

GLENBARD WASTEWATER AUTHORITY

Executive Oversight Committee

Agenda

Thursday, May 13, 2010

8:00 A.M.

**Meeting will be held at the Glenbard Wastewater Authority
21 W 551 Bemis Road, Glen Ellyn, IL**

- 1. Call to Order
- 2. Roll Call
- 3. Public Comment
- 4. Consent Agenda

- 4.1 Minutes from the April 15, 2010 EOC Meeting
- 4.2 Vouchers previously reviewed by Trustee Hartweg
- 4.3 Janitorial Cleaning Service Contract Award

As a way to reduce the Village of Glen Ellyn overhead fees GWA began investigating alternatives to many of the fees that were incorporated into the fee GWA paid to the Village of Glen Ellyn annually. One of the fees that the managers approved of eliminating was the janitorial cleaning service. The janitorial cleaning service provided by the Village of Glen Ellyn cost the GWA \$26,000 annually. The company that we based our budget number on can provide a higher level of service for approximately \$10,000 less annually.

GWA contacted three industrial cleaning services that would be able to provide janitorial services for our facilities at a reasonable cost without sacrificing a sterile clean environment. The three companies that were contacted were taken for a tour of the facilities they would need to keep clean, interviewed and asked to provide a quote for services. The following companies and their respective quotes are listed below:

Contractor	4x per week	5x per week
Buildingstars	\$896/mo	\$1067/mo
Coverall	\$1100/mo	\$1299/mo
RH-DMC (Quote based on 25hrs per week not frequency)	\$1455/mo	

GWA based our decision not just on the interview and the walk through of the facility, but also on the fact that Coverall utilizes a hospital grade cleaning system that would more thoroughly protect the GWA team and our visitors against the bacteria rich environment we are exposed to. We felt that the products and service that will be provided by Coverall Cleaning Services are not the top of the line nor are they the bottom of the line. We selected Coverall because of the system they will be using to promote a clean, healthy safe work environment at a reasonable cost. Based on all the facts provided to you in this memo and the other attached memo, GWA is comfortable that Coverall Cleaning Services will be able to provide us with a janitorial cleaning service at a responsive, responsible level.

GWA would like to request the EOC waive competitive bidding and award a one year contract to Coverall Cleaning Service in the amount of \$15,588 to be invoiced to account 270-520971.

Motion the EOC to waive competitive bidding and award a one (1) year contract to Coverall Cleaning Service in the budgeted amount of \$15,588 to be invoiced to Glenbard Plant O&M account 270-520971.

4.4 Vehicle Purchase

GWA has budgeted for the replacement of a 2001 Dodge Caravan utilized by the entire team as an administrative, multi use vehicle that was scheduled to be replaced on a seven (7) year cycle. Due to budget constraints and mileage on the vehicle we opted to keep the vehicle for an additional two (2) years. The past year it has become apparent that the vehicle has reached a point that is indicative to GWA and the Village of Glen Ellyn Fleet Service Manager to replace the 2001 Dodge Caravan with the following.

2010 Dodge Caravan SE as follows:

- Total Cost W/Options -- \$ 19,916.00
- 7-Passenger, Dual Sliding Doors, Rear Liftgate, White Clear Coat Paint
- Flex-Fuel 3.3 Liter V-6, Automatic Transmission, A/C Front and Rear
- Daytime Running Lights, Floor Mats, Extra Keyset
- Local Govt. Delivery/License/Title/Doc Fees

Motion the EOC to award the purchase of a 2010 Dodge Caravan SE with indicated options from Wright Automotive, P.O. Box 279, Hillsboro, Illinois 62049 to be invoiced to Glen Plant Capital Vehicle Replacement account 40-570155 in the budgeted amount of \$19,916.

5. Ultra Violet Lamp Purchase

It is with regret that GWA must come back to the Executive Oversight Committee (EOC) to request the purchase of Ultraviolet Lamps from the OEM manufacturer Iron Brook Partners. Rick Freeman, Senior Electrician/Electronics Technician, spent a significant amount of time at the end of last calendar year preparing to save GWA money in a fiscally challenged year by evaluating the option of utilizing a third-party supplier of U.V. disinfection lamps. The supplier that was eventually selected by GWA was a supplier that had been supported by all references that Rick had spoken with. North American UV was selected because of the lower costs provided and the positive feedback from industry professionals.

What we found out after the installation of all 1,200 lamps was completed and the Electrical/Electronics team began their pre-season testing was not reassuring. None of the 1,200 lamps would light! Even though we did our homework the lamps that are supplied through North American UV are not manufactured in the same place. So effectively, the plants that were called on may have completely different lamps than we were supplied with. After Rick and I had spoken, we decided to return all of the lamps and request a full refund and proceed to procure lamps from the OEM manufacturer Iron Brook Partners.

We are aware that the price exceeds the \$20,000 budgeted, but feel based on performance and longevity, the OEM lamps are the most responsive, responsible way to proceed with regard to consistent compliance of our NPDES permit and the protection of human health and life.

Motion the EOC to waive competitive bidding and award a purchase to Iron Brook Partners for 1,200 lamps at a cost of \$25,800 invoiced to Glenbard Plant Capital account 40-580150.

6. #3 Digester Cover Purchase

During the Anaerobic Digester Project it was determined through extensive inspections led by Walker Process, performed by a third party Eskenazi, Farrell and Foder, P.C. (report attached) that the cover was severely corroded and would require extensive repairs or replacement. After the Walker Report was received Strand requested a proposal from Williams Brothers Construction Inc. (WBCI) for a complete repair of the cover. This proposal has become known as RFP #25 which was submitted on November 19, 2009 for a cost of \$429,140 plus a 92 day time extension. After correspondence was sent back and forth between Strand and WBCI a second proposal was sent which is known as RFP #25R. The second proposal was reduced to \$317,385 plus a 92 day time extension to the project. Let me remind you that this is not money that would have been spent on a new cover this figure is for rebuilding a 50 year old cover.

The Anaerobic Digester System that we have in place at GWA is a Walker Process System. We have two new Walker Process floating covers that GWA purchased during the Anaerobic Digester Project. The existing 50 year old floating cover that needs to be replaced is a Walker Process cover. The tank that the cover resides in is specifically designed for a Walker Process cover. We have already purchased upper and lower roller assemblies for the Walker Process cover that is existing and was intended to be rebuilt that can be utilized as a cost savings when purchasing the new cover. Attached is the quote from Walker Process that includes the scope of work for ordering the digester cover. The difficult position that we are facing is that the cover has an approximate delivery time of 14-16 weeks. That makes the anticipated delivery date around the middle of August. If we don't approve the purchase of the cover and get the manufacturing process moving we will not be able to seek approval for purchase again until November or December for a March or April delivery.

Motion the EOC to waive competitive bidding and award purchase to Walker Process for the #3 Digester Cover for a not to exceed amount of \$132,000 invoiced to Glenbard Plant Capital account 40-580239.

7. Other Business

7.1 Bulk hauling notice to Bemis Road Neighbors. No Action

7.2 Longevity Awards to be presented. No Action

8. **Next EOC Meeting** – The next regularly scheduled EOC Meeting will be on **Thursday, July 8, 2010 at 8:00 a.m. at the Glenbard Plant.**