long-term neighbors. Mr. Lanphier advised that the newer residents are fearing long-term issues while the long-term neighbors are saying it's been a long time since it has been as bad as it is.

10.4 Pretreatment Ordinance Update

Mr. Goldsmith and Mr. Niehaus advised that the ordinance is with their legal team and should be to GWA's Legal Counsel by the end of the week.

10.5 Stormwater Facility Billboard Update

Mr. Niehaus distributed an FAQ sheet that was posted and noted that on the first two (2) days the information was posted that 110 people download the information that was posted but after that there was very little activity. Mr.

Niehaus advised that the VOL Plan Commission voted in favor of approving the billboards: however, the third one did not, which would not have been on GWA property. Village of Lombard Board discussions is scheduled for September 7, 2017 board meeting. Mr. Niehaus indicated that the DuPage County Forest Preserve advised that they would restrict the Village's use of an easement for anything other than their public works vehicles meaning the billboard company would not be able to drive across the easement to access the billboard tower.

Mr. Fugiel said that what some people do not realize is that these billboards will allow for some more unattractive billboards to be removed from Roosevelt Road.

11. ***Next EOC Meeting*** – The next regularly scheduled EOC Meeting is set for ***Thursday, September 14, 2017 at 8:00 a.m. at the Glenbard Facility.***

Mr. Lanphier requested moving the September EOC Committee meeting to September 21, 2017 in order to avoid scheduling conflicts with GWA Staff. All member of the EOC Committee agreed to the change of date.

12. Executive Session – Materials to be Provided Under Separate Cover

Motion the EOC to adjourn to Executive Session for the purposes of discussing probable litigation without returning to open session thereafter.

Mr. Franz moved to adjourn the August 10, 2017 EOC Meeting and moved to Executive session for discussions concerning probable litigation and Mr. Fugiel seconded the MOTION. President McGinley, President Giagnorio, Mr. Enright, Mr. Fugiel, Mr. Franz, Mr. Niehaus, Mr. Goldsmith, and Mr. Hansen responded “Aye” during a roll vote. The motion carried. The meeting adjourned at 8:45 a.m.

Submitted by:

Gayle A. Lendabarker
GWA Administrative Secretary