

GLENBARD WASTEWATER AUTHORITY  
Executive Oversight Committee  
Agenda  
March 9, 2023  
8:00 a.m.  
945 Bemis Road  
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 the months of December 2022, January 2023, and February 2023 in the amount of \$1,869,595.32 (Trustee Christiansen).*

5.1 Executive Oversight Committee Meeting Minutes:  
December 8, 2022 EOC Meeting

5.2 Vouchers Previously Reviewed:  
December 2022, January 2023, and February 2023 – Trustee Christiansen

5.3 Ratification of January 11, 2023 Email Poll Items

5.3.1 Sodium Thiosulfate Contract Award

The Glenbard Wastewater Authority posted the bid notification publicly through an advertisement to bid that was published in the Daily Herald on December 5, 2022. The deadline for receipt of the sealed bids was December 21 at 11:00 a.m.

After opening the bid documents, reviewing the unit prices, and confirming that all required documentation was present, Alexander Chemical was the lowest responsive, responsible bidder. Alexander Chemical had been the Authority's long-term Sodium Hypochlorite provider previously, therefore, due to previous experience the Authority does not have any reason to deny them award of the new contract. The Authority has been aware that both chemical costs, as well as hauling costs, have increased significantly since the last time this item was bid; and therefore, had included an increased budget amount in the CY2023 budget to anticipate for the higher costs. The low bid of \$3.487/gallon is a 35 % increase over the previous price of \$2.59/gallon.

The Operations Staff requests the EOC to allow awarding of a three-year contract to Alexander Chemical for the purchase and delivery of Liquid Sodium Thiosulfate \$3.478 per gallon delivered with the amount expensed to CY2023 O&M Budget 270-1-530440.

### 5.3.2 Sodium Hypochlorite Contract Award

The Glenbard Wastewater Authority posted the bid notification publicly through an advertisement to bid that was published in the Daily Herald on December 5, 2022. The deadline for receipt of the sealed bids was December 21, 2022 at 10:00 a.m.

After opening the bid documents, reviewing the unit prices, and confirming that all required documentation was present, Rowell Chemical Corporation was the lowest responsive, responsible bidder. Alexander Chemical had been the Authority's Sodium Hypochlorite provider in the past, however, after reference checks Rowell Chemical Corporation appears to be a reliable provider as well. The previous price the Authority was paying competitively per gallon of Sodium Hypochlorite was \$2.426 per gallon to Alexander Chemical Corporation, which had seen several increases since when it was previously bid in 2020. The Authority has been aware that both chemical costs as well as hauling costs have increased significantly since the last time this item was bid, and therefore had included an increased budget amount in the CY2023 budget to anticipate for the higher costs. The low bid of \$2.12 per gallon is a 14.4% decrease over the previous price of \$2.426 per gallon.

The Operations Staff requests the EOC to allow awarding Rowell Chemical the 6-Month, with automatic renewal for an additional 6-Month term if there are no price changes for the Sodium Hypochlorite supply contract for a unit price of \$2.12 per gallon delivered. The cost of the Sodium Hypochlorite will be expensed to the Glenbard's Stormwater Plant CY2023 O&M budget line item 270-1-530440.

### 5.3.3 Polymer Supply Award

The Authority uses a polymer to help coagulate digested sludge during the dewatering process, as is typical in wastewater treatment. The purpose of the polymer is to help yield greater percent solids in the biosolids materials, and therefore relieves significant hauling costs. Since the amount of polymer used is dependent on how much sludge is produced, the quality of the sludge, as well as the amount of sludge dewatered – pricing for polymer is obtained on a dollar per pound basis. Approximately \$20,000-\$40,000 of polymer is used per year, and is budgeted for appropriately in the “270-530440 Chemicals” budget line.

The Operations Staff requested quotes for the supply of polymer, and after receiving only two quotes, as seen in the enclosed memo, the Authority respectfully requests

approval to purchase polymer from Polydyne, our current supplier, at a cost of \$1.68 per pound. The Authority has used Polydyne for years without any major issues with their product or delivery services. This cost is a 14.3% increase over the previous price of \$1.47

#### 5.3.4 Request for Authorization to Enter into Year 2 of 5 of the Lease of Atmospheric Vaporizers and Airgas Liquid Oxygen Hauling Agreement

In February 2022, after detailed evaluation and analysis, as well as based on qualifications and price, the EOC approved to enter into a 5-year agreement with **Airgas** for the hauling of liquid oxygen and leasing of atmospheric vaporizers. GWA requests waiver of bids and authorization to continue into year two of the five-year contract for the leasing of atmospheric vaporizers and liquid oxygen hauling with Airgas in CY2023. Starting in April 2023 Liquid Oxygen hauling will be priced at \$0.3938/per 100 cubic feet, and invoiced to Fund 270-530443 in the CY2023 Budget. Atmospheric Vaporizers Leasing will be priced at \$1,500/month, and invoiced to Fund 40 Capital Plan in the CY2023 Budget.

This contract is set to expire in April 2027, and therefore both the supply of liquid oxygen and the atmospheric vaporizer leasing will be rebid at that time to obtain competitive pricing.

#### 5.4 Solar Feasibility Study Agreement

The Authority is looking to enter into an agreement that would provide consulting services to conduct an investigation/study into the feasibility of a solar power “power purchase agreement” (PPA) for the Authority, wherein the Authority would host solar panels onsite, and use the solar power instead of power off the grid. The Authority would not own/maintain the proposed equipment, but instead would pay a rate to the PPA provider (not the consultant) in lieu of our electric supply rate. It would most likely be a 20-year term, if the Authority chose to enter into it. The services are free of charge, GWA can back out of the agreement at any time, without any penalties. If the consultant finds it is feasible, they would perform a very transparent competitive RFP to qualified solar providers for such services, at which time the Authority would receive formal prices from different providers for the PPA. The Authority would select the lowest price, providing it is at/lower than the existing electric supply rate, and enter into the agreement (per Executive Oversight Committee approval). If no providers come back with a rate worth pursuing, once again, the Authority is not committed to entering into a PPA, and can back out without any penalties.

The Authority requests the EOC give authorization to enter into the agreement with Satori Enterprises, LLC, at no cost, to perform a solar feasibility study.

#### 5.5 UV Disinfection System Toroidal Transformer Replacement

Since the UV System rehabilitation completed in 2017, the Authority has replaced failed toroidal transformers in four of the eight UV Power Distribution Cabinets

(PDC's). The PDC's were originally fitted with 7.5kVA transformers, the replacements now recommended by the manufacturer and installed by GWA thus far have been 10.0kVA. To ensure continued disinfection staff determined the best path forward would be to budget for replacement of the remaining 7.5kVA transformers in CY-23. The Authority is seeking purchase authorization to replace the toroidal transformers in the remaining four PDC's. Enclosed in the agenda packet is a quote from IronBrook Partners, the sole source OEM for this equipment, in the amount of \$30,000 plus \$900.00 shipping. Lead time at this point in time is approximately 4-6 weeks. Due to the specialized nature/design of this equipment, it is not available through any other suppliers.

As this purchase is for an existing OEM system, it is being requested to waive competitive bidding for this purchase based on Section C.1.f of the purchasing policy, which waives competitive bidding for "Standardization purchases, defined as technical nature of certain items or services may result in the standardization of a particular supplier's specifications being necessary or desirable to Village operations. Competitive bidding may be waived if the Village requires compatibility with existing software, machinery, or other existing equipment." Funds for this planned expenditure "UV System Toroidal Transformers" were included in the CY-23 Budget, Fund 40, Small Capital account 580120, in the amount of \$40,000.

## 5.6 CHP Media Purchase

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 2023 GWA budget, staff allocated \$100,000 for the purchase of this media in budget category Plant Equipment Rehabilitation account 40-580150. The budget amount was taking into account at least two purchases of the hydrogen sulfide media (similar to current request), and one purchase of the siloxane media.

Therefore, we motion the EOC to authorize approval to purchase CHP media from Unison Solutions in the amount of \$28,950. This has been discussed with the TAC, and all are in agreement with the recommendation.

## 6. Digester Cleaning Contract

During the month of February, the Authority placed an advertisement for bid Digester Cleaning and Disposal of Municipal Biosolids at the main Glenbard plant. This contract will consist of removing remaining contents of digester number one and cleaning the

digester. Per standards, it is recommended to clean anaerobic digesters every 7-10 years. This digester was last cleaned in 2016. Although it only has been 7 years, due to the receiving of high strength waste for the entirety of the time since it has last been cleaned, it is recommended to clean it on the 7-year interval and determine any possible impacts. If no negative consequences are observed, the next cleaning of digester number one would be tentatively scheduled for 2033.

After a competitive public bid opening, it is recommended the Executive Oversight Committee authorize the Authority to award the Digester Cleaning and Disposal of Municipal Sludge to Synagro at a rate of **\$0.325 per gallon removed and hauled**. This contract was budgeted for in the CY2023 Approved Budget, Fund 40-580150 Plant Equipment Rehabilitation.

7. Illinois Environmental Protection Agency State Revolving Loan Requirements

The Authority will soon be applying for a low interest loan through the Illinois Environmental Protection Agency (IEPA) State Revolving Fund (SRF) program for the Primary Clarifier Improvements Project that is expected to be bid in the Spring of 2023. When applying for the previous Biosolids Improvements Project SRF loan in 2020, Authority and Village approvals of documents proceeded in the same fashion as was done for previous loans in 2007 and 2016. Because GWA is not a stand-alone entity that sets rates, bills customers and collects revenue on its own, the IEPA requires ordinances from each Village verifying they approve of the loan, and that they commit to make payments to the Authority to enable repayment of the loan.

The Authority respectfully requests the EOC's approval of the enclosed Resolution authorizing and approving the \$6,500,000 loan through the IEPA SRF Loan Program.

The Authority also requests the Executive Oversight Committee formally adopt the enclosed resolution authorizing the Executive Director to sign loan application documents, so that the loan application may be submitted to the IEPA.

8. Natural Gas Supply Procurement

The Authority's Natural Gas contract expires March 31, 2024, at which time the existing contract would automatically renew for successive one-month periods unless formal notice is given. With the successive one-month periods, the contract states the price per dekatherm will be the "index" price (price per dekatherm listed in Natural Gas Intelligence's Bidweek Survey) *plus transportation, fuel and any other charges associated with the delivery of gas to the Delivery Point*. This could result in significant price increases for the Authority unless a new contract is secured prior to the existing contract's expiration. Due to the rapid market changes and the inability to secure prices for not much more than a day, it would be in the best interest of the Authority and the Executive Oversight Committee (EOC), if the Executive Director were able to secure prices when they appear to be at their lowest point. Therefore, following the success of the EOC approved Natural Gas and Electricity procurement practice utilized in October and November of 2014, July 2017, September 2020, and again most recently with

Electric Supply in 2021, the Authority is requesting that the Executive Director be provided the ability to secure prices for Natural Gas Supply when they appear to be at their lowest point.

The selection process as requested is outlined below:

1. Receive quotes from all qualified Natural Gas suppliers.
2. Identify and confirm the lowest three- or four-year contract prices.
3. Have legal do a review of the contract.
4. The Executive Director will sign the contract documents.
5. Contract Documents and Information about the Electric supplier presented to the EOC in the consent agenda at the next scheduled EOC meeting.

This process provides the Authority with the best means to acquire the lowest pricing in the most efficient manner. The Technical Advisory Committee (TAC) is agreement with this approach, as it allows the Authority to capitalize on market opportunities. It is requested that the EOC motion to authorize the Executive Director to secure Natural Gas Supply when rates are at or below \$7.50/MMBtu. The Authority's existing rate is \$2.81000/MMBtu.

## 9. Discussion

### 9.1 Pending 2023 Collection System Rehabilitation Construction Contract Approval

In September 2022 the Executive Oversight Committee awarded Final Design Engineering Services pertaining to the 2022-2024 Collection System Rehabilitation Program to RJN Group. The Glenbard Wastewater Authority owns, operates, and maintains approximately 6 miles of interceptor sewer, ranging from 18" diameter to 66" diameter, a small length (2000') of 8" collector sewer, and over 90 manholes. The majority of the collection system was constructed in the late 1970's after the formation of the Authority through an Intergovernmental Agreement between the Villages of Glen Ellyn and Lombard, and is mostly prestressed concrete cylinder pipe (PCCP). The Authority's collection system has had little in ways of rehabilitation performed on it since being put into service; however, it has been routinely inspected.

The first phase of project was publicly advertised on January 23, 2023, with a bid opening date of February 23, 2023, and with an engineer's estimate of \$360,350 (including alternates). Alternates for this project, including the rehabilitation of manholes in addition to the pipe segments itself, and would only be utilized if the total project cost came in below or around the engineer's estimate.

A week before the anticipated bid opening, RJN requested the bid date be postponed so that more contractors would have the opportunity to bid on the project, which would increase the competitiveness of the bids. Therefore, the bid opening has been postponed to March 15, 2023.

Unless additional items arise that would require an April EOC meeting, staff would intend to send an email poll with the results of the bid opening, and request approval that would be retroactively approved at a future EOC meeting.

## 9.2 United States Environmental Protection Agency (USEPA) Administrative Order of Consent (AOC)

In January 2022, the USEPA performed a Performance Compliance Inspection (PCI) on the Authority's approved industrial pretreatment program. Most of the Authority's National Pollutant Discharge Elimination System (NPDES) permit regulations are administered by the Illinois EPA, however, the USEPA administers all aspects of pretreatment programs in the state of Illinois. The PCI went well, with USEPA staff being very receptive of the Authority's program, and satisfied with staff's accommodations during the PCI. USEPA returned some relatively simple deficiencies from the PCI, which staff immediately began to address.

In December 2022, the Authority received a draft (AOC) from the USEPA. An AOC is the USEPA's mechanism to get pretreatment programs into what they determine to be compliant. Rather than issuing a violation or more severe measures, the USEPA first issues the draft AOC, giving the permit holders a chance to negotiate terms in the pending AOC, which allows a realistic outcome. The Authority immediately requested to confer with the USEPA, and hired an Environmental Attorney that specializes in negotiating AOC's.

The Authority was able to confer with the USEPA in early February 2023, and it appeared the USEPA was receptive to many requested modifications to the draft AOC. One of the potential terms of the AOC will be to amend the intergovernmental agreement (IGA) that formed the Authority to incorporate language that further clarifies that the Authority is responsible for the pretreatment program, and not the Village's. The modified IGA will need to be approved by the EOC, as well as each Village Board.

Staff will update the EOC as more developments emerge, and a formal AOC is issued. At this time, no action is needed.

## 9.3 Emergency Purchase Authorizations related to Screw Pump Failures

In mid-February 2023 the gearbox on one of the Authority's three intermediate screw pumps suffered a critical failure. The intermediate screw pumps convey the process flow from the "1<sup>st</sup> stage" of biological treatment to the "2<sup>nd</sup> Stage." The bearings inside the gearbox seized, causing one of the reducing shafts to shear apart. The gearboxes are routinely inspected and maintained, although this failure was unpredictable. Per IEPA requirements, the Authority is required to maintain redundancy within the intermediate pumps, as this is an essential part of the treatment process. There is enough capacity with one pump out of service, however, the required redundancy with the third pump out of service no longer

was present. This prompted staff to move forward quickly in purchasing the new parts needed to remedy the situation, as lead times on one of the parts was up to 12 weeks. The purchases related to this failure are the bearings in the amount of \$4,442.03, and the new shaft itself in the amount of \$6,980. The Authority is paying for the item to be expedited so it would arrive in at least 9 weeks instead of 12 weeks due to the lack in redundancy.

Although the likelihood of an additional screw pump failing was slim, while the East pump was out of service, emergency options were discussed amongst staff if we were to have another failure. Amazingly, on Friday, February 17<sup>th</sup>, the West Screw pump failed due to another shaft shearing; however, this time it was only the shaft coming out of the electric motor. The cost of the replacement part was \$3,984.20. These parts have a much quicker lead time and are expected to be arrive the first week of March, and the 2nd of the three screw pumps will be back in service shortly afterwards.

During investigations looking into every option available to get the quickest repair time, alternative pricing on some of the parts needed was able to be obtained, and it was shown that the Authority saved a significant amount of money over the other options – as well as a much quicker lead time. However, all purchases moved forward on an emergency basis without getting formal competitive pricing due to the criticalness of the process that has been out of service.

Furthermore, when the second screw pump is back in service, the process will still lack the required redundancy. Because of this, staff has moved forward with an emergency purchase to rent temporary pumps to leave in place until all three pumps are back in service. This pump rental is expected to be quite costly, with monthly rental costs averaging around \$40,000 (including one-time fees). Due to the lead time on the shaft, it's expected the pumps will need to be rented for approximately 8 weeks. The cost to purchase the temporary pumps instead of renting is approximately \$300,000, therefore, renting appeared to be the most viable option. Once the final costs come in, staff will seek retroactive EOC approval for the emergency purchases.

#### 9.4 Investment Allocation

Village of Glen Ellyn Finance Director Larry Noller will inform the Executive Oversight Committee of investment strategies that will enable the Authority to gain more interest income on certain investments.

#### 10. Other Business

##### 10.1 Technical Advisory Committee Updates

11. ***Next EOC Meeting*** – The next regularly scheduled EOC Meeting is set for ***Thursday, April 13, 2023 at 8:00 a.m.***