

**MINUTES OF A MEETING OF THE
ENGINEERING & CONSTRUCTION COMMITTEE
OF THE DUPAGE WATER COMMISSION
HELD ON THURSDAY, JANUARY 15, 2015
600 EAST BUTTERFIELD ROAD
ELMHURST, ILLINOIS**

The meeting was called to order at 6:20 P.M.

Committee members in attendance: D. Loftus, R. Furstenau, F. Saverino, M. Scheck and J. Zay (ex officio)

Committee members absent: None

Also in attendance: C. Bostick, E. Kazmierczak, T. McGhee, J. Spatz and M. Weed.

Commissioner Furstenau moved to approve the Minutes of the December 18, 2014 Engineering & Construction Committee Meeting of the DuPage Water Commission. Motion seconded by Commissioner Scheck and passed as follows:

Ayes: D. Loftus, R. Furstenau, F. Saverino and M. Scheck

Nays: None

Absent: None

Facilities Construction Supervisor Bostick provided an oral report highlighting the Status of Operations report;

Regarding water conservation, Facilities Construction Supervisor Bostick advised the Committee that the Preserving Every Drop website is being consolidated with the Commission's main website to promote more browsing traffic onto the water conservation related web pages and reduce costs.

Regarding the Condition Assessment of Commission facilities, Facilities Construction Supervisor Bostick advised the Committee that AECOM has provided a 1st draft report of the Elmhurst facilities audit and they are currently working on clarifications and corrections before tendering the final form. In addition, the reported items were discussed at a workshop held on December 22nd. Also, AECOM is also preparing some very preliminary planning estimates for Staff use in preparing the upcoming Capital Improvement Plan and annual management budget being currently being drafted. Delivery of the remote facilities audit 1st draft report is anticipated shortly. General Manager Spatz advised the Committee that Staff is looking at the recommendations of AECOM and will be developing responses and plans of action in advance of receiving the final form of the reports.

Engineering Committee Minutes 01/15/2015

Facilities Construction Supervisor Bostick advised the Committee that Contract SS-6/15 remains out for bids and currently ten (10) contractors have purchased the bid package. Facilities Construction Supervisor Bostick also advised the Committee of Addendum No. 1 being released in order to clarify language conflicts regarding the Contract Completion Time and the Sequencing of the Work.

Regarding SharePoint/Document Management, Facility Construction Supervisor Bostick advised the Committee that documents from the Finance and Operations departments are being moved into SharePoint. Once the transfers are completed, the Desksite system will be scanned to ensure all files have been transferred before the Desksite system is shut down.

Regarding the Infor EAM system upgrades, Facility Construction Supervisor Bostick advised the Committee that the upgrades are being delayed until later this month. General Manager Spatz advised that the Infor 11 upgrade is being delayed in order for Staff to focus on the Incode financial software upgrades which are already in process. Also, Facility Construction Supervisor Bostick advised the Committee about the organization of Operations Department's equipment and asset hierarchy to better summarize various aspects of collected data.

Committee Chairman Loftus inquired with the Committee if any other business or items are to be discussed. Hearing none, ~~Commission Chairman~~ Commissioner Furstenau moved to adjourn the meeting at 6:33 P.M. Motion seconded by Commissioner Saverino and passed unanimously as follows:

Ayes: D. Loftus, R. Furstenau, F. Saverino and M. Scheck

Nays: None

Absent: None