GLENBARD WASTEWATER AUTHORITY

Executive Oversight Committee Agenda

March 8, 2018 8:00 a.m.

Meeting will be held at the Glenbard Wastewater Plant 945 Bemis Rd, Glen Ellyn, IL

- 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 January 2018 and February 2018 totaling \$1,012,512.54 (Trustee Enright).

- 5.1 Executive Oversight Committee Meeting Minutes: January 11, 2018 EOC Meeting
- 5.2 Vouchers Previously Reviewed by: January 2018 and February 2018 – Trustee Enright
- 5.3 Approval of New Three-Year Bio-Solids Hauling Contract

During the month of January, GWA placed an advertisement for bid for a 3-year contract for the removal and disposal of municipal bio-solids from the main Glenbard plant. At the bid opening date on January 26, 2018 at 12:00pm, there were six (6) registered plan holders. At the bid opening GWA received four (4) bid packets. GWA recommends the award of the three (3) year contract for Disposal of Municipal Bio-Solids to Synagro for the amount of \$19.00 per cubic yard for the first year.

5.4 Approval of Digester Cleaning Disposal of Municipal Sludge Contract

During the month of February, GWA placed an advertisement for bid Digester Cleaning and Disposal of Municipal Biosolids at the main Glenbard plant.

This contract will consist of removing remaining contents of digester number two, and cleaning the digester. Per standards, it is recommended to clean anaerobic digesters every 7-10 years. It has been over 12 years since digester number has been cleaned. Due to the potential of odors being created due to the work, the Authority has provided for a \$5,000 incentive if the work is to be completed prior to March 26, 2018. Also, the Authority has the right to stop the work, and terminate the contract if the work is not completed by April 6, 2018. GWA recommends the award of Digester Cleaning and Disposal of Municipal Sludge to Stewarts Spreading with a hauling rate of \$0.10 gallon of liquid sludge and \$699.00 per hour of labor. GWA also requests approval to award a \$5,000 stipend if the project is completed prior to March 26, 2018. This contract was budgeted at \$65,000 in the CY2018 Approved Budget, Fund 40-580150 Plant Equipment Rehabilitation.

5.5 Approval of Payment to the Forest Preserve District of DuPage County

In April 2016, the Village of Lombard was notified that an easement agreement for property adjacent to the Combined Sewer Overflow (CSO) facility with the DuPage County Forest Preserve District had expired. The property was subject to an easement agreement dating back to 1966 for the property just south of the Combined Sewer Overflow facility on Hill Avenue. In order to renew the easement, per District policy, the Village of Lombard is responsible for paying fair market for the acreage, which is valued at \$15,000 per acre. The total cost for the easement is \$142,500 and will be paid for by the Glenbard Wastewater Authority.

6. Proposed Policy for GWA Engineering Shortlist

Historically GWA has generally solicited professional services using a "shortlist" process, by which the Authority retained five to six professional firms on its list of engineering firms that previously submitted qualifications. Prior to the professional services being retained for a project, the Authority would request proposals, along with specific qualifications, only from these shortlisted firms. The shortlist would be updated from time to time based on firm's qualifications, or amount of work performed with the Authority.

Together with the TAC, Authority staff drafted the attached standard operating policy in regards to contracting professional services. Main highlights are that the Authority will revisit the shortlist every three years to ensure that firms on the list remain qualified and interested in working with the Authority. The policy also states that prices from professional firms will not be requested until a specific firm is selected for a particular professional service, as is directed by state and federal statute and the ethical standards of licensed engineers. This policy was reviewed and approved by the Authority's attorney for legal purposes.

7. Approval of contract with Strand Associates, Inc. for the 2018 Electrical Service Distribution System Rehabilitation and Upgrades Design Engineering

In November 2017 Authority staff developed and sent out a request for qualifications and technical proposals to our six shortlisted professional consulting firms for Design Engineering Services pertaining to the Electrical Service, Backup, and Redundancy and Site Lighting Project. The due date for the proposals was January 31, 2018.

The Authority received four sets of qualifications and technical proposals in response to the RFQ/RFP that was sent out, at which point staff performed an initial review, and narrowed it down to two firms to invite for formal interviews. A member of the TAC, as well as Authority staff, participated in the interviews, and after a process of evaluation and elimination selected Strand Associates to perform the design work.

It is recommended the EOC award Strand Associates the 2018 Electrical Service, Backup, and Redundancy and Site Lighting Project Design Engineering Services in the amount not to exceed \$145,500, which includes the design services with an option to award an additional not to exceed \$2,500 for procurement services. This amount will be taken out of the designated amount in CY2018 Approved Budget, Fund 40 Capital, which has a \$250,000 budget number currently.

8. Approval of High Strength Waste Standard Operating Procedures and Revoke Moratorium Placed on Receiving of High Strength Waste.

Authority staff has put together a draft Standard Operating Procedures in relation to accepting high strength waste, co-digesting the high strength waste with our municipal sludge, and other related operational procedures. Based on the thorough investigations and time spent putting together the Standard Operating Procedures, the Authority requests the EOC approve the procedures, and allow the revocation of the moratorium placed on receiving High Strength Wastes.

9. Approval of Amendment to Existing Engineering Services with RJN Group, Inc. for the Installation and Analysis of the Glen Oak Lift Station Magmeter

In late 2017 the Village of Glen Ellyn officially annexed an area just West of the DuPage River along Hill Avenue. Although unincorporated, this area was previously serviced by Village of Lombard water and sewer. The sewer flow from this area goes to the Glen Oak Lift Station, where it is pumped via force main into a Village of Lombard sewer just upstream of the Authority's North Regional Interceptor, where it's flow was metered along with the sewer it discharged into. Since the area is now incorporated into Glen Ellyn, a need arose to separate the metered flow coming from the force main, as it is needed for Village of Glen Ellyn flow billing purposes. An evaluation was performed, and it was determined that installing a Magnetic Meter (Magmeter) in the force main was the most suitable method to monitor the flow due to the characteristics of the collection system in that location.

It is recommended the EOC award RJN Group, Inc. the Amendment to the Existing Engineering Services to include the Installation and Analysis of the Glen Oak Lift Station Magmeter in the amount not to exceed \$45,000. This amount will be taken out of the Infrastructure Improvement budget, 40-580140, in the CY2018 Approved Budget.

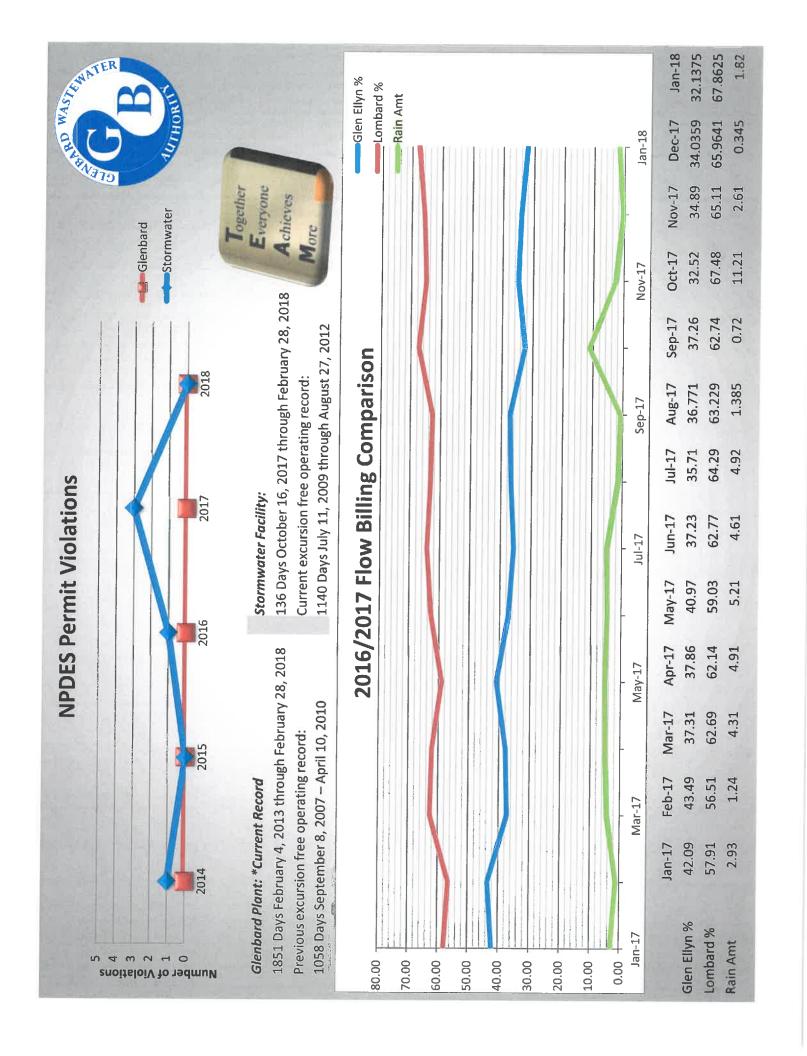
- 10. Discussion
 - 10.1 Facility Improvement Project Update
- 11. Other Business
 - 11.1 Technical Advisory Committee Updates
 - 11.2 Pending Agenda Items
- 12. Next EOC Meeting The next regularly scheduled EOC Meeting is set for Thursday, April 12, 2018 at 8:00 a.m. in the Conference Room at the Glenbard Wastewater Authority, 945 Bemis Road, Glen Ellyn, IL 60137.



February 2018 Directors Report

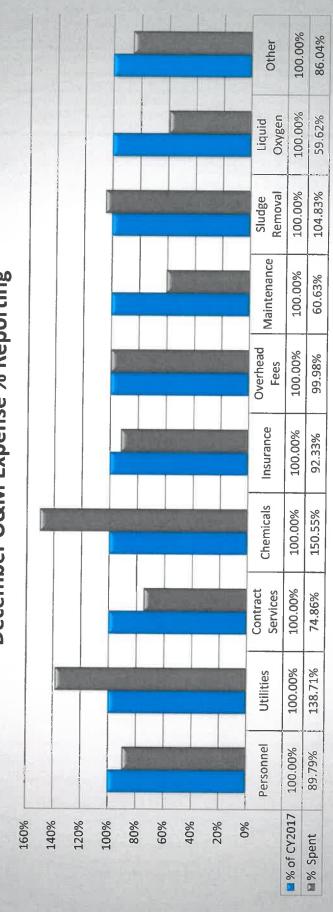
Table of Contents

- Process Review
- Key Performance Indicators
- O&M Expense Reporting Not available this month
 - Capital Project Updates
- Environmental Resources Coordinator Report
 - Annual Review of O&M Work Orders
- Combined Heat & Power Production & Return On Investment Report



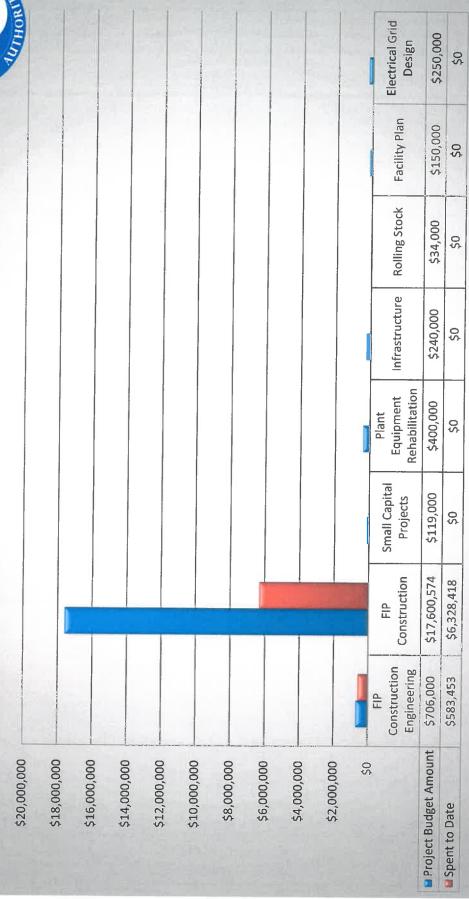


December O&M Expense % Reporting



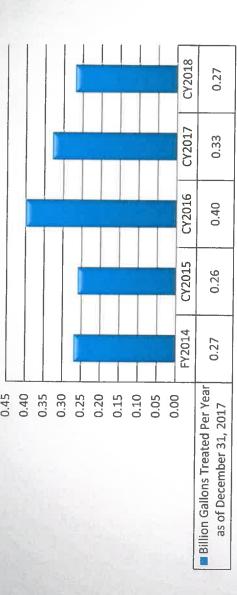


January 2017 Project Updates

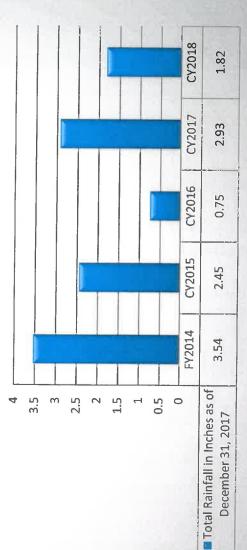




Billion Gallons Treated Per Year as of January 31, 2018



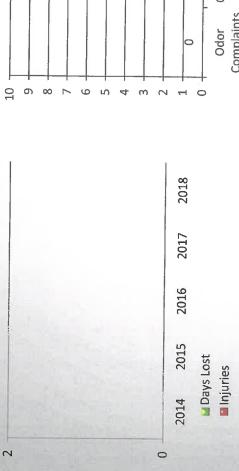
Total Rainfall in Inches as of January 31, 2018



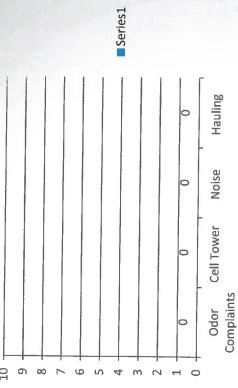
The Authority Key Performance Indicators Regarding Safety and Neighborhood Impacts



Injuries + Lost Time



February 2018 Complaints



Annual Complaint Comparison

0

0

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0

0

Injuries

Years

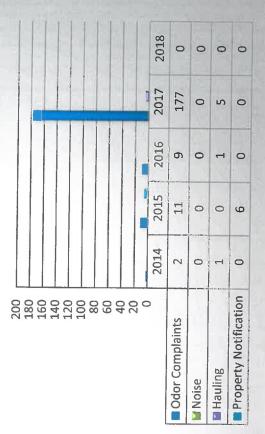
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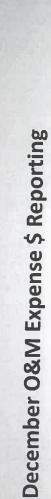
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Days Lost









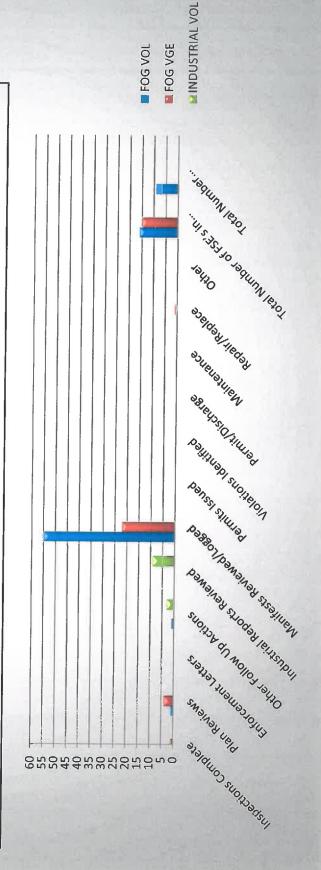
					We de la contraction de la con	Personal Carl Language Carlos										Spent Year to Date	\$1,595,405	\$674,516	\$268,306	\$379,463	\$128,372	\$172,523	\$178,218	\$256,474	
																CY2017 Budget	\$1,647,000	\$422,100	\$358,400	\$411,000	\$128,400	\$284,550	\$170,000	\$298,100	
1,600,000	1,500,000	1,400,000	1,300,000	1,200,000	1,100,000	1,000,000	000,006	800,000	700,000	000'009	200,000	400,000	300,000	200,000	100,000		■ Personnel	■ Utilities	■ Contract Services	■ Insurance	Uverhead Fees	■ Maintenance	■ Sludge Removal	■ Other	

Liquid Oxygen Other \$375,000 \$298,100	\$223,593 \$256,474 100% 100% 59.62% 86.04%
Sludge Removal \$170,000	\$178,218 100% 104.83%
faintenance \$284,550	\$172,523 100% 60.63%
Overhead Fees Maintenance \$128,400 \$284,550	\$128,372 100% 99.98%
Insurance Ov \$411,000	\$379,463 100% 92.33%
Chemicals \$90,000	\$135,499 100% 150.55%
Contract Services \$358,400	\$268,306 100% 74.86%
Utilities \$422,100	\$674,516 100% 138.71%
Personnel \$1,647,000	\$1,595,405 100% 89.79%
CY2017 Budget Spent Year to	Date % of CY2017 % Spent

January Updates	See Updated FIP Project Report in the EOC Packet	See Updated FIP Project Report in the EOC Packet	Through January 31, 2018	Through January 31, 2018	Through January 31, 2018	Through January 31, 2018	Through January 31, 2018	Proposal Review
Spent to Date	\$583,453	\$6,328,418	0\$	0\$	0\$	\$0	\$0	\$0
Project Budget Amount	\$706,000	\$17,600,574	\$119,000	\$400,000	\$240,000	\$34,000	\$150,000	\$250,000
Description	FIP Construction Engineering	FIP Construction	Small Capital Projects	Plant Equipment Rehabilitation	Infrastructure	Rolling Stock	Facility Plan	Electrical Grid Design

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Plan Reviews	1	4	
Enforcement Letters	0	0	0
Other Follow Up Actions	**	0	m
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Manifests Reviewed/Logged	55	22	, c
Permits Issued	•	ļ ,	0 0
Violations Identified	C		o c
Permit/Discharge) 1	ı ı	0
Maintenance	c	c	i
Repair/Replace	0 0) -	
Other	0 0	4 0	
Total Number of FSE's in Major Non-Compliance (Repair/Replace/Install)	16	15) (
Total Number Replaced/Repaired	6	C	•

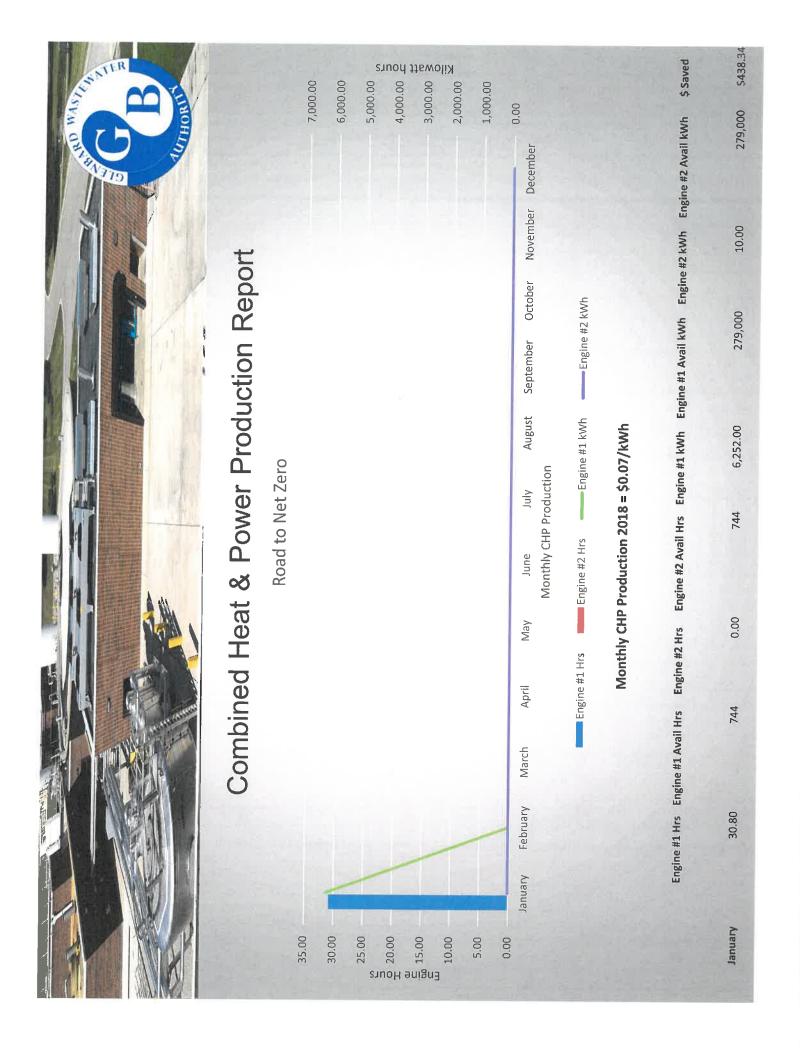


Coordinator Monthly Comments Environmental Resources



omments

- Reviewed all permit applications and certificate of occupancy applications in VOL and all of the business registration applications for VGE to keep data base up to date and for possible future inspections and/or inclusion in the pretreatment program.
- Participated in activities for refining the SOP for HSW including going to Downers Grove.
- Semi-annual reports due from industry were reviewed including the two Waste Management quarterly reports.
- Met with Rod Stipe from Waste Management.
- Attended eDMR training.
- Met with PW and inspected a VGE restaurant that had a back up.
- Attended a seminar regarding governmental issues relating to wastewater.
- Followed up on the Benihana repair situation that should be complete in February.





Return on Investment Monetary Breakdown

					Additional			Target to	
					NG Costs;			meet 8.8	
		(0)		Elec Energy	Comp			Year	Hit + or
	DOEO/ICECE	Gallons HS	oing	Produced @	Previous	Maintenance		Repayment	MISS
Catendar Year 2017	מברט/ורברג	panaga	rees	\$0.09/kWn	Years Month	Costs	Total + or -	Schedule	
January		270,253	\$13,512,65	\$35 121 9K	127 759 751	151 303 151	000000		
February			\$15,995.30	\$25 186 50		(\$1,203,13)	539,893.20		2,831.76
March			\$1531650	532 640 37	(62,673,03)	(90.000,014)	\$23,952.59	\$37,061.44	(13,108,85)
April			\$17,697,65	522,049.37	(\$2,433.50)	(\$7,015.48)	\$29,716.89		(7,344.55)
May			523.568.55	\$22,000,13	(\$3,031.14)	(00.5885)	\$45,862.26		8,800.82
June	\$129,348.00		\$28 601 90	\$20,5390.42 \$20,535.33	(93,342.00)	(\$710.44)	\$42,314.53	537,061.44	5,253.09
July	\$388,042.50		\$29 487 40	\$27,706.3E	30.00	(\$1,444.40)	\$57,680.82	\$37,061.44	20,619.38
August			\$23 987 20	200,400.20	30.00	(519,703.00)	\$37,190.66	\$37,061.44	129.22
September		-	\$2,285,524	220,734.32	\$0.00	(\$31,500.00)	\$13,276.52	\$37,061.44	(23,784,92)
October		0 0	\$0.00	77,274.88	\$0.00	(\$895.00)	\$6,379.88	\$37,061.44	(30,681,56)
November		0 0	\$0.00	\$7,268.13	\$0.00	(\$1,950.43)	\$5,317.70	\$37,061.44	(31,743,74)
		0	\$0.00	\$3,630.60	\$0.00	\$0.00	\$3,630.60	\$37,061.44	(33,430,84)
Annual Totals	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		\$0.00	\$1,046.97	\$0.00	\$895.00	\$1,941.97	\$37,061.44	(35,119,47)
	\$517,390.50	3,363,243 \$	\$168,162.15	\$237,291.48	(\$17,340.55)	(\$80,955.46)	\$307,157.62		
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Current Return on Investment in Years 12.7		Sum of 2017						\$25,521.8	525,521.89
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	DON'LOG						Year	Hit +	Hit + or Miss-
	Received	priddii wen			Maintenance		Repayment		
Calendar Year 2018	pagianav	rees	50.09/kWh	Wh Costs	To	Total + or -	Schedule		
January	0	\$0.00		\$438.34	\$0.00	¢430 34			
February		\$0.00		\$0.00	\$0.00	4400.04			(33,710,26)
March		\$0.00	0	\$0.00	\$0.00	\$0.00			(34, 148, 60)
April		\$0.00	0	\$0.00	\$0.00	90.00			(34,148.60)
May	0 ^	\$0.00	0	\$0.00	\$0.00	\$0.05	354,146.60 30 \$34,148.60		34,148.60)
June		\$0.00	0	\$0.00	\$0.00	\$0.00			(34,148,60)
July		\$0.00		\$0.00	\$0.00	00.05			24,148.503
August		\$0.00		\$0.00	\$0.00	\$0.00			34,148,00)
September		\$0.00	0	\$0.00	\$0.00	\$0.00			24 148 00
October		\$0.00	0	\$0.00	\$0.00	\$0.00			24, 140 EQ
November	0	\$0.00	0	\$0.00	\$0.00	\$0.00		3	4 1 48 601
December	0	\$0.00	0	\$0.00	\$0.00	\$0.00		8 6	140 000
Annual Totals	0	\$0.00		\$438.34	\$0.00	5438 3A		3	1440. USD
Annual Payback on Investment	\$3,60			Average Since Inception	tion	2	+		
STIP THE THE THE PROPERTY OF T	13.0								

SECTION 5.0 CONSENT AGENDA

SECTION 5.1

MINUTES FROM THE JANUARY 11, 2018 MEETING

GLENBARD WASTEWATER AUTHORITY

Executive Oversight Committee Minutes

January 11, 2018

Meeting held at the Glenbard Wastewater Plant 945 Bemis Road, 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 Tim Sexton Finance Director, Village of Lombard

Julius Hansen Public Works Director, Village of Glen Ellyn Carl Goldsmith Public Works Director, Village of Lombard

Others Present:

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 8:04 a.m.
- 2. Pledge of Allegiance
- 3. Roll Call: President McGinley, President Giagnorio, Trustee Fugiel, Trustee Enright, Mr. Niehaus, Mr. Franz, Mr. Goldsmith and Mr. Hansen answered "Present".
- 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 November 2017 totaling \$2,454,834.03 (Trustee Enright).

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

- 5.1 Executive Oversight Committee Meeting Minutes:
 - o November 9, 2017 EOC Meeting
- 5.2 Vouchers previously reviewed by Trustee Enright
 - o November 2017
- 5.3 Request for Authorization to Enter into Year 2 of 3 of Flow Monitoring Services Contract with RJN Group, Inc.
 - GWA requests authorization to continue into year two of the three-year contract for Flow Monitoring Services with the RJN Group, Inc. The amount of \$116,000 shall be invoiced to Fund 270-520981 in CY2018
- 5.4 Request for Authorization to Enter into Year 2 of 3 of Sodium Hypochlorite Supply Contract with Alexander Chemical Corporation.

GWA requests authorization to continue into year two of the three-year contract for the Sodium Hypochlorite Supply Contract with Alexander Chemical Corporation at \$0.632/gallon, and shall be invoiced to Fund 270-520981 in CY2018.

Trustee Enright asked what the Sodium Hypochlorite was used for. Mr. Streicher explained that during high flow events that the chemical is used to disinfect by means of chlorination at the CSO plant before is it discharged and is then dechlorinated by the Sodium Thiosulfate to keep it from harming the habitat of the river.

- 5.5 Request for Authorization to Enter into Year 2 of 3 of Sodium Thiosulfate Supply Contract with PVS Chemical.
 - GWA requests authorization to continue into year two of the three-year contract for the Sodium Thiosulfate Supply Contract with PVS Chemical at \$1.72/gallon, and shall be invoiced to Fund 270-1-530440 in CY2018
- 5.6 Request for Authorization to Enter into Year 2 of 3 of the Janitorial Services Contract with RCC Cleaning.
 - GWA requests authorization to continue into year two of the three-year contract for Janitorial Services with RCC Cleaning for \$12,240, and shall be invoiced to Fund 270-520971 in CY2018

5.7 Request for Authorization to Enter into Year 2 of 5 of the Lease of Atmospheric Vaporizers and Airgas Liquid Oxygen Hauling Agreement

GWA requests authorization to continue into year two of the five-year contract for the leasing of atmospheric vaporizers and liquid oxygen hauling with Airgas in CY2018. Liquid Oxygen hauling will be priced at \$0.258/per 100 cubic feet with a base delivery charge of \$15,600, and invoiced to Fund 270-530443 in the CY2018 Budget. Atmospheric Vaporizers Leasing will be priced at \$1,500/month, and invoiced to Fund 40 Capital Plan in the CY2018 Budget.

5.8 Reimbursement to Village of Lombard for Property Surveys

The Authority is requesting the Executive Oversight Committee authorize payment to reimburse the Village of Lombard \$26,106.78 in relation to the Professional Survey Work done by Jorgensen & Associates for the purposes of the Property Swap Discussions with the Forest Preserve District of DuPage County (FPD). The property swaps proposed ownership of vacant parcels being transferred to the FPD from the Villages of Lombard and Glen Ellyn, in exchange for the FPD transferring ownership of the lagoon parcels at the CSO plant to GWA. The proposition required updated plats of survey and legal descriptions that were completed by the Professional Surveyor.

Trustee Enright asked for clarification on what the charges were for. Mr. Goldsmith refreshed everyone on an original plan to transfer title of property owned by both Villages to the DuPage Country Forest Preserve in exchange for title to the proper that the Lagoons at the CSO plant since the lease agreement with the Forest Preserve expired last year, after the Forest Preserve expressed a desire to not renew a lease. Mr. Goldsmith indicated that before any type of deal could continue, surveys of the properties that were going to be swapped need to be brought current; Lombard contracted with a vendor they had experience with to complete the task. Mr. Goldsmith advised that the Forest Preserve has since changed their mind as the pieces to be swapped were not desirable and wishes to execute a 99-year easement agreement for the property at a one cost of \$15,000 per acre or a cost of \$142,500.

5.9 Contract Laboratory Services Open Purchase Order Request

In late 2016 the Operations and Laboratory staff solicited three quotes for laboratory professional services for three-year period starting in 2017. Per Village of Glen Ellyn Purchasing Policy Section B.5., since this is a recurring/ongoing service, quotes only need to be obtained once every three years, so long as the cost remains competitive and there is no significant

change to the scope of goods/services. Suburban Labs projected a cost of \$25,001.50 for a one-year period based on information provided to them from the Authority. The cost can be variable as call out work is required for the Stormwater Facility during rain events, as well as any extra sampling that might be required for our permit discharge or special condition on river sampling.

This professional service is budgeted in the CY2018 O&M budget account #270-520806 Prof. Serv. Laboratory in the amount of \$30,000. The Operations and Laboratory staff kindly requests the Executive Oversight Committee to approve an open purchase order for a not to exceed amount of \$30,000 for CY2018 as budgeted.

5.10 Enter into Agreement with NRG for Demand Load Response Revenue

In the past, the Authority has entered into agreements for a Demand Load Response program, where the Authority agrees to run the backup generators under certain circumstances, and is compensated for it. Recently, the Authority was approached by several different brokers with offers to upgrade the generators to the required air emissions standards, in exchange for revenue sharing with the brokers. After evaluating the proposals, and options, Authority staff and the TAC agreed on the proposal from NRGCS. The agreement would generate +/-\$30,000 in additional revenue for the Authority, and has been reviewed by the Authority's attorney. Staff recommends the EOC approve entering into a 6-year agreement with NRGCS for Demand Load Response Participation.

6. Discussion

6.1 IEPA – Violation Notice Update

Mr. Streicher advised that the Compliance Commitment Agreement was submitted to the IEPA January 3, 2018 and at this point in time there has not been any type of response to the submission. Mr. Streicher indicated that the items outlined in the agreement had already been completed so GWA should be viewed as being in compliance. Mr. Streicher indicated that the copy in the packet is what was submitted to IEPA and is awaiting their signature.

6.2 Facility Improvement Project Update

Mr. Streicher advised that the newly installed disk filters have been online and operating as expected, therefore the contractor has received approval to proceed with the demolition of the six (6) remaining old sand filter beds and installation of the three (3) remaining disk filters. Mr. Streicher added

that most of the non-potable and natural gas line replacement work is nearly complete and everyone is still waiting for the Earth Retention System submittal which was the driving factor behind the last change order.

Trustee Enright asked if the new disk filter have been tested under a high flow situation since it looks as if the flows through the plant have been typical flows. Mr. Streicher advised that the filters were tested under a simulated high flow situation by shutting off pumps and allowing the levels to rise and the filters performed as anticipated.

Mr. Franz asked if the deadline for the installation of the second bank of disk filters scheduled for April 2018, was going to be met? Mr. Streicher indicated that according to the schedule submitted, completion is being projected for March 26, 2018, and as they are simply duplicating work already done on the first series of filters, they know how to address the various areas that posed challenges the first time around. Mr. Franz asked if the total project completion date was still scheduled for April 2019? Mr. Streicher advised the date was November 19, 2019.

7. Other Business

7.1 CHP SOP Update/GWA Ad-Hoc CHP Operations Committee Applicants Authority staff has been putting together a draft Standard Operating Procedures in relation to accepting high strength waste, co-digesting the high strength waste with our municipal sludge, and other related operational procedures. Once a final draft is complete, the documents will be shared with the only resident who applied to the Ad-Hoc committee, the School District 89 Superintendent, a County Board official, and any other interested parties in order to obtain input. The goal of Authority staff is to bring final documents to the February and/or March EOC meeting for final approval.

Mr. Streicher reviewed the proposed Standard Operating Procedures for FOG process. Mr. Streicher indicated that guidance from the TAC Committee on acquiring public input since there was only one (1) applicant for the Ad Hoc Committee. Mr. Franz indicated that the Village Managers will be discussing how best to acquire feedback and/or communicate the plan to the public.

President McGinley expressed her thought that GWA and the Villages have made every effort to include members of the public in having input on developing the SOP's and no one except for one (1) person spoke up; therefore, once finalized the SOP's should be posted on the web site and a notification sent to everyone stating the policy is complete and available on the web site and not spend a lot of time in search of feedback as we

have given members of the community plenty of time and opportunity to participate and have received very little response.

7.2 Technical Advisory Committee Updates

> Mr. Streicher did mention that another large change order on the FIP project is in the works which relates to some electrical issues that came to light and is being worked on.

7.3 November 18, 2017 Sanitary Sewer Overflow Update

> Mr. Streicher indicated that the type of overflow experienced is required reporting to the IEPA and that GWA will most likely receive a violation notice as a result. Mr. Streicher indicated, and Electrical Superintendent Freeman elaborated, that a dual fuse failure as a result of a ComEd power failure was the cause and if the raw pump station, which had originally been scheduled to be completed on the date prior to the failure, had been completed then the SSO would not have occurred.

- 7.4 Pending Agenda Items
- 7.5 Executive Oversight Committee 2018 Meeting Dates
- 8. Next EOC Meeting - The next regularly scheduled EOC Meeting is set for Thursday, February 8, 2018 at 8:00 a.m. in the Conference Room at the Glenbard Wastewater Authority, 945 Bemis Road, Glen Ellyn, Illinois.

Mr. Niehaus moved to adjourn the January 11, 2018 EOC Meeting and President McGinley seconded the MOTION. President Giagnorio, President McGinley, Mr. Fugiel, Mr. Enright, Mr. Niehaus, Mr. Franz, Mr. Goldsmith, and Mr. Hansen responded "Aye" during a roll vote. The motion carried. The meeting adjourned at 8:25 a.m.

9. Executive Session - Materials Provided under separate cover

> Motion the EOC to adjourn to Executive Session for the purposes of approving previous Executive Session Minutes and discussing Personnel Matters relating to specific

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	deliberation ILCS 120/2		ry scheu	uies jor o	ne or mo	re ciass	es oj emp	noyees pu	rsuant to)
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Submitt	ed by:									

EOC Meeting/January 2018 Minutes

Gayle A. Lendabarker GWA Administrative Secretary

SECTION 5.2

VOUCHERS JANUARY AND FEBRUARY 2018

GLENBARD WASTEWATER AUTHORITY For the meeting in March 2018 APPROVAL OF VOUCHERS

	- Warrant Total	
Paid Amount	\$449,835.13 \$94,880.04 \$91,205.53 \$85,459.44 \$721,380.14	6
Check Date	1/19/2018 1/31/2018 2/16/2018 2/27/2018	
EXPENDITURES:	Accounts Payable Warrant 0118-1 Accounts Payable Warrant 0118-2 Accounts Payable Warrant 0218-1 Accounts Payable Warrant 0218-2	PAVROIT EVPENDITIBES.

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FAXROLL EXPENDITURES:	January 5, 2018	January 5, 2018 January 19, 2018 February 2, 2018 February 16, 2018 March 2, 2018	February 2, 2018	February 16, 2018	March 2, 2018	
Net Employee Payroll Checks	\$31,981.19	\$ 32,403.70	\$35,746.86	<u>\$35,746.86</u> \$ 32,428.83	\$ 33,418.19	
Employee & Employer Payroll Deductions:						
Employee Deductions*	\$17,271.78	\$17,465.82	\$17,224.89	\$15,987,11	\$16 500 49	
IMRF - Employer contribution	\$4,446.55	\$4,496.45	\$4,467.58	\$4,380.30	\$4 530 56	
Social Security/Medicare Tax Withheld - Employer portion	\$3,608.14		\$3,907.93	\$3,547.91	\$3,659.04	
Total Payroll	\$ 57,307.66 \$		58,025.05 \$ 61,347.26 \$ 56,344.15 \$ 58,108.28 \$ 291,1	\$ 56,344.15	\$ 58,108.28	\$ 291.

GRAND TOTAL

\$1,012,512.54

^{*} Employee deductions include contributions for pensions, health insurance, union dues and other employee directed deductions such as tax withholdings, 457 & 125 plan contributions and

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VENDOR NAME DOCUMENT	INV DATE VOUCHER	PO PO	CHECK NO I CHK DATE GL AC	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
1 A-1 AIR COM 18354 INVOLCE:	COMPRESSOR CORP. 12/21/17 CE: 999883		957075 P 01/19/18 270	520975	MAINTENANCE-EQUIPMENT	72.74
VENDOR TOTALS	ALS	72.74 YTD	INVOICED	72.74 YTD	D PAID	72.74
964 AIR SERVICES 18361 INVOICE:	ES COMPANY 12/15/17 : 409305		957076 P 01/19/18 270	520975	MAINTENANCE-EQUIPMENT	83.28
VENDOR TOTALS	ALS	83.28 YTD	INVOICED	83.28 YTD	D PAID	83.28
881 AIRGAS, INC 18355 INCICE.		20170003	957077 P 01/19/18 40	580180 17004	04 CRYO VAPORIZOR RENTALS	1,500.00
18356 TNWOTCE.			957077 P 01/19/18 270	530443	LIQUID OXYGEN	1,354.37
18358 18358			957077 P 01/19/18 270	530443	LIQUID OXYGEN	5,226.53
18359 TMVOTCE			957077 P 01/19/18 270	520975	MAINTENANCE-EQUIPMENT	135.00
18360 TNVOTCE			957077 P 01/19/18 270	520975	MAINTENANCE-EQUIPMENT	395.00
18435 TNVOTOR.			957077 P 01/19/18 270	530443	LIQUID OXYGEN	4,068.37
18436 TNVOTCE			957077 P 01/19/18 270	520980	MAINTENANCE-ELECTRONICS	51,28
18443 1NVOICE			957077 P 01/19/18 270	530443	LIQUID OXYGEN	4,114.12
18459 INVOICE:	. 12/23/17 : 950043903		957077 P 01/19/18 270	530443	LIQUID OXYGEN	6,680,46
VENDOR TOTALS	54,	394,78 YTD	INVOICED	54,394.78 YTD	D PAID	23,525.13
461 AMERICAN PUBLIC 18418 01, TMACCE. 10.	UBLIC WORKS ASSOCIATION 01/01/18	ATION	957078 P 01/19/18 270	520620	EMPLOYEE EDUCATION	695.00
18419 TMMOTOR			957078 P 01/19/18 270	520620	EMPLOYEE EDUCATION	695.00
	4 41		957078 P 01/19/18 270	520620	EMPLOYEE EDUCATION	695.00
VENDOR TOTALS		2,085.00 YTD	INVOICED	2,085.00 YTD	PAID	2,085.00
1088 BANNER PERS 18362 INVOICE	PERSONNEL SERVICE, INC 12/23/17 ICE: 31853	7	957079 P 01/19/18 270	521055	PROFESSIONAL SERVICES - 0	361.20
VENDOR TOTALS	ALS	717.24 YTD	INVOICED	717.24 YTD	PAID	361.20
819 UNITED COM	COMMUNICATIONS					

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53.34 TO FISCAL 2018/02 01/01/2018 TO 12/31/2018 27.82 40.34 202.59 202.59 93.15 93.15 336.00 336.00 14.07 14.07 56.74 703.49 1,046.14 178.06 1,190.00 36,960.04 10,780.04 49,627.61 ELECTRONICS CONTRACTUAL MAINTENANCE-ELECTRONICS ELECTRONICS CONTRACTUAL ACCOUNT DESCRIPTION MAINTENANCE-EOUIPMENT TELECOMMUNICATIONS ELECTRIC POWER POWER POWER POWER ELECTRIC POWER ELECTRIC POWER ELECTRIC POWER LEGAL NOTICES ELECTRIC ELECTRIC ELECTRIC PAID PAID PAID PAID 75.96 YTD PAID PAID AT. YTD 405.18 YTD YTD TLD 336.00 194.35 14.07 106,087.29 521195 520750 520975 520980 520981 521201 521201 521201 521201 521201 521201 520981 521201 T CHK DATE GL ACCOUNT 957093 P 01/19/18 270-2 270-3 270-2 270 957089 P 01/19/18 270 P 01/19/18 270 957091 P 01/19/18 270 957092 P 01/19/18 270 957094 P 01/19/18 270 957093 P 01/19/18 P 01/19/18 P 01/19/18 81/61/10 01/19/18 01/19/18 957094 P 01/19/18 Д 957090 957093 957093 957093 957093 957093 CHECK NO 405.18 YTD INVOICED 75.96 YTD INVOICED 194.35 YTD INVOICED 106,087.29 YTD INVOICED INVOICED 14.07 YTD INVOICED EESCO, A DIVISION OF WESCO DISTRIBUTION INC 18409 12/21/17 INVOICE: 596431 18431 12/27/17 336.00 YTD LLC 6 DETECTION SYSTEMS & SERVICE INC. 18413 12/15/17 INVOICE: S1801350 DUPAGE SECURITY SOLUTIONS, INC. 18414 01/08/18 INVOICE: 43183 INV DATE VOUCHER COMCAST CABLE COMMUNICATIONS, 18452 12/25/17 INVOICE: 18452 Y SERVICES, LLC 01/02/18 13858318011 01/09/18 138583318011 01/15/18 138583218011 01/15/18 138582918011 01/11/18 138582918011 01/11/18 138582918011 01/10/18 138583018011 01/19/18 INC PADDOCK PUBLICATIONS, 18365 12/22/17 INVOICE: T4489797 1137 DYNEGY ENERGY 18367 0 VENDOR TOTALS VENDOR TOTALS VENDOR TOTALS VENDOR TOTALS VENDOR TOTALS VENDOR TOTALS 18460 INVOICE: 18440 INVOICE: WARRANT: 0118-1 18461 INVOICE: 18438 INVOICE: 18439 INVOICE: INVOICE: 18368 INVOICE: VENDOR NAME DOCUMENT . 98 490 62 99 78

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VENDOR NAME DOCUMENT INV DATE V	VOUCHER PO	CHECK NO T CHK DATE GL ACCOUNT	COUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS	1,368.06 YTD	INVOICED	1,368.06 YTD	PAID	1,368.06
1007 F.H. PASCHEN, S.N. NIELSEN, 18393 11/30/17 INVOICE: 1550-280-2F	LSEN, INC. 20170017 2F	957095 P 01/19/18 40	580140	INFRASTRUCTURE UPGRADES	2,997.22
VENDOR TOTALS	2,997.22 YTD	INVOICED	2,997.22 YTD	PAID	2,997.22
1167 KOR KLEEN INC. 18432 12/15/17 INVOICE: 12-002745		957096 P 01/19/18 270	530100	OFFICE EXPENSES	72.80
VENDOR TOTALS	72.80 YTD	INVOICED	72.80 YTD	PAID	72.80
725 FOX VALLEY OPERATORS AS 18434 07/01/17 INVOICE: 18434	ASSOCIATION	957097 P 01/19/18 270	520600	DUES-SUBSCRIPTIONS-REG FE	100.00
VENDOR TOTALS	TTT 00.00T	INVOICED	100.00 YTD	PAID	100.00
293 VILLAGE OF GLEN ELLYN 18407 01/01/18 TMXOTCE: 18407		957098 P 01/19/18 270	521203	WATER	3,372.23
		957098 P 01/19/18 270	521203	WATER	19.86
VENDOR TOTALS	32,166.00 YTD	INVOICED	32,166.00 YT	YTD PAID	3,392.09
1072 GOLDSTINE, SKRODZKI, RU 18369 01/03/18 INVOICE: 138910	RUSSIAN, NEMEC AND	HOFF LTD. 957099 P 01/19/18 270	520700	LEGAL-GENERAL COUNSEL	1,173.00
VENDOR TOTALS	9,904.20 YTD	INVOICED	9,904.20 YTD	PAID	1,173.00
297 W.W. GRAINGER, INC. 18370 12/20/17 THIOTOR. 9660205660		957100 P 01/19/18 270	520975	MAINTENANCE-EQUIPMENT	65.80
		957100 P 01/19/18 270	520980	MAINTENANCE-ELECTRONICS	9.03
	1 0	957100 P 01/19/18 270	520980	MAINTENANCE-ELECTRONICS	191.61
, ,	1 6	957100 P 01/19/18 270	520980	MAINTENANCE-ELECTRONICS	797.32
		957100 P 01/19/18 270	520980	MAINTENANCE-ELECTRONICS	67.68
VENDOR TOTALS	2,296.10 YTD	INVOICED	2,296.10 YTD	PAID	1,131.44
743 GROOT, INC 01/01/18		957101 P 01/19/18 270	520991	OPERATIONS - CONTRACTUAL	274.80

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VENDOR NAME DOCUMENT INV DATE V	VOUCHER PO CHECK NO T CHK DATE GL ACCOUNT	T.	GL ACCOUNT DESCRIPTION	
INVOICE: 902411				
VENDOR TOTALS	569.60 YID INVOICED	569.60 YTD	PAID	274.80
Ã	957102 P 01/19/18 270	520975	MAINTENANCE-EQUIPMENT	483.54
	957102 P 01/19/18 270	520975	MAINTENANCE-EQUIPMENT	-364.00
18377 12/27/17 INVOICE: 107174	957102 P 01/19/18 270	520975	MAINTENANCE-EQUIPMENT	66.37
VENDOR TOTALS	212.51 YTD INVOICED	212.51 YTD	PAID	185.91
5	957103 P 01/19/18 270	520990	OPERATIONS - SUPPLIES	79.96
	957103 P 01/19/18 270	520980	MAINTENANCE-ELECTRONICS	809.31
	957103 P 01/19/18 270	520970	MAINTENANCE-BUILDING & GR	838.60
	957103 P 01/19/18 270	530100	OFFICE EXPENSES	20.00
	957103 P 01/19/18 270	520990	OPERATIONS - SUPPLIES	32.94
. ,	957103 P 01/19/18 270	520975	MAINTENANCE-EQUIPMENT	56.38
	957103 P 01/19/18 270	520980	MAINTENANCE-ELECTRONICS	214.60
	957103 P 01/19/18 270	530100	OFFICE EXPENSES	20.00
VENDOR TOTALS	2,396.06 YTD INVOICED 2,	2,396.06 YTD	PAID	2,071.79
538 ILLINOIS ENVIRONMENTAL 18458 11/15/17 TNVOICE. 16	PROTECTION AGENCY 2279 W 01/19/18 40	550960	IEPA DIGESTER INTEREST	54,147.28
18458 11/15/17 INVOICE: 16	2279 W 01/19/18 40	550110	IEPA DIGESTER PRINCIPAL	264,353.36
VENDOR TOTALS	318,500.64 YTD INVOICED 318,	318,500.64 YTD	PAID	318,500.64
1147 ILLINOIS AMERICAN WATER 18381 12/27/17 INVOICE: 18381	COMPANY 957104 P 01/19/18 270-3	521203	WATER	123.54
VENDOR TOTALS	246.38 YTD INVOICED	246.38 YTD	PAID	123.54
1102 JULIE, INC. 01/08/18 18447 INVOICE: 2018-0696	957105 P 01/19/18 270	520600	DUES-SUBSCRIPTIONS-REG FE	360.13

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2.86 111.69 78.80 758.19 948.68 37.40 37.40 196.18 196.18 173.47	YTD PAID MAINTENANCE-ELECTRONICS MAINTENANCE-EQUIPMENT MAINTENANCE-EQUIPMENT YTD PAID MAINTENANCE-ELECTRONICS YTD PAID MAINTENANCE-ELECTRONICS YTD PAID MAINTENANCE-ELECTRONICS YTD PAID MAINTENANCE-ELECTRONICS MAINTENANCE-ELECTRONICS YTD PAID	m 0 m 0	08 P 01/19/18 09 P 01/19/18 09 P 01/19/18 00 P 01/19/18 1 P 01/19/18 2 P 01/19/18	957108 43.83 YTD INVOICED 957109 957109 957109 37.40 YTD INVOICED 957111 196.18 YTD INVOICED 957112	SUPPLY CO. 2/12/17 22/18/17 22/18/17 3183596 2/15/17 3183596 2/15/17 22/13/17 002895 FRUCK, INC. 2/15/17 V171210341 2/15/17 V171210341	TANDOLCE: E INVOICE: E
78.80	MAINTENANCE-EQUIPMENT MAINTENANCE-EQUIPMENT	520975 520975	P 01/19/18 P 01/19/18	9571 9571	12/28/17 53183596 12/15/17 52519230	18388 INVOICE: 18390 INVOICE:
111.69	MAINTENANCE-ELECTRONICS	520980	P 01/19/18	9571	SUPPLY 12/12/17 52208422	
2.86			Q	3.83 YTD I	S . 1	VENDOR TOTAL
2.86	1	520990	08 P 01/19/18 270	957108	ACE HARDWARE, INC. 12/28/17 VOICE: 82613	57 LEN'S ACE H2 18386 INVOICE:
895.00	YID PAID	¥ 00.368	Q	895.00 YID INVOICED		VENDOR TOTALS
895.00	MAINTENANCE-EQUIPMENT	520975	07 P 01/19/18 270	957107	COMPANY 12/13/17 : 366463	1189 LEAHY-WOLF (18385 INVOICE:
34.36	YTD PAID	123.30 Y	Ð	123.30 YTD INVOICED		VENDOR TOTALS
34.36	OFFICE EXPENSES	530100	.06 P 01/19/18 270	IONS INC 957106	LTA BUSINESS SOLUTIONS 12/25/17 9004160911	185 KONICA MINOLTA 18384 12 INVOICE: 90
360.13	YTD PAID	360.13 Y	Q:	360.13 YTD INVOICED		VENDOR TOTALS
	GL ACCOUNT DESCRIPTION	COUNT	10 T CHK DATE GL ACCOUNT	PO CHECK NO	INV DATE VOUCHER	VENDOR NAME DOCUMENT
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TO FISCAL 2018/02 01/01/2018 TO 12/31/2018 37.00 204.00 204,00 320.19 124.89 482.08 5,497.00 5,497.00 343.86 343.86 1,020.00 93.85 93.85 9,649.00 9,649.00 1,020.00 360.97 BUILDING & GROUNDS CONTRA ELECTRONICS CONTRACTUAL ELECTRONICS CONTRACTUAL MAINTENANCE-CONTRACTUAL ACCOUNT DESCRIPTION MAINTENANCE-EQUIPMENT MAINTENANCE-EQUIPMENT MAINTENANCE-EQUIPMENT OPERATIONS - SUPPLIES OFFICE EXPENSES OFFICE EXPENSES PAID PAID 5,497.00 YTD PAID PAID YTD PAID 2,098.82 YTD PAID GL 19,298.00 YTD PAID YTD YID 2,040.00 YTD 204.00 482.08 133.74 530100 520975 520975 520975 520981 520990 530100 520976 520971 520981 CHK DATE GL ACCOUNT 01/19/18 270 01/19/18 270 P 01/19/18 270 P 01/19/18 270 957116 P 01/19/18 270 P 01/19/18 270 P 01/19/18 270 957119 P 01/19/18 270 957120 P 01/19/18 270 01/19/18 H ρι Д Д 957114 957114 957114 957115 957117 957118 CHECK NO 204.00 YTD INVOICED 2,040.00 YTD INVOICED 482.08 YTD INVOICED 5,497.00 YTD INVOICED 2,098.82 YTD INVOICED 133.74 YTD INVOICED 19,298.00 YTD INVOICED 20170002 INC INV DATE VOUCHER 6 PORTER PIPE AND SUPPLY CO 18395 12/21/17 INVOICE: 11681515-00 18423 01/10/18 INVOICE: 11687939-00 18446 01/12/18 INVOICE: 11688738-00 412 NESTLE WATERS NORTH AMERICA 01/06/18 18A8100616302 RANDALL PRESSURE SYSTEMS, 12/29/17 75483257 876 PITNEY BOWES, INC 18394 12/30/17 INVOICE: 3101869040 01/11/18 I-16123-0 12/20/17 300525 01/11/18 RJN GROUP, INC 18398 12/28/17 INVOICE: 305012 RC CLEANING COMPANY 18448 01/11/ 1259 OP TESTING LLC 18397 13 SAFETY KLEEN S 18399 INVOICE: 7 VENDOR TOTALS INVOICE: WARRANT: 0118-1 18454 INVOICE: 18442 INVOICE: INVOICE: DOCUMENT 226 237 1226 248 1212

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72.36 17.58 27.93 2.39 33.08 360.97 2,250.00 11,688.00 13,938.00 62.34 512.00 138.00 59.97 275.65 1,162.00 350.00 91.10 238.14 98.06 48.98 121.34 SAFETY RELATED EQUIPMNT/S RELATED EQUIPMNT/S PROFESSIONAL SERVICES-LAB PROFESSIONAL SERVICES-LAB RIECTRONICS CONTRACTUAL ELECTRONICS CONTRACTUAL MAINTENANCE-CONTRACTUAL ELECTRONICS CONTRACTUAL ELECTRONICS CONTRACTUAL MAINTENANCE-EQUIPMENT MAINTENANCE-EQUIPMENT EXPENSES EXPENSES EXPENSES EXPENSES OFFICE EXPENSES OFFICE OFFICE OFFICE OFFICE SAFETY PAID 360.97 YID PAID YTD PAID YTD PAID PAID YTD YID 13,938.00 4,343.50 682.87 287.12 520981 530100 530100 520981 530100 530225 530100 520806 520975 530225 530100 520806 520976 520975 520981 520981 270 270 270 270 270 270 270 270 P 01/19/18 270 270 270 270 270 270 270 270 01/19/18 01/19/18 01/19/18 01/19/18 P 01/19/18 P 01/19/18 01/19/18 01/19/18 01/19/18 01/19/18 P 01/19/18 P 01/19/18 01/19/18 01/19/18 01/19/18 Д Д Д Д Д Щ щ Д Д Д Д 957122 957121 957123 957123 957123 957123 957123 957123 957124 957125 957126 957126 957123 957124 957125 957125 YTD INVOICED INVOICED 4,343.50 YTD INVOICED 682.87 YID INVOICED 287,12 YTD INVOICED 13,938.00 YTD 360.97 39 STAPLES CONTRACT & COMMERCIAL INC. 18425 01/03/18 INVOICE: 3364819792 18427 01/05/18 INVOICE: 3364819790 18427 01/05/18 INVOICE: 3364819793 18427 01/05/18 INVOICE: 3364819793 18428 01/03/18 INVOICE: 3364819789 18444 01/05/18 INVOICE: 3365410131 18444 101/05/18 INVOICE: 3365410131 12/12/17 5602132380 01/01/18 5444850613 SUBURBAN LABORATORIES, 18401 12/27/17 INVOICE: 151209 18402 12/29/17 INVOICE: 151321 12/15/17 70379725 12/31/17 983614 01/04/18 70381911 TERRACE SUPPLY COMPANY INC. KEYSTONE MANAGEMENT, 18449 01/06/18 INVOICE: 29893531 18450 SIEMENS INDUSTRY, TOTALS VENDOR TOTALS VENDOR TOTALS VENDOR TOTALS VENDOR TOTALS INVOICE: INVOICE: 18404 INVOICE: 18405 INVOICE: 18429 INVOICE: VENDOR 18400 18424 993 939 738 940 271

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P 9 P P P P P P P P	GL ACCOUNT DESCRIPTION		ID PAID	OPERATIONS - SUPPLIES	YTD PAID	TELECOMMUNICATIONS	TELECOMMUNICATIONS	ID PAID	DUES-SUBSCRIPTIONS-REG FE	YTD PAID	REPORT TOTALS
	OUNT		259.34 YTD PAID	520990	2,551.74 Y	521195	521195	1,120.33 YTD PAID	520600	698.75 Y	
	CHECK NO I CHK DAIE GL ACCOUNT		259.34 YTD INVOICED	957127 P 01/19/18 270	2,551.74 YTD INVOICED	957128 P 01/19/18 270	957128 P 01/19/18 270	1,120.33 YID INVOICED	957129 P 01/19/18 270	698.75 YTD INVOICED	
GWA Live PAID WARRANT REPORT	OUCHER PO		259.3	INT LID	2,551.7	ES LLC		1,120.3	ATION 075	698.7	
	INV DATE VOUCHER	29893529	ALS	FACILITIES MA 12/19/17 : 446761	ALS	6.4	12/01/17 9797294606	ALS	RONMENT FEDER 11/30/17 : 11-1700605	ALS	
02/27/2018 15:51 maryr WARRANT: 0118-1	VENDOR NAME DOCUMENT	INVOICE:	VENDOR TOTALS	289 HD SUPPLY FACILITIES MAINT LTD 18403 12/19/17 INVOICE: 446761	VENDOR TOTALS	988 VERIZON WIE 18406	18456 INVOICE:	VENDOR TOTALS	300 WATER ENVIRONMENT FEDERATION 18430 11/30/17 INVOICE: 11-1700605075	VENDOR TOTALS	

COUNT AMOUNT 55 131,334.49 318,500.64

TOTAL PRINTED CHECKS TOTAL WIRE TRANSFERS

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TO FISCAL 2018/02 01/01/2018 TO 12/31/2018 8,258.74 12,394.15 4,135.41 165.00 92.88 263.16 165.00 1,003.00 356.04 1,003.00 9,384.92 9,384.92 139.00 139.00 136.80 136.80 0 0 580180 14007 FACILITY IMPROVEMENT PLAN SAFETY RELATED EQUIPMNT/S GL ACCOUNT DESCRIPTION SMALL CAPITAL PROJECTS PROFESSIONAL SERVICES SERVICES LEGAL-GENERAL COUNSEL OFFICE EXPENSES LIQUID OXYGEN LIQUID OXYGEN PROFESSIONAL CHEMICALS PAID YTD PAID 717.24 YTD PAID 1,003.00 YTD PAID PAID 139.00 YID PAID 136.80 YTD PAID VID V 9,384.92 YTD 54,394.78 165.00 530100 530443 530443 521055 521055 520700 530440 530225 580120 CHK DATE GL ACCOUNT 270 957130 P 01/31/18 270 P 01/31/18 270 957132 P 01/31/18 270 957133 P 01/31/18 270 01/31/18 270 P 01/31/18 270 P 01/31/18 270 W 01/31/18 40 40 P 01/31/18 957136 P 01/31/18 Н 957132 P 957130 957131 957134 2293 957135 CHECK NO 54,394.78 YTD INVOICED 9,384.92 YTD INVOICED 165.00 YTD INVOICED 717.24 YTD INVOICED 1,003.00 YTD INVOICED 139.00 YTD INVOICED 136.80 YTD INVOICED 20160007 PO INC. INV DATE VOUCHER BLACK & VEATCH CORPORATION 18504 01/09/18 INVOICE: 1262215 BANNER PERSONNEL SERVICE, 18524 01/06/18 INVOICE: 31950 18525 01/20/18 INVOICE: 32057 01/20/18 9500444227 01/13/18 9500444064 BARNES & THORNBURG LLP 18503 01/23/18 INVOICE: 2076122 01/18/18 27753 01/19/18 AU40491 01/02/18 213777 CDW GOVERNMENT, INC. 18470 01/19/18 INVOICE: LLK7165 GROUP FOX MARKETING VENDOR TOTALS VENDOR TOTALS VENDOR TOTALS VENDOR TOTALS VENDOR TOTALS 18464 INVOICE: VENDOR TOTALS VENDOR TOTALS PAHCS II 18527 INVOICE: 18462 INVOICE: 18465 INVOICE: 881 AIRGAS, INC INVOICE: CALCO, LTD. 18469 DOCUMENT 1246 VENDOR 1088 1124 1169 214 33 37

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GWA Live PAID WARRANT REPORT

P 11 appdwarr

WARRANT: 0118-2

12/31/2018 8,545.08 171,00 171.00 190.39 190.39 426.18 735.00 289.37 117.30 335.84 319.39 9,290.65 101.20 101.20 1,792.67 1,792.67 39.24 1,310.68 174.88 253.00 O.F TO FISCAL 2018/02 01/01/2018 CONTRA ELECTRONICS CONTRACTUAL ACCOUNT DESCRIPTION SUPPLIES MAINTENANCE-EQUIPMENT BUILDING & GROUNDS TELECOMMUNICATIONS EMPLOYEE EDUCATION OFFICE EXPENSES OFFICE EXPENSES OFFICE EXPENSES ELECTRIC POWER LEGAL NOTICES GAS GAS NATURAL GAS OPERATIONS SELF-GEN NATURAL PAID 382.01 YTD PAID PAID PAID PAID 106,087.29 YTD PAID Ę, YTD ALD 380.78 YTD AID 171.00 19,903.27 194.35 520971 520981 521202 521202 521204 520750 520990 530100 521195 520975 530100 530100 520620 521201 CHK DATE GL ACCOUNT 01/31/18 270-1 01/31/18 270-1 270 957139 P 01/31/18 270 270 270 270 270 270 270 P 01/31/18 270 P 01/31/18 270 01/31/18 270 957140 P 01/31/18 270 01/31/18 01/31/18 01/31/18 2285 W 01/31/18 2286 W 01/31/18 01/31/18 2284 W 01/31/18 Н Д щ д Z 3 3 3 957137 957138 957139 957139 957141 2282 2283 2287 2281 CHECK NO 171.00 YTD INVOICED 382.01 YTD INVOICED 380.78 YTD INVOICED 19,903:27 YTD INVOICED 194.35 YTD INVOICED 106,087.29 YTD INVOICED ပ္ပ CHICAGO METROPOLITAN FIRE PREVENTION 18471 01/12/18 INVOICE: IN00175849 В SERVICES INC DATE VOUCHER SERVICES, LLC 01/24/18 138582818011 INC CINTAS CORPORATION #769 18472 01/30/18 INVOICE: 769363445 N ENERGY SI 01/22/18 2223781 01/22/18 2223781 01/22/18 12/27/17 GWA-1774 12/27/17 GWA-1775 12/27/17 GWA-1776 12/27/17 GWA-1777 12/27/17 GWA-1778 PADDOCK PUBLICATIONS, 18473 01/19/18 INVOICE: T4491505 INV DYNEGY ENERGY 18511 0: CONSTELLATION VENDOR TOTALS VENDOR TOTALS VENDOR TOTALS VENDOR TOTALS VENDOR TOTALS VENDOR TOTALS FIFTH THIRD E 18512 INVOICE: 18507 INVOICE: 18473 INVOICE: 18514 INVOICE: 18515 INVOICE: 18516 INVOICE: 18517 INVOICE: 18518 18513 INVOICE: INVOICE: INVOICE: VENDOR NAME DOCUMENT 18507 18507 47 727 1160 62 1138 1137

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GWA Live PAID WARRANT REPORT

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Troublable of	0 12/31/2018		149.00	1,062.85	69.95	92.26	158.00	4,451.53	10,772.50	3,016.67	13.789.17	537.15	537.15	219.86	219.86	122.84	122.84	20.00	20.00	12.19
TO CONTRACT TROOTE OF	10 12/31/2018 10 12/31/2018 10 12/31/2018	GL ACCOUNT DESCRIPTION	ELECTRONICS CONTRACTUAL	MAINTENANCE-ELECTRONICS	ELECTRONICS CONTRACTUAL	MAINTENANCE-ELECTRONICS	EMPLOYEE EDUCATION	YTD PAID	OVERHEAD FEES	MAINTENANCE-CONTRACTUAL	YID PAID	MAINTENANCE-BUILDING & GR	YID PAID	MAINTENANCE-BLECTRONICS	YTD PAID	WATER	YTD PAID	EMPLOYEE EDUCATION	YTD PAID	MAINTENANCE-EQUIPMENT
		TNDC	520981	520980	520981	520980	520620	8,070.93 Y	521130	520976	32,166.00 Y	520970	2,296.10 Y	520980	307.50 YJ	521203	246.38 YT	520620	50.00 YT	520975
		VOUCHER PO CHECK NO T CHK DATE GL ACCOUNT	2288 W 01/31/18 270	2289 W 01/31/18 270	2290 W 01/31/18 270	2291 W 01/31/18 270	2280 W 01/31/18 270	8,070.93 YTD INVOICED	2292 W 01/31/18 270	2292 W 01/31/18 270	32,166,00 YTD INVOICED	957142 P 01/31/18 270	2,296.10 YTD INVOICED	957143 P 01/31/18 270	307.50 YTD INVOICED	COMPANY 957144 P 01/31/18 270-3	246.38 YTD INVOICED	TER AGENCIES 957145 P 01/31/18 270	50.00 YID INVOICED	957146 P 01/31/18 270
WARRANT: 0118-2	VENDOR NAME	DOCUMENT INV DATE VOU	INVOICE: GWA-1780 18519 12/27/17					VENDOR TOTALS	293 VILLAGE OF GLEN ELLYN 18523 01/31/18 TWOTCE. TET-159	18523 01/31/18 INVOICE: IFT-159	VENDOR TOTALS	297 W.W. GRAINGER, INC. 18474 01/29/18 INVOICE: 9682494274	VENDOR TOTALS	119 HACH COMPANY 18475 INVOICE: 10787168	VENDOR TOTALS	1147 ILLINOIS AMERICAN WATER C 18477 01/24/18 INVOICE: 18477	VENDOR TOTALS	126 ILLINOIS ASSN. OF WASTEWATER 18476 01/19/18 INVOICE: 4278	VENDOR TOTALS	157 LEN'S ACE HARDWARE, INC. 18478 01/12/18 INVOICE: 82826

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GWA Live PAID WARRANT REPORT

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WARRANT: 0118-2

WARRANT: 0118-2				TO FISCAL 2018/02 01/01/2018 TO	0 12/31/2018
VENDOR NAME DOCUMENT INV	INV DATE VOUCHER	PO CHECK NO I CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
			, , , , , , , , , , , , , , , , , , ,	A A B A T I I I I I I I I I I I I I I I I I I	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
VENDOR TOTALS		43.83 YTD INVOICED	43.83 YTD	D PAID	91 61
1149 LINKO TECHNOLOGY 18479 01/2 INVOICE: 5295	GGY INC 01/23/18 5295	957147 P 01/31/18 270	520981	ELECTRONICS CONTRACTUAL	6,240.00
VENDOR TOTALS		6,240.00 YTD INVOICED	6,240.00 YTD	D PAID	6.240.00
295 VILLAGE OF LOMBARD 18502 01/18 INVOICE: 18502	DMBARD 01/18/18 18502	20180003 957148 P 01/31/18 40	580180	CAPITAL PROJECTS	26,106.78
VENDOR TOTALS	N	26,195.14 YTD INVOICED	26,195.14 YTD	D PAID	26,106,78
171 MCMASTER-CARR SUP 18480 01/1 TNVOICE: 541/1	SUPPLY CO. 1/17/18	957149 P 01/31/18 270	520975	MAINTENANCE-EQUIPMENT	646.82
	01/17/18 54372028	957149 P 01/31/18 270	520975	MAINTENANCE-EQUIPMENT	70.02
VENDOR TOTALS		2,033.53 YTD INVOICED	Z,033.53 YTD	PAID	776.84
188 MOTION INDUSTRIES 18482 01/10 INVOICE: IL10	RIES INC 01/18/18 IL10-624474	957150 P 01/31/18 270	520975	MAINTENANCE-EQUIPMENT	330.37
VENDOR TOTALS		330.37 YID INVOICED	330.37 YTD	PAID	75 OFF
199 NEUCO, INC. 18483 INVOICE: 2865	01/16/18 2865134	957151 P 01/31/18 270	520980	MAINTENANCE-ELECTRONICS	604.20
VENDOR TOTALS		1,277.82 YTD INVOICED	1,277.82 YTD	PAID	604.20
209 NCL OF WISCONSIN 18484 01/1 INVOICE: 4009	ISIN INC 01/15/18 400961	957152 P 01/31/18 270	530106	OPERATING SUPPLIES - LAB	494.16
VENDOR TOTALS		894.47 YTD INVOICED	894.47 YTD	PAID	494 16
218 PATTEN INDUSTRIES, INC. 18485 01/12/18 INVOICE: P60C0231444	2/18	957153 P 01/31/18 270-2	2 520975	MAINTENANCE-EQUI PMENT	12.
18485 01/1. INVOICE: P60C	2/18 0231444	957153 P 01/31/18 270-3	3 520975	MAINTENANCE-EQUIPMENT	412.09
VENDOR TOTALS		1,199.30 YTD INVOICED	UTY 08.901,1	PAID	824.18
237 RANDALL PRESSURE : 18486 01/11	URE SYSTEMS, I 01/18/18	INC. 957154 P 01/31/18 270	520975	MAINTENANCE-EQUIPMENT	514.70

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VENDOR NAME DOCUMENT	INV DATE VOUCHER PO	CHECK NO T CHK DATE GL ACCOUNT	COUNT	GL ACCOUNT DESCRIPTION	
INVOICE:	I-16297-0		1	, d	b # 1
VENDOR TOTAL	LS 2,098.82	YTD INVOICED	2,098.82 YTD	D PAID	514 70
180 RELADYNE -M. 18487 INVOICE:	-MID-TOWN PETROLEUM INC. 01/16/18 E: 1093518-IN	957155 P 01/31/18 270	520975	MAINTENANCE-EQUIPMENT	801.40
VENDOR TOTAL	LS 801.40	YTD INVOICED	801.40 YTD	PAID	801.40
939 STAPLES CONT 18488 INVOICE:	CONTRACT & COMMERCIAL INC. 01/16/18 CE: 3366021331	957156 P 01/31/18 270	530100	OFFICE EXPENSES	13.14
18490 INVOICE:	01/18/18	957156 P 01/31/18 270	530100	OFFICE EXPENSES	34.95
18491 INVOICE:	01/16/18 3366021330	957156 P 01/31/18 270	530100	OFFICE EXPENSES	255.75
18492 INVOICE:	01/17/18 3366021332	957156 P 01/31/18 270	530100	OFFICE EXPENSES	91.74
18493 INVOICE:	01/24/18 3366715285	957156 P 01/31/18 270	530100	OFFICE EXPENSES	52.68
18494 INVOICE:	01/18/18 3366715283	957156 P 01/31/18 270	530100	OFFICE EXPENSES	-122.73
VENDOR TOTALS	LS 682.87	YTD INVOICED	682.87 YTD	PAID	325,53
738 SUBURBAN LAI 18496	I LABORATORIES, INC.	957157 P 01/31/18 270	520806	PROFESSIONAL SERVICES-LAB	370 50
18498 TNVOICE:	151891 01/19/18 151890	957157 P 01/31/18 270	520806	PROFESSIONAL SERVICES-LAB	370.50
18499 INVOICE:	01/19/18 151889	957157 P 01/31/18 270	520806	PROFESSIONAL SERVICES-LAB	370.50
18508 INVOICE:	01/29/18	957157 P 01/31/18 270	520806	PROFESSIONAL SERVICES-LAB	979.00
18509 INVOICE:	01/09/18	957157 P 01/31/18 270	520806	PROFESSIONAL SERVICES-LAB	370.50
18510 INVOICE:	01/09/18 151715	957157 P 01/31/18 270	520806	PROFESSIONAL SERVICES-LAB	370.50
VENDOR TOTALS	4,343.50	YTD INVOICED	4,343.50 YTD	PAID	2,831,50
477 UNITED PARCEL 18526 INVOICE:	SL SERVICE, INC 01/13/18 9YF103028	957158 P 01/31/18 270	530100	OFFICE EXPENSES	
VENDOR TOTALS	4.16 YTD	YID INVOICED	4.16 YTD	PAID	4.16
988 VERIZON WIRE 18501 INVOICE:	WIRELESS SERVICES LLC 01/18/18 CE: 9800111887	957159 P 01/31/18 270	521195	TELECOMMUNICATIONS	442.82

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WARRANT: 0118-2

VENDOR NAME DOCUMENT

INV DATE VOUCHER PO

CHECK NO I CHK DATE GL ACCOUNT

442.82

VENDOR TOTALS

1,120.33 YTD INVOICED

GL ACCOUNT DESCRIPTION

TO FISCAL 2018/02 01/01/2018 TO 12/31/2018

REPORT TOTALS

1,120.33 YTD PAID

94,880.04

30 TOTAL PRINTED CHECKS TOTAL WIRE TRANSFERS

67,254.42 AMOUNT

COUNT

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WARRANT: 0218-1		TO RISCAL 2018/02 01/07/10/02 TO RISCAL	arr
VENDOR NAME DOCUMENT INV DATE VOUCHER	CHER PO CHECK NO I CHK DATE GL ACCOUNT	GL ACCOUNT DESCRIPTION	018
			i k
S, INC VOICE:	957160 P 02/16/18 270 530443	43 LIQUID OXYGEN 285.00	00
VOICE:	957160 P 02/16/18 270 530443	LIQUID OXYGEN	94
	957160 P 02/16/18 270 530443	LIQUID OXYGEN	61
VENDOR TOTALS	54,394,78 YTD INVOICED 54,394.78	YTD PAID	L
1260 APPLIED INDUSTRIAL TECHNOLOGIES 18531 01/30/18 INVOICE: 7012518638	OGIES INC 957161 P 02/16/18 270 520975	75 MAINTENANCE-EQUIPMENT 176.91	91
VENDOR TOTALS	176.91 YTD INVOICED 176.91	YID PAID	Č
24 BERLAND'S INC 18532 02/02/18 INVOICE: 359032	957162 P 02/16/18 270 520975		9.T
VENDOR TOTALS	282.44 YID INVOICED 282.44	44 VID PAID	*
819 UNITED COMMUNICATIONS 18570 02/15/18 INVOICE: 18570	957163 P 02/16/18 270 521195	TELECOMMUNICATIONS 1,	44 69 4 69
VENDOR TOTALS	2,123.88 YTD INVOICED 2,123.88	TIP PAID	C C
1092 CCT ENVIRONMENTAL, INC. 18533 02/01/18 INVOICE: CCT020118	957164 P 02/16/18 270 520980		y 00
VENDOR TOTALS	3,526.00 YID INVOICED 3,526.00	VIII PAIN	
1218 COLLEY ELEVATOR CO. 18534 02/01/18 INVOICE: 169090	957165 P 02/16/18 270 520971		00
VENDOR TOTALS	382.00 YED INVOICED 382.00	YID PAID	0
490 COMCAST CABLE COMMUNICATIONS, 18535 01/25/18 INVOICE: 18535	LLC 957166 P 02/16/18 270 5		D 60
VENDOR TOTALS	405.18 YTD INVOICED 405.18	18 YID PAID	0
1138 CONSTELLATION ENERGY SERVICES	INC	0.424	2
10536 10VOICE: 2238069	57167 P 02/16/18	2 NATURAL GAS 9,321.54	4.
18536 02/07/18 INVOICE: 2238069	957167 P 02/16/18 270-1 521202	2 NATURAL GAS 588.40	10

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12/31/2018 53.60 26.56 702.68 80.16 892.00 10,612.62 892.00 1,175.71 19.86 3,693.60 4,650.00 8,343.60 294.80 294.80 2,744.93 3,842.92 6,587.85 1,195.57 TO FISCAL 2018/02 01/01/2018 TO - CONTRACTUAL MAINTENANCE-CONTRACTUAL ELECTRONICS CONTRACTUAL CONTRACTUAL ACCOUNT DESCRIPTION COUNSEL LEGAL-GENERAL COUNSEL POWER ELECTRIC POWER LEGAL-GENERAL GAS ELECTRONICS OPERATIONS SELF-GEN ELECTRIC WATER WATER PAID 106,087.29 YTD PAID PAID PAID PAID FJ G PAID 6,587.85 YTD PAID 19,903.27 YTD ATA 32,166.00 YTD 9,904.20 YTD 569.60 YTD 892.00 521204 521201 521201 520976 521203 520700 521203 520700 520991 520981 520975 520981 GL ACCOUNT 270-2 02/16/18 270-1 270 270 270 270 270 02/16/18 270 P 02/16/18 270 270 270 957173 P 02/16/18 270 CHK DATE 02/16/18 02/16/18 957170 P 02/16/18 P 02/16/18 02/16/18 957172 P 02/16/18 02/16/18 957174 P 02/16/18 H Д Д Д 957169 P ρι Д 957168 957168 957170 957167 RUSSIAN, NEMEC AND HOFF LTD. 957171 957173 CHECK NO 19,903.27 YTD INVOICED 106,087.29 YTD INVOICED 32,166.00 YTD INVOICED 892.00 YTD INVOICED 9,904.20 YTD INVOICED 569.60 YTD INVOICED 6,587.85 YTD INVOICED MACHINES CORPORATION INC INV DATE VOUCHER LLC INC IMPERIAL SUPPLIES HOLDINGS 18545 02/08/18 138583318021 02/01/18 138583118021 DYNEGY ENERGY SERVICES, 18537 02/08/18 GENERAL MACHINE & TOOL 18539 02/01/18 INVOICE: 45154 INTERNATIONAL BUSINESS 02/09/18 2149120 02/09/18 2149120-1 02/07/18 2238069 02/01/18 18567 02/01/18 18568 SKRODZKI, R 02/01/18 139809-A 02/07/18 139809 02/01/18 963167 VILLAGE OF GLEN ELLYN 18567 02/01/18 VENDOR TOTALS WARRANT: 0218-1 18542 INVOICE: 18536 INVOICE: INVOICE: INVOICE: 18571 INVOICE: 18572 INVOICE: 18544 INVOICE: INVOICE: INVOICE: INVOICE: GOLDSTINE, GROOT, INC 18541 DOCUMENT 18563 18568 1137 VENDOR 743 1095 293 1072 773 1262

1,828.97

MAINTENANCE-EQUIPMENT

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WARRANT: 0218-1

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VENDOR NAME DOCUMENT INV DATE VOUCHER	PO CHECK NO I CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
OLIVETTOROT - BUTCONT		1		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
VENDOR TOTALS	1,828.97 YTD INVOICED	1,828.97 YTD	YTD PAID	0000
185 KONICA MINOLTA BUSINESS 18543 01/25/18 INVOICE: 9004252532	SOLUTIONS INC 957175 P 02/16/18 270	530100	OFFICE EXPENSES	1,628.97
VENDOR TOTALS	123.30 YTD INVOICED	123.30 YTD	PAID	000
434 LAI, LTD. 01/30/18 18546 18-15301	957176 P 02/16/18 270	520980		2,769.92
VENDOR TOTALS	2,769.92 YTD INVOICED	2,769.92 YTD	PAID	026 6
295 VILLAGE OF LOMBARD 18559 01/29/18 TAVOTOR: 18559	957177 P 02/16/18 270-1		WATER	76.60
18560 01/29/18 INVOICE: 18560	957177 P 02/16/18 270	521203	WATER	18,80
VENDOR TOTALS	26,195.14 YTD INVOICED	26,195.14 YTD	PATD	6
171 MCMASTER-CARR SUPPLY CO. 18547 01/26/18 INVOICE: 55089371	957178 P 02/16/18 270		MAINTENANCE-BUILDING & GR	323,34
VENDOR TOTALS	2,033.53 YTD INVOICED	2,033.53 YTD	PAID	י ר ר
224 POLYDYNE INC 18548 01/26/18 INVOICE: 1207048	957179 P 02/16/18 270	40		523.34
VENDOR TOTALS	6,872.40 YTD INVOICED	6,872.40 YTD	PAID	0000
952 PROGRAM ONE PROFESSIONAL I 18549 01/31/18 INVOICE: 109285	BUILDING SERVICES INC. 957180 P 02/16/18 270	71	BUILDING & GROUNDS CONTRA	210.00
VENDOR TOTALS	210.00 YTD INVOICED	210.00 XID	PAID	6
237 RANDALL PRESSURE SYSTEMS, 18550 01/30/18 INVOICE: 7-16450-0), INC. 957181 P 02/16/18 270		OPERATIONS - SUPPLIES	113 96
, ,,	957181 P 02/16/18 270	520990	T	977.76
VENDOR TOTALS	2,098.82 YTD INVOICED	2.098.82 утп	TATO	
1226 RC CLEANING COMPANY				1,091.72

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WARRANT: 0218-1			TO FISCAL 2018/02 01/01/2018 TO 12/21	uppuwarr
VENDOR NAME DOCUMENT INV DATE	VOUCHER PO CHECK NO T CHK DATE GL ACCOUNT	TNO	GL ACCOUNT DESCRIPTION	9T07/TC/5
18552 02/01/18 INVOICE: 18552	957182 P 02/16/18 270	520971	BUILDING & GROUNDS CONTRA	1,020,00
1.5	2,040.00 YID INVOICED	2.040 00 VTD	רדבם	6 6
1212 RJN GROUP, INC 18553 02/06/18 INVOICE: 305013	20180002 957183 P 02/16/18 270		ELECTRONICS CONTRACTUAL	1,020.00
VENDOR TOTALS	19,298.00 YTD INVOICED 1	QTY 00.892,01	PAID	00 000
939 STAPLES CONTRACT & COMME 18554 02/01/18 INVOICE: 3367887912	RCIAL INC. 957184 P 02/16/18 270			25.10
18555 01/31/18 INVOICE: 336788791	957184 P 02/16/18 270	530100	OFFICE EXPENSES	56.59
VENDOR TOTALS	682.87 YTD INVOICED	682.87 YTD	PALD	27
757 STEWART SPREADING, INC. 18556 02/08/18 INVOICE: 11948	957185 P 02/16/18 270	521150	SLUDGE DISPOSAL - LAND	19,674.06
VENDOR TOTALS	19,674.06 YTD INVOICED	19,674.06 YTD	PAID	00 000
271 TERRACE SUPPLY COMPANY 18557 01/31/18 INVOICE: 984600	957186 P 02/16/18 270		MAINTENANCE-CONTRACTUAL	48.98
VENDOR TOTALS	287.12 YTD INVOICED	287.12 YTD	PATD	0
1001 TROTTER AND ASSOCIATES, 18558 01/31/18 INVOICE: 14231	3, INC. 957187 P 02/16/18 270		DESIGN ENGINEERING	2,191.16
VENDOR TOTALS	2,191.16 YTD INVOICED	2,191.16 YTD	PAID	21 101 6
988 VERIZON WIRELESS SERVICES 18569 02/01/18 INVOICE: 9800899338	CES LLC 957188 P 02/16/18 270	521195	TELECOMMUNICATIONS	225.99
VENDOR TOTALS	1,120.33 YTD INVOICED	1,120.33 YTD	PAID	225 99
693 WEIGHING SOLUTIONS, INC. 18562 01/24/18 INVOICE: 10,206	C. 957189 P 02/16/18 270	530106	OPERATING SUPPLIES ~ LAB	200.00
VENDOR TOTALS	200.00 YTD INVOICED	200.00 YID	PAID	200 00
309 WILKENS-ANDERSON CO. 18561 01/23/18	957190 P 02/16/18 270	530106	OPERATING SUPPLIES - LAB	205.02

GWA Live PAID WARRANT REPORT

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WARRANT: 0218-1

VENDOR NAME DOCUMENT

INV DATE VOUCHER PO

CHECK NO T CHK DATE GL ACCOUNT

GL ACCOUNT DESCRIPTION

TO FISCAL 2018/02 01/01/2018 TO 12/31/2018

S1175148.001 VENDOR TOTALS

INVOICE:

205.02 YTD INVOICED

205.02 YTD PAID

REPORT TOTALS

205.02 91,205.53

AMOUNT 91,205.53

COUNT TOTAL PRINTED CHECKS

	REPORT
GWA Live	PAID WARRANT
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02/27/2018	maryr

appowarr TO FISCAL 2018/02 01/01/2018 TO 12/31/2018	VOUCHER PO CHECK NO T CHK DATE GL ACCOUNT GL ACCOUNT DESCRIPTION	957191 P 02/27/18 270 520981 ELECTRONICS CONTRACTUAL	54,394.78 YID INVOICED	& SAFETY 16/18 3539022	538.61 YID INVOICED 538.61 YID PAID	OMPANY 957193 P 02/27/18 270 521201 ELECTRIC POWER	75.96 YID INVOICED 75.96 YID PAID	PHICS INC. 957194 P 02/27/18 270 530100 OFFICE EXPENSES	75.72 YID INVOICED 75.72 YID PAID	MOTORS INC 8 8 57195 P 02/27/18 270 520981 ELECTRONICS CONTRACTUAL 5	556.00 YTD INVOICED 556.00 YTD PAID	C 957196 P 02/27/18 270-1 521201	957196 P 02/27/18 270 521201 ELECTRIC POWER	957196 P 02/27/18 270-2 521201 ELECTRIC POWER	957196 P 02/27/18 270-3 521201 ELECTRIC POWER	957196 P 02/27/18 270 521201 ELECTRIC POWER	106,087.29 YTD INVOICED 106,087.29 YTD PAID	2296 W 02/27/18 270 530100 OFFICE EXPENSES	0000 01/ E0/ 00 M E0000	113.00 113.00 113.00 113.00 113.00 113.00 113.00
α	TE VOUCHER PO	C 02/03/18 : 9950754822 02/10/18	OICE: 9500449336 TOTALS 54,394.78 YTD INV	SAFETY /18 39022	38.61 YTD I		GIA 96.		YTD	INC	YTD	Y ENERGY SERVICES, LLC 02/20/18 VOICE: 138582818021	02/13/18 VOICE: 138583018021	02/15/18 VOICE: 138582718021	02/14/18 VOICE: 138582918021	18584 02/14/18 INVOICE: 138583218021	YTD	BANK 01/29/18	01/29/18	VOICE: GWA-1787

GWA Live PAID WARRANT REPORT 02/27/2018 15:51 maryr

02/27/2018 15:51 maryr	GWA Live PAID WARRANT	REPORT					P 7
WARRANT: 0218-	7					TO FISCAL 2018/02 01/01/2018 TO	-
VENDOR NAME DOCUMENT	INV DATE VOUCHER	HER PO	CHECK NO	T CHK DATE GL ACCOUNT	TNDOC	GL ACCOUNT DESCRIPTION	
18612	01/06/10						
INVOICE:	GWA-1788		2298	W 02/27/18 270	530100	OFFICE EXPENSES	48.00
18614 INVOICE:	01/29/18 GWA-1789		2299	W 02/27/18 270	530100	OFFICE EXPENSES	103.90
18615 INVOICE:	01/29/18 GWA-1790		2300	W 02/27/18 270	520620	EMPLOYEE EDUCATION	95.00
	01/29/18 GWA-1791		2301	W 02/27/18 270	530100	OFFICE EXPENSES	120.91
18617 INVOICE:	01/29/18 GWA-1792		2302	W 02/27/18 270	530445	UNIFORMS	149,60
VOICE	01/29/18 GWA-1793		2303	W 02/27/18 270	520620	EMPLOYEE EDUCATION	300.00
	01/29/18 GWA-1794		2304	W 02/27/18 270	530106	OPERATING SUPPLIES - LAB	241.75
VOICE	01/29/18 GWA-1795		2305	W 02/27/18 270	521195	TELECOMMUNICATIONS	258.37
	01/29/18 GWA-1796		2306	W 02/27/18 270	520600	DUES-SUBSCRIPTIONS-REG FE	211.00
18622 INVOICE:	01/29/18 GWA-1797		2307	W 02/27/18 270	520980	MAINTENANCE-ELECTRONICS	254.75
	01/29/18 GWA-1785		2295	W 02/27/18 270	520990	OPERATIONS - SUPPLIES	1,699.00
VENDOR TOTALS	ស្ម	8,070.93 YT	YTD INVOICED		FX 8,070.93	YTD PAID	3 619 40
OF	GLEN ELLYN						04.670.6
ICE:	02/27/18 IFT-160		2294	W 02/27/18 270	521130	OVERHEAD FEES	10,772.50
1013151 INVOICE:	02/27/18 IFT-160		2294	W 02/27/18 270	520976	MAINTENANCE-CONTRACTUAL	3,016.67
VENDOR TOTALS		32,166.00 YTD	TD INVOICED		32,166.00 YT	YTD PAID	13 789 17
1072 GCLDSTINE, S 18585 INVOICE:	SKRODZKI, RUSSIAN, 02/07/18 : 139826	AN, NEMEC AND	ND HOFF LTD. 957197	P 02/27/18 270	520700	LEGAL-GENERAL COUNSEL	387.60
VENDOR TOTALS	លី	9,904.20 YTD	D INVOICED		9,904.20 YTD	D PAID	787
297 W.W. GRAINGE 18586 INVOICE	GRAINGER, INC. 36 02/20/18 NVOICE: 9704916130		957198	P 02/27/18 270	520970	MAINTENANCE-BUILDING & GR	320,53
18587 INVOICE	02/21/18 9705979731		957198	P 02/27/18 270	520980	MAINTENANCE-ELECTRONICS	
18588 INVOICE:	02/08/18 9693997984		957198	P 02/27/18 270	520980	MAINTENANCE-ELECTRONICS	219.59
VENDO	Ø	2,296,10 YTD	D INVOICED		2,296.10 YTD	D PAID	627.51
119 HACH COMPANY 18589	01/31/18		957199	P 02/27/18 270	530106	OPERATING SUPPLIES - LAB	87.64

02/27/2018 15:51 maryr

GWA Live PAID WARRANT REPORT

WARRANT: 0218-2			É	appawarr
			TO FISHER ZOIS/ UZ/ UZ/ ZOIS TO TO	12/31/2018
DOCUMENT INV DATE	VOUCHER PO CHECK NO T CHK DATE GL ACCOUNT	OUNT	GL ACCOUNT DESCRIPTION	
INVOICE: 10816493				ù
VENDOR TOTALS	307.50 YTD INVOICED	307.50 YTD	D PAID	87.64
794 HARRIS EQUIPMENT 18590 02/22/18 INVOICE: 108150	957200 F 02/27/18 270	520975	MAINTENANCE-EQUI PMENT	26.60
VENDOR TOTALS	212.51 YTD INVOICED	212.51 YTD	D PAID	26.60
985 HOLSTEIN'S GARAGE 18591 01/31/18 INVOICE: 284	957201 P 02/27/18 270	520976	MAINTENANCE-CONTRACTUAL	35.00
VENDOR TOTALS	35.00 YTD INVOICED	35.00 YTD) PAID	35,00
124 HOME DEPOT USA, INC 18592 02/13/18 TNNOTCE: 18592	957202 P 02/27/18 270	520990	OPERATIONS - SUPPLIES	35.76
18592 02/13/18 TNVOTCR: 18592	957202 P 02/27/18 270	520975	MAINTENANCE-EQUIPMENT	212.65
18592 02/13/18 INVOICE: 18592	957202 P 02/27/18 270	520980	MAINTENANCE-ELECTRONICS	75.86
VENDOR TOTALS	2,396,06 YTD INVOICED	2,396.06 YTD PAID	PAID	324.27
1264 LAWSON PRODUCTS INC 18593 02/16/18 INVOICE: 9305604743	957203 P 02/27/18 270	520975	MAINTENANCE-EQUIPMENT	631.41
VENDOR TOTALS	631.41 YTD INVOICED	631.41 YTD	PAID	631.41
157 IEN'S ACE HARDWARE, INC. 18595 02/08/18 INVOICE: 83217	957204 P 02/27/18 270	520990	OPERATIONS - SUPPLIES	28.78
VENDOR TOTALS	43.83 YTD INVOICED	43.83 YTI	YTD PAID	28.78
171 MCMASTER-CARR SUPPLY CO. 18596 02/08/18 INVOICE: 56135690	957205 P 02/27/18 270	520975	MAINTENANCE-EQUIPMENT	44.67
VENDOR TOTALS	2,033.53 YTD INVOICED	2,033.53 YT	YTD PAID	44.67
199 NEUCO, INC. 18598 02/07/18 TANOTOR: 2917560	957206 P 02/27/18 270	520980	MAINTENANCE-ELECTRONICS	168.95
18599 02/07/18 INVOICE: 2916615	957206 P 02/27/18 270	520980	MAINTENANCE-ELECTRONICS	331.20

02/27/2018 15:51 maryr

GWA Live PAID WARRANT REPORT

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WARRANT: 0218-2			TO FISCAL 2018/02 01/01/2018 TO	appdwarr 12/31/2018
INV DATE VOUCHER	ER PO CHECK NO T CHK DATE GL ACCOUNT	CUNT	GL ACCOUNT DESCRIPTION	
TOTALS	1,277,82 YTD INVOICED	GHW CO CFC 1	TTKC C	
				500.15
ILLINOIS GAS COMPANY	NY 957207 P 02/27/18 270	521202	NATURAL GAS	56.93
02/19/18 : 18601	957207 P 02/27/18 270	521202	natural gas	70.47
TOTALS	127.40 YTD INVOICED	127.40 YTD	PAID	127.40
OF WISCONSIN INC 02 02/09/18 INVOICE: 402237	957208 P 02/27/18 270	530106	OPERATING SUPPLIES - LAB	304.66
03 1001CE: 402285	957208 P 02/27/18 270	530106	OPERATING SUPPLIES - LAB	95.65
TOTALS	894 47 YTD INVOICED	894.47 YTD	PAID	400 31
TEN INDUSTRIES, INC. 04 02/06/18 INVOICE: P6000331524	957209 P 02/27/18 270-2	520975	MAINTENANCE-EQUIPMENT	232.79
02/06/18 P60C0231523	957209 P 02/27/18 270-3	520975	MAINTENANCE-EQUIPMENT	142.33
TOTALS	1,199.30 YTD INVOICED	1,199.30 YTD	PAID	375.12
DALL PRESSURE SYSTEMS, I 06 02/08/18 INVOICE: T167050	INC.: 957210 P 02/27/18 270	520975	MAINTENANCE-EQUIPMENT	73.92
	957210 P 02/27/18 270	520975	MAINTENANCE-BQUIPMENT	74.62
TOTALS	2,098.82 YID INVOICED	2,098.82 YTD	PAID	148,54
TLE WATERS NORTH AMERICA 08 02/06/18 INVOICE: 18B8100616302	957211 P 02/27/18 270	530100	OFFICE EXPENSES	39.89
VENDOR TOTALS	133.74 YTD INVOICED	133.74 YTD	PAID	39.89
FLOW, INC. 09 INVOICE: 92269800	957212 P 02/27/18 270	520975	MAINTENANCE-EQUIPMENT	762.17
TOTALS	762.17 YTD INVOICED	762.17 YTD	PAID	762.17
SUPPLY FACILITIES MAINT 10 02/07/18 INVOICE: 486454	LTD 957213 P 02/27/18 270	530106	OPERATING SUPPLIES - LAB	2,442.65

P 10 appdwarr	TO 12/31/2018		2,442.65	85,459.44
	TO FISCAL 2018/02 01/01/2018 TO 12/31/2018	GL ACCOUNT DESCRIPTION	YTD PAID	REPORT TOTALS
		CHECK NO T CHK DATE GL ACCOUNT	2,551.74 YTD PAID	
GWA Live PAID WARRANT REPORT		ENDOR NAME DOCUMENT INV DATE VOUCHER PO CHECK NO	2,551.74 YTD INVOICED	
02/27/2018 15:51 GWA maryr	WARRANT: 0218-2	VENDOR NAME DOCUMENT INV	VENDOR TOTALS	

AMOUNT 68,050.87 17,408.57

COUNT 23

TOTAL PRINTED CHECKS TOTAL WIRE TRANSFERS

** END OF REPORT = Generated by Mary Romanelli **

SECTION 5.3

CONTRACT APPROVAL – BIOSOLIDS HAULING - 3 YEAR AGREEMENT

MEMORANDUM

TO:

Executive Oversight Committee

FROM:

David Goodalis, Operations Superintendent

DATE:

March 2, 2018

RE:

Request for Authorization

Biosolids Hauling and Disposal Contract Award



During the month of January, GWA placed an advertisement for bid for a 3-year contract for the removal and disposal of municipal bio-solids from the main Glenbard plant. At the bid opening date on January 26, 2018 at 12:00pm, there were six (6) registered plan holders. At the bid opening GWA received four (4) bid packets. The results are as follows:

Company/contact info	Bid Basis Amount: 1st Year Dally Hauling \$ per Cubic Yard	Bid Basis Amount: 2nd Year Dally Hauling \$ per Cubic Yard	Bid Basis Amount: 3rd Year Daily Hauling \$ per Cubic Yard	Estimated Total 3 Year
Stewards Spreading	\$19.39	\$19.97	\$20.57	\$431,496.00
Synagro	\$19.00	\$19.00	\$19.00	\$410,400.00
Midwest Injection	\$32.75	N/A	N/A	Bidder did not fill out required addendum
Walter & Son Waste Hauling	NO BID	NO BID	NO BID	NO BID
Telum Customized Environmental Solutions	NO BID	NO BID	NO BID	NO BID
Dahm Enterprises	\$19.36	\$19.46	\$19.94	\$423,072.00
Prime Vendor	N/A	N/A	N/A	Company is a bid collective in that they provide a single source for vendors to secure bid packages

After review of all the required documents, Syango was the lowest responsive, responsible bidder with a hauling rate of \$19.00 per cubic yard for the entire three-year contract period. In CY2017, GWA had been paying \$19.46 per cubic yard, so we will realize a cost savings of \$0.46/cubic yard (approximately \$5,000/year). Syangro is a recognized company that has a satisfactory reputation, and hauls for other local municipalities as well. The total value of the contract dollar amount will be dependent on the amount of cubic yards of bio-solids produced per year, and is typically budgeted at \$170,000/year

GWA recommends the award of the three (3) year contract for Disposal of Municipal Bio-Solids to Synagro for the amount of \$19.00 per cubic yard for the three years.

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Executive Oversight Committee

FROM:

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DATE:

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RE:

Request for Authorization

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CONTRACT SPECIFICATIONS

ARTICLE ONE CONTRACTOR'S RESPONSIBILITIES

1.1 Contractor shall remove biosolids resulting from wastewater treatment at the Glenbard Wastewater Authority ("Owner") treatment facility located at 945 Bemis Road in Glen Ellyn, Illinois ("Biosolids") on the following basis throughout the time period of this contract:

<u>Digested Municipal Wastewater Biosolids - Class B:</u>

During the months of April through October, Biosolids is to be hauled Monday through Friday from the Owner's facility by the Contractor. The contractor shall provide five (5) thirty-one (31) cubic foot trailers onsite at all times during these months. Hauling shall normally take place on Monday, Wednesday and Friday, unless Owner contacts Contractor for additional hauling on Tuesdays and/or Thursdays, with hauling beginning no earlier than 7:00 a.m. Full trailers shall be removed by 4:00 p.m. Monday through Friday. Owner shall contact Contractor if pick-up time is not appropriate for the scheduled day. Additionally, the speed limit on Bemis Road is 25 mph, observation of this speed will be and is strictly enforced. The Owner reserves the right to refuse admittance to any driver(s) who repeatedly fail to comply with requests to reduce speed. Owner is to be billed based on a flat rate per cubic yard of Biosolids, and 28 cubic yards per truck. This dollar amount will be the determining basis of bid for this contract. Bulk hauling shall constitute a volume of 700 cubic yards or more.

During the months of November through March, Owner has an approved snow and ice permit, and can store Biosolids at the facility and contact Contractor when bulk hauling is required. As an alternate option, Owner will require a fixed cost to daily haul per cubic yard to a landfill or designated field if needed during the winter months as deemed necessary by Owner. Also as an alternate option, Owner will also require a fixed cost to daily haul per cubic yard to a designated field or landfill during the summer months that fields may not be available and the thirty (30) day stockpile rule would be exceeded for the hauler. These alternates will not be taken into consideration in determining the lowest cost proposal, and are only to be defined in a contract in the event those services are needed.

Weather permitting, the Contractor shall begin removal of Biosolids from Owner's facility within seven (7) calendar days after receiving notice from Owner for Bulk Hauling.

1.2 Contractor shall notify Owner a minimum of 48 hours prior to moving equipment onto the Owner's facility for bulk hauling events and shall provide twenty-four (24) hours notice if not able to provide trailers required for daily hauling due to circumstances outside reasonable control of the Contractor.

- 1.3 Contractor shall provide the necessary labor and equipment to safely and efficiently load and transport said Biosolids away from the Owner's facility. The Contractor shall bear all costs related to the removal and hauling of sludge.
- 1.4 Transportation of the Biosolids from the Owner's facility to the land application site or to the sanitary landfill is entirely the Contractor's responsibility. It shall be the Contractor's responsibility to contact any road authorities whose jurisdiction the roads fall under, obtain their requirements for hauling over their roads and permits, if required.
- 1.5 The Contractor shall maintain the interior of the hauling vehicle in such a manner as to prevent build-up Biosolids that would limit the amount of sludge being hauled. In addition, it is the Contractor's responsibility to monitor the load of each truck to insure loading within legal weight limits.
- 1.6 The Contractor shall receive Owner's Biosolids in all weather conditions, whenever the Biosolids are made available and shall be responsible for all problems related to proper handling and transportation. It shall be the full responsibility of the Contractor to make whatever adjustments, provisions, etc. as may be necessary to satisfy this contract. These adjustments shall include, but not be limited to provisions for inclement or freezing weather, additional trucks or storage sites.
- 1.7 Contractor shall provide the Owner with a duplicate copy of the load sheet which details the date of removal, the time the truck left the Owner's facility, the truck number, the driver's name, total number of cubic yards of Biosolids loaded, and the destination of the Biosolids. Contractor will follow Owner's requirements on chain of custody.
- 1.8 Contractor shall provide the necessary labor and equipment to properly apply the Biosolids to approved land application sites at agronomic rates in accordance with all applicable federal, state, and local rules and regulations. Applications of Biosolids shall conform to 40 CFR Part 503 Regulations, IEPA Regulations Part 391 and the Owner's Land Application Permit.
- 1.9 The Contractor shall be responsible for locating, receiving permission and obtaining any necessary permits to apply Biosolids to suitable farmland application sites. Application and storage sites shall meet the requirements for land application sites in accordance with applicable federal, state, and local regulations for the use and disposal of Biosolids.
- 1.10The Contractor shall use trailers with gaskets to prevent leakage of Biosolids onto roadways. The Contractor shall provide for the prompt clean up of any spill from Contractor or subcontractor's equipment, or shall reimburse Owner for any and all costs associated with the cleaning up of spills that are cleaned up by Owner.
- 1.11 In the event of a spill or regulatory problem involving Biosolids from the Owner, the Contractor shall promptly notify the Owner.

- 1.12 The Contractor shall be responsible for controlling odors at the off-site storage and disposal sites in accordance with state and local regulations.
- 1.13 The Contractor shall at all times enforce strict discipline and good order among his employees and permitted subcontractors and shall not employ for services any unfit person or anyone not skilled in the task assigned to him/her.
- 1.14 Contractor shall give all notices and comply with all laws, ordinances, rules, regulations, and lawful orders of any public authority bearing on performance of the work, and shall promptly notify the Owner if the specifications are at variance therewith.
- 1.15 Contractor shall be responsible to the Owner for the acts and omissions of his employees, permitted subcontractors, and their agents and employees, and other permitted persons performing any of the work under contract with the Contractor.
- 1.16 Contractor shall complete any required federal, and/or state waste disposal sheets as required by the USEPA or the IEPA relative to the beneficial use of the Biosolids. The Contractor shall maintain the records during the life of this agreement and shall provide the records to the Owner on a monthly basis.
- 1.17 Contractor shall be responsible for all required soil fertility analyses associated with the land application of the Owner's Biosolids including pH and necessary pH adjustments. Contractor shall supply Owner with copies of the analysis.
- 1.18 Contractor shall be responsible for all costs associated with any pH adjustment needed to the soil where Owner's Biosolids is to be applied.
- 1.19 Contractor shall allow Owner to inspect any and all proposed land application sites for application of Owner's Biosolids and allow Owner to monitor, photograph or videotape daily operations with respect to the application of the Owner's Biosolids.
- 1.20 Contractor shall be responsible for submitting required reports to IEPA and Owner on a monthly basis. Reports should include but not be limited to the following information: Dates and volumes of when Biosolids hauled, land applied and stored off site. Site information such as soil analysis, pH requirements, location, map, updated agronomic rates, cumulative loading and a signed user form for each site.
- 1.21 The Contractor shall have a minimum of five (5) years experience in hauling and land application of Biosolids and shall include at least three (3) references, preferably from other local municipalities.
- 1.22 Contractor shall supply Owner with a copy of the Illinois Commerce Commission Authority Permit allowing the Contractor to haul Biosolids.
- 1.23 The Contractor shall include copies of any Regulatory Agency citations,

violations, investigations, inquiries, etc. relating to the hauling, application, and/or follow-up procedures necessary for the agronomic application of Biosolids for the past five (5) years, to include final disposition of same.

ARTICLE TWO OWNER'S RESPONSIBILITIES

- 2.1 The Owner shall insure the Contractor and its employees, agents or independent contractors reasonable access to and from the wastewater treatment facilities as scheduled by Owner's operations personnel.
- 2.2 Owner shall provide Contractor with copies of all applicable permits or approvals obtained from regulatory agencies.
- 2.3 Owner shall maintain good quality stabilized, dewatered Biosolids that are acceptable for land application and meets minimum treatment criteria and pathogen reduction requirements for Class B Biosolids as defined by 40 CFR Part 503 regulations.
- 2.4 Owner shall be responsible for any and all analyses the Biosolids prior to removal. Owner shall be responsible for any additional testing that federal, state or local regulatory agencies may require.
- 2.5 By signing this Agreement, Owner certifies that none of the Biosolids provided to the Contractor shall constitute hazardous waste under federal, state or local laws. Owner further certifies that it will not combine or mix hazardous waste with the Biosolids that is to be provided under this Agreement.
- 2.6 It shall be the Owner's responsibility to provide dewatered Biosolids at approximately 18% dry solids to the Contractor.

ARTICLE THREE TERMS OF THE AGREEMENT

- 3.1 The work to be performed under this Agreement shall commence on May 1, 2018 and will end on April 30, 2021.
- 3.2 Owner may terminate this Agreement for convenience of Owner if it is determined that termination is in the Owner's best interest. Owner shall not be required to provide any reason for its desire to terminate. Any termination for cause that is ultimately held unjustified by a Court of competent jurisdiction shall be automatically deemed a termination for convenience of the Owner. Upon such termination, contract recovery, if any, shall be limited to the amounts of Biosolids removed, but not yet paid for. Where Contractor's services have been terminated for convenience of Owner, the termination shall not affect any rights or remedies Owner may have against the Contractor then existing or which may thereafter occur. Any

retention of payment of money due Contractor will not release Contractor from any other liability hereunder.

3.3 Termination by Owner having been explicitly contemplated by the parties hereto, notice of election to terminate shall take the following form:

NOTICE OF TERMINATION

This is to notify you that the Owner has elected to
cancel and terminate, and does hereby cancel and
terminate, effective,
20, the following written agreement entered into
with you, all in accordance with the provisions
thereof. Digested and Undigested Municipal Biosolids Removal,
Transportation and Disposal Agreement
between Glenbard Wastewater Authority (Owner) and
(Contractor)
Dated

- 3.4 Notice of termination shall be by service of the above by person, by mail or by fax from the Owner to the Contractor.
- 3.5 When Owner deems it necessary or desirable, any Notice of Termination may provide for immediate termination or may provide up to thirty (30) days notice of termination.
- 3.6 Notices served by certified mail are presumed to be received by the party to whom they are addressed four (4) days after mailing of said notice. Faxed correspondence will be considered received within one (1) hour.

ARTICLE FOUR METHOD OF PAYMENT PAYMENTS TO CONTRACTOR

- 4.1 Methods of Payment for Services of Contractor: For removal, transportation and disposal of Owner's Biosolids at the price(s) bid for each year of the three year agreement. Owner does not guarantee any minimum amount during the term of this Agreement. However, Owner estimates approximately 12,000 cubic yards of Biosolids of about 18% dry solids content per year (refer to Section II. for details).
- 4.2 Contractor shall submit statements to Owner based upon the total number of cubic yards of Biosolids removed according to the load sheets prepared at the time of removal. Contractor shall follow Owner's protocol for loads removed from the site. Owner shall make prompt payment in response to Contractor's statements, in the manner required by the Illinois Government Prompt Payment Act.
- 4.3 Other Provisions Concerning Payment:

- 4.3.1 If Owner fails to make any payment due Contractor for services and expenses within sixty (60) days after receipt of Contractor's bill therefor, Contractor may, after giving seven (7) days written notice to Owner, suspend services under this Agreement until Contractor has been paid in full all amounts due for services.
- 4.3.2 In the event of termination by Owner under paragraph 3.3, payments due Contractor for services rendered shall constitute total payment.
- 4.3.3 The Owner and Contractor shall agree beforehand on the volume of Biosolids which constitutes a full trailer or given volume for both daily and bulk hauling before commencing hauling, and use that figure for billing purposes.

ARTICLE FIVE INSURANCE PROVISIONS

- 5.1 Contractor shall procure and maintain throughout the term of this Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.
- 5.2 Minimum Scope of Insurance

Coverage shall be at least as broad as:

- 5.2.1 Insurance Services Office Commercial General Liability occurrence form CG 0001 (current ed.)/and/or Owners and Contractors Protective Liability policy with the Owner stated as named insured; and
- 5.2.2 Insurance Services Office form number CA 0001 (current ed.) covering Automobile Liability, code 1 "any auto" and endorsement CA 0019 (current ed.) changes in Business Auto and Truckers coverage forms Insured Contract; and
- 5.2.3 Workers' Compensation as required by the Labor Code of the State of Illinois and Employers' Liability Insurance.
- 5.3 Contractor shall maintain throughout the term of this Agreement, insurance with conditions as shown below:
 - 5.3.1 Commercial General Liability and Property Damage Insurance. This insurance shall protect the Contractor from claims of bodily injury and property damage which may arise because of the nature of the work from operations under this Agreement in the amount of One Million Dollars (\$1,000,000.00) for bodily injury each occurrence, One Million Dollars (\$1,000,000.00) for property damage each occurrence and Two Million (\$2,000,000.00) Dollars aggregate period.
 - 5.3.2 Comprehensive Automobile Liability Insurance. This insurance shall

cover owned, hired and other non-owned automobiles and shall protect the Contractor from claims for bodily injury or property damage which may arise from the use of motor vehicles engaged in various operation under this Agreement. The automobile insurance shall provide for a minimum combined single limit of One Million Dollars (\$1,000,000.00).

- 5.3.3 Worker's Compensation and Employer's Liability Insurance. Worker's Compensation insurance shall protect all persons employed by the Contractor in carrying out the work under this Agreement in limits as required by the Labor Code of the State of Illinois, and Employer's Liability Insurance shall protect all persons employed by the Contractor in carrying out the work contemplated by the Agreement in an amount of at least One Million Dollars (\$1,000,000.00).
- 5.3.4 Excess Liability Insurance: At the Contractor's option, primary limits may be less than required above with an excess liability (umbrella) policy providing the additional limits needed. This form of insurance will be acceptable provided it, combined with primary policies, provides the insurance coverages herein required and that the excess liability minimum amounts equal or exceed Two Million Dollars (\$2,000,000.00) per occurrence and Ten Million Dollars (\$10,000,000.00) in the aggregate.
- 5.3.5 Environmental Liability Insurance required in the amount of One Million Dollars (\$1,000,000).

5.4 <u>Deductibles and Self-Insured Retentions</u>

Any deductibles or self-insured retentions must be declared to and approved by the Owner. At the option of the Owner, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the Owner, its officials and employees; or the Contractor shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses of Owner.

5.5 Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

- 5.5.1 General Liability and Automobile Liability Coverages
 - a. The Owner, its officials, employees and agents are to be covered as insureds as respects: liability arising out of activities performed by oron behalf of the Contractor; products and completed operations of the Contractor; premises owned, leased or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the Owner, its officials, employees or agents.
- b. The Contractor's insurance coverage shall be primary as respects the Owner, its officials, employees and agents. Any insurance or self-insurance maintained by the

- Owner, its officials, employees or agents shall be excess of Contractor's insurance and shall not contribute to it.
- c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Owner, its officials, employees, or agents.
- d. Coverage shall state that Contactor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- 5.5.2 Worker's Compensation and Employers' Liability Coverages: The insurer shall agree to waive all rights of subrogation against the Owner, its officials, employees or agents for losses arising from work performed by Contractor for the Owner.
- 5.5.3 Each insurance policy required by this clause shall be endorsed to state coverage shall not be suspended, voided, canceled, reduced in coverage or in limts except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the Owner.
- 5.6 Insurance is to be placed with insurers with a Best's rating of no less than B+.
- 5.7 Contractor shall furnish the Owner with certificates of insurance naming Glenbard Wastewater Authority as additional insureds with original endorsements affecting coverage required by this clause as required by Owner. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The Owner reserves the right to request full certified copies of the insurance policies. This Certificate of Insurance shall be delivered to Owner prior to the start of Contractor's work.
- 5.8 Contractor shall include all subcontractors as insured under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.
- 5.9 Nothwithstanding the foregoing insurance requirements, to the fullest extent permitted by law the Contractor shall indemnify and hold harmless the Owner, its agents, and employees from and against all claims, damages, losses and expenses including but not limited to attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury, sickness, disease or death, or to injury to, loss of or destruction of tangible property, including the Biosolids disposed of pursuant to this Agreement, and including the loss of use resulting therefrom, and (2) is caused in whole or in part by any intentional, willful or negligent act or omission of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligations shall not be construed to negate, abridge, or otherwise reduce any other obligation of indemnity which otherwise would exist as to any party or person described in this paragraph. In any and all claims against the Owner or any other agents or employees by any employee of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be

liable, the indemnification obligation under this paragraph shall not be limited in any way by any limitation on the amount or type of damage, compensation or benefits payable by or for the Contractor or any subcontractor under Worker's or Workmen's Compensation Acts, Disability Benefit Acts or other Employee Benefit Acts.

ARTICLE SIX MISCELLANEOUS PROVISIONS

- 6.1 This Agreement shall be governed by the laws of the State of Illinois; venue shall be in DuPage County.
- 6.2 The Contractor may not assign any of its obligations under this contract and any subcontractors or agent which Contractor wishes to utilize must be approved in writing by the Owner.

ARTICLE SEVEN PROTECTION OF PERSONS AND PROPERTY

7.1 The Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the removal, transportation and land application of the Biosolids. The Contractor shall take all reasonable precautions for the safety of, and shall provide all reasonable protection to prevent damage, injury or loss of (1) his employees and Owner's employees or other persons who may be affected thereby, (2) all of his materials and equipment incorporated therein (3) other property at the site or adjacent thereto; he shall give all notices and comply with all applicable laws, ordinances, rules, regulations and orders of any public authority on the safety of the persons and property and their protection from damage, injury or loss. Contractor shall promptly remedy all damage or loss to any property caused in whole or in part by the Contractor, any subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable including any person indemnified herein. The foregoing obligations of the Contractor are in addition to his obligations under Article Five above.

ARTICLE EIGHT TERMINATION OF THE CONTRACT

8.1 If the Contractor defaults or persistently fails or neglects to remove Owner's Biosolids in accordance with the contract documents or fails to perform any provision of the contract, the Owner, after written notice to the Contractor and without prejudice to any other remedy he may have, and without a thirty (30) day notice, may terminate this Agreement

This Agreement entered into as of the day and year first written above.

OWNER:	GLENBARD WASTEWATER AUTI Glen Ellyn, Illinois	HORITY
	Chairperson Executive Oversight Committee	Date
CONTRAC	ГОR;	
	(Authorized Representative)	Date:

SECTION 5.4

APPROVAL OF DIGESTER CLEANING DISPOSAL OF MUNICIPAL SLUDGE CONTRACT

MEMORANDUM

TO:

Executive Oversight Committee

FROM:

David Goodalis, Operations Superintendent

DATE:

March 2, 2018

RE:

Request for Authorization

Digester Cleaning and Disposal of Municipal Biosolids



During the month of February, GWA placed an advertisement for bid Digester Cleaning and Disposal of Municipal Biosolids at the main Glenbard plant. This contract will consist of removing remaining contents of digester number two and cleaning the digester. Due to the potential of odors being created due to the work, the Authority has provided for a \$5,000 incentive if the work is to be completed prior to March 26, 2018. Also, the Authority has the right to stop the work and terminate the contract if the work is not completed by April 6, 2018.

At the bid opening date on February 23, 2018 at 12:00pm, there were eleven registered plan holders. At the bid opening GWA received four (4) bid packets. The results are as follows:

2018 Digeser Cleaning and Disposal of Municipal Sludge								
Bid Opening: February 23, 2018 12:00pm								
	Glenbard W	astewater Authority, 945 Bemis Road, Glen El	lyn, IL 60137					
Company/contact info	Per Gallon Hauling Rate (\$/gallon)	Estimated Hauling (Based on 200,000 Gal)	Labor Rate for Removal of Material (\$/hour)	Total Estimated Cost				
Stewards Spreading	\$0.100	\$20,000.00	\$699.00	\$53,552.00				
Synagro	\$0.399	\$79,800.00	\$1,958.33	\$170,699.67				
Dahm Enterprises	\$0.490	\$98,000.00	\$398.50	Not Able To Estimate				
Telum	\$0.0623	\$12,460.00	\$299.00	\$75,250.00				
Midwest Injection	No Bid	No Bid	No Bid	No Bid				
Merrell Bros.	No Bid	No Bid	No Bid	No Bid				
Ace Pipe Cleaning	No Bid	No Bid	No Bid	No Bid				

After review of all the required documents, Stewarts Spreading was the lowest responsive, responsible bidder with bid amount of a hauling rate of \$0.10 per gallon of liquid sludge and \$699.00 per hour of labor (with an estimated 48 hours of work), for a total estimated cost of \$53,552.00. Stewart Spreading is a recognized company that has a satisfactory reputation and has worked for the Authority in the past. The total value of the contract dollar amount will be dependent on the number of gallons that are hauled and actual quantity of labor hours.

GWA recommends the award of Digester Cleaning and Disposal of Municipal Sludge to Stewarts Spreading with a hauling rate of \$0.10 gallon of liquid sludge and \$699.00 per hour of labor. GWA also requests approval to award a \$5,000 stipend if the project is completed prior to March 26, 2018. This contract was budgeted at \$65,000 in the CY2018 Approved Budget, Fund 40-580150 Plant Equipment Rehabilitation.

SECTION I. CONTRACT SPECIFICATIONS

ARTICLE ONE CONTRACTOR'S RESPONSIBILITIES

- 1.1 Contractor shall remove remnant biosolids, liquid, grit, and debris (BLGD) resulting from wastewater treatment at the Glenbard Wastewater Authority ("Owner") treatment facility located at 945 Bemis Road in Glen Ellyn, Illinois ("Biosolids") on the following basis throughout the time period of this contract:
- 1.2 Contractor shall be responsible for removal of an estimated 200,000 gallons of BLGD, grit, grease and debris from Owners No.2 anaerobic digester.
- 1.3 Contractor shall notify Owner a minimum of 48 hours prior to moving equipment onto the Owner's facility for cleaning or hauling.
- 1.4 The speed limit on Bemis Road is 25 mph, observation of this speed will be and is strictly enforced. The Owner reserves the right to refuse admittance to any driver(s) who repeatedly fail to comply with requests to reduce speed.
- 1.5 Contractor shall provide the necessary labor and equipment to safely and efficiently load and transport said materials away from the Owner's facility. The Contractor shall bear all costs related to the removal and hauling of the materials.
- 1.6 Transportation of BLGD and collateral material from the Owner's facility to a land application site or to a sanitary landfill is entirely the Contractor's responsibility. It shall be the Contractor's responsibility to contact any road authorities whose jurisdiction the roads fall under and obtain their requirements for hauling over their roads and permits, if required.
- 1.7 The Contractor shall maintain the interior of hauling vehicles in such a manner as to prevent limiting the amount of material being hauled. In addition, it is the Contractor's responsibility to monitor the load of each truck to insure loading within legal weight limits.
- 1.8 The Contractor shall receive content of Owner's No. 2 digester in all weather conditions, and shall be responsible for all problems related to proper handling and transportation. It shall be the full responsibility of the Contractor to make whatever adjustments.

provisions, etc. as may be necessary to satisfy this contract. These adjustments shall include, but not be limited to provisions for inclement or freezing weather, additional trucks or storage sites.

- 1.9 Contractor shall provide the Owner with a duplicate copy of the load sheet which details the date of removal, the time the truck left the Owner's facility, the truck number, the driver's name, total number of gallons loaded, and the destination of the material. Contractor will follow Owner's requirements on chain of custody.
- 1.10 If material is to be land applied, Contractor shall provide the necessary labor and equipment to properly apply the BLGD to approved land application sites at agronomic rates in accordance with all applicable federal, state, and local rules and regulations. Applications of BLGD shall conform to 40 CFR Part 503 Regulations, IEPA Regulations Part 391 and the Owner's Land Application Permit.
- 1.11 The Contractor shall be responsible for locating, receiving permission and obtaining any necessary permits to apply BLGD to suitable landfill sites. Application and storage sites shall meet the requirements for land application sites in accordance with applicable federal, state, and local regulations for the use and disposal of Biosolids.
- 1.12 The Contractor shall use tankers with gaskets to prevent leakage of material onto roadways. The Contractor shall provide for the prompt cleanup of any spill from Contractor or subcontractor's equipment, or shall reimburse Owner for any and all costs associated with the cleaning up of spills that are cleaned up by Owner.
- 1.13 In the event of a spill or regulatory problem involving materials from the Owner, the Contractor shall promptly notify the Owner.
- 1.14 The Contractor shall be responsible for controlling odors at the off-site storage and disposal sites in accordance with state and local regulations.
- 1.15 The Contractor shall at all times enforce strict discipline and good order among his employees and permitted subcontractors and shall not employ for services any unfit person or anyone not skilled in the task assigned to him/her.
- 1.16 Contractor shall give all notices and comply with all laws, ordinances, rules, regulations, and lawful orders of any public authority bearing on performance of the work, and shall promptly notify the Owner if the specifications are at variance therewith.

- 1.17 Contractor shall be responsible to the Owner for the acts and omissions of his employees, permitted subcontractors, and their agents and employees, and other permitted persons performing any of the work under contract with the Contractor.
- 1.18 Contractor shall complete any required federal, and/or state waste disposal sheets as required by the USEPA or the IEPA relative to the beneficial use of the BLGD. The Contractor shall maintain the records for five (5) years after completion of the work required by this Agreement and shall provide the records to the Owner upon the request of Owner's Executive Director.
- 1.19 Contractor shall be responsible for all required fertility analyses associated with the land application of the Owner's BLGD, including pH and necessary pH adjustments. Contractor shall supply Owner with copies of the analysis.
- 1.20 Contractor shall be responsible for all pumps, equipment and hoses needed for the cleaning.
- 1.21 Contractor shall be responsible for all mobilization of personnel and equipment needed for the cleaning.
- 1.22 Contractor shall be responsible for submitting required reports to IEPA and Owner. Reports should include but not be limited to the following information: Dates and volumes of when BLGD hauled, land applied and stored off site. Site information such as location, map, and a signed user form for each site.
- 1.23 The Contractor shall have a minimum of five (5) years' experience in hauling and land application of BLGD and shall include at least three (3) references, preferably from other local municipalities.
- 1.24 Contractor shall supply Owner with a copy of the Illinois Commerce Commission Authority Permit allowing the Contractor to haul BLGD.
- 1.25 The Contractor shall include copies of any regulatory agency citations, violations, investigations, inquiries, etc. relating to the hauling, application, and/or follow-up procedures necessary for the land fill application of BLGD for the past five (5) years, to include final disposition of same.
- 1.26 The contractor will provide certificates of confined space entry of personnel, and provide <u>all</u> safety Equipment for confined space entries.

ARTICLE TWO OWNER'S RESPONSIBILITIES

- 2.1 The Owner shall insure the Contractor and its employees, agents or independent contractors reasonable access to and from the wastewater treatment facilities as scheduled by Owner's operations personnel.
- 2.2 Owner shall provide Contractor with copies of all applicable permits or approvals obtained from regulatory agencies.
- Owner shall be responsible for any and all required analyses BLGD prior to removal. Owner shall be responsible for any additional testing that federal, state or local regulatory agencies may require.
- 2.4 By signing this Agreement, Owner certifies that none of the materials provided to the Contractor shall constitute hazardous waste under federal, state or local laws. Owner further certifies that it will not combine or mix hazardous waste with the BLGD provided under this Agreement.

ARTICLE THREE TERMS OF THE AGREEMENT

- 3.1 The work to be performed under this Agreement shall commence after March 26, 2018 and will end by April 9, 2018.
- 3.2 A \$5,000 incentive will be offered to the contractor if the work is completed prior to March 26, 2018.
- 3.3 Owner may terminate this Agreement for convenience of Owner if it is determined that termination is in the Owner's best interest. Owner shall not be required to provide any reason for its desire to terminate. Any termination for cause that is ultimately held unjustified by a Court of competent jurisdiction shall be automatically deemed a termination for convenience of the Owner. Upon such termination, contract recovery, if any, shall be limited to the amounts of BLGD removed, but not yet paid for. Where Contractor's services have been terminated for convenience of Owner, the termination shall not affect any rights or remedies Owner may have against the Contractor then existing or which may thereafter occur. Any retention of payment of money due Contractor will not release Contractor from any other liability hereunder.
- 3.4 Termination by Owner having been explicitly contemplated by the parties hereto, notice of election to terminate shall take the following form:

NOTICE OF TERMINATION

This is to notify you that the Owner has elected to cancel and terminate, and does hereby cancel and

terminate, effective,
20, the following written agreement entered into
with you, all in accordance with the provisions
thereof:
Cleaning and Disposal of Municianl Sludge Agreement
between Glenbard Wastewater Authority (Owner) and
(Contractor)
Dated

- 3.5 Notice of termination shall be by service of the above by person, by mail or by fax from the Owner to the Contractor.
- 3.6 When Owner deems it necessary or desirable, any Notice of Termination may provide for immediate termination.
- 3.7 The work <u>must</u> be completed by April 9, 2018, otherwise the contract may be terminated by the Owner, at the Owners discretion. Termination shall follow the same procedures as described in sections 3.3 3.6.
- 3.8 Notices served by certified mail are presumed to be received by the party to whom they are addressed four (4) days after mailing of said notice. Faxed correspondence will be considered received within one (1) hour.

ARTICLE FOUR METHOD OF PAYMENT PAYMENTS TO CONTRACTOR

- 4.1 Methods of Payment for Services of Contractor: For removal, transportation and disposal of Owner's Biosolids at the price(s) bid. Owner does not guarantee any minimum or maximum amount during the term of this Agreement. However, Owner estimates approximately 200,000 gallons of material.
- 4.2 Contractor shall submit statements to Owner based upon the total gallons of materials removed according to the load sheets prepared at the time of removal. Contractor shall follow Owner's protocol for loads removed from the site. Owner shall make prompt payment in response to Contractor's statements, in the manner required by the Illinois Government Prompt Payment Act.

Other Provisions Concerning Payment:

- 4.3.1 If Owner fails to make any payment due Contractor for services and expenses within sixty (60) days after receipt of Contractor's bill therefor, Contractor may, after giving seven (7) days written notice to Owner, suspend services under this Agreement until Contractor has been paid in full all amounts due for services.
- 4.3.2 In the event of termination by Owner under paragraph 3.3, payments due Contractor for services rendered shall constitute total payment.

4.3.3 The Owner and Contractor shall agree beforehand on the gallons of Biosolids which constitutes a full trailer or given volume for both daily and bulk hauling before commencing hauling, and use that figure for billing purposes.

ARTICLE FIVE INSURANCE PROVISIONS

- 5.1 Contractor shall procure and maintain throughout the term of this Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, employees or subcontractors.
- 5.2 Minimum Scope of Insurance

Coverage shall be at least as broad as:

- 5.2.1 Insurance Services Office Commercial General Liability occurrence form CG 0001 (current ed.)/and/or Owners and Contractors Protective Liability policy with the Owner stated as named insured; and
- 5.2.2 Insurance Services Office form number CA 0001 (current ed.) covering Automobile Liability, code 1 "any auto" and endorsement CA 0019 (current ed.) changes in Business Auto and Truckers coverage forms Insured Contract; and
- 5.2.3 Workers' Compensation as required by the Labor Code of the State of Illinois and Employers' Liability Insurance.
- 5.3 Contractor shall maintain throughout the term of this Agreement, insurance with conditions as shown below:
 - 5.3.1 Commercial General Liability and Property Damage Insurance. This insurance shall protect the Contractor from claims of bodily injury and property damage which may arise because of the nature of the work from operations under this Agreement in the amount of One Million Dollars (\$1,000,000.00) for bodily injury each occurrence, One Million Dollars (\$1,000,000.00) for property damage each occurrence and Two Million (\$2,000,000.00) Dollars aggregate period.
 - 5.3.2 Comprehensive Automobile Liability Insurance. This insurance shall cover owned, hired and other non-owned automobiles and shall protect the Contractor from claims for bodily injury or property damage which may arise from the use of motor vehicles engaged in various operation under this Agreement. The automobile insurance shall provide for a minimum combined single limit of One Million Dollars (\$1,000,000.00).
 - 5.3.3 Worker's Compensation and Employer's Liability Insurance. Worker's Compensation insurance shall protect all persons employed by the Contractor in carrying out the work under this Agreement in limits as required by the Labor

Code of the State of Illinois, and Employer's Liability Insurance shall protect all persons employed by the Contractor in carrying out the work contemplated by the Agreement in an amount of at least One Million Dollars (\$1,000,000.00).

- 5.3.4 Excess Liability Insurance: At the Contractor's option, primary limits may be less than required above with an excess liability (umbrella) policy providing the additional limits needed. This form of insurance will be acceptable provided it, combined with primary policies, provides the insurance coverages herein required and that the excess liability minimum amounts equal or exceed Two Million Dollars (\$2,000,000,000) per occurrence and Ten Million Dollars (\$10,000,000.00) in the aggregate.
- 5.3.5 Environmental Liability Insurance required in the amount of One Million Dollars (\$1,000,000).

5.4 <u>Deductibles and Self-Insured Retentions</u>

Any deductibles or self-insured retentions must be declared to and approved by the Owner. At the option of the Owner, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the Owner, its officials and employees; or the Contractor shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses of Owner.

5.5 Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

- 5.5.1 General Liability and Automobile Liability Coverages
 - a. The Owner, its officials, employees and agents are to be covered as insureds as respects: liability arising out of activities performed by oron behalf of the Contractor; products and completed operations of the Contractor; premises owned, leased or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the Owner, its officials, employees or agents.
 - b. The Contractor's insurance coverage shall be primary as respects the Owner, its officials, employees and agents. Any insurance or self-insurance maintained by the Owner, its officials, employees or agents shall be excess of Contractor's insurance and shall not contribute to it.
 - c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Owner, its officials, employees, or agents.
 - d. Coverage shall state that Contactor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

- 5.5.2 Worker's Compensation and Employers' Liability Coverages: The insurer shall agree to waive all rights of subrogation against the Owner, its officials, employees or agents for losses arising from work performed by Contractor for the Owner.
- 5.5.3 Each insurance policy required by this clause shall be endorsed to state coverage shall not be suspended, voided, canceled, reduced in coverage or in limts except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the Owner.
- 5.6 Insurance is to be placed with insurers with a Best's rating of no less than B+.
- 5.7 Contractor shall furnish the Owner with certificates of insurance naming Glenbard Wastewater Authority as additional insureds with original endorsements affecting coverage required by this clause as required by Owner. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The Owner reserves the right to request full certified copies of the insurance policies. This Certificate of Insurance shall be delivered to Owner prior to the start of Contractor's work.
- 5.7 Contractor shall include all subcontractors as insured under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.
- 5.8 Nothwithstanding the foregoing insurance requirements, to the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Owner, its agents, and employees from and against all claims, damages, losses and expenses including but not limited to attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury, sickness, disease or death, or to injury to, loss of or destruction of tangible property, including the Biosolids disposed of pursuant to this Agreement, and including the loss of use resulting therefrom, and (2) is caused in whole or in part by any intentional, willful or negligent act or omission of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligations shall not be construed to negate, abridge, or otherwise reduce any other obligation of indemnity which otherwise would exist as to any party or person described in this paragraph. In any and all claims against the Owner or any other agents or employees by any employee of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation under this paragraph shall not be limited in any way by any limitation on the amount or type of damage, compensation or benefits payable by or for the Contractor or any subcontractor under Worker's or Workmen's Compensation Acts, Disability Benefit Acts or other Employee Benefit Acts.

ARTICLE SIX
MISCELLANEOUS PROVISIONS

- 6.1 This Agreement shall be governed by the laws of the State of Illinois; venue shall be in DuPage County.
- 6.2 The Contractor may not assign any of its obligations under this contract and any subcontractors or agent which Contractor wishes to utilize must be approved in writing by the Owner.

ARTICLE SEVEN PROTECTION OF PERSONS AND PROPERTY

The Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the removal, transportation and programs in connection with the removal, transportation, disposal, and land application of the BLGD. The Contractor shall take all reasonable precautions for the safety of, and shall provide all reasonable protection to prevent damage, injury or loss of (1) his employees and Owner's employees or other persons who may be affected thereby, (2) all of his materials and equipment incorporated therein (3) other property at the site or adjacent thereto; he shall give all notices and comply with all applicable laws, ordinances, rules, regulations and orders of any public authority on the safety of the persons and property and their protection from damage, injury or loss. Contractor shall promptly remedy all damage or loss to any property caused in whole or in part by the Contractor, any subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable including any person indemnified herein. The foregoing obligations of the Contractor are in addition to his obligations under Article Five above.

ARTICLE EIGHT TERMINATION OF THE CONTRACT

8.1 If the Contractor defaults or persistently fails or neglects to remove Owner's BLGD in accordance with the contract documents or fails to perform any provision of the contract, the Owner, after written notice to the Contractor and without prejudice to any other remedy he may have, and without a thirty (30) day notice, may terminate this Agreement

This Agreement entered into as of the day and year first written above.

OWNER: GLENBARD WASTEWATER AUTHORITY
Glen Ellyn, Illinois

Chairperson
Executive Oversight Committee

		-
(Authorized Representative)	Date:	

ARTICLE NINE

CONTRACTOR'S BID

DIGESTER CLEANING

AND

DISPOSAL OF MUNCIPAL SLUDGE



To: Glenbard Wastewater Authority

Bid of Stewart Spreading, INC. (an INDIVIDUAL), (a PARTNERSHIP), (a CORPORATION), (a LIMITED LIABILITY COMPANY) duly organized under the laws of the State of Illinois.

The undersigned having read and considered the terms and conditions of the Contract Documents for the Digester Cleaning and Disposal of Municipal Sludge for the Glenbard Wastewater Authority, and being familiar with local conditions affecting the cost of work, does hereby offer to furnish all labor, equipment, materials, tools, insurance, bonds, supervision, and all other items necessary to provide the service as specified: Removal, Transportation and Disposal of Glenbard Wastewater Authority's BLGD from Digester No. 2. Basis of Bid will be determined by Daily Hauling Rate and labor rate as a total cost.

1. Per Gallon Hauling Rate (Approximately 200,000 gallons)

\$0.10 per gallon

2. Labor Rate for Removal of Material \$699.00 per hour

ESTIMATED TOTAL AMOUNT OF CONTRACT

<u>Fifty-Three Thousand, Five Hundred, Fifty-Two Dollars</u> (amount written in words)

\$53,552.00 (amount written in figures)

By: Halmagy Authorized Representative	February 22, 2018 Date	
Address:	Stewart Spreading, INC.	
	3870 N. Route 71	
	Sheridan, Illinois 60551	

SECTION 5.5

APPROVAL OF PAYMENT TO FOREST PRESERVE DISTRICT OF DUPAGE COUNTY

MEMORANDUM

TO: Executive Oversight Committee

FROM: Matt Streicher, P.E. BCEE, Executive Director

DATE: March 2, 2018

RE: Request to Reimburse Village of Lombard for Surveying for

Forest Preserve of DuPage County Land Swap



In April 2016, the Village of Lombard was notified that an easement agreement for property adjacent to the Combined Sewer Overflow (CSO) facility with the DuPage County Forest Preserve District had expired. The property was subject to an easement agreement dating back to 1966 for the property just south of the Combined Sewer Overflow facility on Hill Avenue. The Village of Lombard obtained use of the property for the treatment of sanitary sewerage via a 50-year easement agreement.

Village of Lombard staff has been actively working with the DuPage County Forest Preserve District that would allow for continued use of the District's property for the Combined Sewer Overflow plant. The property is used for storage following treatment at the CSO facility and is 9.5 acres in size. The Village of Lombard and District have agreed to the continued use of the property via a ninety-nine (99) year non-exclusive easement. Per District policy, the Village of Lombard is responsible for paying fair market for the acreage, which is valued at \$15,000 per acre. The total cost for the easement is \$142,500 and will be paid for by the Glenbard Wastewater Authority. The Easement Agreement will be adopted by the Village of Lombard Board by a Resolution authorizing the Village of Lombard President and Village of Lombard Clerk to execute the agreement.

Authority Staff recommends that the EOC approve payment to the Forest Preserve District of DuPage County for the amount of \$142,500. This amount will be taken out of the designated amount in CY2018 Approved Budget, Fund 40 Capital, for the purposes of Property Acquisition.

VILLAGE OF LOMBARD REQUEST FOR BOARD OF TRUSTEES ACTION For Inclusion on Board Agenda

<u>X</u>	Resolution or Ordinance (Blue) Waiver of First Requested Recommendations of Boards, Commissions & Committees (Green) Other Business (Pink)
TO:	PRESIDENT AND BOARD OF TRUSTEES
FROM:	Scott Niehaus, Village Manager
DATE:	February 5, 2018 BOT DATE: February 15, 2018
TITLE:	A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT AND VILLAGE CLERK TO EXECUTE AN EASEMENT AGREEMENT
SUBMITTED BY:	Carl Goldsmith, Director of Public Works
BACKGROUND/PC	DLICY IMPLICATIONS:
property owned by th	orizes the execution of a ninety-nine (99) year easement for the use of the Forest Preserve District of DuPage County to be used in conjunction with Blenbard Wastewater Authority sanitary treatment facility.
FISCAL IMPACT/F	UNDING SOURCE
Review (as necessary) :
Village Attorney X	Date
	Date
Village Manager X	Date



February 2, 2018

TO: Village President and Board of Trustees

THROUGH: Scott Niehaus, Village Manager

FROM: Carl Goldsmith, Director of Public Works

SUBJECT: Easement Agreement between the Village of Lombard and the Forest

Preserve District of DuPage County

Background

In April 2016, the Village of Lombard was notified that an easement agreement for property adjacent to the Combined Sewer Overflow (CSO) facility with the DuPage County Forest Preserve District had expired. The property was subject to an easement agreement dating back to 1966 for the property just south of the Combined Sewer Overflow facility on Hill Avenue. The Village obtained use of the property for the treatment of sanitary sewerage via a 50 year easement agreement.

Village staff has been actively working with the DuPage County Forest Preserve District that would allow for continued use of the District's property for the Combined Sewer Overflow plant. The property is used for storage following treatment at the CSO facility and is 9.5 acres in size. The Village and District have agreed to the continued use of the property via a ninety-nine (99) year non-exclusive easement. Per District policy, the Village is responsible for paying fair-market for the acreage, which is valued at \$15,000 per acre. The total cost for the easement is \$142,500 and will be paid for by the Glenbard Wastewater Authority. The Easement Agreement will be adopted by the Village Board by a Resolution authorizing the Village President and Village Clerk to execute the agreement.

Recommendation

Staff recommends that the Village President and Board of Trustees approve A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT AND VILLAGE CLERK TO EXECUTE AN EASEMENT AGREEMENT

RESOLUTION R

A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT AND VILLAGE CLERK TO EXECUTE AN EASEMENT AGREEMENT

WHEREAS, the Corporate Authorities of the Village of Lombard prepared a document regarding the granting of an easement for the use of property in conjunction with the operation of a wastewater treatment facility as attached hereto, marked Exhibit "A" and made part hereof (the "Agreement"); and

WHEREAS, the Corporate Authorities deem it to be in the best interests of the Village of Lombard to approve said Agreement;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LOMBARD, DU PAGE COUNTY, ILLINOIS as follows:

SECTION 1: That the Agreement attached hereto as Exhibit "A" is hereby approved.

SECTION 2: That the Village President and the Village Clerk be and hereby are authorized and directed to execute the Agreement attached hereto as Exhibit "A", as well as any and all other documents necessary to carry out the provisions of said Agreement.

Adopted thisfollows:	_ day of	, 2018, pursuant to a roll call vote as
Ayes:		
Nays:		
Absent:		
Approved by me this_		
ATTEST:		Giagnorio ge President
Sharon Kuderna Village Clerk		

Prepared by: Forest Preserve District of DuPage County Return to: Village of Lombard C/O Village Manager 255 E. Wilson Street Lombard, IL 60148

VACANT LAND West of I-355 and South of Crescent Boulevard in Lombard, Illinois P.I.N.: 05-12-404-026 & 05-12-404-027

> AN EASEMENT AGREEMENT FOR THE OPERATION AND MAINTENANCE OF A SANITARY TREATMENT FACILITY WITHIN THE EAST BRANCH RIVERWAY FOREST PRESERVE

THIS EASEMENT AGREEMENT (hereinafter referred to as the "Agreement") is made and entered into this _____ day of ______, 2018, by and between the Forest Preserve District of DuPage County, a body politic and corporate (hereinafter referred to as the "FOREST PRESERVE DISTRICT") and the Village of Lombard, a municipal corporation (hereinafter referred to as "LOMBARD"). The FOREST PRESERVE DISTRICT and LOMBARD are sometimes referred herein individually as a "Party" and collectively as the "Parties."

WITNESSETH:

WHEREAS, the FOREST PRESERVE DISTRICT owns a certain 9.5 +/- acre property within the East Branch Riverway Forest Preserve (hereinafter referred to as the "District Property"); and

WHEREAS, the FOREST PRESERVE DISTRICT granted an easement to LOMBARD on March 15, 1966 for the purpose of operating a sanitary treatment facility on a portion of the District Property, which easement has now expired; and

WHEREAS, the Village of Glen Ellyn and LOMBARD jointly established, and are members of, the Glenbard Wastewater Authority (hereinafter referred to as the "GWA"), which is charged with the responsibility of treating and processing wastewater for the Village of Glen Ellyn and LOMBARD and unincorporated portions of DuPage County; and

WHEREAS, the GWA operates a sanitary treatment facility on the District Property, and the GWA has determined that the sanitary treatment facility on the District Property is an integral part of the GWA's responsibilities in regard to treating and processing wastewater; and

WHEREAS, LOMBARD requests the granting of a new easement on the District Property for the operation and maintenance of the sanitary treatment facility; and

WHEREAS, the FOREST PRESERVE DISTRICT and LOMBARD are municipalities as defined in Section 1(c) of the Local Government Property Transfer Act, 50 ILCS 605/1(c) (hereinafter "Transfer Act"); and

WHEREAS, Section 2 of the Transfer Act authorizes transfers of real estate, or interests therein, between municipalities for any public purpose upon such terms as are agreed to by the corporate authorities of the respective municipalities; and

WHEREAS, in accordance with Section 2 of the Transfer Act, LOMBARD, pursuant to a duly passed ordinance, has determined that it is necessary to acquire an easement for a sanitary treatment facility over the entire District Property; and

WHEREAS, the FOREST PRESERVE DISTRICT has determined that it is reasonable, necessary and in the public interest and welfare to grant LOMBARD an easement for the sanitary treatment facility, subject to the terms and conditions set forth herein;

NOW, THEREFORE, in consideration of the foregoing preambles and the promises, terms and conditions set forth herein, the Parties agree as follows:

1.0 <u>INCORPORATION OF RECITALS</u>

1.1 The recitals set forth above are incorporated herein and made a part of this Agreement.

2.0 EASEMENT GRANTED

- 2.1 The FOREST PRESERVE DISTRICT hereby grants a non-exclusive easement to LOMBARD for the operation and maintenance of a sanitary treatment facility within that portion of East Branch Riverway Forest Preserve legally described on Exhibit "A" and depicted on Exhibit "B", both being attached hereto and incorporated herein (hereinafter referred to as the "Easement Premises") and on the terms and conditions as provided for in this Agreement. The easement granted herein shall expire ninety-nine (99) years from the date of execution of this Agreement.
- 2.2 LOMBARD shall notify the FOREST PRESERVE DISTRICT no less than six (6) months prior to any construction project within the Easement Premises in accordance with the notice provisions in Section 7.0 below. LOMBARD shall make any independent contractor accessing the Easement Premises aware of the terms and conditions of this Agreement.
- 2.3 The FOREST PRESERVE DISTRICT reserves the right to make any use of the Easement Premises, whether on, above or below its surface, for any lawful purpose, except that any structure or use shall not unreasonably interfere with the easement granted by this Agreement, the GWA's sanitary treatment facility on the Easement Premises, or the treatment and processing or wastewater by the GWA on the Easement Premises. In this regard, the FOREST PRESERVE DISTRICT shall notify the VILLAGE no less than six (6) months prior to any construction project within the Easement Premises, including, but not limited to, the construction of the FOREST PRESERVE DISTRICT'S proposed East Branch Bicycle Trail, in accordance with the notice provisions in Section 7.0 below.

3.0 FEES AND COSTS

- 3.1 LOMBARD shall pay the fees as provided for in this Agreement. The easement fee to be paid by LOMBARD to the FOREST PRESERVE DISTRICT for the granting of the easement shall be based upon the market value of the Easement Premises in accordance with the FOREST PRESERVE DISTRICT'S Easement and License Ordinance (No. 96-096). The fee for the easement is \$142,500.00, which is based on \$15,000 per acre (\$15,000 X 9.5 acres = \$142,500.00). The easement fee shall be paid to the FOREST PRESERVE DISTRICT prior to the execution of this Agreement by the FOREST PRESERVE DISTRICT.
- 3.2 LOMBARD acknowledges that this Agreement is contingent upon the FOREST PRESERVE DISTRICT receiving the fees outlined above.

4.0 RESTORATION

4.1 If LOMBARD damages the natural areas within the Easement Premises, LOMBARD shall restore all damaged areas according to the FOREST PRESERVE DISTRICT'S specifications. If LOMBARD fails to properly restore the Easement Premises within 30 days of service of the FOREST PRESERVE DISTRICT'S written demand for the restoration work, the FOREST PRESERVE DISTRICT shall have the right to take such action as it deems necessary to perform the restoration or corrective work, which shall include the authority to (a) perform the work with its own personnel and/or; (b) engage the services of an independent contractor to perform the work. LOMBARD shall reimburse the FOREST PRESERVE DISTRICT for costs associated with said restoration or corrective work within 30 days of service of the FOREST PRESERVE DISTRICT's written demand for payment.

5.0 <u>INDEMNIFICATION</u>

To the extent permitted by law, LOMBARD shall defend, save, and hold harmless the FOREST PRESERVE DISTRICT, its elected officials, officers, employees and agents from any and all claims, liabilities, causes of action, losses and damages that may at any time arise or be claimed by any person or entity as a result of bodily injury, sickness, death or property damage, or as a result of any other claim or suit of any nature whatsoever, allegedly arising out of or in any manner connected with the operation and maintenance of the sanitary treatment facility, when such bodily injury, sickness, death, property damage or other claim is allegedly caused by a negligent or intentional act or omission on the part of LOMBARD or its contractors, subcontractors, engineers, consultants, employees, or agents. In the event any person or entity obtains a judgment or settlement against the FOREST PRESERVE DISTRICT or any of its elected officials, officers, employees or agents, by reason of any negligent or intentional act or omission on the part of LOMBARD or its contractors, subcontractors, consultants, employees or agents, LOMBARD shall promptly, to the extent allowed by law, indemnify the FOREST PRESERVE DISTRICT or the elected official, officer, employee or agent, as the case may be, in the amount of said judgment or settlement and for all costs and

- expenses related thereto, including, without limitation, reasonable attorney and expert witness fees.
- 5.2 The obligation on the part of LOMBARD to defend, hold harmless and indemnify the FOREST PRESERVE DISTRICT shall survive the expiration or termination of this Agreement.
- 5.3 LOMBARD shall require each contractor who performs any work on the Easement Premises, to defend, hold harmless and indemnify the FOREST PRESERVE DISTRICT to the same extent as required of LOMBARD under Section 5.0, and LOMBARD shall include in all of its contracts a statement expressly declaring the FOREST PRESERVE DISTRICT to be a third-party beneficiary of the indemnification provision.
- LOMBARD shall promptly pay all costs and expenses relating to any and all work within the Easement Premises and shall not allow any liens on FOREST PRESERVE DISTRICT property as a result of the work. To the extent permitted by law, LOMBARD shall defend, indemnify and hold the FOREST PRESERVE DISTRICT harmless from any and all liens, costs and expenses arising from any work performed on the Easement Premises or related to the operation and maintenance of the sanitary treatment facility.
- Nothing contained in this Agreement is intended to be, nor shall operate as, a wavier by LOMBARD of the rights, defenses and immunities afforded under the Local Governmental and Governmental Employees Tort Immunity Act.

6.0 BREACH OF AGREEMENT

- occurring, the Party shall serve written notice thereof upon the Party committing or permitting such breach to occur, specifying in detail the breach and the facts supporting such claim. The Party alleged to have committed the breach shall have 30 days within which to cure the violation. If the Party in violation is LOMBARD, and LOMBARD fails to cure the breach within the 30-day period, the FOREST PRESERVE DISTRICT may pursue monetary damages or specific performance provided that the 30-day cure period shall be extended for a reasonable time if LOMBARD has undertaken to cure the breach within the 30-day period and continues to diligently and in good faith to complete the corrective action. Given the importance of the sanitary treatment facility to the public, remedies available to the FOREST PRESERVE DISTRICT do not and shall not include termination of this Agreement.
- 6.2 Action by either Party to enforce this Agreement shall be without prejudice to the exercise of any other rights provided herein or by law or in equity to remedy a breach of this Agreement, subject to the terms of the preceding Subsection 6.1.
- 6.3 A waiver by either Party of any breach of one or more of the terms of this Agreement on the part of the other Party shall not constitute a waiver of any subsequent or other breach of the same or other term, nor shall the failure on the part of a Party to require exact, full and complete compliance with any of the terms contained herein be construed as changing the terms of this Agreement or estopping a Party from enforcing full compliance with the provisions set forth herein. No delay, failure or omission of a Party to exercise any right, power, privilege or option arising from a breach shall impair any right, privilege or option, or be construed as a waiver or acquiescence in such breach or

as a relinquishment of any right. No option, right, power, remedy or privilege of the Parties shall be construed as being exhausted by the exercise thereof in one or more instances. The rights, power, privileges and remedies given the Parties under this Agreement and by law shall be cumulative.

7.0 NOTICES

All notices required to be given under the terms of this Agreement shall be in writing and either served by certified or registered mail, return receipt requested, properly addressed with the postage prepaid and deposited in the United States mail. Notices served upon the FOREST PRESERVE DISTRICT shall be directed to the Executive Director, Forest Preserve District of DuPage County, P.O. Box 5000, Wheaton, IL 60189-5000. Notices served upon LOMBARD shall be directed to the Village Manager, Village of Lombard, 255 E. Wilson Avenue, Lombard, IL 60148. Notices served by mail shall be effective upon receipt as verified by the United States Postal Service, by personal delivery and/or FedEx/UPS. Notwithstanding anything to the contrary, any notice by a Party alleging a breach of this Agreement shall be either served by certified or registered mail as set forth above. Either Party may designate a new location for service of notices by serving notice of the change in accordance with the requirements of this paragraph

8.0 MISCELLANEOUS TERMS

- 8.1 All rights, title and privileges herein granted for the Easement Premises, including all benefits and burdens, shall run for the term of ninety-nine (99) years and shall be binding upon and inure to the benefit of the Parties hereto, their respective successors and assigns.
- 8.2 The FOREST PRESERVE DISTRICT hereby reserves the right to use, or permit to be used, the Easement Premises in any manner that will not prevent or materially interfere with the exercise by LOMBARD of the rights granted herein.
- 8.3 If any Party initiates any legal proceeding or action, whether at law or in equity, to enforce any provision of this Agreement, the prevailing Party (as determined by the court) shall be entitled to recover its reasonable costs and expenses incurred in connection with said proceeding or action, including, but not limited to, reasonable expert witness and attorney fees.
- 8.4 LOMBARD shall be responsible for recording this Agreement, at its expense, in the Office of the Recorder of Deeds, DuPage County, and for providing the FOREST PRESERVE DISTRICT with a recorded copy.
- 8.5 The provisions set forth herein represent the entire agreement between the Parties and supersede any previous oral or written agreements, as it is the intent of the Parties to provide for a complete integration within the terms of this Agreement. No provision may be modified in any respect unless such modification is in writing, duly approved and signed by all Parties.
- 8.6 This Agreement shall be construed in accordance with the laws of the State of Illinois.
- 8.7 This Agreement shall be executed in duplicate, and each Party shall retain a fully executed original, both of which shall be deemed to be one Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement, with the last date of execution hereof to be inserted on page 1 hereof.

DU PAGE COUNTY	VILLAGE OF LOMBARD	
BY:	BY:	
Joseph Cantore, President	Keith Giagnorio, President	
ATTEST:	ATTEST:	
Judith Malahy, Secretary	Sharon Kuderna, Village Clerk	
DATE:	Date:	

LEGAL DESCRIPTION

PARCEL 1:

LOT 1 IN FOREST PRESERVE DISTRICT I-355 ASSESSMENT PLAT NO. 2 OF PART OF THE SOUTHEAST 1/4 OF SECTION 12, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED FEBRUARY 28, 2008 AS DOCUMENT R2008-031313, IN DUPAGE COUNTY, ILLINOIS.

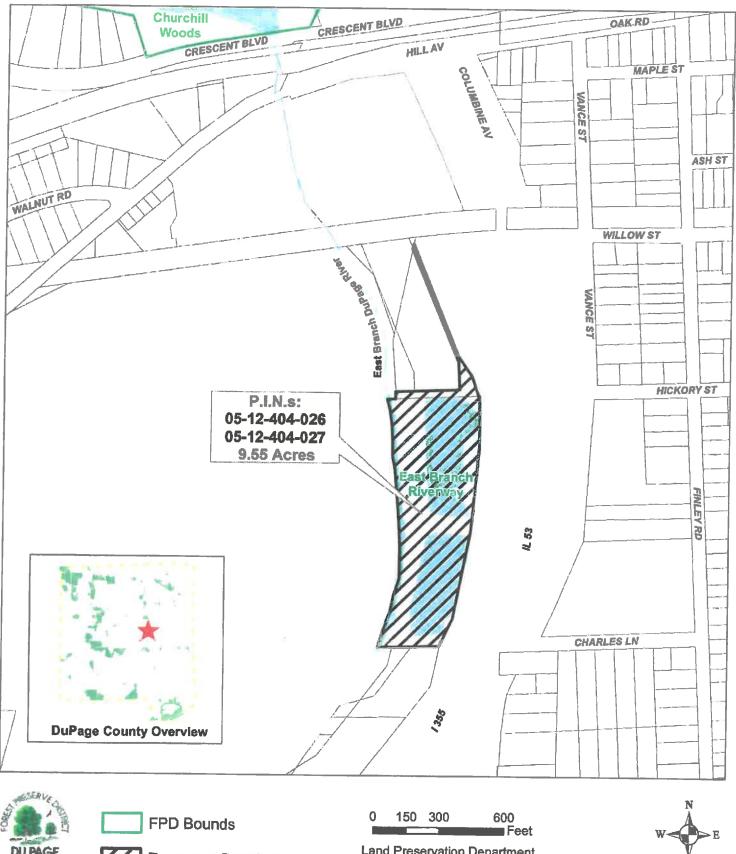
P.I.N.: 05-12-404-026

PARCEL 2:

THAT PART OF THE SOUTHEAST 1/4 OF SECTION 12, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, DUPAGE COUNTY, ILLINOIS DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF THE SOUTHEAST 1/4 OF SAID SECTION 12; THENCE SOUTH ALONG THE EAST LINE OF SAID SECTION 12 FOR A DISTANCE OF 1070.8 FEET, TO A POINT ON THE SOUTHERLY LINE OF THE MEYER SHAPOTKIN PROPERTY; THENCE WESTERLY ALONG SAID PROPERTY LINE WHICH FORMS AN ANGLE OF 87 DEGREES .35 MINUTES TO THE RIGHT WITH A PROLONGATION OF LAST DESCRIBED COURSE FOR A DISTANCE OF 53.1 FEET TO A POINT ON THE WESTERLY RIGHT OF WAY LINE STATE BOND ISSUE ROUTE NO. 53 FOR A POINT OF BEGINNING; THENCE CONTINUING WESTERLY ON THE LAST DESCRIBED COURSE TO A POINT IN THE CENTERLINE OF THE EAST BRANCH OF THE DUPAGE RIVER IN ITS PRESENT COURSE; THENCE SOUTHERLY ALONG THE CENTERLINE OF SAID RIER TO A POINT ON THE NORTHERLY LINE OF NICHOLAS SURGE'S ESTATE PROPERTY; THENCE EAST ALONG SAID PROPERTY LINE TO A POINT ON THE AFORESAID WESTERLY RIGHT OF WAY LINE OF STATE BOND ISSUE ROUTE 53 WHICH POINT IS 56.3 FEET WEST OF THE OF THE EAST LINE OF THE AFORESAID SECTION 12; THENCE NORTHERLY ALONG SAID WESTERLY RIGHT OF WAY LINE OF STATE BOND ISSUE ROUTE NO. 53 FOR A DISTANCE OF 1147.7 FEET MORE OR LESS TO THE POINT OF BEGINNING EXCEPT THAT PART TAKEN BY ILLINOIS STATE TOLL HIGHWAY AUTHORITY FOR INTERSTATE I-355 PER QUITCLAIM DEED RECORDED AUGUST 19, 2005 AS DOCUMENT R2005-180812, IN DUPAGE COUNTY, ILLINOIS.

P.I.N.: 05-12-404-027

East Branch Riverway - Easement Agreement Depiction









SECTION 6.0

PROPOSED POLICY FOR GWA ENGINEERING SHORTLIST

MEMORANDUM

TO:

Executive Oversight Committee

FROM:

Matt Streicher, P.E. BCEE

DATE:

March 2, 2018

RE:

Request for Approval

Standard Operating Policy for Contracting Professional Services



Historically, GWA has generally solicited professional services using a "shortlist" process, by which the Authority retained five to six professional firms on its list of engineering firms that previously submitted qualifications. Prior to the professional services being retained for a project, the Authority would request proposals, along with specific qualifications, only from these shortlisted firms. The shortlist would be updated from time to time based on firm's qualifications or amount of work performed with the Authority.

In December 2016 the Village of Glen Ellyn, the Authority's lead agency, issued an updated purchasing policy that is inconsistent with the Authority's past method of using shortlisted firms. The new purchasing policy places constraints on the Authority that are inappropriate for a wastewater treatment facility. Due to the highly technical nature of the treatment plant, the uniqueness of any particular wastewater facility, and benefit of familiarity, it would be in the best interest of the Authority to reinstate the shortlist process after formal evaluation.

Together with the TAC, Authority staff drafted the attached standard operating policy in regards to contracting professional services. Main highlights are that the Authority will revisit the shortlist every three years to ensure that firms on the list remain qualified and interested in working with the Authority. The policy also states that prices from professional firms will not be requested until a specific firm is selected for a particular professional service, as is directed by state and federal statute and the ethical standards of licensed engineers. This policy was reviewed and approved by the Authority's attorney for legal purposes.

The Authority requests that the EOC approve the Standard Operating Policy for Contracting Professional Service so that it may formally take effect.



Glenbard Wastewater Authority

945 Bemis Road Glen Ellyn, Illinois 60137 Telephone: 630-790-1901 – Fax: 630-858-8119

Guidelines for Contracting Professional Services

Purpose:

To establish a procedure for selecting professional service firms for contracts.

Procedure:

1. General Selection Criteria

Any firm selected for professional engineering engagement must be fully capable of meeting or exceeding the work plan and special requirements for the individual assignment. Not all engineers are equally qualified to work in all environments, and some firms demonstrate, through their actual project experience and achievement, exceptional performance. Generally, the more complex the assignment, the higher the prerequisite of past record of exceptional performance and achievement in closely related projects is needed. In working through the selection methodology, emphasis will be given not only to the firm's record, but also assigned personnel in the firm who will be responsible for the actual work performed. The individual assignments are often the deciding factor in selecting the right team for the task. Finally, their ability to be fully analytic, observant and totally responsive to client needs is an essential prerequisite in the selection process.

The Glenbard Wastewater Authority (Authority) has established a qualifications based selection process that is consistent with the procedures and guidelines established by the Illinois Local Government Professional Services Selection Act (50 LCS 510), the Illinois Architectural, Engineering, and Land Surveying Qualifications Based Selection Act (30 ILCS 535), the federal Selection of Architects and Engineers statute (40 USC 1101 et seq.; "Brooks Act" Pub. L 92-582), and the Code of Ethics of the National Society of Professional Engineers.

2. Selection Process

The Glenbard Wastewater Authority (Authority) does not select professional services solely or primarily on the basis of fee. Pricing is requested under separate cover from proposals, and is only requested after the firms are fully pre-qualified and the Most Qualified Firm for the particular project has been determined to handle the work. At that time, the proposed costs may be negotiated.

The Authority will seek experienced consultants with a proven record of competent performance matching the scope of work. Newer firms and those with less focused comparable experience will be given consideration on lower profile projects.



Glenbard Wastewater Authority

945 Bemis Road Glen Ellyn, Illinois 60137 Telephone: 630-790-1901 – Fax: 630-858-8119

Short List Process

Engineering firms may submit Statements of Qualifications to the Authority at any time. These statements will be retained and considered during the triennial short list process. The Technical Advisory Committee (TAC) shall review the submitted Statements of Qualifications from firms interested in working for the Authority and will determine the firms that will receive formal Requests for Qualifications.

The staff will review the submitted qualifications and rank firms based upon the submitted material. The number of firms that will be placed on the Authority's short-list for engineering services will depend upon the projected project load for the three-year period. In most instances, a minimum of six (6) firms will be short-listed.

The Authority will request proposals from the shortlisted firms for specific projects. The technical proposals of these firms will be assed utilizing a Technical Review Committee (TRC) in a stepwise approach to first review and score the Technical Proposal. The Authority will evaluate the submittals and determine the most qualified firm for the specific project. The Project Engineer will make the final recommendation to the Executive Oversight Committee to select a firm based upon the qualifications, proposal, TRC input, and other evaluations. An agreement will be submitted for approval in accordance with the Village of Glen Ellyn's Purchasing Manual.

Professional Services Selection Scenarios - There are several ways to group selection scenarios based on infrastructure type, specialty services, and procurement of new services or continuing relationship engagements.

A. Continuing relationship engagements involve those projects typically relied upon when a long term, multi-year engagement is necessary. State and Federal project funding through phases 1, 2, and 3 would be one example. Provision of SCADA and Information Technology infrastructure updates, which recur regularly for design and installation services within the same fiscal year, is also a candidate for a continuing relationship. Engineering firms that have successfully performed a variety of work for the Authority in specific areas of competence, such as SCADA & Information Technology, Flow Metering, electrical, or wastewater treatment, are other examples. Such firms develop familiarity with the Authority's systems that are beneficial to rely upon rather than start a new "learning curve" with another firm. These selections are based upon the quality and value of services rendered and ability to continue to perform at the same level and capacity.



Glenbard Wastewater Authority

945 Bemis Road Glen Ellyn, Illinois 60137 Telephone: 630-790-1901 – Fax: 630-858-8119

- B. New Assignment Procurement A Request for Qualifications and Proposal is requested by the Authority from short listed firms in considering new engineering work, large and small. The focus on prequalification and successful client experience in similar and related projects is a very important factor.
- C. Procurement of Services Professional engagement of engineers is not "bid", but rather selected from proposals based on qualifications. The following is a general procedure for the procurement of services.
 - i. Within the Capital Project Budget, Authority staff and the TAC will forecast the contract engineering planned and the basis of selection and shall engage in the short-list process every 3 yrs.
 - ii. The Executive Oversight Committee (EOC) will accept or modify the engineering selection plan when they review the recommendation.
 - iii. Throughout the year, contracts will be presented and executed following established procedures and protocols.
- D. If the Authority is unable to negotiate a satisfactory contract with the firm which is most preferred, then negotiations with that firm will be terminated and negotiations will be commenced with the firm that is next preferred.

3. Compensation

The Authority prefers a fee structure that does not have a maximum guaranteed payment, but does establish a maximum fee which will be charged to the Authority. The Authority utilizes a "multiple of labor with a *Not-To-Exceed Maximum*" for engineering agreements. Following the tendering of pricing, a comparison of other related engagements is used to determine both the percentage of fee required and the relationship of that fee to the complexity of the assignment to verify the reasonableness of the fee.

Generally recognized publications, such as the "A/E Procurement Information Packet for Municipal Wastewater Treatment Projects Funded by the Clean Water Fund", prepared jointly by the Wisconsin DNR and the Wisconsin Association of Consulting Engineers, the "USDA Engineering Fees for Professional Engineering Services As a Percentage of Net Construction Costs," or "IEPA SRF Project History's" can provide information in comparing where any proposal rest to the market patterns for specific types of work pertaining specifically to wastewater treatment. Prior Authority projects also provide a specific history for comparison. Staff reviews a comparison of the pricing proposed and the level of work effort provided, often as a percentage of the projected construction costs. Finally, references are checked, usually with other municipal agencies, to examine work performance history.

SECTION 7.0

CONTRACT APPROVAL – STRAND ASSOCIATES, INC. – 2018 ELECTRICAL SERVICE DISTRIBUTION SYSTEM

MEMORANDUM

TO:

Executive Oversight Committee

FROM:

Matt Streicher, P.E. BCEE

DATE:

March 2, 2018

RE:

Request for Approval

Design Engineering Services pertaining to the Electrical Service, Backup, and

Redundancy and Site Lighting Project

In November 2017 Authority staff developed and sent out a request for qualifications and technical proposals to our six shortlisted professional consulting firms for Design Engineering Services pertaining to the Electrical Service, Backup, and Redundancy and Site Lighting Project. The due date for the proposals was January 31, 2018.

Previous studies have identified the Authority's existing electrical power distribution system to be lacking several redundancy factors, the ability to properly maintain and monitor the system, and other deficiencies related to plant processes. Also, the existing system is nearing 40 years old, beyond its useful life, and evidence of its age is noticeable. The Authority has experienced four major electrical outages in the past 24 months, which points to a clear need for system rehabilitation and replacements.

Although in previous years capital budgets the design had been scheduled to occur in 2019 with construction in 2020, during planning for budget year CY2018 this project was moved up due to the recent failures.

The Authority received four sets of qualifications and technical proposals in response to the RFQ/RFP that was sent out, at which point staff performed an initial review, and narrowed it down to two firms to invite for formal interviews. A member of the TAC, as well as Authority staff, participated in the interviews, and after a process of evaluation and elimination selected Strand Associates to perform the design work.

After the firm was selected, the sealed cost proposal from Strand Associates was opened and costs were negotiated. It was determined the original proposed cost of \$143,000 was already thoroughly reduced due to Strand's knowledge of efforts known to complete the design; therefore, no additional reduction in costs could be further realized. This number was also significantly below the \$250,000 amount previously identified in the 2013 Facility Plan for these design services. However, the fee was able to be negotiated from being a lump sum fee to a time and material cost, and not to exceed \$143,000. Therefore, if the entire scope is not used during design, some cost savings may be realized at the end of design. Also, a \$2,500 additional fee

was offered as option to include procurement services. The Authority feels this option is valuable, as it can offer the Authority the option to select and purchase certain equipment prior to bid opening, which would result in cost savings due to reduced markups and construction duration. The approximate savings using procurement services are estimated to be 10% - 15% off the equipment and contractor costs. Another benefit realized from being able to procure equipment prior to the bid opening would be a reduction in project duration. Much of the equipment has lengthy lead times, therefore the ability to purchase it ahead of time would allow manufacturers to begin producing the equipment, while other aspects of the project begin.

Therefore, it is recommended the EOC award Strand Associates the 2018 Electrical Service, Backup, and Redundancy and Site Lighting Project Design Engineering Services in the amount not to exceed \$145,500, which includes the design services with an option to award an additional not to exceed \$2,500 for procurement services. This amount will be taken out of the designated amount in CY2018 Approved Budget, Fund 40 Capital, which has a \$250,000 budget number currently.



AGREEMENT FOR TECHNICAL SERVICES

GLENBARD WASTEWATER AUTHORITY AND STRAND ASSOCIATES, INC.®

This Agreement is made and entered into this day of	, 20	, between the
Glenbard Wastewater Authority, hereinafter referred to as OWNER, loc	cated at 945	Bemis Road
Glen Ellyn, Illinois 60137, and Strand Associates, Inc.®, hereinafter referr	ed to as EN	GINEER. This
Agreement shall be in accordance with the following elements.		

Scope of Services

Services to be provided under this Agreement can be described as engineering, scientific, computer-aided design drafting, clerical, and administrative activities performed in accordance with the terms and conditions of this Agreement and subsequently issued Task Orders. Prior to ENGINEER's engagement by OWNER, a mutually agreeable Task Order document shall be developed and executed by both parties. The Task Order will include **Project Information**, a detailed **Scope of Services**, **Compensation**, and **Schedule**. The general form of the Task Order shall be in accordance with the enclosed Task Order No. 18-01.

Service Elements Not Included

The following services are not included under this Agreement. If such services are required, they will be provided as noted in each subsequently issued task order.

- 1. Additional and Extended Services: Any services during construction made necessary by:
 - a. Work damaged by fire or other cause during construction.
 - b. A significant amount of defective or neglected work of any contractor.
 - c. Prolongation of the time of the construction contract.
 - d. Default by contractor under the construction contract.
- 2. <u>Additional OWNER-required Site Visits and/or Meetings</u>: Additional OWNER-required site visits or meetings.
- 3. <u>Archaeological or Botanical Investigations</u>: ENGINEER will assist OWNER in engaging the services of an archaeologist or botanist, if required, to perform the field investigations necessary for agency review.
- 4. <u>Bidding- and Construction-Related Services</u>: Any services involved in performing bidding- and construction-related services.
- 5. <u>Drawings and Specifications</u>: Final design services including drawings and specifications.

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Glenbard Wastewater Authority Page 2 March 1, 2018

- 6. Flood Studies: Any services involved in performing flood and floodway studies.
- 7. <u>Geotechnical Engineering</u>: Geotechnical engineering information, if required, shall be provided through OWNER and OWNER's geotechnical consultant. ENGINEER will assist OWNER with defining initial scope of geotechnical information that is required to allow OWNER to procure geotechnical engineering services.
- 8. <u>Land and Easement Surveys/Procurement</u>: Any services of this type including, but not limited to, a record search, field work, preparation of legal descriptions, or assistance to OWNER for securing land rights necessary for siting sanitary sewer, tanks, and appurtenances.
- 9. <u>Preparation for and/or Appearance in Litigation on Behalf of OWNER</u>: Any services related to litigation.
- 10. Review of Product Substitutions or Means, Method, Technique, Sequence, or Procedure Substitutions Proposed by Contractor: The terms of the construction Contract call for the construction contractor to reimburse OWNER for ENGINEER's cost for evaluating substitute products, means, method, technique, sequence, or procedure of construction. ENGINEER's cost for such evaluations is not included.
- 11. Revising Designs, Drawings, Specifications, and Documents: Any services required after these items have been previously approved by state or federal regulatory agencies, because of a change in the project scope or where such revisions are necessary to comply with changed state and federal regulations that are put in force after Services have been partially completed.
- 12. <u>Services Furnished During Readvertisement for Bids, if Ordered by OWNER</u>: Any services of this type if a contract is not awarded pursuant to the original bids.
- 13. <u>Services Related to Buried Wastes and Contamination</u>: Should buried solid, liquid, or potentially hazardous wastes or subsurface or soil contamination be uncovered at the site, follow-up investigations may be required to identify the nature and extent of such wastes or subsurface soil or groundwater contamination and to determine appropriate methods for managing of such wastes or contamination and for follow-up monitoring.

Compensation

OWNER shall compensate ENGINEER for Services indicated in each subsequently issued Task Order for a lump sum or for an estimated fee on an hourly rate basis plus expenses.

Expenses incurred such as those for travel, meals, printing, postage, copies, computer, electronic communication, and long distance telephone calls will be billed at actual cost plus ten percent.

Only sales taxes or other taxes on Services that are in effect at the time this Agreement is executed are included in the Compensation. If the tax laws are subsequently changed by legislation during the life of this Agreement, this Agreement will be adjusted to reflect the net change.

The lump sum or estimated fee for the Services is based on wage scale/hourly billing rates, adjusted annually on July 1, that anticipates the Services will be completed as indicated. Should the completion

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Glenbard Wastewater Authority Page 3 March 1, 2018

time be extended, it may be cause for an adjustment in the lump sum or estimated fee that reflects any wage scale adjustments made.

The lump sum or estimated fee will not be exceeded without prior notice to and agreement by OWNER but may be adjusted for time delays, time extensions, amendments, or changes in the **Scope of Services**. Any adjustments will be negotiated based on ENGINEER's increase or decrease in costs caused by delays, extensions, amendments, or changes.

Schedule

Services will begin upon execution of this Agreement, which is anticipated on April 2, 2018. This Agreement will terminate two years following its execution. The schedule for individual tasks will be included on each subsequently issued Task Order.

Standard of Care

The Standard of Care for all Services performed or furnished by ENGINEER under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, express or implied, under this Agreement or otherwise, in connection with ENGINEER's Services.

OWNER's Responsibilities

- 1. Assist ENGINEER by placing at ENGINEER's disposal all available information pertinent to the Task Order-specified project including previous reports, previous drawings and specifications, and any other data relative to the scope of the Task Order-specified project.
- 2. Furnish to ENGINEER, as required by ENGINEER for performance of Services as part of this Agreement, data prepared by or services of others obtained or prepared by OWNER relative to the scope of the Task Order-specified project, such as soil borings, probings and subsurface explorations, and laboratory tests and inspections of samples, all of which ENGINEER may rely upon in performing Services under this Agreement.
- 3. Provide access to the site as required for ENGINEER to perform Task Order-specified project Services under this Agreement.
- 4. Guarantee access to and make all provisions for ENGINEER to enter upon public and private lands as required for ENGINEER to perform Task Order-specified project Services under this Agreement.
- 5. Examine all reports, sketches, estimates, special provisions, drawings, and other documents presented by ENGINEER and render, in writing, decisions pertaining thereto within a reasonable time so as not to delay the performance of ENGINEER.
- 6. Provide all legal services as may be required for the development of the Task Order-specified project.

Glenbard Wastewater Authority Page 4 March 1, 2018

- Retain the services of a soils consultant to provide any necessary geotechnical evaluation and recommendations.
- 8. Pay all permit and plan review fees payable to regulatory agencies.

Opinion of Probable Cost

Any opinions of probable cost prepared by ENGINEER are supplied for general guidance of OWNER only. ENGINEER has no control over competitive bidding or market conditions and cannot guarantee the accuracy of such opinions as compared to contract bids or actual costs to OWNER.

Observation Services

In furnishing observation services, ENGINEER's efforts will be directed toward determining for OWNER that the completed project will, in general, conform to the Contract Documents; but ENGINEER will not supervise, direct, or have control over the contractor's work and will not be responsible for the contractor's construction means, methods, techniques, sequences, procedures, or health and safety precautions or programs, or for the contractor's failure to perform the construction work in accordance with the Contract Documents.

Payment Requests

ENGINEER's review of Payment Requests from contractor(s) will not impose responsibility to determine that title to any of the work has passed to OWNER free and clear of any liens, claims, or other encumbrances. Any such service by ENGINEER will be provided through an amendment to this Agreement.

Changes

- 1. OWNER may make changes within the general scope of this Agreement in the Services to be performed. If such changes cause an increase or decrease in ENGINEER's cost or time required for performance of any Services under this Agreement, an equitable adjustment will be made and this Agreement will be modified in writing accordingly.
- No services for which additional compensation will be charged by ENGINEER will be furnished without the written authorization of OWNER. The fee established herein will not be exceeded without agreement by OWNER but may be adjusted for time delays, time extensions, amendments, or changes in the Scope of Services.
- 3. If there is a modification of federal, state, or local agency requirements relating to the Services to be performed under this Agreement subsequent to the date of execution of this Agreement, the increased or decreased cost of performance of the Services provided for in this Agreement will be reflected in an appropriate modification of this Agreement.

Extension of Services

This Agreement may be extended for additional Services upon OWNER's authorization. Extension of Services will be provided for a lump sum or an hourly rate plus expenses.

Glenbard Wastewater Authority Page 5 March 1, 2018

Payment

OWNER shall make monthly payments to ENGINEER for Services performed in the preceding month based upon monthly invoices. Nonpayment 30 days after the date of receipt of invoice may, at ENGINEER's option, result in assessment of a 1 percent per month carrying charge on the unpaid balance.

Nonpayment 45 days after the date of receipt of invoice may, at ENGINEER's option, result in suspension of Services upon five calendar days' notice to OWNER. ENGINEER will have no liability to OWNER, and OWNER agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Agreement by OWNER. Upon receipt of payment in full of all outstanding sums due from OWNER, or curing of such other breach which caused ENGINEER to suspend Services, ENGINEER will resume Services and there will be an equitable adjustment to the remaining project schedule and compensation as a result of the suspension.

Data Provided by Others

ENGINEER is not responsible for the quality or accuracy of data nor for the methods used in the acquisition or development of any such data where such data is provided by or through OWNER, contractor, or others to ENGINEER and where ENGINEER's Services are to be based upon such data. Such data includes, but is not limited to, soil borings, groundwater data, chemical analyses, geotechnical testing, reports, calculations, designs, drawings, specifications, record drawings, contractor's marked-up drawings, and topographical surveys.

Termination

This Agreement may be terminated with cause in whole or in part in writing by either party subject to a two-week notice and the right of the party being terminated to meet and discuss the termination before the termination takes place. ENGINEER will be paid for all completed or obligated Services up to the date of termination.

Third-Party Beneficiaries

Nothing contained in this Agreement creates a contractual relationship with or a cause of action in favor of a third party against either OWNER or ENGINEER. ENGINEER's Services under this Agreement are being performed solely for OWNER's benefit, and no other party or entity shall have any claim against ENGINEER because of this Agreement or the performance or nonperformance of Services hereunder. OWNER and ENGINEER agree to require a similar provision in all contracts with contractors, subcontractors, subconsultants, vendors, and other entities involved in the Task Order-specified project to carry out the intent of this provision.

Dispute Resolution

Except as may be otherwise provided in this Agreement, all claims, counterclaims, disputes, and other matters in question between OWNER and ENGINEER arising out of or relating to this Agreement or the breach thereof will be decided first by mediation, if the parties mutually agree, or with a bench trial in a court of competent jurisdiction within the State of Wisconsin.

Glenbard Wastewater Authority Page 6 March 1, 2018

Terms and Conditions

The terms and conditions of this Agreement and subsequently issued Task Orders will apply to the Services defined in the Scope of Services. OWNER-supplied purchase order is for processing payment only; terms and conditions on the purchase order shall not apply to these Services.

Matthew S. Richards Corporate Secretary	Date	Mark Franz, Manager Village of Glen Ellyn	Date
STRAND ASSOCIATES, INC.®		GLENBARD WASTEWATER AUTHORITY	
ENGINEER:		OWNER:	
IN WITNESS WHEREOF the par	ties hereto have r	nade and executed this Agreement	•

SECTION 8.0

APPROVAL OF HIGH STRENGTH WASTE OPERATING PROCEDURES AND REVOKE MORATORIUM PLACED ON RECEIVING HIGH STRENGTH WASTE

MEMORANDUM

TO: Executive Oversight Committee

FROM: Matt Streicher, P.E. BCEE, Executive Director/

DATE: March 2, 2018

RE: Approval of High Strength Waste Standard Operating Procedures

Revoke Moratorium on Receiving of High Strength Wastes

Authority staff has put together a draft Standard Operating Procedures in relation to accepting high strength waste, co-digesting the high strength waste with our municipal sludge, and other related operational procedures. Environmental Resources Coordinator, Laurie Frieders, authored the original draft of the document and operational, laboratory, and administrative staff all met to discuss it at greater lengths. Authority staff visited a neighboring facility, the Downers Grove Sanitary District, who has been successfully receiving High Strength Wastes and Co-Digesting and obtained information on their procedures in order to obtain further insight, which also contributed to the attached documents.

The Authority's consulting engineer, Baxter & Woodman, also participated by providing the basis of design from the original CHP/High Strength Waste Receiving station and provided review of the final version to ensure calculations were done correctly. This document was further reviewed by the TAC, Village Administrators, and members of the Public as well. The draft document, along with a FAQ document that Village Communications staff helped review, were shared with Authority email subscribers (generally neighbors), as well as posted on the Authority's website.

Based on the thorough investigations and time spent putting together the Standard Operating Procedures, the Authority requests the EOC approve the procedures, and allow the revocation of the moratorium placed on receiving High Strength Wastes. Authority and Village of Glen Ellyn staff still intend to meet with a concerned neighbor, but providing there are no major modifications made to the procedures, Authority staff recommends moving forward with accepting High Strength Wastes by April 1, 2018. At that time, the Authority will begin to solicit haulers to bring in the materials.

If the EOC wishes to discuss this further prior to approval, as an alternate option, the Authority would request the EOC approve moving forward with accepting High Strength Wastes by a May 1, 2018 date in lieu of the recommended April 1, 2018 date. Further updates could then be provided at the regularly scheduled April 8, 2018 EOC meeting.



STANDARD OPERATING PROCEDURE

HIGH STRENGTH WASTE RECEIVING

Date Approved:

Approved By:

PURPOSE: A guide to qualify proposed digester feedstock and to safely and effectively accept the feedstock and process it for the purposes of co-generation. It is important to note that this is a biological process, and that while defining strict operating procedures, the possibility of an upset condition cannot be eliminated – only reduced. Staff shall not be held liable for an upset condition as long as these procedures are followed.

SCOPE: This Standard Operating Procedure (SOP) covers all aspects of receiving High Strength Waste (HSW). and is broken down into sections as detailed below.

It is desirable to use a single source hauler for delivery of high strength waste to the Authority so that greater control of delivery amounts and accountability of delivered materials can be had. However, as market changes may necessitate using more than one hauler or changing the sole hauler, included in this SOP is the process of qualifying additional feedstock and suppliers.

Part I	Staff Responsible: Environmental Resources Coordinator
Qualification of Feedstock	

- HSW hauler will provide a complete description of the waste characteristics, including the following:
 - a. Waste type and origin. Type description to include general industry (food, medical, etc.)
 - b. A Laboratory analysis of the proposed feedstock waste must be submitted and reviewed. The hauler may provide the analysis from an independent laboratory or it may be analyzed by the Glenbard Wastewater Authority (GWA) laboratory staff at the hauler's sole expense.
 - c. The analysis must contain the following parameters and be within the ranges indicated.

Parameter	Minimum	Maximum
COD	30,000	N/A
pH	3	8
%VSS	60%	100%
Sulfites	0	350 mg/L
Volatile Fatty Acids	Informational Purposes Onl	y/No Limit

- 2. The Environmental Resources Coordinator (ERC) is responsible for reviewing the data provided and accepting or declining the feedstock based on the established range of parameters.
- 3. The ERC may decline feedstock that meets the analysis criteria when there are other concerns, such as consistency or other risk factors.
- 4. The Executive Director has the final approval or disapproval in all instances. The Authority has the right to refuse any feedstock or hauler at any time

Part 2	Staff Responsible: Environmental Resources Coordinator
Hauler Qualification	

- 1. Prior to delivering feedstock, proposed haulers must complete a permit application/contract agreement with GWA.
- 2. Haulers must provide proof of insurance with the following minimum coverage:
 - A. Comprehensive General Liability Insurance covering personal injury, bodily injury, property damage, and contractual liability in the amount of One Million Dollars (\$1,000,000) for each occurrence and Two Million Dollars (\$2,000,000) aggregate per policy period;
 - B. Comprehensive Automobile Liability Insurance covering personal injury, bodily injury and Property damage with a minimum combined limit of One Million Dollars (\$1,000,000).
 - C. Worker's Compensation insurance in the minimum amounts required by statute.
- A certificate or certificates of insurance naming THE AUTHORITY, the Village of Lombard and the Village of Glen Ellyn as additional insured parties. The certificate or certificates shall reflect the above coverages and shall be in effect at all times. Updated certificates of insurance shall be submitted annually to the Authority.
- 4. Haulers must provide a "renders license" or sign an affidavit certifying they only transport material agreed upon.
- 5. The ERC is responsible for reviewing the information submitted and recommending that the hauler be approved or disapproved.
- 6. The Executive Director has the final approval or disapproval in all instances.

Part 3	Staff Responsible: Operations Department
Feedstock Receiving	Back-Up Staff: ERC

- 1. The ERC should make all efforts possible to schedule deliveries ahead of time, and convey this schedule to Operations on a daily basis or as mutually convenient.
- 2. Haulers must stop at gate and push button to announce arrival and open the gate.
- 3. A member of the Operations Department will meet the hauler at the receiving station to unlock it.
- 4. Prior to unlocking the station to commence discharge, the operator must check the daily log to ensure that there is capacity and the maximum volume of waste received will not be exceeded by the acceptance of the load. The criteria for the maximum volume of waste allowed to receive will be found in Schedule A of these SOP's.
- 5. The hauler is to provide a completed manifest for the load.
- 6. The hauler must fill out the label on a GWA provided sample container and use the container to grab a sample of the load as it is discharging.
- 7. Sample jars are to be provided by the Authority with labels.
- 8. The sample is to be placed in the small refrigerator that is located near the desk in the garage of the press building (Building P).
- 9. A member of the Operations Department will observe the discharge to check for possible contaminants.
- 10. Should the load appear to be contaminated, the operator must stop the hauler from discharging anymore of the suspect load.
- 11. When the discharge is complete, the operator will re-lock the station.
- 12. Once the maximum amount of HSW is received for that day, the operator must communicate this to the ERC and the administrative secretary in order to divert any further loads.
- 13. Deliveries will only be received when full time staff is present, i.e. M-F 7am-4pm, excluding holidays.

Part 4	Staff Responsible: Operations/Laboratory
Processing of HSW Samples	

- 1. At the end of each day, a member of the Operations Department is to collect all load sample bottles from the digester in Building P, ensure they are labeled properly, and place them in the laboratory refrigerator in the designated area.
- 2. Laboratory staff is to ensure that if there are multiple haulers throughout a month that the random samples reflect each of the haulers.
- 3. If the Authority is to receive loads from multiple haulers, the results of these random samples will be entered into OPS works in the HSW worksheet.
- 4. All samples are to be saved for thirty (30) days, and at the end of the thirty (30) day period composited and analyzed for total solids and volatile solids.
- 5. The results of this composited sample are to be entered into OPS works on the Digester Volatile Acids worksheet and used to calculate the amount of volatile solids being sent to the digester. This will be used to determine if an appropriate amount of HSW is being sent to the digesters and will be evaluated monthly, or if/when a new waste stream is introduced.
- 6. Laboratory staff is to take a sample of the digester three times a week (Monday, Wednesday, and Friday) at consistent times and analyze it for the acids to alkalinity ratio. This data is to be recorded in the "Volatile Acids Binder," as well as the Digester Volatile Acids worksheet in the database management software (currently OPS Works).
- 7. The Laboratory Services Coordinator and/or Operations Superintendent is responsible for reporting any changes to the acids to alkalinity ratio outside above 0.15 to the Operations Superintendent and Executive Director immediately, and feeding of High Strength Waste to the digester will immediately be ceased. In this event, more frequent digester sampling will be taken as needed to more closely monitor the health of the digester and ensure upset conditions are not occurring. This range has been determined based on existing data from extended time periods when the Authority's digesters are operating without issue.
- 8. If the acids to alkalinity ratio range exceeds allowable limits, and/or the acids go above 200 mg/L, in a 24-hour period, feeding of High Strength Waste to the digester will immediately be ceased. In this event, more frequent digester sampling will be taken as needed to more closely monitor the health of the digester and ensure upset conditions are not occurring.
- In the event of any upset conditions, the collected samples may be analyzed to determine if any
 potential containments were introduced via the high strength waste loads. Investigative work
 would be performed based on the type of upset condition that occurred, and if any unusual or
 suspect loads were received.

Part 5	Staff Responsible: Executive Director/ Operations Department
HSW Daily Loading	

- The Executive Director shall work with the Authority consultants to determine the maximum daily HSW volume that may be received, and that may be transferred to the digesters.
- 2. The determination of allowable volume to be transferred to the digesters will be made based on volatile solids loading bases, volume of storage available in the digesters, an acceptable feed rate to the digesters and resultant, empirical digester process testing.
- 3. The determination of allowable volume to be received will be made based on the volume of HSW allowed to be transferred to the digesters, the volume of storage available, and acceptable feed rates to the digesters in accordance with calculations defined in the attached "Schedule A."
- 4. These calculations will be reviewed periodically for potential adjustment based on:
 - (a) Changes in the volatile solids loading base.

- (b) Changes in equipment or process changes.
- (c) Changes in the normal range of the volatile acids to alkalinity ratio.
- 5. The HSW Transfer pump to the digesters will be programmed to cease operating when the maximum allowable volume determined in Schedule A has been transferred to the digesters.
- 6. The HWS Transfer Pump (gallons per minute and duration) shall be programmed to pump at a consistent rate throughout the day according to calculations determined on Schedule A
- 7. The Authority, along with its consultants, have determined the maximum volumes of HSW allowed to be received and transferred to the digesters are defined in the attached Schedule A. These calculations are to be reviewed periodically and subject to change
- 8. Daily transfer rates to the digesters shall be in accordance with Schedule A in order to reduce the potential of a biological upset.

Schedule A

Current Loading (March 2016 - June 2017)	Siun	Pounds Total Solids (TS) per day	Pounds VS Per Day	**	Gallons Per Day
	Quantity	14,288	11,714	2.7	59,287
		Total Sludge Production	Volatile Solids (VS) Production	Solids Concentration	Flawrate
provements Project)	Units	Pounds Total Solids (TS) per day	Pounds VS Per Day	%	Gallons Per Day
Ign Loading (Per 2007 Anaerobic Im	Quantity	32,400	24,300	4.3	000'06
Design Loading (Pe		Total Sludge Production	Volatile Salids (VS) Production	Solids Concentration	Flowrate

Anaerobic Digesters (Digesters 1 & 2 are primary digesters. Digester 3 is a unmixed and unheated digester. Digesters 1 and 2 receive both primary sludge and waste activated

													Per the Manual of Practice No. 11 (MOP 11). Operations of Municipal Wastewater Treatment plants, a completely mixed anaerobic digester organic loading rate rance is 100-400 Pounds of Volgtile. Solids Per Thausand Cubic Feet Per Daw Uh Vold-Aftel	In levies at the second					(MOP 11 states no less than 10-15 Davs)	(MOP 11 states normal range is 40%-60%)
	Unit	Gallon	Gallon	Gallon	Gallon	Cubic Feet	Digester Loading Rates (Existing Performance)	Unit	Cubic Feet	Gallons	Pounds VS Per Day	Pounds of VS Per Thousand Cubic Feet Per Day	ions of Municipal Wastewater Treatment plants, a com	Pounds of VS Per Thousand Cubic Feet Per Day	Pounds VS Per Day	Pounds VS Per Day	Gallons Per Day	Gallons Per Day	Days	%
volumes	Quantity	933,000	525,000	375,000	1,833,000	245,053	ing Rates (Exist	Quantity	194,920	1,458,000	11,714	9	10P 11), Operat	100	19,492	7,778	12,143	71,430	20.41	51.79
		Digester 1: Primary Digester	Digester 2: Primary Digester	Digester 3: Secondary Digester	Total Volume of Dissepare	oral volume of Digesters	Digester Load		Volume of Primary Digesters		Current Primary Digester Loading Rate	Organic Loading Rate	Per the Manual of Practice No. 11 (N	Allowable Organic Loading Rate	VS Loading Capacity	Additional Capacity for Digestion of High Strength Waste (HSW)	Additional Volume of HSW at 8% TS & 96% VS (Typical)	Total Volume to Primary Digesters Including HSW	Digester Detention Time	VS Reduction

High Strength Waste/Fats, Oils, & Grease Receiving

ing capacity	Unit	Pounds of VS Per Thousand Cubic Feet Per Day	Cubic Feet	Gallons Per Day	c Capacities	Cubic Feet	Gailons	Cubic Feet	Gallons	Gallons
Digesters 1 oc 2 vs Loading Capacity	Quantity	100	194,920	12,143	HSW/FOG Storage Tank Capacities	5,062	37,864	1,101	8,239	46,103
nigester		Allowable Organic Loading Rate	Total Volume (Digesters 1 & 2)	Additional Volume of HSW at 8% TS & 96% VS (Typical)	HSW/FG	Tank Blumber 1 (Mort Tank)	Idily Indiline T (Mest Idily)	Tank Nitmber 2 (Fact Tank)		Volume of Tanks Total

		Typical Daily Schedule	ly Schedule				
	Monday	Tuesday	Wednesday	Thurs	Friday	Saturday	Sunday
HSW Volume Available to Start	46,103	41,903	37,703	33,503	29,303	25.103	35.903
HSW Volume Received into Holding Tanks*	15,000	15,000	15,000	15,000	15.000	0	0
HSW Volume Transferred to Digesters	10,800	10,800	10,800	10,800	10,800	10.800	10.800
Tank Volume Remaining in Holding Tanks	41,903	37,703	33,503	29,303	25.103	35 903	46 103**
* - Due to a typical HSW tanker being 5,000 gallons, volume added to holding tanks must be in 5,000 gallon increments	r being 5,000 g	gallons, volume	added to holding	tanks must be i	n 5.000 gallon	increments	201,01
** - If schedule is followed exactly, the holding tank would be emptied completely Sunday, resulting in the Total Volume Remaining to be the Total	ng tank would	be emptied con	npletely Sunday, r	esulting in the	Total Volume F	Remaining to b	e the Total
		Available Volume	Volume)	
If excess volumes occur, deliveries will be halted or reduced for an appropriate amount of time in order to make storage available again.	be halted or re	duced for an ap	propriate amount	of time in orde	er to make stora	ige available	ıgain.

peration
0
Pump (
Digesters
E
Transfer To Digesters
HSW

Pump Speed (Variable Drive Percent Loading) 5% 10%	Gallons Per Minute 3-9 18-20	Due to HSW (especially FOG) being prone to creating blockages in the pipe, in order to allow for higher scouring velocities, the pump will be cycled on/off on an hourly basis
1570 25% 50% 75% 100%	25-33 42-47 88 88 88 90-115	thow Transfer Fump Shall Operate at 75%-100% (~90gpm) for 5 minutes every hour of the day (Total Volume Transfer = 10,800 gallons per day)

Schedule A

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Current Loading (March 2016 - June 2017)	5441	Contract (ST) ability about of	Demography Demography	yarei Day	% Gallons Per Dav
	Ouantity	14.288	11.714	2.7	59,287
		Total Sludge Production	Volatile Solids (VS) Production	Solids Concentration	Flowrate
obic improvements Project	Units	Pounds Total Solids (TS) per day	Pounds VS Per Day	%	Gallons Per Day
ZUU/ Anaerobic Im	Quantity	32,400	24,300	4.3	000'06
Design Loaning I'ver 2007 Anaero		Total Sludge Production	Volatile Solids (VS) Production	Solids Concentration	Flowrate

Angerobic Digesters (Digesters 1 & 2 are primary digesters. Digester 3 is a unmixed and unheated digester. Digesters 1 and 2 receive both primary sludge and waste activated

													Per the Manual of Practice No. 11 (MOP 11), Operations of Municipal Wastewarter Treatment plants, a completely mixed anaerabic directer arounds formula of Notwith control control of Notwith Control of Notwice Control of Notwith Control of Notwith Control of Notwith Control of Notwice Control of No	(N) NO AND THE COURT OF THE COU					(MOP 11 states no less than 10-15 Days)	two. The states inclined range is 40%-10%)
	Unit	Gallon	Gallon	Gallon	Gallon	Cubic Feet	Digester Loading Rates (Existing Performance)	Unit	Cubic Feet	Gallons	Pounds VS Per Day	Pounds of VS Per Thousand Cubic Feet Per Day	ions of Municipal Wastewater Treatment plants, a co	Pounds of VS Per Thousand Cubic Feet Per Day	Pounds VS Per Day	Pounds VS Per Day	Gallons Per Day	Gallons Per Day	Days %	
Volumes	Quantity	933,000	525,000	375,000	1,833,000	245,053	ng Rates (Exist	Quantity	194,920	1,458,000	11,714	9	11), Operat	100	19,492	7,778	12,143	71,430	20.41 51.79	
		Digaster 1: Primary Digester	Digester 2: Primary Digester	Digester 3: Secondary Digester	Total Volume of Diseasers	total column of Differences	Digester Load		Volume of Primary Digesters		Current Primary Digester Loading Rate	Organic Loading Rate	Per the Manual of Practice No. 11 (N.	Allowable Organic Loading Rate	VS Loading Capacity	Additional Capacity for Digestion of High Strength Waste (HSW)	Additional Volume of HSW at 8% TS & 96% VS (Typical)	Total Volume to Primary Digesters Including HSW	Digester Detention Time VS Reduction	

Digesters 1 & 2 V5 Loading Capacity

High Strength Waste/Fats, Oils, & Grease Receiving

Unit	Pounds of VS Per Thousand Cubic Feet Per Day	Cubic Feet	Gallons Per Day	k Capacities	Cubic Feet	Gallons	Cubic Feet	Gallons	Gallons
Quantity	100	194,920	12,143	HSW/FOG Storage Tank Capacities	5,062	37,864	1,101	8,239	46,103
	Allowable Organic Loading Rate	Total Volume (Digesters 1 & 2)	Additional Volume of HSW at 8% TS & 96% VS (Typical)	HSW/FC	Tank Number 1 (West Tank)	(11111111111111111111111111111111111111	Tank Number 2 (Fact Tank)		Volume of Tanks Total

		Typical Dail	Cypical Daily Schedule				
	,						
	Monday	Tuesday	Wednesday	Thurs	Friday	Saturday	Sunday
HSW Volume Available to Start	46,103	41.903	37.703	33 503	20 303	25 102	25 000
HCM/ V. 1 D 1 , vr 11. m 1 4.			25.16.1	200,00	47,000	62,103	50,600
now volume Received into Holding Tanks*	15,000	15,000	15,000	15.000	15 000	U	
HCW Volume Twansformed to Dissertant	10.000	0000			000624		
TIS W VOIGING TRANSPERIED TO DISSERTS	10,800	10,800	10,800	10.800	10.800	10.800	10 900
Though Wollson Dames in the Till 1 11	000			2000	000601	10,000	10,000
1 alik volume Kemaining in Holding Lanks	41,903	37,703	33.503	29 303	25 103	35 002	46 102 **
* D				2,000	20,100	50,500	40,105
- Due to a typical HSW tanker being 5,000 gallons, volume added to holding tanks must be in 5,000 gallon increments	c being 5,000 g	gallons, volume	added to holding	tanks must be i	n 5 000 gallon	noremente	
** If cohoding is followed propelly, the Laldi	1.0	-			majood Sanon	HOLOHIUS HA	
- is sometime as rotto were exactly, the notating tank would be emptited completely Sunday, resulting in the Total Volume Remaining to be the Total	ig tank would	be emptied con	npletely Sunday, r	esulting in the	Total Volume F	temaining to b	e the Total
		Available Volume	Volume)	
If			ATTION .				
if excess volumes occur, deliveries will be halted or reduced for an appropriate amount of time in order to make storage available again	e halted or re	duced for an at	opropriate amouni	of time in orde	er to make store	op available	anin
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LIST I HAIISIEF TO DIRECTER FUMD OBEFAUGE			Due to HSW (especially FOG) being proper to creating blockages in the ming in angles.	allow for higher scouring velocities the pump will be excled on offen on the control of	HSW Transfer Pump Shall Onerate at 75%,100% (~00mm) for 5 minutes are 1500mm.	the day (Total Volume Transfer = 10 800 callons nor day)	or the state of th			
IIS W II AI	Gallons Per	Minute	3-9	18-20	25-35	42-47	88	88	90-115	
	Pump Speed (Variable Drive Percent Loadino)	(Summer supplies to the suppli	5%	10%	15%	25%	50%	75%	100%	



Glenbard Wastewater Authority

945 Bemis Road Glen Ellyn, Illinois 60137 Telephone: 630-790-1901 – Fax: 630-858-8119

High Strength Waste Operating Procedure Frequently Asked Questions

Glenbard Wastewater Authority January 2018

About:

The Glenbard Wastewater Authority located in Glen Ellyn, Illinois is an agency formed in 1977 between the Villages of Lombard and Glen Ellyn via an intergovernmental agreement. Its mission is to operate and maintain municipal wastewater treatment facilities, protect public health, and protect the environment, for approximately 109,000 residents and businesses in the Lombard, Glen Ellyn, Valley View/Butterfield and Glen Ellyn Heights service areas. (www.gbww.org/about-us)

In 2017, the facility began processing High Strength Waste, including fats, oils and greases. The below FAQ contains information about the benefits and procedures involved in the processing these materials.

1. What is High Strength Waste (HSW) and Fats, Oils, Greases (FOG)?
High strength waste (HSW) can be defined as wastewater that has more impurities in it than levels found in domestic wastewater, which is wastewater generated in homes. While this is a general definition, Glenbard Wastewater Authority (GWA) accepts only HSW that is generated during food processing or preparing. This includes waste such as grease laden water generated by restaurant dishwashing, sugar and grease laden water from the recycling of expired soda pop, salad dressing and other food products as well as clean up water from food manufacturing such as candy.

Fats, oils and greases (FOG) are a specific type of high strength waste. It is generated by restaurants during the preparation and clean-up of meals. Restaurants are required to have a grease trap to remove the grease from dishwashing water to keep it out of the sewers. Grease traps then must be pumped out from time to time and the material (food particles, oil and grease) properly disposed of. FOG is a desired high strength waste because it provides lots of energy over a long period versus sugar wastewater that provides high energy for short periods of time. This can be compared to how the human body reacts to sugar versus protein.

2. Why does GWA want to accept HSW, including FOG?

The wastewater treatment process uses large amounts of electricity. It accounts for a significant percent of our operating costs. Just like for homeowners, rising utility costs are a concern. GWA is constantly looking for ways to be energy efficient. A by-product of

Protecting the Environment for Tomorrow

wastewater treatment is methane gas. GWA has upgraded parts of the treatment system to be able to capture this gas and use it to generate energy to run the plant. However, the domestic wastewater coming into the plant from the area businesses and homes is not enough to generate all the energy GWA needs to operate. By accepting HSW and FOG, GWA will be able to generate a larger portion of the energy it needs to run.

The more energy GWA can produce, the less it has to pay for it. In addition to producing energy, the process generates heat. This heat is also captured and used in the process instead of depending on natural gas boilers for heat. This further reduces utility costs for GWA. Additionally, it allows budget money to be shifted to fund much needed upgrades to aging equipment and helps contain sewer rates for all users of the system.

This process is a "green" initiative and helps preserve the environment. It keeps HSW and FOG from ending up in a landfill and turns it into renewable energy. It also reduces the carbon footprint GWA creates since a larger portion of the treatment process would be run by the renewable energy.

3. How is HSW turned into energy?

Wastewater treatment at GWA is hugely dependent on micro-organisms or "bugs". The bugs are in large covered tanks called digesters. The HSW is pumped into these tanks as food for the bugs. The bugs eat the grease, food particles, and sugars in the HSW and produce methane gas. The methane gas is then captured and processed through engines to generate electricity.

4. Why is the Glenbard Wastewater Authority (GWA) deciding to take in HSW and FOG again?

After the biological upset during late summer/early fall of 2017, a temporary moratorium was placed on the acceptance of these materials, with the anticipation of accepting it again after thorough investigation to ensure proper handling and addition of the material. Accepting HSW/FOG will allow GWA to produce more bio-gas (a natural bi-product of wastewater treatment), which in turn will allow for the generation of more renewable energy to use on site. Since our mission is to both protect public health and preserve the environment, this is a method of saving costs, protect the public health, and being green to help preserve the environment. The cost savings realized will assist GWA in paying for future improvements, which will result in less costs for GWA customers.

5. How did GWA put together the Standard Operating Procedures?

GWA had initially reached out to members of the public to attempt to form an Ad-Hoc committee, but only had one volunteer, and unfortunately could not put together a proper committee. Therefore, GWA performed in depth research on proper methods of receiving and adding the material to our own waste, and formulated it into a document. GWA staff also visited a neighboring wastewater treatment plant who is currently, and successfully, accepting HSW/FOG. Procedures that have worked successfully for this other facility were included in GWA's policy.

6. What kind of preventative measures do the Standard Operating Procedure include?

GWA will thoroughly vet haulers before allowing them to bring material in, as well as thoroughly analyzing the nature of the material they propose to haul in to ensure it is a

suitable product. Once GWA has deemed a hauler and their material acceptable, the hauler will be issued a permit, along with a copy of the standard operating procedures. The hauler will also be required to provide a "renders license," or sign an affidavit, which states they will only bring in material that was agreed upon. The volume will be carefully controlled and each delivery will be inspected by GWA staff with a sample taken from each load.

7. What caused the offensive odor in August and what is GWA doing to try and prevent it from happening again?

Plain and simple, the bugs were overfed. This caused a chain reaction and the treatment system got upset; much like when you overeat or eat something that does not agree with you. The treatment process was still working, but since it was upset it produced more hydrogen sulfide than normal. Human noses are extremely sensitive to the smell of hydrogen sulfide, so even though the odors were potent, the levels contained in the air were non-hazardous. GWA took air samples during this time period, and although the odors were detectable by the human nose, the levels of hydrogen sulfide in the air at the plant were too low to even register in the measuring devices.

8. What has GWA done to prevent an upset from occurring again?

The entire process has been thoroughly reviewed by GWA staff and consulting engineers and the following improvements have been made:

- An additional pump was added to be able to continuously feed the digesters with the HSW, where previously a single pump was being shared between two separate steps of the process. This allows GWA to feed the bacteria with more consistency instead of the "feast or famine" method from having only a single pump.
- GWA staff visited a neighboring wastewater treatment plant who is currently, and successfully, accepting HSW/FOG. Procedures that have worked successfully for this other facility were included in GWA's procedures.
- The calculations regarding how much HSW could be safely added were reviewed and revised. That data collected from the 10 months of successfully accepting this waste were included.
- While GWA had a process in place to accept the HSW, the policy was reviewed, refined and formalized in a standard operating procedure document. Safeguards have been incorporated into this document to ensure limits on accepting HSW are regulated closely. Click here to review GWA's full SOP for HSW Receiving.
- Additional laboratory tests will be done on the HSW in order to best determine how much food the bugs are receiving; similar to knowing the calories in your food and staying within a certain number of calories per day to not put on weight.

9. How will GWA know if a biological upset is going to happen again?

Whether or not GWA accepts HSW/FOG, the possibility of an upset always exists, as this is a biological process much like human digestion. Just like every person has different tolerances and is prone to digestive upsets, GWA's digesters have the potential

of being upset even just from the normal domestic wastewater stream coming from our residents. However, as part of the standard operating procedures, GWA will be monitoring the biological health of the digesters much closer. The procedures define a set of published standards on digester health, and GWA have set those standards to be even more conservative than what is recommended. If it's noticed the health of the digester is approaching the limits of those standards, we can immediately begin taking preventative measures in order to attempt to stop an upset from occurring.

10. Who should we contact for further information regarding this process?

You can always contact Matt Streicher, GWA's Executive Director, with any questions. He can be reached by phone at 630-790-1901x126, or via email at mstreicher@gbww.org. GWA is always open to providing tours as well if you would like to come see the process first hand, and learn more about wastewater treatment. During off hours, you can always call our main number at 630-790-1901, and be connected to an operator on call.

SECTION 9.0

APPROVAL OF
AMENDMENT TO
EXISTING ENGINEERING
SERVICES FOR RJN
GROUP – INSTALLATION
AND ANALYSIS OF GLEN
OAK LIFT STATION
MAGMETER

MEMORANDUM

TO:

Executive Oversight Committee

FROM:

Matt Streicher, P.E. BCEE

DATE:

March 2, 2018

RE:

Request for Approval

Amendment to Existing Engineering Services

Installation and Analysis of the Glen Oak Lift Station Magmeter



In late 2017 the Village of Glen Ellyn officially annexed an area just West of the DuPage River along Hill Avenue. Although unincorporated, this area was previously serviced by Village of Lombard water and sewer. The sewer flow from this area goes to the Glen Oak Lift Station, where it is pumped via force main into a Village of Lombard sewer just upstream of the Authority's North Regional Interceptor, where it's flow was metered along with the sewer it discharged into. Since the area is now incorporated into Glen Ellyn, a need arose to separate the metered flow coming from the force main, as it is needed for Village of Glen Ellyn flow billing purposes. An evaluation was performed and it was determined that installing a Magnetic Meter (Magmeter) in the force main was the most suitable method to monitor the flow due to the characteristics of the collection system in that location.

Since the Authority is already in an existing contract with RJN Group for flow monitoring and RJN owns the rest of the Authority meters, a design-build proposal was requested. As part of the design-build contract, the Authority will be purchasing the Magmeter, as RJN Group will not provide a lease for one due to the complexities of the meter and the inability to use it at any other locations. The particular Magmeter was chosen because the Authority already owns and maintains close to a dozen other meters that are the same model. Therefore, GWA already has spare parts on hand, are familiar with maintaining them, and can incorporate them into our existing preventative maintenance program properly.

This proposal has been reviewed by both Authority and Village of Glen Ellyn staff, as the Glen Oak Lift Station is owned by the Village, but the Authority will own the meter and be responsible for monitoring and reporting the flow.

It is recommended the EOC award RJN Group, Inc. the Amendment to the Existing Engineering Services to include the Installation and Analysis of the Glen Oak Lift Station Magmeter in the amount not to exceed \$45,000. The amount includes a contingency that may not be used, and also includes in the increase in the Authority's monthly flow monitoring fees, so it is all inclusive. This amount will be taken out of the Infrastructure Improvement budget, 40-580140, in the CY2018 Approved Budget.

GLENBARD WASTEWATER AUTHORITY AMENDMENT NO. 1

For 2017-2019 Flow Monitoring Services With RJN GROUP, INC.

In accordance with the AGREEMENT for 2017-2019 Flow Monitoring Services dated November 28, 2016, between the Glenbard Wastewater Authority (hereinafter called OWNER) and RJN GROUP, INC. (hereinafter called ENGINEER), OWNER hereby authorizes ENGINEER to proceed with the following services:

SECTION 1 - PROJECT DESCRIPTION

Under the AGREEMENT, the OWNER retained RJN Group to provide flow monitoring services. The Project included flow meter installation, maintenance and data analysis. It has since been determined that an additional magmeter should be added to the flow monitoring network.

SECTION 2 - SCOPE

2.1 The ENGINEER shall provide the services and indicated in Exhibit A "Scope of Services", which is hereby incorporated by reference and made part of this agreement.

SECTION 3 - TIME OF SERVICE

3.1 ENGINEER will proceed with providing the services set forth herein immediately upon execution of this Authorization.

SECTION 4 - COMPENSATION

4.1 OWNER shall compensate ENGINEER for providing these additional services a total sum not-to-exceed \$45,000, as further described in Exhibit A. The total not-to-exceed cost for all services under this Agreement is \$392,364.

In consideration of the mutual covenants and Agreements herein contained, the Owner and ENGINEER stipulate and agree that the Agreement for 2017-2019 Flow Monitoring Services dated November 28, 2016, is hereby amended as described in Exhibits A attached hereto and made part of this agreement.

All other provisions of the original Agreement remain in full force and effect.

GLENBARD WASTEWATER AUTHORITY AMENDMENT NO. 1

For 2017-2019 Flow Monitoring Services With RJN GROUP. INC.

IN WITNESS WHEREOF, the parties hereto day of,	have caused this Amendment to be duly executed this
	AUTHORIZED BY:
	GLENBARD WASTEWATER AUTHORITY
	By:
	Name:
	Title:
	Date:
ACCEPTED BY:	
RJN GROUP, INC. By: Michael M young Name: Michael N. Young Title: Senior Vice President Date: 3/1/18	-
	2018, including Scope of Services, Schedule and
END OF AMENDMENT	



February 28, 2018

Mr. Matt Streicher, P.E. Assistant Director/Civil Engineer Glenbard Wastewater Authority 21W551 Bemis Road Glen Ellyn, Illinois 60137-6469

SUBJECT:

AMENDMENT TO EXISTING ENGINEERING SERVICES

INSTALLATION AND ANALYIS OF THE GLEN OAK LIFT STATION MAGMETER

Dear Mr. Streicher:

RJN Group, Inc. (RJN) is pleased to submit this proposal to the Glenbard Wastewater Authority (GWA) for the installation and data analysis of the Glen Oak Lift Station magmeter. RJN will hire and oversee a contractor for the installation and startup services of an ABB Magmeter that will measure the flow through the force main leaving the Glen Oak Lift Station.

PROJECT UNDERSTANDING

The GWA has 16 RJN owned and operated flow meters installed throughout various locations within the GWA's interceptor and tributary system. Currently, RJN maintains the meters, analyzed the data on a monthly basis, and submits a volumetric summary of the flow at each site.

The area tributary to and the Glen Oak lift station (Figure 1) has recently changed ownership from unincorporated to the Village of Glen Ellyn (Glen Ellyn). With this change, Glen Ellyn and GWA is looking to measure the flow from the lift station and incorporate the totals into the monthly summaries that RJN provides to GWA.

PROJECT APPROACH

Upon inspection, RJN determined that the best way to monitor the lift station flows is to install a magmeter in the existing vault at the lift station site. With this proposal, RJN will hire the contractor to furnish and install an ABB magmeter and install a telemetry unit to host the data from the magmeter. The ABB magmeter was chosen because GWA currently owns and operates several of the same brand within their treatment plant. In addition to installation, RJN will review the data



Page 2 Mr. Matt Streicher, P.E. February 2018

from the lift station, advise the GWA on any possible maintenance issues, and incorporate monthly summaries of the data into the existing monthly submittal.

Installation

RJN will be using the contractor Dahme Mechanical Industries, Inc. (Dahme) to complete the installation of the magmeter work. Dahme will complete the installation process in two days as follows:

- Day 1 Manhole vault preparation to be completed. Dahme will need to grind some of the existing bench out from around the forcemain to create room for the ABB magmeter. The Glen Oak lift station can remain in service for this work.
- Day 2 Cut-in work and installation of the ABB Process Master magmeter will be completed. During this time, the lift station will need to be turned off-



line and a vactor truck will be needed to remediate the lift station's incoming flows. GWA has offered a vactor truck and operator for this phase of the work. RJN will also install the telemetry unit that will send the flow data to the RJN server for data hosting and analysis.

Flow Meter: GWA is requesting the installation of technology similar to that which they already maintain at their treatment plant. The chosen magmeter is the ABB Process Master magmeter. This meter will measure the flow rate through the force main and send the data to the RJN telemetry unit.



Data Maintenance & Handling

RJN will maintain the data link required for remotely uploading the data from the installed meters. Experienced data analysts will collect, consolidate, process, and perform a cursory review for data continuity and quality throughout the project. The data will be made available online to the GWA and Glen Ellyn for viewing via Telog Web Portal.



Page 3 Mr. Matt Streicher, P.E. February 2018

Data Reporting

On a monthly basis, RJN will continue to provide a summary report of all the open channel flow meter data and include the newly installed magmeter data into the summary.

PROPOSED SCOPE OF SERVICES

Our proposed scope of services is outlined as follows:

- 1. Purchase the ABB Process Master magmeter for installation on the Glen Oak Lift Station forcemain.
- 2. Remove existing ultrasonic meter and transmitter.
- 3. Install and setup the magmeter for accurate flow meter data collection using existing electrical connections.
- 4. Install and setup a telemetry unit for RJN data transmittal and hosting. Provide the data on the existing web module for viewing by GWA and Glen Ellyn.
- 5. Analyze the magmeter data on a weekly basis to ensure proper functionality
- 6. Report any problem in the data to the GWA for maintenance.
- 7. Summarize the daily flow totals and submit to GWA on a monthly basis with the existing 16 open channel meter summaries.
- 8. Incorporate the magmeter data into the annual data analysis and report that is part of the existing agreement with GWA.
- 9. Provide project management services for the duration of the project.
- 10. Provide subcontractor management services for the installation and initial setup of the magmeter.
- 11. Attend up to one additional meeting with the GWA.



Page 4 Mr. Matt Streicher, P.E. February 2018

Contingency:

- 1. Provide services to the GWA on a time a material basis to allow for unforeseen circumstances such as (but not limited to):
 - a. Addition work due to unforeseen construction issues;
 - b. Bonds, insurance, easements;
 - c. Other work required for completion of the installation.

ITEMS REQUESTED FROM AUTHORITY

We request the following items from the GWA:

- 1. Access to Glen Oak Lift Station control panel and vault.
- 2. A vactor truck and operator for the day of the magmeter installation.

SCHEDULE

Once all contracts and are signed, the installation will be completed within 10 weeks.

PROPOSED FEE

This scope of services will be provided for based on the fee table below.

Phase #	Task	Quantity	Units	Cost/Unit	TOTAL
5000	Planning and Project Management	1	LS	\$ 5,000	\$ 5,000
5001	Meter Purcahse, Install, and Setup	1	LS	\$ 25,000	\$25,000
				SUBTOTAL	\$30,000
6001	Contingency	1	T&M	\$ 5,000	\$ 5,000
				SUBTOTAL	\$35,000
2001	Monthy Charge (addition to existing \$9,649)	20	Meter*Month	\$ 500	\$10,000
				TOTAL	\$ 45,000

The amendment will require a new phase worth \$35,000 for installation and contingency. It is likely that most of the contingency will not be used. The amendment will also require the monthly fee



Page 5 Mr. Matt Streicher, P.E. February 2018

for flow monitoring services to be increased by \$500 per month, which brings the total to \$10,149 per month, in order to add the magmeter data to the review and reporting process.

It is our pleasure to submit this proposal to the Glenbard Wastewater Authority. Please feel free to contact Tom at (630) 414-1965 if you would like to discuss this proposal in detail. We are looking forward to the opportunity to begin working with the Authority on this important project.

Sincerely,

RJN Group, Inc.

Michael N. Young, P.E.

Michael M. young

Principal

Attachments

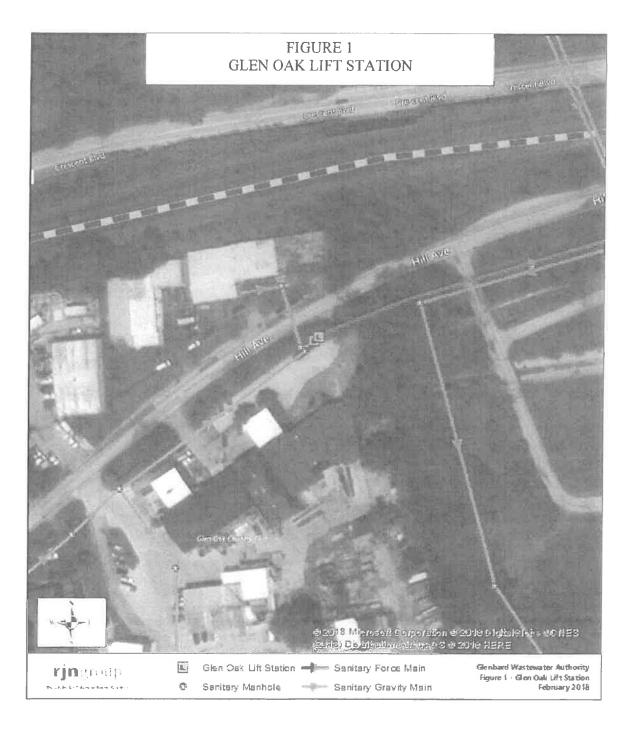
Thomas J. Romza, P.E.

The JRonga

Project Manager



Page 6 Mr. Matt Streicher, P.E. February 2018



SECTION 10.0 DISCUSSION

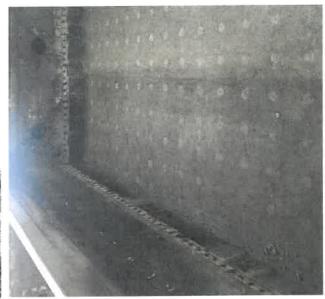
SECTION 10.1 FACILITY IMPROVEMENT PROJECT - UPDATE

FIP Project Update

- Work Completed Since Last EOC Meeting
- East Half Sand Filter Demolition
- East Half Filter Piping Demolition
- East Half Filter Sandblasting/Sealing
- Preparation for East Half Disk Filters
- Installation of New NPW Strainer
- High Pressure NPW Line Installed
- 211 Submittals
- 40 Requests for Information
- Work Anticipated Prior to Next EOC Meeting
- East Half Disk Filter Startup
- Remaining Natural Gas Connections Made
- Earth Retention System for Raw Pump Station???

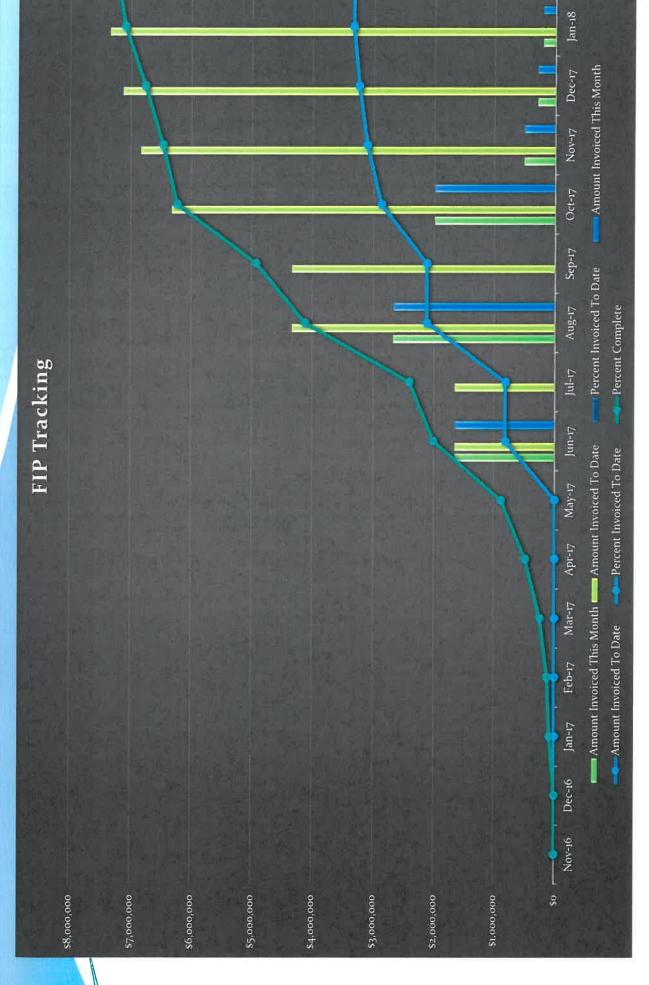












Days Remaining Until Final Completion (11/19/2019): 622

Dec-17 Nov-17 Oct-17 Sep-17 Aug-17 GWA RE Hours Jul-17 **FIP GWA RE Tracking** Jun-17 May-17 Apr-17 Mar-17 Feb-17 Jan-17 Dec-16 Nov-16 Oct-16 Sep-16 0.00 350.00 300.00 250.00 150.00 100.00 50.00 400.00 200.00

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SECTION 11.0 OTHER BUSINESS

SECTION 11.1

TECHNICAL ADVISORY COMMITTEE UPDATES



Glenbard Wastewater Authority

945 Bemis Road Glen Ellyn, Illinois 60137 Telephone: 630-790-1901 – Fax: 630-858-8119

GWA Technical Advisory Committee (TAC) Meeting Agenda January 24, 2018 12:00pm Meeting Start @11:50am

1. CHP (HSW) SOP Draft Review

a. Technical Summary

Mr. Streicher summarized all the aspects of the SOP, as well as the calculations used in order to determine acceptable amounts. In summary, GWA will approach the acceptance of HSW very cautiously, and calculations were performed using very conservative amounts. Mr. Streicher believes GWA's system can handle much greater loads, but would like to demonstrate the effectiveness of a proper SOP. The TAC stated that these SOP's should be included with the conditions of the permits issued to HSW Haulers so they are aware of the procedures as well.

b. Public Outreach Strategies

Managers Franz and Neuhaus contributed to how to communicate the draft SOP with the public. Mr. Streicher has been directed to put together a "F.A.Q." in order to better relay some of the public concerns, since not all members of the public may understand the SOP's. It was stated that GWA shall post the SOP's and FAQ's on the website and send out a mass email to all those on the mailing list stating that it has been posted, and ask for review and any input. Also, since Mr. John Arnish had suggested the idea of public input on HSW receiving, Mr. Streicher has been directed to contact Mr. Arnish directly for any input on the SOP's. Ms. Bonnie Buckley was the sole individual who volunteered for the Ad-Hoc Committee, so it was also stated that Mr. Streicher shall share the SOP's with her for any input as well. After public comments are received, any input that is compatible with the operation will be inserted into the SOP, at which point it will be brought to the EOC for formal approval. Any members of the public that disagree with reinstating the acceptance of HSW altogether are welcome to attend the EOC meeting to voice their opinion. After EOC approval, the final document will again be posted on GWA's website, and Mr. Streicher will share it with the EPA, and the Village Managers will share it with local representatives, congress members, and school districts who were all involved with the upset. The intent is to "close the loop" on the 2017 Digester Upset.

2. FIP Update

- a. East Half Filter Construction Update
- b. Change Order Status
 - i. Discussion of imminent +/- \$200k change order
 - Transformer Sequencing Work (\$123k)
 - 2. New Conduit (50% split)
 - 3. MCC
 - 4. Concrete Effluent Structure elevation increase NO CHARGE
- c. Resubmittal Fees \$5,150
- d. ERS Submittals
 - i. Expected by End of Week

Mr. Streicher updated the TAC on the above activities in relation to the FIP. No other significant updates were provided other than what is in writing.

3. Proposed Policy for GWA Engineering Shortlist – For EOC Approval 2/8/18

Public Work Directors Hansen and Goldsmith relayed onto the Village Managers that they are in support of the shortlist document that the TAC worked to put together. Manager Franz requested a copy be sent to him for further review. It is anticipated the EOC will be in favor of approving the policy.

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4. Other Business

- a. Vacant Positions
 - i. Project Engineer Advertisements

Mr. Streicher updated the TAC that the job has been posted on several sites, and requested the Public Work directors participate in the interview process. Mr. Streicher said he intends for the GWA superintendents to also participate in the interview process since this position will work with all departments.

ii. Maintenance I - Interviews

Mr. Streicher updated the TAC that first round interviews were performed on 1/23, and there were two candidates that are being asked back for a second interview. The second interview will consist of more of a field interview to better gauge the candidates mechanical aptitude.

b. Sludge Hauling Contract – January 26 Bid Opening

No discussion beyond written update

c. Digester Cleaning Bid Advertisement - February 23 Bid Opening

Mr. Streicher stated that this was not brought before the TAC because GWA wanted to get the bid advertisement out in time for the proposed bid opening date. Since the work is prone to creating additional odors, the intention is to perform the work prior to spring weather, and before GWA starts accepting any HSW. Mr. Streicher also informed the TAC that, per Director Hansen's idea, an incentive was included if the work is completed early, in an effort to encourage contractors to perform the work in a timely manner. The TAC was in favor of the incentive

- d. New Hill Avenue Flow Meter
 - i. RJN Proposal No updates
- e. Budget Amendments
 - i. Screw Pump Covers
 - ii. Budget Error

Mr. Streicher has relayed budget questions on to Finance Director Coyle, per the TAC's recommendation

f. Purchasing Authority

No discussion

5. Old Business

a. Pretreatment Ordinance Status

The Village of Glen Ellyn's attorney is currently reviewing the ordinance

b. GWA Property Swap

Director Goldsmith provided an update stating that the Forest Preserve is no longer willing to sell the property, and that a 99-year lease agreement is being offered, and reviewed. Director Goldsmith has updated the EOC on this item

c. House demo

No Discussion

d. Discussion pertaining to future development of IGA Language for

GWA Interceptor vs Village's Collection Systems start and stop points.

- i. VGE Chidester vs St. Charles Rd. Lift Station
- ii. VOL L22 vs Junction Chamber
- iii. CSO Regulators and lines between the regulators to the facility
- iv. Any others that can be added

Director Goldsmith stated the VOL staff is reviewing items, and their GIS Specialist is to meet with Mr. Streicher to go over some jurisdictional differences between GWA and VOL's GIS databases

6. Adjourn

Meeting adjourned @1:15pm



Glenbard Wastewater Authority

945 Bemis Road Glen Ellyn, Illinois 60137 Telephone: 630-790-1901 – Fax: 630-858-8119

GWA Technical Advisory Committee (TAC) Meeting Minutes February 26, 2018 3:00pm

1. FIP Update

- a. East Half Filter Construction Update

 Mr. Streicher stated that it appears the contractor is still on schedule for an April 1, 2018 startup date of the new filters.
- b. Change Order Status

Mr. Streicher updated the TAC that he is frustrated with the contractor's inability to provide information on time, or share relevant information. This change order will see an increase due to the amount of time that has passed since it was originally brought to the Authority. The Authority relayed onto the contractor that it would wait for additional changes before presenting everything to the EOC, and the contractor never stated that there would be any penalties for waiting or that there was any sense of urgency to get these items approved. Approximately two weeks ago it was brought the Authority's attention that now there will be price adders due to the amount of time that has passed since the original quotes were received. The Authority was not aware of this, and is very frustrated. The TAC discussed options, but realized without eliminating this portion of the project, we had no choice

- i. Changer Order Number 4 being prepared for March 8, 2018 EOC Meeting. It
 - 1. Transformer Sequencing Work (\$123k)
 - Filter Building Lighting Conduit (50% split)
 The Authority has still not received this information, but it is supposed to be supplied prior to the EOC agenda packet going out. Once received, Mr. Streicher will share it with the TAC.
 - 3. MCC Revisions
 - The price escalations due to time that has passed will be incorporated into this item, however the Authority has STILL not received what those exact costs are. Once received, Mr. Streicher will share it with the TAC.
 - 4. Air Handler Unit Revisions NO COST
 - 5. Concrete Effluent Structure elevation increase NO COST
- c. ERS Submittals

These still have not been received.

- 2. Award of new Sludge Hauling Contract For EOC Approval 3/8/18

 The TAC is in agreement to recommend award to Syangro at the EOC meeting
- 3. Award of Design Services for Electrical Grid Rehabilitation/Improvements For EOC Approval 3/8/18 Mr. Streicher described his negotiations with Strand Associated, and that he was able to get the fee to be a T&M/Not to exceed, instead of a lump sum amount. Also, Mr. Streicher described he would like to include recommendation for approval of assistance with the procurement services, which was another \$2,500. The cost and time savings from procuring equipment would outweigh the cost for the services. The TAC is in agreement to award the contract to Strand at the EOC meeting
- 4. Proposed Policy for GWA Engineering Shortlist For EOC Approval 3/8/18

 TAC has already reviewed and approved of the policy and recommends its approval at the EOC meeting.
- 5. Admin Building HVAC RFQ/RFP

Mr. Streicher informed the TAC that he is preparing a RFQ/RFP for design services for this project that he will be sending out soon. The RFQ/RFP follows the same format as the other RFQ/RFP's that were recently sent out. The TAC had no questions or comments, and approved moving forward with sending out the RFQ/RFP

6. Other Business

a. Discussion regarding upcoming televising work

Mr. Streicher stated that his desire would be to perform a higher-level inspection of the interceptors this year, as they are nearing 40 years old, and to the best of his knowledge – no indepth inspection has ever been performed. This more detailed survey would include sonar and LIDAR surveys to determine the pipes structural integrity, rather than typical televising where a camera is simply sent down the pipe. Director Goldsmith stated that Lombard is preparing to send out a bid for the same type of work for their large diameter sewers, and that Glenbard can tag onto that RFP. Director Goldsmith will provide the documents for Mr. Streicher to review, and Mr. Streicher will provide Lombard it's asset information. Mr. Streicher then let out a big sigh of relief, as this eliminated a tremendous amount of work for him.

b. Vacant Positions

i. Project Engineer

The Authority only received two applicants for this position, however will be proceeding with interviewing both candidates. If neither seem like a good fit, options will be evaluated from there.

ii. Maintenance I Hiring

Mr. Streicher informed the TAC that the selected candidate declined the position since he was offered a promotion at his current job. Mr. Streicher stated he will discuss with GWA's Maintenance Superintendent to see if there were any other applicant's worth interviewing, and if not, we would decide how to move forward and advise the TAC.

c. Digester Cleaning Bid Advertisement - February 23 Bid Opening

Mr. Streicher informed the TAC that he regretted not reviewing the bid documents in more detail, as they were released in manner that left much room for interpretation by the contractors, and bid results could be interpreted in a couple of ways. Mr. Streicher consulted with GWA's legal consul, and was advised to award the bid to Stewart Spreading. Since Stewart is a reputable firm, had the lowest overall estimated cost, and legal consul suggested it – the TAC was in agreement with awarding them the contract at the EOC meeting.

- d. New Hill Avenue Flow Meter
 - i. RJN Proposal

 No updates at this time

7. Old Business

a. Pretreatment Ordinance Status

The Village of Glen Ellyn Public Works staff has reviewed this and it is now being reviewed by the Village attorney.

b. GWA Property Swap

Director Hansen stated the VOGE is now interested again in selling the triangular piece of property it owns near the Maryknoll Subdivision, and requested if Director Goldsmith could inquire with the Forest preserve to see if they are still interested, and if it would lower the cost of the easement purchase at the CSO facility. Otherwise, Mr. Streicher has prepared a memo requesting the EOC to approve the purchase of the easement.

c. House demo

No update

d. Formalize TAC Resolution by EOC per legal recommendation

e. Discussion pertaining to future development of IGA Language for GWA Interceptor vs Village's Collection Systems start and stop points.

- i. VGE Chidester vs St. Charles Rd. Lift Station
- ii. VOL L22 vs Junction Chamber
- iii. CSO Regulators and lines between the regulators to the facility
- iv. Any others that can be added



Glenbard Wastewater Authority

945 Bemis Road Glen Ellyn, Illinois 60137 Telephone: 630-790-1901 – Fax: 630-858-8119

Not Discussed

- 8. Additional business not on agenda, but was discussed: The Forest Preserve District has approached Director Hansen in regards to an Easement that it had with the Village of Glen Ellyn for what is now the North Regional Interceptor, near Churchill woods. The easement has expired, and would like to renew it, but needs further survey work done. It was discussed with GWA's attorney and the Village of Glen Ellyn, and it was recommended that the Village of Glen Ellyn would proceed with renewing the easement, however GWA will pay all associated costs since it is related to GWA's interceptor. The Village of Glen Ellyn is working with a professional surveyor on another project, so they have requested that surveyor perform the work, and will retain their services. Mr. Streicher agreed to provide whatever information he has that would be of assistance. Mr. Streicher also stated that he believes a good portion of the interceptor is now in public right of way, and the easement may have been from before St. Charles Road was 4 lanes, and only 2. However, he believes portions of the interceptor are still in Forest Preserve Property.
- 9. Adjourn

Meeting Adjourned at approximately 3:56pm

SECITON 11.2 PENDING AGENDA ITEMS



Glenbard Wastewater Authority

21W551 Bemis Road Glen Ellyn, Illinois 60137 Telephone: 630-790-1901 – Fax: 630-858-8119

2018 Pending EOC Agenda Items

Projects	Budget	Date	Status
Capital Improvement Projects			
Electrical Service Distribution System Design Engineering	\$250,000	March	
Facility Plan/Odor Control Study	\$150,000	April	
Roof Rehabilitation	\$75,000	May	
Infrastructure Improvement			
Telephone System Replacement	\$40,000	April	
UV Building AHU Replacement	\$40,000	March (Did not require EOC Approval)	Underway
SCADA & LAN Server, Firewall Replacement	\$80,000	April/May	
Plant Fiber Testing & Repairs	\$30,000	On Hold	
HSW Improvements Modifications	\$25,000	TBD	
Equipment Rehabilitation			
Admin. Chiller, Coil, Air Handler, & Duct Design	\$75,000	May	
Digester Cleaning	\$65,000	March	
CHP Siloxane and Hydrogen Sulfide Media Replacement	\$75,000	July	
Moyno Pumps (10) Spare Parts	\$25,000	As Needed	
Televising & Cleaning of NRI & SRI	\$100,000	May	



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Gravity Thickener Bridge & Mechanism Painting	\$40,000	August/September	
CSO Grit Chamber Rehabilitation	\$30,000	August	
SRI Pump Station Concrete Lining	\$50,000	TBD	
Rolling Stock			
*Godwin 4" Trailer Mounted Pump	\$24,000	June	
Administrative			
Forest Preserve Land Swap & Surveying Costs	\$150,000	TBD	Under DCFPD review
Pretreatment Ordinance Recommendation		April	Under Village Legal Review
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SECTION 12.0 NEXT EOC MEETING THURSDAY

APRIL 12, 2018

AT 8:00 A.M.