

GLENBARD WASTEWATER AUTHORITY  
Executive Oversight Committee  
Agenda  
April 11, 2024  
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 partial month of January 2024, and the months of February and March of 2024 payroll in the amount of \$2,279,975.13 (Trustee Christiansen).*

- 5.1 Executive Oversight Committee Meeting Minutes:  
January 18, 2024 EOC Meeting
- 5.2 Vouchers Previously Reviewed:  
Partial Month of January, and full months of February and March 2024 Payroll –  
Trustee Christiansen
- 5.3 Ratification of Email Poll Items
  - 5.3.1 Authorization to Execute a Letter of Understanding with the Village of Glen Ellyn

During previous Executive Oversight Committee (EOC) meetings, discussion has been held regarding the need for the reconstruction of the Administration Building parking lot at the main plant site. This reconstruction project was designed back in 2015 but was put on hold in order to align with the Village of Glen Ellyn repaving Bemis Road.

In late January a meeting was held with Village of Glen Ellyn Public Works Engineering Team to discuss including the Authority's project with the Village's summer road repaving/reconstruction program for economies of scale. One of the bigger aspects of the Village's summer program this year is to reconstruct Bemis, and repave the portion of Sunnybrook in front of the Authority's Administration building. Since the Village's project is inclusive

of most of the items included in the Authority's parking lot construction, the favorable option is that the Authority would include its quantities into the Village's base bid, and receive favorable pricing rather than bidding it separately with much smaller quantities. The other option was to attach the Authority's plans/specs onto the Village's bid as an alternate for contractors to bid on. The latter option has the possibility of not yielding favorable results, since contractors have the option to submit different unit prices on alternates, as alternates may not get awarded. The low bid contractor on the base bid may also not be the low bid on the alternate bid, but the Authority would still have to use the low base bid contractor. Therefore, the Authority requested its scope to be included into the Village's base bid.

It is unlikely the Authority would receive more favorable unit prices bidding separately with smaller quantities, and therefore, the Authority would not wish to back out after the Village awards a contract. In addition, this project is long overdue and should not be delayed further. In regards to the Authority's contribution to the Bemis Road reconstruction, that cost and the Authority's expectations are not defined yet, so the letter is worded in a way that doesn't over obligate the Authority, but agrees to the intent.

***Prior to signing this letter of understanding, the Authority is seeking authorization from the EOC to do so.***

#### 5.4 Declaration of Surplus

As the Authority routinely gathers items that are no longer being used or are obsolete, a request to declare them as surplus is needed from the Executive Oversight Committee, and then the items are auctioned off to the highest bidder and some amount of recapture is realized. Enclosed with this packet is a formal resolution to declare Authority property as surplus and allow for staff to place it at auction.

6. Approval of the issuance of Member Debt by the Village of Glen Ellyn for improvements to the Authority's Wastewater Treatment Facilities, including the Primary Clarifier and Gravity Thickener Improvements Project, pursuant to and in accordance with the provisions of Article VIII(B) of the Joint Agreement.

After exhausting several routes of obtaining financing for the Primary Clarifier and Gravity Thickener Improvements Project, the Finance Directors and financial advisors recommended method was for the Village of Glen Ellyn to issue debt for the Authority, with the Authority repaying the Village of Glen Ellyn for said debt.

Each respective Village Board approved an amendment to the intergovernmental agreement between the Village's that formed the Authority, which allowed for such issuance to take place, and outlined terms of repayment plans for this current proposed debt. The terms of repayment were made general so they could be applicable to any potential future debt from the issuance of bonds.

***The Authority seeks a motion for approval of the issuance of Member Debt by the Village of Glen Ellyn for improvements to the Authority's Wastewater Treatment Facilities, including the Primary Clarifier and Gravity Thickener Improvements Project, pursuant to and in accordance with the provisions of Article VIII(B) of the Joint Agreement.***

7. Authorization to Release Funds for the Reconstruction of the Administrative Building Parking Lot & Bemis Road Reconstruction

The parking lot for the Authority's Administration Building, providing for Authority's main public parking location, has been in significant need of replacement for nearly a decade. A replacement was designed in 2015 that included a full reconstruction and grading of the parking lot, which included additional parking spots, current ADA requirements, and improved drainage. After reaching 90% design of the project, the Authority was made aware of plans for the Village of Glen Ellyn to repave or reconstruct Bemis Road in the coming years, and so the decision was made to shelf the project and re-address it when the Bemis Road project began. After continuing to deteriorate for nearly 8 years after the initial design, the parking lot is in dire need of replacement, with extremely degraded surfaces, lack of sufficient parking, inadequate stormwater drainage, and insufficient ADA accommodations.

The Authority then received authorization from the Executive Oversight Committee to enter into an understanding with the Village of Glen Ellyn so that the reconstruction of the Authority's Administration Building Parking lot would be included in the base bid amounts for the Village of Glen Ellyn's 2024 Reconstruction Utility and Roadway Improvements. The intent of including the Authority's quantities with the Village's was to gain an economy of scale and yield a lower price for the Authority. After the Village opened the bids, the portion of the work related to the Authority's parking lot reconstruction was determined to be \$257,835.75. This demonstrated the favorable results to the Authority, as the Engineers estimate for the work was valued at \$363,341.

Another component of the Village's summer roadway improvements project is to perform a full reconstruction of Bemis Road. Previous conversations between the Village of Glen Ellyn and the Village of Lombard had concluded that, because of the heavy truck traffic to and from the main treatment plant, the Authority would be contributing a portion of the cost for the reconstruction of Bemis Road.

The Village of Glen Ellyn requested for the Authority to contribute towards half of the roadway aggregate subgrade (including excavation), required roadway undercuts, roadway fabric, and asphalt base course in the total amount of \$266,867.25 based off the low bid. This is a conservative not to exceed amount as certain portions of the reconstruction, for example; deep patches/spot repairs, are assumed to use the fully budgeted amount but the total is unknown at this time and could be significantly lower than the ~\$35,000 allocated towards that line item.

Due to the contract for this project being between the Village of Glen Ellyn and its contractor, John Neri Construction, ***the Authority is seeking a motion to authorize the Authority to issue payments to John Neri Construction and/or the Village of Glen Ellyn in a total not to exceed amount of \$524,703.*** The funds will come out of the general capital fund 40-580180, where a total of \$500,000 was budgeted for the design, construction, and construction engineering of the parking lot and Bemis Roadway improvements.

8. Authorization to Award Construction Services Contract for the Administrative Building Parking Lot Improvements

The Authority originally retained Trotter & Associates in 2015 to perform the design on the parking lot, and as mentioned above, the design was halted at 90% design in order to combine remaining efforts with the Village of Glen Ellyn's Road reconstruction project. Based on the successful completion of the 90% design, and the Authority's professional services policy that allows waiving of a competitive process to award a professional service based on a continuing relationship relating to work in a specific area of infrastructure, the Authority received approval to award Trotter & Associates the remaining 10% of design and bidding assistance in the amount not to exceed \$18,000.

Based on the successful completion of the now 100% design, and the Authority's professional services policy that allows waiving of a competitive process to award a professional service based on a continuing relationship relating to work in a specific area of infrastructure, the Authority also sought a proposal from Trotter & Associates for construction engineering services. A proposal was returned in the amount of \$30,500, which is approximately 11.8% of the construction cost, and an acceptable amount for construction engineering for a project.

***The Authority is seeking a motion to authorize the Authority to waive a competitive selection process and award Trotter & Associates the construction engineering services contract for the Administrative Road Parking Lot Improvements for a not to exceed amount of \$30,500.*** The funds will come out of the general capital fund 40-580180, where a total of \$500,000 was budgeted for the design, construction, and construction engineering of the parking lot and Bemis Roadway improvements.

9. North Regional Interceptor Phase 2 Construction

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 Authorities collection system has had little in ways of rehabilitation performed on it since being put into service, however, it has been routinely inspected.

Phase I of the project was completed in December of 2023 and successfully rehabilitated approximately 1,200 feet of sewer main and five manholes along St. Charles Road. The upcoming Phase II will cover approximately 2,000 feet of sewer main and six manholes that follow I-355 from St. Charles Road down to GWA’s CSO plant on Hill Avenue. Similar to Phase I, Phase II will consist of pre-construction cleaning, televising (pre and post construction), pipelining (varying from 24”-27” diameter), and the structural lining, epoxy coating, and grouting of the six manholes.

The results of the April 3rd, 2024 bid opening were as follows:

<b>Budgeted Amount</b>	<b>National Power Rodding</b>	<b>Hoerr Construction</b>	<b>Insituform Technologies</b>	<b>Visu-Sewer</b>	<b>Benchmark Construction</b>
\$ 650,000.00	\$ 869,428.90	\$ 517,565.00	\$ 608,336.30	\$ 694,355.00	\$ 703,000.00

All five plan holders provided bids for this project and after opening the bids, RJN Group examined the bidding documents to ensure all proper documentation was included, and performed reference checks on the apparent low bidder. Having worked with Hoerr Construction previously, RJN is confident in Hoerr’s approach and has provided a recommendation letter. With all documents in place and satisfactory references, RJN is recommending award to Hoerr Construction.

Therefore, it is recommended the EOC authorize the Authority to award Hoerr Construction the 2024 Collection System Rehabilitation Construction Contract in an amount not to exceed \$517,565.00. This amount will be taken out of the budgeted \$650,000 in the CY2024 Approved Budget, Fund 40-580150 Capital Plant Equipment Rehabilitation.

***The Authority is requesting the Executive Oversight Committee give authorization to award Hoerr Construction with a notice to proceed for the 2024 NRI Rehabilitation Project in the amount of \$517,565.00.*** This project was budgeted for in the CY2024 Approved Budget, Fund 40-580150 Capital Plant Equipment Rehabilitation.

10. Request for Approval of Data Analysis and Reporting Platform

Early in 2023, the GWA admin and supervisory team began discussions regarding the difficulties with our ability to pull reporting and analytical data from the various systems the Authority uses. Currently, process and control data is saved in two primary systems; first our SCADA platform called GE iFix which helps control and visualize the treatment process at the main plant and all remote sites, and a program called OpWorks that helps the operations and lab staff capture manually recorded information. These two systems do not communicate or share data with each other, which creates challenges when attempting to analyze or report on process data. Both systems have separate reporting functionality, but neither are very robust and both have shortcomings that can make them difficult to utilize.

After narrowing down the list of potential platforms, the shortened list of five software providers were demoed by the full admin and supervisory team. Each team member was provided a scoring matrix during the process and cost was not a consideration during evaluation to ensure a product was picked on functionality alone. After all demos were performed, scoring was tallied, and the team convened to discuss their comments and impressions; a platform called Ignition by Inductive Automation was selected. Ignition can provide all of the data consolidation, reporting, and analytical functionality the team is looking for and provide a path forward to expand upon the capabilities of our current SCADA system in the future.

Licensing and implementation costs were discussed with the Authority's SCADA integrator, Concentric Integration, who is a Gold Certified Integrator with Ignition. After determining the appropriate modules and licensing level, Concentric provided a quote of \$14,590.93 that would cover all licensing and the first year of support. While Authority staff does have some of the expertise needed to implement the platform, the extensive experience Concentric has with Ignition implementations will ensure it is installed efficiently and utilizing best practices. The Authority intends to work with Concentric to determine areas of the implementation where costs can be saved by having Authority staff perform certain tasks.

Because of that and to provide the most flexibility for the implementation of the software, GWA is requesting authorization to utilize the remainder of the \$30,000 budgeted for this project (\$15,409.07) on a time and material basis with Concentric Integration. Concentric has a provided an hourly rate range of their intended staff members of \$175-\$210 per hour. Authority staff will be closely monitoring costs and progress of the project to ensure the total does not exceed the budgeted \$30,000; and if further work is needed, additional funds will be budgeted in 2025 to continue to build out the platform.

***Therefore, the Authority is seeking a motion to authorize the waiving of a competitive selection process and utilize Concentric Integration for purchase and time and material implementation of Ignition by Inductive Automation for its Data Analysis and Reporting Platform in an amount not to exceed \$30,000.*** The funds will come out of the Small Capital Improvement fund 40-580120.

#### 11. Hydrogen Peroxide Contract Renewal

In 2020, the TAC approved a pilot program with USP to provide odor control services to GWA. The EOC was made aware and GWA moved forward with the pilot program. Included in the pilot was installation of peroxide containment, dosing lines, dosing pumps, sensors, communications, project management, and maintenance. The pilot program was successful in reducing odors produced in the treatment process and was evident by a significant decrease in odor complaints during the most odorous season. Due to the success of the pilot study, GWA entered into a 3-year contract with USP to provide odor control starting June of 2021 and will expire in June of 2024 for a total not to exceed amount of \$136,920. To date, the Authority has exhausted the majority of the total amount approved by the EOC, and is seeking to renew the contract with USP.

With the previous contract expiring this June, a proposal was requested from USP to provide odor control services for another 3 years, starting in May 2024 and continuing through May of 2027.

Included in the proposal, USP will be upgrading the dosing equipment, pump controls and reporting platform, as well as providing continued use of peroxide containment storage, maintenance and management of all the equipment, testing to ensure proper dosing is being completed and is effective, the gallons of peroxide that will be used, peroxide delivery supervision, SCADA integration, emergency response, and any necessary training. GWA also has the ability to cancel the contract at any time, with a 30-day notice.

USP's unit price per gallon is subject to an annual price increase. Annual price increases are to be capped at 6% based off previous contract years unit price.

***Therefore, due to the professional nature of the services and the lack of other providers, GWA, is respectfully requesting to waive the competitive bidding process per the purchasing policy C.1.a Professional Services and C.1.e. Single Source Purchases and is requesting EOC motion to authorize the approval of the USP Technologies proposed 3-year contract with a not-to-exceed amount of \$195,955 over the length of the contract.*** This will come out of the budget 270-530440 Chemicals Fund, which has \$50,000 budgeted for hydrogen peroxide in CY2024, and will be budgeted appropriately for in future years.

## 12. Discussion

### 12.1 Renewable Natural Gas Discussion

During previous Executive Oversight Committee (EOC) meetings discussion had been held regarding the remaining life of the Combined Heat and Power (CHP) engines and future plans.

Due to the poorer than expected uptime of the CHP engines resulting in a non-favorable return on investment (ROI), preliminary analysis had begun to see if replacing the engines would be the best path moving forward, or if other options to utilize the Authority's biogas would yield better results. The Authority began receiving outside waste sources in 2016 to increase biogas production to provide better utilization of the CHPs, and after taking several years to develop, the Authority now has a very well-established program that generates nearly \$200,000 per year in revenue. However, the Authority needs to have a use for the increased biogas production in order to continue receiving outside waste.

In late 2023 the United States Environmental Protection Agency began accepting applications for Climate Pollution Reduction Grants. The U.S. EPA will award 30 to 115 grants ranging between \$2 million and \$500 million (a total of \$5 billion is available), with a focus on diverse geographic coverage. The agency is seeking collaborative, transformational projects to maximize impact. They are emphasizing

that projects will be most competitive if they have a strong need for funding that cannot be met by other funding sources. Creating renewable natural gas (RNG) and injecting it back into the natural gas transmission provides an environmental benefit due to it being a renewable product and the lessening of dependence on fossil natural gas.

With several other local facilities also looking into RNG, a coalition of biogas producers was formed to apply for the grant. The coalition consists of 8 other wastewater treatment plants and one closed municipal landfill within the Chicago metropolitan statistical area (includes parts of Wisconsin and Indiana). All members of the coalition invested an initial \$10,000 to hire a technical consultant and grant writer, and signed the enclosed letter of understanding. To date, the coalition has received positive feedback from those involved with the grant program, and submitted the completed application by the April 1st due date, applying for a total of \$196 million to distribute among the coalition members for the installation of RNG facilities. As part of the grant requirement, any funded projects would have to be completed by October 2029.

If awarded, the grant would cover the capital costs for the installation of RNG facilities at the Authority, and would yield an immediate return on investment of around \$1.5 million a year in revenue. If the coalition is not awarded the grant, the Authority will continue further discussion as to whether or not installation of a renewable natural gas facility is a viable option, or if the CHP program should continue. Although RNG yields a favorable return on investment over the CHP's, the Authority did not budget for such a facility, and it would require a significant initial capital investment.

No action is needed from the EOC at this time.

## 12.2 Solar Discussion

In 2023 the Executive Oversight Committee (EOC) authorized the Authority to enter into an agreement with Satori Enterprises, LLC, for solar photovoltaic system procurement consulting. The consulting services were to assist putting together a request for proposals for a solar array, and were at no initial cost to the Authority. The consultant would only receive payment if and when the Authority chose to move forward with any proposals received, with no obligation for the Authority to take any action.

A total of two rounds of requests for proposals were sent out, with the Authority only receiving one response each time, both from the same solar developer. Due to the lack of competitiveness, the Authority chose not to move forward with either proposal. However, the proposals provided for a decent return on investment, and therefore, further analysis was done on why more proposals were not received.

In order to construct a solar array on the East side of the DuPage River, considerable site development would need to occur to make the land constructable.



Based on feedback the Authority received, since the land development was not familiar with many solar developers, they chose to not submit proposals because of uncertainty. After receiving that feedback, the Authority began to independently research the scope and cost to prepare the land for the construction of a solar field.

The Authority performed a preliminary engineering study on the land development that revealed two potential options to move forward. If the Authority wanted to utilize the entire vacant area (~10 acres) the cost was estimated to be over \$2 million just for land preparation, and would take over 2 years due to permitting, floodway, and other regulatory issues. If the Authority chose to only utilize the old lagoon area (~5 acres), the cost estimate lowered to just over \$600,000, with a 11-month completion time.

Discussion was held with the TAC, as although the solar array would yield a decent return on investment of around 7-8 years, the development of the land and a solar array is not budgeted for. The return on investment would largely be seen within the first 3-4 years as well after all of the incentives are realized. Due to this attractive ROI and incentive system, further discussion needs to be held with the TAC and finance directors.

If the Authority chose to move forward with the next step toward developing the land itself, the next engineering phase would require the Authority to spend an additional \$41,707 in fees.

No action is needed from the EOC at this time.

### 12.3 Primary Sludge Direct Feed Line

In the approved CY2024 budget, the Authority has scheduled to construct piping to directly connect the primary sludge feed line into the digestion complex. Currently, primary sludge is fed into the gravity thickener, where it is co-thickened with waste activated sludge. By feeding the primary sludge directly to the digester, it will allow for a more constant/slower feed, improving the health of the digestion process. As an additional benefit, by no longer co-mingling sludges in the gravity thickener, an extremely odorous part of the process that is directly adjacent to residents, it will further mitigate odors being released. The Authority anticipates receiving a proposal to help design specifications and bid the job within the near future. In the event the Authority is ready to request authorization to award a design contract, but there are no other items that require Executive Oversight Approval, the Authority may seek an email poll for approval that would be ratified at a future meeting.

### 12.4 Upcoming Vehicle Purchases

In the approved CY2024 budget, the Authority has scheduled to replace 3 of its fleet vehicles; a 2012 Crane Truck, a 2010 Dodge Grand Caravan, and a 2012 F250 Plow/Fuel Truck. Conversations with the Village of Glen Ellyn Fleet

Services have initiated, as that group provides maintenance on the Authority's fleet, and initial research has begun. In the event the Authority is ready to request authorization to purchase a new vehicle, but there are no other items that require Executive Oversight Approval, the Authority may seek an email poll for approval that would be ratified at a future meeting.

13. Other Business
  - 13.1 Technical Advisory Committee Updates
  - 13.2 Other items
  
14. ***Next EOC Meeting*** – The next regularly scheduled EOC Meeting is set for ***Thursday, May 9, 2024 at 8:00 a.m.***