

GLENBARD WASTEWATER AUTHORITY
Executive Oversight Committee
MINUTES
January 13, 2022
Meeting held at the Glenbard Wastewater Plant
945 Bemis Road, Glen Ellyn, IL

Members Present:

Mark Senak	President, Village of Glen Ellyn
Keith Giagnorio	President, Village of Lombard
Kelli Christiansen	Trustee, Village of Glen Ellyn
Bob Bachner	Trustee, Village of Lombard
Mark Franz	Village Manager, Village of Glen Ellyn
Dave Buckley	Public Works Director, Village of Glen Ellyn
Carl Goldsmith	Public Works Director, Village of Lombard

Others Present:

Matthew Streicher	Executive Director, GWA
Thomas Romza	Assistant Director, GWA
Jon Braga	Maintenance Superintendent, GWA
Andy Pakosta	Operations Superintendent, GWA
Gayle Lendabarker	Administrative Secretary, GWA
Christina Coyle	Finance Director, Village of Glen Ellyn

1. Call to Order at 8:00 a.m.
2. Pledge of Allegiance
3. Roll Call: President Giagnorio, President Senak, Trustee Bachner, Trustee Christiansen, Mr. Niehaus, Mr. Franz, Mr. Goldsmith and Mr. Buckley answered “Present”. Mr. Franz arrived at 8:04 a.m. after Roll Call and after approval of Consent Agenda items. Mr. Niehaus was excused.
4. Public Comment – President Senak expressed is appreciate to President Giagnorio for taking the lead on the Committee while he learned the ropes.
5. Announcement of new Operations Superintendent, Andy Pakosta, and new Operator 4, Michael Lubben.

Mr. Streicher acknowledged David Goodalis, GWA’s Operations Superintendent who retired in December after twenty (23) years of service. Mr. Streicher stated that as a result of Mr. Goodalis’ retirement GWA recruited applicants for his replacement and after interviewing internal and external candidates selected an internal replacement by promoting Andrew Pakosta to the position. Mr. Pakosta has been with GWA for a little more than fourteen (14) years.

Mr. Pakosta thanked Mr. Streicher for the introduction and stated that he looks forward to the challenge of the position and working with the EOC Committee.

Mr. Streicher added that GWA promoted one of the part-time weekend operators to full-time operator, Michael Lubben, as Mr. Pakosta's replacement. Mr. Streicher added the Mr. Lubben had been employed with GWA for just under a year and had taken a lot of initiative by acquiring a Class IV operator's license on his own.

President Senak commended Mr. Streicher on the succession planning initiatives GWA has done in order to fill positions internally.

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).

Mr. Franz motioned and President Giagnorio seconded the MOTION that the following items, on the Consent Agenda be approved. President Giagnorio, President Senak, Trustee Bachner, Mr. Niehaus, Mr. Goldsmith and Mr. Buckley responded "Aye" during a roll vote. The motion carried.

- 6.1 Executive Oversight Committee Meeting Minutes
 - o October 14, 2021 meeting
- 6.2 Vouchers previously reviewed by Trustee Christiansen
 - o October, November and December 2021
- 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.

Mr. Romza stated that part of the capital projects for GWA is to inspect and rehabilitate the inceptor system; beginning in 2018 through 2019, GWA had inspections on the lines and structures performed. After reviewing the data, the decision was made to request proposals for design of rehabilitation the system. Mr. Romza stated that after a formal RFP process, staff selected RJN to provide the services. Mr. Romza added that during cost negotiations, RJN noted that, at this point, it is difficult to develop a final design

engineering plan without knowing the full scope of work to be done, which is why the proposal is for preliminary engineering to determine the scope of the work needed. By performing preliminary design, they will be able to have a clear picture of the work needed in order to complete the final design, prepare bidding documents, assist with the bidding process and provide part-time construction services.

Mr. Romza explained that the costs associated with Valley View Lift Station force main is a result of IDOT's plans to do road widening work, which is where the force main lies directly under the area to be widened.

Trustee Bachner motioned and Mr. Goldsmith seconded the motion 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. President Giagnorio, President Senak, Trustee Bachner, Trustee Christiansen Mr. Franz, Mr. Goldsmith, and Mr. Buckley responded "Aye" during a roll vote. The motion carried.

8.0 Discussion

8.1 Capital Improvement Projects Update

Electrical Grid Project:

Mr. Romza highlighted that most of the underground work on this project is now complete with testing and switching things over to the new electrical grid and removal of old equipment being done.

Mr. Streicher advised the EOC Committee that on Tuesday, after the agenda was released, at the intermediate pump station, one of the electrical contractors experienced an ARC flash and suffered serious burn on his hand, he was rushed to the hospital emergency room and was eventually transferred to Loyola for treatment. Mr. Streicher added he is waiting for the contractor to supply the full incident report of what happened and will obviously share the information with legal counsel just as a precaution. Mr. Streicher expressed his appreciation to GWA Staff, especially Andy Pakosta and Jon Braga for taking the lead in coming together to get the pump station back up and running, as the arc flash took down power to half of the system. Mr. Romza stated that even with the problems and as a result of the staff efforts, the plant did not break permit requirements. Mr. Streicher noted that staff was onsite until 9:00 p.m. that working to make sure everything was running properly.

Trustee Christiansen inquired as to the status of the injured employee. Mr. Streicher indicated he was awake and alert when he was transported to the hospital. Mr. Streicher asked Mr. Pakosta if he saw the photo the employee's arm. Mr. Pakosta advised that he had and that from about the elbow down was charred.

Mr. Pakosta added that he spoke with the contractor that evening who had received a message from the injured worker stating he was okay, but that was the extent of his knowledge. Mr. Streicher added that this was a 480-volt, 800-amp service, which is a significant amount of electricity to get hit with. Mr. Romza stated while it was not life threatening, it was definitely a life changing injury. Mr. Streicher added that in relation to any liability on GWA's part, the first part of electrical code states that he should have been wearing the proper protective equipment; additionally, the employee was aware that the bus bar on the bottom was hot, so the employee should have been taking every precaution to protect himself.

President Senak complimented GWA staff on their professional handling of the entire situation.

Mr. Romza advised that for the most part, the project had a negative change order balance, however, due costs associated with moving the electric pole a change order increasing the contract will be issued in the near future. Mr. Romza noted that GWA has been unsuccessful in getting ComEd to cover part or all of the additional costs incurred considering they did not communicate the issue with the existing pole being condemned and the need to move the pole 10ft away from the condemned pole, to GWA or the contractor until the project had progressed to the point of making the new connection to the pole. Mr. Romza stated that the change order amount will be approximately \$5,000, which on a \$4 million dollar project is not terrible.

Mr. Romza stated the project will hopefully be completed by March with most of the delays being the result of supply chain issues.

Biosolids Dewatering Project:

Mr. Romza noted that there has not been a lot of heavy work completed yet, but this will begin taking place next week, with the start of shutdowns and the rehab of the belt filter presses, which is the real "meat" of the project and will hopefully wrap up at the same time as the electrical grid project. Mr. Romza mentioned that the project is a little behind schedule due to supply chain delays.

Future Projects:

RAS Header Replacement:

Mr. Romza noted that Dahme Mechanical is going to be the contractor on this project and Mr. Braga will be heading up the project which should take about a week to complete and will begin once the weather is more favorable.

Primary Clarifier Rehabilitation:

Mr. Romza advised that the project is currently out to bid.

Interceptor Rehabilitation:

No true update at this time.

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- 9.0 Other Business
- 9.1 Technical Advisory Committee Update
Mr. Streicher advised that the TAC meetings still took place even though the last EOC Committee meeting was in October 2021.
10. ***Next EOC Meeting*** – The next regularly scheduled EOC Meeting is set for ***Thursday, February 10, 2022 at 8:00 a.m.***

Trustee Franz made the motion to adjourn the January 13, 2022 EOC Committee and Trustee Christiansen seconded the MOTION. President Senak, President Giagnorio, Trustee Bachner, Trustee Christiansen, Mr. Franz, Mr. Buckley and Mr. Goldsmith responded “Aye” during a roll call. The motion carried. The meeting adjourned at 8:16 a.m.

Submitted by:

Gayle A. Lendabarker
GWA Administrative Secretary