



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

**Thursday, April 6, 2023  
9:30 am**

**This Board Meeting can also be viewed via livestream: <https://dcwater.com/watch-board-meetings>**

- I. Call to Order (Chairman Tommy Wells)**
- II. Roll Call (Michelle Rhodd, Board Secretary)**
- III. Approval of the March 2, 2023 Meeting Minutes**
- IV. Chairman's Overview**
- V. Committee Reports**
  - 1. Governance Committee (**Christopher Herrington**)
  - 2. Environmental Quality and Operations Committee (**Howard Gibbs**)
  - 3. Finance and Budget Committee (**Matthew Brown**)
- VI. Issues of General Interest**
- VII. CEO and General Manager's Report (David L. Gadis)**
- VIII. Summary of Resolutions and Contracts (FYI)**
- IX. Consent Items (Joint Use)**
  - 1. Approval to Execute Contract No. DCFA 534 A, B and C, Three Task Order Based Architectural and Engineering Service Agreements for a Five-Year Period, Brown and Caldwell; Johnson, Mirmiran & Thompson, Inc.; and Whitman, Requardt & Associates, LLP - Resolution No. 23-17 (Recommended by the Environmental Quality and Operations Committee 03-16-23)
  - 2. Approval to Exercise Option Years 5 – 7 of Contract No. 18-PR-OSH-06, Origami Risk LLC – Resolution No. 23-18 (Recommended by the Environmental Quality and Operations Committee 03-16-23)
  - 3. Approval to Add Funding to Contract No. 19-PR-OCEO-24 for Task Order No. 2 Strategic Planning Advisory Services Phase II, Arup-Deloitte – Resolution No. 23-19 (Recommended by the Environmental Quality and Operations Committee 03-16-23)

4. Approval to Award Service Contract No. 10348 for Bloom Sales and Marketing, Blue Drop, LLC - Resolution No. 23-20 (Recommended by the Environmental Quality and Operations Committee 03-16-23)
5. Approval to Extend and Modify the ROCIP V Insurance Brokerage Contract to Add ROCIP VI and an OCIP Program to Scope, Contract No. 20-PR-CFO-30, Aon PLC – Resolution No. 23-21 (Recommended by the Finance and Budget Committee 03-23-23)

**X. Consent Items (Non-Joint Use)**

1. Approval to Execute Contract No. DCFA 525 A, B and C, Three Task Order Based Architectural and Engineering Service Agreements, Survey & Subsurface Utility Engineering (SUE) – BOA, A. Morton Thomas and Associates; KCI Technologies, Inc.; and Utility Mapping Services, P.C. – Resolution N. 23-22 (Recommended by the District of Columbia Board Members of the Environmental Quality and Operations Committee 03-16-23)

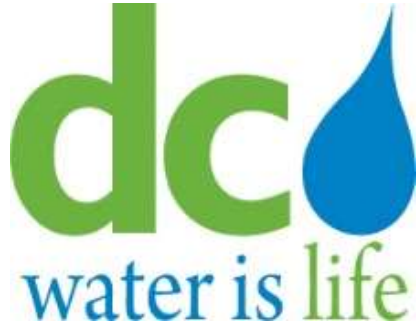
**XI. Executive Session\***

**XII. Adjournment (Chairman Tommy Wells)**

**Upcoming Committee Meetings | via Microsoft Teams**

- April 20<sup>th</sup> @ 9:30 a.m. Environmental Quality and Operations Committee
- April 25<sup>th</sup> @ 9:30 a.m. DC Retail Water and Sewer Rates Committee
- April 27<sup>th</sup> @ 9:30 a.m. Audit and Risk Committee
- April 27<sup>th</sup> @ 11:00 a.m. Finance and Budget Committee

<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 certain matters, including but not limited to: matters prohibited from public disclosure pursuant to a court order or law under DC Official Code § 2-575(b)(1); terms for negotiating a contract, including an employment contract, under DC Official Code § 2-575(b)(2); obtain legal advice and preserve attorney-client privilege or settlement terms under DC Official Code § 2-575(b)(4)(A); collective bargaining negotiations under DC Official Code § 2-575(b)(5); facility security matters under DC Official Code § 2-575(b)(8); disciplinary matters under DC Official Code § 2-575(b)(9); personnel matters under DC Official Code § 2-575(b)(10); third-party proprietary matters under DC Official Code § 2-575(b)(11); train and develop Board members and staff under DC Official Codes § 2-575(b)(12); adjudication action under DC Official Code § 2-575(b)(13); civil or criminal matters or violations of laws or regulations where disclosure to the public may harm the investigation under DC Official Code § 2-575(b)(14); and other matters provided under the Act.



**DISTRICT OF COLUMBIA  
WATER AND SEWER AUTHORITY**

**Board of Directors**

**Governance Committee**

Wednesday, March 8, 2023  
via Microsoft Teams

9:00 a.m.

**MEETING MINUTES**

**Committee Members**

Christopher Herrington, Chairperson  
Rachna Bhatt, Committee Member  
Fariba Kassiri, Committee Member

**DC Water Staff**

Thomas Kuczynski, President, Blue Drop  
Wayne Griffith, Acting Chief Operating Officer,  
EVP  
Matthew Brown, Chief Financial Officer and EVP,  
Finance and Procurement  
Michelle Rhodd, Secretary to the Board

**Call to Order**

Chairperson Christopher Herrington called the meeting to order at 9:02 a.m. The meeting was held via Microsoft Teams.

**Agenda Item #3 – Blue Drop Update Fiscal Year 2023**

Thomas Kuczynski, President, Blue Drop briefed the Committee on the fiscal year 2023 updates.

Mr. Kuczynski reported that the annual Bloom sales goal is 60,000 tons. At the end of January, sales were 11,481 tons. Though January actuals were not included in the report, they were lower than expected due to wet weather which delayed deliveries. February had the second highest month in sales since FY 2019 with almost 9,900 tons. Mr. Kuczynski noted Bloom is sold out through mid-May and March; and April and May sales are expected to exceed goals.

Mr. Kuczynski provided an update on the biosolids briefing provided to the Board in January. Public Employees for Environmental Responsibility (PEER), an environmental group located in Montgomery County Maryland, published a report which recommended restricting the use of Bloom. The recommendation hasn't impacted overall Bloom sales which are currently ahead of last year's sales for the season. Last year sales were over 56,000 tons and this year Bloom sales are ahead by 1,000 tons and expected to exceed this year's goal. On January 26, 2023, DC Water hosted a biosolids webinar, which was successful with over 400 attendees.

Mr. Kuczynski reported that Chris Peot, Director DC Water Resource Recovery, participated in three interviews with three local radio and newspaper outlets. The interviews were well balanced and Bloom was not mentioned as the source of PFAS found in the Poolesville, Maryland wells. The biosolids webinar with Dr. Ian Pepper, Director of The Water and Energy Sustainable Technology

Center at the University of Arizona, was attended by members of the local community, PEER, Montgomery County, and others. Blue Drop also issued a formal statement that was shared with Montgomery County.

Blue Drop continues to work with DC Water to develop a strategy to address PFAS. Mr. Kuczynski provided updates on actions resulting from additional water quality testing. The Town of Myersville, Maryland has taken one of their wells offline due to elevated levels of PFAS. Elevated PFAS levels were reported in groundwater wells in Mount Airy and Thurmont, Maryland. Bloom has not been applied to either of those areas. Montgomery County Executive Marc Elrich has asked the local farming community to voluntarily stop using Bloom until further analysis can be conducted. The Maryland Department of the Environment has also issued a moratorium on new class B biosolids permits. Bloom is a class A biosolids and is permitted through 2026. Maryland will renew existing permits but won't issue new permits until legislation for testing requirements for biosolids passes the Maryland Senate. Lastly, Mr. Kuczynski noted that while Montgomery County sales are down, Bloom's overall sales remain robust and have not been impacted by state or local actions.

Mr. Kuczynski reported on HQO events for FY 2023. FY 2023 events goal is 50 events; to date 22 events have been held. Currently, the largest event this fiscal year was for 800 attendees. However, the event scheduled for tonight, March 8, is expected to surpass that number, with over 900 attendees. The number of events in Q1 has doubled since FY 2022 and is expected to exceed the FY 2023 events goal of 50. Typically, spring, summer and fall are very high demand times for the event space. So far in FY 2023, 27 events are committed, in addition to a number of repeat events such as the New Years Eve party, Halloween party booked two years in a row, and a couple of local high schools have booked their proms.

Next, Mr. Kuczynski reported that Blue Plains' Intellectual Property (IP) sales are lower than expected. However, revenue is on target. Other IP sales include software products built for DC Water that Blue Drop is working to market. Blue Drop hasn't been successful selling software since the water sector tends to be long cycle.

Blue Drop is on target to meet its cell tower goal. Two new towers are being added -- one at Blue Plains and other at the Good Hope water tower. The contract for the Good Hope water tower was signed March 7. The contract for the Blue Plains tower will be signed at the end of the month. The lease with T-Mobile on the Good Hope water tower ends soon and another contract is under renegotiation.

Blue Drop is evaluating the sale of a patent for a manhole puller, which is a modified crowbar type device. Blue Drop hasn't been able to market it directly and is evaluating an opportunity to sell the patent to generate revenue.

Mr. Kuczynski reported that Maryland Renewable Energy Credit (REC) prices continue to increase and are up \$4-\$5 per credit from last year and expect to exceed the goal of \$3.7 million.

Mr. Kuczynski reported that Blue Drop's revenue is cash positive with almost \$2.6 million in profits through the end of January FY 2023 and \$1.4 million in expenses.

### **Committee Member's Questions/Comments**

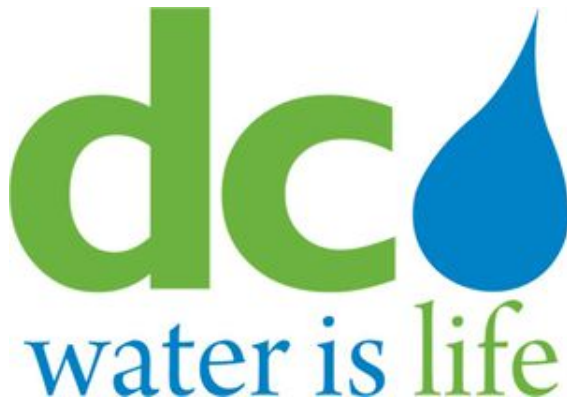
Chairperson Herrington reported on his conversation with Mr. Kuczynski about the seasonal demand for Bloom. According to Mr. Kuczynski if DC Water had more storage capacity, Blue Drop could increase Bloom production which would allow it to better manage seasonal demand. Mr. Kuczynski went on to explain that Blue Drop has been trying to address the seasonality issue by shifting farm delivery to winter months as Bloom can be stored on site for up to six months. However, warmer weather conditions this year and heavy rains prevented them from doing so.

Blue Drop estimates that if 6,000 tons of Bloom could be stored on site at Blue Plains, that would also address the seasonality issue. However, the supply problem is constant, since DC Water generates 450 tons of Bloom a day. Though demand fluctuates and is typically heavier during early spring, which is the busiest period, to help manage on site capacity challenges, Blue Drop sends a lot of capacity to the traditional land applier in winter. Otherwise, it could be sold.

Mr. Kuczynski explained that prices are still significantly less with the average cost to send Bloom to land appliers at \$38 a ton compared to historic \$53 a ton. However, the cost to move the product to market is less than \$24 per ton. If Bloom could be stored and delivered, it could save the Authority an additional \$14 a ton. Blue Drop is working with Blue Plains to identify opportunities to store some Bloom on site storage and shift some demand from the early spring months to winter months.

### **Adjournment**

There being no further business, the meeting was adjourned at 9:16 AM.



**District of Columbia  
Water and Sewer Authority**

**Board of Directors**

**Environmental Quality and Operations  
Committee Meeting**

*Thursday, March 16, 2023*

*9:30 am*

**MEETING SUMMARY**

**Committee Members**

Howard Gibbs  
Ivan Frishburg  
Steven Schofar  
David Franco  
Chris Herrington

**DC Water Staff Present**

David Gadis, CEO & General Manager  
Marc Battle, Chief Legal Officer and EVP  
Wayne Griffith, Chief Strategy and Performance Officer and EVP  
Matthew Brown, Chief Financial Officer and EVP  
Michelle Rhodd, Secretary to the Board  
Aklile Tesfaye, VP, Wastewater Operations  
David Parker, VP, Engineering  
Dan Bae, VP, Procurement & Compliance  
William Elledge, Director, Engineering & Technical Services  
Moussa Wone, Director, Clean Rivers

**I. CALL TO ORDER**

Environmental Quality and Operations Chairperson Howard Gibbs called the meeting to order at 9:30 AM. The meeting was conducted via MS Teams.

**II. ROLL CALL**

Michelle Rhodd, Secretary to the Board, DC Water, conducted a roll call of the Committee members present for the meeting.

**III. BPAWTP PERFORMANCE UPDATE & PFAS SAMPLING UPDATE**

Aklile Tesfaye, VP, Wastewater Operations briefed the Committee on the performance of the Blue Plains Advanced Wastewater Treatment Plant (BPAWTP). Specific details of the presentation can be found on pages 3 to 12 of the materials that were shared with the Committee in advance of the meeting (the meeting package).

Mr. Tesfaye provided an update on the performance of complete treatment and wet weather treatment at BPAWTP. The monthly average flow to complete treatment was 302 million gallons per day (MGD) for February. It was reported that all performance parameters for the month were excellent, and all effluent and biosolids parameters were within National Pollution Discharge Elimination Standard (NPDES) permit limits. As requested by the Board, a graph was presented summarizing the performance of the Anacostia River Tunnel System and the Wet Weather

Treatment Facility (WWTF) for 2022. The graph summarized the number of Combined Sewer Overflow (CSO) events, the volume of CSOs captured by the tunnel system and the monthly precipitation for the calendar year. It was noted that the Anacostia tunnel system captured 98% of CSOs. There were five CSO events for the year, which were due to a few large-intensity rainstorms. In addition, Mr. Tesfaye discussed CSO data for 2022 for the entire system, which includes drainage systems for the Anacostia, Potomac and Rock Creek drainage areas.

In response to the CSO summary data, the Committee requested that data for previous calendar years be presented in future. This will allow comparison of the frequency of CSO events and performance of the tunnel systems in different years, since the commissioning of the Anacostia River Tunnel.

Mr. Tesfaye discussed electrical energy use and onsite generation at BPAWTP. Onsite energy generation from the Combined Heat and Power (CHP) facility and solar panels for the month was 26% of the average consumption at BPAWTP. Biosolids production and Bloom marketing at BPAWTP were discussed for February. It was noted that 13,280 wet tons of Class A biosolids were produced and all biosolids met the Environmental Protection Agency's (EPA) Exceptional Quality requirements. A total of 9,780 wet tons of biosolids were sold as Bloom, which was a record for sales in the month of February. Sales exceeded the goal of 7,300 tons for the month, it was noted that Bloom marketing is on track to achieve the annual sales goal of 58,000 tons.

Ryu Suzuki, Manager, Process Engineering gave a presentation on how DC Water staff collaborated to solve a persistent equipment problem that allowed raw sludge to flow onto the floor of the cake bins inside the pre-dewatering facility. The situation created a health and safety hazard for Operations and Maintenance (O&M) staff working around the equipment. Mr. Suzuki described how seals in the cake bins leaked raw thickened sludge and caused hazardous conditions in the facility. Wastewater operations staff investigated the root cause of the leak and identified the problem to be with the type of lubrication used for the seals, which lead to abrasion of screw conveyor shafts. The leak had started to affect other components in the system, which conveyed the sludge to the Cambi Thermal Hydrolysis process. Once the problem was identified, operations staff proposed the use of pneumatic seals for the cake bin shafts and worked with staff in the department of Wastewater Engineering and Procurement to establish the Cake Bin Sludge Seal Project, which included replacement of the leaking seals and shafts. Following installation of the new seals the working conditions in the pre-dewatering facility are much improved.

#### **IV. DC CLEAN RIVERS QUARTERLY UPDATE**

Moussa Wone, Director, Clean Rivers presented the quarterly update for the DC Clean Rivers Program.

##### *Anacostia Area*

The Anacostia Tunnel System continues to perform well. A graph was presented showing system performance since it was placed into service in March 2018. Through February 2023, over 14.8 billion gallons of overflows and over 9,260 tons of trash, debris, and other solids have been captured by the tunnel system. These capture rates exceed the rates anticipated at this stage of the project. This graph provided a partial response to a Board question on tunnel performance since its inception. A more detailed summary of performance was requested to better reflect the impact of individual storms to overflow events.

The Northeast Boundary (NEB) Tunnel is the last leg of the Anacostia Tunnel System currently under construction.

- Tunnel mining is complete, construction of shaft/tunnel connections and surface diversion facilities is ongoing.
- The Tunnel is expected to be placed in operation in summer 2023, ahead of the Consent Decree deadline of March 2025.
- First St. Tunnel Permanent connection with NEB Tunnel has started:
  - Demolition of the concrete cunette has been completed and the First St tunnel was placed back in service in February.

### *Potomac Area*

Procurement for the final design and construction of the Potomac River Tunnel (Potomac River Tunnel Contract B) is ongoing. Four teams were shortlisted, and the 100% RFP was issued to these teams in June 2022. DC Water conducted collaboration meetings with each team to clarify the project scope and risks, prior to submittal of final bids.

- Technical and Price Proposals are due in April 2023. Notice to Proceed (NTP) for the tunnel construction is planned to be issued in November 2023.
- The Tunnel is planned to be completed by February 2030.
- The solicitation for construction management services during construction is currently ongoing. DC Water is currently negotiating with the Construction Manager. The NTP for this work is expected to be submitted in August 2023.

Potomac River Tunnel Contract A (Advanced Utility Construction Project for the Potomac River Tunnel) is ongoing. Work for the contract involves construction of high voltage electric duct banks to power the tunnel boring machine and West Potomac Park job site for Contract B.

- Work along Independence Ave has been completed.
- Construction at Georgetown University (CSO-029) commenced in February 2023 and work is estimated to be completed in July 2023.

CSO 025/026 Sewer Separation Project is ongoing. Separation at two of the three sites (31<sup>st</sup> St and Wisconsin Ave) is complete. Work at the third site (Structure 44) is ongoing.

- The Consent Decree requires completing the sewer separation at the two outfalls. This work has been completed, DC Water plans to send a letter to the EPA, to certify that the Consent Decree milestone has been achieved.

### *Rock Creek Area*

Green Infrastructure (GI) Rock Creek Project B – the project is to manage 22 impervious acres with GI. Construction for this project commenced in March 2022. There are six areas where GI facilities will be constructed and the project is planned to be completed in January 2024.

- Construction of all facilities at two of the six areas is complete (Area 1 - Columbia Heights and Area 2 - Takoma DC).
- Construction at the remaining four areas is ongoing.

### *General*

The Clean Rivers Program continues to engage the public through outreach efforts on all projects. Mr. Wone gave details about the various activities that have taken place across the District; including community partnerships, key meetings and numerous outreach programs.



- DC Water established a Business Impact Mitigation Plan to support businesses in the areas affected by construction of the NEB Tunnel. Funding for this plan has been distributed to over 40 affected businesses between October 2022 and January 2023.

Overall, the Clean Rivers Program is projected to be completed \$42.6 million below budget. A graph was presented showing contract amounts and final costs for projects forming part of the program.

Mr. Wone provided details of the ongoing surface work associated with the NEB Tunnel construction. The updates are shown on pages 24 to 39 of the meeting package.

## **V. LEAD-FREE DC QUARTERLY UPDATE**

William Elledge, Director, Engineering and Technical Services presented the quarterly update for the Lead-Free (LFDC) Program. Detailed updates can be found in the meeting package on pages 42 to 52. Program highlights for FY23 to date were discussed and a chart was presented summarizing the lead service line (LSL) replacements on the program. For FY23, 580 replacements were completed through February. The goal is to replace 2,099 LSLs for the year. Over 3,700 LSLs have been completed by the program since FY20.

Mr. Elledge discussed program accomplishments related to business development. Combined Disadvantaged Business Enterprise (DBE) and Women Owned Business Enterprise (WDBE) and is 40%, compared to the contract goal of 35% combined D/WBE utilization. Thirteen certified firms are currently working on the project and 10 of the 13 firms are locally certified.

Key program activities completed through the second quarter of FY23 were discussed. The new program managers, the Lead-Free Group (LFG), are fully managing the program and all subconsultants have been integrated into the team. Work has commenced on permitting and public outreach for work packages 5 and 6. Currently 10 packages of which work is ongoing. The program has received approval on the 'Intended Use Plan' for funding from the Bipartisan Infrastructure Law (BIL). The program also commenced collaboration efforts with the District Department of Employment Services (DOES), to provide employment for residents of the District. Through the collaboration, 20 employees will be working on Public Outreach related tasks.

Upcoming key activities for the program were discussed. Work with the Advisory Neighborhood Commissions (ANCs) and the Community Based Organizations (CBOs) will continue to keep the communities informed of the planned work in packages 5 and 6. In addition, completion of pavement restoration for completed blocks, commencement of construction for packages 5 and 6 and permitting and public outreach for work packages 7 through 10 were noted as additional upcoming activities.

Mr. Elledge discussed progress on program construction activities. Final excavation of test pits and LSL replacements have been completed for work initiated under change order contracts in FY22. A chart was presented summarizing the progress required to achieve the 2030 goal of replacing all LSLs. Progress is required to accelerate to almost 5,000 LSL replacements per year in FY27. A second chart was presented which showed planned program spending by fiscal year required to achieve the 2030 goal. It was noted that the program is currently constructing a dashboard to track progress for LSL replacements by fiscal year and towards the 2030 goal.

The Committee enquired about progress in identifying unknown service line inventory across the system. Mr. Elledge clarified that DC Water have been assessing existing records in an attempt to update the inventory. In addition, DC Water will need to excavate a significant number of test pits to determine the material of the unknown service lines in the system. The program plans to establish contracts specifically to complete test pits for this purpose. These contracts are planned to be issued in the next four months.

## **VI. ACTION ITEMS**

### **JOINT USE**

1. Agreement No.: DCFA-534 A, B and C - Wastewater Treatment Facility – Basic Ordering Agreement, Brown and Caldwell, Johnson, Mirmiran & Thompson Inc., Whitman Requardt & Associates, LLP.
2. Contract 18-PR-OSH-06 Option Years 5-7 - Safety Risk System (SRS) - Origami Risk LLC
3. Contract 19-PR-OCEO-24 – Task Order 2 - Strategic Planning Advisory Services – ARUP-Deloitte
4. Contract 10348 – Award Contract for Bloom Sales and Marketing – Blue Drop LLC

### **NON-JOINT USE**

1. Agreement No.: DCFA-525 A, B and C - Survey & Subsurface Utility Engineering (SUE) – BOA, A Morton Thomas and Associates, KCI Technologies, Inc., Utility Mapping Services, P.C.

David Parker, VP, Engineering presented Joint Use Action Item 1 and the Non-Joint-Use Item. Dan Bae, VP, Procurement & Compliance, DC Water, presented Joint Use Action Items 2, 3 and 4.

For Joint Use Action Item 2, the Committee asked for an explanation for the cost increases in the contract for years 5 through 7. Mr. Bae clarified that the increases are due to the additional modules being added to the contract – the costs are for implementation and for the additional software being procured.

The Committee recommended moving all Action Items to the full Board for approval.

## **VII. ADJOURNMENT**

There were no other items to come before the Committee. The meeting adjourned at 10:20 am.

### **Follow-up Items**

1. VP, Wastewater Treatment Operations to provide charts summarizing the volume of CSOs captured across all systems for years prior to 2022. The charts should show the number of overflow events by month.



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

Finance and Budget Committees

Thursday, March 23, 2023

9:30 a.m.

**MEETING MINUTES VIA MICROSOFT TEAMS**

**Committee Members**

David Franco, Chairperson  
(Acting)  
Jared McCarthy  
Sarah Motsch  
Adriana Hochberg  
Wendell Felder

**DC Water Staff**

David Gadis, Chief Executive Officer & General Manager  
Matthew T. Brown, CFO & EVP, Finance, Procurement & Compliance  
Wayne Griffith, Chief Operating Officer (Acting) & EVP  
Marc Battle, Chief Legal Officer & EVP, Government & Legal Affairs  
Lola Oyeyemi, Director, Budget  
Ivan Boykin, Director, Finance  
Tanya DeLeon, Risk Manager  
Michelle Rhodd, Board Secretary

**Other Attendees**

David Calvert, Financial Adviser-PFM Asset Management  
Cathy Wells, Principal and West Coast Practice Leader-Albert Risk

**Call to Order**

David Franco, Acting Chairperson, called the meeting to order at 9:30 a.m.

**February 2023 Financial Report**

Lola Oyeyemi, Budget Director, provided an overview of the financial performance for the month of February. Revenues were favorable at \$360.4 million or 44.8 percent of the budget; operating expenses were \$266.6 million or 38.7 percent, which is \$4.8 million over the budget; and capital disbursements were \$140.5 million or 28.0 percent of the budget. She noted that this month's report is based on the previously adopted budgets. Future reports will reflect the budget revisions adopted by the Board as part of the FY 2024 budget process for the operating expenses and revenues.

Next, Ms. Oyeyemi informed the Committee that the FY 2022 Annual Comprehensive Financial Report has been completed and is available online. She went on to congratulate Genes Malasy, Controller and the Accounting team who led this collaborative effort for the Authority and continue to work on other Fiscal Year 2022 year-end closeout activities. Ms. Oyeyemi further highlighted that the DC Council Budget Oversight Hearing with DC Water is scheduled for April 6, 2023 at 3pm.

Ms. Oyeyemi reported that operating revenue was slightly ahead of the year-to-date budget by \$9.0 million with higher receipts mainly due to higher than budgeted consumption. Total operating expenditure was \$266.7 million and includes overspending of \$6.9 million mainly in operations and maintenance. The areas of operating budget pressures continue to be in chemical and energy cost

categories. Ms. Oyeyemi further highlighted that filled positions are now at 1106, with vacancy rate of 16.7 percent.

Ms. Oyeyemi reported that the overall capital expenditure was \$140.5 million with lower year-to-date spending due to a lag in invoicing and slight delays experienced at the beginning of the year. An updated forecast for the rest of the year will be provided as part of the next quarterly update by the Engineering Team.

Next, Ms. Oyeyemi reported that the total cash balance was \$821 million at the end of February. This included the Rate Stabilization Fund (RSF) of \$35.6 million. The interest income on investments to date is \$1.0 million. Ms. Oyeyemi reported that delinquent accounts were at \$30.3 million for 13 thousand accounts, or 10.1 percent of the total customer accounts and includes delinquent impervious only accounts at one percent.

In response to a previous Committee request, Ms. Oyeyemi provided an overview of the developer deposits. She stated that the report is also provided to the Retail Rates Committee and will be included in the monthly financial report to the Finance and Budget Committee going forward. The developer deposits report includes the liabilities and receivable balances, information regarding communications to customers including the annual statements as well as refund requests. Ms. Oyeyemi reported that at the end of February, developer deposits had a credit balance (liability) of \$45.8 million for 4,535 accounts and there was \$11.7 million in debit balance (receivables) for 1,851 accounts. The net credit balance was \$34.2 million. She shared that currently, there are 1,245 accounts representing 809 projects in active status and are pending refunds. Mr. Franco expressed appreciation for the developer deposits report being included in the monthly committee report.

Mr. Franco inquired if there were any updates from the Department of Government and Legal Affairs on publishing names of developers without the amount for entities and/or firms who are owed deposit refunds. Marc Battle, Chief Legal Officer & Executive Vice President, Government & Legal Affairs replied that it should not be a problem. Mr. Franco requested an update to be provided next month.

### **Market and Portfolio Update**

Ivan Boykin, Director of Finance introduced David Calvert, Financial Advisor from PFM Asset Management (PFM) who gave an economic update for calendar year 2022 through 2023. Mr. Calvert reported on DC Water's investment portfolio performance and opportunities for future investments. Mr. Calvert also described the basis in which interest income is calculated for the portfolio and offered a few strategies to improve portfolio return.

Mr. Calvert explained that FY 2023 interest income will likely fall short against the budget. He stated that in a rising interest rate environment, interest earnings will lag overnight rates due to the portfolio's longer average maturity.

Mr. Franco expressed concern about DC Water's risk exposure to regional banks, given the recent failure of two (2) regional banks. Mr. Calvert explained that DC Water is a government institution and that the deposits are collateralized. Mr. Franco further inquired about the level of protection and Mr. Boykin responded that 102 percent of DC Water's assets are collateralized.

Mr. Calvert remarked that PFM has a robust credit review team and he listed the banks in which PFM has credit exposure along with their respective credit ratings. He noted that none of the banks that failed were part of PFM's credit exposure. .

### **Rolling Owner Controlled Insurance Program (ROCIP)**

Tanya DeLeon, Risk Manager, provided an update on the Rolling Owner Controlled Insurance Program 6 (ROCIP) plan and how it relates to Workers Compensation, General Liability and Excess Liability insurance coverages. The proposed term is from November 23, 2023 to November 23, 2028. Ms. DeLeon also stated the Owner Controlled Insurance Program (OCIP) plans to accommodate the Potomac River Tunnel project with a proposed term of November 1, 2023 to November 1, 2030.

Ms. DeLeon provided detailed information on the background, program periods, insurance plan components, benefits, statistics and cumulative savings for the various ROCIP programs since inception, including current insurance market trends which have hardened. She explained that the ROCIP 5 program will expire on November 23, 2023 and that the ROCIP 6 coverage will need to be in place by November 23, 2023 to enroll and cover new projects. Management recommends a multi-year ROCIP 6 program for ongoing Capital Improvement Program (CIP) construction insurance risk protection as well as a standalone OCIP for Potomac River Tunnel (PRT) project coverage that would be advantageous to DC Water. This also includes the continuation of AON to provide ROCIP administration services including insurance brokerage services. According to Ms. DeLeon, the request is to expand the ROCIP 5 contract to include ROCIP 6, and a stand-alone OCIP program which covers the PRT project. Ms. DeLeon cited cost savings, administrative efficiency and mitigating risks as reasons for extending AON's contract.

In response to Mr. Franco's inquiry regarding when projects are not completed at a specified time, Ms. DeLeon explained the requirement for extension requests. Mr. Franco further inquired about the anticipated cost of open bidding rather than the proposed extension. Cathy Wells, Principal and West Coast Practice Leader at Albert Risk responded that cost estimates are received from other brokers and Albert Risk is aware of the costs with other offerors and the efficiencies AON provides through administrative efficacies. She believes that DC Water will save money with the proposed contract extension.

### **Update on Rate Stabilization Fund Policy**

Matthew Brown Chief Financial Officer & Executive Vice President, Finance, Procurement & Compliance provided an overview of the Rate Stabilization Fund (RSF) and stated that the current RSF policy was adopted in 2010 and that the fund has a balance of \$35.6 million. Mr. Brown further stated that the fund was used in 2019 with a withdrawal of \$6 million to create the Customer Assistance Program (CAP) 2. The CAP2 assistance program is an expansion of CAP and provides benefits to residential customers with incomes between 60 percent of State Median Income and 80 percent of Area Median Income. Mr. Brown further stated that in 2021 and 2022 \$13 million was applied to retail customer rates. Additionally, in 2022, the Board allocated \$46.1 million to the cash balance to meet the Board required 250 days of cash (outside of the RSF).

Mr. Brown cited a 2016 Standard & Poor report which stated that planned, but infrequent use of RSF indicates the absence of a weakness. He highlighted that per Standard & Poor's, the use of the RSF on an ongoing manner without a structurally balanced budget can be cause for concern. Mr. Brown stated

that it is critical that the Authority maintain its high bond rating for borrowing cost to stay at the levels anticipated over the next 10 years to continue with favorable interest rates.

Mr. Brown stated that Amawalk Consulting is conducting a study on the operating reserves, which is done every five years and will look at comparable jurisdictions and their scope of work will include stability of revenues as well as the historical and projected use of RSF of other similar entities.

Mr. Brown further explained the benefits of the RSF, including the flexibility of its use as compared with the Operating Reserve or the Renewal & Replacement Reserve. He further explained the American Water Works Association (AWWA) Cash Reserve and guidelines regarding RSF and reviewed the DC Water RSF Policy. Mr. Brown presented DC Water's financial metrics as compared to its peers and highlighted that DC Water's days of cash on hand are lower than peer utilities. Mr. Brown continued by explaining possible RSF uses for a new policy. He concluded by explaining that management recommendations would be presented to the Retail Rates Committee in April 2023.

### **Action Items**

The Committee members agreed to move the following action items to the full Board:

- Recommendation for Approval of Funding for ROCIP 6 and OCIP (PRT) for Fiscal Year 2024

### **Follow-up Items**

- Provide plan to publish the list of names of entities and/or firms without amounts who are owed deposit refunds **(Mr. Franco)**

### **Adjournment**

Hearing no further questions, Acting Chairperson, David Franco adjourned the meeting at 10:26 a.m.



# CEO's Report

APRIL  
2023



ACCOUNTABILITY TRUST TEAMWORK CUSTOMER FOCUS SAFETY WELL-BEING

## Inside

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# dc Highlights

Chairman Wells and members of the Board, it is my pleasure to present you with the CEO's Monthly Report for April 2023. This report captures the highlights of the team's efforts over the past month, across the five cascading imperatives of the Blueprint 2.0 strategic plan: **Equitable, Sustainable, Resilient, Reliable, and Health, Safe and Well**. There are also individual reports from Finance and Procurement; Shared Services; Customer Experience; Information Technology; and Operations and Engineering, as well as the monthly update from Internal Audit.



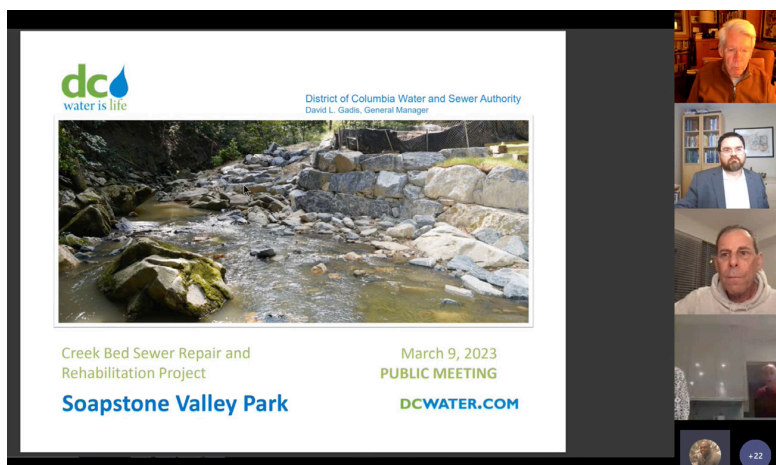
## Soapstone Valley Park Sewer Rehabilitation Public Engagement Update

To better serve the community, the Soapstone Valley Park Sewer Rehabilitation Public Outreach Team has developed numerous outreach strategies. Keeping the community educated and updated has been a very important element of our approach. Our team, led by **William Elledge** (Director, Engineering and Technical Services / Operations and Engineering) and **Emanuel Briggs** (Director, Community Outreach / Marketing and Communications), has kept consistent contact with the community, and we continue to explore innovative ways to meet and engage the public where they are.

### Specifically, the Outreach team has:

- Provided a quarterly newsletter;
- Attended and presented at ANC 3F Monthly Meetings;
- Provided weekly updates to community stakeholders;
- Attended community events, such as the UDC / Van Ness Farmers Market, and the New Morning Farmers Market at the Sheridan School to provide information and engage residents;
- Committed to hosting public meetings and small onsite meetings with stakeholders; and
- Launched a Soapstone Valley hotline for the public.

The team held a small stakeholder group meeting onsite on March 1, 2023, which went well and offered opportunities to discuss the public input process and schedule of related, upcoming events.





### DC Water Invited to EPA Listening Session on Greenhouse Gas Reduction Fund

On Thursday, March 9, a small number of utilities, consultants, industry representatives, and water associations were invited to a 'listening session' with Radhika Fox, Assistant Administrator for Water with the U.S. Environmental Protection Agency (EPA).

The purpose of the event was for EPA to hear from water sectors leaders on how to structure a Greenhouse Gas Reduction Fund (GGRF) for water utilities, leveraging funding from the Inflation Reduction Act.



#### DC Water, and the group, provided feedback on:

- Reducing greenhouse gases (GHGs);
- Delivering benefits to low-income and disadvantaged communities; and
- Mobilizing financing and private capital

I participated in the session with **Dr. Matt Ries** (Acting Chief Strategy and Performance Officer and EVP / Strategy and Performance), as we shared our experience to date on GHG reduction and our portfolio of potential projects that can further reduce GHGs, address equity in our community, and improve resilience.

The Notice of Funding Opportunity (NOFO) is expected to be released in early summer, and our staff will be tracking developments and preparing for the program's announcement.

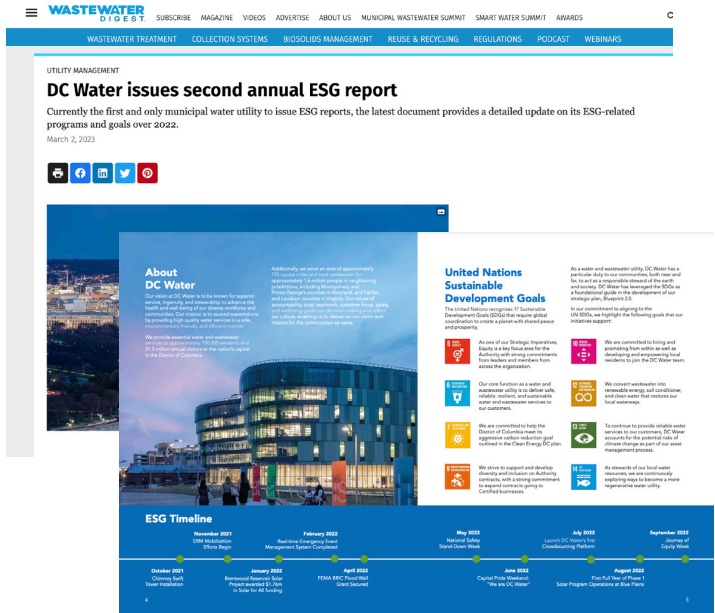


**DC Water Releases Second ESG Report**

On Wednesday, March 1, DC Water issued our second annual Environmental, Social, and Governance (ESG) report, providing the investment community with a detailed update on ESG-related programs, projects, and initiatives the Authority advanced during FY 2022.

The Authority remains the first and only municipal water authority to issue an ESG report. This year's report provides additional information on topics such as climate resiliency, risks, and opportunities through the adoption of the Task Force on Climate-Related Financial Disclosures (TCFD) framework.

I encourage our Board members to read more about our FY 2022 ESG+R report in this story that appeared on the [Wastewater Digest](#) website on March 2.

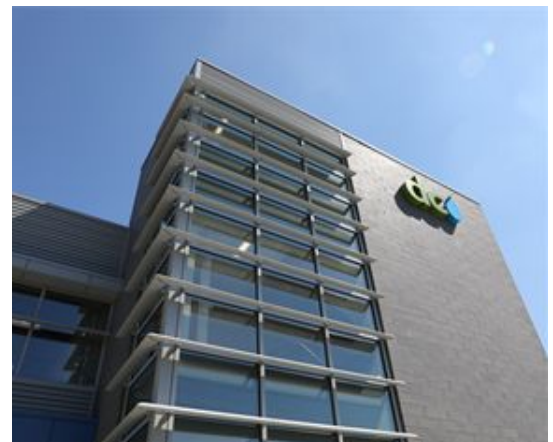


**Fleet Department Operational at Walker Mill**

The department of Fleet Management has completed their move to their new headquarters at 6020 Walker Mill Road, in Capitol Heights, Maryland.

Teams are onsite for service work and the new processes have begun. Once the repair and maintenance contractors arrive at the site at the end of the month, we expect the Fleet Department to be at 'full throttle.'

This represents a significant milestone for the Fleet Department, and I would like to recognize the efforts of **Maureen Holman** (Vice President / Shared Services), **Brent Christ** (Director, Facilities / Shared Services), and **Nija Ali** (Acting Director, Fleet / Shared Services) in delivering this sparkling new facility for the Authority.



**National Infrastructure Advisory Council (NIAC) Meeting**

On Tuesday, March 14, it was my privilege to represent DC Water, and the wastewater utility sector, at the second quarterly business meeting of the President's National Infrastructure Advisory Council (NIAC).

During the session, members received the final report of the Subcommittee on Cross-Cutting Infrastructure Policy Challenges. The report highlighted nine potential barriers to cross-sector collaboration, including the need for clarity on decision-making and command, varying degrees of risk tolerance across sectors, inflexible legal and statutory requirements, compatible hardware, and software.

The members of the Subcommittee also prepared ten recommendations, identified through a six-week study, to enhance policy and improve resilience of the nation's infrastructure through improved cross-sector collaboration.



## Healthy, Safe and Well

### 2023 Women of Water Meet and Greet and Donation Drive

On Wednesday, March 15, I had the honor of delivering opening remarks and participating in the 2023 Meet and Greet for the Authority's Women of Water (WoW) Business Resource Group.

**Kirsten Williams** (Chief Communications and Stakeholder Engagement Officer and EVP / Marketing and Communications) delivered brief remarks and was introduced as the new Executive Co-Sponsor of WoW.

The gathering also offered an opportunity to recognize the work of the WoW outgoing co-chairs, **Ogechi Okpechi** (Senior Program Manager, EPMO / Strategy and Performance) and Ms. Ali. Under their leadership, WoW had a tremendous year in 2022. Together, the pair successfully relaunched WoW following the pandemic, and organized outstanding programs, including the first event to feature the female members of the Senior Executive Team, and a great lead and learn session at Bryant Street, "Herstory: Advocating for Ourselves and Each Other."

The latter seminar was the first time DC Water held such a panel led by emerging female leaders at the Authority, including **Monique Mirabeau** (Program Manager, Contract Management / Pumping – Central Administration), and **Michell Butts** (Technician II, Instrumentation / Process Control Maintenance).





## Divisions

The CEO report includes service level based key performance indicators. These are indicators for which the teams have established or confirmed response and resolution times in which to perform the related work. This is assisting us in identifying productivity and resource needs as well as benchmarking ourselves against other utilities. It is important to note that where teams may not meet the Service Level Targets set for a specific metric, it does not mean the work is not getting accomplished. The teams are doing a tremendous job and continue to strive to meet high performance expectations.



## Finance, Procurement, and Compliance

### Financial Metrics

Metric	Target	Nov-22	Dec-22	Jan-23	Feb-23
Operating Cash Balance (millions \$)	\$235.6	\$263.6	\$248.7	\$253.8	\$261.5
Delinquent Account Receivables (%) <sup>†</sup>	3.3%	4.5%	4.7%	4.5%	4.5%
On-time Vendor Payments (%) <sup>††</sup>	97%	96%	96%	96%	96%
Investment Earnings Data (Thousands \$)	\$2,234.0	\$340.4	\$346.6	\$747.2	\$1,036.2
Core Investment Yield Data (%) - Merrill Lynch 1-3 Year Treasury Index *		4.4%	4.5%	4.3%	4.9%
Core Investment Yield Data (%) - Actual Monthly Yield <sup>†††</sup>	0.2%	2.6%	2.3%	2.5%	2.6%
Short Term Investment Yield Data (%) - Merrill Lynch 3-Month Treasury Index *		4.2%	4.3%	4.6%	4.7%
Short Term Investment Yield Data (%) - Actual Monthly Yield <sup>†††</sup>	0.1%	2.4%	2.7%	2.8%	2.9%
Days of Cash on Hand <sup>**</sup> and <sup>***</sup>	250.0 <sup>**</sup>	343	283.0	287.0	291 <sup>***</sup>

\* Represent annual Treasury Index targets developed and provided by the Authority's investment advisor.

\*\* 250 days of cash is the Board policy requirement for annual days of operating reserves excluding the Rate Stabilization Fund.

\*\*\*287 days of cash is made up of 35 days in the Rate Stabilization Fund and 252 days in the operating cash balance.

Metrics Explanations:

<sup>†</sup> Delinquent account receivables as a percentage of 12-month rolling average revenue. The delinquent account receivables increased due to the impact of COVID-19.

<sup>††</sup> Vendor payments percentage is approaching the desired target due to our efforts to clean up older invoices that required additional research and follow up prior to payment.

We continue to achieve productivity improvements as users become more efficient with use of the Oracle system.

<sup>†††</sup> Investment earnings lag the benchmarks. We are in a rising interest rate environment. As lower yielding investments are sold and reinvested, performance is expected to improve.

### Finance Highlights

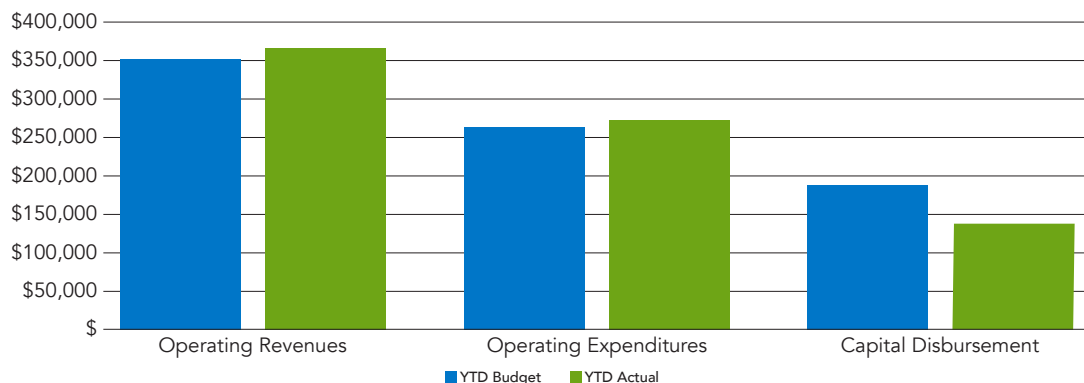
#### FY 2023 Financial Performance

The year-to-date operating expenditures were higher than the original adopted budget mainly due to increased spending in chemicals and utilities resulting from higher than anticipated unit prices because of prevailing market conditions. Total operating expenditures are \$266.6 million or 38.7 percent, and capital disbursements are \$140.5 million, or 28.0 percent of the respective budgets

Total operating revenues were \$360.4 million or 44.8 percent of the budget, an increase of \$9.0 million above the original adopted budget. The higher receipts are mainly from the Residential, Commercial and Multi-Family customers due to slightly higher consumption than anticipated in the budget.

As part of the FY 2024 budget process, the Board of Directors adopted revisions to the FY 2023 Operating Expenditure and Operating Revenue budgets. These revisions would increase the revenue estimate and reallocate funds to cover cost pressures in chemicals and energy. The revised budgets will be used in reports going forward.

#### FY 2023 Year to Date Performance Budget vs. Actuals (\$000's)





# Finance, Procurement, and Compliance

## Finance Highlights – continued

### FY 2024 Budget Process

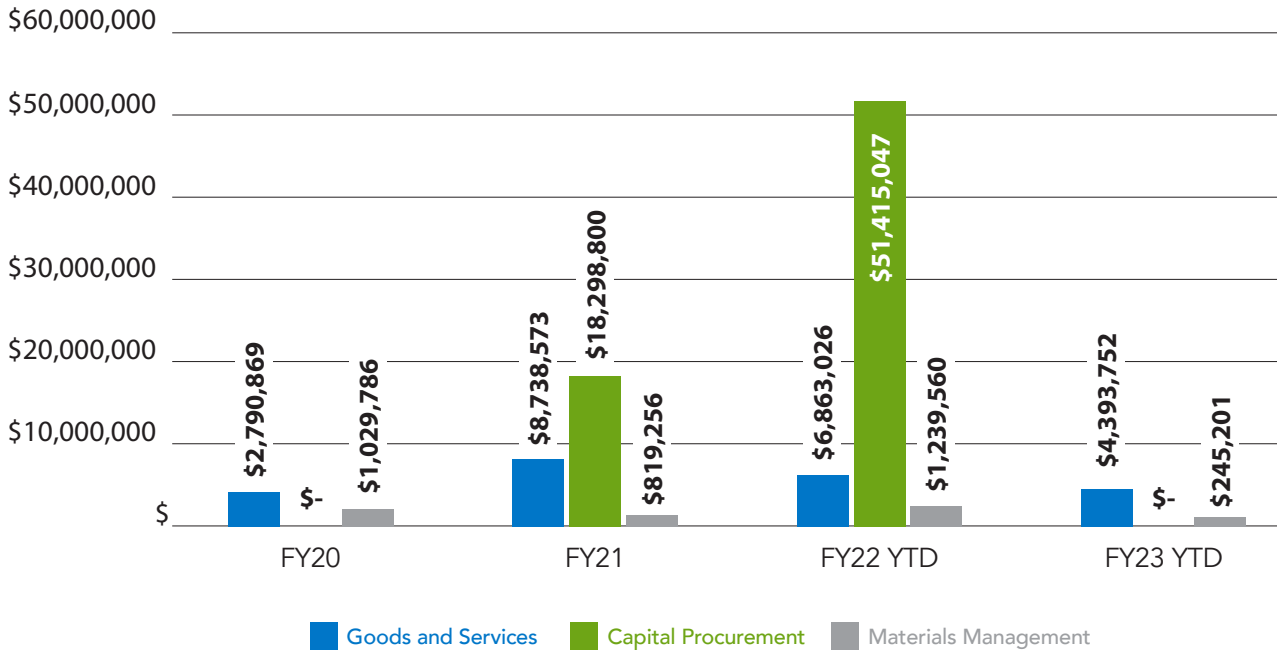
On March 2, 2023, the Board adopted the Revised FY 2023 Operating Expenditure Budget of \$686.4 million, Proposed FY 2024 Operating Expenditure Budget of \$737.6 million, Proposed FY 2023 – FY 2032 Capital Improvement Program Disbursement Budget of \$6.95 billion, and the Proposed FY 2023 – FY 2032 Financial Plan which includes the previously adopted rates, charges and fees for FY 2024. The financial plan includes the Revised FY 2023 Operating Revenues of \$842.4 million and Proposed FY 2024 Operating Revenues of \$878.5 million. Detailed information about the adopted budget can be found at [dcwater.com/ratemaking-process](http://dcwater.com/ratemaking-process).

## Procurement

### Cost Savings (negotiated savings and cost avoidance):

The chart shows the cost savings from FY 2020 to FY 2023 year-to-date achieved by Procurement through the competitive solicitation process in the Capital Project and Goods/Service solicitations and the cost avoidance achieved in Materials Management through inventory optimization. The cost savings for Capital Procurement were not tracked in FY 2020.

Cost Savings



**Procurement** - continued

**Upcoming Business Opportunities:** All current and planned solicitations are available at [dcwater.com/procurement](http://dcwater.com/procurement). Those upcoming in the next three months are shown below:

**Capital Procurement**

Planned Solicitation	Project Title	Solicitation Type	Estimated Total Contract Value	Delivery w Type	Eligible Inclusion Program
March, 2023	Floatable Debris Dock	RFP	\$4M	Design Build	DBE/WBE
March, 2023	Major Sewer Rehab 1-5 Northeast Boundary	IFB	\$21M	Bid Build	DBE/WBE
March, 2023	Sewer Main IR &R	IFB	\$17M	Bid Build	DBE/WBE
April, 2023	Construction of Flood Seawall Segment A, B, D	RFP	\$25M	Design Build	DBE/WBE
April, 2023	Glover Park (Design)	RFP	TBD	Design	DBE/WBE
April, 2023	Service Life Restoration Program (SLRP) 2	IFB	\$20M	Bid Build	DBE/WBE
May, 2023	Primary Tank Treatment - 20 yr rebuild	RFP	\$5M	Other	DBE/WBE
June, 2023	Sewer and Water IR &R	IFB	TBD	Bid Build	TBD
June, 2023	Ft. Stanton Reservoir No. 1 Rehabilitation	TBD	TBD	TBD	DBE/WBE
July, 2023	Sanitary Sewer Rehabilitation 10	TBD	TBD	TBD	TBD
July, 2023	Rehabilitation of Dewatered Sludge Loading Facility	TBD	TBD	TBD	DBE/WBE

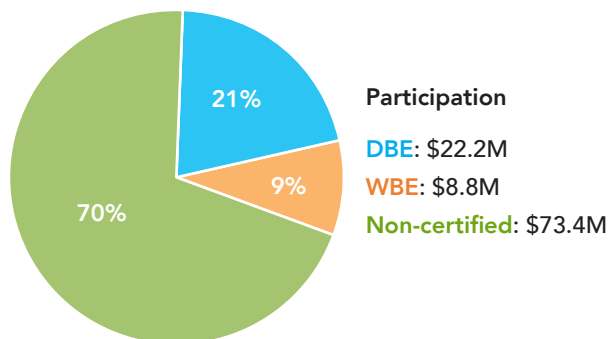
**Goods and Services Procurement:**

Planned Solicitation	Project Title	Solicitation Type	Estimated Total Contract Value	Eligible Inclusion Program
August, 2023	Independent Review of A/E Consultant overhead rates	RFP	<\$1 M	LSBE
September, 2023	Annual Maintenance, Repair and Calibration of Instrumentation Control and Electrical Equipment	RFP	<\$1 M	LSBE

**Certified Business Utilization**

During this reporting period, DC Water approved three different procurement actions, including one new award, one extension, and one additional new task order master agreement (for the Integrated Supply Services project). The value of the procurement actions for this period totaled \$104.4 million. Of this total, the planned certified firm participation is \$31 million (in prime and subcontracting opportunities).

**Certified Firm Participation March 2023 Awards**







## Finance, Procurement, and Compliance

### Procurement - continued

- Five certified firms were selected by First Vehicle Services to support the new "Fleet Maintenance and Repair Services" contract. This includes two firms that have their first (sub)contract with DC Water.
- Although specific certified firms have not been added to the teams for the Integrated Supply Services MSA project, both of the awarded primes have committed to meeting (or exceeding) the utilization goals established for the overall project (25% DBE/ 10% WBE). To meet these goals, both primes are actively working with DC Water and its strategic partners to identify certified suppliers and firms. As of this report, nearly one dozen firms have been identified for potential partnering.

Special thanks to the National Minority Supplier Development Council, the DC Anchor Partnership, and the District Department of Small and Local Business Development for their support in engaging the certified business community with DC Water for this project.

- District of Columbia Anchor Partnership (DCAP) - DCAP recently released its report on certified business indicating that DCAP oversaw more than \$186M in spending with DC-based minority-owned businesses in FY22 by anchor members, up from a baseline of \$5.7M in 2017. DC Water was highlighted in their report.

### Report Highlights

- DCAP quadrupled the number of MBEs we vetted and referred to anchor members for contracting opportunities. Thirty of the companies DCAP referred won contracts worth a total of \$52M.
- DCAP's referrals to DC Water resulted in certified firms obtaining over \$41 million in contracts
- National Utilities Diversity Council (NUDC) – DC Water was invited to serve on the NUDC Advisory Board and to again help the Council plan its 2023 Annual Conference, "Brainstorm At The Beach" on May 25, 2023. This particular event will be held at SoCalGas' Energy Resource Center. DC Water was also invited to serve as a panelist for one of the planned business diversity, equity, and inclusion panels.

### DC Water Works

- During this reporting period, DC Water contractors added eight (8) new jobs on its projects. Of these, seven (7) were filled by local residents (those living in DC Water's user jurisdictions).
- Overall, in FY 23, contractors have filled fifty-four (54) positions. Of those 49, or 79%, were filled with local residents.
- In March, DC Water participated in two external job fairs, with the District Department of Employment Services, and DC Workforce Investment Council.
- Also, the DC Water Apprentice Cohort 2 began the classroom training portion of their development. Going forward, each year, the apprentices will receive at least 144 classroom hours, in addition to their 2,000 on the job learning experience.
- Additionally, Ms. Tamara Williams, became a full-time employee with DC Water, working in Information Technologies. Prior to this, Ms. Williams was a participant in the DC Water Works program, coming to us through the Project Empowerment Program with the Department of Employment Services.

### New Initiative

- Lead Free DC - Community Ambassador Program  
During this reporting period, DC Water launched a new initiative in support of its local hiring goals. This initiative is being implemented in partnership with DOES, which is providing a stipend of \$16.10/ hr. to the participants during the program. Upon completion of the program, the participants will be added to DC Water Works for placement with the Lead-Free DC contractors.



## Procurement - continued

### Program Summary

Under the guidance of the LFDC engagement contractors, the "Community ambassador" trainees will observe, learn, and assist experienced staff with the creation and oversight of a public/community engagement plan – specifically related to DC Water's lead-free initiatives. This plan will include working with people of varying socio-economic and linguistic backgrounds, coordinating and delivering professional-level communication, media and public relations campaigns through community outreach and involvement, social media, newsletters, and website content to educate internal and external audiences to promote the program goals and purpose.

Trainees will participate in a in-depth program designed to offer core frameworks and vocabulary to describe their community's purpose, refine or create strategic programming to engage community members around their shared goals, and identify ways to lower barriers to participation. The content and approach are designed to create common ground so that community engagement specialists can converse across disciplines, more efficiently learn from one another, and build successful engagement strategies that are grounded in theory.

Each week, participants will meet for classroom lessons. Lessons will involve structured presentations and activities, as well time for discussion, reporting out, and seeking feedback from instructors and fellow learners.

### Participants will gain the skills to:

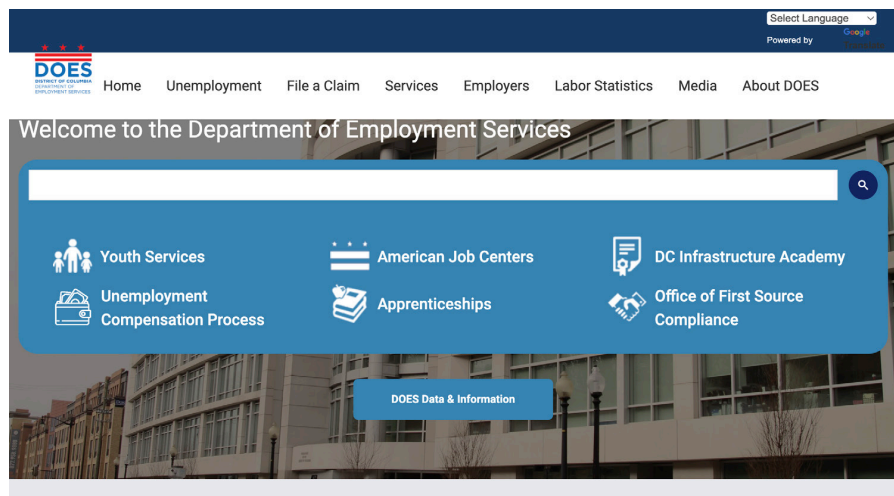
- Serve as agents for change in their communities.
- Implement strategic and entrepreneurial approaches to community challenges.
- Recognize and measure the impact of increasing social and economic diversity.
- Understand the role that race and class play in community development.
- Recognize institutional barriers that can prevent fair asset distribution.
- Develop useful coalitions with organizations and residents at the grassroots level.
- Measure the impact of community work.
- Plan and implement an organizing campaign.
- Work with, energize and lead volunteer efforts.

### Classroom Training Experience Overview

**Phase I:** Training at DOES  
(Before Coming to DC Water)

**Time frame:** Three (3) Weeks

- Soft Skills Training
- Conflict Resolution
- Life Skills
- Microsoft 365
- (Mock) Interview Training



When you're behind the wheel, your only job is to drive.



In the United States, at least eight people a day are killed in distracted driving crashes. According to the Howard University Transportation Research Center, there were 1,369 total crashes caused by driver or pedestrian distraction in 2015.

Here are some tips to avoid distractions:

- Don't eat in the car. Fumbling with food, dropping food, or trying to drive with one hand can cause problems.
- Avoid fiddling with radio or temperature controls, or mirrors, or your seat, etc., while driving. It is better to pull over and adjust anything, then return to the road.
- Don't use cell phones while driving unless you can talk hands-free. Pull off the road in a safe place to make calls. That way you can concentrate on the dialing and conversation without putting you and your car at risk. Remember, cell phone use (unless it's hands-free) and texting while driving is against the law in the District.
- Check your vision, and if you need glasses, be sure to wear them while driving.
- Wear sunglasses when driving in bright sunlight. Sun glare can also be a distraction.
- Avoid playing the radio too loudly; you may not be able to hear sirens from emergency vehicles.
- If something falls on the floor, don't try to pick it up while driving. Wait until you are parked.

**NEVER...** email, text, tweet, chat, or anything else on your phone or other device while you're driving! Just don't read anything when you are behind the wheel—not the newspaper, not a good book, not your best friend's frantic text—not even a map. If it takes your eyes off the road, it could take your life.

During a portion of Distracted Driving Awareness Month, from April 4 through 11, you may see increased law enforcement on the roadways as part of the national paid media campaign, **U Drive. U Text. U Pay**. This campaign reminds drivers of the deadly dangers and the legal consequences – including fines – of texting behind the wheel. Also, on April 7 state highway safety offices and law enforcement agencies across the country will take part in Connect to Disconnect, a 4-hour national distracted driving enforcement and awareness initiative. The goals: to demonstrate a nationwide commitment to enforcing texting laws in a fair and equitable way, and to reduce traffic crashes caused by distracted drivers, ultimately preventing injuries and deaths associated with cell phone use and texting while driving.

Sources: DC Department of Motor Vehicles and National Safety Council.



**Handle distractions before you drive**

**While you're still parked:**

- 1 Program your route
- 2 Set up your music or podcast
- 3 Silence and put away your phone

Now all you have to do is drive.

**Just Drive.**  
nsc.org/justdrive

**nsc**  
National Safety Council



## Fleet, Facilities, Safety, Security and Emergency Management

### Shared Services Metrics

Metric	Target	Nov-22	Dec-22	Jan-23	Feb-23
Security: Camera operational uptime	90%	96%	96%	97%	96%
Security: Smart card readers operational uptime	90%	99%	97%	97%	98%
Security: Percent of security investigations completed within 21 days	95%	100%	100%	100%	100%
Facilities: Preventive Maintenance Completion Rate	90%	38%	36%	43%	40%
Facilities: Service Request Completion Rate	90%	45%	38%	67%	57%
Fleet: Preventive Maintenance (PM) on Schedule	96%	39%	NA	NA	NA
Fleet: Priority Vehicles/Equipment (In-Service)	96%	77%	80%	74%	74%
Safety: DC Water Employee Recordable Incident Rate (RIR) (FY)	< 4.9	2	2.4	2.8	2.6
Safety: DC Water Employee Lost Time Incident (LTI) (FY)	< 1.7	1.5	1.7	2	1.8
Safety: Contractor/ROCIP Recordable Incident Rate (RIR) (FY)	< 2.5	2.6	3	3.1	3.2
Safety: Contractor/ROCIP Lost Time Incident (LTI) (FY)	< 1.1	0.9	0.6	0.4	0.3

#### Facilities:

The completion rates for February 2023 are 40% for Preventive Maintenance work orders and 57% for Service Request work orders. During this month the Facilities team supported the Fleet move from Blue Plains to the new Fleet building. Most Facilities shops have been involved with space planning support: new office build out in HQO and workspace reconfigurations and moves at CMF. Preventive maintenance work orders completions rose with 118 completed over 89 in January. Service request work orders completion dropped 165 completed in January to 108 completed in February. Facilities continues to work with People & Talent to recruit five open crew positions (three HVAC workers and two B&G workers) and one open HVAC Foreman position. The HVAC Foreman grade 15 position was advertised for recruitment late in January and recruitment has continued through February 2023. The HVAC mechanic grade 11 position recruited in December accepted the offer with start date anticipated the week of March 27, 2023. The two B&G positions continue to be recruited.

#### Fleet:

The Preventative Maintenance metric is listed as N/A for February as the Fleet team was still operating with limited services. The new fleet maintenance contract begins on March 27th.

**Safety:** For the month of February, DC Water had 1 lost-time incident and ROCIP had 2 recordable injuries.



## Customer Experience

### Customer Assistance Programs (CAP)

DC Water is on track with sharing Customer Assistance opportunities. The program participation is trending to meet FY21 participation levels. We are marketing through direct calling, outbound automated dialing, and flyer campaigns. This will encourage past participants to take advantage of the opportunity and share the opportunity with new candidates.

DC Water initiated the Customer Catch-Up Offer on 2/1/2023. The offer runs until 5/31/2023. This equitable one-time offer incentivizes all rate classes offering them help with their outstanding balances. This is the first time DC Water has offered an incentive like this.

As of February 28, 2023, the Catch-Up Offer participation is as follows:

	# Participants	Adjustment Total	Total Collected
Residential	3,460	\$248,341	\$1,652,193
Multifamily	243	\$203,070	\$1,452,219
Commercial	336	\$139,505	\$1,067,850
<b>Total</b>	<b>4,039</b>	<b>\$590,916</b>	<b>\$4,172,262</b>

As people take advantage of the Customer Catch-Up Offer, we should see an increase in assistance enrollment. The assistance programs help reduce monthly costs, and the RAP assistance will also help pay down the customer's outstanding balance relative to the Catch-up Offer.

### Customer Assistance Programs (CAP)

Program	FY2022 Enrolled	FY2022 Dollars	Feb. # Enrolled	Feb. Dollars	# FY23 Enrolled	FY2023 Dollars	FY2023 Budget
CAP I	6,949	\$4,871,357	478	\$151,033	2,602	\$555,491	\$2,500,000
CAP II	679	\$338,362	31	\$9,722	209	\$35,899	\$400,000
CAP III	204	\$33,026	1	\$392	21	\$1,915	\$50,000
Non-Profit CRIAC Relief	186	\$866,375	10	\$96,362	97	\$286,247	\$905,608
DC Water Cares Residential	1,690	\$1,318,242	300	\$282,574	1,168	\$1,119,026	\$1,681,758
DC Water Cares Multifamily (number of units)	4,313	\$1,880,830	520	\$257,609	1,333	\$796,135	\$4,545,195


**Customer Experience**
**Customer Care**

The percent unbilled metric has changed from 1% monthly to 2%. As a new metric, we set the target, but now realize that we did not initially consider recurring constraints. For the percent unbilled, the end of the month billing cycle download frequently compromises the ability to meet the metric. In February, the last cycle was downloaded on the last day of the month. The team could only manually correct the cycle exceptions in March (the new month). The team consistently bills within five days. Therefore, most accounts in the monthly unbilled number are billed within five days.

AMI transmission hovers at 93% monthly. We are working with our AMI vendor to reduce filter noise that causes interference with the DCUs. Addressing this and other uncontrollable issues like tree roots in meter pits, inside meter locations, and the slight lag between the meter changes and MTU installation for the Small Diameter Water Main and Lead-Free DC projects will allow the transmission rates to increase in the coming months.

The Call Center is still working to meet the target. The team missed the service level by two percent. We anticipate meeting the target once the training class is complete at the end of this month. The team maintains an 84% service level for the year.

**Key Performance Indicators**

Metric	Target/ Service Level	Dec 22	Jan 23	Feb 23
% of bills issued on time (w/in 5 days)	97%	98.0%	99.0%	98.0%
% unbilled	2%	1.7%	0.7%	2.1%
Estimated bills as a percent of meters read	4%	4.3%	4.9%	4.5%
% AMI Transmission	95%	92.9%	93.0%	92.9%
# of bill investigations (Disputes)	trend only	52	100	133
% of OPC inquiries resolved within 14 days	98%	100%	100%	100%
% of calls answered in 40 Seconds (Call Center)	85%	83%	80%	83%
Monthly call volume served (Call Center)	trend only	8,832	9,186	8,380
Abandon rate	3%	4%	4%	2%
Emergency dispatch <= 10 Min (ECC)	92%	100%	100%	100%

**February: Two projects were completed:**
**Origami License Insurance**

Implementation of insurance tracking component CTrax to eliminate the manual processes and automate tracking, reporting and renewal processes for Certificates of Insurance.

**Unifier Enhancements** (provides project and contract administration for the CIP)

This project included a series of enhancement for managing Supplemental Agreements, task order workflows improvements, change order management as well as workflow improvements for the review process, a new risk register and fact sheet template.

As the Authority's dependency on technology grows, a robust Disaster Recovery capability is essential to ensure a reliable and resilient computing environment. Routine testing of these capabilities helps prepare the enterprise to respond quickly in the unlikely event of an unplanned interruption to computing services.

Information Technology successfully completed its annual Disaster Recovery testing over the weekend of February 18th. All major systems were recovered at Microsoft Azure's Central Processing Center and, on February 19, successfully restored to the East Coast Processing Center. While the overall process was successful the Recovery Time Objective (target time to fully recover the systems) was longer than the four hour goal. During the after action review it was identified that the file storage for Maximo and GIS was sub-optimal which extended the replication time for these systems. These file systems are being rebuilt and will be retested in August to confirm the issue has been resolved.

**IT Monthly Report**

SR/WO Type	SL Target / SLA	Dec 22	Jan 23	Feb 23
Number of tickets submitted	Trend only	706	910	1052
Number of open tickets	Trend only	26	43	14
Helpdesk SLA	96%	100%	98%	97.90%
Number of active projects	Trend only	22	23	24
Number of completed projects	Trend only	3	0	2
On schedule performance	90%	92.68%	93.18%	93.18%
On budget performance	90%	95.12%	95.45%	93.18%

# dc operations and Engineering

Water Services, Sewer and Pumping Operations, Wastewater Treatment, Engineering, DC Clean Rivers

## Featured Projects of the Month – Wastewater Operations

### Enhancing Employee Learning Environment

Training on workplace safety and equipment enhances the health and safety of employees and the reliability of assets and systems used to provide critical services to the Authority's retail and wholesale customers. It gives employees a better understanding of the more than 40,000 major assets at the advanced Wastewater Treatment Plant and enhances their knowledge and skill sets required to operate and maintain processes in a safe, efficient and effective manner. DC Water continues to expand employees' learning environment to equip them with advanced tools and skill sets, as demonstrated by three of the most recent maintenance and safety related training initiatives described below.

### Use of Motion Amplification Camera, March 2023

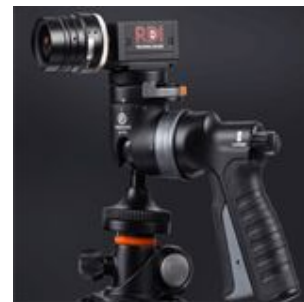
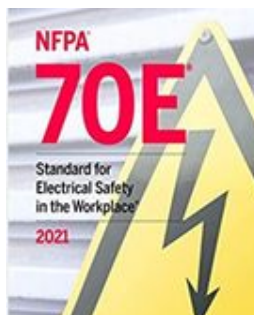
Training on the use of Motion Amplification Camera, by RDI Technologies, uses amplification technology to see and measure motion that is impossible to see with the human eye and could previously be measured only with contacting sensors. This tool has been used at Blue Plains since 2018 and has successfully solved complex issues. This new training session expands the use of the tool by staff within the Wastewater Treatment Operations and Department of Pumping and Sewer Operations (DPSO) reliability groups.

### Advanced Training on Variable Frequency Drive (VFD), March 2023

The Authority provided advanced training on Square-D VFD ATV340 installation, configuration and troubleshooting, to maintenance personnel. The training has been proven to enhance troubleshooting skills, address problems proactively and timely, and improve equipment reliability and availability. It also enhances sense of ownership, allows qualified staff to perform maintenance of VFDs instead of contractors, and results in cost saving for the Authority and its rate payers.

### Training on National Fire Protection Association (NFPA) Standard for Electrical Safety in the Workplace (NFPA 70E), January-March 2023

The mandatory electrical safety training sessions were delivered to over 200 employees. Topics included positive electrical safety culture, safe work practices, emergency response, shock hazards, Personal Protective Equipment requirements, hazardous electrical energy control procedures, and labeling requirements. Numerous sessions were provided to account for rotating and shift schedules. Upon completion of this training, accredited and delivered by Schneider, employees received Continuing Education Unit (CEU) certificate after completing a test.






**Operations and Engineering**

Water Services, Sewer and Pumping Operations, Wastewater Treatment, Engineering, DC Clean Rivers

**Key Performance Indicators**

Metric	Target/Service Level	Nov-22	Dec-22	Jan-23	Feb-23
<b>Wastewater Operations</b>					
NPDES Permit Compliance	100%	100%	100%	100%	100%
Air Permit Compliance	100%	100%	100%	100%	100%
Biosolids Class A	100%	100%	100%	100%	100%
Tunnel Dewatering	100%	100%	100%	100%	100%
Combined Heat and Power	>20%	27%	25%	26.5%	26%
Reactive Maintenance	<20%	30	24%	29%	30%
Critical Asset Availability	>95%	97%	97%	96%	97%
<b>Sewer Operations</b>					
Combined Sewer System (CSS) structures (all outfalls, regulators, tide gates) inspections	100%	100%	100%	100%	100%
* Municipal Separate Stormwater System (MS4) requirement to clean all catch basins in the MS4 Permit Area at least once annually (Jul 01- Jun 30)	14,700	1,757	2766	5490	7756
* Inspection of catch basins in the CSO Anacostia tributary area at least twice per year (Jan 1- Dec 31)	11,400	10,790	11,434	662	993
* NPDES Permit to Clean and Inspect 85% of 10,700 CSS Area C/B (Jan 1- Dec 31)	9,095	10,213	11,253	46	83
Miles per month Sewer Cleaning and Inspection to meet 1,400 Miles of Small Diameter (<12 inches) in 10Yr Cycle	>12	3.4	4.5	4	20.49
Sewer Backup (Investigation to Resolution) Within 24 Hours Excluding Line Breaks	>95%	100%	100%	100%	100%
Sanitary Sewer Overflow 1.4 per 100 Miles of Sewer/Yr	2	0.3	.53	.53	.15
Combined Sewer System Overflows	0	0	0	1	0
<b>Pumping Operations</b>					
Firm Pumping Capacity Maintained	100%	100%	100%	100%	100%
Reactive Maintenance	<20%	6%	14%	10%	10%
Critical Asset Availability	>95%	98%	98%	98%	98%

\* Month-to-Month Cumulative Total for Catch Basin Inspection and Cleaning.  
 There are 10,700 catch basins in the Combined Sewer Area. For Calendar Year 2022, DC Water cleaned 11,000.  
 This excess represents basins that were cleaned more than once as needed.


**operations and Engineering**

## Water Services, Sewer and Pumping Operations, Wastewater Treatment, Engineering, DC Clean Rivers

**Key Performance Indicators** continued

Metric	Target/Service Level	Nov-22	Dec-22	Jan-23	Feb-23
<b>Water Operations</b>					
Safe Drinking Water Compliance	100%	100%	100%	100%	100%
Total Fire Hydrants Replaced	>21/Month	9	1	10	10
Hydrant Flow Tests (Non-Winter Months)	>180	154	190	27	75
Fire Hydrant Operational Rate	99%	99%	99.75%	99.98%	99.83%
Priority 5 Emergency Water Service work orders completed w/in 24 hrs	>90%	100%	100%	100%	100%
Water Quality Complaint Resolution (within 48 hours)	>90%	95.8%	93%	95.15%	78.6%
Water Main Breaks	<28/Month	36	77	27	17
Water Main Break Rate /100 Miles (National Average is 25)	25	34.37	38.56	26.77	25.52
% of Hydrant Leaks in inventory that are not leaking	>90%	99%	99%	99%	99%
<b>Permit Operations</b>					
Overall On-time completion of Permit Reviews	90%	92%	92%	89%	92%

**Explanation of Missed Targets****Wastewater Operations Reactive Maintenance (<20%)**

DC Water has adopted a manufacturing industry best practice benchmark of less than 20 percent reactive maintenance hours as percent of total maintenance hours. To our knowledge, there is no similar benchmark used in the public water utility sector. Blue Plains manages around 45,000 assets within our asset management/maintenance management system, and this stringent industrial benchmark is tracked as a marker for continuous improvement. We observe a descending trend of percent of total reactive maintenance hours, measured as annual average during fiscal years 2019, 2020, 2021, and 2022 of 40%, 37% 32%, and 34% respectively, for assets at the Blue Plains Advanced Wastewater Treatment Plant. The reduction realized is attributed to enhanced proactive and predictive maintenance programs, training of staff on precision maintenance and reliability centered maintenance, optimization of existing preventive maintenance plans, and improvements in processes and equipment through the Capital Improvement Program. The goal is to remain on the reduction path towards a benchmark that is applicable for Blue Plains.

**Total Fire Hydrants Replaced (>20/Month)**

The department did not meet the target due to a shift in priorities as the team worked to address the uptick in emergency water main repairs (winter season increase). We will reprioritize the monthly target when the winter season ends.

**Hydrant Flow Tests (Non-Winter Months)**

The department did not meet the target due to a shift in priorities as the team worked to address the uptick in emergency water main repairs (winter season increase). We will reprioritize the monthly target when the winter season ends.

**Water Quality Complaint Resolution (within 48 hours)**

Although we addressed all customer complaints over the phone/email or by flushing hydrants within the same day, we could resolve 78.6% of the customer complaints fully as hydrant recheck works are pending for the following reasons:

- Two vacant WQ technician positions
- One technician is away on extended leave
- Several other technicians are out of the office due to illness

# dc DC Water Capital Improvement Program

## Water, Sewer, Blue Plains, Lead Free DC and DC Clean Rivers



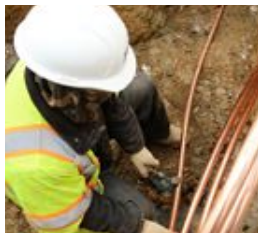
- Kickoff meetings have been scheduled with Capitol Paving and Ft. Meyer Construction for CIPERR Block by Block Packages 5 & 6. Both contractors will begin work in April 2023.
- All permits for Construction Package 5 have been submitted to DDOT, 80% of permits for Package 6 have also been submitted. The remaining permits for Package 6 will be submitted to DDOT by 3/17.

- DDOT has recently indicated that they will not issue any more permits until restoration of 40 blocks has occurred. Discussions with DDOT are ongoing about the completed blocks restoration schedule and advancing the review/ approval of the submitted permit applications for new blocks. Paving will start in early March 2023.
- Public Outreach continues for the Package 5 and 6 blocks to obtain agreements. Outreach for Package 7 will start in April 2023.
- Procurement has finalized the selection of eight contractors that have submitted qualification packages for the LFDC ongoing construction work. The Master Service Agreements (MSAs)\* for the contractors were approved at the February Board Meeting. Procurement has scheduled the first onboarding workshop for the contractors on March 13, 2023.
- Procurement is moving forward with the prepurchase of materials for the Lead-Free DC program to alleviate supply shortage concerns. This pre-purchase materials contract was approved at the March Board Meeting.

\*Construction Package refers to a bid package for specifications and details.

\*\*Master Service Agreement (MSA): Task Order-Based Lead-Free DC (LFDC) Lead Service Line Replacement, Contract No. 230030

Fiscal Year	LPRAP (Assistance Program)	Voluntary Full	CIP Full	CIP Partials	Emergency Full	Emergency Partials	Total LSRs	FY23 Goal	Total Partials	Partials %	Goal %
FY2023	128	135	391	5	58	1	718	2099	6	0.8%	34.2%



### Major Sewer Rehab and Local Sewer Condition Assessment Updates

- The Potomac Interceptor Rehabilitation remains under construction with installation of the concrete walls and pipe support for the existing 66" reinforced concrete pipe at the new Manhole 31.5.

### Northeast Boundary Tunnel

- Northeast Boundary Tunnel (NEBT) is a 23' diameter, 5-mile-long tunnel designed to provide CSO control and flooding relief in northeast DC.
- Project is planned to be placed in operation in summer 2023 ahead of the Consent Decree deadline of March 23, 2025, within the CIP budget.

### Internal audit plan FY2023 timeline

This timeline represents the FY 2023 audit plan and the status of each project. Annually the Internal Audit team, RSM, conducts a risk assessment and presents the results and the audit plan to the Audit & Risk Committee in October.

	Oct - 22	Nov - 22	Dec - 22	Jan - 23	Feb - 23	Mar - 23	Apr - 23	May - 23	Jun - 23	Jul - 23	Aug - 23	Sep - 23	Oct - 23	Status
Contract Compliance Audit	[Progress Bar]													Reporting in Progress
Procurement Audit	[Progress Bar]													Report Complete
Payroll & Timekeeping Audit			[Progress Bar]											Fieldwork in Progress
Metering, Billing and Collections Audit			[Progress Bar]											Fieldwork in Progress
Penetration Testing Audit – External Network			[Progress Bar]											Reporting in Progress
Oracle IT General Controls Assessment						[Progress Bar]								Not Started
Oracle Identity & Access Mgmt Assessment						[Progress Bar]								Not Started
Work Order Management Audit – DWO						[Progress Bar]								Not Started
Business Continuity Assessment								[Progress Bar]						Not Started
Fleet Management Audit										[Progress Bar]				Not Started
FY 2024 Risk Assessment											[Progress Bar]			Not Started
Ongoing Follow-up Procedures	[Progress Bar]													Ongoing
Ongoing Hotline Monitoring	[Progress Bar]													Ongoing

Audit FY	Issue Date	Audit Report	High Risk Open Finding	Original Target Date	New Target Date	# Extensions
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No open high risk findings to report. All high risk prior audit findings are in pending testing or closed status as of March 2023.

### \*Open Prior Audit Findings

Audit Report / Subject	Issue Date	Open
Fleet Management Review	1/24/2019	1
Occupational Safety and Health	4/25/2019	1
Customer Billing and Collections Audit	10/22/2020	1
Contract Compliance Audit	7/22/2021	1
<b>total</b>		<b>4</b>

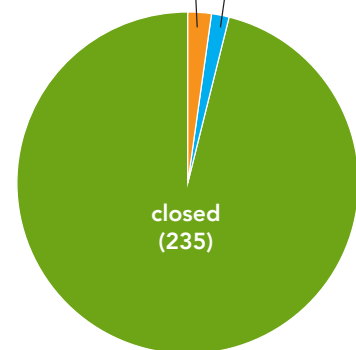
At least one original remediation target date has been extended

In total, 96% of all prior audit findings from FY16 – FY22 are closed. Management's target closure rate is 90%.

\*Note that the audit findings reported above represent open findings through the FY22 Audit Plan year.

### FY16 – FY22 prior audit findings status

pending testing (6) open (4)



"Pending Testing" indicates that Management represents that the Action Plan is completed, but Internal Audit has not yet performed testing to validate the status.





**Summary of Resolutions and Contracts  
296<sup>th</sup> Meeting of the DC Water Board of Directors  
Thursday, April 6, 2023**

**Joint-Use Contracts**

**Resolution No. 23-17** – Approval to Execute Contract No. DCFA 534 A, B, and C, Three Task Orders Based Architectural and Engineering Service Agreements for a Five-Year Period, Brown and Caldwell; Johnson, Mirmiran & Thompson, Inc.; and Whitman, Requardt & Associates, LLP. The purpose of this contract is to provide resources and capabilities to support engineering, architectural and related disciplines at various facilities at the Blue Plains Advanced Wastewater Treatment Plant, Storm Water and Sewer Pump Stations outside of Blue Plains. The contract amount for this program is \$15,000,000.00. (Recommended by the Environmental Quality and Operations Committee 03-16-23)

**Resolution No. 23-18** – Approval to Execute Option Years 5 – 7 of Contract No. 18-Pr-OSH-06, Origami Risk LLC. The purpose of this contract is to add functionality to the Enterprise Risk Management (ERM) and Policy Management System, Environmental, Health & Safety (EHS) System and continue the licensing for the software subscription which will be renewed and paid annually. The contract amount for option years 5 – 7 is \$1,023,300.00. (Recommended by the Environmental Quality and Operations Committee 03-16-23)

**Resolution No. 23-19** – Approval to Add Funding to Contract No. 19-PR-OCEO-24 for Task Order No. 2 Strategic Planning Advisory Services Phase II, Arup-Deloitte. The purpose of this modification is to provide continuing Enterprise Risk Management Reporting & Policy and Procedures Services Phase II. The contract amount for task order no. 2 is \$754,500.00. (Recommended by Environmental Quality and Operations Committee 03-16-23)

**Resolution No. 23-20** – Approval to Award Service Contract No. 10348, Bloom Sales and Marketing for Three-Year Term, Blue Drop, LLC. The purpose of this contract is to facilitate management of the distribution of all DC Water’s Bloom, including marketing, selling, hauling and emergency storage contracts. In addition, the contractor will be required to manage land application contracts for non-marketed DC Water volume. The contract amount is \$10,188,379.00. (Recommended by the Environmental Quality and Operations Committee 03-16-23)

**Resolution No. 23-21** – Approval to Extend and Modify ROCIP V Insurance Brokerage Contract to Add ROCIP VI and an OCIP Program to Scope, Contract No. 20-PR-CFO-30, Aon PLC. The purpose of the extension and modification is to expand the ROCIP V contract to include ROCIP VI and an OCIP program which covers the Potomac River Tunnel (PRT) project. The contract amount for this extension and modification is \$1,750,000.00. (Recommended by the Finance and Budget Committee 03-23-23)

**Non-Joint Use Contracts**

**Resolution No. 23-22** – Approval to Execute Contract No. DCFA 525 A, B, and C, Three Task Order Based Architectural and Engineering Service Agreements Survey and Subsurface Utility Engineering (SUE) – BOA, A. Morton Thomas and Associates; KCI Technologies, Inc.; and Utility Mapping Services, P.C. The purpose of this agreement is to provide engineering services to produce survey and Subsurface Utility Engineering (SUE) for Capital Improvement Projects. The contract amount for this program is \$12,000,000.00. (Recommended by the District of Columbia Board Members of the Environmental Quality and Operations Committee 03-16-23)

**Presented and Approved: April 6, 2023**

**SUBJECT: Approval to Execute Contract No. DCFA 534 A, B, and C, Three Task Orders Based Architectural and Engineering Service Agreements for a Five-Year Period, Brown and Caldwell; Johnson, Mirmiran & Thompson, Inc.; and Whitman, Requardt & Associates, LLP**

**#23-17  
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 6, 2023 upon consideration of a joint use matter, decided by a vote of \_\_\_ ( ) In favor and \_\_\_ ( ) opposed to approve the execution of Contract No. DCFA 534 A, B, and C, three task order based architectural and engineering service agreements for a five-year period, Brown and Caldwell; Johnson, Mirmiran & Thompson, Inc.; and Whitman, Requardt & Associates, LLP.

**Be it resolved that:**

The Board of Directors hereby authorizes the General Manager to execute Contract No. DCFA 534 A, B, and C, three task order based architectural and engineering service agreements for a five-year period, with each not-to-exceed \$5,000,000.00, Brown and Caldwell; Johnson, Mirmiran & Thompson, Inc.; and Whitman, Requardt & Associates, LLP. The purpose of this contract is to provide resources and capabilities to support engineering, architectural and related disciplines at various facilities at the Blue Plains Advanced Wastewater Treatment Plant, Storm Water and Sewer Pump Stations outside of Blue Plains. The contract amount for this program is \$15,000,000.00.

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:**

**Wastewater Treatment Facility – Basic Ordering Agreement  
(Joint Use)**

Approval to execute three Task Order based architectural and engineering service agreements with each not-to-exceed \$5,000,000.00 for a period of five years. Total Program Value \$15,000,000.00.

**CONTRACTOR/SUB/VENDOR INFORMATION**

PRIME:	PARTICIPATION
DCFA-534 A Brown and Caldwell 1725 Duke St. Ste 250 Alexandria, VA 22314 Headquarters Walnut Creek, CA	See Attachment A for list of Certified firm participation across the three awardees.  *Goal for each Contract  DBE 30.0% WBE 10.0%
DCFA-534 B Johnson, Mirmiran & Thompson, Inc. 40 Wight Avenue Hunt Valley, MD 21030	
DCFA-534 C Whitman, Requardt & Associates, LLP 801 South Caroline Street Baltimore, MD 21231	

\* Certified DBE/WBE participation will be awarded on an individual task order basis for each contract.

**DESCRIPTION AND PURPOSE**

Program Value, Not-To-Exceed: \$15,000,000.00  
 Contract Value, Not-To-Exceed: \$ 5,000,000.00  
 Contract Time: 1,825 Days (5 Years)  
 Anticipated Contract Start Date (NTP): 05-06-2023  
 Anticipated Contract Completion Date: 05-04-2028

Firms submitting proposals/qualification statements:

Brown and Caldwell**	Carollo Engineering, Inc
HDR Engineering Inc	Johnson, Mirmiran & Thompson, Inc.**
Whitman, Requardt & Associates, LLP**	

\*\* Asterisk indicates short listed firms.

**Purpose of the Contract:**

Professional architectural/engineering and related services for the design of wastewater treatment facilities and storm water pumping facilities. This contract will provide resources and capabilities to support engineering, architectural and related disciplines at various facilities at the Blue Plains Advanced Wastewater Treatment Plant, Storm Water and Sewer Pump Stations outside of Blue Plains. The work will range from technical studies, concept designs, final designs, and support services during bid and construction phases under a Basic Ordering Agreement, with task orders assigned on an as-needed basis.

**Contract Scope:**

- Work will be accomplished under a series of definitive Task Orders. Each Task Order will identify the scope of work, deliverables, compensation, and schedule for performing the task.
- The task orders will provide engineering and technical studies, concept designs, final designs, and services during bid and construction phases as needed.



- Professional services are anticipated in the following disciplines and support services: civil, structural, architectural, mechanical process, HVAC, instrumentation and control, electrical and support activities such as value engineering studies, preparation of standard specifications, surveys, and subsurface investigations.
- Projects will include upgrades and additions to various DC Water facilities at Blue Plains AWTP, Storm Water Pump Stations outside of Blue Plains and Storm pumping system modifications at the Main and O Pump Stations.

**Federal Grant Status:**

- This contract is not eligible for Federal grant funding assistance.

PROCUREMENT INFORMATION			
<b>Contract Type:</b>	Cost Plus Fixed Fee, Fixed Price	<b>Award Based On:</b>	Highest Ranking Score
<b>Commodity:</b>	Engineering Design Services	<b>Contract Number:</b>	DCFA 534
<b>Contractor Market:</b>	Open Market		

BUDGET INFORMATION			
<b>Funding:</b>	Capital	<b>Department:</b>	Wastewater Engineering
<b>Service Area:</b>	Wastewater, Sanitary, Stormwater	<b>Department Head:</b>	David Parker
<b>Project:</b>	I5, I7, RN, PF, TZ, UJ, US, V2, V3, RM, XZ, V4, RU, NG, PM, RS		

ESTIMATED USER SHARE INFORMATION		
Capital 100% DC User Share (CAPM) Allocation		
User	Share %	Dollar Amount
District of Columbia	100.00%	\$ 4,167,000.00
<b>Total Estimated Dollar Amount</b>	<b>100.00%</b>	<b>\$ 4,167,000.00</b>
Multi-Jurisdiction Use Facility 21 (MJ21) Allocation		
User	Share %	Dollar Amount
District of Columbia	89.70%	\$ 747,000.00
Washington Suburban Sanitary Commission	10.30%	\$ 85,799.00
<b>Total Estimated Dollar Amount</b>	<b>100.00%</b>	<b>\$ 833,000.00</b>
Grant Ineligible Blue Plains (GIBP) Allocation		
User	Share %	Dollar Amount
District of Columbia	41.22%	\$ 4,122,000.00
Washington Suburban Sanitary Commission	45.84%	\$ 4,584,000.00
Fairfax County	8.38%	\$ 838,000.00
Loudoun County & Potomac Interceptor	4.56%	\$ 456,000.00
<b>Total Estimated Dollar Amount</b>	<b>100.00%</b>	<b>\$10,000,000.00</b>
Total Combined Allocation		
User	Share %	Dollar Amount
District of Columbia	60.24%	\$ 9,036,201.00
Washington Suburban Sanitary Commission	31.13%	\$ 4,669,799.00
Fairfax County	5.59%	\$ 838,000.00
Loudoun County & Potomac Interceptor	3.04%	\$ 456,000.00
<b>Total Estimated Dollar Amount</b>	<b>100.00%</b>	<b>\$15,000,000.00</b>

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Wayne Griffith  
 Acting COO and EVP

Digitally signed by Matthew T. Brown  
 Date: 2023.03.09 12:56:29 -05'00'

Matthew T. Brown  
 CFO and EVP  
 Finance and Procurement

Digitally signed by Joel Grosser  
 DN: dc=corp, dc=dowater, ou=WASA Users, ou=Procurement, cn=Joel Grosser, email=Joel.Grosser@dowater.com  
 Date: 2023.03.07 19:28:16 -05'00' Acting VP of Procurement

Dan Bae  
 VP Director of Procurement

 3/24/2023

David L. Gadis  
 CEO and General Manager

**ENGINEERING SERVICES**

**ATTACHEMENT A:**

**Wastewater Treatment Facility – Basic Ordering Agreement - BOA**

<b>PRIME:</b>	<b>PARTICIPATION</b>	<b>DBE/WBE</b>
<b>DCFA-534 A</b>		
Brown and Caldwell	BVF Engineering, Inc.	DBE
1725 Duke St. Ste 250	Columbia, MD	
Alexandria, VA 22314	DMY Eng. Consultants, Inc.	DBE
<u>Headquarters</u>	Centerbrook, CT	
Walnut Creek, CA	C.C. Johnson & Malhotra, P.C.	DBE
	Baltimore, MD	
	Wave Civil, LLC	DBE
	Alexandria, VA	
	McKissack & McKissack Inc.	WBE
	Washington, DC	
	Peer Consultants, P.C.	WBE
	Washington, DC	
	R2T, Inc.	WBE
	Roswell, GA	
	Sigma Associates, Inc.	WBE
	Washington, DC	
	Corrosion Probe	N/A
	Centerbrook, CT	
	Mott Macdonald, LLC	N/A
	Arlington, VA	

<b>PRIME:</b>	<b>PARTICIPATION</b>	<b>DBE/WBE</b>
<b>DCFA-534 B</b>		
Johnson, Mirmiran & Thompson, Inc.	D.M. Enterprises of Baltimore, LLC	DBE
40 Wight Avenue	Baltimore, MD	
Hunt Valley, MD 21030	Milhouse Engineering & Construction, Inc.	DBE
	Chicago, IL	
	Savin Engineers, Inc.	DBE
	Landover, MD	
	Sheladia Associates, Inc.	DBE
	Rockville, MD	
	Sigma Associates, Inc.	DBE
	Washington, DC	
	Albrecht Engineering, Inc.	WBE
	Baltimore, MD	
	Phoenix Engineering, Inc.	WBE
	Parkton, MD	
	Atkins North America, Inc.	N/A
	Chantilly, VA	

**ENGINEERING SERVICES**

**ATTACHEMENT A:**

**Wastewater Treatment Facility – Basic Ordering Agreement - BOA**

PRIME:	PARTICIPATION	DBE/WBE
<b>DCFA-534 C</b>		
Whitman, Requardt & Associates, LLP 801 South Caroline Street Baltimore, MD 21231	C.C. Johnson & Malhotra, P.C. Baltimore, MD	DBE
	E2CR Inc. Baltimore, MD	DBE
	EPCM, Inc. Burke, VA	DBE
	Savin Engineers, Inc. Landover, MD	DBE
	Shah & Associates Gaithersburg, MD	DBE
	Sigma Associates, Inc. Washington, DC	DBE
	Albrecht Engineering, Inc. Baltimore, MD	WBE
	D.M. Enterprises of Baltimore, LLC Baltimore, MD	WBE
	Phoenix Engineering, Inc. Parkton, MD	WBE
	SZ PM Consultants, Inc. Washington, DC	WBE
	Hazen and Sawyer New York, NY	N/A

**Presented and Approved: April 6, 2023**  
**SUBJECT: Approval to Execute Option Years 5 – 7 of Contract No. 18-PR-OSH-06, Origami Risk LLC**

**#23-18**  
**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 6, 2023 upon consideration of a joint use matter, decided by a vote of \_\_\_ ( ) In favor and \_\_\_ ( ) opposed to approve option years 5 – 7 of Contract No. 18-PR-OSH-06, Origami Risk LLC.

**Be it resolved that:**

The Board of Directors hereby authorizes the General Manager to execute option years 5 – 7 of Contract No. 18-PR-OSH-06 for Origami Risk LLC. The purpose of this contract is to add functionality to the Enterprise Risk Management (ERM) and Policy Management System, Environmental, Health & Safety (EHS) System and continue the licensing for the software subscription which will be renewed and paid annually. The contract amount for option years 5 – 7 is \$1,023,300.00.

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 YEAR  
SAFETY RISK SYSTEM (SRS)  
(Joint Use)**

Approval to exercise Option Years 5 - 7 for Origami Risk System in the amount of \$1,023,300.00.

**CONTRACTOR/SUB/VENDOR INFORMATION**

<b>PRIME:</b> Origami Risk LLC 222 W. Merchandise Mart Plaza Suite 2300 Chicago, IL 60654	<b>SUBS:</b> N/A	<b>PARTICIPATION:</b>
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**DESCRIPTION AND PURPOSE**

Base Year Contract Value:	\$192,790.00
Base Year Contract Date:	08-10-2018 – 08-09-2019
Option Year 1 through Option Year 4 Value:	\$419,480.00
Option Year 1 through Option Year 4 Date:	08-10-2019 – 04-30-2023
Prior Modification Value	\$47,041.45
Prior Modification Dates:	09-30-2019 – 09-30-2020
Option Year 5 through Option Year 7 Value:	\$1,023,300.00
Option Year 5 through Option Year 7 Dates:	05-01-2023 – 04-30-2026

**Purpose of the Request:**

DC Water’s safety risk system, Origami, is the database of record for all safety incident data and best practices that is used by DC Water employees, contractors, and visitors. The purpose of this contract action is to add functionality to the Enterprise Risk Management (ERM) and Policy Management System, Environmental, Health & Safety (EHS) System and continue the licensing for the software subscription will be renewed and paid annually.

**Contract Scope:**

The Origami Enterprise Risk Management (ERM) and Policy Management system provides a structured and centralized process to manage risks and policies across the Enterprise. This Environmental, Health & Safety (EHS) System enhances DC Water’s ability to track KPIs as well as provide improved data management and reporting capabilities. The software subscription includes hosting, data processing and ongoing support and licensing.

The Origami Risk System is customized to meet DC Water needs and interfaces with different DC Water applications. The Origami Risk System can automate the overall business process, increase efficiency, improve seamless collaboration, enhance reporting and provide real-time insights to decision-makers.

Requested funding is for projects such as:

Capital	Operating
Dept. EPMO: Implement ERM & Policy Management Module	Dept. EPMO: ERM & Policy Management Licensing, Hosting and Ongoing Support
Dept. Safety: Upgrade Environment, Health & Safety (EHS) Module	Dept. Safety: EHS Licensing, Hosting and Ongoing Support
	Dept. Safety, P&T and Risk Management: Risk System Renewal for Ongoing Support and Licensing

**Spending Previous Year:**

Cumulative Contract Value:	08-10-2018 to 09-30-2023: \$659,311.45
Cumulative Contract Value:	08-10-2018 to 01-31-2023: \$649,977.45

**Contractor's Past Performance:**

According to the COTR, the Contractor's quality of products and services, timeliness of deliverables; conformance to DC Water's policies, procedures and contract terms; and invoicing, all meet expectations and requirements.

**PROCUREMENT INFORMATION**

<b>Contract Type:</b>	Goods and Services	<b>Award Based On:</b>	Highest Rated Offeror
<b>Commodity:</b>	Safety Risk System	<b>Contract Number:</b>	18-PR-OSH-06
<b>Contractor Market:</b>	Open Market with Best Value		

**BUDGET INFORMATION**

<b>Funding:</b>	Capital Equipment	<b>Department:</b>	Information Technology
<b>Service Area:</b>	DC Water	<b>Department Head:</b>	Thomas Kuczynski

**ESTIMATED USER SHARE INFORMATION**

User	Share %	Dollar Amount
District of Columbia	43.57%	\$142,162.37
Washington Suburban Sanitary Commission	42.12%	\$137,431.24
Fairfax County	9.02%	\$29,430.91
Loudoun County	4.50%	\$14,682.83
Potomac Interceptor	0.79%	\$2,577.65
<b>TOTAL ESTIMATED DOLLAR AMOUNT</b>	<b>100.00%</b>	<b>\$326,285.00</b>

**BUDGET INFORMATION**

<b>Funding:</b>	Operating	<b>Department:</b>	Shared Services
<b>Service Area:</b>	DC Water	<b>Department Head:</b>	Maureen Holman

**ESTIMATED USER SHARE INFORMATION**

User	Share %	Dollar Amount
District of Columbia	70.33%	\$490,210.65
Washington Suburban Sanitary Commission	22.20%	\$154,737.33
Fairfax County	4.75%	\$33,108.21
Loudoun County	2.35%	\$16,379.85
Potomac Interceptor	0.37%	\$2,578.96
<b>TOTAL ESTIMATED DOLLAR AMOUNT</b>	<b>100.00%</b>	<b>\$697,015.00</b>

 / 03/07/2023  
 Maureen Holman Date  
 VP of Shared Services

Thomas L. Kuczynski Digitally signed by Thomas L. Kuczynski  
 Date: 2023.03.07 13:05:32 -05'00' / \_\_\_\_\_  
 Thomas Kuczynski Date  
 VP of Information Technology

Joel Grosser Acting VP of Procurement  
 Digitally signed by Joel Grosser  
 DN: dc=dcwm, ou=DCWASA Users, ou=Procurement, cn=Joel Grosser,  
 email=Joel.Grosser@dcwater.com Date: 2023.03.07 16:14:46 -05'00' / 03-07-2023  
 Dan Bae Date  
 VP of Procurement

Matthew T. Brown Digitally signed by Matthew T. Brown  
 Date: 2023.03.08 14:11:38 -05'00' / \_\_\_\_\_  
 Matthew T. Brown Date  
 CFO and EVP of Finance and Procurement

 / 3/24/2023  
 David L. Gadis Date  
 CEO and General Manager

**Presented and Approved: April 6, 2023**

**SUBJECT: Approval to Add Funding to Contract No. 19-PR-OCEO-24  
for Task Order No. 2 Strategic Planning Advisory Services  
Phase II, Arup-Deloitte**

**#23-19  
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 6, 2023 upon consideration of a joint use matter, decided by a vote of \_\_\_\_ ( ) In favor and \_\_\_\_ ( ) opposed to approve additional funding for Contract No. 19-PR-OCEO-24 for Task Order No. 2 Strategic Planning Advisory Services Phase II, Arup-Deloitte.

**Be it resolved that:**

The Board of Directors hereby authorizes the General Manager to execute additional funding for Contract No. 19-PR-OCEO-24, Task Order No. 2 Strategic Planning Advisory Services Phase II, Arup-Deloitte. The purpose of this modification is to provide continuing Enterprise Risk Management Reporting & Policy and Procedures Services Phase II. The contract amount for task order no. 2 is \$754,500.00.

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 YEAR**

**Strategic Planning Advisory Services**

(Joint Use)

Approval to add funding for Task Order 2 Strategic Planning Advisory Services Phase II in the amount of \$754,500.00.

**CONTRACTOR/SUB/VENDOR INFORMATION**

<b>PRIME:</b> ARUP-Deloitte 77 Water St. New York, NY 10005	<b>SUBS:</b> N/A	<b>PARTICIPATION:</b>
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**DESCRIPTION AND PURPOSE**

Original Contract Value:	\$0.00
Original Contract Date:	12-01-2019 – 11-30-2022
Number of Option Years:	2
Prior Task Order Value 1:	\$692,000.00
Prior Task Order 1 Dates:	11-08-2021 – 11-07-2022
<b>Task Order 2 Value:</b>	<b>\$754,500.00</b>
<b>Task Order 2 Dates:</b>	<b>05-01-2023 – 04-30-2024</b>

**Purpose of the Request:**

DC Water's Strategy & Performance Department needs additional funding approved to provide continuing Enterprise Risk Management Reporting & Policy and Procedures Services Phase II.

**Contract Scope:**

ARUP - Deloitte completed Phase I of this work. During Phase II, contractor shall advance risk-dives into the three top risks, implement the Origami Risk solution for both ERM and Policy Management. The Operational funding will be \$96,500.00 for change management and training support and Capital funding will be \$658,000.00 for Planning and Design of the project.

**Spending Previous Year:**

Cumulative Task Order Value:	12-01-2019 to 11-30-2023: \$692,000.00
Cumulative Task order Spending:	12-01-2019 to 02-28-2023: \$692,000.00

**Contractor's Past Performance:**

According to the COTR, the Contractor's quality of products and services, timeliness of deliverables; conformance to DC Water's policies, procedures and contract terms; and invoicing, all meet expectations and requirements.



**PROCUREMENT INFORMATION**

<b>Contract Type:</b>	Goods and Services	<b>Award Based On:</b>	Highest Rated Offeror
<b>Commodity:</b>	Service	<b>Contract Number:</b>	19-PR-OCEO-24
<b>Contractor Market:</b>			

**BUDGET INFORMATION**

<b>Funding:</b>	Operating	<b>Department:</b>	Strategy & Performance
<b>Service Area:</b>	DC Water	<b>Department Head:</b>	Matt Ries

**ESTIMATED USER SHARE INFORMATION (OPERATING)**

User	Share %	Dollar Amount
District of Columbia	70.33%	\$67,868.45
Washington Suburban Sanitary Commission	20.20%	\$21,423.00
Fairfax County	4.75%	\$4,583.75
Loudoun County	2.35%	\$2,267.75
Potomac Interceptor	0.37%	\$357.05
<b>TOTAL ESTIMATED DOLLAR AMOUNT</b>	<b>100.00%</b>	<b>\$96,500.00</b>

**BUDGET INFORMATION**

<b>Funding:</b>	Capital Equipment	<b>Department:</b>	Information Technology
<b>Service Area:</b>	DC Water	<b>Department Head:</b>	Thomas Kuczynski

**ESTIMATED USER SHARE INFORMATION (CAPITAL)**

User	Share %	Dollar Amount
District of Columbia	43.57%	\$286,690.60
Washington Suburban Sanitary Commission	42.12%	\$277,149.60
Fairfax County	9.02%	\$59,351.60
Loudoun County	4.50%	\$29,610.00
Potomac Interceptor	0.79%	\$5,198.20
<b>TOTAL ESTIMATED DOLLAR AMOUNT</b>	<b>100.00%</b>	<b>\$658,000.00</b>

Thomas L. Kuczynski  
 Digitally signed by Thomas L. Kuczynski  
 Date: 2023.03.08 08:26:04 -05'00'  
 \_\_\_\_\_  
 Thomas Kuczynski Date  
 VP of Information Technology

Joel Grosser  
 Digitally signed by Joel Grosser  
 DN: dc=com, dc=dcwasa, ou=WASA Users, ou=Procurement, cn=Joel Grosser, email=Joel.Grosser@dcwater.com  
 Date: 2023.03.08 11:33:55 -05'00'  
 Acting VP of Procurement  
 03/08/2023  
 \_\_\_\_\_  
 Dan Bae Date  
 VP of Procurement

Matthew T. Brown  
 Digitally signed by Matthew T. Brown  
 Date: 2023.03.23 17:00:30 -04'00'  
 \_\_\_\_\_  
 Matthew T. Brown Date  
 CFO and Executive VP, Finance and Procurement

  
 3/24/2023  
 \_\_\_\_\_  
 David L. Gadis Date  
 CEO and General Manager

**Presented and Approved: April 6, 2023**

**SUBJECT: Approval to Award Service Contract No. 10348, Bloom Sales and Marketing for Three-Year Term, Blue Drop, LLC**

**#23-20  
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 6, 2023 upon consideration of a joint use matter, decided by a vote of \_\_\_ ( ) In favor and \_\_\_ ( ) opposed to approve the award of Contract No. 10348, Bloom Sales and Marketing, Blue Drop LLC.

**Be it resolved that:**

The Board of Directors hereby authorizes the General Manager to execute the award of Contract No. 10348, Bloom Sales and Marketing for a three-year term (April 17, 2023 – April 16, 2026), Blue Drop LLC. The purpose of this contract is to facilitate management of the distribution of all DC Water’s Bloom, including marketing, selling, hauling and emergency storage contracts. In addition, the contractor will be required to manage land application contracts for non-marketed DC Water volume. The contract amount is \$10,188,379.00.

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**

**SERVICES CONTRACT AWARD**

**Bloom Sales and Marketing**

**(Joint Use)**

Request to execute a contract for the marketing and sales of Bloom and fund the three-year term for \$10,188,379.00. Purchase Orders will be issued based on the availability of funds, requirements and vendor performance.

**CONTRACTOR/SUB/VENDOR INFORMATION**

<b>PRIME:</b> Blue Drop, LLC 1385 Canal Street Washington, DC 20003	<b>SUBS:</b> N/A	<b>PARTICIPATION:</b> N/A
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**DESCRIPTION AND PURPOSE**

Base Period Contract Value: \$10,188,379.00  
 Base Contract Period: 04-17-2023 - 04-16-2026

**Purpose of the Contract:**

Blue Drop will manage the distribution of all DC Water’s Bloom, including marketing, selling, hauling and emergency storage contracts. The Scope of work has been expanded to require the contractor to manage land application contracts for non-marketed DC Water volume.

**Contract Scope:**

Under this contract, Blue Drop will manage approximately 95,265 wet tons of Bloom a year. They will market, sell and deliver to DC, VA, MD, PA, WV, NJ, etc. fresh, cured, and blended products. Blue Drop will use its own hauling contracts and DC Water’s distribution and marketing permits to reduce the hauling distance and generate revenue.

**Supplier Selection:**

The selection of Blue Drop was on a sole-source basis. This supports DC Water’s strategy and makes effective use of DC Water’s subsidiary and resources

No LBE/LSBE participation.

**PROCUREMENT INFORMATION**

<b>Contract Type:</b>	Services	<b>Award Based On:</b>	Sole Source
<b>Commodity:</b>	Marketing and Sales	<b>Contract Number:</b>	10348
<b>Contractor Market:</b>	Sole Source		

**BUDGET INFORMATION**

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

**ESTIMATED USER SHARE INFORMATION**

User	Share %	Dollar Amount
District of Columbia	42.74%	\$4,354,513.18
Washington Suburban Sanitary Commission	42.85%	\$4,365,720.40
Fairfax County	9.16%	\$933,255.52
Loudoun Water	4.53%	\$461,533.57
Other (PI)	0.72%	\$73,356.33
<b>TOTAL ESTIMATED DOLLAR AMOUNT</b>	<b>100.00%</b>	<b>\$10,188,379.00</b>

 / 03/06/2023  
 Aklile Tesfaye Date  
 VP of Wastewater Operations

 Digitally signed by Dan Bae  
 DN: cn=US, e=dan.bae@dwater.com,  
 o=District of Columbia Water and Sewer  
 Authority, ou=VP of Procurement &  
 Compliance, cn=Dan Bae  
 Date: 2023.03.06 09:22:05-05'00'  
 Dan Bae Date  
 VP of Procurement

**Matthew T. Brown** Digitally signed by Matthew T. Brown  
 Date: 2023.03.09 13:05:54 -05'00'  
 Matthew T. Brown Date  
 CFO and EVP of Finance and Procurement

 / 3/24/2023  
 David L. Gadis Date  
 CEO and General Manager

**Presented and Approved: April 6, 2023**

**SUBJECT: Approval to Extend and Modify ROCIP V Insurance Brokerage Contract to Add ROCIP VI and an OCIP Program to Scope, Contract No. 20-PR-CFO-30, Aon PLC**

**#23-21  
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 6, 2023 upon consideration of a joint use matter, decided by a vote of \_\_\_ ( ) In favor and \_\_\_ ( ) opposed to approve the extension and modification of ROCIP V Insurance Brokerage Contract to Add ROCIP VI and an OCIP Program to Scope, Contract No. 20-PR-CFO-30, Aon PLC .

**Be it resolved that:**

The Board of Directors hereby authorizes the General Manager to execute the extension and modification of the ROCIP V Insurance Brokerage Contract to add ROCIP VI and an OCIP Program to Scope, Contract No. 20-PR-CFO-30, Aon Plc. The purpose of the extension and modification is to expand the ROCIP V contract to include ROCIP VI and an OCIP program which covers the Potomac River Tunnel (PRT) project. The contract amount for this extension and modification is \$1,750,000.00.

This Resolution is effective immediately.

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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 AWARD  
ROLLING OWNER CONTROLLED INSURANCE PROGRAM (ROCIP) V, VI AND OCIP  
PROJECT ADMINISTRATION SERVICES  
(Joint Use)**

Funding of \$1,750,000.00 requested to extend and modify the ROCIP V insurance brokerage contract to add ROCIP VI and an OCIP program to the scope. The Owner Controlled Insurance Program (OCIP) is for the Potomac River Tunnel (PRT) project.

**CONTRACTOR/SUB/VENDOR INFORMATION**

<b>PRIME:</b> Aon Plc 2001 K St., NW Suite 625 N Washington, DC 20006	<b>SUBS:</b> N/A	<b>PARTICIPATION:</b> N/A
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**DESCRIPTION AND PURPOSE**

Original Contract - Value:	\$1,000,000.00
Original Contract - Dates:	08-01-2020 – 07-31-2021
Number of Original Option Years in Contract:	4
Option Years 1 - 4 ROCIP V Value:	\$0.00
Option Years 1 - 4 ROCIP V Dates:	08-01-2021 -07-31-2025
Extend Contract and Add ROCIP VI to Scope - Value:	\$840,000.00
Extend Contract and Add ROCIP VI to Scope - Dates:	08-01-2023 – 07-31-2028
Extend Contract and Add OCIP (PRT) to Scope - Value:	\$910,000.00
Extend Contract and Add OCIP (PRT) to Scope - Dates:	08-01-2023 – 07-31-2030

**Purpose of the Contract:**

Provide program administration services including insurance brokerage services. The purpose of this request is to expand the ROCIP V contract to include ROCIP VI and an OCIP program which covers the Potomac River Tunnel (PRT) project.

**Contract Scope:**

Current contract services include insurance brokerage and program administration for ongoing construction projects insured through the ROCIP IV and ROCIP V programs. With this request, the contract would be extended three years to add ROCIP VI to the scope and an additional two years to add an OCIP for the PRT project. Broker services involve marketing, competing, and placing specified insurance coverages for DC Water capital projects. This includes a periodic review of the adequacy and limits of project insurance policies. The contractor shall recommend improvements, changes, or additions as needed, and conducts contractor/subcontractor orientation to the ROCIP’s operations, policies, and procedures. The contractor shall also perform all project premium allocation computations to facilitate the accurate distribution of program costs to specific project budgets.

**ROCIP V, ROCIP VI and OCIP (PRT) Program Timing**

	Periods of Performance									
	8/20 - 7/21	8/21 - 7/22	8/22 - 7/23	8/23 - 7/24	8/24 - 7/25	8/25 - 7/26	8/26 - 7/27	8/27 - 7/28	8/28 - 7/29	8/29 - 7/30
	Base Year 1	Option Year 1	Option Year 2	Option Year 3	Option Year 4	Option Year 5	Option Year 6	Option Year 7	Option Year 8	Option Year 9
ROCIP V										
ROCIP VI										
OCIP (PRT)										

Aon was awarded the current contract through competition. Purchase orders have been, and will be, issued as budget permits and as strong performance dictates.

**Spending Previous Year:**

Cumulative Contract Value: 08-01-2020 – 01-31-2023: \$1,000,000.00  
 Cumulative Contract Spending: 08-01-2020 – 01-31-2023: \$462,500.00

**Contractor’s Past Performance:**

According to the COTR, the Contractor’s quality of services; timeliness of responses; conformance to DC Water’s policies, procedures and contract terms; and invoicing all meet expectations.

**No LBE/LSBE participation**

**PROCUREMENT INFORMATION**

<b>Contract Type:</b>	Fixed Hourly Rate	<b>Award Based On:</b>	Highest Overall Value
<b>Commodity:</b>	ROCIP VI Project Administration Services	<b>Contract Number:</b>	20-PR-CFO-30
<b>Contractor Market:</b>	Open Market with Preference Points for LBE and LSBE Participation		

**BUDGET INFORMATION**

<b>Funding:</b>	Capital	<b>Department:</b>	Department of Finance
<b>Service Area:</b>	DC Water Wide	<b>Department Head:</b>	Ivan Boykin

**ESTIMATED USER SHARE INFORMATION**

<b>LTCP - Clean Rivers</b>		
<b>User</b>	<b>Share %</b>	<b>Dollar Amount</b>
District of Columbia	92.90%	\$211,804.57
Washington Suburban Sanitary Commission	5.54%	\$12,630.76
Fairfax County	1.01%	\$2,302.72
Loudoun County & Potomac Interceptor	0.55%	\$1,253.96
<b>Total Estimated Dollar Amount</b>	<b>100.00%</b>	<b>\$227,992.00</b>

<b>Other Projects</b>		
<b>User</b>	<b>Share %</b>	<b>Dollar Amount</b>
District of Columbia	41.22%	\$252,269.70
Washington Suburban Sanitary Commission	45.84%	\$280,544.47
Fairfax County	8.38%	\$51,286.27
Loudoun County & Potomac Interceptor	4.56%	\$27,907.56
<b>Total Estimated Dollar Amount</b>	<b>100.00%</b>	<b>\$612,008.00</b>

<b>Combined Allocation</b>		
<b>User</b>	<b>Share %</b>	<b>Dollar Amount</b>
District of Columbia	55.25%	\$464,100.00
Washington Suburban Sanitary Commission	34.90%	\$293,160.00
Fairfax County	6.38%	\$53,592.00
Loudoun County & Potomac Interceptor	3.47%	\$29,148.00
<b>Total Estimated Dollar Amount</b>	<b>100.00%</b>	<b>\$840,000.00</b>





**Presented and Approved: April 6, 2023**

**SUBJECT: Approval to Execute Contract No. DCFA 525 A, B, and C, Three Task Order Based Architectural and Engineering Service Agreements Survey and Subsurface Utility Engineering (SUE) – BOA, A. Morton Thomas and Associates; KCI Technologies, Inc.; and Utility Mapping Services, P.C.**

**#23-22  
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 6, 2023 upon consideration of a non-joint use matter, decided by a vote of \_\_\_ ( ) In favor and \_\_\_ ( ) opposed to approve the execution Contract No. 525 A, B and C, three task order based architectural and engineering service agreements Survey and Subsurface Utility Engineering (SEU) – BOA, A. Morton Thomas and Associates; KCI Technologies, Inc; and Utility Mapping Services, P.C.

**Be it resolved that:**

The Board of Directors hereby authorizes the General Manager to execute Contract No. 525 A, B and C, three task order based architectural and engineering service agreements for Survey and Subsurface Utility Engineering (SEU) – BOA with each not-to-exceed \$4,000,000.00 for a base period of three years plus two periods of one year each. The purpose of this agreement is to provide Engineering Services to produce survey and Subsurface Utility Engineering (SUE) for Capital Improvement Projects. The contract amount for this program is \$12,000,000.00.

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:**

**Survey & Subsurface Utility Engineering (SUE) - BOA  
(Non-Joint Use)**

Approval to execute three Task Order based architectural and engineering service agreements with each not-to-exceed \$4,000,000.00 for a base period of three years plus two periods of one year each. The renewal periods will be approved at DC Waters sole discretion. Total Program Value is \$12,000,000.00.

**CONTRACTOR/SUB/VENDOR INFORMATION**

<p><b>PRIME:</b> <b>DCFA-525 A</b> A. Morton Thomas and Associates 700 King Farm Blvd, Suite 300 Rockville, MD</p> <hr/> <p><b>DCFA-525 B</b> KCI Technologies, Inc. 936 Ridgebrook Rd. Sparks, MD 21152</p> <hr/> <p><b>DCFA-525 C</b> Utility Mapping Services, P.C. 121 Timberbrook Ln, Apt T2 Gaithersburg MD, 20878 Headquarters Clancy, Montana</p>	<p><b>PARTICIPATION</b></p> <p><b>See Attachment A for list of Certified firm participation across the three awardees.</b></p> <p><b>*Goal for each Contract</b></p> <p><b>DBE 32.0%</b> <b>WBE 4.0%</b></p>
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\* Certified DBE/WBE participation will be awarded on an individual task order basis for each contract.

**DESCRIPTION AND PURPOSE**

Program Value, Not-To-Exceed: \$12,000,000.00  
 Contract Value, Not-To-Exceed: \$ 4,000,000.00  
 Contract Time: 1,095 Days (3 Years, 0 Months)  
 No. of Option Years in Contract: 2  
 Anticipated Contract Start Date (NTP): 05-01-2023  
 Anticipated Contract Completion Date: 05-01-2026

Firms submitting proposals/qualification statements:

- A. Morton Thomas and Associates\*
- CNC Civil Services, LLC
- InfraMap Corp.
- KCI Technologies, Inc.\*
- T2 Utility Engineers (T2 UES, Inc. dba)\*
- Utility Mapping Services, P.C.\*

\* Asterisk indicates short listed firms.

**Purpose of the Contract:**

The agreement will provide Engineering Services to produce survey and Subsurface Utility Engineering (SUE) for Capital Improvement Projects.

**Contract Scope:**

- Survey and Subsurface Utility Engineering (SUE) services for Capital Improvement Projects.

**Federal Grant Status:**

- This contract is not eligible for Federal grant funding assistance.

**PROCUREMENT INFORMATION**

<b>Contract Type:</b>	Cost Plus Fixed Fee	<b>Award Based On:</b>	Highest Ranking Score
<b>Commodity:</b>	Engineering Design Services	<b>Contract Number:</b>	DCFA 525
<b>Contractor Market:</b>	Open Market		

**BUDGET INFORMATION**

<b>Funding:</b>	Capital	<b>Department:</b>	Engineering and Technical Services
<b>Service Area:</b>	Water, Stormwater	<b>Department Head:</b>	William Elledge
<b>Project:</b>	GR, IE, KG, KH, KI, KJ, ST		

**ESTIMATED USER SHARE INFORMATION**

User	Share %	Dollar Amount
District of Columbia	100.00%	\$ 12,000,000.00
Federal Funds	0.00%	\$
Washington Suburban Sanitary Commission	0.00%	\$
Fairfax County	0.00%	\$
Loudoun County & Potomac Interceptor	0.00%	\$
<b>Total Estimated Dollar Amount</b>	<b>100.00%</b>	<b>\$12,000,000.00</b>

Digitally signed by wayne Griffith  
 Date: 2023.03.07 08:26:42 -05'00'

**wayne Griffith**

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Wayne Griffith / Date  
 Acting COO and EVP

Digitally signed by Matthew T. Brown  
 Date: 2023.03.08 15:20:29 -05'00'

**Matthew T. Brown**

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Matthew T. Brown / Date  
 CFO and EVP  
 Finance and Procurement

Acting VP of Procurement

Digitally signed by Joel Grosser  
 DN: dc=com, dc=dcwasa, ou=WASA Users, ou=Procurement, cn=Joel Grosser, email=Joel.Grosser@dcwater.com  
 Date: 2023.03.07 10:30:27 -05'00'

**Joel Grosser**

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Dan Bae / Date  
 VP Director of Procurement



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David L. Gadis / 3/24/2023  
 CEO and General Manager

**ENGINEERING SERVICES**

**ATTACHEMENT A:**

**Survey & Subsurface Utility Engineering (SUE) - BOA**

<b>PRIME:</b>	<b>PARTICIPTATION</b>	<b>DBE/WBE</b>
<b>DCFA-525 A</b>		
A. Morton Thomas and Associates 700 King Farm Blvd, Suite 300 Rockville, MD	CV, Inc. Gaithersburg, MD	DBE
	Mercado Consultants, Inc. Ashton, MD	DBE
	Soil and Land Use Technology, Inc. Washington, DC	DBE
	Accurate Infrastructure Data, Inc. Baltimore, Maryland, 2123	WBE
	KCW Engineering Technologies, Inc. Glen Burnie, MD	WBE
	Axis GeoSpatial LLC. Easton, MD	N/A

<b>PRIME:</b>	<b>PARTICIPTATION</b>	<b>DBE/WBE</b>
<b>DCFA-525 B</b>		
KCI Technologies, Inc. 936 Ridgebrook Rd. Sparks, MD 21152	CV, Inc. Gaithersburg, MD	DBE
	Mercado Consultants, Inc. Ashton, MD	DBE
	Rice Associates Manassas, VA	WBE

<b>PRIME:</b>	<b>PARTICIPTATION</b>	<b>DBE/WBE</b>
<b>DCFA-525 C</b>		
Utility Mapping Services, P.C. 121 Timberbrook Ln, Apt T2 Gaithersburg MD, 20878	PGC and Quality Plus Services (JV) Easton, MD	DBE
	PGC/E and TERRA (JV) Gaithersburg, MD	DBE
	Accurate Infrastructure Data, Inc. Baltimore, MD	WBE
	Parail Consulting Glen Burnie, MD	WBE
	Phoenix Engineering, Inc. Parkton, MD	WBE