

MINUTES
OPERATIONS & ENGINEERING COMMITTEE MEETING
NOVEMBER 14, 2023

Attendants: Messrs. Cartafalsa, Cherico, DiSantis, S. Garner, Hurst, Kern, Knapp, Lehman, Moss, Mullen, Nagle, Willert, and Mesdames Amadio, Billings, Caulk, B Garner, Nichols, and Sage.

1. ROLL CALL: Eight members of the DELCORA Board of Directors were present at the meeting constituting a quorum.

The following was present: Traci Confer. There were no other members of the public present.

2. PLEDGE OF ALLEGIANCE: All parties present at the meeting recited the Pledge of Allegiance.

3. BID OPENINGS: Contract No. P2023-07 – Unleaded Gasoline and Diesel Fuel with Tracking System.

Ms. Caulk stated that there was one bid received.

<u>BIDDER</u>	<u>BID AMOUNT</u>
PHL Gas Convenience Inc.:	Item 1 - \$84,633.00 Item 2 - \$36,450.00

Mr. Mullen stated that this bid will be reviewed by Staff and our Solicitor's office, and consideration of award will be placed on the agenda for the November 21st Board meeting.

4. MONTHLY REPORT – DIRECTOR OF OPERATIONS & MAINTENANCE: Mr. DiSantis highlighted certain items in the written report. He stated that there was one reportable incident at the WRTP during October, which was a short stack opening caused by operator error which has been addressed. The average daily flow in October was the lowest of the year as far as monthly flow. Mr. DiSantis reported that there were good results from process control for effluent discharge. Also, Mr. DiSantis reported that multiple tanks were out of service because they weren't needed at this time due to the low flow conditions.

In remote operations, there were no violations. Mr. DiSantis reported that Central Maintenance had a good month with regards to the ratio of corrective maintenance versus planned maintenance. Central Maintenance reduced work order aging by 46%. Sewer Maintenance also had a productive month and is well ahead of meeting permit requirements for line cleaning and televising. Lastly, regarding Hauled Waste, he stated that 18.7 million gallons of trucked waste was received. Mr. DiSantis had no additional

comments to the written report. The Committee had no questions regarding the written report.

5. MONTHLY REPORT – DIRECTOR OF ENGINEERING: Mr. Hurst highlighted certain items in the written report. Regarding the Sewer Maintenance contract, he stated that the Sewer Maintenance contractor completed various tasks in October including the emergency pump setup at Chester Pump Station. There was no incinerator work done last month. Regarding the T-28 project, Mr. Hurst reported that Allan Myers has completed their work and moved off site. He is hoping to have all the closeout documents and final payment at the December board meeting. The Plant and Facilities Services contract continues to be used for tank cleaning, I & I repair, and hatch work.

Reporting on the CSO Long Term Control Plan and the ESA Tunnel project, Mr. Hurst stated that we are wrapping up the four alternatives, and a meeting will be held with the EPA next week regarding the four alternatives. Reporting on cake handling, Mr. Hurst stated that a meeting has been scheduled to evaluate de-watering options to determine which option would best fit. The Outfall project continues to go through the permit phase. Lastly, The On-Call contract with D'Huy Engineering is ongoing. Mr. Hurst had no additional comments to the written report. The Committee had no questions regarding the written report.

6. MONTHLY REPORT – ENGINEERING ADVISOR: Mr. Lehman highlighted several on-going projects in the written report, which had been provided to all Board members in advance of today's meeting. Regarding the SWMM Modeling, he reported that there was more than 5 inches of rain in September while October only registered about 0.5 inches. Mr. Lehman added the lower precipitation results in less entering the sewers, which corresponds to the lower flow reported at the WRTP. The Metering Program is progressing as usual. Mr. Lehman had no additional comments to the written report. The Committee had no questions regarding the written report.

7. CHANGE ORDERS: Contract No. TC-2303-C – B3 UPS Installation – Change Order No.1 – Increase in Contract amount due to the addition of transformer created a need for more equipment and a change in the size of the staging area and platform – increase in the amount of \$573,593.00 (SJ Thomas) (Capital Funds)

Mr. Hurst explained that there is a design element for this scope of work. An additional transformer is needed for safety provisions in the existing substation. Mr. Nagle asked what the lead time was on the transformers. Mr. Hurst answered that conveniently, SJ Thomas was able to find us one that was in stock within just a couple of weeks.

It was the consensus of the Committee to recommend Board approval of the above change order. This item will be placed on the agenda for the November 21st Board meeting.

8. REQUEST FOR APPROVAL OF CONTRACT CLOSE-OUT & FINAL PAYMENT: Mr. Mullen stated that there were no Contract Close Out and Final Payments at this time.

9. AUTHORIZATION FOR PROFESSIONAL SERVICES:

- A. Castle Valley Consultants, Inc. – Proposal Dated October 3, 2023 – Professional Engineering Services for Preparation of Municipal Wasteload Management Report for the Preserves (Corrine Village) Wastewater Treatment Plant, Pocopson Township, Chester County, PA – Total Amount Not to Exceed \$2,175.00 (Operating Funds)
- B. Castle Valley Consultants, Inc. – Proposal Dated October 3, 2023 – Professional Engineering Services for Preparation of Groundwater Report for the Preserves (Corrine Village) Wastewater Treatment Plant, Pocopson Township, Chester County, PA – Total Amount Not to Exceed \$1,420.00 (Operating Funds)
- C. Castle Valley Consultants, Inc. – Proposal Dated October 3, 2023 – Professional Engineering Services for Preparation of Municipal Wasteload Management Report for the Riverside Wastewater Treatment Plant, Pocopson Township, Chester County, PA – Total Amount Not to Exceed \$2,175.00 (Operating Funds)
- D. Castle Valley Consultants, Inc. – Proposal Dated October 3, 2023 – Professional Engineering Services for Preparation of Groundwater Report for the Riverside Wastewater Treatment Plant, Pocopson Township, Chester County, PA – Total Amount Not to Exceed \$1,420.00 (Operating Funds)

Mr. DiSantis stated that these four authorizations are annual contracts for reports that are for the two Pocopson Treatment Plants that DELCORA owns.

It was the consensus of the Committee to recommend Board approval of the above proposals. These items will be placed on the agenda for the November 21st Board meeting.

- E. Weston Solutions, Inc. – Proposal Dated November 3, 2023 – For Professional Engineering Services to prepare DELCORA's annual Chapter 94 Municipal Wasteload Management Reports for 2023 – Total Amount Not to Exceed \$34,000.00 (Operating Funds)

Mr. Hurst stated that this is an annual state required report that all municipalities have to report each year.

It was the consensus of the Committee to recommend Board approval of the above proposal. This item will be placed on the agenda for the November 21st Board meeting.

- F. Brown and Caldwell – Proposal Dated November 9, 2023 – For Professional Services for Technical Support for Review of DRBC's

Analysis of Attainability to Improve Dissolved Oxygen in the Delaware River Estuary – Total Amount Not to Exceed \$17,483.00 (Capital Funds)

Mr. Hurst stated that the EPA has taken over the Analysis of Attainability process and the EPA stated that they are going to issue draft rules in December, so this authorization is to get a head start on that process.

It was the consensus of the Committee to recommend Board approval of the above proposal. This item will be placed on the agenda for the November 21st Board meeting.

10. AUTHORIZATION TO ADVERTISE FOR BIDS: Mr. Mullen stated that there were no Authorizations to Advertise for Bids at this time.

11. AUTHORIZATION TO PURCHASE:

- Fred Beans Ford of West Chester – Quote Dated October 24, 2023 – For the Purchase of One (1) 2024 F-350 4x4 Regular Cab Through PA COSTARS Contract #025-E22-413 – Total Amount Not to Exceed \$50,513.82 (Capital Funds)
- Fred Beans Ford of West Chester – Quote Dated October 24, 2023 – For the Purchase of One (1) 2024 F-350 4x4 Regular Crew Cab Through PA COSTARS Contract #025-E22-413 – Total Amount Not to Exceed \$54,757.82 (Capital Funds)
- Fred Beans Ford of West Chester – Quote Dated October 24, 2023 – For the Purchase of Two (2) 2024 Bronco Sport 4x4 Through PA COSTARS Contract #025-E22-413 – Total Amount Not to Exceed \$66,149.64 (Capital Funds)

Mr. DiSantis stated these purchases are replacement vehicles for current vehicles that are at least seven years old with more than 100,000 miles on them.

Ms. Nichols asked if there is a list that says which vehicles are being sold. Mr. DiSantis answers that yes, each year a list is created, and vehicles are sold on Gov Deals.

It was the consensus of the Committee to recommend Board approval of the above purchases. These items will be placed on the agenda for the November 21st Board meeting.

- Northeast Technical Sales, Inc. – Quote HC-080223-01TFJD-REV02 Dated October 25, 2023 – For the Purchase of 52 Flow Meters (FL900 Loggers with AV900 Sensor Analyzer Module) with Extended 2 Year Warranties for Sensors and Modules Through the PA Costars Contract #016-E23-336 - Total Amount Not to Exceed \$323,648.00 (Capital Funds)
- Northeast Technical Sales, Inc. – Quote HC-080223-01TFJD Dated September 26, 2023– For the Purchase of Spare Parts to Support Metering Program

including Fifteen (15) Area Velocity Sensors and Modules, Five (5) Flo-Dar Downlooker Ultrasonic Sensors for FL900 and Five (5) Flo Dar Sensors (No SVS), and Five (5) Flo-Dar Sensor Cables Through the PA Costars Contract #016-E23-336 - Total Amount Not to Exceed \$103,329.25 (Capital Funds)

- Trimble, Inc – Quote #Q-35986-1 Dated November 1, 2023 – For the Purchase of Fifty-Two (52) Telog RU-35 Analog Units and Fifty-Two (52) Interface Cables for Hach FL900 and RU-35 (Sole Source Vendor) – Total Amount Not to Exceed \$192,816.00 (Capital Funds)

Mr. Hurst stated these three purchases all relate to our metering program. These are inventory for metering equipment for the LTCP.

It was the consensus of the Committee to recommend Board approval of the above purchases. These items will be placed on the agenda for the November 21st Board meeting.

- Bio Triad – Quote Dated October 26, 2023 – For Implementing Totes (\$102,201.00 Annually) & Scrub Dry Service for Odor Control Via a Sole Source Purchase (\$2,865.00) – Total amount Not to Exceed \$105,066.00 (Operating Funds)

Mr. DiSantis stated that this purchase is to update the previously authorized funding of the odor control process.

It was the consensus of the Committee to recommend Board approval of the above purchase. This item will be placed on the agenda for the November 21st Board meeting.

- United Rentals – Quote Dated October 26, 2023 – For Purchase of One (1) Water Champ 25FX Chemical Induction Unit, and One (1) System Control Panel Through PA COSTARS Contract #008-E22-782 – Total Amount Not to Exceed \$32,098.00 (Capital Funds)

It was the consensus of the Committee to recommend Board approval of the above purchase. This item will be placed on the agenda for the November 21st Board meeting.

- Evoqua Water Technologies – Quote Dated October 23, 2023 – For Purchase Of One (1) Water Champ 25FX Chemical Induction Unit, and One (1) System Control Panel Through the PA COSTARS Contract #016-E23-0284 – Total Amount Not to Exceed \$50,966.00 (Capital Funds)

Mr. DiSantis stated that this is a device that is used to inject chlorine to the effluent which is critical to the disinfection process.

It was the consensus of the Committee to recommend Board approval of the above purchase. This item will be placed on the agenda for the November 21st Board meeting.

- Xylem – Quote Dated November 2, 2023 – For Parts and Labor to Repair the Allis-Chalmers Axial Flow Pump Serial #7758 at Chester Pump Station Through the PA COSTARS Contract #016-E23-311 – Total Amount Not to Exceed \$122,657.15 (Capital Funds)

Mr. DiSantis stated that this is for a factory rebuild of one of the three pumps at the Chester Pump Station.

It was the consensus of the Committee to recommend Board approval of the above purchase. This item will be placed on the agenda for the November 21st Board meeting.

12. RESOLUTION NO. 2023-09 – Authorizing the Disposition of Hauler Permits from 2011-2012, Right to Know Files from 2015-2021, and Miscellaneous Admin Files.

It was the consensus of the Committee to recommend Board approval of the above resolution. This item will be placed on the agenda for the November 21st Board meeting.

13. ADJOURNMENT: It was moved by Mr. Nagle, seconded by Ms. Nichols, and unanimously carried to adjourn the regular meeting at 4:02 p.m.