

GLENBARD WASTEWATER AUTHORITY  
Executive Oversight Committee  
Agenda

April 12, 2018

8:00 a.m.

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

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

*Motion the EOC to approve the following items including Payroll and Vouchers for the Month of March 2018 totaling \$396,184.08 (Trustee Enright).*

- 5.1 Executive Oversight Committee Meeting Minutes:  
March 8, 2018 EOC Meeting
  - 5.2 Vouchers Previously Reviewed by:  
March 2018 – Trustee Enright
6. Approval 2018 Facility Plan Agreement.

In November 2017 Authority staff developed and sent out a request for qualifications and technical proposals to our six shortlisted professional consulting firms for the 2018 Facility Plan. The due date for the proposals was February 28, 2018. The development of a new 10-year Facility Plan provides the opportunity to take a comprehensive look at the current and future needs of the Authority's treatment facilities.

The Authority received five 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 Trotter & Associates, Inc. to perform the work. It is recommended the EOC award Trotter & Associates, Inc. the 2018 Facility Plan Services in the amount not to exceed **\$88,300**. This amount will be taken out of the designated

amount in CY2018 Approved Budget, Fund 40 Capital, for the Facility Plan, which is currently budgeted at \$150,000.

7. Approval of Facility Improvement Project Change Order No. 004

The Technical Advisory Committee (TAC) reviewed the documents and along with the Authority's legal consul, recommends approval of the proposed Facility Improvements Project Change Order No. 004 in the not to exceed amount of a **\$294,571.47** being presented to the EOC. Due to the higher cost of this proposed change order, the Authority performed due diligence in vetting the costs, and ensuring they are accurate and justified. In addition to the Authority and its consultants investigating the costs, additional layers of support were utilized for this review, including a contract negotiator (Roger McCarron) and the Authority's legal consul. This change order is a request in which the majority of the equipment substantially affects the critical path of the project as identified in comments in the attached memo. The FIP project change order request is addressing a multitude of issues relative to mostly electrical aspects of the project. The change order will increase the overall project cost from \$17,500,573.66 to **\$17,795,145.13**.

8. Discussion

- 8.1 Facility Improvement Project Update
- 8.2 Pretreatment Ordinance Status Update
- 8.3 Project Engineer Status Update

9. Other Business

- 9.1 Technical Advisory Committee Updates
- 9.2 Pending Agenda Items

10. ***Next EOC Meeting*** – The next regularly scheduled EOC Meeting is set for ***Thursday, May 10, 2018 at 8:00 a.m. in the Conference Room at the Glenbard Wastewater Authority, 945 Bemis Road, Glen Ellyn, IL 60137.***