

GLENBARD WASTEWATER AUTHORITY  
Executive Oversight Committee  
Minutes  
June 14, 2018  
Meeting held at the Glenbard Wastewater Plant  
945 Bemis Road, Glen Ellyn, IL

Members Present:

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

Others Present:

Matthew Streicher	Executive Director, GWA
Rick Freeman	Electrical Superintendent, GWA
David Goodalis	Operations Superintendent, GWA
Jon Braga	Interim Maintenance Superintendent, GWA
Christina Coyle	Finance Director, Village of Glen Ellyn
Gayle Lendabarker	Administrative Secretary, GWA

1. Call to Order at 8:00 a.m.
2. Roll Call: President Giagnorio, Trustee Fugiel, Trustee Enright, Mr. Franz, Mr. Jack and Mr. Hansen answered "Present". President McGinley was excused.
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 April and May 2018 totaling \$396,184.08 (Trustee Enright).*

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

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- 5.1 Executive Oversight Committee Meeting Minutes:
    - March 8, 2018 EOC Meeting
  - 5.2 Vouchers previously reviewed by Trustee Enright
    - March 2018
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.

***President McGinley motioned and Mr. Goldsmith seconded the motion to award the 2018 Facility Plan Services contract to Trotter & Associates, Inc. of St. Charles Illinois, in the amount not to exceed \$88,300 to be charged to the approved CY2018 Approved Budget 40-580180. President Giagnorio, President McGinley, Trustee Enright, Mr. Franz, Mr. Goldsmith and Mr. Hansen responded "Aye" during a roll vote. The motion carried.***

*Mr. Streicher summarized the process used to request proposals for the 2018 Facility Plan which is an evaluation done to help GWA plan for future capital projects. Mr. Franz asked what the time frame for completion was. Mr. Streicher advised that the report should be completed by the end of 2018 and will need to be submitted to the IEPA for review, place in a file and reference back to in the event GWA decides to pursue SRF funding through them for any projects, they will be able to see that it was something that had been highlighted as a future project.*

*Trustee Enright asked if this facility plan would become a document for future equipment/process planning. Mr. Streicher confirmed that the plan will be used to develop future capital projects, especially at the CSO plant since the equipment is outdated and help prioritize them.*

*Trustee Enright asked if the CSO facility operates in the same manner as the main plant. Mr. Streicher advised that the process is somewhat similar but not nearly as involved and that chemicals are only used for disinfection purposes.*

*Mr. Goldsmith asked if there were any factors that would preclude Trotter & Associates from submitting engineering proposals on any projects that may result from the facility plan. Mr. Streicher advised there were not and in fact it puts them in a better position since they would have more knowledge.*

*Mr. Franz asked if odor reductions would be something that Trotter looked at well. Mr. Streicher indicated that they would be evaluating odor control projects and not eliminating odors from the process and do to these more as of an overview of options as some odor control projects can be millions of dollars just for the benefit of a small number of residents. Mr. Streicher added that they will be looking at a range of small scale to large scale projects that would help in controlling or eliminating the odors.*

*Mr. Hansen reminded the Committee that Trotter & Associates was the firm that stepped quickly to assist with the air quality testing during the odor issues last August.*

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**.

***President McGinley motioned and Mr. Franz seconded the motion to approve Change Order 004 to the Facilities Improvement Project for an amount not to exceed \$294,571.47 increasing the overall contract price from \$17,500,573.66 to \$17,795,145.13. President Giagnorio, President McGinley, Trustee Enright, Mr. Franz, Mr. Goldsmith, and Mr. Hansen responded "Aye" during a roll vote. The motion carried.***

*Mr. Streicher indicated that the amount of the change order is the worse-case scenario and has already been reduced by approximately \$40,000 since the EOC Packet was distributed and negotiations are ongoing by all parties to reduce the amount as much as possible. Mr. Streicher indicated that bullet points number two (2) and three (3) are still being negotiated as well as some of the items are time sensitive and require decisions before May 1<sup>st</sup> in order to avoid any additional price escalations.*

*Mr. Franz asked Mr. Streicher if he confident this was going to be the last change order for the project. Mr. Streicher advised there he was confident that there would be more since the contractor had not even started work on the other part of the project. Mr. Streicher also reminded the EOC Committee that other than the large \$1.3 million change order that was approved, this change order was actually their first change asking for an increase as change orders #1 and #2 were both reductions in costs.*

*Trustee Enright asked which bullet points saw reductions. Mr. Streicher indicated that bullet points #2 and #3 were reduced as the contractor agreed to pay half of the costs associated with those items. Mr. Streicher indicated that he had countered offered that Boller pay 100% of the costs on item #2 and GWA pay 100% of the costs for item #3, but he is waiting for a response on this offer which would reduce the change order by approximately another \$20,000. Mr. Enright asked why the price increases from 2016 to 2018. Mr. Streicher indicated that the on some the items cannot be pre-made and therefore as a result of various project delays, the material and labor costs have increased from the time of the original proposal to the time of the planned actual production. Mr. Streicher indicated that all parties are making an effort to keep things from escalating like the ERS system did which resulted in a third-party coming in to help negotiate.*

*Mr. Goldsmith indicated that some of the items appears to be oversights or errors by the design engineering firm and asked if any thought had been given to going back to them and asking them to help offset or cover some of the costs. Mr. Streicher indicated that he had thought about, but the mentality became if these had been designed properly to begin with, we would be paying these costs anyway minus all of the price escalations. Mr. Goldsmith indicated these issues certainly needs to be kept in the back of everyone's mind if and when Black & Veatch comes back with a change order for construction oversight services. Mr. Streicher indicated that he fully anticipates a change order from them and has highlighted these issues to them.*

*Mr. Goldsmith asked if the IPEA loan will cover the change orders. Mr. Streicher indicated that the loan only covers \$16,725,000. Mr. Goldsmith asked if GWA's budget can handle the current anticipated overage. Mr. Streicher indicated it could and that GWA could seek an increase on the loan amount from the IEPA; however, the process would involve repeating all of the loan application steps that GWA did when applying for the loan originally. Mr. Streicher indicated that while the capital plan can absorb the additional costs, the plan will need to be reviewed and re-evaluate to determine which*

*projects can be moved to later years and not have a negative impact on the plant operations.*

## 8. Discussion

### 8.1 Facility Improvement Project Update

*Mr. Streicher advised that the last of the new disc filters were installed and the April 1<sup>st</sup> operation date was met; however, there are some loose ends that need to be wrapped up but they are installed and operating. Mr. Streicher indicated that the ERS was supposed to have broken ground the previous week but he is optimistic that by the next EOC Committee progress will be visible.*

*Mr. Streicher added that the Boller has been aggressive in submitting proposals as per the terms of Change order 003, and as an act of good faith agreed to authorize payment for several changes orders equal to approximately 50% of nearly the \$1 million dollars currently being held, so they could pay their contractors and not have to worry about a work stoppage by their sub-contractors.*

*Mr. Hansen asked Mr. Streicher to elaborate on the what was found in the digester when it was cleaned. Mr. Streicher advised that the old sand filter beds would need to be backwashed to help keep them cleaned as a result a large of the sand would be washed out of the beds, dumped back into the head of the plant process and would eventually settle in the digesters and in 2016 when digester number one was cleaned there was six feet of sand ringing the inside perimeter of the digester and the number which was just cleaned at six to eight feet of sand on the inside perimeter and in the future as a result of the new disc filters, sand will no longer be getting into the digester which will free up operational volume in all of the digesters and enhance the performance of the process and less wear and tear on equipment.*

*Mr. Franz encouraged Mr. Streicher to keep the contractor moving in the right direction and get the disc filter system closed out.*

### 8.2 Pretreatment Ordinance Status Update

*Mr. Streicher advised that the US EPA is still reviewing the Village of Lombard's Pretreatment ordinance and GWA has not received the Village of Glen Ellyn's entire Pretreatment ordinance but the goal and hope is that it is a mirror of the one submitted by the Village of Lombard; therefore, any comments, recommendations*

*or changes needed would be applied to the Village of Glen Ellyn's as well and once revised they would need to be adopted by each village and the submitted to the US EPA.*

*Mr. Goldsmith advised that Wheaton Sanitary District will need to comply with the ordinance as well since part of Glen Ellyn is serviced by them. Mr. Franz indicated he will need to have discussions with DuPage County*

8.3 Project Engineer Status Update

*Mr. Streicher indicated that there had been two candidates interviewed however there was one last minute submission and as the person has acceptable experience and credentials the decision was made to bring him in for a combination first and second interview later in the day and was hopeful that by the next EOC Committee meeting the would be able to announce that who the new hire is.*

*Mr. Franz asked how the intake of FOG was going. Mr. Streicher indicated that with the digester cleaning, it was not feasible to bring in trucks. Ms. Frieders indicated that she is still pursuing vendors. Mr. Hansen asked if May 1<sup>st</sup> was a more feasible date. Ms. Frieders advised that she was hoping at least that date if not before.*

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, Illinois.***

*Mr. Franz asked a May meeting would be necessary. Mr. Streicher indicated that the proposals for the Administration Building HVAC system were due to be received and will most likely exceed the \$20,000 limit as well as the results of the line televising bids that GWA was having done in conjunction with the Village of Lombard. Mr. Goldsmith advised that the bid opening was early May thereby unlikely it would be included on the May EOC Committee agenda.*

*Trustee Enright highlighted GWA's non-permit violation record and was impressed that the count was 1,882 days. Mr. Streicher advised that each NACWA awards bronze, Silver, Gold and Platinum Awards for plant performance and that GWA is closing in on it's fifth (5<sup>th</sup>) year and fifth Gold Award, without any violations and should be eligible for the Platinum Award in 2019.*

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**President McGinley moved to adjourn the April 12, 2018 EOC Meeting and Mr. Goldsmith seconded the MOTION. *President Giagnorio, President McGinley, Mr. Enright, Mr. Franz, Mr. Goldsmith, and Mr. Hansen responded “Aye” during a roll vote. The motion carried. The meeting adjourned at 8:45 a.m.***

Submitted by:

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Gayle A. Lendabarker  
GWA Administrative Secretary