

GLENBARD WASTEWATER AUTHORITY  
Executive Oversight Committee  
Agenda  
September 14, 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 June, July, and August of 2023 in the amount of \$2,237,099.17 (Trustee Christiansen).*

5.1 Executive Oversight Committee Meeting Minutes:  
June 8, 2023 EOC Meeting

5.2 Vouchers Previously Reviewed:  
June, July, and August 2023 – Trustee Christiansen

5.3 Declaration of Surplus – Empty Polymer Totes (x22), Kyocera DuraXV E4610 Flip Phones (x2), Cisco 819-4G Wireless Routers (x10), Cisco 4G Antennas (x10)

The Authority regularly purchases a product called Clarifloc from Polydyne, Inc. Clarifloc is a polymer that is used in the dewatering phase of the treatment process and helps create a thicker biosolid and allows our belt filter presses to remove more water from the solids. The polymer is delivered to the authority in 2300 lb. totes that, once emptied, have historically been scheduled for pickup through the distributor for re-use/recycling. The Authority also occasionally uses a few totes for the storage of other liquid waste products such as used engine oil or used cooking oil. The use of the totes is built into the cost of the polymer and there is no additional charge if these totes are used for other purposes and not returned to the distributor.

Per a staff suggestion, the Authority recently inquired with Polydyne if the totes could safely be resold by the Authority. Polydyne agreed that the polymer product is non-hazardous and as long as all labeling has been removed from the totes, they can be reused or resold at our discretion. Based on this information and research by staff, the Authority believes some revenue can be generated by auctioning off the empty totes.

While preparing the resolution for declaration of surplus, it was decided to include other end-of-life electronics as well. Two Kyocera DuraXV flip phones were recently taken out of service and replaced with iPhones in an effort increase staff productivity and capabilities. These phones were well maintained and some revenue can be generated by auctioning off the wiped devices.

Earlier this year, the Authority also worked with an integrator to replace all of the end-of-life wireless 4G routers in use at all of the Authority's remote structures. The manufacturer no longer provided hardware support for the Cisco 819-4G wireless routers and, as such, created a higher risk for the Authority if a router were to fail. The old cellular routers were taken out of service and successfully replaced in April of this year. The end-of-life retired routers may still be of value to other organizations that have not undergone the same type of replacement project. Authority staff worked with our integrator to confirm that these units have been properly wiped and have no information related to the Authority saved on them. These routers were all in working condition when taken out of service and some revenue can be generated by auctioning off the wiped devices.

It is our intent, once declared surplus by the EOC, to post these items to govdeals.com, an online government auction website, with the expectation that some financial benefit would be recovered.

Therefore, enclosed with this memo is the formal resolution auctioning off Empty Polymer Totes (x22), Kyocera DuraXV E4610 Flip Phones (x2), Cisco 819-4G Wireless Routers (x10), Cisco 4G Antennas (x10) for approval. The Authority respectfully requests that the EOC motion to approve Resolution No. 2022-001, a resolution authorizing the sale of equipment - Empty Polymer Totes (x22), Kyocera DuraXV E4610 Flip Phones (x2), Cisco 819-4G Wireless Routers (x10), Cisco 4G Antennas (x10)

#### 5.4 Approval of 3-Year Natural Gas Contract

After being approved to seek procurement of a new natural gas supply contract at the March 9, 2023 EOC meeting, on May 17, 2023, the Authority locked in a new fixed rate of \$0.46711/therm for three years beginning in April 2024 with Constellation. The new rate is a significant increase over the previous historic low rate of \$0.281/therm rate that has been in place since April 2021.

Therefore, it is recommended the EOC authorize the Authority to formally enter into a 3-year agreement with Constellation for natural gas supply at a rate of \$0.46711/therm. This amount has been taken into account in the draft CY2024 budget, and will be reflected in future years budgets.

#### 5.5 Ratification of Email Poll Items

##### 5.5.1 2023 NRI Rehabilitation Project Award

At the June 8, 2023 EOC meeting, the EOC approved the Authority to waive the competitive bidding process for the upcoming NRI Rehabilitation Project to award a contract based on price negotiations with the three previous bidders for the project. Working with the consultant, RJN Group, the Authority moved forward with those negotiations and received negotiated bids from two out of the three previous bidders. The low bid was from Hoerr Construction at \$381,075 and the bid price came in at 3% below the engineer's most recent cost estimate. After two previous public bid openings with unexpectedly high bid prices, this was the hoped for result of negotiating directly with the three previous bidders. As was the case in the previous two public bids, the bypass pumping was the biggest variable in the project plan from each bidder. Having worked closely with the two bidders on the negotiations, RJN is confident in Hoerr's bypass approach and has written the attached award recommendation letter for Hoerr Construction.

Because of price escalations and unforeseen unit costs for certain line items, the engineer's original estimate from last year increased in the original RFP in March, and up through the most price negotiations performed in July. The original engineer's estimate in 2022 was \$310,730, which increased to \$359,450 for the March and May RFP's and is now \$393,600 for the recent price negotiations. Glenbard budgeted for \$310,730 based on the original engineer estimated amount. Even though the low bid comes in over budget by approximately \$70,000, this is by far, the closest any bid has been to the engineer's estimate and the budgeted amount. The Authority and RJN Group agree that delaying the project any further could potentially lead to failures of infrastructure that are in need of rehabilitation and/or lead to greater costs for repair in the future. The Authority will be actively assessing the current year budget to find ways to offset the additional funds needed from the capital fund.

The Authority is requesting the Executive Oversight Committee give authorization to award Hoerr Construction with a notice to proceed for the 2023 NRI Rehabilitation Project in the amount of \$381,075. This project was budgeted for in the CY2023 Approved Equipment Rehabilitation Budget, Fund 40-580150.

#### 5.5.2 2023 Asphalt Resurfacing & Patching Program Pricing Revision

Since the approval of the 2023 Asphalt Resurfacing & Patching Program at the June EOC meeting, staff has been working to move forward with the low bidder, Brothers Asphalt, on verifying the project scope and the contract documentation. After site visits and discussions with the contractor, it was brought to the Authority's attention that the tonnage calculations for the new surface course and leveling binder to be applied were incorrect. Staff first verified the square yardage calculations were correct, but did find that the tonnage was calculated incorrectly on the RFP. This error was due to GWA

staff's unfamiliarity with paving contracts, and the correct conversion from square yards of pavement to tons of asphalt.

After recalculating the tonnage and verifying all other quantities shown in the RFP, GWA requested revised pricing from Brother's Asphalt to account for the quantity change. Brother's Asphalt retained all unit prices from the original bid and adjusted their total price based solely on the additional tonnage quantity provided by the Authority. No other scope line items were changed in the revised pricing. Therefore, the corrected pricing that authorization is being requested for is the true value of the project. The total tonnage listed on the RFP was shown as 2,275 tons, when in fact the correct tonnage is 4,006 tons. Because of this adjustment, the total price of the paving contract will increase from \$333,510.63 to \$479,377.38. This amount comes in at less than 50% of the total budgeted amount for repaving and would still be within 2% of the engineers estimate for the project, which leaves enough funds to complete the remainder of the paving project for Bemis Road and the administrative parking lot in 2024.

The Authority is requesting the Executive Oversight Committee approve the change in pricing for an additional \$145,866.75 and authorize the Authority to award Brothers Asphalt Paving with a notice to proceed for the 2023 Asphalt Resurfacing Program for the total amount of \$479,377.38. This amount will be taken out of the CY2023 Approved Budget, Fund 40 Capital Plan.

6. Approval of 3-Year Contract for Landscaping Services

The CY2024-CY2026 Landscape Maintenance Services Contract is a Lump-Sum contract billed on a monthly basis during the eight (8) month contract season each year. Below is the bid tabulation sheet for the September 1, 2023 Landscape Maintenance Services bid opening. Sixteen agencies had the RFP in hand at the time of bidding. Of these, five responded with proposals ranging from a high of \$258,060.00 to a low of \$80,248 for services. Below is a table summarizing all the bids received:

<b>Company</b>	<b>Bid Amount - Total 3 Year</b>
Sebert Landscaping	\$80,248.00
NAV Group	\$81,367.96
Beary Landscaping	\$132,720.00
Apex Landscaping	\$166,326.89
Mark 1 Landscape	\$258,060.00

The Authority's previous landscape contractor for CY2021-CY2023 was Sebert Landscaping. They provided poor services during their contract duration, they appeared to perform the bare minimum, and often it took time from Authority staff to reinforce contract terms. Therefore, the Authority desired to dismiss Sebert's bid, and began to check references for the second low bidder, NAV Group. It was found that the second low bidder had no similar experience to the scope the Authority is requesting. Due to lack of any credible references, as well as not having performed the type of work being requested, the Authority began looking at the next low bidder.

The next low bidder, Beary Landscaping, was substantially higher than the low bid at \$52,472 higher than Sebert. The options of which contractor to award the contract to were discussed with the TAC, and although Beary Landscaping has credible references, rather than incur an additional ~\$17.5k/year in costs to the Authority's O&M budget, the Authority will recommend to award Sebert the contract. Despite their services being poor, they did perform the minimum basic services, and would respond to corrective action at times. It should be noted that the contract does allow for the Owner to terminate services at any time during its term, and is not required to provide any reason for termination.

The Authority is requesting authorization to Award a Three-Year (3) contract to Sebert Landscaping in the total amount of \$80,248.00 to supply Landscape Maintenance Services as proposed for the Glenbard Plant, Stormwater Plant, the acquired parcel across from the Glenbard Plant (940 Bemis) and acquired parcel directly north of the main plant (1S 641 Sunnybrook Rd) during this three-year contract term.

## 7. Draft Budget Discussion

Enclosed is a memo summarizing the highlights of the draft CY2024 budget, along with the draft budget itself. At this point in time, the budget has an overall increase of 4.3% or \$376,256 over the CY2023 budget. The majority of the increases are in the O&M budget, which had a number of expenses increase due to new regulations, increased material prices, and general personnel costs.

## 8. Discussion

### 8.1 Solar Power Proposals

At the March, 2023 EOC meeting, the Authority approved to enter into a no cost agreement that would provide consulting services to conduct an investigation/study into the feasibility of a solar power "power purchase agreement" (PPA) or an outright ownership of a solar installation for the Authority. The results of the study were favorable, and therefore, a request for proposals was distributed to solar developers authorized to work in the state of Illinois. Proposals were due June 30<sup>th</sup>, and although the Authority only received one response, the option of outright ownership yielded a favorable return on investment. However, since there was only one proposal, the Authority decided it

did not demonstrate a competitive process, and re-released the request for proposals with attempts to make the request more attractive to bidders.

The second round of proposals were due August 31<sup>st</sup>, and are being evaluated with the Technical Advisory Committee and Finance directors to determine if any options are feasible within the Authority's O&M and/or Capital budgets, and if so, how to best move forward. Any formal award to a solar developer will be brought forward to the Executive Oversight Committee for approval.

9. Other Business
  - 9.1 Technical Advisory Committee Updates
10. ***Next EOC Meeting*** – The next regularly scheduled EOC Meeting is set for ***Thursday, October 12, 2023 at 8:00 a.m.***