

GLENBARD WASTEWATER AUTHORITY
Executive Oversight Committee
Agenda

January 13, 2022

8:00 a.m.

**Meeting will be held at the Glenbard Wastewater Plant
945 Bemis Rd, Glen Ellyn, IL**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comment
5. Announcement of new Operations Superintendent, Andy Pakosta, and new Operator 4, Michael Lubben.
6. 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 October, November and December 2021 \$2,345,515.78 (Trustee Christiansen).

- 6.1 Executive Oversight Committee Meeting Minutes:
October 14, 2021 EOC Meeting
- 6.2 Vouchers Previously Reviewed:
October, November and December 2021 – Trustee Christiansen
- 6.3 Request for Authorization to continue into Year 2 of 3 of the Janitorial Services Contract with Vega Building Maintenance.

GWA requests authorization to continue into year two of the three-year contract for Janitorial Services with Vega Building Maintenance for \$13,780, and shall be invoiced to Fund 270-520971 in CY2022

- 6.4 Request for Authorization to Enter into Year 3 of 3 of Flow Monitoring Services Contract with RJN Group, Inc.

GWA requests authorization to continue into year three of the three-year contract for Flow Monitoring Services with the RJN Group, Inc. The amount of \$132,000 shall be invoiced to Fund 270-520981 in CY2022.

- 6.5 Request for Authorization to Enter into Year 3 of 3 of Sodium Thiosulfate Supply Contract with PVS Chemical.

GWA requests authorization to continue into year three of the three-year contract for the Sodium Thiosulfate Supply Contract with PVS Chemical at \$2.59/gallon, and shall be invoiced to Fund 270-1-530440 in CY2022

- 6.6 Request for Authorization to Enter into Year 3 of 3 of Sodium Hypochlorite Supply Contract with Alexander Chemical Corporation.

The Operations Staff requests the EOC to authorize award of Alexander Chemical Corporation year three of the 3-year Sodium Hypochlorite supply contract for a unit price of \$1.927 per gallon delivered. The cost of the Sodium Hypochlorite will be expensed to the Glenbard's Stormwater Plant O&M CY 2022 budget line item 270-1 530440.

- 6.7 Request for Authorization to Enter into Year 2 of 3 of the Biosolids Hauling Contract with Synagro.

The Operations Staff requests the EOC to authorize award of Synagro year two of the 3-year Biosolids Hauling Contract for a unit price of \$19.20 per cubic yard of daily hauling. The cost of the Biosolids Handling will be expensed Fund 270-521150 in CY2022.

- 6.8 Contract Laboratory Services Open Purchase Order Request

The Authority Staff would like to request waiving of competitive bidding requirements per the Village of Glen Ellyn code, 1-10-2: EXCEPTIONS TO COMPETITIVE BIDDING. Per Administrative Order No. 3 Section "D" Professional Services – Section 3 the Authority is required to seek at least three competitive proposals. The request provides support that the Authority has gathered and evaluated three competitive proposals from qualified laboratories.

This request is made due to the specific requirements that need to be met in order for the Authority to properly test our Influent, Effluent, Anaerobic Digester and Land Applied Biosolids samples per the IEPA and EPA specifications. With the EOC's approval, a purchase order will be created under O&M account 270-520806 – Professional Services Laboratory Support for a not to exceed budgeted amount of \$27,500 to be utilized during the 2022 calendar year.

7. Request to Approval for Preliminary Design Engineering Services pertaining to the 2022-2024 Collection System Rehabilitation Program Design Contract

In October 2021 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 2022-2024 Collection System Rehabilitation

Program. The due date for the proposals was December, 3, 2021. The Authority received three sets of qualifications and technical proposals in response to the RFP that was sent out, at which point staff performed an initial review, and narrowed it down to the RJN Group being the most qualified. This selection process was discussed with the TAC and all were in agreement with the selected firm.

In addition to the scope requested in the original RFP, after the firm was selected, an addendum was added to the scope. The Authority recently learned that the Illinois Department of Transportation (IDOT) is attempting to make a Rt. 53 Improvements project shovel ready in short order. The Authority has a force main located within the project corridor that will need some minor adjustments to accommodate the IDOT project. Therefore, since the force main has not been inspected since it was installed in the early 1980's, the Authority decided to add the inspection of the force main to the scope of this work. If it is determined that any rehabilitation is needed as a result of the inspection, the rehabilitation work can occur in conjunction with the IDOT improvements, when the Authority is making adjustments to accommodate the IDOT project. RJN Group submitted a proposal of \$42,000 for the inspection of the force main with associated reports, data, and recommendations. In the approved CY2022 budget, Fund 40-580150, Plant Equipment Rehabilitation, has \$50,000 budgeted designated towards Annual Lift Station Rehabilitation Funding, which would be applied towards this scope.

After the firm was selected, the sealed cost proposal was requested and costs were negotiated. RJN Group proposed first submitting a proposal simply for preliminary engineering, and upon completing the preliminary scope, they would have a better understanding of the level of effort needed to complete the final design, prepare bidding documents, assist with the bidding, and part-time construction services. It was determined the proposed time & materials/not to exceed cost of \$35,000 for preliminary design of the improvements was already a reduced fee due to RJN's knowledge of efforts known to complete the design. The fee was able to be negotiated from being a fixed fee to a time and material cost/not to exceed basis.

Therefore, it is recommended the EOC authorize the Authority to award RJN Group, Inc. the Design Engineering Services pertaining to the 2022-2024 Collection System Rehabilitation Program in the amount not to exceed **\$35,000**, and the Valley View Lift Station Force Main Assessment in the amount not to exceed **\$42,000**, for a total of **\$77,000**. This amount will be taken out of the designated amount in CY2022 Approved Budget, Fund 40-580150 Capital Plant Equipment Rehabilitation.

8. Discussion
 - 8.1 Capital Improvement Projects Update
9. Other Business
 - 9.1 Technical Advisory Committee Updates
10. ***Next EOC Meeting*** – The next regularly scheduled EOC Meeting is set for ***Thursday, February 10, 2022 at 8:00 a.m.***