



**DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY  
208<sup>th</sup> MEETING OF THE BOARD OF DIRECTORS**

**Thursday, April 2, 2015**

**9:30 a.m.**

**5000 Overlook Avenue, SW**

**Room 407**

**I. Call to Order (Second Vice Chair Edward Long)**

**II. Roll Call (Linda Manley, Board Secretary)**

**III. Approval of March 19, 2015 Minutes (Second Vice Chair Edward Long)**

**IV. Chairman's Overview**

**V. Committee Reports**

1. **Governance Committee (Ellen Boardman)**
2. **Human Resources and Labor Relations Committee (Edward Long)**
3. **Joint Meeting of Environmental Quality and Sewerage Services Committee and Water Quality and Water Services Committees (Rachna Butani)**
4. **Audit Committee (Nicholas Majett)**
5. **Finance and Budget Committee (Timothy Firestine)**

**VI. General Manager's Report**

**VII. Summary of Contracts**

**VIII. Consent Items (Joint-use)**

1. **Approval to Execute Option Year Three of Contract No. WAS-12-007-AA-SH, Nutri-Blend – Resolution No. 15-35 (Recommended by Environmental Quality and Sewerage Services and Water Quality and Water Services Committees 03/19/15)**
2. **Approval to Execute a Fifteen Month Contract , RJN Group- Resolution No. 15-36 (Recommended by Environmental Quality and Sewerage Services and Water Quality and Water Services Committees 03/19/15)**
3. **Approval to Execute Option Year Two of Contract No. WAS-12-026-AA-JR, M.C. Dean, Inc. - Resolution No.15-37 (Recommended by Environmental Quality and Sewerage Services and Water Quality and Water Services Committees 03/19/15)**
4. **Approval to Execute Supplemental Agreement No. 01 of Contract No. DCFA-445, O'Brien and Gere, LLC - Resolution No.15-38 (Recommended by Environmental Quality and Sewerage Services and Water Quality and Water Services Committees 03/19/15)**

**Consent items (Non-Joint Use)**

1. [Approval of Option Year One of Contract No. 14-PR-CCO-06, Mueller Systems, LLC - Resolution No. 15-39](#) (Recommended by Environmental Quality and Sewerage Services and Water Quality and Water Services Committees 03/19/15)

**IX. Executive Session** – To discuss legal, confidential and privileged matters pursuant to Section 2-575(b)(4) of the D.C. Official Code<sup>1</sup>

**X. Adjournment**

<sup>1</sup> The DC Water Board of Directors may go into executive session at this meeting pursuant to the District of Columbia Open Meetings Act of 2010, if such action is approved by a majority vote of the Board members who constitute a quorum to discuss: matters prohibited from public disclosure pursuant to a court order or law under D.C. Official Code § 2-575(b)(1); contract negotiations under D.C. Official Code § 2-575(b)(1); legal, confidential or privileged matters under D.C. Official Code § 2-575(b)(4); collective bargaining negotiations under D.C. Official Code § 2-575(b)(5); facility security under D.C. Official Code § 2-575(b)(8); disciplinary matters under D.C. Official Code § 2-575(b)(9); personnel matters under D.C. Official Code § 2-575(b)(10); proprietary matters under D.C. Official Code § 2-575(b)(11); decision in an adjudication action under D.C. Official Code § 2-575(b)(13); civil or criminal matters where disclosure to the public may harm the investigation under D.C. Official Code § 2-575(b)(14), and other matters provided in the Act.

**Upcoming Committee Meetings (5000 Overlook Avenue SW (Blue Plains – 4<sup>th</sup> Floor)**

- Environmental Quality and Sewerage Services Committee – Thursday, April 16<sup>th</sup> @ 9:30 a.m. (5000 Overlook Avenue, SW)
- Water Quality and Water Services Committees – Thursday, April 16<sup>th</sup> @ 11:00 a.m. (**via conference call**)
- Audit Committee – Thursday, April 23<sup>rd</sup> @ 9:30 a.m. (5000 Overlook Avenue, SW)
- Finance and Budget Committee – Thursday, April 23<sup>rd</sup> @ 11:00 a.m. (5000 Overlook Avenue SW)
- DC Retail Water and Sewer Rates Committee – Tuesday, April 28<sup>th</sup> @ 9:30 a.m. (5000 Overlook Avenue, SW)



# DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY

## BOARD OF DIRECTORS

### GOVERNANCE COMMITTEE

#### MEETING MINUTES

March 11, 2015

#### Committee Members

Ellen Boardman, Chairperson  
Alan Roth  
Rachna Butani

#### D.C. Water Staff

George Hawkins, General Manager  
Randy Hayman, General Counsel  
Linda Manley, Board Secretary

Chairperson Boardman convened the meeting at 9:08 a.m. The Chairperson asked if William Pickering, Government Relations Manager, was in attendance to provide his report. The General Counsel, Randy Hayman, explained that Mr. Pickering had been selected for grand jury duty.

The Chairperson requested Korey Gray, Compliance Officer, to address Agenda Item # 2 –DC Water Works! Employment Programs Update. Mr. Gray stated that his presentation would be in two parts. The first part would address FY 2015 contractor data, while the second part would take a more detailed look into DC Water’s pilot programs and interim work program.

DC Water’s goods and services employment data for FY 2015 reflected 545 job positions, 316 of which were filled by residents within the user jurisdictions and 103 of which were filled by District residents. During this period, there were 20 new hires, 19 of whom were from the user jurisdictions. The non-major construction projects data showed a total of 1,163 positions, 697 of which were filled by user jurisdiction residents and 164 of which were filled by District residents. The 12 new hires all came from the user jurisdictions. The major construction projects data showed a total of 2,596 positions, 1,240 of which were filled by user jurisdiction residents and 266 of which were filled by District residents. One new hire was added during this period. The Committee inquired whether this number reflected all the new hires from all possible hiring sources or just from the DC Water Opportunity Center. Mr. Gray explained that this figure reflected all hiring sources for major construction and that now, all jobs for major construction are from the job centers. The Committee expressed concern about the low new hire number. Mr. Gray explained that the current major construction projects were winding down. Also, the weather was a factor in reduced work opportunities.

Mr. Gray discussed the activity at the various job centers from October 1, 2014 – February 28, 2015. The Committee, noting the high number of visitors to the job centers, asked if the message being sent out by the centers matched expectations. Mr. Gray stated that ‘managing the message’ was very important and this would be covered in the second part of his presentation. Mr. Gray concluded this segment of his presentation with a review of the EE Cruz Job Fair held February 4, 2015 in Ward 8. The Job Fair targeted work to be done for the Poplar Point Pumping Station. The event was attended by 491 job seekers. Of the attendees, 27 were identified for follow-up interviews.

Mr. Gray turned the Committee’s attention to the second part of his presentation which covered the pilot programs and the interim work program followed by lessons learned from these programs. The goal of the Workforce Training Pilot Program was to prepare the participants to be employable after the training. Eligibility for the program was limited to then-unemployed District residents. Both Capitol Paving and Fort Myer Construction had two participants each. Capitol Paving had one participant who completed the training and was hired to be a field safety supervisor. Both Fort Myer participants completed the training. However, no one was hired as there was not a need at that time for additional employees. In the event a position opened, Fort Myer would fill the position through the appropriate union pursuant to its collective bargaining agreement. Mr. Gray summarized the lessons learned for the Workforce Training Pilot Program. The Program, overall, was somewhat successful, as the primary goal of training and certifying the participants to put them in a position of being employable was achieved. The secondary goal of retaining the trainees was not achieved. Program candidates should be screened to be sure of their interest in the construction field rather than just having a job. The contractors should tailor the training to the type of skills that are needed for a particular job and ultimately to place them in such a job. Committee members commented that the key should be to tie the training to DC Water projects. The Committee requested that DC Water follow-up with the trainees to see if the training did in fact make them more employable. The GM noted that one of the challenges is to see how trainees can get into the union referral system.

Mr. Gray then summarized the Workforce Incentive Pilot Program. The Contractors (Fort Myer and Capitol Paving) received a financial incentive equal to either 5% or 10% of the contract total depending on the number of DC resident man hours worked on a project. An incentive cap was based on the projected man-hours for each project. This Pilot Program did not achieve its intended goal. Neither contractor took full advantage of the incentives offered. When there was an occasional need for a specific type of laborer, the contractor based the hiring decision on the skill set required rather than whether the firm would receive a benefit from the incentive.

Mr. Gray then turned to the Interim DC Water Works! Program summary. The Committee was given a brief review of the program elements as well as a three year review of both total contractor workforce data and contractor new hires data. Mr. Gray discussed the lessons that were learned during the Interim DC Water Works! Program which would be applied to the Permanent DC Water Works! Program. Contractors should be made aware of the permanent program during pre-bids, kick-offs and compliance orientations. This should occur regardless of contract size. The importance of managing expectations for the permanent program was emphasized. While outreach opportunities should be undertaken, care should be given that the program is not over sold. The labor needs of the contractors should be clearly understood. The permanent program will take advantage of the contractor’s existing employment programs. DC Water should use its partners more strategically to match residents with employment opportunities. There should be a greater focus than is currently given on service (non-construction) projects. Mr. Gray concluded with the observation that local firms employ local

residents. With this in mind, the connection between DC Water's Business Development Program and local employment should be recognized. The Committee characterized the permanent program as an ongoing effort which will use both lessons learned and best practices in the industry. The General Manager informed the Committee that DC Water was negotiating a local hiring element in DC Water's Green Infrastructure Program.

The Committee members were asked if they had any emerging issues or other business to discuss. The Chairperson stated that the modifications to the procurement manual were still a work in progress. The goal is to complete the modifications and distribute to the Committee members in ample time before the next meeting.

The General Counsel, Randy Hayman, informed the Committee of the need for an executive session on cyber security. The Committee voted in open session to go into closed session. The Committee reconvened in open session and the Chairperson adjourned the meeting at 11:35 a.m.



**DISTRICT OF COLUMBIA  
WATER AND SEWER AUTHORITY**

**BOARD OF DIRECTORS**

Human Resources and Labor Relations Committee  
March 18, 2015  
Meeting Minutes

**Committee Members Present**

Edward Long, Fairfax County, Chairman  
Shirley Branch, Prince George's County  
Rachna Butani, District of Columbia

**DC Water Staff Present**

George Hawkins, General Manager  
Randy Hayman, General Counsel  
Mustaafa Dozier, Acting Chief of Staff  
Rosalind Inge, AGM Support Services  
Linda R. Manley, Board Secretary

**Union Presidents Present**

Barbara Milton AFGE 631  
Jonathan Shanks, AFGE 872  
Calvert Wilson, Rep., AFGE 2553

**1. Call to Order**

Chairman Long called the meeting to order at 9:04 a.m.

**2. Union Topics**

- A. Early out Retirement for Civil Service employees with an option for part-time retirement.

Barbara Milton requested that DC Water consider an early out retirement option for its civil service employees. She would also like the Authority to explore the Federal Government's part-time retirement program. Board members agreed to have staff review the federal programs and follow-up with the unions within five months.

- B. The Water and Sewer Department (WSD) wants numerous employees to be certified, the concern is the District of Columbia (DC) does not have regulatory oversight of operator certification programs.

Union leaders presented their concern that the Authority's expansion of its certification requirements for certain jobs exceeds DC's regulatory authority. Specifically, AFGE Local 2553 expressed concerns regarding the Utility Systems Operator positions for the Department of Distribution and Conveyance Systems (DDCS). The Union expressed concerns that certifications were being put in place without a District of Columbia regulatory body to oversee the certifications.

Mustaafa Dozier explained the certification at issue was required as part of the Water and Sewer reorganization that created DDCS. With the creation of DDCS, Utility Systems Operators grades 10 and 11 were both required to require certifications for

Human Resources and Labor Relations Committee  
Minutes for March, 18, 2015  
Page 2 of 3

“distribution” and “collections”. Distributions relate to the pumping of drinking water; and “collections” relates to the pumping of sewage.

Although there is no regulatory board in the District of Columbia, the Authority has required that operators obtain a certification. To address the lack of a regulatory board, the Authority has opted to use the Association of Board of Certifications (ABC). This body is nationally recognized and has created standards used and/or accepted by most state regulatory bodies.

In order to prepare DDCS employees to obtain Level 1 and 2 certifications in “distribution and collection” the Authority has procured training and test preparation services from the Maryland Center for Environment Training (MCET), to assist employees with their prep course. Two sessions are scheduled every Tuesday.

George Hawkins explained that although the District had not mandated certifications, the Authority’s expected these requirements to be mutually beneficial. The benefit to the Authority is the guarantee that employees are certified demonstrating they are competent in national recognized best practices in the industry. The employees will gain the benefit of a portable credential that enhanced their marketability if they chose to pursue other employment options. The new certifications support the Authority’s commitment to keep employees up to date with industry practices and new technology.

- C. Discuss DC Water requiring Commercial Driver’s License (CDL), where the job duties do not fit the requirement for a CDL. Is this requirement being used to put employees in a random drug testing pool?

Union leaders questioned the CDL requirement and wondered if the expectation was linked to implementing a random drug testing program. Federal law requires that commercial driver’s license holders be subjected to random drug testing. The Unions expressed they believed CDL requirements were pretext for random drug testing.

The Unions expressed that in some instances employees are required to possess a CDL even though they do not routinely drive CDL vehicles. Mr. Dozier explained that this was in fact true. He noted that the purpose was to ensure coverage for certain tasks when a CDL driver may be needed. He gave the example of Journeyman Electricians in DDCS. He explained these employees do not drive CDL vehicles on a daily basis. However, as electricians they could be called upon to operate a “bucket truck”, which could prove critical to performing certain industrial electrician tasks, at any given time. Accordingly, DC Water requires a CDL license even though employees do not operate such vehicles on a daily basis.

Mr. Dozier further explained that job requirements are handled by the Human Capital Management’s (HCM) Department. Departments present a list of duties that are essential for job positions and HCM is responsible for determining grade and credentials

Human Resources and Labor Relations Committee  
Minutes for March, 18, 2015  
Page 3 of 3

associated with the duties to be performed.

George Hawkins assured union leaders that the CDL requirement was not being used to put employees in a random drug testing pool. Rather, it is to provide flexibility within the workforce. Chairman Long requested a list of all CDL positions, associated job descriptions, and the frequency of CDL vehicle usage on the job. HCM's Compensation branch will present this information at the next meeting scheduled with the union presidents.

**D. Safety concerns due to shortage in staff at the Sewer Pumping division and the Wastewater Treatment Department.**

Calvert Wilson reported that management had already started addressing the safety concerns and tabled the discussion. The shortage caused by the recent reorganization of the Wastewater Treatment Department into DDCS, left many employees untrained for new posts. Mustaafa relayed that classroom training; remote-post training and on-the-job training sessions have been implemented to cross train staff. Training assessments and status updates will be addressed in AFGE 2553 future staff meetings.

**3. Executive Session**

The executive session commenced at 9:42 a.m.

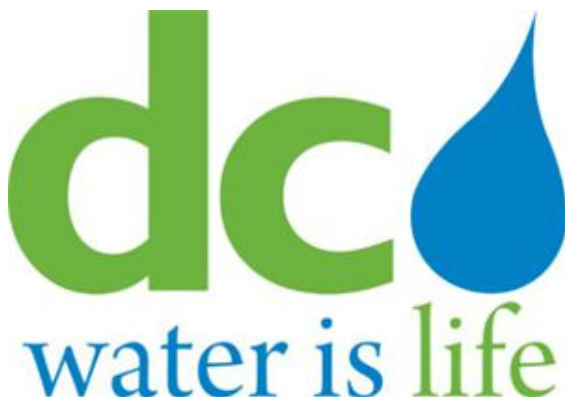
**4. Adjournment**

The meeting adjourned at 10:30 a.m.

**FOLLOW-UP ITEMS:**

- A. Staff to review DC Water's options for an early-out retirement program for civil service employees, as well as the Federal Government's part-time retirement program. A presentation will be made to union presidents within five months.
- B. HCM's Compensation branch to present CDL positions, job descriptions, and the frequency of CDL vehicle usage on the job at the next Committee meeting held with union presidents.





**Board of Directors**

**Joint Meeting of the Environmental Quality and Sewerage Services and Water Quality and Water Services Committees**

Thursday, March 19, 2015

10:15 a.m.

**MEETING MINUTES**

**District of Columbia  
Water and Sewer Authority**

**Committee Members Present**

Rachna Butani, Chairperson  
Bo Menkiti, Acting Chairperson  
Howard Gibbs  
James Patteson  
Robert Mallett  
Alan Roth  
Adam Ortiz  
Matthew Brown

**DC Water Staff Present**

George Hawkins, General Manager  
Len Benson, Chief Engineer  
Randy Hayman, General Counsel  
Linda R. Manley, Board Secretary

**I. Call to Order**

Ms. Rachna Butani, Chairperson, called the meeting to order at 10:55 a.m.. Ms. Butani informed the committee that because of the delay start, the joint meeting has been truncated to only discuss the Water Quality Monitoring, American University Parking Cleaning & Lining Project, Asset Management Program and Action Items.

**II. WATER QUALITY MONITORING**

Charles Kiely, Assistant GM for Consumer Services, reported that starting March 23, 2015 through May 4, 2015, the Washington Aqueduct's secondary treatment will change from chloramines to free chlorine disinfection, which occurs every year at this time. Mr. Kiely advised the committee that there were zero positive coliforms for the months of February and March 2015.

**III. FIRE HYDRANT UPGRADE PROGRAM**

Committee members were informed the program update would be read individually due to the time constraint.

#### **IV. AMERICAN UNIVERSITY PARK CLEANING AND LINING PROJECT**

Mr. Kiely explained the water main lining pilot will start next week and will provide a full report to the committee in April 2015.

#### **V. ASSET MANAGEMENT PROGRAM**

Len Benson, Chief Engineer, provided the committee with a brief background on the Asset Management (AM) evolution and highlighted that AM aligns with DC Water Blue Horizon 2020 Strategic Goal 8. Mr. Benson explained the AM program (AMP) is a 3- to 5- year process to develop the framework, organizational and cultural alignment to support the AM goals. George Hawkins, General Manager, added that organizational and cultural changes will be a key to the success of the AM program with the introduction of new AM processes. Mr. Benson explained the AM program will be setting annual goals for the development of modular components and identifying deliverables. Mr. Benson noted the AM annual work plan will outline the deliverables, schedule, cost, and functionality with progress being assessed by objectively evaluating what was planned as compared to what was actually delivered. Mr. Benson explained that an update on the AM program's first year accomplishments with a detailed plan forward of what it will take to implement a world-class AM program will be provided to the Committee on May 21, 2015. The committee commented that based on Mr. Benson's introduction it appeared as if there would not be an integration of the AMP into the budget process for 3- to 5- years because program is still being developed. Mr. Benson clarified that some components of the AMP that are already being included in the CIP prioritization process for FY16 due to the modular approach being implemented and will be discussed further by Mr. Alan Ispass.

Alan Ispass, CH2M Hill Director for the AMP, referenced the international standard ISO 55000:2014 to define AM. Mr. Ispass highlighted that some the characteristics resulting from a world-class AMP include the use of methods and tools to make informed, defensible decisions and to evaluate and understand the risk and consequence posed by asset failure. Mr. Ispass explained that modern AM evaluates the lifecycle of the asset to consider the overall cost of installing, operating and maintaining an asset instead of just the capital (initial installation) cost. Mr. Ispass highlighted that some of the Phase 1 accomplishments consist of an AM Policy outlining nine principles to guide future infrastructure asset decisions and an enterprise risk framework to be used for all types of assets.

The committee inquired as to whether appropriate inventory management can be or is being used to inform other disciplines (e.g. accounting, depreciation). Mr. Ispass explained that Gatsby 34 does incorporate principles of asset management but that in practice many organizations are still in the early stages of applying the concepts. The committee inquired as to how the market rewards achieving a world class AM program and what are other positive consequences. Mr. Ispass explained that it takes many years for an AM program to mature into a state where the overall cost savings are realized; such as in Australia, where they have experienced savings of 10-15% in operations and maintenance (O&M) cost. Mr. Hawkins commented that in the short-term, savings may not be realized; however, the AMP will enable more effective capital investments decisions. The committee asked if capital and O&M prioritization investments would include a business case analysis. Mr. Ispass responded that Phase 2 of the AMP will include development of a business case evaluation procedure for use by staff in evaluating proposed investments. Mr. Ispass further highlighted Phase 1 accomplishments by noting that the capture of over 20,000 assets in the Computerized

Maintenance Management System (CMMS) inventory has enabled the generation of automated work orders, which coupled with implementing standard operating procedures (SOP), has resulted in a significant reduction in emergency work orders at Blue Plains over the last 9 months. The committee asked how the authority is performing in terms of satisfying necessary O&M and Preventative Maintenance (PM) work orders. Mr. Ispass responded that the CMMS has reduced back-log work orders; more specific data, including staff feedback as to how they are adjusting from reactive to predictive maintenance, will be provided at the next committee meeting presentation on the AMP. Mr. Ispass concluded the presentation with a chart depicting the three phases for the AMP that illustrates that the majority of the efforts will be transferred from the consultant to DC Water during Phase 3 (approximately 3 years after AMP program development was formerly initiated). Additionally, Mr. Ispass emphasized the need to build capacity and competency to continue the AMP. The committee inquired when the authority will have an AM manager in-place to manage the program. Mr. Benson responded that efforts are underway to recruit an AMP Manager. Mr. Hawkins added that the new Chief Operating Officer, Mr. Biju George, has significant AM experience and will be instrumental with recruiting a qualified candidate for AM manager position.

#### **VI. AWTP STATUS UPDATES**

Committee members were informed the program update would be read individually due to time the constraint.

#### **VII. STATUS UPDATE: POTOMAC INTERCEPTOR SEWER**

Committee members were informed the program update would be read individually due to time the constraint.

#### **VIII. ACTION ITEMS – JOINT USE**

1. Contract No. WAS-12-007-AA-SH, Nutri-Blend
2. Contract No. 15-PR-DET-03, RJN Group
3. Contract No. WAS-12-026-AA-JR, MC Dean
4. Contract No. DCFA #445, O'Brien & Gere

Ms. Theresa Scott presented Action Items 1, 2, 3 and Mr. Len Benson presented action item 4.

Action Item 1 is a request to exercise option year three of the contract to distribute class B biosolids to farms, compost facilities, and reclamation sites. The committee inquired as to why this option was necessary in light of the digester project (which produces Class A biosolids). Mr. Bailey explained that we are not certified by the appropriate agency as of yet as producing Class A biosolids and thus we need to continue to distribute our biosolids as Class B until the Class A certification is in hand.

Action Item 2 is a request to install flow monitoring and rain gauges in portions of the sanitary sewer collection system. The committee inquired on whether this contract entails more than installing rain gauges and monitoring flows. Ms. Scott deferred the question to Mr. Benson. Mr. Benson responded that Engineering will expand the current Mike Urban sewer model, and that

flow measurements by this contractor will be used to calibrate the model. The committee commented that contract value is the median of the proposal range and asked what selection criteria were used to select the firm. Mr. Benson explained the evaluation criteria to the satisfaction of the committee.

Action Item 3 is a request to exercise option year two of a contract to perform annual corrective and preventative maintenance services. Ms. Scott noted a correction to the requested option year value to be \$677,286.82, which will be corrected in the final fact sheet.

Action Item 4 is a request for a supplemental agreement for engineering services during construction for the Poplar Point Pumping Station Replacement. It was noted that there were no planned future supplemental agreements for this contract.

### **ACTION ITEMS – NON-JOINT USE**

1. Contract No. 14-PR-CCO-06, Mueller Systems, LLC

Ms. Theresa Scott presented Action Item 1.

Action Item 1 is a request to provide positive displacement flow meters at residential and small commercial service sites.

The Committee will recommend all action items to the Board for action.

### **IX. ADJOURNMENT**

The meeting was adjourned at 11:56am.

#### **Follow-up Items**

1. Report on the back-log improvements and benefits of the CMMS in maintenance crew redeployment at a future EQSS committee meeting.
2. Provide a full report on the water main lining pilot at a future WQWS committee meeting.



**DISTRICT OF COLUMBIA  
WATER AND SEWER AUTHORITY  
Board of Directors**

*Audit Committee*

*Thursday, March 26, 2015*

*9:00 a.m.*

*Meeting Minutes*

**COMMITTEE MEMBERS PRESENT**

Nicholas Majett, Chairman  
Shirley Branch, Committee Member

**INTERNAL AUDIT STAFF PRESENT**

Dan Whelan, McGladrey LLP  
Jennifer Murtha, McGladrey LLP  
Charles Barley Jr., McGladrey LLP  
Jill Reyes, McGladrey LLP  
Kelly Johnson, McGladrey LLP

**DC WATER STAFF PRESENT**

Mark Kim, Chief Financial Officer  
Mustafa Dozier, Acting Chief of Staff  
Meena Gowda, General Counsel's Office  
Linda Manley, Secretary to the Board

**EXTERNAL AUDIT STAFF PRESENT**

Paul Geraty, KPMG  
Steve Max, KPMG  
Richard McLean, KPMG

**Call to Order (Item 1)**

The audit committee meeting began at 9:40 a.m. The meeting was called to order by Mr. Majett. Mr. Majett then turned the meeting over to Mr. Kim.

**FY 2014 Financial Statements (Item 2)**

Mr. Kim presented the FY 2014 financial results, indicating a strong financial position and double digit growth over the previous year. The results were in line with expectations and consistent with historical performance; including maintenance of string credit ratings during the year.

Mr. Kim spent a few moments describing the Authority's revenue structure, noting that there is not one revenue source that makes up more than 28% of the mix, and that all but one source showed an increase year-over-year. The one source of declining revenues is from the Federal Government. The Authority believes there are three drivers to the decline: An Executive Order to reduce energy consumption (including water conservation) by 2% per year; a publicly announced effort by the GAO to downsize the

Federal footprint by converting Federal land to other uses, such as the Old Post Office being sold for a future hotel project; and the high percentage of Federal customers that are billed based upon estimated consumption due to restricted access facilities.

Mr. Majett asked whether overall water usage is declining, and Mr. Kim stated that DC Water projects a 1% long-term rate of decline and consumption, which requires a rate increase of 1% just to get to the same place from a revenue standpoint. Year over year, more recently, Mr. Kim further explained that the current decline in consumption is closer to 2-2.5%. The Authority is still comfortable with the 1% long-term assumption.

Mr. Kim then described the operating expenditures were relatively flat year over year, as a result of increased operating expenditures being offset by a decline in payment-in-lieu of taxes (PILOT) due to a renegotiated agreement.

Mr. Majett asked whether there was a correlation between a drop in water usage/consumption and the amount it costs to produce. Mr. Kim stated that there is some correlation, but that the Authority maintains a high percentage of fixed costs (approximately 70%) that remains even if none of the customers use the service.

Mr. Kim then described the capital program spending is at its peak, with strong growth in capital assets. He explained the impact to the balance sheet as assets are completed and put into service, and how the reductions in construction in progress will result in increases to the infrastructure asset categories.

### **External Auditors Report of Fiscal 2014 Financial Statements (Item 3)**

Mr. Kim turned the meeting over to Mr. Geraty, who presented the required communications the external auditor is to prepare for those charged with governance of the Authority. Mr. Geraty stated that KPMG issued a “clean” or unmodified opinion on the FY 2014 Financial Statements, which is the highest level of assurance that can be given. KPMG also issued a report on internal control, required by government auditing standards, noting no Material Weaknesses and three (3) Significant Deficiencies. There is also a report on Compliance, noting no instances of non-compliance with laws, regulations, or contracts that would be material to the financial statements. KPMG also issued a management letter, noting opportunities for continuous improvement.

Mr. Geraty then reviewed the required communications for significant financial estimates contained in the financial statements (no uncommon estimates, reasonably estimated), audit differences and adjustments (none that were material), any disagreements with management (none).

Mr. Majett requested clarification on note 12C for “Significant and Unusual Transactions”.

Mr. Geraty then turned the presentation over to Mr. Max, for discussion of the Information Technology General Controls (ITGC) testing and results. Mr. Max described the ITGC process and how it supports the overall audit. Mr. Max went on to describe the Significant Deficiency related to IT and the management comments noted, also providing a comparison to the prior year, noting significant improvements.

Mr. McLean then introduced the two Significant Deficiencies on the financial side, related to improving time and attendance processes, and the reporting of Conflicts of Interest at the Board-level, along with updating the Ethics policy.

Mr. Majett inquired whether these items are included in the open items discussed at the previous meeting. Mr. Kim clarified that those items are handled by the Internal Auditors, and these items are not included in that listing.

Mr. Kim also supplied an updated status of what management has done to-date to address these three Significant Deficiency items, with the expectation that they will be remediated by fiscal year end. There was discussion amongst the attendees for timesheet approval and the risks involved.

Finally, Mr. McLean discussed the results of the Authority's Single Audit, which is the audit of the Authority's Federal award programs, noting KPMG issued an unmodified "clean" opinion on compliance with the laws and regulations of the program audited (EPA's Safe Drinking Water Act program), and did not identify any questioned costs for internal control findings.

At the conclusion of the External Audit presentation, Mr. Kim reminded the Committee that this was the second year of audit by KPMG, with a significant amount of improvement shown, with reduction from five (5) Significant Deficiencies down to three (3), and from twenty-six (26) individual management comments down to ten (10), and the Authority is committed to a strong compliance culture and working with two of the best firms in the country, as well as a dedicated staff, lead by Controller, John Madrid in driving the Authority forward. The Committee then recognized Mr. Madrid and attending staff members.

#### **Review of Internal Audit Status (Item 4)**

Mr. Kim turned the meeting over to Mr. Whelan from McGladrey LLP to review the status of the FY15 audit plan. Mr. Whelan announced that as a result of the delayed Audit Committee meetings (due to weather), the Internal Audit plan was modified at the permission of the Chairman, as a result of the Committee's concerns over Procurement at the last meeting in October, and subsequent research performed by the internal auditors. The audit will focus on the pre-award and selection process, follow-up on previously identified recommendations, and will begin in April.

Mrs. Murtha reviewed the Internal Audit Matrix, describing the color-coding and where the Committee can track the inherited open items from the previous auditors, as well as illustrating the audits in process and what is being issued today.

Mr. Majett asked for clarification on the number of open items, and Miss Johnson stated the number at the close of the October meeting was 82.

Mr. Whelan then reviewed the Procurement Memo, summarizing the audits and other consulting projects performed over the past five years, as well the results, in support of the change to the internal audit plan.

Miss Johnson then reported on the process for updating and reporting the current status of the prior audit findings, which were 82 at October. There are 44 Open items, 19 that were Closed, and 14 that management indicates are closed but have not yet been tested due to pending documentation. There are also 5 items in Action Deferred status, which indicates that resources are not going to be available for a year or longer to properly address the item or the issue is dependent on another open item before it can be addressed.

Miss Johnson explained that the status of the items has also been presented by Business Unit and Theme. She stated that the new estimated completion dates, as presented by management, will be used to track timeliness of completion, and that at the next Audit Committee meeting, the status report will also include past due items based upon those dates. She also stated that some of the dates are fairly far out, such as February 2016, as a result of collaboration between several departments and reliance on IT solutions.

Mrs. Reyes introduced the Intellectual Property report and results, discussing the timing of issuing an internal controls audit and program assessment even though the program is in its infancy. Mrs. Reyes reminded the Committee that due to the Authority's unique standing as one of the only public sector agencies in the IP business, there are few benchmarks or best practices and comparisons that can be made, with the closest benchmark being the university setting. Mrs. Reyes stated the report outlines the current and desired future states of the program, with an explanation of the obstacles to get there. She stated that the primary obstacles relate to funding and personnel resources.

Mrs. Reyes noted five opportunities for improvement, from documented policies and procedures to contract language and valuation of assets. She stated these items would be added to the listing of ongoing follow-up of open items based upon the agreed-upon completion dated.

Mr. Whelan then introduced Mr. Saul Kinter from the Innovations team, who addressed the Committee to explain the actions to-date and planned actions, as well as management's commitment to a robust program, and their pleasure with the process working with the internal auditors.

Mr. Whelan explained that an External Communication Plan has been provided to the Committee, and that a quarterly meeting between Internal Audit, Department of Security, the Chief of Staff/Labor Relations and the OGC will be added, as well.

Miss Johnson gave a brief update of the Fraud Hotline calls, and Mr. Whelan confirmed that due to reaching the end of the Committee meeting time, with another Committee meeting to follow, the Executive Session will be postponed to the April 23 Audit Committee meeting.

#### **Executive Session (Item 5)**

Postponed to April 23 meeting.



**Adjournment (Item 6)**

At 10:55a.m., the meeting was adjourned by Mr. Majett.

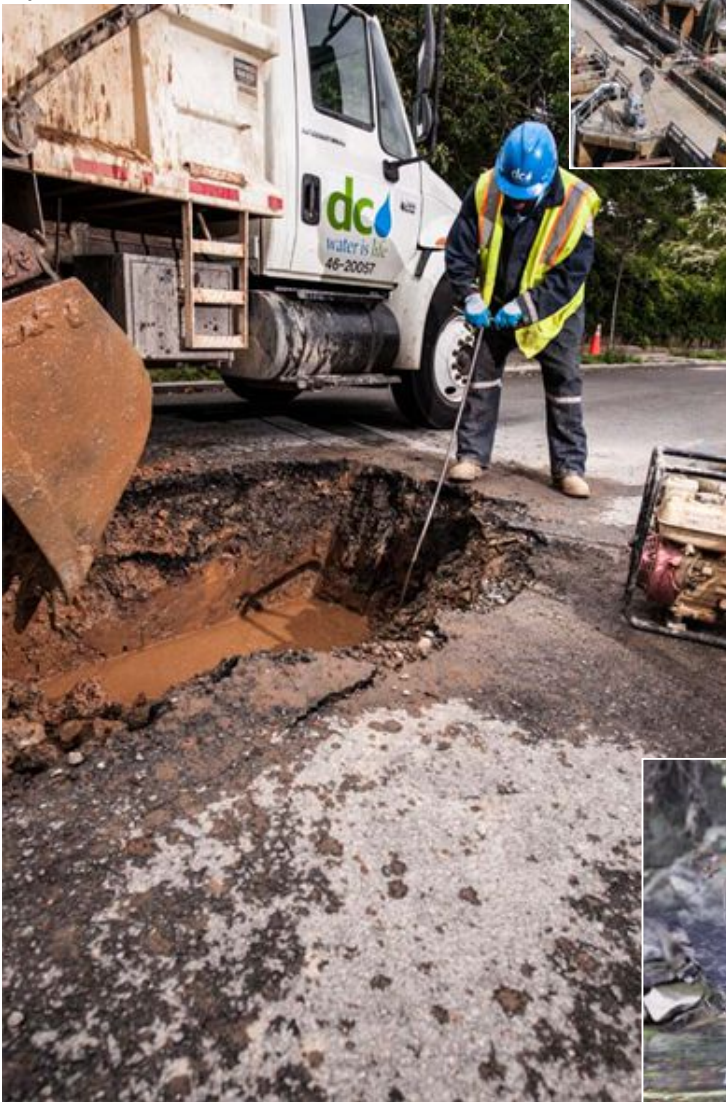


DISTRICT OF COLUMBIA  
WATER AND SEWER AUTHORITY



## GENERAL MANAGER'S REPORT

George S. Hawkins  
General Manager  
April 2015



Water is life

RM: FY 2015-05

**Table of Contents**

**Executive Summary.....I**

**Message from CFO .....V**

**Organizational Performance Dashboard .....i**

**Financial Highlights .....1**

    Financial Performance Summary ..... 1

    Revenues and Operating Expenses ..... 2

    Capital Spending..... 2

    Operating Cash and Receivables ..... 3

    Investment Earnings..... 3

    Investment Yield..... 4

**Customer Care and Operations Highlights.....5**

    Customer Service ..... 5

    Fire Hydrants ..... 6

    Permit Processing..... 7

**Low Income Assistance Program.....8**

    SPLASH Program..... 8

    Customer Assistance Program(CAP) ..... 8

**Operational Highlights .....9**

    Drinking Water Quality..... 9

    Waste Water Treatment ..... 10

    Water Distribution Operations..... 11

    Water Balance ..... 11

    Sewer System Operations ..... 12

    Combined Sewer System..... 12

    Human Resources ..... 13

    Electricity Usage Summary..... 14

    Electricity Usage by Service Area ..... 14

    Safety ..... 15

    Vendor Payments ..... 15

**Interpretation of Charts ..... A**

**Color Key**

<b>Red</b>	<b>Did not meet Target</b>
<b>Yellow</b>	<b>Missed Target but within acceptable range</b>
<b>Green</b>	<b>Met/Exceeded Target</b>
<b>Gray</b>	<b>Budget/Target Value</b>
<b>&lt;transparent&gt;</b>	<b>Green/Yellow/Red based on comparison</b>

## EXECUTIVE SUMMARY

Greetings to the Board!

### **DC Water Awarded Harvard University Grant**

DC Water has been awarded a grant from Harvard University to develop an innovative financing model for green infrastructure (GI). The Social Impact Bond Technical Assistance Lab (SIB Lab) at Harvard Kennedy School will work with DC Water to explore the use of Pay for Success (PFS) models to develop GI storm water solutions designed to improve water quality, mitigate the impacts of climate change, and promote environmental, socio-economic and health benefits. In the Pay for Success model, governments partner with private sector investors who provide up-front funding to promising service providers. Investors only receive a repayment from the government if the service provider's work is measurably successful. DC Water was one of five grant recipients, along with the states of Arkansas and Nevada, the Commonwealth of Pennsylvania, and the city of San Francisco.

### **External Affairs**

#### *Website*

Session totals for the period of February 16, 2013 through March 15, 2014:

- Total Sessions: 84,973
- Total New Sessions: 46,808

#### *Government Relations*

General Manager Hawkins participated in an oversight hearing before DC Council Committee on Public Works and the Environment on March 4, 2015. The hearing discussed DC Water's Fiscal Year 2014 performance and the Fiscal Year 2016 proposed budget and rates. One public witness testified before the committee related to the application of the impervious area charge (IAC) on their homeowner association. Councilmembers Mary Cheh (Ward 3) and Charles Allen (Ward 6) participated in the question and answer portion of the hearing, covering topics from energy conservation to rate increases. Overall, the tenor of the hearing was positive and cordial.

#### *Media Relations*

- *Washington Business Journal* ran a cover story February 27 on DC Water's Clean Rivers Project. It included photos and graphics and interviews with George Hawkins and Carlton Ray.
- *Marketplace* ran a story on DC Water's Clean Rivers Project on Monday, February 23. OEA had worked with Scott Tong for a tour of DC Water and key interviews with several DC Water staff members.
- *Marketplace* ran a story on DC Water's anaerobic digestion project on Friday February 27.
- *Washington City Paper* ran an article on water main breaks and DC Water's communication efforts.
- *Water and Wastes Digest* ran an article on the CAMBI project on March 3rd.
- The Office of External Affairs proactively communicated tips for keeping pipes from freezing and bursting.
- OEA managed dozens of media inquiries regarding water main breaks.

## EXECUTIVE SUMMARY

### *Press releases and media advisories:*

- 3/12: DC Water Awarded Grant from Harvard University to Develop Innovative Green Infrastructure Financing Model
- 2/25: DC Water helps Ward 3 customers prepare for local water pressure increase
- 2/20: DC Water Concludes Investigation after December 2014 Drinking Water Advisory
- 2/18: Reports of Frozen or Broken Pipes in Homes Spike Due to Cold Temperatures
- 2/18: DC Water Hires Chief Operating Officer to Oversee Operations
- 2/18: DC Water CEO/GM named to board of North American Electric Reliability (NERC) Corporation

### *Award Submissions (Strategic Initiative 2.1.3)*

- The Clean Rivers Project won an award from the AAEEES Engineering Awards to be awarded at the National Press Club in April.
- OEA submitted an entry for the AAEEES Environmental Communications Award.
- OEA is working on one Bronze Anvil (PRSA National) Awards—media and social media—for 2014, due March 17.
- OEA submitted an award nomination for the WEF Schlenz Public Education Award, due April 1. OEA nominated Ashley Halsey and Bonnie Berkowitz for their work in 2014 to advance the understanding and awareness of water/wastewater infrastructure.

### *Customer Newsletter*

The March customer newsletter included a front-page article on what exactly cross-connections are and how they affect the distribution system. It also included tips for Fix-a-Leak Week and a spotlight on the Rock Creek Conservancy. The GM message invited applications for the internship program and two box ads advertised 1) the upcoming Town Hall meetings and 2) April is Earth Month – how to get involved.

### *Meetings/Presentations/Events*

- DC Water conducted a taste test and provided information about water quality, water conservation and TapIt Metro DC during the George Washington University Employee Wellness Fair.
- DC Water hosted a public informational meeting for Ward 3 residents in support of its Pressure Zone Improvement Program. The primary purpose was to make those residents who will experience high water pressure inside their homes as a direct result of the project fervently aware of the need to have a pressure-reducing valve installed. This meeting was further supported by a full outreach campaign, similar to that for the annual town halls, and there were approximately 50 residents who attended.

### *Drinking Water Marketing and Communications*

- DC Water promoted TapIt Metro D.C. and facilitated a taste test (bottled vs. tap) at the George Washington University's Employee Health and Wellness Fair.
- DC Water published a final report on the investigation that followed the drinking water advisory issued for parts of NW Washington in December 2014.
- DC Water participated in the quarterly meeting of the Potomac River Drinking Water Source Protection Partnership.

## EXECUTIVE SUMMARY

- DC Water attended the Smarter DC launch event to share information with commercial property owners about water quality, water efficiency and TapIt Metro D.C.
- DC Water participated in training for the EPA's Water Contamination Information Tool (WCIT) along with staff from the Washington Aqueduct and WSSC.

### *Tours*

- 8 students, George Washington University
- 16 guests of Finance- Wholesale Customers
- 21 students, Lorien Wood Junior High School
- 60 students, Maret School
- 25 guests from US Green Building Council
- 25 students, St. John's College High School
- 25 students, University of Maryland
- 25 guests from Global Environment Technology Foundation
- 7 guests of Risk Management
- 23 students, Gonzaga College High School
- 6 guests, State Department Sustainable Urban Development Group
- 25 students, Georgetown University

### *Social Media*

Our social media presence continues to grow and ratepayer sentiment on social media was generally positive and sympathetic to us. We received a few positive mentions from local media outlets and Councilmember Charles Allen commended our digital engagement efforts during DC Water's oversight hearing.

We are beginning to see some decline in our Facebook metrics as they continue to refine their algorithm and push Fan pages owned by organizations toward paid media.

## EXECUTIVE SUMMARY

<b>Twitter</b>		<b>% change from previous 30 days</b>	<b>Growth since 10/1/14</b>	<b>% growth since 10/1/14</b>
New Followers	524	6%	2,387	
Total Followers	9,553	6%	2,387	33%
Mentions	1,254	43%	4,282	n/a
Retweets	516	-17%	2,856	n/a
<b>Facebook</b>				
New Fans	27	1%	156	
Total Fans	1797	2%	156	8%
Impressions	80.6K	-16%	385K	
Users	33.4	-28%	171K	
Interactions	1.1K	-16%	5.6K	
<b>Instagram</b>				
Total Followers	266	7%	179	305%
New Followers	17	-50%	179	
Likes	255	15%	860	
Comments	40	100%	140	

## SUMMARY OF FINANCIAL ACTIVITIES FROM THE CFO

At the end of February 2015, with approximately 42 percent of the fiscal year completed, we are on track with budgetary expectations and targeted performance metrics.

### **Operating Revenues & Receipts**

Cash receipts totaled \$239.0 million, or 44 percent of the revised FY 2015 budget of \$542.6 million. Several categories of customers make payments on a quarterly basis, including the Federal Government (which made their first quarterly payment in October), District government, and wholesale customers.

### **Operating Expenditures**

Operating expenditures (including debt service, the right of way and PILOT fees) totaled \$183.6 million, or 36 percent of the revised FY 2015 budget of \$516.0 million. These numbers include estimated incurred but unpaid invoices and are subject to revision in subsequent reports.

### **Capital Disbursements**

Capital disbursements totaled \$243.2 million, or 39 percent of the revised FY 2015 disbursements budget of \$625.3 million. Lower than planned disbursements are largely attributable to favorable positions in Combined Sewer Overflow, Capital Equipment and AMR/CIS.

### **Cash Reserves and Investments**

The operating reserve balance was \$148.1 million as compared to the FY 2015 operating reserve level objective of \$125.5 million. The balance in the Rate Stabilization Fund Account remained unchanged at \$22.5 million since September 2014. The CSO LTCP Appropriations Account balance is \$27.4 million.

### **Overall Portfolio Performance**

DC Water's total investment portfolio performed well and complied with the Authority's Investment Policy. Returns exceeded the established benchmarks for short term (less than one year) and core (one plus years) funds. Operating funds interest income for February (on a cash basis) was \$19,694 with year to date totals of \$518,527 as compared to the budget of \$511,652 for the year.

### **Highlights:**

- Debt Refinancing Update – Pricing and sale scheduled for February 18, 2015 has been postponed indefinitely based on market conditions
- DC Water Town Hall Meetings are scheduled to begin in April
- Development and publication of the Approved FY 2016 Budget Books are underway
- FY 2017 Proposed Budget Kickoff meeting is scheduled for May 12, 2015









## ORGANIZATIONAL PERFORMANCE DASHBOARD (FEBRUARY, 2015)

### Financial Highlights

<b>Net Operating Cash</b> Actual <b>50647</b> Target <b>19550</b> (\$ tho)	<b>Operating Revenues</b> Actual <b>239</b> Target <b>226</b> (\$ mil)	<b>Operating Expenses</b> Actual <b>184</b> Target <b>215</b> (\$ mil)	<b>Capital Disbursements</b> Actual <b>243</b> Target <b>262</b> (\$ mil)
<b>Operating Cash Balance</b> Actual <b>176</b> Target <b>126</b> (\$ mil)	<b>Delinquent Account Receivables</b> Actual <b>2</b> Target <b>3</b> (%)	<b>Core Investments Yield</b> Actual <b>0.69</b> Target <b>0.46</b> (%)	<b>Short Term Investment Yield</b> Actual <b>0.34</b> Target <b>0.01</b> (%)

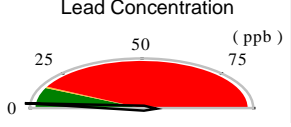
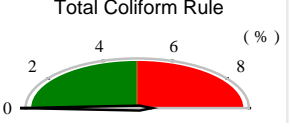
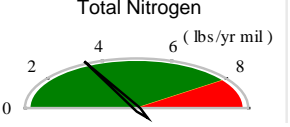
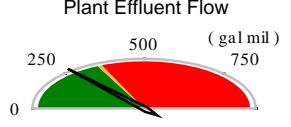
### Customer Care and Operations Highlights

<b>Call Center Performance</b>  Feb <b>72</b> 85 (% of calls rec)	<b>Command Center Performance</b>  Feb <b>77</b> 85 (% of calls rec)	<b>First Call Resolution</b>  Feb <b>83</b> 75 (% of calls rec)	<b>Emergency Response Time</b>  Feb <b>91</b> 90 (% of calls rec)
<b>Fire Hydrants out of Service</b>  Feb <b>63</b> 96 (count)	<b>Fire Hydrant Insps. and Maint.</b> <b>35</b> (count)	<b>Fire Hydrants Replaced</b>  Feb <b>40</b> 250 (YTD count)	<b>Permit Processing within SLA</b> <b>88</b> (%)

### Low Income Assistance Program

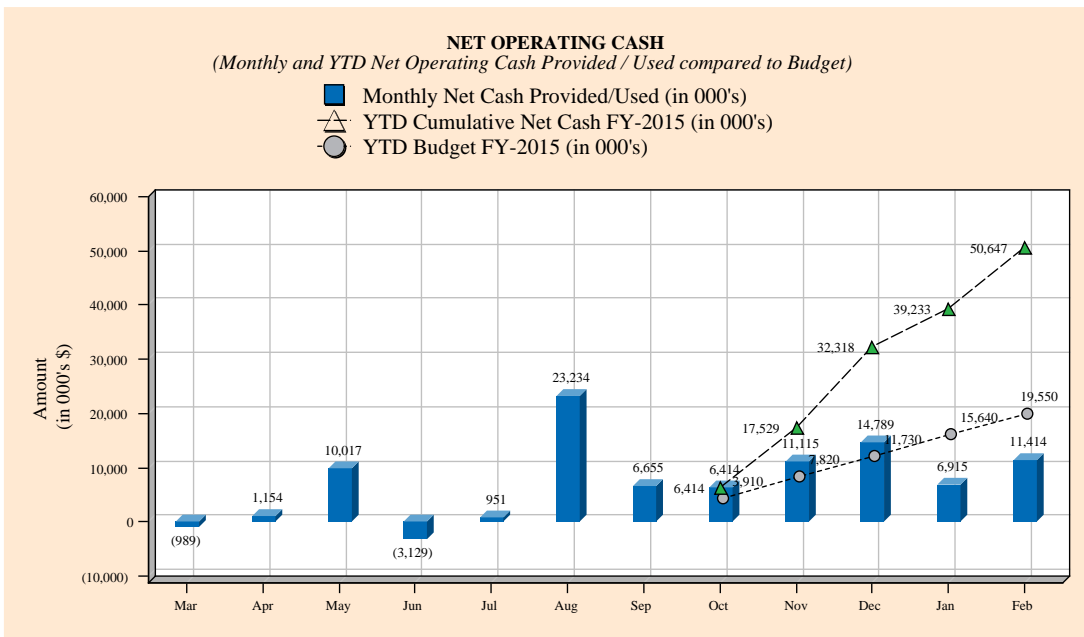
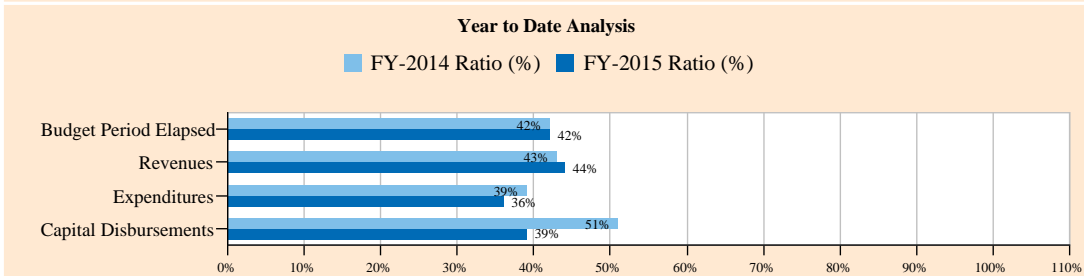
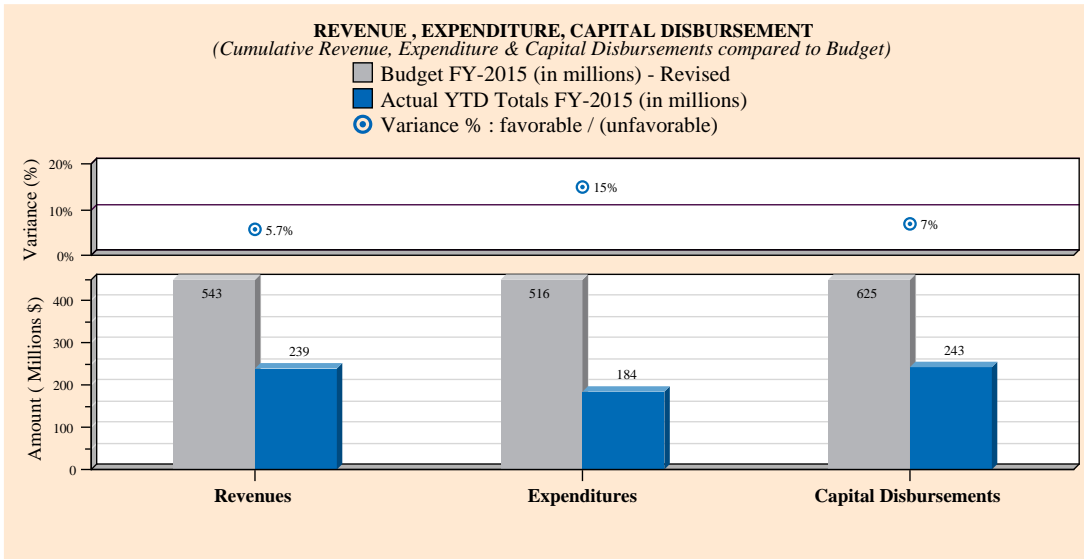
<b>Splash Contributions</b> Actual <b>50</b> Target <b>33</b> (\$ tho)	<b>Customer Assistance Program</b> Previous <b>101</b> Current <b>108</b> (\$ tho)
---	---

### Operational Highlights

<b>Lead Concentration</b>  50 (ppb)	<b>Total Coliform Rule</b>  4 (%)	<b>Biosolids Production</b> <b>481</b> (wet tons)	<b>Total Nitrogen</b>  4 (lbs/yr mil)
<b>Plant Effluent Flow</b>  500 (gal mil)	<b>Excess Flow</b> <b>0</b> (gal mil)	<b>Water Main Leaks</b> <b>113</b> (count)	<b>Water Valve Leaks</b> <b>1</b> (count)
<b>Non-Revenue Water</b> Sold <b>8</b> Purchased <b>12</b> (CCF mil)	<b>Sewer Main Backups</b> <b>3</b> (count)	<b>Sewer Lateral Backups</b> <b>205</b> (count)	<b>Dry Weather CSO</b> <b>0</b> (events)
<b>Recruitment Activity</b> Filled <b>11</b> Open <b>90</b> (count)	<b>Electricity Usage</b> <b>28173</b> (MWh)	<b>Employee Lost Time Accidents</b> <b>7</b> (count)	<b>Vendor Payments</b> Actual <b>97</b> Target <b>97</b> (%)

**FINANCIAL HIGHLIGHTS**

**FINANCIAL PERFORMANCE SUMMARY**



Net cash to date for February was above budget by \$31 Million

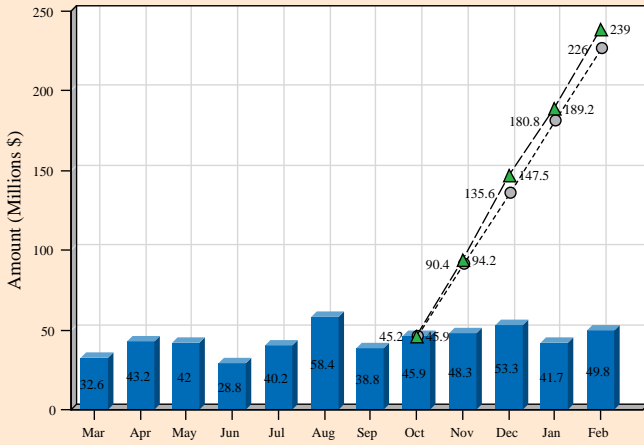
FINANCIAL HIGHLIGHTS

REVENUES AND OPERATING EXPENSES

OPERATING REVENUES

Monthly & Cumulative Revenue compared to YTD Budget

- Actual Monthly Revenue
- △ YTD Cumulative Revenue FY-2015
- YTD Cumulative Budget FY-2015

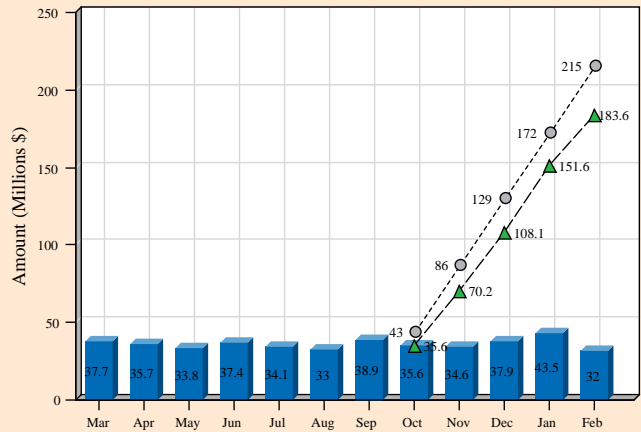


Revenue to date for February was above budget by \$13 Million

OPERATING EXPENSES

Monthly & Cumulative Expenditure compared to YTD Budget

- Actual Monthly Expenses
- △ YTD Cumulative Expenditure FY-2015
- YTD Cumulative Budget FY-2015



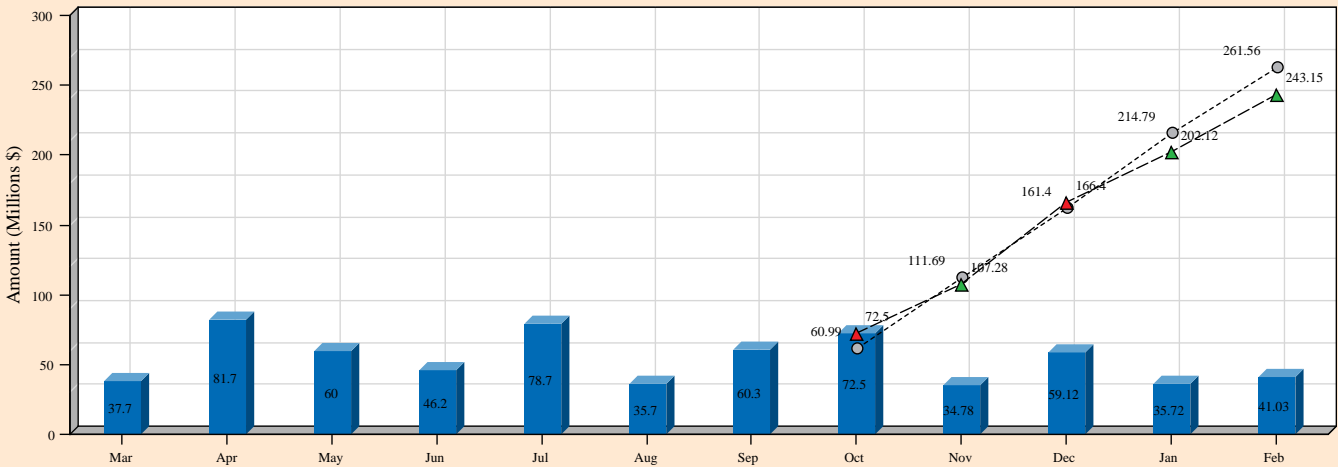
Expenditure to date for February was below budget by \$31 Million

CAPITAL SPENDING

CAPITAL DISBURSEMENTS

Monthly & Cumulative Disbursements compared to YTD Budget

- Actual Monthly Disbursements
- △ YTD Cumulative Disbursements FY-2015
- YTD Cumulative Budget FY-2015



Disbursements to date for February were below budget by \$18 Million

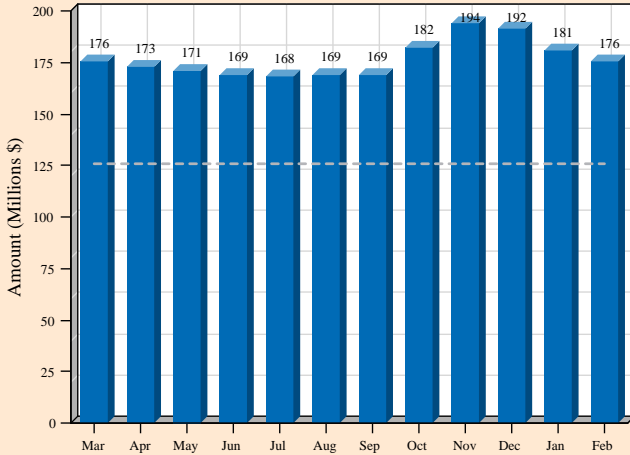
FINANCIAL HIGHLIGHTS

OPERATING CASH AND RECEIVABLES

OPERATING CASH BALANCE

Average Daily Cash Balance compared to Operating Reserve Target

- Actual Cash Balance
- Operating Reserve Target - (126 Million)

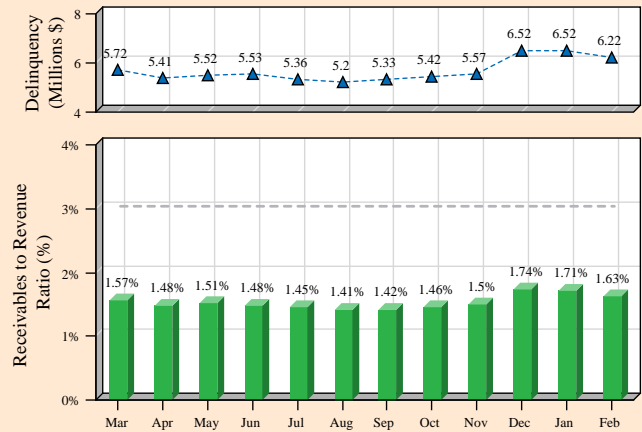


Cash Balance for February was above target by \$50 million

DELINQUENT ACCOUNT RECEIVABLES

Delinquency & Receivables to Revenue Ratio compared to Target

- Receivables to Revenue Ratio
- Delinquencies (in millions)
- Target: Receivables to Revenue Ratio (3%)



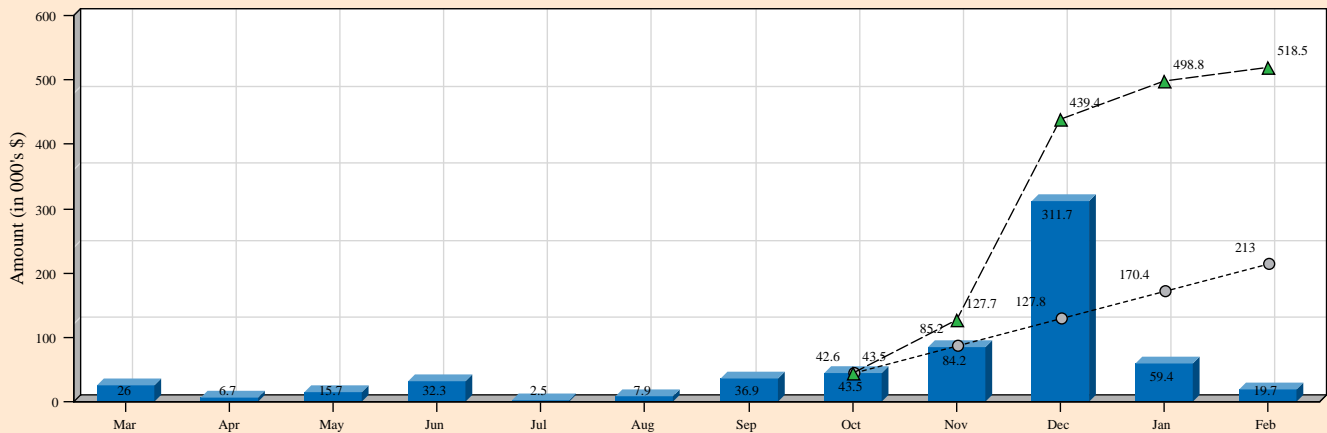
February Receivables to Revenue Ratio 1.6%, Delinquency \$6.2 Million

INVESTMENT EARNINGS

INVESTMENT CASH EARNINGS

Monthly & Cumulative Earnings compared to YTD Budget

- Monthly Earnings (in 000's)
- YTD Cumulative Earnings FY-2015 (in 000's)
- YTD Cumulative Earnings Budget FY-2015 (in 000's)



Earnings to date for February were above Projected Budget by \$306,000

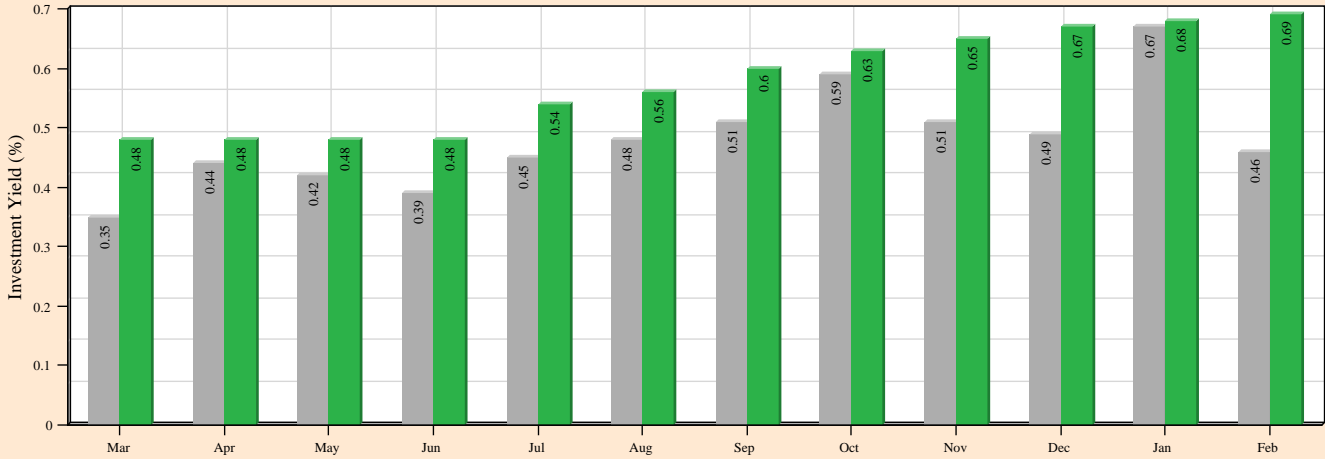
FINANCIAL HIGHLIGHTS

INVESTMENT YIELD

CORE INVESTMENTS YIELD

Monthly Yield compared to Merrill Lynch Benchmark

- Actual Monthly Yield (%)
- Merrill Lynch 1-3 Year Treasury Index - Book Value (%)

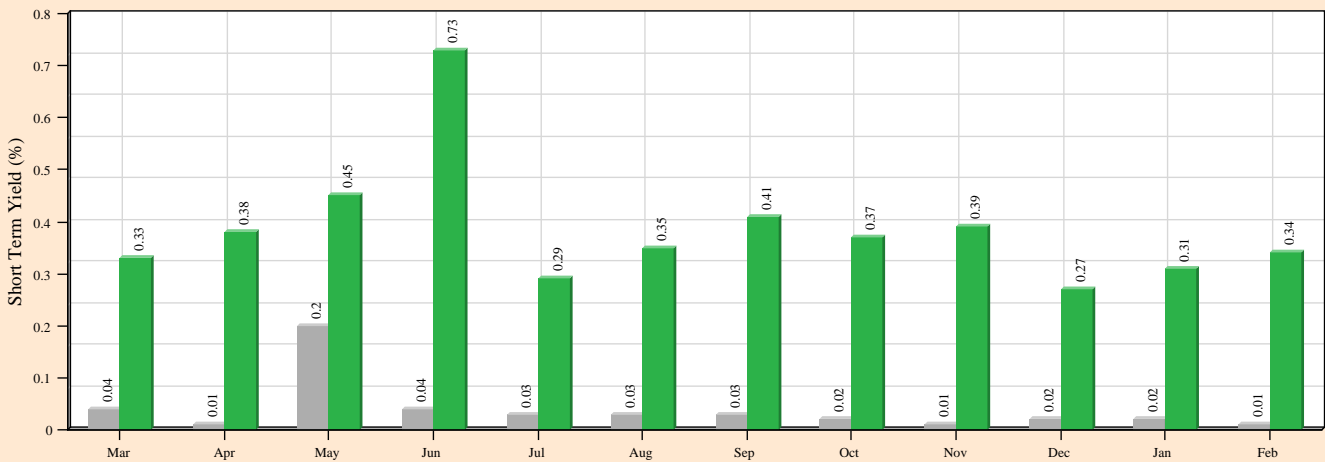


Yield for February was higher than the treasury index by 0.23%

SHORT TERM INVESTMENT YIELD

Short Term Yield compared to Merrill Lynch Benchmark

- Actual Monthly Yield (%)
- Merrill Lynch 3-Month Treasury Index - Book Value (%)



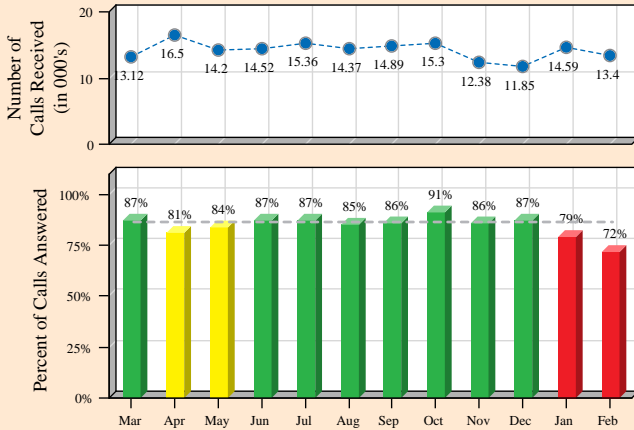
Short Term Yield for February was above than the Merill Lynch yield by 0.33%

CUSTOMER CARE AND OPERATIONS HIGHLIGHTS

CUSTOMER SERVICE

**CALL CENTER PERFORMANCE**  
Calls Answered within 40 Seconds compared to Target

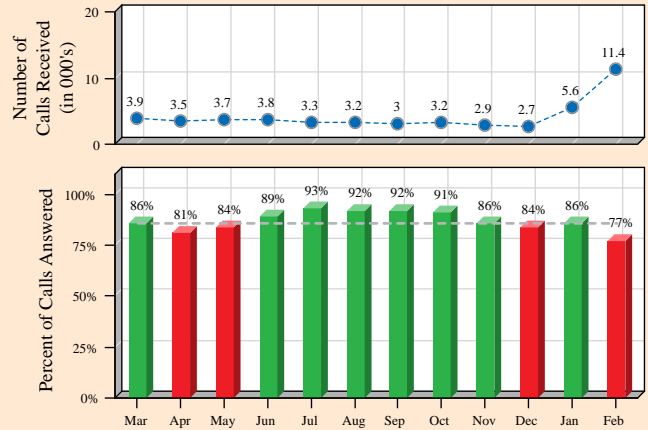
- Call Center: Calls answered (%)
- No of Calls - Call Center (in 000's)
- - - Target -Call Center (85%)



Performance for February was below target by 13%

**COMMAND CENTER PERFORMANCE**  
Calls Answered within 40 Seconds compared to Target

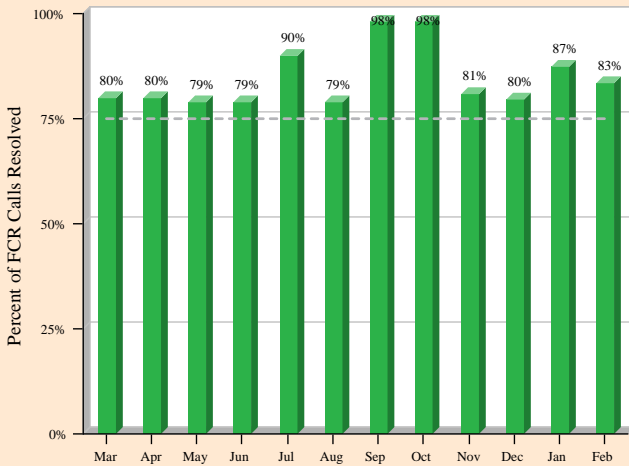
- Command Center: Calls answered (%)
- No of Calls - Command Center (in 000's)
- - - Target -Command Center (85%)



Performance for February was below target by 8%

**FIRST CALL RESOLUTION (FCR)**  
Calls resolved on first contact compared to Target

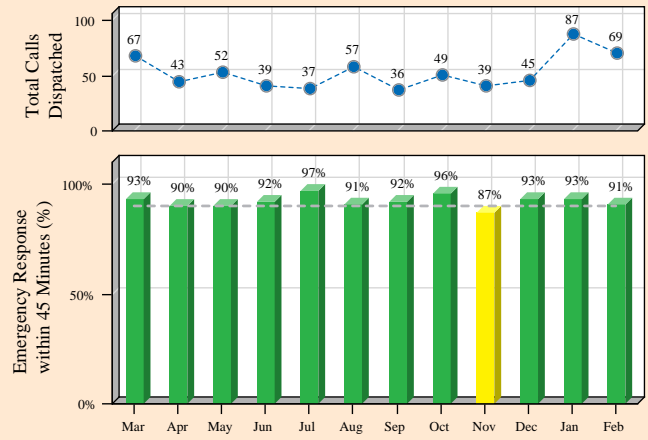
- FCR (%)
- - - FCR Target (75%)



Performance for February was above target by 8%

**EMERGENCY RESPONSE TIME**  
Calls responded to within 45 Minutes compared to Target

- Response (%) within Target
- Total Emergency Calls Dispatched
- - - Response Target (90%)



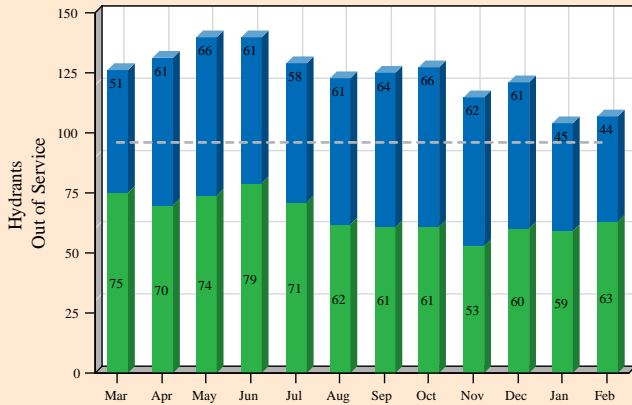
Performance for February was above target by 1%

CUSTOMER CARE AND OPERATIONS HIGHLIGHTS

FIRE HYDRANTS

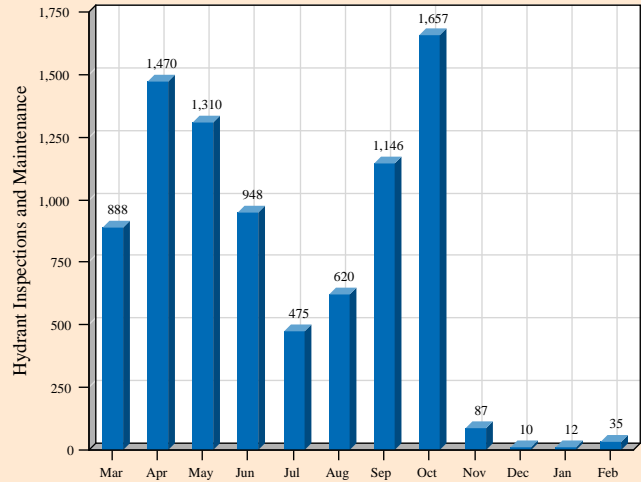
**FIRE HYDRANTS OUT OF SERVICE (OOS)**  
Total Hydrants Out of Service against Target

- Out of Service Fire Hydrants (Defective OOS Hydrants)
- In-Operational - OOS Due to Inaccessibility or Temporary Work
- Out of Service Hydrants Target (96)



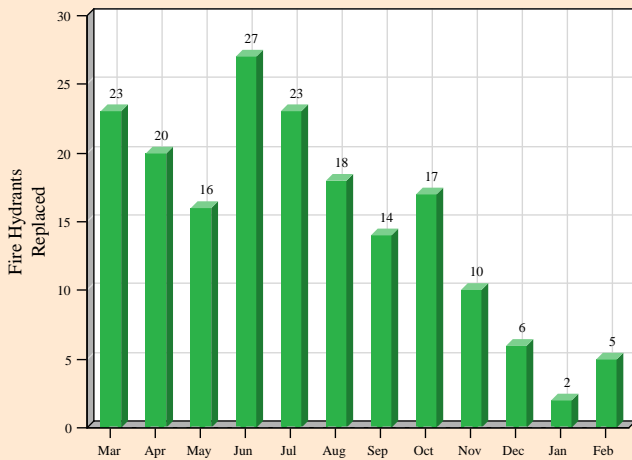
**Fire Hydrant Inspections and Maintenance**  
Total Hydrant Inspection and Maintenance Work Orders Completed per Month

- Hydrant Inspections and Maintenance



**FIRE HYDRANT REPLACEMENTS**  
Total Hydrants Replaced per Month

- Hydrants Replaced
- Annual Replacement Target (250)

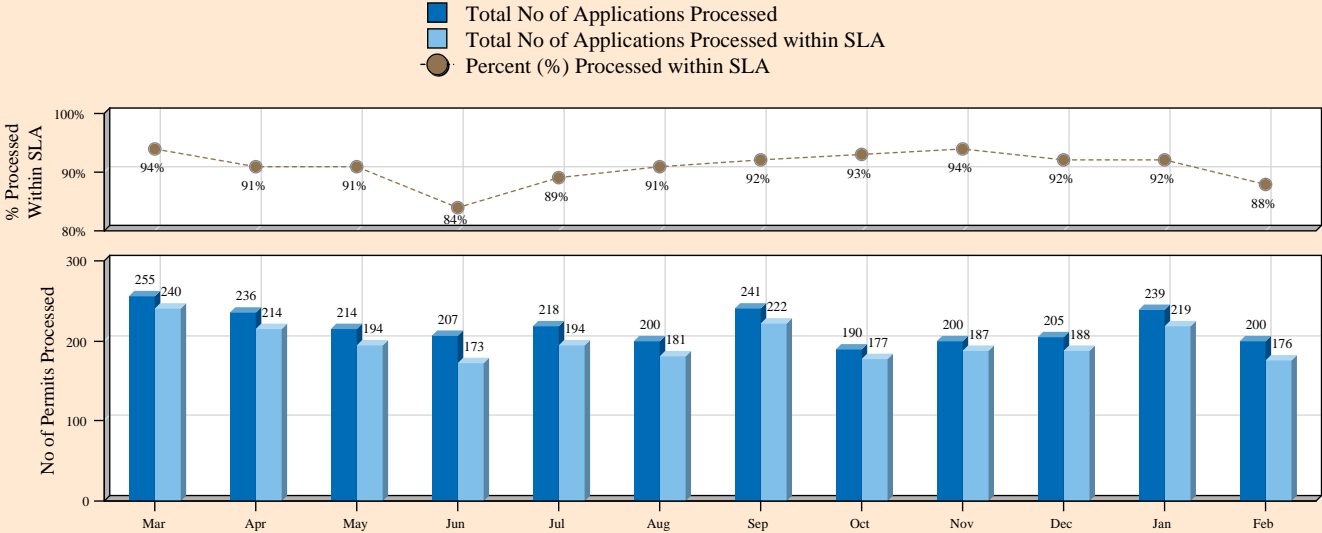


Total replacements as of February were 40 against annual projections of 250

CUSTOMER CARE AND OPERATIONS HIGHLIGHTS

PERMIT PROCESSING

TOTAL APPLICATIONS PROCESSED WITHIN SERVICE LEVEL AGREEMENT (SLA)



SLA Examples: Raze Permit - 14days, Sheeting and Shoring - 14 days, Preliminary Plan Review - 45 days  
 Permits not processed within SLA in February were 12% Note that different SLA's range from 7 days to 45 days



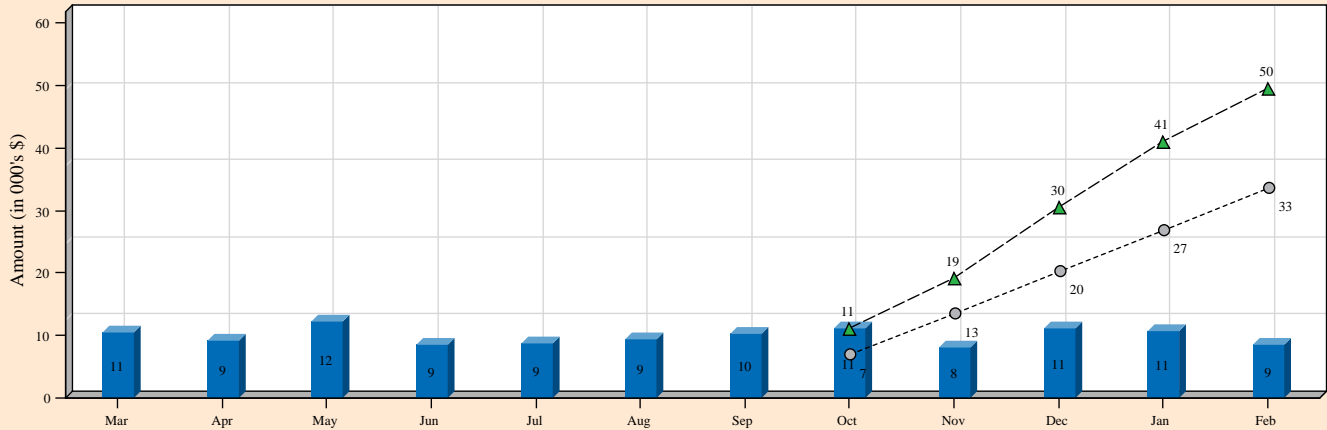
LOW INCOME ASSISTANCE PROGRAM

SPLASH PROGRAM

SPLASH CONTRIBUTIONS

Monthly and Cumulative Contributions compared to YTD Target

- Monthly Contributions (in 000's)
- △ YTD Cumulative Contributions FY-2015 (in 000's)
- Projected YTD Target FY-2015 (in 000's)



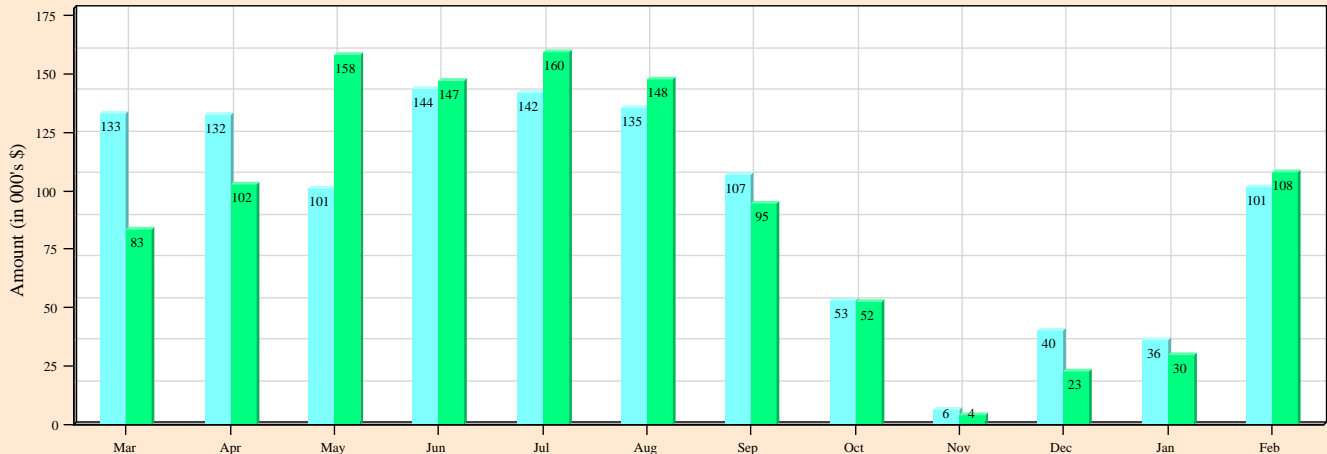
Total SPLASH Contributions to date for February were above target by \$17,000

CUSTOMER ASSISTANCE PROGRAM (CAP)

CUSTOMER ASSISTANCE PROVIDED

Monthly Assistance Provided compared to corresponding Previous Year Periods

- Actual Monthly Amount - Previous Year (in 000's)
- Actual Monthly Amount - Current Year (in 000's)

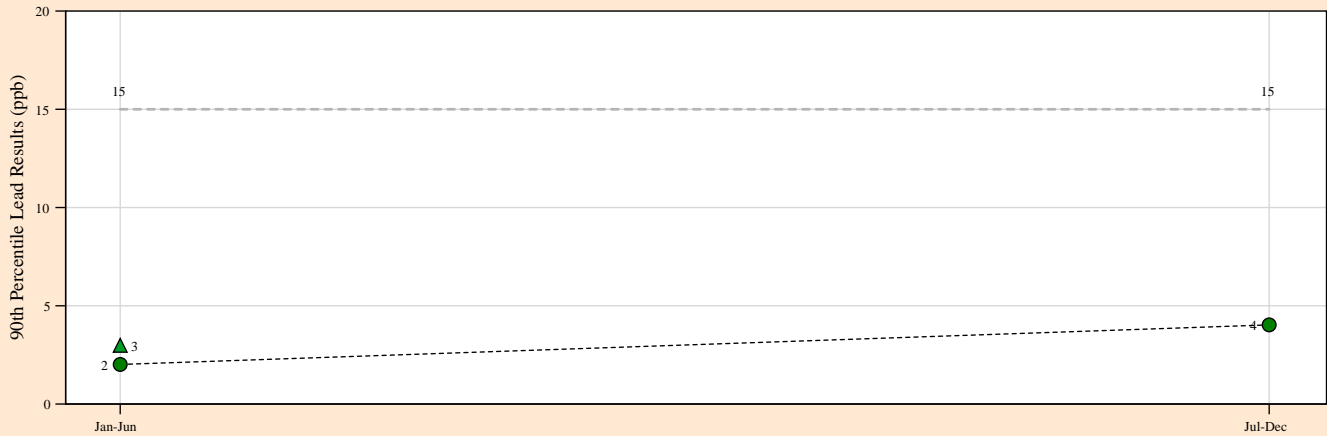


**OPERATIONAL HIGHLIGHTS**

**DRINKING WATER QUALITY**

**LEAD AND COPPER RULE (LCR) COMPLIANCE**  
*Semi-Annual LCR Monitoring Results*

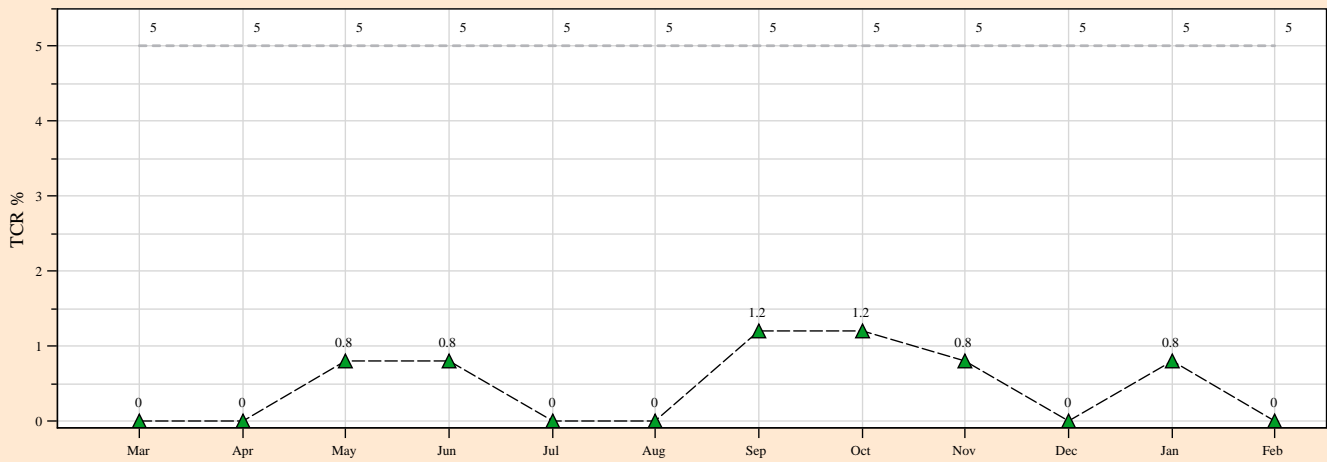
- 2014 LCR Results
- △ 2015 LCR Results
- Action Level : 15 parts per billion (ppb)



*Jan-Jun 2015 results to date*

**TOTAL COLIFORM RULE (TCR)**  
*Total Coliform Positives compared to EPA Maximum Contaminant Level (MCL)*

- △ TCR Level
- EPA Maximum Contaminant Level (5%)



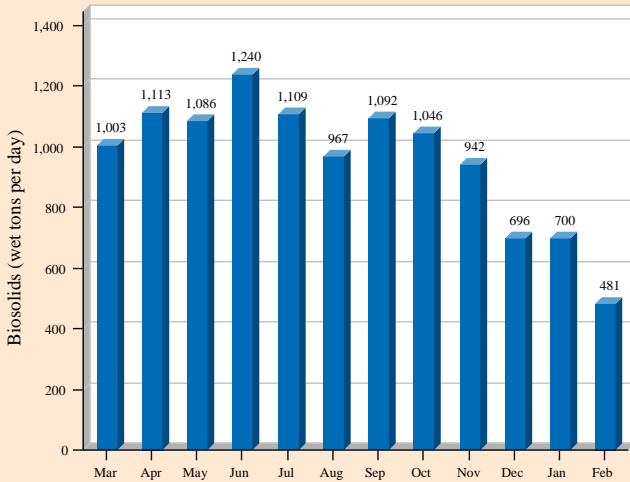
*No Coliform Positives was recorded in February*

**OPERATIONAL HIGHLIGHTS**

**WASTEWATER TREATMENT**

**BIOSOLIDS PRODUCTION**  
Average Daily Biosolids Production

■ Average Daily Biosolids Hauled

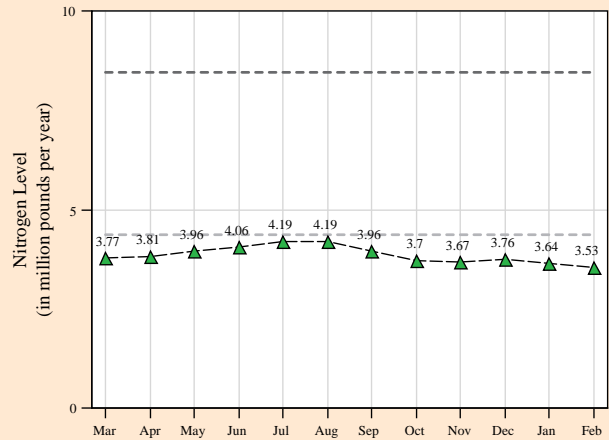


*Biosolids Average Daily Production for February was 481 wet tons per day*

**TOTAL NITROGEN**

Total Nitrogen compared to Current and 2015 Permit Levels

△ Nitrogen Rolling 12 months (lbs/yr)  
 - - - Proposed Limit for 2015 - 4.38 Million (lbs/yr)  
 - - - Current Permit Limit - 8.47 Million (lbs/yr)

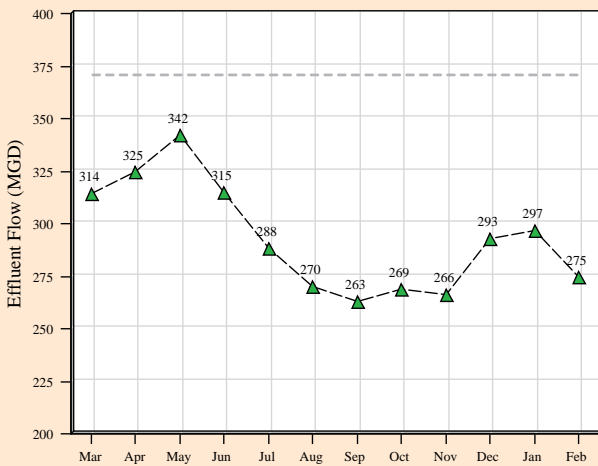


*Nitrogen level for February was below permit by 4.9 million lbs/yr*

**PLANT EFFLUENT FLOW**

Effluent Flow compared to Plant Design Average Limit

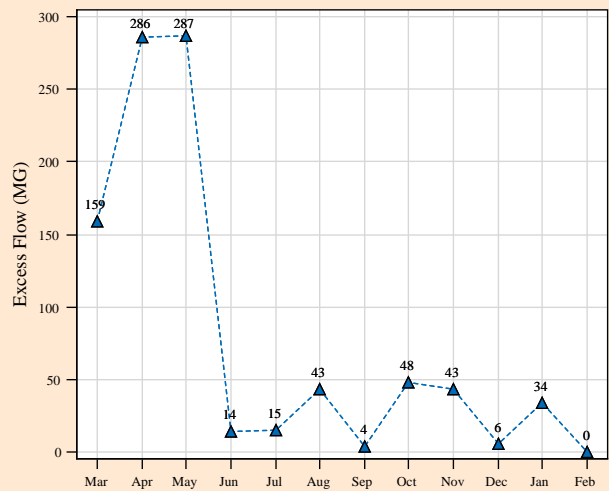
△ Effluent Flow  
 - - - Design Average (370 mgd)



*In February, Effluent flow was below design by 95 MGD*

**EXCESS FLOW**

△ Excess Flow

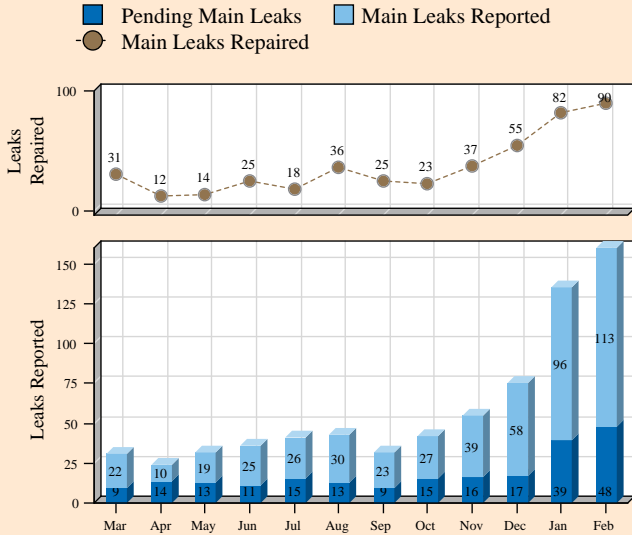


*No excess flow were recorded in February 2015*

**OPERATIONAL HIGHLIGHTS**

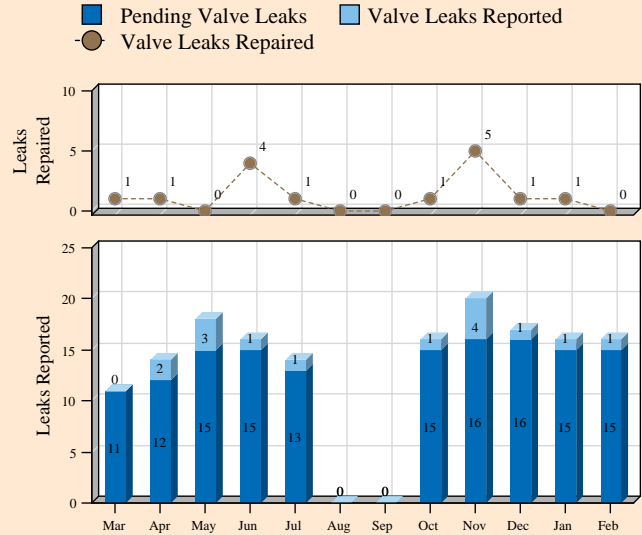
**WATER DISTRIBUTION OPERATIONS**

**WATER MAIN LEAKS**



There were 113 main leaks reported in February

**WATER VALVE LEAKS**



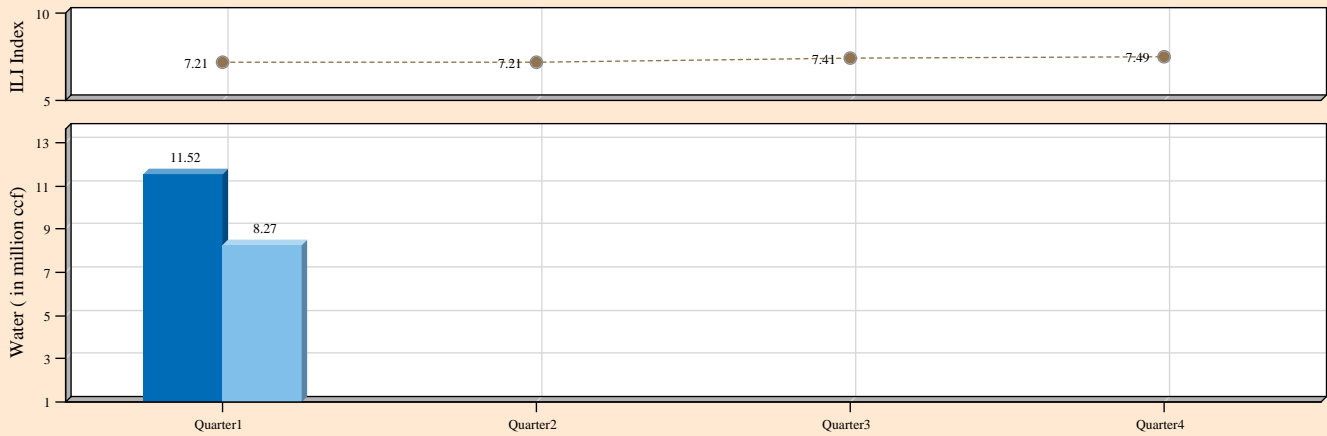
No leak was resolved in February

**WATER BALANCE**

**NON-REVENUE WATER**

Volume of Water Purchased and Sold per Quarter

- FY-2015: Water Purchased
- FY-2015: Water Sold
- FY-2014: Infrastructure Leakage Index
- ▲ FY-2015: Infrastructure Leakage Index



In the first quarter 8.3 out of 11.5 million cubic feet of water was sold

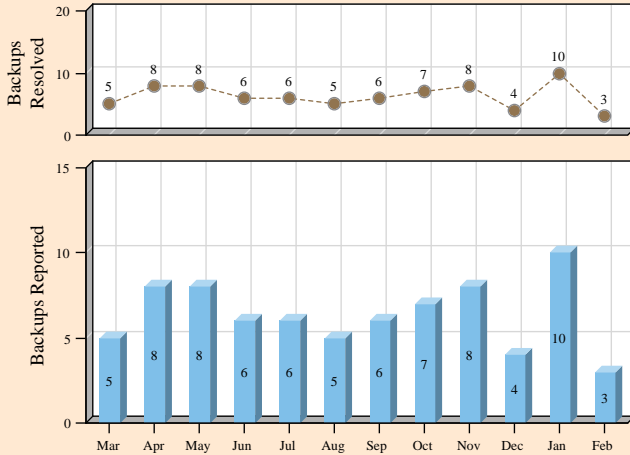
**OPERATIONAL HIGHLIGHTS**

**SEWER SYSTEM OPERATIONS**

**SEWER MAIN BACKUPS**

*Sewer Mains Backed Up and Relieved per Month*

- Pending Main Backups
- Main Backups Reported
- Main Backups Resolved

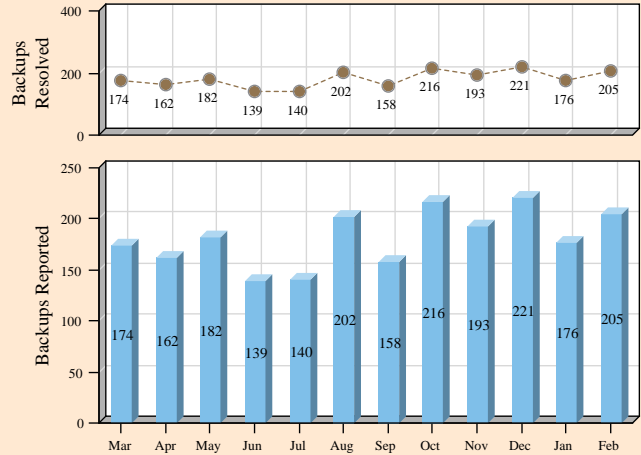


*No pending main backups reported*

**SEWER LATERAL BACKUPS**

*Sewer Laterals Backed Up and Relieved per Month*

- Pending Lateral Backups
- Lateral Backups Reported
- Lateral Backups Resolved



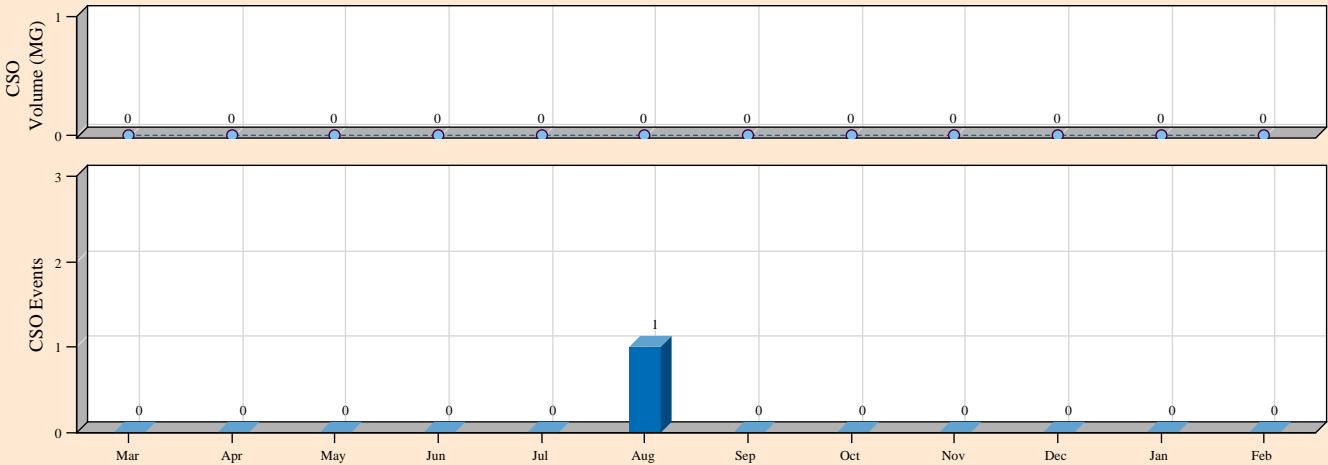
*No pending lateral backups reported*

**COMBINED SEWER SYSTEM**

**DRY WEATHER CSO EVENTS**

*Combined Sewer Overflow Volume and No of Events per Month*

- Number of CSO Events
- Overflow Volume (MG)

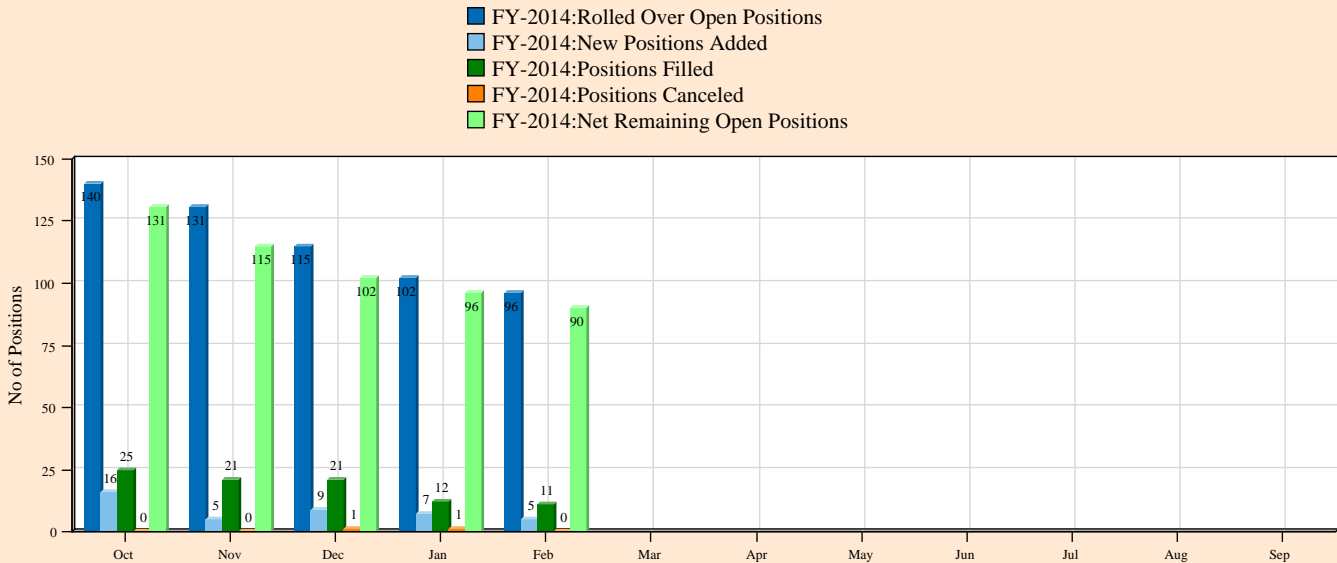


*No dry weather Combined Sewer Overflow event was recorded in February 2015*

**OPERATIONAL HIGHLIGHTS**

**HUMAN RESOURCES**

**RECRUITMENT ACTIVITY**



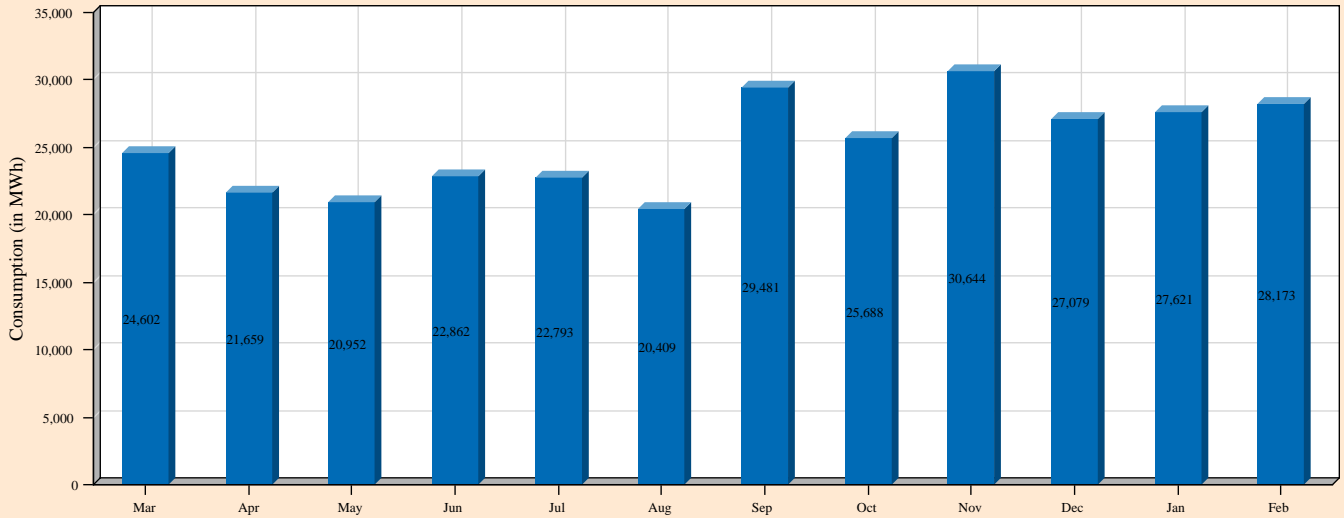
*In February, we began the month with 96 positions, received 5 new positions, filled 11, No cancellation and ended the month with 90 positions*

OPERATIONAL HIGHLIGHTS

ENERGY

ELECTRICITY USAGE SUMMARY

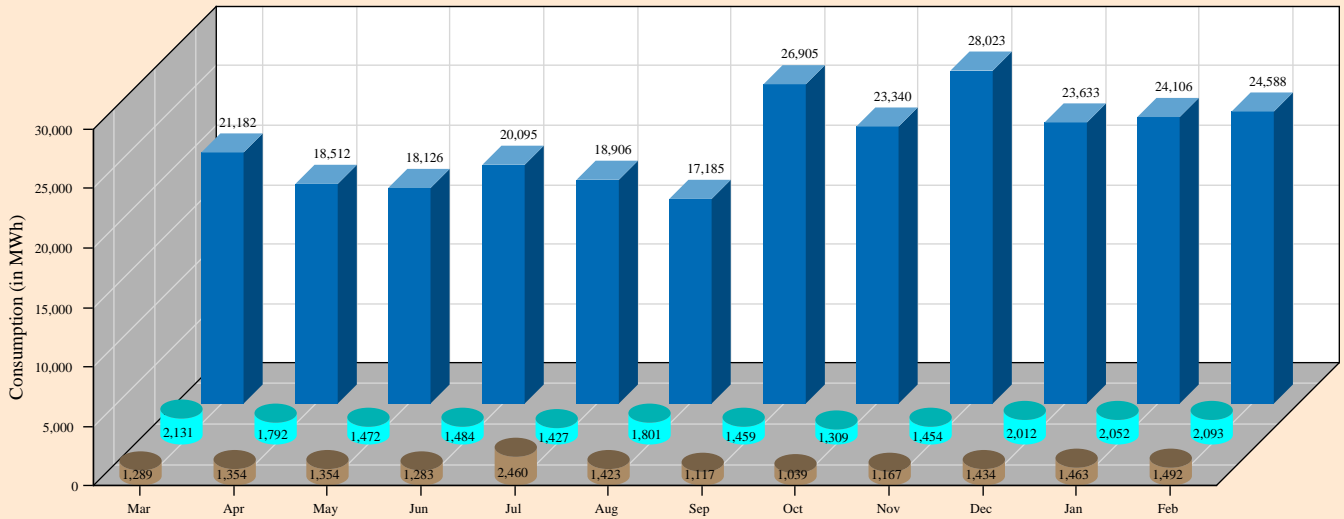
Total Consumption (MWh)



Electricity Consumption in February was 28,173 MWh

ELECTRICITY USAGE BY SERVICE AREA

Sewer Pumping Water Pumping Waste Water Treatment



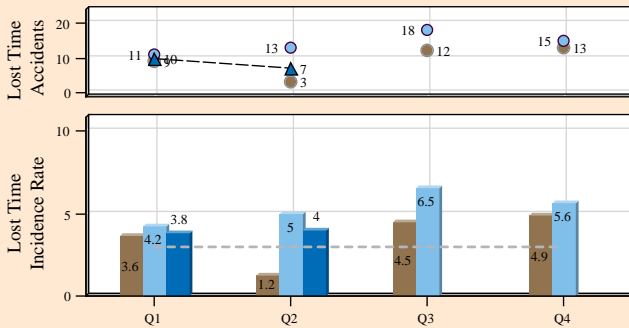
Wastewater treatment had the highest electricity consumption in February at 24,588 MWh

OPERATIONAL HIGHLIGHTS

SAFETY

EMPLOYEE LOST TIME INCIDENCE RATE

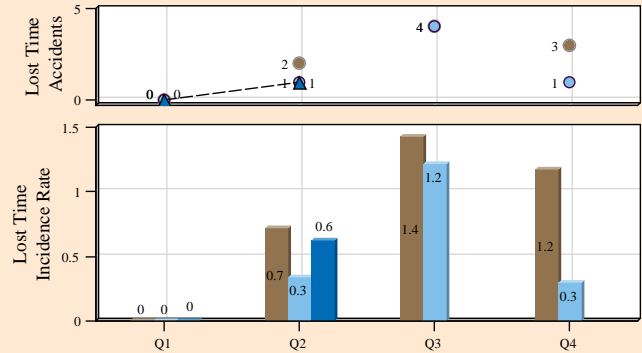
- FY-2013: LT Incidence Rate
- FY-2014: LT Incidence Rate
- FY-2015: LT Incidence Rate
- FY-2013: No of LT Accidents
- FY-2014: No of LT Accidents
- ▲ FY-2015: No of LT Accidents
- Target/National: LT Incidence Rate



Through the 2nd Month of 2nd quarter, 7 lost time accidents were reported

CONTRACTOR LOST TIME INCIDENCE RATE

- FY-2013: LT Incidence Rate
- FY-2014: LT Incidence Rate
- FY-2015: LT Incidence Rate
- FY-2013: No of LT Accidents
- FY-2014: No of LT Accidents
- ▲ FY-2015: No of LT Accidents

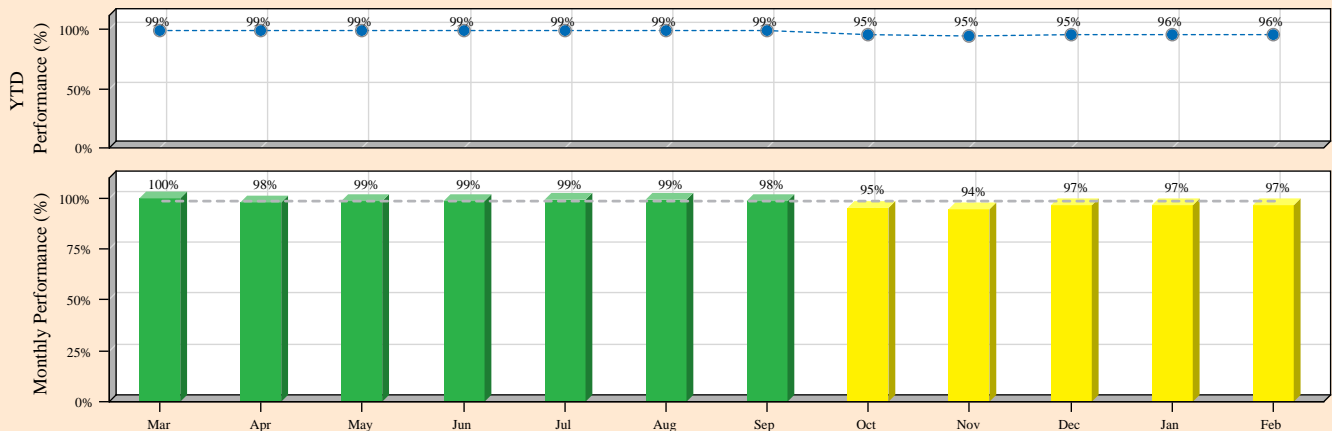


Through the 2nd Month of 2nd quarter, 1 lost time accident was reported

VENDOR PAYMENTS

VENDOR PAYMENT PERFORMANCE  
Percentage of Invoices Paid within 30 days

- Monthly Performance (%)
- YTD Performance (%)
- Monthly Target - (97%)



Monthly performance for February was at target



**INTERPRETATION OF CHARTS:**

*FINANCIAL HIGHLIGHTS*

---

**Revenue, Expenditure, Capital Disbursement**

- Bulls eye shows the variance for YTD budget against actual for revenues, expenditures and capital disbursements
- Bar graph shows **total** for the fiscal year budgeted(grey)-revenues, expenditures and capital disbursements against YTD actual(blue)
- Horizontal line graph shows a YTD progress analysis as compared to the previous year

**Net Operating Cash**

- Bar graph shows monthly net operating cash provided/used
- Line graph denoted by (Δ) compares YTD actual against budget (O). This element is dynamically color coded\*

**Operating Revenues**

- Bar graph shows monthly operating revenues
- Line graph denoted by (Δ) compares YTD revenue against budget (O). This element is dynamically color coded\*

**Operating Expenses**

- Bar graph shows monthly operating expenses
- Line graph denoted by (Δ) compares YTD expenditure against budget (O). This element is dynamically color coded\*\*

**Capital Disbursements**

- Bar graph shows monthly capital disbursements
- Line graph denoted by (Δ) compares YTD disbursements against budget (O). This element is dynamically color coded\*\*

**Operating Cash Balance**

- Bar graph shows monthly average cash balance compared to the target of \$125 million; indicated by grey dotted line

**Delinquent Account Receivables**

- Bar graph shows monthly Receivables to Revenue ratio against target of 3%; indicated by grey dotted line. This element is dynamically color coded\*\*
- Line graph denoted by (Δ) shows delinquency in actual dollars

**Investment Cash Earnings**

- Bar graph shows monthly investment cash earnings
- Line graph denoted by (Δ) compares the YTD earnings against budget (O). This element is dynamically color coded\*

**Core Investments Yield**

- Bar graph shows the monthly investment yield compared to the monthly target (grey) benchmark as set by the US Treasury Bill. This element is dynamically color coded\*

**Short Term Investment Yield**

- Bar graph shows the monthly short term investment yield compared to the monthly short term target (grey) benchmark as set by the US Treasury Bill. This element is dynamically color coded\*

Dynamic Color Coding Legend

*	**
<p>Red - when the actual is <b>lower</b> than 3% of budget or target</p> <p>Yellow - when the actual is <b>within</b> 3% of budget or target</p> <p>Green - when the actual is <b>equal to or higher</b> than budget or target</p>	<p>Red - when the actual is <b>higher</b> than 3% of budget or target</p> <p>Yellow - when the actual is <b>within</b> 3% of budget or target</p> <p>Green - when the actual is <b>equal to or lower</b> than budget or target</p>

Symbols where the color code applies- (Δ, □)

A

**CUSTOMER CARE AND OPERATIONS HIGHLIGHTS**

---

**Call Center Performance**

- Bar graph shows monthly percentage of calls answered within 40 seconds against target of 85%; indicated by grey dotted line. This element is dynamically color coded\*\*\*
- Line graph denoted by (O) shows the number of calls received by the call center every month

**Command Center Performance**

- Bar graph shows monthly percentage of calls answered within 40 seconds against target of 85%; indicated by grey dotted line. This element is dynamically color coded\*\*\*
- Line graph denoted by (O) shows the number of calls received by the command center every month

**First Call Resolution (FCR)**

- Bar graph shows monthly percentage of calls resolved on first contact against target of 75%; indicated by grey dotted line. This element is color dynamically coded\*\*\*

**Emergency Response Time**

- Bar graph shows the percentage of emergency calls responded to within 45 minutes against target of 90%; indicated by grey dotted line. This element is dynamically color coded\*\*\*
- Line graph denoted by (O) shows the total calls dispatched per month

**Fire Hydrants Out of Service (OOS)**

- Bar graph shows total hydrants not available for use against target of 91; indicated by grey dotted line. This element is dynamically color coded\*\*\*\*
- The bar graph is stacked (blue) to show hydrants that are inaccessible. Inaccessible hydrants are not measured against the target of 91

**Fire Hydrant Inspections and Maintenance**

- Bar graph shows the total number of fire hydrants repaired per month

**Fire Hydrant Replacements**

- Bar graph shows the total number of hydrants replaced per month against target of 21; indicated by grey dotted line. This element is dynamically color coded\*\*\*

**Total Applications Processed within Service Level Agreement (SLA)**

- Bar graph shows
  - the number of permits processed per month(dark blue)
  - the number of permits processed within SLA per month(light blue)
- Line graph denoted by (O) shows the percentage of permits processed vs. processed within SLA

Dynamic Color Coding Legend

***	****
Red- when the actual is <b>lower</b> than 5% of budget or target Yellow- when the actual is <b>within</b> 5% of budget or target Green- when the actual is <b>equal to or higher</b> than budget or target	Red- when the actual is <b>higher</b> than 5% of budget or target Yellow- when the actual is <b>within</b> 5% of budget or target Green- when the actual is <b>equal to or lower</b> than budget or target

Symbols where the color code applies- (Δ, □)

**LOW INCOME ASSISTANCE PROGRAM**

---

**SPLASH Contributions**

- Bar graph shows monthly SPLASH contributions
- Line graph denoted by (Δ) shows the YTD contributions against target (O). This element is color coded\*\*\*

**Customer Assistance Program (CAP)**

- Bar graph shows monthly CAP assistance
- Line graph denoted by (Δ) shows the YTD contributions against budget (O). This element is color coded\*\*\*

**OPERATIONAL HIGHLIGHTS**

---

**Lead and Copper Rule (LCR) Compliance**

- Line graph denoted by (Δ, O) shows semi-annual LCR monitoring results against target of 15ppb; indicated by grey dotted line. This element is color coded\*\*\*\*

**Total Coliform Rule (TCR)**

- Line graph denoted by (Δ) shows total coliform positives against the EPA maximum contaminant level of 5%. This element is color coded\*\*\*\*

**Biosolids Production**

- Bar graph shows monthly average daily biosolids production

**Total Nitrogen**

- Line graph denoted by (Δ) shows monthly total nitrogen level against the current permit (dark grey) and 2015 permit (light grey) levels. This element is color coded\*\*\*\*

**Plant Effluent Flow**

- Line graph denoted by (Δ) shows monthly influent flow against the plant design average limit of 370MGD. This element is color coded\*\*\*\*

**Excess Flow**

- Line graph denoted by (Δ) shows monthly excess flow

**Water Main Leaks**

- Bar graph shows the water main leaks reported
- The bar graph is stacked(dark blue) to show the pending leaks carried over from the previous month if any; bar graph(light blue) shows new water main leaks reported for the given month
- Line graph denoted by (O) shows the number of main leaks repaired per month

**Water Valve Leaks**

- Bar graph shows the water valve leaks reported
- The bar graph is stacked(dark blue) to show the pending leaks carried over from the previous month if any; bar graph(light blue) shows new water valve leaks reported for the given month
- Line graph denoted by (O) shows the number of valve leaks repaired per month

Dynamic Color Coding Legend

***	****
Red- when the actual is <b>lower</b> than 5% of budget or target Yellow- when the actual is <b>within</b> 5% of budget or target Green- when the actual is <b>equal to or higher</b> than budget or target	Red- when the actual is <b>higher</b> than 5% of budget or target Yellow- when the actual is <b>within</b> 5% of budget or target Green- when the actual is <b>equal to or lower</b> than budget or target

Symbols where the color code applies- (Δ, □)

**Non Revenue Water**

- Bar graph shows the volume of water purchased(dark blue) and water sold(light blue) per quarter
- Line graph denoted by (Δ, O) shows the Infrastructure Leakage Index(ILI) for the current and previous year

**Sewer Main Backups**

- Bar graph shows the sewer main backups reported
- The bar graph is stacked(dark blue) to show the pending backups carried over from the previous month if any; bar graph(light blue) shows new sewer main backups reported for the given month
- Line graph denoted by (O) shows the number of main backups resolved per month

**Sewer Lateral Backups**

- Bar graph shows the sewer lateral backups reported
- The bar graph is stacked(dark blue) to show the pending backups carried over from the previous month if any; bar graph(light blue) shows new sewer laterals backups reported for the given month
- Line graph denoted by (O) shows the number of lateral backups resolved per month

**Combined Sewer dry weather Overflow (CSO) Events**

- Bar graph shows dry weather CSO events per month
- Line graph denoted by (O) shows the volume in Million Gallons(MG) per dry weather CSO event

**Open Positions**

- Bar graph (dark blue) shows open positions carried over from the previous month.
- Bar graph (light blue) shows new positions added in the given month.
- Bar graph (olive green) shows positions filled in the given month.
- Bar graph (orange) shows positions cancelled in the given month.
- Bar graph (light green) shows net remaining open positions at the end of the given month.

**Electricity Usage Summary**

- Bar graph shows total electricity consumption per month

**Electricity Usage by Service Area**

- Shows a monthly breakdown by service area of electricity usage
- Dark blue shows for Waste Water Treatment Service Area
- Light blue shows Water Pumping Service Area
- Brown shows Sewer Pumping Service Area

**Employee Lost Time Incidence Rate**

- Bar graph shows quarterly Employee Lost Time (LT) incidence rate as compared to the National average LT rate of 2.0; indicated by grey dotted line. Light blue represents the previous year, brown represents the year before previous and dark blue the current fiscal year.
- Scatter graph denoted by (Δ, O) shows the number of Lost Time accidents and comparison is also made between the current year and the previous years.

**Contractor Lost Time Incidence Rate**

- Bar graph shows quarterly Contractor Lost Time (LT) incidence rate. Light blue represents the previous year, brown represents the year before previous and dark blue the current fiscal year.
- Scatter graph denoted by (Δ, O) shows the number of Lost Time accidents and comparison is also made between the current year and the previous years.

Dynamic Color Coding Legend

***	****
Red- when the actual is <b>lower</b> than 5% of budget or target Yellow- when the actual is <b>within</b> 5% of budget or target Green- when the actual is <b>equal to or higher</b> than budget or target	Red- when the actual is <b>higher</b> than 5% of budget or target Yellow- when the actual is <b>within</b> 5% of budget or target Green- when the actual is <b>equal to or lower</b> than budget or target

Symbols where the color code applies- (Δ, □)

**Vendor Payment Performance**

- Bar graph shows monthly Vendor Payment Performance percentage against monthly target of 97%; indicated by grey dotted line. This element is dynamically color coded\*\*
- Line graph denoted by (O) shows the YTD vendor payment performance %.

Dynamic Color Coding Legend

<p>***</p> <p>Red- when the actual is <b>lower</b> than 5% of budget or target</p> <p>Yellow- when the actual is <b>within</b> 5% of budget or target</p> <p>Green- when the actual is <b>equal to or higher</b> than budget or target</p>	<p>****</p> <p>Red- when the actual is <b>higher</b> than 5% of budget or target</p> <p>Yellow- when the actual is <b>within</b> 5% of budget or target</p> <p>Green- when the actual is <b>equal to or lower</b> than budget or target</p>
--	---

Symbols where the color code applies- (Δ, □)



District of Columbia Water and Sewer Authority

Summary of Contracts on Consent Agenda

208th Meeting of the DC Water Board of Directors

Thursday, April 2, 2015

**Joint-Use Contracts**

Resolution No. 15-35 - Execute Option Year Three of Contract No. WAS-12-007-AA-SH, Nutri-Blend. The purpose of the option is to continue compliance with discharge permit and distribute recycled biosolids to farms, compost facilities, and reclamation sites in the mid-Atlantic region. The option amount is \$5,800,000. (Recommended by Environmental Quality and Sewerage Services and Water Quality and Water Services Committees 03/19/15)

Resolution No. 15-36 - Execute a fifteen month contract, RJN Group. The purpose of the contract is to furnish, install, calibrate, operate, maintain, collect and report data from flow monitors and rain gauges in various portions of DC Water's Wastewater Collection System. The contract amount is \$3,143,511. (Recommended by Environmental Quality and Sewerage Services and Water Quality and Water Services Committees 03/19/15)

Resolution No. 15-37 - Execute Option Year Two of Contract No. WAS-12-026-AA-JR, M.C. Dean, Inc. The purpose of the option is to provide annual maintenance for industrial electrical control equipment. The option amount is \$677,286.82. (Recommended by Environmental Quality and Sewerage Services and Water Quality and Water Services Committees 03/19/15)

Resolution No. 15-38 - Execute Supplemental Agreement No. 01 of Contract No. DCFA-445, O'Brien and Gere, LLC. The purpose of the supplemental agreement is to provide engineering services during construction not included in original scope including: construction phase submittals review; attend construction progress meetings; review and address request for interpretations; and provide commissioning. The supplemental agreement amount is \$1,556,507. (Recommended by Environmental Quality and Sewerage Services and Water Quality and Water Services Committees 03/19/15)

**Non-Joint Use Contract**

Resolution No. 15-39 - Execute Option Year One of Contract No. 14-PR-CCO-06, Mueller Systems, LLC. The purpose of the option is to provide additional meters for installation at residential and small commercial servicing sites to ensure accurate measurement of water consumption by DC Water's customers. The option amount is \$1,000,000. (Recommended by Environmental Quality and Sewerage Services and Water Quality and Water Services Committees 03/19/15)

**Presented and Adopted: April 2, 2015**

**SUBJECT: Approval to Execute Option Year Three of  
Contract No. WAS-12-007-AA-SH, Nutri-Blend**

**#15-35  
RESOLUTION  
OF THE  
BOARD OF DIRECTORS  
OF THE  
D.C. WATER AND SEWER AUTHORITY**

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority ("the Authority") at its meeting on April 2, 2015, upon consideration of a joint use matter, decided by a vote of \_\_() in favor and \_\_() opposed to execute Option Year Three of Contract No. WAS-12-007-AA-SH, Nutri-Blend.

**Be it resolved that:**

The Board of Directors hereby authorizes the General Manager execute Option Year Three of Contract No. WAS-12-007-AA-SH, Nutri-Blend. The purpose of the option is to continue compliance with discharge permit and distribute recycled biosolids to farms, compost facilities, and reclamation sites in the mid-Atlantic region. The option amount is \$5,800,000.

This Resolution is effective immediately.

\_\_\_\_\_  
Secretary to the Board of Directors



DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY  
BOARD OF DIRECTORS CONTRACTOR FACT SHEET

**ACTION REQUESTED**

GOODS AND SERVICES CONTRACT MODIFICATION

BIOSOLIDS MANAGEMENT  
JOINT USE (DIRECT)

Approval to exercise contract option year three (3) of a contract for biosolids management in the amount of \$5,800,000.00.

**CONTRACTOR/SUB/VENDOR INFORMATION**

<b>PRIME:</b> Nutri-Blend, Inc. P.O. Box 38060 Richmond, VA 23231	<b>SUBS:</b> N/A	<b>PARTICIPATION:</b> N/A
--	---------------------	------------------------------

**DESCRIPTION AND PURPOSE**

Original Contract Value,:	\$11,457,422.00
Original Contract Dates:	05/01/2012 – 04/30/2013
No. of Option Years in Contract:	4
Option Year (1) Value:	\$11,457,422.00
Option Year (1) Dates:	05/01/2013 – 4/30/2014
Option Year (2) Value:	\$7,662,750.00
Option Year (2) Dates:	05/01/2014 – 04/30/2015
Option Year (3) Value:	\$5,800,000.00
Option Year (3) Dates:	05/01/2015 – 04/30/2016
Unit Cost for Third Option Year:	\$30.55 per wet ton
Unit Price Increase from previous Year	0%*
Quantity for Third Option Year:	273,750 wet tons

**Purpose of the Contract:**

To continue compliance with discharge permit and distribute recycled biosolids to farms, compost facilities, and reclamation sites in the mid-Atlantic region.

**Contract Scope:**

To remove biosolids from the dewatered biosolids loading facility.

**Spending Previous Years:**

Cumulative Contract Value: 05/01/2012 – 04/30/2015 - \$30,577,594.50

Cumulative Contract Spending: 05/01/2012 – 02/03/2015 - \$25,786,735.15

**Contractor's Past Performance:**

The contractor's performance has been satisfactory.

**\*Note:** The unit price for option year three (3) remains the same as option year two (2) at \$30.55 per wet ton, for an estimated annual quantity of 273,750 wet tons totaling \$4,254,891.45; the fuel costs for transportation for the tonnage varies and additional in the amount of \$1,545,108.55 funds account for the anticipated costs.

**PROCUREMENT INFORMATION**


<b>Contract Type:</b>	Firm Fixed Unit Price	<b>Award Based On:</b>	Highest-Ranked RFP
<b>Commodity:</b>	Services	<b>Contract Number:</b>	WAS-12-007-AA-SH
<b>Contractor Market:</b>	Open Market with Preference Points for LSBE/LBE.		

**BUDGET INFORMATION**

<b>Funding:</b>	Operating	<b>Department:</b>	Wastewater Treatment
<b>Project Area:</b>	Blue Plains AWTP	<b>Department Head:</b>	Aklile Tesfaye

**USER SHARE INFORMATION**

User	Share %	Dollar Amount
District of Columbia	41.63%	\$ 2,414,540.00
Washington Suburban Sanitary Commission	42.96%	\$ 2,491,680.00
Fairfax County	10.57%	\$ 613,060.00
Loudon County	4.25%	\$ 246,500.00
Potomac Interceptor	0.59%	\$ 34,220.00
<b>Total</b>	<b>100.00%</b>	<b>\$5,800,000.00</b>

 3/11/15  
 Dan Bae Date  
 Director of Procurement

 3/11/2015  
 Gail Alexander-Reeves Date  
 Director of Budget

 3/11/15  
 Walter F. Bailey Date  
 Assistant General Manager, Blue Plains

 3/19/15  
 George S. Hawkins Date  
 General Manager

**Presented and Adopted: April 2, 2015**

**SUBJECT: Approval to Execute a Fifteen Month Contract, RJN Group**

**#15-36  
RESOLUTION  
OF THE  
BOARD OF DIRECTORS  
OF THE  
D.C. WATER AND SEWER AUTHORITY**

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority ("the Authority") at its meeting on April 2, 2015, upon consideration of a joint use matter, decided by a vote of \_\_\_() in favor and \_\_\_() opposed to execute a fifteen month contract, RJN Group.

**Be it resolved that:**

The Board of Directors hereby authorizes the General Manager to execute a fifteen month contract, RJN Group. The purpose of the contract is to furnish, install, calibrate, operate, maintain, collect and report data from flow monitors and rain gauges in various portions of DC Water's Wastewater Collection System. The contract amount is \$3,143,511.

This Resolution is effective immediately.

\_\_\_\_\_  
Secretary to the Board of Directors

**DC WATER AND SEWER AUTHORITY  
BOARD OF DIRECTORS CONTRACTOR FACT SHEET**

**ACTION REQUESTED**

**GOODS AND SERVICES CONTRACT AWARD**

**(JOINT USE - INDIRECT COST)**

**Short Term Flow and Rainfall Monitoring Services**

Approval to execute a fifteen (15) month contract in the amount of \$3,143,511.00.

**CONTRACTOR/SUB/VENDOR INFORMATION**

<b>PRIME:</b> RJN Group 1589 Sulphur Spring Road Baltimore, MD 21227	<b>SUBS:</b> ADS Environmental Services	<b>PARTICIPATION:</b> 48.5%
---	--	--------------------------------

**DESCRIPTION AND PURPOSE**

Contract Value:	\$3,143,511.00
Contract Period:	15 Months
Number of Option Years:	0
Anticipated Contract Start Date:	05-01-2015
Anticipated Contract Completion Date:	07-31-2016
Proposal Closing Date:	01-30-2015
Proposals Received:	3
Proposal Range:	\$1,992,000.00 – \$4,018,190.00
Preference Points Received:	0

**Purpose of the Contract:**

The purpose of the contract is to furnish, install, calibrate, operate, maintain, collect and report data from flow monitors and rain gauges in various portions of DC Water’s Wastewater Collection System. The data collected from this contract will be used to calibrate a system-wide hydraulic model, perform infiltration and inflow analyses, determine baseline level of service/level of control, and assess the impact of new development and other changes to the collection system. These evaluations will assist with Capital Improvement Program (CIP) planning, wet-weather management planning, system design, and implementation of improvements.

**Note:** The cost for the fifteen (15) month contract is \$3,143,511.00.

The procurement method utilized was a Request for Proposal (RFP). Award will be made to one firm. RJN Group is the highest rated offeror. The names of all responsive firms who submitted proposals are listed below.

**Proposals were received from:**

- Goel Services
- Savin Engineers, P.C.
- RJN Group


**DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY  
BOARD OF DIRECTORS CONTRACTOR FACT SHEET**

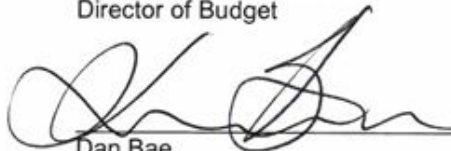
**BUDGET INFORMATION**

<b>Funding:</b>	Capital	<b>Department:</b>	DETS
<b>Service Area:</b>	Sewer	<b>Department Head:</b>	Liliana Maldonado
<b>Project:</b>	GZ and LZ		

**ESTIMATED USER SHARE INFORMATION**

User	Share %	Dollar Amount
District of Columbia	89.59%	\$3,005,599.15
Washington Suburban Sanitary Commission	8.94%	\$300,052.57
Fairfax County	1.07%	\$35,842.96
Loudoun County	0.33%	\$11,236.09
Other PI	0.07%	\$2,269.23
<b>Total Estimated Dollar Amount</b>		<b>\$3,355,000.00</b>

 3/12/2015  
 Gail Alexander-Reeves Date  
 Director of Budget

 3/12/2015  
 Dan Bae Date  
 Director of Procurement

 3/12/15  
 Leonard R. Benson Date  
 Chief Engineer

 3/19/15  
 George S. Hawkins Date  
 General Manager

**Presented and Adopted: April 2, 2015**

**SUBJECT: Approval to Execute Option Year Two of Contract No.  
WAS-12-026-AA-JR, M.C. Dean, Inc.**

**#15-37  
RESOLUTION  
OF THE  
BOARD OF DIRECTORS  
OF THE  
D.C. WATER AND SEWER AUTHORITY**

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority ("the Authority") at its meeting on April 2, 2015, upon consideration of a joint use matter, decided by a vote of \_\_\_() in favor and \_\_\_() opposed to execute Option Year Two of Contract No. WAS-12-026-AA-Jr, M.C. Dean, Inc.

**Be it resolved that:**

The Board of Directors hereby authorizes the General Manager to execute Option Year Two of Contract No. WAS-12-026-AA-JR, M.C. Dean, Inc. The purpose of the option is to provide annual maintenance for industrial electrical control equipment. The option amount is \$677,286.82.

This Resolution is effective immediately.

\_\_\_\_\_  
Secretary to the Board of Directors

**DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY  
BOARD OF DIRECTORS CONTRACTOR FACT SHEET**

**ACTION REQUESTED**

**GOODS AND SERVICES CONTRACT OPTION :**

**Annual Maintenance for Industrial Electrical Control Equipment  
(Joint Use)**

Approval to execute option year two (2) for annual maintenance for industrial electrical control equipment, in the amount of \$677,286.82.

**CONTRACTOR/SUB/VENDOR INFORMATION**

<b>PRIME:</b> M.C. Dean, Inc. 22461 Shaw Road, Suite 210 Dulles, VA 20166	<b>SUBS:</b> N/A	<b>PARTICIPATION:</b> 0%
--	---------------------	-----------------------------

**DESCRIPTION AND PURPOSE**

Original Contract Value:	\$1,030,000.00
Original Contract Dates:	11-01-2012—10-31-2013
No. of Option Years in Contract:	4
First Option Year Value:	\$1,093,279.08
First Option Year Dates:	11-01-2013—10-31-2014
Contract modification Value:	\$549,713.18
Contract Modification Dates:	11-01-2014 – 03-31-2015
This Option Year Value:	\$677,286.82
This Option Year Dates:	04-01-2015 – 10-31-2015

**Purpose of the Contract:**

To provide annual maintenance of electrical control equipment for DC Water’s Department of Maintenance Services.

**Contract Scope:**

To provide supervisory personnel and licensed technicians to perform corrective and preventive maintenance services to an array of electrical controls and associated equipment utilized by DC Water.

**Spending Previous Year:**

Cumulative Contract Value:	11-01-2012 to 03-31-2015—\$2,672,992.26
Cumulative Contract Spending:	11-01-2012 to 12-02-2014—\$1,709,090.87

**Contractor’s Past Performance:**

The contractor’s past performance has been satisfactory.

**PROCUREMENT INFORMATION**

<b>Contract Type:</b>	Fixed Price	<b>Award Based On:</b>	Highest Rated
<b>Commodity:</b>	Goods and Services	<b>Contract Number:</b>	WAS-12-026-AA-JR
<b>Contractor Market:</b>	Open Market with preference for LBE and LSBE		

**BUDGET INFORMATION**

<b>Funding:</b>	Operating	<b>Department:</b>	Maintenance Services (DMS)
<b>Service Area:</b>	Blue Plains	<b>Department Head:</b>	Anthony Mack

**ESTIMATED USER SHARE INFORMATION**

User	Share %	Dollar Amount
District of Columbia	41.63%	\$ 281,954.82
Washington Suburban Sanitary Commission	42.96%	\$ 290,962.00
Fairfax County	10.57%	\$ 71,589.00
Loudoun County	4.25%	\$ 28,785.00
Potomac Interceptor	0.59%	\$ 3,996.00
<b>TOTAL ESTIMATED DOLLAR AMOUNT</b>	<b>100.00%</b>	<b>\$ 677,286.82</b>

\*Actual usage and cost by facility (either joint-use or non-joint use) varies each fiscal year and are charged to IMA participants based on actual costs at joint-use facilities (i.e., Blue Plains, Potomac Pumping Station, etc.). Services provided to non-joint facilities (i.e., Bryant Street Pumping Station) are charged directly to District ratepayers. In prior fiscal years, the majority of services provided under this contract have been for joint use facilities and for indicative purposes; the user shares shown above reflect Blue Plain's usage.

 3/11/15  
 Dan Bae Date  
 Director of Procurement

 3/11/2015  
 Gail Alexander-Reeves Date  
 Director of Budget

 3/11/2015  
 Walter Bailey Date  
 Assistant General Manager  
 Blue Plains

 3/19/15  
 George S. Hawkins Date  
 General Manager



**Presented and Adopted: April 2, 2015**

**SUBJECT: Approval to Execute Supplemental Agreement No. 01 of  
Contract No. DCFA-445, O'Brien and Gere, LLC**

**#15-38  
RESOLUTION  
OF THE  
BOARD OF DIRECTORS  
OF THE  
D.C. WATER AND SEWER AUTHORITY**

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority ("the Authority") at its meeting on April 2, 2015, upon consideration of a joint use matter, decided by a vote of \_\_() in favor and \_\_() opposed to execute Supplemental Agreement No. 01 of Contract No. DCFA-445, O'Brien and Gere, LLC.

**Be it resolved that:**

The Board of Directors hereby authorizes the General Manager to execute Supplemental Agreement No. 01 of Contract No. DCFA-445, O'Brien and Gere, LLC. The purpose of the supplemental agreement is to provide engineering services during construction not included in original scope including: construction phase submittals review; attend construction progress meetings; review and address request for interpretations; and provide commissioning. The supplemental agreement amount is \$1,556,507.

This Resolution is effective immediately.

\_\_\_\_\_  
Secretary to the Board of Directors

**DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY  
BOARD OF DIRECTORS CONTRACTOR FACT SHEET**

**ACTION REQUESTED**

**ENGINEERING SERVICES SUPPLEMENTAL AGREEMENT:**

**Poplar Point Pumping Station Replacement  
(Joint Use)**

Approval to execute Supplemental Agreement No. 01 for \$1,556,507. The modification exceeds the General Manager's approval authority.

**CONTRACTOR/SUB/VENDOR INFORMATION**

<b>PRIME:</b>	<b>SUBS:</b>	<b>PARTICIPATION:</b>
O'Brien and Gere, LLC 4201 Mitchellville Road Bowie, MD 20716	Jenny Engineering Springfield, NJ	11%
	Bryant Associates, Inc. Hyattsville, MD	18%
	Government Services Integrated Process Lanham, MD	12%
	Shrewsberry & Associates Washington, DC	9%
	Belstar, Inc. Fairfax, VA	2%
		MBE
		WBE

**DESCRIPTION AND PURPOSE**

Original Contract Value, Not to Exceed:	\$3,200,000.00
Value of this Supplemental Agreement:	\$1,556,507.00
Cumulative SA Value, including this SA:	\$1,556,507.00
Current Contract Value, Not-To-Exceed, including this SA::	\$4,756,507.00
Original Contract Time	1750 Days (4 Years, 10 Months)
Time Extension, this SA:	365 Days
Total SA Time Extension:	365 Days (1 Year, 0 Months)
Contract Start Date:	01-26-2012
Contract Completion Date:	11-10-2017

**Purpose of the Contract:**

Provide engineering design and related services for a new pumping station to replace the existing deteriorating Poplar Point Pumping Station that has been in operation since 1915. The work also includes replacement of the existing Barry Road Sewer crossing I-295 which has failed.

This work is required to comply with a Consent Decree and DC Water's NPDES Permit.

**Original Contract Scope:**

- Provide civil, architectural, mechanical process, HVAC, instrumentation, and electrical design services, and support activities, and preparation of contract documents for Poplar Point Pumping Station Replacement, approximately 1,000 lineal feet of trenchless 54-inch sewer and approximately 400 lineal feet of sewer from Barry Road to the pumping station crossing I-295.

**Current Supplemental Agreement Scope:**

- Provide Engineering Services During Construction not included in original scope including: construction phase submittals review; attend construction progress meetings; review and address requests for interpretation (RFIs); provide commissioning, start-up, and testing assistance; review operations and maintenance manuals; perform final inspection.

**Future Supplemental Agreement Scope:**

- No future supplemental agreement is anticipated at this time.

**ORIGINAL CONTRACT PROCUREMENT INFORMATION**

<b>Contract Type:</b>	Lump Sum	<b>Award Based On:</b>	Highest Ranking Score
<b>Commodity:</b>	Engineering Services	<b>Contract Number:</b>	DCFA-445
<b>Contractor Market:</b>	Open Market		

**BUDGET INFORMATION**

<b>Funding:</b>	Capital	<b>Department:</b>	DC Clean Rivers Project
<b>Service Area:</b>	Combined Sewer Overflow , Sewer	<b>Department Head:</b>	Carlton M. Ray
<b>Project:</b>	CY, G1		

**ESTIMATED USER SHARE INFORMATION**

**G1-Small Local Sewer Rehab Allocation**

User	Share %	Dollar Amount
District of Columbia	100.00%	\$146,526.00
Federal Funds**	0.00%	\$0.00
Washington Suburban Sanitary Commission*	0.00%	\$0.00
Fairfax County	0.00%	\$0.00
Loudoun County & Potomac Interceptor	0.00%	\$0.00
<b>Total Estimated Dollar Amount</b>	<b>100.00 %</b>	<b>\$146,526.00</b>

**CY – Poplar Point PS Allocation**


User	Share %	Dollar Amount
District of Columbia	90.00%	\$1,268,983.00
Federal Funds**	0.00%	\$0.00
Washington Suburban Sanitary Commission*	10.00%	\$140,998.00
Fairfax County	0.00%	\$0.00
Loudoun County & Potomac Interceptor	0.00%	\$0.00
<b>Total Estimated Dollar Amount</b>	<b>100.00%</b>	<b>\$1,409,981.00</b>


**Combined Allocation**


User	Share %	Dollar Amount
District of Columbia	90.94%	\$1,415,509.00
Federal Funds**	0.00%	\$0.00
Washington Suburban Sanitary Commission*	9.06%	\$140,998.00
Fairfax County	0.00%	\$0.00
Loudoun County & Potomac Interceptor	0.00%	\$0.00
<b>Total Estimated Dollar Amount</b>	<b>100.00%</b>	<b>\$1,556,507.00</b>

\* The cost share of \$146,526.00 is the portion of the contract increase for the Barry Road Sanitary Sewer, which is not joint use. The remainder of the supplemental agreement cost (\$1,409,981.00) is for the Pumping Station Replacement which is joint use with a WSSC share of 10% and a District of Columbia share of 90%.

\*\*Eligible for Federal Funding at 50% of the District of Columbia share. Federal funding is insufficient to fund all eligible contracts. It may be used if additional funding becomes available or if other eligible projects are postponed.

  
 Gail Alexander-Reeves  
 Director of Budget  
 Date 3/10/15

  
 Leonard R. Benson  
 Chief Engineer  
 Date 3/11/15

  
 Dan Bae  
 Director of Procurement  
 Date 3/11/15

  
 George Hawkins  
 General Manager  
 Date 3/19/15

**Presented and Adopted: April 2, 2015**

**SUBJECT: Approval to Execute Option Year One of Contract No. 14-PR-CCO-06, Mueller Systems, LLC**

**#15-39  
RESOLUTION  
OF THE  
BOARD OF DIRECTORS  
OF THE  
D.C. WATER AND SEWER AUTHORITY**

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority ("the Authority") at its meeting on April 2, 2015, upon consideration of a non-joint use matter, decided by a vote of \_\_() in favor and \_\_() opposed to execute Option Year One of Contract No. 14-PR-CCO-06, Mueller Systems, LLC.

**Be it resolved that:**

The Board of Directors hereby authorizes the General Manager to execute Option Year One of Contract No. 14-PR-CCO-06, Mueller Systems, LLC. The purpose of the option is to provide additional meters for installation at residential and small commercial servicing sites to ensure accurate measurement of water consumption by DC Water's customers. The option amount is \$1,000,000.

This Resolution is effective immediately.

\_\_\_\_\_  
Secretary to the Board of Directors

**DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY  
BOARD OF DIRECTORS CONTRACTOR FACT SHEET**

**ACTION REQUESTED**

**GOODS AND SERVICES CONTRACT OPTION:**

**Interim Positive Displacement Meters  
Non Joint-Use**

Approval to execute option year one (1) of the contract in the amount of \$1,000,000.00.

**CONTRACTOR/SUB/VENDOR INFORMATION**

<b>PRIME:</b> Mueller Systems, LLC 10210 Statesville Blvd P.O. Box 128 Cleveland, NC 27013	<b>SUBS:</b> N/A	<b>PARTICIPATION:</b> N/A
--	------------------	---------------------------

**DESCRIPTION AND PURPOSE**

Original Contract Value:	\$500,000.00
Original Contract Date:	04-15-2014—04-14-2015
No. of Option Years in Contract:	1
Option Year One (01) Value:	\$1,000,000.00
Option Year (01) Date:	04-15-2014—04-14-2015
Modification (1) Value	\$ 300,000.00
Modification Date:	10-31-2014 – 04-14-2015
Modification (2) Value:	\$190,000.00
Modification (2) Date:	02-18-2015—04-14-2015

**Purpose of the Contract:**

To provide Positive Displacement Meters in support of the District of Columbia Water and Sewer Authority's (DC Water) Department of Customer Care and Operations, Meter Division.

**Contract Scope:**

To provide additional meters for installation at residential and small commercial servicing sites to ensure accurate measurement of water consumption by DC Water's customers.

**Spending Previous Year:**

Cumulative Contract Value:	04-15-2014 to 03-10-2015—\$990,000.00
Cumulative Contract Spending:	04-15-2014 to 02-10-2015—\$748,926.50

**Contractor's Past Performance:**

The contractor's past performance has been satisfactory.

**PROCUREMENT INFORMATION**

<b>Contract Type:</b>	Fixed Price	<b>Award Based On:</b>	Single Bidder
<b>Commodity:</b>	Goods and Services	<b>Contract Number:</b>	14-PR-CCO-06
<b>Contractor Market:</b>	Open Market with LBE/LSBE Preference Points		

**BUDGET INFORMATION**


<b>Funding:</b>	6110	<b>Department:</b>	Department of Customer Care and Operations
<b>Service Area:</b>	DC Water servicing areas	<b>Department Head:</b>	Lauren Preston

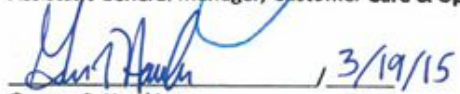
**ESTIMATED USER SHARE INFORMATION**

User	Share %	Dollar Amount
District of Columbia	100.00%	\$1,000,000.00
Washington Suburban Sanitary Commission	0.00%	\$ 0.00
Fairfax County	0.00%	\$ 0.00
Loudoun County & Potomac Interceptor	0.00%	\$ 0.00
Other, Potomac Interceptor	0.00%	\$ 0.00
<b>TOTAL ESTIMATED DOLLAR AMOUNT</b>	<b>100.00%</b>	<b>\$1,000,000.00</b>

 3/11/15  
 Dan Bae Date  
 Director of Procurement

 3/11/2015  
 Gall Alexander - Reeves Date  
 Director of Budget

 3/11/15  
 Charles Kiely Date  
 Assistant General Manager, Customer Care & Operations

 3/19/15  
 George S. Hawkins Date  
 General Manager