
Memo**Public Works Department****City of Crest Hill**

Date:	4/17/2025
Submitter:	Julius Hansen, Interim Director of Public Works
Department:	Public Works
Topic:	Organizational Structure Change in Public Works

Summary:

On March 20, 2025, I received a letter of resignation from the employee who is the current COIRC of both Water and Wastewater. The city does not currently have another employee licensed to be a COIRC of water or wastewater because no succession plan was in place for when this scenario would inevitably happen. Two employees have recently stepped up and taken the written exams to obtain the credentials to be COIRC, one in each of the specialties of water and wastewater. We are waiting for the results to see if they passed.

The city is required to operate both water and wastewater systems, that are obviously important to the citizens' welfare, with a certified COIRC. I have completed my research on this topic and found a solution to this problem. A company called Test, Inc from Peru, Illinois can quickly provide an experienced COIRC to oversee operations of the wastewater plants for the city to meet all the requirements for wastewater. They are the best fit for doing this work.

Two other companies were interviewed. One company called Veolia was interviewed as well as another called Lin Tech Engineering, Inc. Both companies are excellent, but Test, Inc is the unanimous choice by the selection committee. The committee consisted of two Strand engineers (Ott & Gattone) most familiar with the East and West STP's, the City Manager, and I. The city is fortunate to find such a well qualified company that has the ability to provide a COIRC on short notice.

Recommended Council Action:

Approval of the proposal from Test Inc., of Peru Illinois for an annual amount not to exceed \$100,000.

Financial Impact:

For a Wastewater COIRC the cost is \$500 per day with three visits a week equaling \$1500 per week or approximately \$80,000 annually. An additional amount of \$20,000 for various other services is recommended

Attachments:

- Proposal from Test Inc.