



**Wednesday, March 09, 2022 \* 12:30pm – 1:30pm**

## **NBWW MONITORING COMMITTEE MEETING MINUTES**

### **1. Call Meeting to Order**

#### Introductions & Roll Call

Rob Flood, North Branch Chicago River Watershed Workgroup (NBWW) Monitoring Committee Chair, called the NBWW Monitoring & Water Quality Impairment Abatement Committee meeting to order at 12:31 pm via a public zoom meeting. Monitoring Committee members present were Rob Flood, North Shore Water Reclamation District (NSWRD); Kate Amoruso, Village of Wilmette; Sam Barghi, Village of Lincolnshire; Damon Cederberg, Libertyville Township; Leonard Dane, (Deuchler Engineering is now Fehr Graham Engineering & Environmental); and Steve Silic, Forest Preserve District of Cook County (FPDCC – able to vote after agenda item 4.a). A roll call and introductions were performed.

### **2. Public Comment – None**

### **3. Approve January 12, 2022 NBWW Monitoring & Water Quality Impairment Abatement Committee Meeting Minutes**

Barghi motioned to accept the January 12, 2022, NBWW Monitoring & Water Quality Impairment Abatement Committee Meeting Minutes, seconded by Dane. The motion passed with unanimous consensus via roll call vote.

### **4. Old Business**

- a. FPDCC Committee Member Vacancy Vote: Flood presented Steve Silic, Forest Preserve District of Cook County (FPDCC), as the FPDCC's new representative request for the NBWW Monitoring Committee (replacing Eric Otto). Dane made a motion to accept Steve Silic as the new FPDCC NBWW Monitoring Committee member as Eric Otto's replacement, seconded by Cederberg.
- b. NBWW Monitoring Update: Flood gave an update on 2022 monitoring that NSWRD has been performing. The preliminary water quality data has shown high levels of chlorides from February 2022 sampling (winter road salt). NSWRD will be submitting the NBWW Annual Monitoring Report to the Illinois EPA by the end of March 2022. The monitoring results presented in this annual report are intended to meet the member agency requirement for the Special Condition found in POTWs NPDES permits related to monitoring of receiving streams and to meet the monitoring component for Municipal Separate Storm Sewer Systems (MS4) Permits.

### **5. New Business**

- a. Geosyntec Discussion NBWW NARP sampling and monitoring cost control options: Rishab Mahajan, Geosyntec Consultants, provided the NBWW Monitoring Committee with potential cost-saving measures for the 2022 monitoring efforts. Given the high 2022 monitoring costs related to the NARP, Rishab proposed either the NBWW looking for local governmental agencies and laboratories to perform some of the monitoring and/or options in the NBWW's request for proposals for the NARP for the consultant to be responsible for finding creative cost-savings measures. Dane mentioned that some equipment and



sampling materials may not be available given the tight timeline of the June 2022 monitoring start deadline.

- b. NARP Request for Proposals & Scoring Procedures: Following agenda item 5.a. the Monitoring Committee recommended (to the Executive Board) to request that the NBWW selected NARP Consultant be responsible for creative cost-savings measures for monitoring and be responsible for bidding/performing that work (not the NBWW Monitoring Committee). The Monitoring Committee also recommended using the Des Plaines River Watershed Workgroup (DRWW) NARP proposal evaluation criteria for the NBWW NARP request for proposals.

**6. Member Remarks** – Ashley Strelcheck, NBWW Coordinator, will be going on maternity leave this summer and is currently training Mia Gerace, SMC Stormwater Coordinator, as the interim coordinator for the NBWW until she returns. Mia Gerace will be at the next Monitoring Committee meeting to introduce herself and will be transitioning into her interim role over the next few months.

**7. Next Meetings:**

April 13, 2022 NBWW Monitoring Committee Meeting: This meeting will likely be an in-person meeting based on the recent Governor’s Orders pertaining to the Open Meetings Act. The Monitoring Committee would prefer to remain virtual if possible and would like that relayed to the Executive Board.

**8. Adjournment** – 1:25pm

Dane motioned to adjourn, seconded by Barghi. The motion passed with unanimous consensus via roll call vote.

**NBWW Monitoring Committee Meeting Attendees**

| NAME              | ORGANIZATION   |
|-------------------|--|
| Ashley Strelcheck | Lake County Stormwater Management Commission & NBWW Coordinator        |
| Brandon Janes     | Village of Deerfield   |
| Chuck Bodden      | North Shore Water Reclamation District                                 |
| Damon Cederberg   | Libertyville Township  |
| Kate Amoruso      | Village of Wilmette  |
| Leonard Dane      | Fehr Graham Engineering & Environmental, formerly Deuchler Engineering |
| Rishab Mahajan    | Geosyntec  |
| Rob Flood         | North Shore Water Reclamation District                                 |
| Sam Barghi        | Village of Lincolnshire  |
| Steve Silic       | Forest Preserve District of Cook County                                |



**Wednesday, January 12, 2021 \* 12:30pm – 1:30pm**

**NBWW MONITORING COMMITTEE MEETING MINUTES**

**1. Call Meeting to Order**

Introductions & Roll Call

Rob Flood, North Branch Chicago River Watershed Workgroup (NBWW) Monitoring Committee Chair, called the NBWW Monitoring & Water Quality Impairment Abatement Committee meeting to order at 12:32 pm via a public zoom meeting. Monitoring Committee members present were Rob Flood, North Shore Water Reclamation District (NSWRD); Eric Otto, Forest Preserve District of Cook County (FPDCC); Kate Amoruso, Village of Wilmette; Wally Dittrich, Village of Lincolnshire; Larry Bridges, East Skokie Drainage District and Leonard Dane, Deuchler Engineering. A roll call and introductions were performed.

**2. Public Comment – None**

**3. Approve December 08, 2021 NBWW Monitoring & Water Quality Impairment Abatement Committee Meeting Minutes**

The December 8, 2021, NBWW Monitoring & Water Quality Impairment Abatement Committee Meeting Minutes were approved. First Motion: Leonard Dane, Deuchler Engineering, Second Motion: Eric Otto, FPDCC. The motion passed with unanimous consensus via roll call vote.

**4. New Business**

- a. February 09, 2022 Presenter: Ashley Strelcheck asked the NBWW Monitoring Committee for input or feedback on potential presenters from the Executive Board and/or Monitoring Committee to present the FY2022 NBWW membership dues to the NBWW general membership on February 9, 2022 to help members better understand the increase to membership dues due to the NARP related expenses. Additionally, a request for a Geosyntec representative to provide a short educational presentation about the NARP and the two potential financial outcomes (A & B) to the membership to breakdown the cost items. Geosyntec agreed to provide a presentation and the Committee agreed that an NBWW Executive Board and/or Monitoring Committee member would be a good idea to help educate the members and provide them with more information before sending out the FY2022 membership dues.

**5. Old Business**

- a. Preliminary NARP Workplan Discussion: Rob Flood presented the updated NARP Workplan cost breakdown for FY2022 monitoring services. The costs have been reduced from the previous version due to a double-counting error. This reduction in costs has been updated in the FY2022 Membership Dues cost scenarios for the NBWW Executive Board meeting consideration. No other questions were asked or discussed.

**6. Member Remarks – Eric Otto accepted a new position outside of the Forest Preserve District of Cook County and his last day as a Forest Preserve District employee is January 27, 2022. A replacement for his Committee position will be needed. Ashley will follow-up with Eric Otto to get a recommendation for replacement for the Monitoring Committee to vote for at a future meeting.**

**7. Next Meetings:**

February 9, 2022 NBWW General Membership Meeting



**8. Adjournment – 12:54pm**

First Motion: Larry Bridges, East Skokie Drainage District, Second Motion: Leonard Dane, Deuchler Engineering. The motion passed with unanimous consensus via roll call vote.

**NBWW Monitoring Committee Meeting Attendees**

| <b>NAME</b>       | <b>ORGANIZATION</b>   |
|-------------------|---|
| Ashley Strelcheck | Lake County Stormwater Management Commission & NBWW Coordinator |
| Brandon Janes     | Village of Deerfield  |
| Brian Valleskey   | Geosyntec   |
| Chuck Bodden      | North Shore Water Reclamation District                          |
| Eric Otto         | Forest Preserve District of Cook County                         |
| Jacob Jozefowski  | Lake County Stormwater Management Commission                    |
| Kate Amoruso      | Village of Wilmette   |
| Larry Bridges     | East Skokie Drainage District                                   |
| Leonard Dane      | Deuchler Engineering  |
| Mark Olszewski    | Village of Deerfield  |
| Michele Mracheck  | East Skokie Drainage District                                   |
| Rob Flood         | North Shore Water Reclamation District                          |
| Wally Dittrich    | Village of Lincolnshire   |

## Strelcheck, Ashley

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**From:** Eric Otto (Forest Preserve District) <Eric.Otto@cookcountyil.gov>  
**Sent:** Friday, January 14, 2022 1:13 PM  
**To:** Strelcheck, Ashley  
**Cc:** Steve Silic (Forest Preserve District); Rebecca Collings (Forest Preserve District)  
**Subject:** Re: Congratulations & Good Luck!

Ashley,

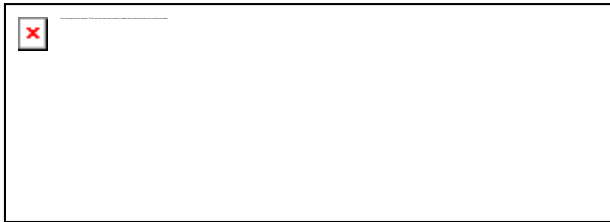
Thursday, 01/27 will be my last day at the Forest Preserves of Cook County (FPCC). I accepted a civil engineer position with the Village of Oak Park.

Steve Silic, Fisheries Biologist with the FPCC, will be the FPCC representative for the North Branch Watershed Workgroup. He is cc'd. I suggest giving Steve more info on the Monitoring Committee to see if he's up for that, or if he'll just be a NBWW general member. Becky will remain the back-up.

**Eric L. Otto, PE, CPESC, CPSWQ**

Civil Engineer IV  
Planning & Development Department  
O: 708-771-1382 • C: 651-324-3190

Forest Preserves of Cook County  
536 N. Harlem Ave. • River Forest, IL 60535  
[fpdcc.com](http://fpdcc.com) | [facebook.com/fpdcc](https://facebook.com/fpdcc) | [twitter.com/fpdcc](https://twitter.com/fpdcc)



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**From:** Strelcheck, Ashley <AStrelcheck@lakecountyil.gov>  
**Sent:** Wednesday, January 12, 2022 2:44 PM  
**To:** Eric Otto (Forest Preserve District) <Eric.Otto@cookcountyil.gov>  
**Subject:** Congratulations & Good Luck!

**External Message Disclaimer**

This message originated from an external source. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

Hi Eric,

First of all, congratulations on your new position and wishing you the best of luck. It has been a pleasure working with you over the past few years. I wanted to follow-up on our NBWW meeting today. For your position on the NBWW Monitoring Committee, we would just ask for a letter indicating you will no longer be the FPDC representative for the NBWW Monitoring Committee and recommend (insert name, title) to take your place as the voting delegate. If the



NORTH BRANCH  
CHICAGO RIVER  
WATERSHED  
WORKGROUP



STORMWATER MANAGEMENT COMMISSION

**The Lake County Stormwater Management Commission will only be accepting electronic RFP submissions for the North Branch Chicago River Watershed Workgroup (NBWW) Nutrient Assessment Reduction Plan (NARP).**

Purchasing Portal Bid Posting Location: <https://www.lakecountypurchasingportal.com>

RFP Addendum Blog: <https://www.lakecountypurchasingportal.com/addendums/rfp-21015-nutrient-assessment-reduction-plan/a/>

RFP Posting Date: **January 13, 2022**

Questions Due Date: **February 3, 2022 at 4:00 p.m.**

RFP Due Date: **February 16, 2021 at 12:00 p.m.**

Please follow the steps below to upload your electronic RFP Submission:

1. Go to [www.lakecountypurchasingportal.com](http://www.lakecountypurchasingportal.com)
2. Select Bid Number: **RFP#21015**
3. Select register for this bid
4. Enter your username and password
5. Under the Submittals section you will be able to upload your bid submittal
  - a. Select the browse button
  - b. Navigate your computer and select the appropriate file
    - i. Multiple files can be uploaded, each file can be no more than 20 MB
  - c. Select save submittals
  - d. Close the browser

**Please allow sufficient time for any technical issues you may have and upload your bid early. Please email the Project Manager at [astrelcheck@lakecountyil.gov](mailto:astrelcheck@lakecountyil.gov) to receive confirmation that your submission was successfully received**

## **EVALUATION PROCEDURE**

Lake County and the DRWW will conduct a comprehensive, fair, and impartial evaluation of proposals received in response to this procurement effort. All proposals will be evaluated by how well the proposal satisfies the described/stated needs, rather than how exactly the proposal matches the strictest interpretation of the terminology and design concepts stated herein. Newly emerging technologies, additional features, and the ability of the proposed solutions to adapt will be a consideration. Properly submitted proposals will be reviewed by the DRWW Executive Board. Proposals will be evaluated according to the following criteria and scoring system:

|   |    |
|---|----|
| Project Approach:   | 25 |
| Firm and Project Team's Experience with Similar Projects: | 35 |
| Proposed Schedule:  | 15 |
| Proposed Fee:   | 20 |
| Proposal Format and Quality:                              | 5  |

The selection of a consultant will be based on the criteria and scoring system outlined above. A contract will be negotiated with the consultant that can best complete the project, as determined by the results of the proposal evaluation process. Upon the outset of the contract negotiation process, the DRWW anticipates conferring with the consultant's project team to discuss the project, review existing information, and adjust the Scope of Services, as necessary, to successfully complete the project.

## **INTERVIEWS**

Lake County reserves the right, as part of the evaluation process, to ask for additional materials, interview, or schedule site visits to any locations serviced by Proposers. Site visits may be scheduled or unscheduled as determined by the County. If applicable, the County shall contact Proposers to arrange an interview. Information provided as part of the interview may be used by Evaluation Committee to re-evaluate and re-rank Proposers.

## **ADDITIONAL INVESTIGATIONS**

The County reserves the right to make such additional investigations as it deems necessary to establish the competence and financial stability of any firm submitting a proposal.

## **BEST AND FINAL OFFER**

The County reserves the right to request a Best and Final Offer (BAFO) if additional information or modified terms are necessary for the Evaluation Committee to complete its evaluation and ranking. A BAFO will not be used solely to reduce pricing. If a BAFO is requested, all short-listed proposers, or if the short list process is not used, all qualified Proposers will be provided an opportunity to submit a modified Response. Only one BAFO request will be issued by the County. The information received from the BAFO will be used by the Evaluation Committee to re-evaluate and re-rank the Proposers.

## **REQUEST FOR CLARIFICATION & ADDITIONAL INFORMATION**

During the proposal evaluation process, firms may be required to clarify their proposals and to submit additional information that the DRWW may deem necessary to further evaluate the contents of their proposals.

## **QUALIFICATIONS OF PROPOSERS**

It is the intention of the DRWW to award a contract only to a proposer that furnishes satisfactory evidence that they have the requisite experience and ability and sufficient capital, facilities, organization, staffing, and equipment to enable them to complete the work successfully and promptly and within the time specified in the proposal documents. During the evaluation of proposals, the DRWW may conduct such additional investigations as it deems necessary to establish the responsibility, qualifications, and ability of a proposer to perform the work.