

GLENBARD WASTEWATER AUTHORITY
Executive Oversight Committee
Agenda

April 11, 2019

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 the months of January, February, and March 2019 totaling \$1,775,627.23 (Trustee Enright).

- 5.1 Amended Executive Oversight Committee Meeting Minutes:
June 14, 2018 EOC Meeting
- 5.2 Executive Oversight Committee Meeting Minutes:
January 10, 2019 EOC Meeting
- 5.3 Vouchers Previously Reviewed by:
January, February, and March 2019 – Trustee Enright
- 5.4 Request for Authorization to Enter into Manhole Inspection Contract with RJN Group, Inc.

In late 2018, GWA's Director and Assistant Director met with the Village of Lombard and RJN Group in regards to performing manhole inspections. Since the sewers have been inspected, it makes sense to also inspect the manhole structures, as they go hand in hand. GWA has never done extensive inspection of its structures, which are all approaching nearly 40 years old. GWA benefited from the Village of Lombard doing research and determining that besides the existing good relationship the Village has with RJN (which GWA also has), RJN is the only professional service provider that could meet the specifications for the type of inspections both ourselves and Lombard would require. Essentially, they

are the only company with the type of technology that would be ideal for the remote locations of our manholes.

The proposal given to GWA was in the form of a not to exceed amount of \$29,860. This proposal had been discussed and approved by the TAC at the January 24th TAC meeting. Therefore, GWA recommended the approval of this contract, but would need EOC approval level due to the dollar amount. In order to take advantage of the competitive pricing for both GWA and Lombard, an agreement was needed to be entered into during February, which would give RJN adequate time to prepare to perform the work for both entities. Since no February EOC meeting occurred, request for approval was sent to the Village Managers, as well as the Glen Ellyn Finance Director.

GWA requests the waiver of bids and for the EOC give retroactive approval for the RJN Manhole Inspection Proposal in the not to exceed amount of **\$29,860**. This work will be charged towards Fund 40-580150, Plant Equipment Rehabilitation, which has \$100,000 budgeted for interceptor related inspection work.

6. Approval of Televising Contract

In March 2019 Authority staff developed and sent out a request for qualifications and technical proposals for Large Diameter Sewer Inspection/Assessment. The due date for the proposals was March 29, 2019.

The Authority received three sets of qualifications and technical proposals in response to the RFP that was sent out, along with prices. Attached is a spreadsheet containing the bid prices. The apparent low bidder is \$68,134.25. All references were checked and are satisfactory.

Therefore, it is recommended the EOC award Redzone Robotics the 2019 Large Diameter Sewer Inspection/Assessment Contract in the amount not to exceed **\$68,134.25**. This amount will be taken out of the designated amount in CY2019 Approved Budget, Fund 40 580150 Plant Equipment Rehabilitation, which is currently budgeted at \$100,000.

7. High Strength Waste Standard Operation Procedure Modifications

At the January 2019 EOC meeting the modification of the existing High Strength Waste (HSW) Receiving Standard Operating Procedures (SOP) was discussed. To summarize the modifications, attached to the agenda item is the package that was posted for public comment.

The Authority received very little public feedback, with the only comments being unrelated to the actual modifications being requested, and only one question. The comments received were simply put, “if odors are detected, we will call.” One resident asked how the modifications would affect truck traffic on Bemis. As described in the FAQ’s that were distributed to the residents, it is expected that potentially one more truck per day could be traveling on Bemis due to the modifications.

Therefore, seeing no objections from the Public, the Authority respectfully requests the EOC approve the modifications to the HSW SOP’s allowing the Authority to receive 20,000 gallons of HSW on a daily basis (M-F, 7am-4pm, no holidays).

8. Discussion

8.1 Facility Improvement Project Update

8.2 June 1, 2019 Open House

The Authority has scheduled its first open house for the hours of 9am-12pm on Saturday, June 1, 2019. Staff is working with both Village’s to help advertise, and will be sending physical out mailings as well. The Open House will mainly consist of tours being given on regular intervals, along with displays of stages through the treatment process, equipment, and other items that may be of interest to the public. Enclosed is the advertisement for the event.

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 9, 2019 at 8:00 a.m., however, GWA staff has a conflict and will not be able to attend that meeting. Therefore, GWA requests input from the EOC as to a date to reschedule the meeting. The May EOC meeting will still be held ***in the Conference Room at the Glenbard Wastewater Authority, 945 Bemis Road, Glen Ellyn, IL 60137.***

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

Motion the EOC to adjourn to Executive Session for the purposes of discussing the purchase of real estate property for the use of the public body. The EOC will not be returning to open session after adjournment of the Executive Session.

Executive Session Materials to be provided under separate cover.