

GLENBARD WASTEWATER AUTHORITY  
Executive Oversight Committee  
Agenda

February 10, 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. 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 2022 \$967,494.05 (Trustee Christiansen).*

- 5.1 Executive Oversight Committee Meeting Minutes:  
January 13, 2022 EOC Meeting
- 5.2 Vouchers Previously Reviewed:  
January 2022 – Trustee Christiansen
6. Request to Authorization to Approve Design Engineering Services pertaining to the 2022 Primary Clarifier/Gravity Thickener Improvements Project

In November 2021 Authority staff developed and sent out a request for qualifications and technical proposals to our six (6) shortlisted professional consulting firms for Design Engineering Services pertaining to the 2022 Primary Clarifier and Thickener Rehabilitation Program. The due date for the proposals was January 17, 2022.

The intent of the request for proposals was to retain a professional firm that would provide further assessment of the condition of the current equipment and to provide insight and design for the rehabilitation, replacement, and possible improvements that could be made to the existing condition. The professional firm is to design a rehabilitation plan to the primary clarifiers and thickener based off the greatest needs and cost-effective approaches, prepare bidding documents, assist in the bidding process, and provide construction engineering services. The scope of work is intended to take place in 2022, with construction possibly carrying over into 2023. The Authority has budgeted \$334,500 for the design, bidding, and construction engineering phases of this project out of the CY 2022 budget fund 40-580180.

The Authority received four sets of qualifications and technical proposals in response to the RFP that was sent out, at which point staff performed an internal review, and narrowed it down to Trotter and Associates (TAI) being the most qualified. This selection was discussed with the TAC and all were in agreement with the selected firm.

After the firm was selected, the cost proposal was requested from TAI and costs were negotiated to an agreed scope and effort specifics. The proposal includes a time & materials/not to exceed cost of \$243,100 for phase I and II of this project, Preliminary Design and Design Engineering services. This will leave \$91,400 for the Phase III, Construction Engineering services, later in CY2022, which is anticipated to be ample funds for these services.

Therefore, it is recommended that the EOC authorize the Authority to award Trotter and Associates, Inc. the Design Engineering Services pertaining to the 2022 Primary Clarifier and Thickener Rehabilitation Project in the amount not to exceed \$243,100. This amount will be taken out of the designated amount in the CY2022 Approved Budget, Fund 40-580180.

7. Request for Authorization for a 5-Year Lease of Atmospheric Vaporizers and Liquid Oxygen Hauling Agreement

In 2017 the Authority underwent a transitional process of beginning to haul liquid oxygen via a 3<sup>rd</sup> party instead of the previous method of creating pure oxygen through an on-site cryogenic process. Another component involved with the switch over to liquid hauling was the replacement of the hot water baths used to vaporize the liquid oxygen previously created onsite. Therefore, in 2017, the Authority also switched to using atmospheric vaporizers.

By switching to the delivery of liquid oxygen and the atmospheric vaporization process, it's estimated that the Authority saved over \$200,000 on electric and potable water costs over the course of the existing 5-year agreement, not including any overtime, maintenance, or other associated costs to keep the system running.

The existing 5-year contract for the supply of the liquid oxygen and leasing of the atmospheric vaporizers expires in April 2022; therefore, a request for bids for a new contract was publicly advertised in late 2021. The bid package is enclosed with this memo; essentially the Authority is requesting pricing for the delivery of bulk liquid oxygen, and leasing of atmospheric vaporizers (including maintenance) for a 3-year period, with an automatic renewal for years 4 and 5, providing satisfactory performance. Although this will be paid on a per unit basis, bids were calculated using an estimated usage of oxygen, along with the 60-month term for the vaporizer leasing.

In late 2021 GWA publicly advertised a bid advertisement for a new 5-year contract for the delivery of pure liquid oxygen and the lease of atmospheric vaporizers. The bids were opened on February 1, 2022, below is a summary of the bids received:

Supplier	Liquid Oxygen Delivery Five-Year Term (04/2022 – 03/2027) 575,000,000 SCF – see breakdown below	Vaporizer Lease Five Year Term (04/2022 - 03/2027) 60 Months	Total
Airgas	\$2,382,915.00	\$90,000.00	\$2,472,915.00

	Price per 100 cubic feet (including sellers right to revise product pricing up to 5%/year)
Year 1	\$0.3750
Year 2	\$0.3938
Year 3	\$0.4134
Year 4	\$0.4341
Year 5	\$0.4558

The pricing for year 1 (anticipated contract start date in April 2022) realizes approximately 33% increase over the current year’s pricing of \$0.282/100 SCF. However, based on the restructuring of the new contract from the old contract, the contractor will no longer be able to assess variable delivery and fuel surcharges, which are not included in the existing price. Therefore, it’s assumed the contract has incorporated those costs into their pricing, hence the greater increase.

It is recommended that the EOC authorize the Authority to enter into a five-year agreement with Airgas, with the option to cancel after the third year, for the purchase of bulk liquid oxygen at a rate not to exceed \$0.3750/100 SCF for year one, \$0.3938 for year two, \$0.4134 for year three, \$0.4341 for year four, and \$0.4558 for year five, as well as the leasing of the atmospheric vaporizers at a rate of \$1,500 per month for the duration of the five-year contract.

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, March 10, 2022 at 8:00 a.m.***