



**Office of the Chief Executive**

735 Randolph Street, Suite 1900  
Detroit, Michigan 48226

March 21, 2024

The Honorable  
Board of Directors  
Great Lakes Water Authority

**RE: CEO Report – March 21, 2024**

Chairperson Baker and Directors,

I'll begin this month's report by providing you with an update on the status of the settlement agreement between GLWA, the city of Highland Park and the state of Michigan. On Monday, March 18, 2024, the Highland Park City Council approved the Settlement Agreement, Water and Sewage Services Contracts, and the revised Trust Agreement. We look forward to presenting the revised Settlement Agreement, including the Trust Agreement and other supporting exhibits to you for review and potential action at your meeting on March 21, 2024.

As you know one of my top priorities as Chief Executive Officer has been working to build connections with elected officials at the state and federal level in order to advocate for GLWA and seek out potential funding to help us carry out the work we are doing to build resiliency throughout the regional water and wastewater systems.

In March, Chief Administrative and Compliance Officer Bill Wolfson, General Counsel David Jones and I continued once again and traveled to Lansing and Washington, D.C. to bring GLWA and our capital needs to the forefront with legislators. On our trip to Lansing on March 5, we met with House Speaker Joe Tate and his team, Senator Majority Leader Winne Brinks' Chief of Staff, State Representatives Mike McFall and Rachel Hood, Senator Jeff Irwin and also with representatives of the State Budget Office.

We followed that up with another visit to Washington, D.C. on March 11-12, 2024. During this visit, met with Congresswoman Debbie Dingell, as well as representatives from Congressman Shri Thanedar and Rashida Talib. We also were able to spend time with Michigan Congresswoman Lisa McClain and Congresswoman Haley Stevens, in addition to representatives from the office of Senator Gary Peters, Senator Alex Padilla and Congressman John James. We rounded out the trip with a meeting with the Office of Community Services Division of Energy Assistance Low Income Household Water Assistance Program.

Overall, these were very productive visits, and I really appreciate the hard work of our state and federal lobbying team from Dykema, who coordinated the visits for us.

While we were in Washington, D.C., we also learned that Congress approved the first year (FY 24) funding for our Southeast Michigan Flood Mitigation Study with the Army Corps of Engineers, and that year two funding has been included in President Biden's proposed budget for FY25. I can also confirm that the Army Corps expects to be able to formally begin the study in the next 60-90 days. Please look out for more information on our next steps.

Finally, I want to close by sharing that our Linear System Integrity Program (LSIP) won the Asset Management Program of the Year at the annual Underground Infrastructure Conference that was recently held in Oklahoma City. This is an excellent acknowledgement of the program and the hard work of Chief Planning Officer Jody Caldwell, LSIP Manager Olivia Olsztyn-Budry and the entire Enterprise Asset Management Team.

## **PLANNING SERVICES**

### ***Enterprise Asset Management Group (EAMG)***

The Enterprise Asset Management Group (EAMG) has been working on the continual refinement of assets within NEXGEN, GLWA's replacement of the Oracle Work and Asset Management System. EAMG team members have been busy preparing for additional staff and interns to allow for in-depth asset audits of all of GLWA's major facilities. In addition, efforts have been in place to:

- Onboard new capital projects at combined sewer overflow facilities, water treatment plants and the Water Resource Recovery Facility (WRRF);
- Map information from our legacy system to NEXGEN;
- Refine asset management performance indicators;
- Plan upcoming Asset Management Strategic Organization (AMSSO) meetings.



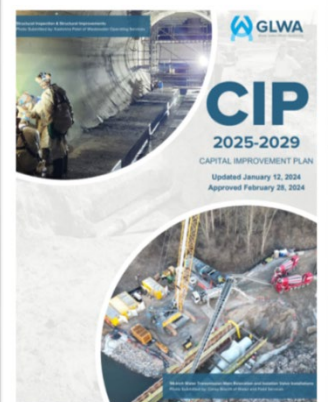
Pictured left, EAMG hosted the Michigan Water Environment Association Asset Management Committee for a WRRF plant tour on Wednesday, March 12. This tour allowed GLWA to share its work in Asset Management with consultants and utility workers from across Michigan.

The Linear System Integrity Program team has been busy planning for the execution of the assessment of the 36-inch pipeline on 24 Mile Road. The inspection began in March 2024, with the successful isolation and dewatering of the pipeline, physical and electromagnetic inspection, validation of inspection results. The project is anticipated to be completed in early May. GLWA has engaged in robust Member Partner outreach throughout this period to ensure minimal operational impacts to its member partners, and adequate notice has been provided to the impacted residents.

## **PLANNING SERVICES** (continued)

### ***Capital Improvement Planning Group (CIP)***

On February 28, 2024, the GLWA Board of Directors gave its stamp of approval to the FY2025-2029 CIP. The CIP Group extends its heartfelt appreciation to GLWA leadership and the dedicated members of the CIP Delivery Team for their instrumental role in bringing this plan to fruition. Effective July 1, 2024, this comprehensive plan sets the course for future endeavors.



WATER	
Category	Amount
5-Year Total	\$1,071,788
5-Year Average	\$214,358
10-Year Total	\$2,180,458
10-Year Average	\$218,046

*\*Financial figures are in thousands of dollars (\$1,000's)*

WASTEWATER	
Category	Amount
5-Year Total	\$982,525
5-Year Average	\$196,505
10-Year Total	\$1,822,439
10-Year Average	\$182,244

*\*Financial figures are in thousands of dollars (\$1,000's)*

PLAN SPENDING SUMMARY	
5-Year Total	10-Year Total
<b>\$2.05 Billion</b>	<b>\$4.00 Billion</b>
5-Year Annual Average	10-Year Annual Average
<b>\$410 Million</b>	<b>\$400 Million</b>

Also in February, the CIP Team embarked on the initial stages of planning for the FY 2026-2030 CIP. This included conducting sessions to gather insight from past experiences, developing the roadmap for the next CIP, and hosting a kick-off meeting that occurred on March 11. These proactive steps are testimony to the CIP Team's commitment to streamlining and improving planning processes.

In facilitating the rollout and implementation of the Program Management Plan (PMP), the CIP Team, alongside AECOM, has been engaged in various tasks. These efforts encompass soliciting feedback on PMP Chapter 15 "CIP Planning," planning for an internal informational session on the PMP rollout, collaborating with legal teams to update contracts, and working closely with engineering teams to standardize and update the Division One specifications to align with PMP requirements. Additionally, the CIP group has actively collaborated with Life Cycle Project Managers, providing valuable insights and comments to enhance project schedules to help ensure successful planning and execution of CIP delivery processes.

### ***Systems Planning Group***

A **Wastewater Analytics Task Force (WATF)** meeting was held at the HAWK Community Center in Farmington Hills on February 9. The meeting began with GLWA's Kevin Jankowski presenting on several topics, followed by group discussion. Topics included a report out on a technical training session that was jointly hosted by Limnotech and GLWA related to modeling completed as part of GLWA's Long-Term Combined Sewer Overflow Control Plan, a recap on the annual flow balance report process, and an update on the development of a formal process for notifying members when wastewater flows exceed contracted amounts. This was followed by a presentation on meter updates from Kassem Ajami of GLWA. Next, Steven Dutschke of GLWA presented on the Wastewater Asset Management Program, focusing on the recent implementation of NexGen software, and the effort to build a strong foundation of a complete asset inventory and team capacity. The final presentation came from Walter Davis of GLWA, who discussed GLWA's Wastewater Emergency Response Protocols, and fielded member questions. The next WATF meeting is scheduled as a virtual/zoom meeting on Friday, April 12.



## **PLANNING SERVICES** (continued)

On February 14, the **Wastewater Best Practices Work Group** (WWBP) met at the DNR Outdoor Adventure Center in Detroit. The meeting began with a reminder of National Pollutant Discharge Elimination System (NPDES) reporting deadlines for required WWBP attendees. Next, Deputy Chief Walter Davis and Mike Gaydos of GLWA led a discussion on GLWA's Wastewater Emergency Response Protocols. Deputy Chief Davis spoke to his review and update of the organization's vulnerability assessment every five years, and how this informs emergency response planning.



Mr. Gaydos described the team of 19 individuals that he leads to provide security for critical wastewater sites, hazardous material receiving and inspection, and confined space entry. This was followed by an update from Steven Eick of EGLE on Retention Treatment Basin classification licensing and Part 41 rules and round-robin sharing from members on recent storm events. The meeting concluded with a tour of GLWA's St. Aubin and Belle Isle facilities (pictured right). The next WWBP meeting is scheduled for Wednesday, April 10 at the WRRF.



On February 28, the **Watershed Hub Work Group** held its first public stakeholder webinar of 2024 to share progress and receive feedback on multiple water quality monitoring initiatives. The meeting drew approximately 60 attendees, and the agenda mirrored the content of the recently released [Watershed Hub Annual Monitoring Report](#) that includes the Investigational *E. coli* Grab Sampling Program, the Regional Water Quality Monitoring Program (RWQMP) being executed in partnership with GLWA and United States Geological Survey (USGS), and the Watershed Hub Geographic Information System Mapping tool. The meeting began with GLWA's Dan Gold providing a background of the origins of the investigational sampling program, followed by presentations from representatives of Wayne, Oakland, and Macomb Counties on their respective sampling work in 2023 spanning the Clinton and Rouge rivers.



## **PLANNING SERVICES** (continued)

Next, Becky Carvin from USGS presented on the status of the RWMQP, and the plans for implementation of Phase 2 in 2024. To end the meeting, Dan gave an overview of the GIS Mapping tool that the group has created to aggregate and share water quality data from a variety of stakeholders in southeast Michigan. The mapper includes data collected via the two programs discussed at the webinar, as well as several datasets derived from parallel Phase I of efforts, and other watershed information that may provide context to the water quality data. The next meeting of the Watershed Hub Work Group is scheduled for Wednesday, April 24.

On February 29, 2024, the **Communication & Education Work Group** convened its first meeting of the year, concentrating its discussions on outreach and public engagement initiatives.

During the meeting, GLWA's Nicolette Bateson and Haran Stanley presented updates and forthcoming steps regarding the Water Residential Affordability Program (WRAP). Emphasis was placed on the expansion of the forecasting model in collaboration with service delivery partners to proactively mitigate the risk of overcommitment.



Furthermore, discussions ensued regarding the anticipated launch of a dashboard designed to furnish monthly statistics and the ongoing efforts to secure additional funding resources through collaborative endeavors with service delivery partners and other non-profit organizations.

In addition, Curtis Burris-White and Stefanie Burns of GLWA's Public Affairs Group delivered a comprehensive update on the TAP IN water workforce recruiting campaign. This update included collaborative efforts with Organizational Development and a review of the campaign's outcomes to date. Notable statistics from the TAP IN campaign are as follows:



- Visits to [glwater.org/careers](http://glwater.org/careers) website has doubled;
- 22,000+ new users to the public website from the start of the campaign;
- 7,608 broadcast spots;
- 740,000+ total video views;
- The TAP IN water workforce recruiting campaign video can be viewed by clicking the following link [HERE](#).

### ***Wastewater Analytics, Planning, and Metering***

Throughout February, the Wastewater Analytics, Planning, and Metering group has collaborated with Member Partners and GLWA groups in support of sewer meter evaluations and design of potential modifications to improve the desired level of service. These collaborative efforts use a regional approach to reduce sanitary sewer overflows and combined sewer overflows (CSO) while improving system performance.

## **PLANNING SERVICES** (continued)

### *GLWA's CSO Long-Term Control Plan*

The purpose of GLWA's CSO Long-Term Control Plan project is to prepare and deliver a CSO long-term control plan in compliance with the utility's NPDES permit. The recommended plan was submitted to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) on October 15, 2023, and recently reviewed comments and questions have been received. GLWA is currently working collaboratively with EGLE to address comments, and to finalize the report.

### ***Water Analytics, Planning & Meter Operations***

The process of conducting the annual wholesale versus retail water volume analysis was initiated by the Water Analytics, Planning, and Meter Operations group. This high-level, voluntary audit is being conducted to assist in identifying discrepancies in water use. The analysis conducted last year included 24 distinct Member Partners. The data received corresponded to 40 percent of wholesale master meters and 38 percent of the total wholesale flow for master metered Member Partners.

At the March 12<sup>th</sup> Water Analytical Work Group meeting, the group asked Member Partners to provide retail data, such as the volume of monthly retail water sales, the number of connections or accounts, the number of miles of water main, and the frequency of billing. The results of the analysis will be anonymous prior to being shared generally at a later AWG meeting.

The group continues its progress on the Sewer Meter Upgrade/Replacement program. The sewer meter at member sewer site AP-S-1 (City of Allen Park) has been replaced and commissioned. The next project in the program is upgrading meters at sewer meter sites GK-S-2 (City of Grosse Pointe Park), and DT-S-12 (system meter). The construction work is upcoming.

## **WASTEWATER OPERATING SERVICES**

### ***Wastewater Operations***

The Water Resource Recovery Facility (WRRF) operations complied with the water quality standards for the month of February with the exception of the issue below.

One compliance issue for February included total residual chlorine for monitoring point 049F, Detroit River Outfall was 0.32 milligrams/liter (mg/l). The limit is 0.11 mg/l. A sulfur dioxide leak occurred at the Dechlorination Facility. While work to repair the leak was in progress, the sulfur dioxide feed was shut down according to Process Safety Management protocols, which led to chlorine in the discharge not being neutralized for a short time.



## **WASTEWATER OPERATING SERVICES** (continued)

### ***Maintenance***

To provide better navigation for emergency vehicles on site in the event they are needed, the Maintenance Team is posting building signs designating an alphanumeric code for each building at the WRRF. The alphanumeric code is consistent with all emergency response and evacuation documentation created for the site. Now, when an emergency occurs, the alphanumeric number will be provided to the emergency dispatcher and the fire department will use a provided map to assist with navigating to the emergency site. These signs, in conjunction with the existing Emergency Site Plan, will reduce the time it takes for emergency vehicles to arrive at the correct location to respond to an event, improve site safety for team members, and minimize the potential damage to equipment and facilities.



*Some of the new building signs hanging at the WRRF are pictured in the above left and right photos.*



*RSP 13 pull-out assembly ready for loading*

While operating Raw Sewage Pump 13, water was discovered in the lubrication oil. Upon inspection of the pump, the Primary team found that the lantern ring and packing shaft sleeve were damaged, allowing seal water to enter the lube oil system. The team was quick to coordinate repair efforts and had the pump removed, sent to a vendor for repair, reinstalled, and tested satisfactorily a week after the pump failed. This rapid response and fantastic coordination with vendors provided operations flexibility, keeping the WRRF within the parameters of the plant's National Pollutant Discharge Elimination System (NPDES) permit.

While loading the RSP 13 pull-out assembly into a truck for transport, the Primary Team also noticed that the pipe supports for the natural gas line supply to Pump Station 2 were corroded and compromised. These pipe supports being corroded could have contributed to a failure of the natural gas piping and caused a substantial natural gas leak. The Primary team, again with great urgency, replaced the pipe supports and were finished by the end of the day. Replacing these pipe supports restores the support structure to its original robustness and mitigates the risk of potential damage to the natural gas line.



*One of the old, corroded pipe supports, and the replaced support prior to painting. The new supports will be painted yellow to match the natural gas piping as shown in the photos*

## WASTEWATER OPERATING SERVICES (continued)

### Laboratory

As part of the NEXGEN roll-out, the Laboratory received two tablets. Team members, **Lynda Kostrzewski** and **Keithia Flanders** participated in the user acceptance testing. They continue to support the NEXGEN implementation and will be the designated trainers for the Laboratory.

Reorganizing stockrooms to improve storage and organization within the Laboratory is currently in progress. In addition to shelving and labeling, the team is also working to improve inventory control and chemical inventory. Review and updates of all Standard Operating Procedures and the Chemical Hygiene Plan are also currently in progress.

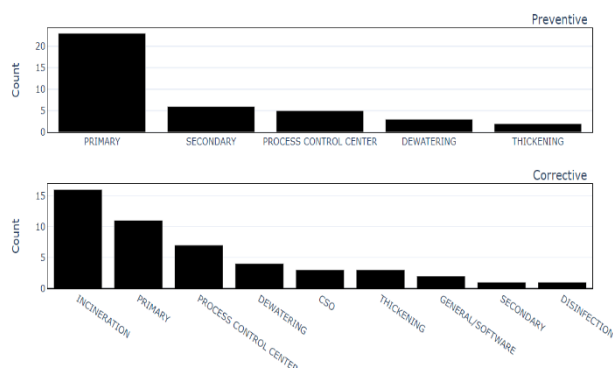
### Process Automation & Control System Team (PACS)

#### Team Metrics:

##### Control Equipment Uptime

The PACS Team maintained high uptimes for all controllers, workstations, and servers in the WRRF control system. While a minor issue preventing the reboot of a redundant workstation was resolved without impact on operations, no significant controller disruptions were observed in February.

PACS Maintenance Summary



Controller Uptime (%)											
WRRF PCC						WRRF Primary					
100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	99.99	100.00
100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	99.99	100.00
WRRF Secondary						WRRF Thickening					
100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
WRRF Dewatering						WRRF Incineration					
100.00	100.00	100.00	100.00	100.00	100.00	100.00	99.92	100.00	100.00	100.00	100.00
100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
Workstation/Server Uptime (%)											
WRRF PCC						WRRF Primary					
100.00	100.00	100.00	100.00	100.00	99.99	100.00	100.00	100.00	100.00	100.00	100.00
100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
100.00	100.00	100.00	100.00	99.99	100.00	100.00	100.00	100.00	100.00	100.00	100.00
100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
WRRF Secondary						WRRF Thickening					
100.00	100.00	100.00	100.00	100.00	100.00	100.00	99.99	100.00	100.00	100.00	100.00
100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
WRRF Dewatering						WRRF Incineration					
99.99	100.00	100.00	100.00	100.00	100.00	100.00	92.42	100.00	100.00	100.00	100.00
99.99	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00

**Work Orders** A total of 39 preventive maintenance and 48 corrective maintenance work orders were completed and closed for the month of February.



## **WASTEWATER OPERATING SERVICES** (continued)

### ***Monthly accomplishments include:***

#### ***New Uninterruptible Power Supply (UPS) Installation at the WRRF Incineration Emissions Monitoring***



*Old (left photo) and new (right photo) UPS installation.*

The PACS Team successfully installed new UPS units to provide backup power to the eight continuous emissions monitoring systems cabinets in the WRRF incineration. The work involved removal of the existing UPS units, cleanup of the cabinets, and installation of the new units.

#### ***Combined Sewer Overflow Control System Upgrade Factory Acceptance Tests***

Factory Acceptance Testing successfully concluded for the Oakwood, Baby Creek, and Belle Isle CSO control system upgrade projects. The upgrades will be installed during the month of March and include replacement of network switches, power supplies, controller flash cards, workstations, and servers at each site.

Each Factory Acceptance Test featured a comprehensive set of tests intended to demonstrate full functionality and resiliency of hardware and software before installation at site.

### ***Industrial Waste Control***

#### ***GLWA (Pretreatment) Rules and Pretreatment Program***

The amendment language was finalized by GLWA's General Counsel Team in coordination with the Member Outreach Team's plan to present to GLWA member partners at the Wastewater Analytics Task Force on April 12, 2024. After receipt of Member Partner comments, if any, the comments will be forwarded to the GLWA Board of Directors with a request to receive and solicit public comments prior to adoption of the proposed amendments.

## **WASTEWATER OPERATING SERVICES** (continued)

### ***Engineering and Construction***

#### ***Wastewater Projects in Construction:***

##### ***CIP Construction:***

###### ***CIP 211002, Contract PC 795 – Pumping Improvements at Pump Station 2***

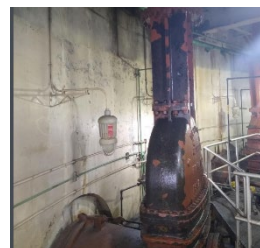
Newly installed pump no.14 did not meet the performance requirements specified in the contract. Contractor, Flowserve, believes that the existing siphon valve on pump no.14 is not functioning as intended and hence affects the pump's performance. GLWA has procured new siphon valves and the existing valve and new valve are being tested at the HESCO Facility. Pump no.14 will be tested with the new siphon valve soon to determine the performance of the pump. Currently, pump no. 14 is at the Detroit Pump Facility to assess and repair the damage occurring on the thrust bearing from the reverse flow.

###### ***CIP 211005.3, Contract No. 2104082 – Pump Station 2 Mag Meter Replacement***

This construction project replaces the six remaining 54-inch end-of-life flow meters for the main lift pumps. The expected delivery date of the magnetic flow meters has been bumped up to mid-April 2024.

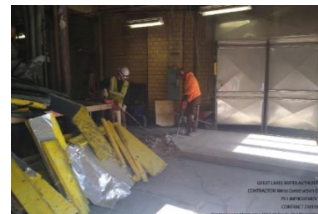
###### ***CIP 211006, Contract 2103350 – Pump Station 1 Improvements (WRRF)***

Contractor, Weiss began demolition of air handling unit no. 5 and exhaust fan no. 13. An alternative conduit routing plan has been discussed and agreed with the GLWA team. Wade Trim (WT) is in the process of submitting a change proposal request (CPR) to Weiss. The temporary process piping work plan was reviewed by the GLWA team as WT is in process of revising drawings per coordination with the yard piping project and will submit CPR to Weiss soon.



*Pumproom Ductwork Removal*

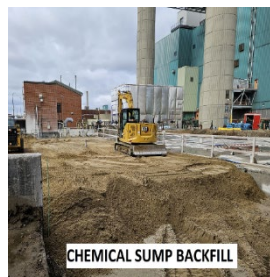
The wet well isolation kick-off meeting occurred on February 15, 2024, with Weiss planning to start upper wet well work from mid-April 2024 to mid-July, 2024. A meeting with the Safety team was conducted to discuss area classification for upper wet well work.



*Air Handling Unit No. 5*

###### ***CIP 211008, Contract 2002190 – Rehabilitation of Ferric Chloride Feed System at Pump Station-1(PS-1) and Complex B Sludge Lines (WRRF)***

The Contractor is continuing to backfill and restore the area over the chemical sump as well as continuing to work on other deficiency list items. The final layer of resinous flooring in the Ferric Chloride building has been completed, and the Contractor is working on installing the acoustical ceiling tiles, steel door, and other final minor items.



## **WASTEWATER OPERATING SERVICES** (continued)

### *CIP 213007, Contract CON-197 – WRRF Modification to Incineration Sludge Feed Systems at Complex II (WRRF)*

The CON-197 conveyor modifications remain pending a final step to a root cause analysis which will be performed the first week in March. This must be completed before moving into a 30-day test. The Contractor has completed the screw conveyor liner retainer brackets for the screw hoppers. The screw hopper access hatches are being manufactured and will be out for delivery in April 2024. The Contractor is also procuring the needed valves/other items for the backwash water piping modification change. Ball valve installation began and will continue for the next few months.

### *CIP 216006, Contract 1903601 and 1903598 – Assessment and Rehabilitation of WRRF Yard Piping and Underground Utilities (WRRF)*

Demo and abatement are near completion in the tunnels under the Administration building. Ten of the 18 improvements are included on the March Board agenda with four new projects for design are being recommended for the March Board agenda. Eight improvements have received bids and are in the bid review phase with a Guarantee Max Price and planned for the April Board of Directors meeting.

### *CIP 216011, Contract No. 2100239 – WRRF Facilities Structural Improvements*

The Contractor is transitioning to the construction phase of the project. Repairs have started in the Complex A & B pipe galleries and planning has started with operations to start tank repairs in March 2024. Osborne is working on design for additional facilities per executed Construction Change Directive E.

### *CIP 222002, Contract DB-226 – Rehabilitation of the Detroit River Interceptor (DRI) from Alter Rd. to the WRRF*

The DRI is divided into Reaches 1, 1A, 2, 2A, 3A, 3B, and 3C under this contract, and each reach is to be rehabilitated. Additional aspects of this project include the Grand Connection Tunnel between the DRI and the NIEA, Flow Control Structures in Reach 3, and the Fox Creek Regulator Reconstruction and Flushing Structure. To date, the Grand Connection is complete, the Reach 3 Flow Control Structures are complete. Reach 1 is substantially complete. Reach 1A is nearing substantial completion (within the next 2 to 3 months). Reach 2A is nearing substantial completion (within the next 2 to 3 months). Reach 2 is approximately 50 percent complete. Additionally, the Fox Creek Regulator Reconstruction and Flushing Structure construction started in early January.

### *CIP 260204, Contract No. 2103688 – Rehabilitation of Connors Creek Sewer Systems*

Grouting and spot repairs are ongoing under the airport. Rebar coating has been paused for winter until temperatures allow for it to continue. Slip lining between Six and Seven Mile is scheduled to start this month. Design for improvements at the Conner CSO forebay are in process as the need was identified during the heavy cleaning of the CSO.

## **WASTEWATER OPERATING SERVICES** (continued)

### *CIP 260205, Contract 2102824 – Rehabilitation of the Northwest Interceptor (NWI) from 8 Mile to Tireman*

The bulk of the rehabilitation work is complete, though cleaning and the construction of a new manhole are ongoing. This project expects to reach final completion June 1, 2024.

### *CIP 260206 - 2202757 - Joy Brush Bates Rehabilitation*

Work continues on the Joy sewer west of M-10. Joy is almost complete. The Brush/Bates sewer segments start after Joy is completed in spring.

### *CIP 260207, Contract No. 2004082 – Rehabilitation of the Woodward Sewer*

The project expects to reach substantial completion in March. There are major administrative and punch list items that will need completion after that. It is anticipated this project can be in final accepted status by June 1, 2024.

### *CIP 260508, Contract 2100891 – Rehabilitation of Outfall B-39*

The bulk of the rehabilitation work is complete. The project expects to reach final completion soon.

### *CIP 260510, Contract No. 2204611 - CSO Outfalls Rehab Phase V*

The Contractor completed debris removal from Outfall B-35 and continues to remove debris from outfalls B-4, B-25, B-37, B-41, & B-44. The Contractor also completed spot repairs in the chamber portion of outfalls B-25, B-26, B—30, B-33, B-34, B-35, and B-41. The contractor has completed spot repairs in the sewer portion of Outfalls B-4, B-34, & B-35 and continues to perform this work in outfall B-44.

### *CIP 260614, Contract No. 1902224 – CSO Facilities Structural Improvements*

All base contract construction work has been completed and as-builts are under review. The Contractor is currently working at Hubbell-Southfield Facility on coordinating with DTE for modification to the electrical cable enclosure, finalizing design, etc. Coordination efforts with DTE are taking longer than expected and the potential schedule impacts are being evaluated. Once the proposed construction cost is received from the contractor, a construction change directive will be processed.

### *CIP 260618, Contract 2003330 – Oakwood HVAC Improvements*

Substantial completion of the project was achieved on January 2, 2024. The final close out is being performed to complete the contract with a deadline of March 31, 2024, by March 31, 2024.



## **WASTEWATER OPERATING SERVICES** (continued)



*Screen # 8 is being rehabilitated*

### *CIP 260623, Contract No. 2102618 – Baby Creek CSO Facility Screen Rehabilitation*

Rehabilitation of Screen Nos. 2, 3, 4, 5, 6, 7, 8, 13, 14, 15, and 16 have been completed. Rehabilitation of Screen Nos. 9 and 12 has begun. There are a total of 15 screens that are required to be removed, rehabilitated, and reset into operation.

### *CIP 260701, Contract 2102859 – Conveyance System Infrastructure Improvements*

The project is moving forward on schedule and on budget. Currently, 10 of the 21 major cast-in-place concrete backwater gate structures are nearly complete. The Contractor has been steadily installing new backwater slide gates, and flap gates, with over half of them already delivered. Installation of instrumentation is now underway.

### *CIP 260701, Contract 2201142 – Conveyance System Infrastructure Improvements: Sewer In-System Storage Devices (ISD) and Valve Remotes (VR) Improvements*

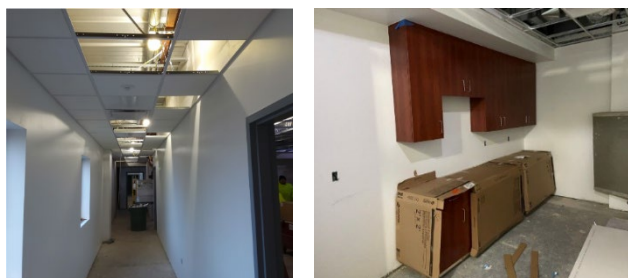
Manhole modifications, and level sensor explosion proof conduit installation at most of the ISD locations and Hatch replacements at Valve Remote locations are complete. Currently, structural, HVAC, and mechanical installations at ISD control vaults are ongoing. In-system Storage Device repairs and new level sensor installations are underway, as is preliminary testing for control vaults at multiple locations.

### *CIP 260802 – Contract 2300394 – The WRRF Roof Improvements*

This project is to replace various roofs at the WRRF which have exceeded their life expectancy. Key submittals are being reviewed to purchase materials with mobilization expected in the spring.

### *CIP 260901, Contract No. 2101878 – The WRRF HAZMAT Building Rehabilitation*

Construction is progressing at the site. Coordination with the GLWA's security Contractor, DA Central and the GLWA Information Technology Administrative and Compliance Services team was completed, and the site utility plan was revised accordingly. Revised drawings for the site grading and site layout are also complete.



**HAZMAT – Interior Finishes**

## **WASTEWATER OPERATING SERVICES** (continued)



HAZMAT – Steel Structure

### *CIP 260905, Contract No. 2203675 – WRRF Plumbing Shop Improvements*

Reviews are ongoing and progress meetings are held monthly. The contractor is working on the trench for the south duct bank that will provide power supply for the trailer area. The contractor will also work on modifying the catch basin heights in the construction area per the RFI. Layout of the interior concrete slab is being performed as well as the concrete saw cutting in the plumbing shop.

### ***Combined Sewer Overflow (CSO) Control Program***

#### ***CSO Operations***

The digital meter for sampling has been upgraded. The new meters are consistent with the units used at the WRRF. Wastewater Operations CSO Team Leader ***Beatrice Wanji*** trained the CSO Operations and Maintenance team members on the new meters, as well as provided refresher training in lab operations.



#### ***CSO Maintenance***

The team is leveraging a Task Order Engineering contract for the design of a new hatch over the retention area at Conner Creek as well as additional lighting for the discharge gates. The design is almost 90 percent complete. This upgrade will allow for the Maintenance team to lower a skid steer and other large equipment needed for cleaning and maintenance of the channel. Currently, there is little to no lighting in the launder gate area limiting visibility, making the checking of the gate status and its position very challenging.

## WASTEWATER OPERATING SERVICES (continued)



Conveyance Maintenance began sampling oil for various sanitary, storm and chemical pumps at the Retention Basins and sewage pump stations. The results will determine how often analysis will occur. The Conveyance team has successfully hired an Equipment and Data Reliability Management Professional, ***Rainisha Willimas-Fox***. The main objective of this new role is to support asset improvement and reliability initiatives, analyze data for potential performance issues and conduct

failure analysis. Assisting in developing the process to improve reliability and efficiency and developing reports from historical and real time data for Operations & Maintenance are also key responsibilities. A professional services contract is being developed to provide a series of workshops for development of onboarding materials and a refresher for current team members.

The series of workshops will include:

- Overview of GLWA regulatory requirements;
- Understanding of the ongoing GLWA CIPs;
- Performance measures of the regional collection system during large storm events;
- Understanding of the GLWA system assets (ISDs, VRs, sewage pump stations and CSOs); and
- Understanding of GLWA wastewater conveyance interdependencies as the flow travels from the member partner communities to the WRRF or CSO facilities.

## WATER OPERATIONS

### *Southwest Water Treatment Plant*

*Water and Field Services Workshop, February 22, 2024*



The Southwest Water Treatment Plant played hosted a Water and Field Services Leadership Workshop, organized by Deputy Chief Operating Officer Terry Daniel. We were also grateful to have CEO Suzanne Coffey open the meeting. Approximately 80 team members from the Water and Field Services team participated.

## **WATER OPERATIONS** (continued)

The Facility Operations, Fleet Operations, Water Transmission, Research, Innovation & Transformation, Water Engineering, Water Maintenance, Water Operations, Systems Control Center and Water Quality teams all shared presentations around the work the specific areas perform.

The event provided insight into the broad range of responsibilities of the Water and Field Services team, allowing the entire team to see similar challenges from very different operational perspectives fostering the importance of the “One Water One Team” culture. It was a great opportunity to meet face-to-face with our peers, to network and learn from one another.

### ***Water Transmission***

#### ***Decommissioning***

Background information: In September 2020, there was an Arbitration Settlement Agreement that identified water mains that are candidates for decommissioning due to rightsizing the regional water system and local water system. There are currently 82 segments (146 miles of main) and 18 of the segments identified for operational transfer.

With committee members from GLWA and the Detroit Water and Sewerage Department (DWSD), Bianca Graves leads the weekly meetings to discuss ongoing and upcoming projects for decommissioning.

#### ***Ongoing Project: Fort / Dearborn***

In 2021, the area of Fort and Dearborn experienced earth movement and a watermain break. This segment was identified as a current decommissioning candidate, at which point the joint decommissioning committee prioritized the project and held discussions to determine if the segment should be decommissioned or transferred to DWSD. Since the 16-inch main only supplies two customers (a scrap yard, one house, and two hydrants), GLWA took the position that the water main was not needed and should be transferred back to DWSD. DWSD performed modeling for pressure impacts, fire flow impacts in the area, flows and velocity along the entire section, and changes in flows and velocity in the local distribution system. Afterward, a final decision was made that operational responsibility for the segment would be transferred from GLWA to DWSD. Per the standard operating procedure, a transfer map was created in preparation for this transfer. The segment boundary is between Fort and Downing to Dearborn and Jefferson with the approximate length of 17,200 feet. The Maintenance and Repair team recently completed the installation of a valve to isolate the GLWA/DWSD systems.

The next steps in the administrative transfer process is the creation of a Create Transfer Memo that will include all assets being transferred, GIS assets with historical feature ID and current CIPMOID (Capital Improvement Program Management Organizational Identifier), along with a sign-off cover sheet for the ownership transfer from GLWA and DWSD.



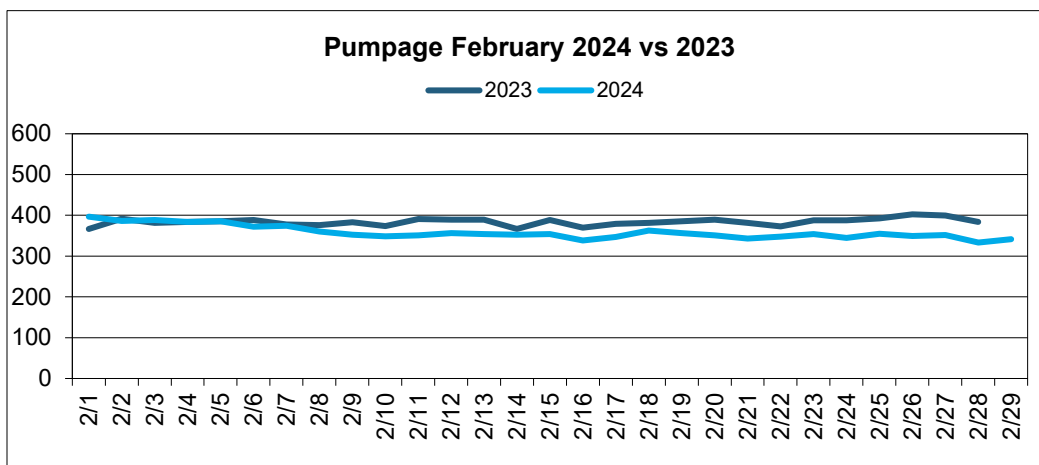
*Photographs show the installation of the new valve*



## **WATER OPERATIONS** (continued)

### ***Systems Control Center (SCC)***

There was a 3.3 percent decrease in pumpage in 2024 compared to 2023.



### ***Engineering***

#### ***Water Engineering Active CIP Project Status***

##### ***CIP# 119009 (Contract No. 1803990) Lake Huron High Lift and Yard Piping Improvements***

Project Manager: Brian Vanhall

This project at Lake Huron Water Treatment Plant adds three pumps that are each rated for 20 million gallons per day, a 72" flow meter on the south high lift header with an 84" butterfly valve for isolation, 16" flow metering for process water usage by the plant, blowoff on the south high lift header, infrared heating within the pump building on the south side, and a replacement valve actuator on the 84" butterfly valve on the north high lift header. Construction for the south header improvements is forecast to be completed in the summer of 2024. Installation of the new high lift pumps and associated construction has been delayed by the pump supplier and a forecast is to be determined.

## **WATER OPERATIONS** (continued)

### *CIP# 112006 (Contract No. 1904231) Northeast Flocculator Replacement*

Project Manager: Brian Vanhall

This project at Northeast Water Treatment Plant replaces flocculator equipment in all four basins, demolishes inlet gates to each flocculation chamber and installs a baffle block at each basin inlet for flow distribution, improves access to the drywell with stairs and platforms to access the new flocculator gearmotors and replaces the access hatches to the inlet gates in each basin. This project is in the construction phase and flocculation improvements have been completed for Basin #3. Flocculation improvements for Basin #2 are next and are forecast to be completed in the summer of 2024. The project is on track for overall substantial completion on July 13, 2026, and final completion by March 18, 2027.

### *CIP# 114011 (Contract No. CON-252) Springwells Steam, Condensate Return and Compressed Air Piping*

Project Manager: Brian Vanhall

This project at Springwells Water Treatment Plant replaces the steam generators, majority of steam and condensate piping, condensate pumps and replaces portions of the compressed air and natural gas piping systems. Construction is substantially complete, and the project will obtain final completion by May 7, 2024.

### *CIP# 122004 (Contract No. 2300600) 96" Water Transmission Main Relocation- Phase II*

Project Manager: Corey Brecht

This project is in construction phase. The scope consists of approximately 8,000 ft. of 96" diameter welded steel pipe along Dequindre Rd in Rochester Hills. Currently, the contractor has installed approximately 1,500 ft. of transmission main along the south segment of the project heading to Hamlin Road. The entire project is currently on track to be completed by fall of 2025.

### *CIP# 122006 (Contract No. 1803621) Wick Road 48-Inch Water Transmission Main*

Project Manager: Corey Brecht

This project is in construction phase. The work included installation of approximately 16,500 ft. of 48" diameter prestressed concrete cylinder pipe (PCCP) parallel to the existing 42" transmission main. The scope also included two cross connections and tie-in at the Wick Rd. Pump Station. All 16,500 ft. of pipe is installed, and the contractor is waiting for favorable weather to finish pavement restoration work near the pump station in spring. Project will be closed out by June of 2024.

### *CIP# 111001 (Contract No. 1803769) Lake Huron Low/High Lift Pumping and Filter Backwash System*

Project Manager: Eric Kramp

This project addresses long-standing issues with the switchgear, low and high lift, and corrosion control at the Lake Huron Water Treatment Plant. Project is just entering the detailed design of the work. For the updates to the switchgear and low lift pumping improvements, the consultant has provided a basis of design for the work. The Basis of Design Report (BODR) for the switchgear, low lift, and isolation valves at the High Lift Pump Station. The BODR for the high lift pumping, wash water, and phosphoric acid improvements is anticipated relatively soon upon receipt of the final target concentrations for optimized corrosion control.

## **WATER OPERATIONS** (continued)

### *CIP# 111006 (Contract No. 2101680) Lake Huron Filter Instrumentation and Raw Water Flow Metering Improvements*

Project Manager: Eric Kramp

This is a progressive design build project to address outdated and failing programmable logic controllers (PLCs) and controls throughout the plant, with particular emphasis in the filter building. The project is approximately 30 percent complete with Phase I. Contractor is incorporating comments provided to 30 percent drawings and basis of design report into the 60 percent design documents.

### *CIP# 111012 (Contract No. 2004549) Lake Huron Flocculator Improvements*

Project Manager: Eric Kramp

This project is to bring the rapid mix and flocculation systems at the Lake Huron Water Treatment Plant to current standards. This project is in the study phase, with piloting of engineered hydraulic flocculation underway. Once sufficient data is collected, GLWA will meet with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to confirm that Engineered Hydraulic Flocculation will be acceptable to the jurisdictional authority.

### *CIP# 170801 (Contract No. CS-151A) Reservoir Inspection and Design at Imlay, Lake Huron WTP, Springwell's WTP, Southwest WTP*

Project Manager: John McCallum

This project is the design and inspection, and construction management/resident project representation services (RPR) for ten finished water reservoirs. Design started in December 2018 and as-built drawings are in process now. All ten reservoirs have been inspected and as-built document are being prepared. The contract had one change order for additional RPR services. The project remains on budget and is ahead of the contract final completion on January 17, 2025.

### *CIP# 170801 (Contract No. 1900744) Reservoir Rehabilitation Construction Project at Imlay, Lake Huron, Springwells, and Southwest Water Treatment Facilities.*

Project Manager: John McCallum

This low bid project is to clean and rehabilitate ten finished water reservoirs based on the design package provided in Contract No. CS-151A. Started in November of 2019 with punch list items getting wrapped up this winter. The project remains on budget and is ahead of the contract final completion on January 17, 2025.

### *CIP# 170802 (Contract No. 2100236) Reservoir Rehabilitation Phase II (Design), Booster Stations and Water Treatment Plants*

Project Manager: John McCallum

This project provides the design, inspection services, construction management, and project representation services (RPR) services for 16 of the system finished water booster stations. Started in July 2022 with design and exterior inspections. RPR services are being provided on the first three reservoirs of the contract during the 2023-2024 low water demand season and will continue through 2027.

## **WATER OPERATIONS** (continued)

### *CIP# 170802 (Contract No. 2201316) Reservoir Rehabilitation Phase II (Construction), Booster Stations and Water Treatment Plants*

Project Manager: John McCallum

This project is the low bid construction component based on Contract No. 2100236 bid package to clean, repair, and add select improvements to 16 finished water reservoirs at Eastside, Wick Road, Schoolcraft, Haggerty, Adams Road, Joy Road #1 & #2, North Service Center #1 & #2, Water Works Park #1 & #s2A/2B, Northeast #1 & #2, Michigan Avenue, Lake Huron #3. The project started in December 2023 with construction work underway at three finished water reservoirs, Wick Road, Eastside, and Schoolcraft.

The project remains on budget but is marginally behind schedule with recovery expected in 2024-2025. The last set of four reservoirs are scheduled to be finished in April 2027 with final contract completion in July 2028.

### *CIP# 114002 (Contract No. 2201068) Springwell's Electrical Gear Replacement*

Project Manager: Justin Kietur

This project is in construction phase. Project involves installation of new medium voltage switchgear and cabling from secondary side of GLWA transformers to the switchgear, and from the switchgear to the Low and High Lift Pumps and plant unit substations. Demolition for new switchgear room is complete, and the majority of cable tray within existing facility is complete. DTE requirements for alterations to the current new switchgear layout represent a significant impact to the project cost and budget, the total impact is not yet known.

### *CIP# 115005 (Contract No. 2103880) Waterworks Park Ventilation System Improvements*

Project Manager: Mike Dunne

The project goals are to increase air exchanges and improved distribution of fresh air in areas of the plant that are susceptible to an accumulation of off-gassing from treatment chemicals. To achieve these goals, the existing heating, ventilation, and air conditioning (HVAC) systems will be demolished, and replacement and additional HVAC systems will be installed.

The new HVAC systems consist of gas-fired make up air units (MAUs), exhaust fans, ductwork, natural gas piping, ventilation control panels, electrical power, ambient air monitors and associated appurtenances. To date, nearly all of the new HVAC units have been installed but are not yet operational. Construction trades continue to work on installing electrical power, HVAC controls, gas piping, and ductwork to allow for commissioning of the new HVAC units.

### *CIP# 116005 (Contract No. 2101255) Belle Isle Seawall Rehabilitation*

Project Manager: Mike Dunne

The scope of the Belle Isle Seawall Rehabilitation project is to correct excessive erosion at the tip of the southern dike of the Belle Isle Intake lagoon. The erosion has been caused by years of ice floes scouring the dike and recent high-water events. The repair work will require the installation of new steel sheet piling and a rip-rap stone revetement to protect the earthen dike. Currently, the job is scheduled to begin construction in April of this year, after most of the ice on the river has receded. In preparation for construction, submittals are being delivered and reviewed.



## **WATER OPERATIONS** (continued)

### *CIP# 132016 (Contract No. 2004674) North Service Center Pumping Station Improvements*

Project Manager: Tim Kuhns

This project is in the conceptual design stage. Project will include rehabilitation of the existing station and consolidation of reservoir pumping within the main pump house eliminating the need for separate reservoir pump buildings.

### *CIP# 111011 (Contract No. 1904449) Lake Huron Pilot Plant*

Project Manager: Nichole Sajdak

Design, construction, startup, and operation of one raw water skid, one pretreatment skid and two filter skids at the Lake Huron Water Treatment Plant is complete. Pilot plant equipment is currently testing flocculation scenarios to inform CIP# 111012 (Contract No. 2004549) Lake Huron Flocculator Improvements. Contract closed as of February 2024.

### *CIP# 114017 (Contract No. 2201255) Springwells Flocculator Improvements*

Project Manager: Nichole Sajdak

This project replaces the existing horizontal paddle wheel flocculators in the 1958 treatment plant and adds continuous turbidity monitoring of its settled water. Demolition is ongoing in Basins 5 and 6. Flocculators have been released for fabrication with delivery and installation planned in 2024.

### *CIP# 116002 (Contract No. DB-150) Raw Water Tunnel Rehabilitation*

Project Manager: Pete Bommarito

Project is in construction phase. Work within the Pennsylvania Tunnel and Northeast Tunnel is completed. Installation of stainless-steel liner plates is ongoing within the Springwells Tunnel and will be completed during the next low demand season.

### *CIP# 114002 (Contract No. 1900134) Springwells Low Lift Suction Isolation Gate Replacement*

Project Manager: Tim Kuhns

Project is in construction phase. Project involves replacement of eight isolation roller gates that control flow between the raw water tunnel and suction ring and the low lift pumps. Contractor has replaced all eight roller gates.

### *CIP# 115001 (Contract No. 2000610) Water Works Park Yard Piping Replacement and Water Production Flow Metering*

Project Manager: Mike Garrett

The project is in construction phase. Project involves complete replacement of yard piping, valves, and venturi meters for the piping system on the discharge of the Water Works Park High Lift Station. The eastern yard piping is completed and venturi meters 5 and 6 have been tested and put into service. The western yard piping is currently under construction and will be completed in summer of 2025. Construction of valve vaults and venturi meter vaults continues at pace in the western yard.

## **WATER OPERATIONS** (continued)

### *CIP# 122019 (Contract No. 2204376) Jefferson Main Replacement*

Project Manager: Tim Kuhns

This project is at 90 percent design phase, and involves use of 42", high-density polyethylene (HDPE) to loose fit slip-line approximately three miles of vintage 1915 cast iron 48" piping along Jefferson between the Water Works Park Water Treatment Plant and Rivard Street just east of downtown Detroit.

### *CIP# 132015 (Contract No. 1901767) Newburgh Booster Pumping Station Improvements*

Project Manager: Jorge Nicolas

Project re-started design phase after a long pause due to finding the right site to build the new station, GLWA Budget re-alignment and GLWA needs re-assessment. Contract Amendment is in process.

### *CIP# 113009 (Contract No. 2300730) Southwest Chain and Flight Upgrades*

Project Manager: Vittoria Hogue

Project mobilized on March 4, 2024. Temporary lighting is being installed and equipment is being delivered to the site. Project involves removing and replacing flight and chain equipment in three of the four sedimentations basins at Southwest Water Treatment Plant. Equipment will be removed in basin 1A and removed and replaced in basins 1B and 2A.

### *CIP# 122016 (Contract No. 1803942) Downriver Transmission Main Loop*

Project Manager: Vittoria Hogue

Phase 1 of the project is at 90 percent Design, phases 2 and 3 are at 60 percent design. Project involves installation of looped and redundant mains in the downriver area along Inkster Road and Allen Road to maintain service in the event of a break along the existing mains. Phase 1 involves the installation of a transmission main along Inkster Road. It was decided in the beginning of March to increase the size of the main from 30-inches to 42-inches to maintain minimum contract pressures.

The original design intent was to prevent boil water advisories in the event of a main break. The consultant is working a proposal for the additional cost and time for the requested change.

### *CIP# 132010 (Contract No. 1803312) West Service Center Pumping Station – Reservoir, Reservoir Pumping, and Division Valve Upgrades*

Project Manager: Michael Garrett

Project is in construction phase. Project involves new reservoir pumping facility as well as new reservoirs and improvements to various existing yard valves. Construction is nearing completion. Startup and training have begun. Thirty-day testing of new facilities and equipment scheduled to begin February / March 2024. Demolition of existing reservoirs expected to begin after a 30-day test. Substantial completion scheduled for September 2024. Final Completion scheduled December 30, 2024. Site acceptance test for Ovation was completed, project will be moving into 30-day test this month.

## **WATER OPERATIONS** (continued)

### *CIP# 132007 (Contract No. 1900516) Imlay Station Pumping Improvements*

Project Manager: Vittoria Hogue

Project is in construction phase. Project involved right sizing pump 3 at Imlay Pump Station to service the communities west of the station. All equipment has been installed. The pump experienced vibration issues when first tested. Solutions are being completed in February and March and final testing and close out of the contract will follow.

### *Contract No. 2303227 Task Order Engineering Services (TOES) Contract Task T2-13*

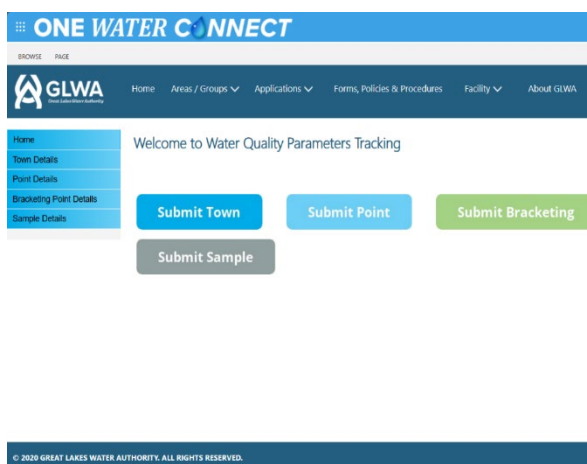
Project Manager: Jorge Nicolas

Arcadis is assigned to prepare technical specs for Division 26 (Electrical) and Division 40 (Process Integration). Work is on-going. Burn & McDonell is assigned to assist in Ovation related reviews. Work is on-going.

## **INFORMATION TECHNOLOGY**

In the past month, the IT Security Team has proactively blocked or thwarted 129,534 spam messages, 8,723 spoofed messages and 38 viruses. Additionally, 19,183 phishing attempts have been caught and 11,078 malware attempts have been blocked.

The IT Business Productivity Team, in conjunction with the Water Quality Team, has launched a new Water Quality Parameter Tracking application that tracks multiple new parameters as a regulatory requirement. This SharePoint application provides an efficient means to track and report on over 800 quarterly samples for further water quality monitoring related to corrosion control. This solution replaces a previously used spreadsheet approach providing the Water Quality Team an improved and consistent way to track these additional parameters. Additional functionality added is the ability to automatically flag “out of range” and “exceedance” sample sites so that retesting can be completed.



The IT Business Productivity Team, in conjunction with the Financial Services Area Billing & Collections Team has completed a replacement Pollutant Surcharge Management System. This PowerApps application provides a standard and convenient way for tracking and reporting pollutant surcharge activity in GLWA’s wastewater service area for billing purposes. Pollutant surcharges are billed directly to industrial and commercial customers that have wastewater discharge levels exceeding the average system levels and therefore require additional treatment before returning as clean water to the system. Industrial and commercial customers that exceed these levels are monitored by the Industrial Waste Control (IWC) Team.

## **INFORMATION TECHNOLOGY** (continued)

The IWC Team provides excess levels by customer to the Billing & Collection's team who then invoice these customers on a regular schedule throughout the year. The new Pollutant Surcharge solution allows customers to self-report their monitored flows into the cloud-based and mobile-friendly application. These flows are then translated to billed charges which the customers can see and track on a monthly basis.

The IT Enterprise Asset Management Systems Team along with our consultant partner, NEXGEN, and GLWA's Enterprise Asset Management Group are working together on the **System Testing Phase** of the NEXGEN Enterprise Asset Management (EAM) implementation. The third stage of testing, *Testing Defect Resolution*, includes reviewing and resolving over 500 feedback items gathered from 19 teams of over 100 team members during User Acceptance Testing. This feedback and subsequent configuration and business process adjustments will result in an improved go-live of the NEXGEN system. The EAM Project Management Team will resolve as many feedback items as possible in March and April. Ongoing re-testing of resolved defects will be completed by the end of April. Starting in May, training materials will be developed in preparation of administration, train the trainer, and end-user training ahead of go-live. In addition, integration testing for NEXGEN implementation continues through March including many integrations with Workday to make procurement and financial tracking between these systems make their use more efficient and beneficial.

The IT Enterprise Asset Management Systems Team along with the IT Customer Delivery Team continue the deployment of mobile devices for team members who will be using NEXGEN at go live. The deployment includes enrollment in a Mobile Device Management system, basic Android tablet training, and assistance with signing into Workday, Teams, and Outlook, among others.

Currently, the IT PMO is managing 17 active projects and is processing eight project requests.



## **PUBLIC AFFAIRS**

### ***Water System Explanation Video Production***

Production is underway on a new video that will explain how GLWA's water treatment and transmission system works. The video will be a companion piece to the very successful Wastewater Operations video, "Where Does the Water Go?" The video will be used as a public education tool to explain the processes that go into water treatment and the steps GLWA takes to protect the public health. The video is scheduled to be completed by June.



### ***Gallup Q12 Team Member Engagement Survey Video***

Public Affairs worked with CEO Sue Coffey to create a video on the rollout of the annual Gallup Q12 Team Member Engagement Survey. The video includes why the survey is important, along with providing clarity on two questions that could be confusing. You can watch the video by clicking [HERE](#).

### ***CEO Facility Visits and Team Leader Meeting***

Public Affairs continues to support CEO Sue Coffey's on-location facility visits. The latest CEO visit was with team members from our Systems Analytics and Meter Operations Team at the Central Services Facility. Public Affairs also hosted the second Quarterly Team Leader Virtual meeting for the CEO and other leadership to discuss key topics and projects with our team leaders. There were 68 participants and topics included Resiliency, Utility Technician role, Training, Team Member Engagement Survey, Workday, and communications efforts. There was also a 30-minute Q&A session where team leaders could ask specific questions or share ideas.

## **PUBLIC AFFAIRS** (continued)

### ***TAP IN Focus Group***

After four successful months, the first phase of GLWA's TAP IN recruitment campaign has ended. In preparation for phase two of the campaign, Public Affairs team members held a focus group at Water Works Park attended by GLWA team members from various groups, along with people who work in the creative space outside of GLWA. The input gathered will be used to improve future phases of the TAP IN campaign. You can watch the TAP IN video by clicking [HERE](#).



### ***Communications Workshop***

Public Affairs Management Professional Curt Burris-White and Public Affairs Specialist Stefanie Burns presented GLWA's TAP IN recruitment campaign at the February Communication and Education Workgroup hosted in Allen Park. Joined by GLWA team members and leadership, and a variety of member partners across our service region, Curt and Stefanie walked the Workgroup through the entire campaign, from inception to execution. The presentation showcased digital and video assets and presented final data points, while sparking a robust conversation around workforce development challenges faced by GLWA and our member partner communities.

## **SECURITY AND INTEGRITY**

The Hazmat Unit coordinated and completed a total of 141 hours of training during the month.

The group began updating the Emergency Response Plan for its 2024 dissemination. They are also updating the training and PowerPoint presentation for "Run, Hide, Fight" and other active shooter response training initiatives.

Lastly, the group attended multiple strategy meetings in preparation for the NFL Draft event.

## **ORGANIZATIONAL DEVELOPMENT**

### ***Performance Team***

### ***Internships***

GLWA's Internship Program received the National Association of Clean Water Agencies (NACWA) 2024 National Environmental Achievement Award (NEAA) in Workforce Development during the Association's Winter Conference in Austin, Texas. Patricia Butler, Organizational Development Manager, received the award on behalf of GLWA's internship program. The internship program is entering its third year.

Organizational Development accepted applications and has begun interviews to fill the 2024 Summer Internship positions in the areas noted below.

- General Counsel
- Asset Management
- Water Engineer
- Security & Integrity
- Research & Innovation
- Finance
- Organizational Development

### ***Apprenticeships***

**Grants:** GLWA received a grant payment of \$17,000 from Focus: HOPE to offset the cost of the Related Training Instruction for the apprentices. The Focus: HOPE grant was awarded for satisfying the requirements of the state of Michigan's Michigan Industry Cluster Approach (MICA) 3.0 grant that is convened by Focus: HOPE. To-date, GLWA has received \$28,000 from Focus: HOPE for the MICA 3.0 grant which closes in April 2024.

**Electrician Apprentices:** Electrician Apprentices entered the last year of their five-year apprenticeship. The apprentices continue to learn on the job and in school while they begin preparation for their electrician licensing exam.

### ***Performance***

Baseline Goal Planning Reviews were successfully launched in Workday for new hires. Mid-Year Performance Reviews for bargaining unit members were successfully launched in Workday. Mid-Year Performance Review training was held for Leadership Team Members (LTM) and Team Members (TM) on the new Workday process. Baseline Reviews and Mid-Year Reviews instruction guides with step-by-step instructions were also provided to LTMs and TMs.

## **ORGANIZATIONAL DEVELOPMENT** (continued)

### ***Benefits and Wellness***

#### ***Physical Well-being***

##### ***Drop 5 Virtual Weight-Loss Community***



Held Thursdays at noon, the February Drop 5 Community facilitated by the BCBSM well-being team helped team members set priorities, find purpose and meaning while developing healthy mind-body and budgeting practices. February focus points were:

- The Power of Movement in Nature with Dr. Sundermann;
- Asahi – A Finnish Mind-Body Health Practice with Margaret Vainio and Jill Bevins;
- Why You Should Prioritize Freedom and Hobbies;
- Finding Your Sense of Purpose;
- Kakeibo – A Japanese Financial Philosophy.

#### ***Mental Well-being***

##### ***Wellness Wednesday Meditations***

Each Wednesday at noon, team members participated in February meditations led by the Blue Cross Blue Shield of Michigan (BCBSM) well-being team. Each session focused on helping team members to combine music and meditation and breathing techniques to let go of stress, reset and stay focused. February topics included:

- A mindful snowy walk;
- Music meditation;
- Mindful breathing;
- Box breathing.



##### ***Transformation Thursdays***

On February 1, 2024, at 6:00 p.m., GLWA hosted the Transformation Thursdays virtual webinar *Rethinking Mental Health*. Ulliance Life Advisor EAP provided team members with learning steps to improve and maintain emotional well-being.



## **ORGANIZATIONAL DEVELOPMENT** (continued)

### *Yoga with Sound Therapy – In-Person Sound Bath/Gong Meditation Healing at Bloom Transformation Center*



Sound Healing Therapy/Gong Meditation is a unique type of sound practice that involves using therapeutic singing bowls and gong instruments to bring about healing, relaxation, stress, and tension relief. This practice is also sometimes referred to as a “sound bath” because participants are “bathed” in meditation sound waves, vibrations, and healing frequencies. On February 13, 2024, at 4:00 p.m., GLWA team members enjoyed over an hour of peaceful and tranquil meditation.

### *Financial Well-Being*

#### *Retirement Planning Lunch & Learn*



The WRRF hosted a MissionSquare Retirement Education on-site lunch and learn seminar with team members on February 21, 2024.

All team members were able to meet with MissionSquare retirement plan specialists virtually February 20, 2024. Team members were able to review their retirement goals and portfolio performance during one-on-one consultations for both dates.

## **Schedule a meeting**

Meet with your MissionSquare representative to learn more about how you can stay on track for retirement

[Learn how we can help >](#)





## **ORGANIZATIONAL DEVELOPMENT** (continued)

### ***Benefits and Wellness Education***

#### ***One Water Wellness Office Hours***

The One Water Wellness Team hosted weekly on-site office hours during the month of February at the following facilities:

- Central Services Facility;
- Water Works Park Water Treatment Plant;
- Water Resource Recovery Facility;
- Lake Huron Water Plant;
- Northeast Water Plant;
- Southwest Water Plant;
- Springwells Water Plant.



**BENEFITS AND WELLNESS QUESTIONS???**

**Your One Water Wellness Team**



Cynthia Offutt



Lesley Williams



Au Lisa McGovern



Morgan Mindingall



Sherrian Greenwood

Over **120** team members were able to meet one-on-one for assistance with benefits, retirement, FMLA, and wellness resources.

### ***Training***

During the month of February **168**, team members completed **31** safety courses and **15** non-safety courses, for a total of **328** instructor-led training hours. Also, **15** team members and **one** Member Partner completed **40** 360Water online courses.

### ***Talent Management***

### ***Staffing***

The table below provides a breakdown of team members since the last CEO report:

Number of New Hires	6
Number of Separations	8
Total Staffing - Regular FTEs (YTD)	1,026

## **FINANCIAL SERVICES AREA**

### ***February 2024 Audit Committee Recap***

The most recent regular monthly Audit Committee meeting was held on Monday, February 26, 2024. The GLWA Audit Committee binders are publicly available at [www.glwater.org/financials/](http://www.glwater.org/financials/). The meeting included the following topics:

- ✓ Discussion and approval of a proposal to appoint a 2024 bond transaction syndicate and advisors as well as a recommendation for approval of the related fee structure associated with a potential bond refunding transaction this Spring. This item was subsequently approved by the Board of Directors on February 28, 2024;
- ✓ Presentation of the November 2023 Monthly Financial Report (Executive Summary attached);
- ✓ Monthly updates on the Charges Outreach and Modeling team efforts, Gifts, Grants & Other Resources activities, and Affordability & Assistance team initiatives;
- ✓ Review of the Annual Conflict of Interest & Disclosure update and the GLWA 2023 Vendor Outreach Event – Post Event Report;
- ✓ A high-level review of the Water Residential Assistance Program - Income Based Plan as of December 31, 2023;
- ✓ Circulation of the latest Procurement Pipeline.

### ***National Grants Management Association Annual Conference***

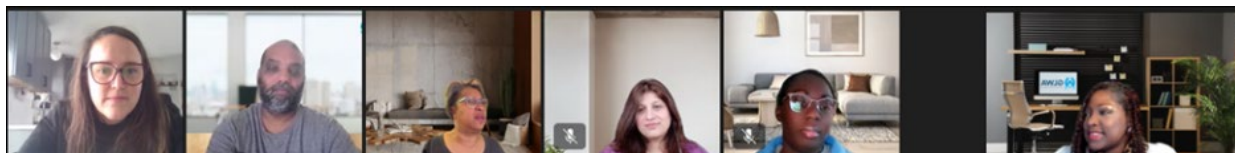
From Tuesday February 27 – March 1, members of the Grants Management, General Counsel and Procurement teams attended the Annual Grants Training led by the National Grants Management Association (NGMA) in Washington D.C. This four-day conference was filled with many informational sessions, keynote speakers, plenary panels and included a Corporate Alliance Partnership Program (CAPP) Exposition. A wide range of attendees came to this training from grants professionals, grant specialists, grant managers, auditors and even program officers. GLWA was able to take advantage of the wide range of networking opportunities and engage with the speakers of the many breakout sessions. This event offered many opportunities to learn new strategies from grant management, audit procedures to procurement policies. Also having the chance of hearing updates from the Office of Management and Budget (OMB) that oversees the implementation of federal requirements in 2 CFR 200, a document that is vital to grants compliance in many aspects.



*(Pictured Left to Right: Cynthia Nelson-Walters, Kimberly Ungerman, Kirsten Silwanowicz, Alicia Schwartz, Nicholas Simms)*

## **FINANCIAL SERVICES AREA** (continued)

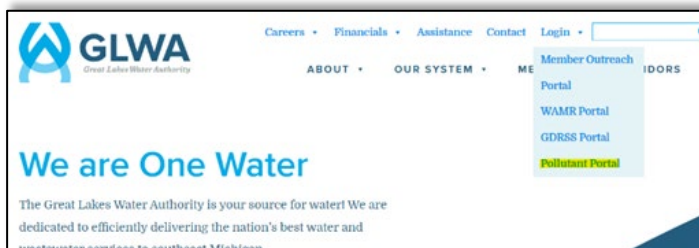
### ***New Pollutant Surcharge Management Portal***



*(Pictured: Jennifer Schilk, City of Livonia; Sivagopalvarma Kakarlaupudi, GLWA; Pamela Fladger, GLWA; Hajra Noor, GLWA; Haran Stanley, GLWA; Michelle Burt, GLWA)*

GLWA is implementing a portal for submitting Pollutant Surcharge meter read information. This new portal will eliminate the need to email electronic forms. This new online portal impacts approximately 24 Member Partners and provides the ability to directly enter meter read data counts and upload support documents. Advantages to this portal also include storage of excess levels data and the ability to easily downloadable current and historical surcharge information in PDF or MS Excel formats.

Our Member Partners will be able to access the Pollutant Surcharge Management Portal through the main page of GLWA's website. The Billing Team began roll out the new Pollutant Surcharge Management Portal on February 15, 2024 in a training session with the city of Livonia. The Billing Team will continue this roll out by coordinating individual training sessions with the appropriate contact at each impacted Member Partner. The portal will be ready and available for use on April 1, 2024.



### ***MGFOA Spring Seminar***



On Friday, March 8<sup>th</sup>, the CFO Services Management Team attended the Michigan Government Finance Officers Association (MGFOA) Annual Spring Seminar in East Lansing. The one-day event offered local government finance officers legislative and accounting standard updates, an economic update, and a keynote address by Rachael



*(Pictured: Nicholas Fedewa, GLWA; Michelle Burt, GLWA; Kim Garland, GLWA; Jacqueline Morgan, GLWA)*

## **FINANCIAL SERVICES AREA** (continued)

Eubanks (State Treasurer, State of Michigan) and Kevin Smith (Michigan Department of Treasury, Deputy State Treasurer). The seminar presenters covered topics ranging from the impact of the pandemic on providing public services to how the use of artificial intelligence is unlocking new possibilities in the workplace in terms of efficiency and productivity. The CFO Services Management Team also used this opportunity to network with professionals from other government agencies and the private sector. Thank you to Kim Garland who serves as the Immediate Past President of the MGFOA's Board of Directors and to the other team members attending who also serve as committee members.

### ***Charges Outreach & Modeling Update***



(Pictured: Tim Sikma, City of Wixom DPW Director; Matt Lane, GLWA; Esther Baptiste, GLWA)

On February 28<sup>th</sup>, the FY 2025 Water and Sewer Service Charges were approved by the GLWA Board of Directors following the required public hearing and the completion of several productive months for both the Member Partners and the Charges Outreach and Modeling Team. Member Partners should have received notification of their final approved charges the first week of March.

Charges Outreach and Modeling Manager Matt Lane attended the Communications and Education Work Group meeting on Thursday, February 29, 2024 held at the City of Allen Park Department of Public Services facility. He participated in a productive discussion with GLWA colleagues and a group of member partners on communication and collaboration.



### ***March is Procurement Month***

Established by the National Institute of Governmental Purchasing (NIGP) and celebrated by public purchasing departments across the country, Procurement Month is dedicated to honoring the unique role of public procurement professionals and expanding awareness of the vital work that they perform every day for their organizations and for the public.



Here at GLWA, Procurement Month offers us the opportunity to acknowledge our own outstanding Procurement Team who procure the goods and services that support GLWA's mission of providing water of unquestionable quality to the southeastern Michigan communities that we serve. GLWA's Procurement Team, which is comprised of over 30 individuals with a high level of purchasing responsibility with \$595 million in FY 2023.



## **FINANCIAL SERVICES AREA** (continued)

This team executes, implements, and administrates contracts, develops strategic procurement strategies and cultivates working relationships with GLWA's Vendor Community. Dedicated and service-oriented, the GLWA Procurement Team provides the best possible information to its internal business partners as well as creates a productive and transparent environment for qualified vendors with open and fair access to GLWA opportunities.

This March, we urge all team members and Member Partners to recognize and celebrate the GLWA Procurement Team for the hard work they do this and every month. Happy Procurement Month!

### ***Workday Implementation – Procurement Update***

In advance of the July 1, 2024, go-live date for all financial services activities in GLWA's new Enterprise Resource Planning (ERP) system Workday, the Procurement Team continues to focus on laying the groundwork for a clean and efficient transition to the new system. Current activities being undertaken by Procurement include data cleaning, system testing, and team training. In addition, a temporary pause in daily operations during the month of June will enable Procurement to fully migrate existing data into the new system and conduct further team training. Processing of new procurements and solicitations will resume after Workday officially goes live on July 1.



The implementation of Workday will enable a number of important efficiencies in GLWA's procurement process, including the consolidation of disparate systems and processes into a unified platform, as well as enhanced reporting capabilities, data-driven insights with user dashboards, and integration with GLWA's current e-procurement platform Bonfire.

### ***Affordability & Assistance Update***

GLWA's Affordability & Assistance Program has made significant strides toward improving access to clean drinking water for eligible, low-income households through the Water Residential Assistance Program—Income-Based Plan (WRAP IBP). This program has helped countless individuals in the GLWA service area with bill payment assistance and self-sufficiency initiatives.



The WRAP IBP was recently featured in a Detroit News article highlighting the benefits of the program and impact on those it serves. This article comes as the Affordability and Assistance team released the latest status report, [WRAP Fiscal Year 2023 4th Quarter Report with an FY Year-to-Date Activity Report and FY2024 Look Ahead](#).



## **FINANCIAL SERVICES AREA** (continued)

The report was presented to key stakeholders, including the GLWA Outreach Communication & Education Workgroup and the Senator Stephanie Chang Water Affordability Workgroup.

The Affordability & Assistance Team remains committed to continuing the conversation around water affordability and making a meaningful impact on the national stage.

### ***Procurement Pipeline***

The February 2024 Procurement Pipeline is attached. This month's edition includes an overview of the GLWA Procurement Team Structure, a reminder on how to maintain updated contact information in a Bonfire vendor profile, as well as guidance to coordinate virtual vendor introduction meetings, a list of upcoming solicitations, and a reminder that the monthly CEO Report is an important source of key GLWA news and information.

## **OFFICE OF THE GENERAL COUNSEL**

- ***Legislative Updates:*** The Office is monitoring infrastructure spending bills at the federal and state level, supporting the activities regarding proposed water affordability legislation, and working with others to develop state storm water utility legislation.
- ***Gordie Howe International Bridge:*** GLWA filed a notice of claim with the Court of Claims related to its relocation claim.
- ***June and July 2021 Rain Events:*** The Office is providing legal support in response to the significant rain events in June and July 2021. Recently, the trial court dismissed most of the lawsuits against GLWA based on governmental immunity. The Plaintiffs are appealing the decision. The Court recently dismissed an additional lawsuit related to the July 2021 storm event. The Plaintiffs are also appealing the decision.
- ***Highland Park Settlement Agreement:*** On February 14, 2024, the GLWA Board voted to approve of the settlement agreement in final (or next to final) form. Mediation has continued with Highland Park regarding the remaining terms and conditions of the settlement. It is anticipated that the final terms will be presented to the Highland Park City Council for ratification during the council meeting scheduled for March 18, 2024.
- ***Mays, et al v GLWA:*** The Court recently entered an order partially granting GLWA's Motion for Summary Disposition and partially dismissing Plaintiffs' claims.
- ***Trenton Water Main:*** The Office is negotiating the transfer of the 24-inch water main to GLWA.

## **OFFICE OF THE GENERAL COUNSEL** (continued)

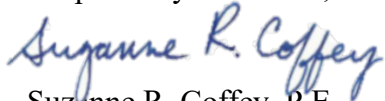
- ***Contract Negotiations:*** The Office is negotiating 30-year wastewater disposal services contracts with Sewer Member Partners that do not have a model contract.
- ***Environmental and Workplace Safety Compliance:*** The Office continues to work with the COO and team leaders from both the water and wastewater areas to comply with regulations and to respond to any alleged violations.
- ***Record Retention Policy:*** The Office submitted GLWA's record retention policy to the state of Michigan. The Office is working on a record storage and disposal policy to work hand in hand with the record retention policy.
- ***Industrial Pretreatment Program ("IPP"):*** The Office also continues to provide assistance on PFAS and PFOS matters, including comments on the new drinking water regulations and negotiating an administrative consent order with an industrial user.
- ***Real Estate:*** The Office is working to secure easements and acquire properties related to various water and sewer projects. Each real estate transaction will be presented to the Board for approval when they are fully negotiated.
- ***Member Outreach:*** The Office continues to be an active participant in Member Outreach sessions.
- ***Main Relocations:*** The Office continues to support water operations in its discussions with community stakeholders regarding water main relocations.
- ***Civil Litigation and Arbitrations:*** The Office continues to vigorously defend actions against GLWA. In October 2023, the Board authorized settlements of key litigation including a class action lawsuit regarding IWC charges and the collection actions against Highland Park. The Office is working on implementing those resolutions.
- ***Labor Relations:*** The Office continues to provide legal advice to Organizational Development on labor relations and employment matters.
- ***Procurement:*** The Office continues to assist GLWA's Procurement Team negotiate contracts, change orders and amendments, and interpret contractual provisions. The Office is also assisting with the Procurement Policy's Procedures and updating GLWA's template contracts. The Office is part of a cross-functional team working to complete significant revisions to the GLWA construction contract, including consideration of using an entirely new contract format. The Office continues to provide advice on federal grant compliance.

**OFFICE OF THE GENERAL COUNSEL** (continued)

***Statistics:***

	#
Contracts approved as to form:	37
Contracts drafted or revised:	113
Subpoenas/Information requests received:	6
Subpoenas/Information responded to:	7

Respectfully submitted,



Suzanne R. Coffey, P.E.  
Chief Executive Officer

SRC/dlr

Attachments – November 2023 Financial Executive Summary; February Procurement Pipeline



## Key Financial Metrics

The table below provides key report highlights and flags the financial risk of a budget shortfall by year-end as follows: No Risk (green) - Potential (yellow) - Likely (red)

Each variance is monitored by the Great Lakes Water Authority (GLWA) management and, where appropriate, operating and/or budget priorities are re-evaluated. Staff reviews the need for budget amendments quarterly and requests necessary amendments when required based on the most current information available. First quarter budget amendments were approved by the Board of Directors January 24, 2024 and are reflected in this report.

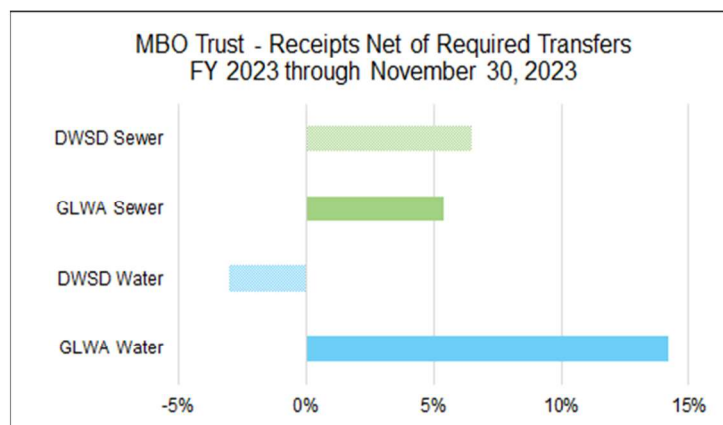
For the current year, water and sewer capital spend reflect variances to budget outside the normal range. Capital spend variances reflect evolving changes in timing that the Capital Improvement Planning group continues to monitor and review.

A bond transaction was completed in December 2023 for \$148.5 million to support water system improvements and \$96.8 million to support sewage disposal system improvements.

Metric	As of November 30, 2023			Variance from Financial Plan	Report Page Reference
	FY 2024 Budget	FY 2024 Amended Budget	FY 2024 Actual		
Wholesale Water Billed Revenue (\$M)	\$151.8	\$147.8	\$147.1	0%	48
Wholesale Water Billed Usage (mcf)	6,298,000	5,841,000	5,848,000	0%	
Wholesale Sewer Billed Revenue (\$M)	\$117.5	\$117.5	\$117.5	0%	50
Wholesale Water Operations & Maintenance (\$M)	\$63.7	\$68.0	\$67.0	-1%	5
Wholesale Sewer Operations & Maintenance (\$M)	\$85.7	\$91.7	\$87.7	-4%	
Investment Income (\$M)	\$6.4	\$16.8	\$21.4	27%	37
Water Prorated Capital Spend w/SRA* (\$M)	\$99.7	\$93.6	\$67.8	-28%	28
Sewer Prorated Capital Spend w/SRA* (\$M)	\$82.9	\$68.7	\$46.3	-33%	29

\*SRA refers to the capital spending ratio assumption which allows capital program delivery realities to align with the financial plan.

## Master Bond Ordinance (MBO) Trust Net Receipts (page 53)



Net cash flow receipts remain positive for GLWA Water and Sewer. This means that all legal commitments of the MBO Trust and the lease payment are fully funded – and that positive cash flow is available for additional capital program funding in subsequent year(s). DWSD Water reports a shortfall of \$1.4 million and DWSD Sewer reports a surplus of \$8.4

million of net receipts over disbursements through November 2023. The Water shortfall relates to the routine monthly transfer of credit balances to the Sewer account which was impacted by a recent change in the customer deposit policy. Preliminary review of December activity reflects continued improvement.

All amounts are unaudited unless otherwise noted. 1 GLWA Audit Committee February 26, 2024

### **Budget to Actual Analysis (page 3)**

- The FY 2024 information includes the first quarter FY 2024 budget amendments approved by the GLWA Board of Directors on January 24, 2024.
- The total Revenue Requirements are on target through November 2023.
- The total overall Operations & Maintenance expenses are at 40.4% of budget through November 2023. This positive variance equates to a dollar amount of \$5.0 million.

### **Basic Financial Statements (page 9)**

- The Basic Financial Statements are prepared on a full accrual basis and reflect preliminary, unaudited results.
- Operating income for November 2023 is \$35.8 million for the Water fund (22.7% of total revenues) and \$48.9 million for the Sewer fund (23.9 % of total revenues).
- Water Net Position increased by \$ 8.6 million, and Sewage Disposal Net Position increased by \$ 14.6 million for the year to date through November 2023.

### **Capital Improvement Plan Financial Summary (page 27)**

- Water system costs incurred to date are below the 94% Capital Spend Ratio assumption.
- Sewer system costs incurred to date are below the 82.9% Capital Spend Ratio assumption.

### **Master Bond Ordinance Transfers (page 30)**

- For November, transfers of \$13.5 million and \$18.1 million were completed for the GLWA Water and Sewer funds, respectively.
- Also for November, transfers of \$5.6 million and \$6.9 million were completed for the DWSD Water and Sewer funds, respectively.

### **Cash Balances & Investment Income (page 37)**

- Total cash & investments are \$513 million for Water and \$650 million in the Sewer fund.
- Total, combined, cumulative, FY 2024 investment income through November is \$21.4 million.

### **DWSD Retail Revenues, Receivables & Collections (page 41)**

- Water revenue through November 30, 2023 is 101.51% and usage is 100.77% of budget.
- Sewer revenue through November 30, 2023 is 98.11% and usage is 100.16% of budget.
- Combined accounts receivable balances for the water and sewer funds report a decrease of \$19.0 million over the prior year.
- Past dues over 180 days make up of 64.4% the total accounts receivable balance. The current bad debt allowance covers over 97.7% of past dues over 60 days.

### **GLWA Wholesale Billing, Receivables & Collections (page 47)**

- GLWA accounts receivable past due balance net of Highland Park is 10.78% of the total accounts receivable balance, with the majority of that balance related to one water account dispute currently under discussion.
- The Highland Park past due balance is \$55 million. It includes \$40.5 million for wastewater treatment services, \$1.9 million for industrial waste control services, and \$12.6 million for water supply services. Highland Park made a catch-up payment of \$1.7 million on June 3, 2022 and has continued to make additional, monthly payments since that time totaling \$8 million as of November 30, 2023.
- On November 16, 2023, the GLWA Board of Directors outlined a plan to provide reimbursement credits to Member Partners upon implementation of the approved term sheet that represents a proposed agreement between GLWA, the city of Highland Park, and the state of Michigan. This monthly financial report will reflect the impacts of that term sheet and agreement moving forward as implementation steps occur.

**Questions?** Contact the Office of the Chief Financial Officer at [CFO@glwater.org](mailto:CFO@glwater.org).

*All amounts are unaudited unless otherwise noted.*

GLWA Audit Committee February 26, 2024



Welcome to the February edition of *The Procurement Pipeline*, a monthly newsletter designed to provide updates on doing business with the Great Lakes Water Authority (GLWA).

## GLWA Procurement Team Structure

The GLWA Procurement Team manages activities involved in acquiring the goods and services that support GLWA's mission and goals. The Procurement Group is comprised of four key teams that work closely with each of the operating units within GLWA as well as the Vendor Community.

- 1. Strategic Sourcing.** This team is responsible for sourcing all the goods and services that GLWA requires and is strategically aligned by expertise to secure the best combination of cost, quality, and vendor qualifications in all procurements. Vendors actively pursuing open opportunities with GLWA interact directly with this team during the solicitation process as well as during the preparation and award of contracts and purchase orders.
- 2. Contract Management.** This team administers contract changes as well as reviews certificate of insurance documents to ensure they are current and valid. This team also monitors the expiration of contracts and purchase orders to ensure continuity in the supply of goods and services and timely payment to vendors.
- 3. Administration.** This team is responsible for communicating procurement processes to help ensure both new and existing Vendors understand how to do business with GLWA. This includes vendor outreach, vendor performance assessments, and the Business Inclusion and Diversity (B.I.D.) Program.
- 4. Logistics & Materials.** This team is responsible for managing how goods received from Vendors are inspected, stored, and maintained in GLWA warehouses. This includes inventory control, the inspection of supplies, and salvage and disposal operations.

## Reminder: Maintaining Updated Contact Information in Your Bonfire Vendor Profile

Maintaining updated contact information in your Bonfire Vendor Profile is key to staying informed about GLWA. This is because GLWA uses our Bonfire database to distribute communications to the Vendor Community. Vendors should consider a distribution-style email address (e.g., [procurementopportunities@yourcompany.com](mailto:procurementopportunities@yourcompany.com)) which automatically sends notifications to multiple individuals. This ensures your company receives communications even if one or more personnel are unavailable at the time of sending, or when experiencing employee turnover. Any questions about your Bonfire Vendor profile may be directed to [Michael Lasley](#) and [Megan Savage](#).

## Virtual Vendor Introduction Meetings

If you are interested in learning more about doing business with GLWA, contact us at [GLWAVendorOutreach@glwater.org](mailto:GLWAVendorOutreach@glwater.org) to schedule a virtual vendor introduction meeting. Topics include information on submitting a competitive bid or proposal to any GLWA solicitation.

## Keeping up with GLWA

Our Chief Executive Officer (CEO) Monthly Report provides a wealth of information and news about important initiatives within GLWA's service territory that impact GLWA, its member partners, and the public. To read the January 2024 Monthly Report, please [click here](#).

## What's Coming Down the Pipe?

*Current Solicitations:* Register in GLWA's [Bonfire Procurement Portal](#) for new solicitations and contract award information.

*Upcoming Procurements: Next Three to Nine Months*—See newsletter page 2.

## Visit GLWA online!

To see the GLWA vendor homepage, please visit [www.glwater.org](http://www.glwater.org) or contact us via email at [procurement@glwater.org](mailto:procurement@glwater.org).

# Upcoming Solicitations February 2024

Category	CIP #	Description/Project Title	Budget Estimate
<b>Water System (next four to nine months)</b>			
Construction	111001	Lake Huron Water Treatment Plant – LH-401 Switchgear and Low Lift Improvements	\$100,000,000
Construction	112008	Northeast WTP Filter Rehabilitation	\$85,550,000
Construction	122004	96-Inch Water Transmission Main Relocation - Phase III	\$90,000,000
Construction Pre-Purchase	122004	96-Inch Water Transmission Main Relocation - Phase III - Pre-Purchase Pipe	\$2,300,000
Construction	122016	Downriver Transmission Main Loop – Phase 1 – Inkster Rd	\$21,000,000
<b>Wastewater Systems (next four to nine months)</b>			
Construction	260510	CSO Outfall Rehabilitation Phase VI	\$10,000,000
Construction	211005.2	WRRF Pump Station 2 VFD Replacements	\$12,000,000
Design	270007	CSO Facility Disinfection Improvements	\$3,900,000
Construction	270006	CSO Facility Improvements II	\$15,000,000
<b>Water System (next three months)</b>			
Design	270001	Pilot Netting and Disinfection Facilities at B03, B04, and B05	\$8,000,000
Construction	222001	NWI (Northwest Interceptor) to Oakwood CSO Sewer (NOCOS)	\$75,000,000
<b>Projects moved to Procurement Team (Preparing for solicitation on Bonfire)</b>			
Professional Services	O&M	Emergency Standby Generator Preventative Maintenance	\$2,910,225
Construction	170306	Instrumentation and Control System Plant - wide SCADA Upgrade	\$3,340,000
Professional Services	O&M	Water and Wastewater Services Charges Consultant	\$300,000
Professional Services	O&M	Internal Auditor	\$650,000
Professional Services	O&M	Good Sewer Metering Practice Analysis & Support Services	\$2,710,000
Professional Services	O&M	Environmental Health and Safety Assistance	\$2,000,000
Professional Services	O&M	Refuse and Recycling Waste Pickup and Disposal Services	\$655,000
Professional Services	O&M	Fleet Management Services Including Leasing and Upfitting Vehicles	\$14,667,500
Supplies	O&M	Sodium Bisulfite	\$2,315,000

Vendors should continue to monitor [Bonfire](#) for solicitation updates.

Acronyms		
<b>WRRF:</b> Water Resource Recovery Facility	<b>CSO:</b> Combined Sewer Overflow	<b>WTP:</b> Water Treatment Plant