

GLENBARD WASTEWATER AUTHORITY
Executive Oversight Committee
Agenda

June 13, 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 April 2019 and May 2019 totaling \$2,182,662.09 (Trustee Christiansen).

- 5.1 Executive Oversight Committee Meeting Minutes:
April 11, 2019 EOC Meeting
- 5.2 Vouchers Previously Reviewed by: Trustee Christiansen
April 2019
May 2019
- 5.3 Polymer Supplier Approval

The Authority uses a polymer to help coagulate digested sludge during the dewatering process, as is typical in wastewater treatment. The purpose of the polymer is to help yield greater percent solids in the biosolids materials, and therefore relieves significant hauling costs. Since the amount of polymer used is dependent on how much sludge is produced, the quality of the sludge, as well as the amount of sludge dewatered – pricing for polymer is obtained on a dollar per pound basis. Approximately \$20,000-\$40,000 of polymer is used per year, and is budgeted for appropriately in the “270-530440 Chemicals” budget line.

The Operations Staff would like to request purchasing polymer from Polydyne at a cost of \$1.13 per pound from our current polymer supplier Polydyne. We have used Polydyne for years without any major issues of their product or delivery services.

6. 2018 Facility Plan Study Presentation

Trotter & Associates, Inc. (TAI) was selected to perform the 2018 Facility Plan and worked on its development throughout the 2018 calendar year. Due to a shift in the scope during the summer of 2018 to focus on odor control, the overall study duration was extended, and was completed in early 2019.

Attached is an executive summary of the Facility Plan provided by TAI, along with a power point presentation going over the report.

7. Admin HVAC Construction Contract

The Authorities present HVAC system/equipment consists primarily of two main air handlers (one supply, one return), an inline electric duct heater which tempers the fresh air supply and provides additional heat during colder periods, an outdoor redundant reciprocal chiller package with interior located glycol cooling coil, variable air volume's (VAV's) & electric baseboard heaters controlled by pneumatic thermostats located in each office, along with numerous exhaust fans. The existing control system is pneumatic and requires manual intervention for seasonal changes with no external alarming or control. Outside of the chiller package and duct heater, which were replaced in 1994, the remainder of the equipment has been in operation since the 1977 plant improvement. Although the HVAC system in place is not in extreme imminent danger of failing, it is beyond its predicted life and would become an emergency if it fails. This design work evaluated different types of technology to replace the existing system with, taking into account any return on investment by using more "green" methods. The complete design took nearly a year to complete, and had an engineer's estimate of \$1.35M.

The Authority held a public bid opening May 24, 2019 at 1pm for the construction contract. Two sets of bids were submitted, with a low bid of \$998,000, submitted by Amber Mechanical, Inc. Please see the attached bid tabulation for a full list of bidders and amounts. The Authority's consultant reviewed the bid proposal and reference checks were made. The engineers estimate for this project was \$1.247M.

Therefore, after discussion with the TAC, it is recommended the EOC award Amber Mechanical, Inc. the 2019 Administration Building HVAC Rehabilitation Construction in the amount not to exceed **\$998,000**. If approved, this amount will be taken out of the designated amount in CY2019 Approved Budget, Fund 40 580180 Capital Improvements Projects, which is currently budgeted at \$1,000,000.

8. Admin HVAC Construction Engineering Contract

In February 2018 Authority staff developed and sent out a request for qualifications and technical proposals to our six shortlisted professional consulting firms for the 2018 Administration Building HVAC Rehabilitation Design. The proposals were received and Strand Associates Inc. was selected for this project. This design was recently completed,

and in a previous EOC agenda item, the Authority requested approval of the construction contract.

Due to the anticipated award of the construction contract, a proposal for construction engineering was requested from Strand Associates Inc. As stated in the Authority's professional engineering services policy, since Strand Associates Inc. provided satisfactory work in design (Phase 1), a request for a proposal for construction engineering services was sent only to Strand. Through negotiations, the Authority was able to agree on a scope of services that reduced the cost of the contract from approximately \$125,000 down to \$64,000, which is 4.7% of the estimated construction cost.

Therefore, after discussion with the TAC, it is recommended the EOC approve the amendment with Strand Associates, Inc. to increase the Administration Building HVAC Rehabilitation Engineering Contract **\$64,000** to include Construction Engineering. The amendment increases the overall contract from \$107,000 to \$171,000, and extends its anticipated completion to June 20, 2020. If approved, this amount will be taken out of the designated amount in CY2019 Approved Budget, Fund 40 580180 Capital Improvements Projects, which is currently budgeted at \$1,000,000.

9. Discussion

- 9.1 Facility Improvement Project Update
- 9.2 High Strength Waste Tipping Fees
- 9.3 June 1, 2019 Open House Report

10. Other Business

- 10.1 Technical Advisory Committee Updates
- 10.2 Pending Agenda Items

11. ***Next EOC Meeting*** – The next regularly scheduled EOC Meeting is set for ***Thursday, July 11, 2019 at 8:00 a.m. in the Conference Room at the Glenbard Wastewater Authority, 945 Bemis Road, Glen Ellyn, IL 60137.***

12. 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.