

GLENBARD WASTEWATER AUTHORITY
Executive Oversight Committee
Agenda

June 10, 2021

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 part of the months of March 2021 \$1,451,623.91, April 2021 \$409,165.56, and May 2021 \$1,167,597.36 (Trustee Christiansen).

- 5.1 Executive Oversight Committee Meeting Minutes
March 11, 2021 EOC Meeting
- 5.2 Vouchers Previously Reviewed by:
March, April, and May 2021 – Trustee Christiansen
- 5.3 Declaration of Surplus Equipment and Authorization for Sale

At the March 11, 2021 Executive Oversight Committee meeting, the EOC approved the purchase of a new forklift, therefore, the Authority no longer had a use for its oldest forklift and with the same request for the new purchase, a request to declare it's oldest forklift as surplus for the purposes of public auction. EOC members raised concern that the method of requesting approval to declare obsolete equipment as surplus for the purposes of public auction did not fulfill the Authorities legal requirements under municipal law.

Following the March EOC meeting, the Authority inquired further with its legal representation. Since all Authority equipment is titled to the Authority itself, and not the Village of Glen Ellyn, a different method was needed rather than what is used for Village owned equipment. The Authorities legal representation recommended passing an ordinance or resolution to officially declare the equipment as surplus for the purposes of public auction. Since the Authority

cannot legally pass ordinances, the Authority's attorney drafted a resolution for the EOC to approve.

Enclosed with this memo is the formal resolution for approval. The Authority respectfully requests that the EOC motion to approve Resolution No. 2021-001, a resolution authorizing the sale of equipment – Forklift Unit 612.

5.4 Approval to purchase CHP Media

Prior to digester gas being used in the CHP's, the gas needs to be "scrubbed" in order to remove siloxanes and hydrogen sulfide, in order to help preserve the life of the engines. Although the life of the media is tracked, due to varying usage and gas conditions, it is difficult to exactly predict when the media will be reaching its useful life. Since there is little expiration notice, and the media has a long shelf life, we prefer to have the media onsite and available to keep the down time of the engines to a minimum. Therefore, staff obtained pricing ahead of schedule so that the purchase can be made, and available for use when needed.

In the 2021 GWA budget, staff allocated \$50,000 for the purchase of this media in budget category Plant Equipment Rehabilitation account 40-580150. Therefore, *we motion the EOC to authorize approval to purchase CHP media from Unison Solutions in the amount of \$22,266.00*

6. Authorize GWA to Enter into 3-year Agreement with USP for Odor Control Solutions

In 2020 GWA began piloting a hydrogen peroxide dosing system to use towards effectively addressing odors. After seeing several years of increased odor complaints from neighbors, while using the system, a record low number of complaints since 2016 came in. Therefore, staff desires to continue using the system, hoping to achieve continued success.

Therefore, due to the professional nature of the services and the lack of other vendors, GWA, with the approval from the TAC, is respectfully requesting to waive the competitive bidding process per the purchasing policy C.1.a *Professional Services* and C.1.e. *Single Source Purchases* and is requesting EOC approval of the USP Technologies proposal of 3-year contract, not-to-exceed amount of \$136,920, at \$4.66 per gallon of peroxide used. This will come out of the budget 270-530440 Chemicals Fund and will be budgeted appropriately for in future years.

7. Authorize GWA to Approve Computerized Maintenance Management System (CMMS) Upgrade

In August of 2002, the EOC approved the purchase of *Maximo*, a computerized maintenance management system (CMMS). This software identified, categorized and named all the Authority's assets. While not only organizing assets, Maximo provided a platform for work to be conducted and recorded. Work orders would now drive day to

day maintenance. Preventative maintenance (PM) increased equipment reliability and performance while corrective maintenance (CM) is used as a tracking method and a tool in budget planning for future maintenance work.

Fast forward to 2021, GWA has gone through multiple Maximo software updates, changing the look, but not the core capabilities. Over the 19-year span use of the software, these capabilities have become outdated, and now can be seen as limiting staff productivity and efficiency compared to what could be with newer platforms. Through collaboration between departments and investigation, GWA staff identified an upgrade to be necessary to better utilize resources, and formed a selection committee to pursue the selection of a new CMMS based on a professional services approach.

After conducting a survey of CMMS systems used by other wastewater treatment facilities and receiving over 20 responses, staff narrowed the list down to the two systems that fit the Authority’s needs the best. Proposals were then requested, with the results below.

CMMS Software	Annual Subscription	Data Migration Fee	Total for 2021
Maximo	7-concurrent users \$47,900	\$73,000	\$120,900
MVP Plant	3-concurrent/10-mobile \$18,000	\$11,165	\$47,065*

*includes training and travel costs

The GWA selection committee recommends the EOC authorize the Authority to approve the purchase of ***MVP Plant*** and associated professional services from CMMS Data Group of Chicago, IL in the amount of \$47,065.00 as part of Phase III of the Computerized Maintenance Management System Upgrade Project with the amount expensed to Capital budget account number 40-580120. The TAC is an agreement with this recommendation based on a professional services approach.

8. Discussion

8.1 Capital Improvement Projects Update

8.2 Electricity Procurement Update

After being approved to seek procurement of a new electric supply contract at the March 11, 2021 EOC meeting, on April 15, 2021 the Authority locked in a new fixed rate of \$0.03958/kWh for four years beginning in February 2022 with Direct Energy. The new rate will yield a savings over the existing \$0.04436/kWh rate that has been in place since February 2018, which is also with Direct Energy.

8.3 Flow Split Memo

The enclosed memo describes revelations and research done on the existing flow split equation and monitoring. The Authority and TAC plan to relocate the Hill Avenue meter, begin including CSO flow into flow split equation, and not provide any retroactive adjustments moving forward. This has been discussed with the

Finance Directors and all agree on moving forward providing the EOC has no opposition.

8.4 Property Acquisition Discussion

The property owner of 21W534 Bemis Road in Glen Ellyn approached the Authority to gauge its interest in purchasing the property. This subject was discussed at the most recent TAC meeting, with the recommendation being given to seek guidance from the EOC prior to moving forward with any further steps.

9. Other Business

9.1 Technical Advisory Committee Updates

- 10 ***Next EOC Meeting*** – The next regularly scheduled EOC Meeting is set for ***Thursday, July 8, 2021 at 8:00 a.m. location TBD.***