

\$GLENBARD WASTEWATER AUTHORITY
Executive Oversight Committee

Agenda

March 12, 2020

8:00 a.m.

Meeting will be held in the Community Room

Village Hall

Village of Lombard

255 E. Wilson Avenue

Lombard, 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 part of the month of January and February 2020 \$1,452,802.22 (Trustee Christiansen).

- 5.1 Executive Oversight Committee Meeting Minutes:
January 9, 2020 EOC Meeting
- 5.2 Vouchers Previously Reviewed by:
January and February 2020 – Trustee Christiansen
- 5.3 Vehicle Purchase Approval

The Authority's Electronics Technician responsibilities require that position to have its own vehicle due to the nature of tools, parts, and other items needed while traveling within the confines of the main plant, as well as all the Authority's remote facilities. Currently, the Technician uses Unit Number 627, a 2005 Ford Utilimaster Low Cube, which was originally designated to be replaced in 2017. Upon inspection in 2017, the Village of Glen Ellyn's Fleet Services Director deemed the unit to be in good enough condition to continue to use it for up to 2 years, so the purchase of a replacement vehicle was deferred. Near the end of 2019, the Authority had the Village's Fleet Services Director reevaluated the condition of the vehicle, and in order to obtain any salvage value, all agreed now is the appropriate time for replacement. Therefore, as seen in the enclosed memo,

the Authority began obtaining pricing from various joint purchasing authority's that it is eligible through being a municipal entity.

The Authority requests approval to purchase a 2020 Ford F-350 XL 4x2 Chassis Cab from Currie Motors Fleet in the amount of \$29,093, and an enclosed utility body with installation from Regional Truck Equipment in the amount of \$16,375, both to be invoiced to Capital Account 40-570155 Rolling Stock. Along with the request for the new vehicle and associated equipment, the Authority also recommends and requests that the EOC declare the existing Unit Number 627, a 2005 For Utilimaster Low Cube and associated equipment as a surplus, allowing the Authority to put the vehicle up for auction.

6. Request for Approval for the 2020 Electrical Service, Backup, and Redundancy and Site Lighting Project Construction Services

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 36 months, which points to a clear need for system rehabilitation and replacements. During design of this project, another issue arose, in which it was realized electrical conduits that are ran through the concrete UNOX deck are deteriorating and unable to be reused if wires fail. Therefore, since it's closely related in nature and to attempt to take advantage of an economy of scale, design of a new conduit system was included as an alternate in this bid. After approximately two years of design, the bid opening for this project was held on February 28, 2020. The bid tab results are as follows:

Name	Base Bid	UNOX Raceway Option 1	UNOX Raceway Option 2	UNOX Raceway Option 3	Range
Broadway Electric	\$4,633,000	\$125,000	\$175,000	\$150,000	\$4,633,000 - \$4,798,000
Meade Electric	\$5,220,900	\$141,800	\$138,600	\$257,900	\$5,220,900 - \$5,477,900

After checking references and receiving all the proper documentation, it is recommended the EOC award Broadway Electric 2020 Electrical Service, Backup, and Redundancy and Site Lighting Project Construction in the amount \$4,758,000 (base bid plus alternative 1). This amount will be taken out of the designated amount in Fund 40 Capital, which has a budget number of \$2.5M for this project, however the engineers estimate prior to the bid opening was up to \$3.5M.

7. Request for Approval for Amendment #2 to the Strand Contract for the Electrical Service, Backup, and Redundancy and Site Lighting Project Construction Engineering Services.

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 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. After a process of evaluation and elimination, staff selected and the EOC awarded Strand Associates to perform the design work.

Due to the complexity of the project and the detailed design required, in addition to mostly satisfactory services provided by Strand and that this is a professional service, competitive bidding is not being performed for construction engineering services. After negotiations based on requested services provided, it was determined that Authority staff can provide partial construction engineering services for some Administrative items, as well as day to day observation. Due to the civil and electrical expertise of GWA staff, GWA staff will be available to observe construction activities so that Strand's observation visits can be minimized. GWA staff would check in with the contractor on days when the contractor is on site, observe activities and progress, and keep Strand informed so that Strand's visits can be less frequent. Therefore, after negotiations were complete, Strand submitted a proposal to amend their contract to add \$133,100 for the construction engineering services, which is just under 3% of the construction costs. This includes site visits prior to all foundation and duct bank concrete pours, visits for all outages, and visit for punch list development and a final site visit after contractor says all punch list items are completed. Based on this scope, it is assumed up to 32 visits will be required. If the Authority did not have the ability to perform a portion of this work in-house, Strand would have generally required as many as 80 site visits for observation, and it would have increased the fee by roughly \$72,400.

Therefore, it is recommended the EOC authorize the Authority to approve Amendment #2 to the Contract with Strand for the purposes of Construction Engineering Services for the 2020 Electrical Service, Backup, and Redundancy and Site Lighting Project Construction in the amount \$133,100. This amount will be taken out of the designated amount in Fund 40 Capital, which has a budget number of \$250,000 for this project.

8. High Strength Waste Standard Operating Procedure

At the January 2020 EOC meeting the modification of the existing High Strength Waste (HSW) Receiving Standard Operating Procedures (SOP) was discussed and it was explained how the Authority was able to safely receive greater amounts of HSW than it currently allows. Enclosed with this agenda item is further documentation justifying this request.

Prior to seeking actual approval from the EOC for the proposed modifications, the Authority required having a 45-day posting period for public comment. This period was initiated after the January 2020 EOC meeting. The feedback received, along with the return correspondence, is attached to this memo. Although there is no clear approval, in the Authority's opinion, the feedback received does not merit cause to not move forward with the modifications.

Therefore, the Authority respectfully requests the EOC approve the modifications to the HSW SOP's allowing the Authority to receive 25,000 gallons of HSW on a daily basis (M-F, 7am-4pm, no holidays).

9. Discussion
 - 9.1 Capital Improvement Projects Update
 - 9.2 USP Technologies Pilot

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, April 9, 2020 at 8:00 a.m. in the Conference Room at the Glenbard Wastewater Authority, 945 Bemis Road, Glen Ellyn, IL 60137.***