



**DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY  
238th MEETING OF THE BOARD OF DIRECTORS  
Thursday, January 4, 2018  
9:30 a.m.  
5000 Overlook Avenue, SW  
Room 407  
(Budget Workshop following Board meeting)**

- I. **Call to Order (Chairman Tommy Wells)**
- II. **Roll Call (Linda Manley, Board Secretary)**
- III. **Approval of December 7, 2017 Minutes**
- IV. **Chairman's Overview**
- V. **Committee Reports**
  1. **Governance Committee (Ellen Boardman)**
  2. **Special Human Resource and Labor Relations Committee (Ellen Boardman)**
  3. **Environmental Quality and Operations Committee (James Patteson)**
- VI. **Issues of General Interest**
- VII. **CEO/General Manager's Report (Henderson Brown, Interim)**
- VIII. **Summary of Contracts (FYI)**
- IX. **Consent Items (Joint Use)**
  1. **Approval to Authorize Henderson J. Brown, IV to Act as the Chairperson of the Board of Directors for Blue Drop, LLC – Resolution No. 18-00 (Recommended by the Governance Committee 12/13/17)**
  2. **Approval to Exercise Option Year Two of Contract No. 15-PR-WWT-53A, Carter & Carter Enterprises Inc. – Resolution No. 18-01 (Recommended by the Environmental Quality and Operations Committee 12/15/17)**
  3. **Approval to Exercise Option Year Two of Contract No. 15-PR-WWT-53B, PVS Technology – Resolution No. 18-02 (Recommended by the Environmental Quality and Operations Committee 12/15/17)**
  4. **Approval to Execute Basic Ordering Agreement 8 of Contract No. DCFA #496-WSA, O'Brien & Gere Engineers, PC – Resolution No. 18-03 (Recommended by the Environmental Quality and Operations Committee 12/15/17)**

5. [Approval to Execute Basic Ordering Agreement 6 of Contract No. DCFA #489-WSA, AECOM – Resolution No. 18-04](#) (Recommended by the Environmental Quality and Operations Committee 12/15/17)
6. [Approval to Amend Pretreatment Regulations for Dental Almagram Discharge Management – Resolution No. 18-05](#) (Recommended by the Environmental Quality and Operations Committee 12/15/17)
7. [Approval of the General Manager’s Performance Evaluation and Bonus – Resolution No. 18-06](#) (Recommended by the Human Resource and Labor Relations Committee 12/29/17)

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

1. [Approval to Extend Contract Term and add Additional Funding for Contract No. WAS-12-070-AA-SC, Business Promotion Consultants Inc. – Resolution No.18-07](#) (Recommended by the Environmental Quality and Operations Committee 12/15/17)
2. [Approval to Amend the Waste Hauler Discharge Annual Permit Fee, Waste Hauling Disposal Fees, and High Strength Waste Fees and Associated Regulations – Resolution No. 18-08](#) - (Recommended by the DC Retail Water and Sewer Rates Committee 12/7/17 and Environmental Quality and Operations Committee 12/15/17)

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

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

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

**Upcoming Committee Meetings**

- Human Resource and Labor Relations Committee/with Union Presidents – Wednesday, January 11<sup>th</sup> @ 11:00 a.m.
- Environmental Quality and Operations Committee – Thursday, January 18<sup>th</sup> @ 9:30 a.m.
- DC Retail Water and Sewer Rates Committee – Tuesday, January 23<sup>rd</sup> @ 9:30 a.m.
- Finance and Budget Committee – Tuesday, January 23<sup>rd</sup> @ 11:00 a.m.
- Audit Committee – Thursday, January 25 @ 9:30 a.m.



**DISTRICT OF COLUMBIA  
WATER AND SEWER AUTHORITY**

**Board of Directors**

*Governance Committee*

*Wednesday, December 13, 2017*

*9:00 a.m.*

**MEETING MINUTES**

**Committee Members**

Ellen O. Boardman, Chairperson  
David Franco  
Bonnie Kirkland  
Nicholas A. Majett

**D.C. Water Staff**

George Hawkins, CEO/General Manager  
Henderson J. Brown, IV, General Counsel  
Mustaafa Dozier, Chief of Staff  
Biju George, Chief Operating Officer  
Linda Manley, Board Secretary

**Call to Order**

Chairperson Boardman called the meeting to order at 9:01 a.m.

**Agenda Item #1 – DC WaterWorks! Program Update**

Korey Gray, Compliance Officer at DC Water, presented Agenda Item #1 – FY 2017 DC WaterWorks! Program Update.

Mr. Gray provided an annual update on the DC WaterWorks! Program. He reported that, in FY 2017, one-hundred twenty-five new positions were filled on DC Water projects. Of those filled, fifty-one were sourced through the DC WaterWorks! referral process; seventy-four were sourced through the contractors (60.8%). As a result, DC Water reached its annual goal of a 60% hiring rate of local DC residents. Chairperson Boardman asked whether DC Water tracks the attrition rate of the new hires. In response to Chairperson Boardman's question, Mr. Gray discussed the Program's wrap-around support, which tracks the new hires for six months after employment and stated that each of the new hires reported were still employed at the end of FY 2017.

In response to a previous request from the Committee, Mr. Gray provided employment details of the District resident new hires by Ward. Of the seventy-six District resident new hires, 67% were residents of Wards 7 and 8 – followed by Ward 5, which had 16%.

Next, Mr. Gray gave an update on the outreach activities undertaken in FY 2017. DC Water participated in nine events held in the District of Columbia, including three in Ward 8 and three in Ward 7. In total, six (6) individuals with whom DC Water met were successfully referred for employment. Mr. Gray stated that DC WaterWorks! only participates at events where there are real employment or skills-training opportunities. Additionally, DC WaterWorks! chooses events where qualified candidates for the positions are expected to attend.

Mr. Gray also updated the Committee on skills-training programs that DC WaterWorks! sponsored or supported. He began with an update on the Commercial Driver's License (CDL) program. The CDL program established a graduation goal of 80%, with 50% job placement. In FY 2017, thirteen (13) participants enrolled and ten participants completed the program, all of whom were successfully employed. Of the remaining three participants, one failed to attend after the first day, one found employment midway through the training, and one was dismissed for policy violations. Chairperson Boardman inquired about DC Water's corporate partners and wanted to know where the participants were employed. Mr. Gray indicated that all of the participants were placed with corporate partners that had a relationship with DC Water, either as contractors or subcontractors, on DC Water projects.

Next, Mr. Gray provided an update on the Department of Facilities Summer Partnership Program ("Facilities Program"). For the past several years, Facilities has sponsored a summer employment program for District residents through a partnership with the Earth Conservation Corps (ECC) and Sasha Bruce. Participants in the Facilities Program, which ended on September 30<sup>th</sup>, worked in a number of areas including painting and landscaping. In FY 2017, four individuals participated in the program, and two outstanding participants were invited to continue through the fall and winter with DC Water. Additionally, in FY 2017, DC WaterWorks! sponsored two other individuals to work in the paint shop for the year.

Mr. Gray then discussed the Green Infrastructure (GI) initiative. In FY 2017, two training cohorts were held. The first cohort was a joint effort between the University of the District of Columbia (UDC) and Washington Parks and People. The second cohort was held at UDC. In total, sixteen District residents enrolled and successfully completed the program, fifteen of whom obtained employment. Of the fifteen trainees, seven were employed specifically on DC Water GI contracts, while the other eight were placed with non-GI contractors. One participant was in the process of interviewing with a prospective GI contractor. The current DC Water goal is that 51% of the new hires on the GI projects will be filled by District residents. As of FY 2017, Anchor Construction, the prime on the first GI project, had three openings – all of which were filled by District residents (GI graduates).

The Committee also saw a video clip featuring Mr. Raymond Coates – one of the GI graduates of FY 2017 - who spoke on the success of the program. He is currently employed by Anchor Construction.

Mr. Gray also shared a 2017 Washington Post article that highlighted the success of the District in improving its efforts to train the City's residents. The article also stated that the District is no longer on the United States Department of Labor's "high risk" list for training and development, which it had been listed on since 2012.

At the conclusion of Mr. Gray's presentation, he introduced the FY 2018 CDL training participants to the Committee. The Committee congratulated them on their success and wished them well in their future endeavors.

### **Agenda Item #2 – Committee Resolution**

Henderson Brown, DC Water's General Counsel, presented Agenda Item #2 – Resolution to substitute the General Counsel as Acting Chairperson of the Blue Drop Board of Directors upon General Manager's Departure.

Mr. Brown provided the highlights of the Resolution.

Mr. Hawkins stated that his last day as Chairman and Member Representative of the Blue Drop Board of Directors, as well as his last day as General Manager with DC Water, will be on January 5<sup>th</sup>, following the January 4<sup>th</sup> Board meeting, in the event there are decisions that need to be made during the Board meeting. He added that the Blue Drop Board decided that he would act as an advisor to help generate revenue for Blue Drop.

Chairperson Boardman asked for the name of the new Blue Drop board member. Mr. Hawkins advised that the new member is Debra Silimeo. He will provide her biographical information to the Committee.

Chairperson Boardman inquired about the term of office for Blue Drop Board members. Mr. Brown advised that the term is three years. His appointment (or that of the new CEO/General Manager) will run through the unexpired portion of the three year term of Mr. Hawkins' initial appointment, in line with the three-year term schedule.

The Board concurred with the Resolution and will recommend approval to the full Board.

### **Agenda Item #3 – Update on IP Monetization Projects.**

Biju George, Chief Operating Officer, introduced the members of the IP Monetization team, including: Sudhir Murthy (Innovations Chief), Chris DeBarbadillo (Process, Consulting and Design) and Tera Fong (Business and Administrative Program Manager). He also thanked Qwendolyn Brown and Gregory Hope of DC Water's Office of the General Counsel (OGC) for their assistance. Mr. Hawkins mentioned steps taken by the Board to create an Ad Hoc committee to specifically focus on the IP monetization efforts. Committee member Franco asked for clarification of the overlap between the Ad Hoc and Governance Committees. Mr. Brown advised that the Board Chairman created the Ad Hoc Committee for a special purpose. Although it is not a formal subcommittee of the Governance Committee, there is some overlap between member participation of the IP

Ad Hoc and Governance committees. Accordingly, the Ad Hoc Committee will generally meet on the same schedule as the Governance Committee, with Ad Hoc Committee meetings immediately following the Governance Committee meetings. Ad Hoc Committee members will be invited to attend the Governance Committee meetings. The Ad Hoc Committee will make recommendations to the Governance Committee on the IP monetization activities which, in turn, will make recommendations to the full Board.

Committee Member Franco asked whether there was a plan for the Ad Hoc Committee to establish a policy and strategy for IP monetization and when the Committee will receive a report on the activities. Mr. Brown advised that, at this juncture, work is still underway to establish the direction of the Committee and the appropriate performance measures. Committee Member Franco also inquired about the market potential and anticipated costs and return on investments for IP and Blue Drop. Mr. Brown stated that the Blue Drop Board of Directors will meet in January and provide an update on market potential and costs while the investment returns will be provided during the February Governance Committee Meeting.

Mr. George provided background on the steps DC Water took between 2013 and 2016 to develop the IP monetization process and receive the full Board's endorsement, including proposals for generating revenue through new opportunities. This includes steps taken to commercialize DC Water's IP in the wastewater treatment market.

Mr. George also provided a general overview of DC Water's current IP, which includes patents, trademarks, copyrights, and "know-how." Mr. George also described the process for marketing IP. This starts with identifying possible customers and opportunities, determining the benefits of the IP to the customer, tailoring the design of the deliverable to meet the customer's needs, identifying suppliers and equipment to ensure successful delivery and implementation of the IP, and providing post-sales monitoring. Key to this process is researching opportunities before commitments are made. Mr. George also explained that DC Water maximizes revenue while minimizing risks by, among other things, contracting with American companies with overseas operations, understanding the operating rules of the host country, creating multiple diverse revenue streams, and partnering with companies that have existing capabilities and market presence.

Mr. George reviewed the Old Plant #3 deal in Kunming, China. The customer needed assistance in helping address nutrient limits in its wastewater processing. DC Water provided an initial facility review, for which it received a fee. DC Water then assessed the client's needs and arranged for a third party to provide equipment and supplies. DC Water expects to provide future expertise and materials for this project, which will result in additional revenue to DC Water.

Mr. George also reviewed its IP monetization strategies, which presently are focused on licensing and joint licensing opportunities (e.g., Ovivo, WWW and ARA Consult). Technology integration and IP holding companies are options for future consideration.

Next, Mr. George discussed the role of the Strategic Investments Revenue and Opportunities (SIROC) committee. This committee was established to develop strategies, direct, and oversee efforts designed to deliver enhanced value to DC Water customers. Chairperson Boardman asked for clarification on the roles and responsibilities of SIROC. Mr. George explained that SIROC will be responsible for the review and approval of all proposed innovation projects at DC Water. Mr. Brown described the SIROC's decision-making process and stated that, in the event SIROC was unable to make a decision on a proposed innovation project, the project will be referred to the General Manager for a final decision. Mr. Franco inquired about the composition and selection process of the SIROC members. Mr. Hawkins answered that SIROC is mainly comprised of DC Water's executive leadership, including the Innovations Team. Mr. Franco requested a copy of the SIROC organizational chart and Mr. Hawkins agreed to provide a chart with each member's role to the Committee.

Mr. George also outlined the IP Process and explained that previously there was no protocol to develop IP. DC Water now utilizes an open innovation process in selecting technologies for Blue Plains operations, which ultimately benefits DC Water by capitalizing on its experience in wastewater treatment and water quality. Mr. Hawkins added that open innovation is more cost effective and offers a better return on its investment than the closed innovation model.

Chairperson Boardman asked about the number of patents DC Water currently owns and Mr. Hawkins stated that currently DC Water owns nine patents. Mr. George added that DC Water recently published the single largest open innovation invitation for energy projects, DC Energize, and DC Water received more than ten (10) proposals of interest.

At the conclusion of Mr. George's presentation, Committee Chairperson Boardman asked for a motion to go into Executive Session at 10:37 a.m. The Committee reconvened the open session at 11:10 a.m.

There being no further business, Chairperson Boardman adjourned the meeting at 11:10 a.m.



**DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY**

**BOARD OF DIRECTORS  
HUMAN RESOURCES AND LABOR RELATIONS COMMITTEE  
SPECIAL MEETING  
FRIDAY, DECEMBER 29, 2017  
1:00 P. M.**

**MINUTES**

**Present Committee Members  
(Via Conference Call)**

Bradley Frome, Chairperson  
Ellen Boardman  
Rachna Bhatt  
Anthony Giancola

**Present D.C. Water Staff**

Linda Manley, Board Secretary

**I. Call to Order**

Chairperson Frome called the meeting to order. He asked for a motion to move into Executive Session pursuant to the Open Meeting Amendment of 2010, to discuss legal, confidential, or privileged matters under Section 2-575(b)4 and 10 of the D.C. Official Code. It was so moved and seconded. A role call was conducted and the motion was approved unanimously. The Committee went into Executive Session.

The public meeting was resumed. The Committee recommended that the Board approve a bonus of 15 percent based on the General Manager's Fiscal Year 2017 salary, which will be paid immediately in accordance with the payroll schedule.

**II. Adjournment**

Chairperson Frome asked the Committee members if they had other comments or business and there being none, the meeting was adjourned.



**District of Columbia  
Water and Sewer Authority**

**Board of Directors**

**Environmental Quality and Operations  
Meeting**

*Thursday, December 21, 2017*

*9:33 a.m.*

**MEETING SUMMARY**

**Committee Members**

James Patteson, Chairperson  
David Lake  
Anthony Giancola  
Howard Gibbs

**DC Water Staff Present**

George Hawkins, CEO/General Manager  
Leonard Benson, Chief Engineer  
Linda Manley, Secretary to the Board  
Meena Gowda, Deputy General Counsel

**I. Call to Order**

Mr. Patteson called the meeting to order at 9:33 A.M.

**II. AWTP STATUS UPDATES**

**1. BPAWTP Performance**

Mr. Aklile Tesfaye, Assistant General Manager (AGM) for Wastewater Treatment, began the update by reporting the monthly average influent flow for November 2017 was 254 Million Gallons Day (MGD). There was 15 MG excess flow during this reporting period. Mr. Tesfaye also stated that plant effluent quality was excellent as demonstrated in the discharge levels of total suspended solids (TSS), ammonia, total phosphorous, carbonaceous biochemical oxygen demand (CBOD), pH, dissolved oxygen (DO) and E. Coli levels, which were all considerably better than permit limits.

Mr. Tesfaye highlighted the Plant Influent Flow Trend graph. He noted that the 12-month rolling average influent flow of the Plant has remained at or below 300 MGD since February 2011.

Mr. Tesfaye next stated the enhanced nitrogen removal facility was performing well with 100 percent permit compliance; producing a total nitrogen (TN) concentration of 4.4mg/L. the effluent quality is on track to remain below the National Pollutant Discharge Elimination System (NPDES) permit annual load limit of 4,377,580 lbs/year. Mr. Tesfaye also explained that although the TN load in the effluent remained well below the permit limit, the slight but steady increase since March 2016 was mostly caused by higher concentrations of refractory dissolved organic nitrogen (rDON) in the filtrate (liquid removed from dewatering class A biosolids) returned for treatment in the

plant's secondary and enhanced nitrogen removal processes. The rDON concentrations are within anticipated levels and have stabilized in recent months.

Mr. Tesfaye next highlighted that in November 2017, the CHP facility generated an average of 138 MWH/day, making up 22% of the total energy consumed at Blue Plains (636 MWH/day). The net electricity produced was lower, compared with the previous month, because of partial and full outages required to complete annual inspections of Combustion Turbines (CT) and the associated Heat Recovery Steam Generators (HRSG) and repair and replacement of other critical assets. Mr. Tesfaye also mentioned that reconciliation of costs for the contract operation period that ended on September 30, 2017 is still in progress. The settlement will include reimbursements associated with failure to comply with the Digester Gas Electrical Power Production Guarantee, as required by the terms of the contract. The claim, along with all supporting data, was submitted and is under review by the contract operator, Pepco Energy Services (PES). DC Water is expecting a response by end of 2017.

The Committee inquired if updates regarding the reconciliation will be given to the Committee. Mr. Tesfaye replied in the affirmative. The Committee also inquired as to what the overall performance goal of the CHP was in terms of energy production. Mr. Tesfaye replied that the guaranteed energy output requirement of the facility (with an upper limit of 13 MW gross output or 11 MW net output) depends on the quantity and quality of digester gas produced, ambient temperature, and peak steam demand for the Thermal Hydrolysis Process. The guaranteed requirement is set on an annual basis and that the contractor has to meet this requirement.

The Committee requested an update of research activities regarding trends and technologies that optimize treatment process capacity and facilitate energy neutral operations. Mr. Tesfaye responded that such an update will be scheduled for subsequent Committee meetings.

Next, Mr. Tesfaye presented to the Committee proposals recommended for approval by the Board regarding a new waste hauling fee structure (volume-based instead of annual flat fee), fees for industrial high strength waste and implementation of EPA's new Dental Amalgam rule. The Committee recommended that these proposals be forwarded to the Board for approval at their January meeting.

### **III. CLEAN RIVERS PROJECT STATUS UPDATE**

Mr. Carlton Ray, Director, Clean Rivers Project, gave a briefing to the Committee regarding the 2018 Anacostia River Tunnel System Commissioning. Mr. Ray began by stating that the consent decree required all facilities south of RFK stadium to be 'placed in operation' by March 23, 2018. 'Place in Operation' means to achieve steady state operation and to operate consistently in such a way as to accomplish the intended function, even though all construction close-out activities (such as completion of a punch-list and resolution of contract disputes or close-outs) may not yet be completed. Failure to meet this consent decree deadline will result in significant stipulated penalties.

Mr. Ray also stated that of the ten (10) contracts associated with the construction of the Anacostia River Tunnel, five (5) have been completed, with the remaining five in progress. He then provided the Committee an overview of the projects and their status.

Division H – Anacostia River Tunnel project. Tasks remaining for completion include electrical and instrumentation hookups, startup and testing and removal of temporary bulkheads. Anticipated substantial completion is January 2018.

Division D – JBAB Overflow and Diversion Structures project. Tasks remaining for completion include construction of drop shaft cover, architectural finishes, electrical and instrumentation fit-out and startup and testing at JBAB and remaining tunnel sites. Anticipated substantial completion is February 2018. The Committee inquired if the requests and construction requirements/preferences from the National Park Service (NPS) had been within the scope of the project. Mr. Ray stated that the project team had very good working relationships with the NPS and that their requirements/preferences have been reasonable to-date.

Division I – Main Pumping Station Diversions project. Tasks remaining for completion include architectural finishes, grading & access covers, electrical & instrumentation fit-out, and startup and testing. Anticipated substantial completion is February 2018.

Division Z – Poplar Point Pumping Station project. Mr. Ray stated that start of ‘operational demonstration’ is anticipated in the January/February 2018 timeframe and consent decree obligations can be met if sufficient operation of the core function (i.e., pumping sewage) has been performed to demonstrate facility operation. Completion of ancillary items (ex: break room, landscaping, etc.) are not required to meet the consent decree deadline

Mr. Ray summarized the Clean Rivers mitigation of the challenges as follows:

- Regular meetings with E.E. Cruz executive and senior leadership to resolve issues
- Weekly team meetings to identify ways to improve schedule
- Adding staff in the field to identify pre-planning needed to keep ahead of trades
- Addition of second work shift
- Utilizing every opportunity to simplify and accelerate work
- Shifting work to a Program Consultants Organization (PCO) to reduce costs and accelerate schedule
- Assisting contractor with scheduling responsibilities

Next, Mr. Ray highlighted some activities of the Tunnel Dewatering Pump Station (TDPS)/Enhanced Clarification Facility (ECF) project.

The Committee inquired if DC Water was training staff appropriately to take over these complex operations once commissioning is completed. Mr. Ray replied in the affirmative and confirmed that appropriate training of existing staff and recruitment of skilled professionals remains an area of focus to DC Water. The Committee also inquired as to what the regulatory and reporting requirements would be in a scenario where unpermitted CSOs (due to completion & commissioning of the tunnel project) took place because of lack of operational readiness. Mr. Ray and Mr. Hawkins, CEO/General Manager, DC Water responded that Mr. Henderson Brown, General Counsel would be able to respond to that inquiry in a future meeting.

Mr. Ray next stated that commissioning and coordination work had started in March 2017 (one year in advance of the consent decree deadline) and included the following activities:

- Program Level Coordination (occurs quarterly)
  - Develop program-wide understanding of overall goals
  - Assess progress
  - Identify opportunities for scope modifications to mitigate schedule risks

- Contract Interface Level Coordination (occurs monthly)
  - Review status of construction
  - Review schedule for completion
  - Review potential conflicts
  - Review safety considerations
- Project Level Coordination (occurs weekly and as needed)
  - On-site meetings between field teams for detailed coordination of concurrent activities

#### **IV. ACTION ITEMS**

##### **JOINT USE**

1. Contract No. 15-PR-WWT-53A – Ferric Chloride, Carter & Carter.
2. Contract No. 15-PR-WWT-53B – Ferric Chloride, PVS Technology.
3. Contract No. DCFA #496-WSA – Wastewater Treatment Facilities Construction Management, O'Brien & Gere Engineers, PC.
4. Contract No. DCFA #489-WSA – Wastewater Treatment Facilities Construction Management, AECOM.

Mr. John Bosley, Chief Procurement Officer, DC Water, presented Action Items 1 and 2. Mr. Len Benson, Chief Engineer, DC Water, presented Action Items 3 and 4.

The Committee recommended the joint use action items to the full Board.

##### **NON-JOINT USE**

1. Contract No. WAS-12-070-AA-SC – Meter Lids, Business Promotion Consultants

Mr. John Bosley, Chief Procurement Officer, DC Water, presented Action Item 1.

The Committee inquired if DC Water would be open to re-bid this contract in the future. Mr. Bosley replied that the Authority would look into the possibility of competitively bidding this contract after FY18.

The Committee recommended the non-joint use action item to the full Board.

#### **V. INFORMATION TECHNOLOGY (IT) STRATEGY**

Mr. Thomas Kuczynski, Chief Information Officer, DC Water gave an update on IT's strategy for 2018 and beyond. He mentioned that DC Water IT Department (IT) has six focus areas for its strategy:

1. Governance
2. Organization
3. Architecture
4. Solution Delivery
5. Digital Utility
6. Resource Management

Mr. Kuczynski stated the department, headed by the Office of the Chief Information Officer (CIO), was grouped into five (5) service divisions; namely, enterprise Services, Infrastructure Services, Data Services, Project & Portfolio Services and Security Services. This organization structure helps align IT effectively and efficiently with the products and services that it needs to deliver to support the Authority's essential business. The Committee inquired as to how many people were employed in each of the service groups. Mr. Kuczynski replied that the department employs a combination of internal and consultant resources, and that the total numbers fluctuate between 50 to 60 people on average. The Committee also inquired how many cyber security professionals were employed by the Authority. Mr. Kuczynski replied that there were two (2) full-time employees augmented by consultant staff.

Mr. Kuczynski also mentioned the importance of transforming into a Digital Utility, which is characterized by enabling capabilities that allow for proactive management of all aspects of the business. The existence of digital silos coupled with the absence of an enterprise data model and standard definitions for core information assets prevents the organization from transitioning to a Digital Utility. He stated that a Digital Utility transformation is characterized by automated data gathering. The Committee then inquired about the eLogger service. Mr. Kuczynski replied that eLogger was a digital logbook used throughout the plant when accessing different sites.

He explained DC Water's Cloud First approach allows IT to adapt quickly to changing organizational needs. Focusing internal solutions on the core business allows IT to reduce risk and increase overall system reliability at a lower Total Cost of Ownership (TCO). Mr. Kuczynski next stated DC Water's Buy & Adopt vs. Buy & Adapt/Build policy provides the Authority a balance between capabilities and cost. Limiting customizations solely to those items that are regulated ensures the Authority can take advantage of industry's 'Best Practices' more quickly as they become available. He also mentioned IT's resource management optimizes resource pools (fixed & variable) against resource requirements (predictable & variable) to achieve the necessary balance between cost and schedule. Mr. Kuczynski concluded by stating that in order for DC Water to become a world-class water utility, it must achieve objectives across a wide range of strategies that are interdependent. Balancing IT investments across these strategies is paramount to the success of the overall portfolio and achieving organizational objectives.

## **VI. FIRE HYDRANTS UPDATE**

Mr. Charles Kiely, Assistant General Manager for Customer Care and Operations, gave a brief update regarding the recently completed Hydrant Replacement Project, whereby 300 hydrants in the District were recently replaced by in-house personnel resulting in significant cost savings to DC Water. Mr. Kiely also stated that of the approximately 9500 public service hydrants, 47 were out of service as of December 4, 2017. Of the 47 that are currently not operational, 29 were operationally defective while 18 were out of service because of either nearby water main repairs, non-DC Water construction activities or other hydrant obstructions.

## **VII. WATER QUALITY MONITORING**

Mr. Kiely then gave a brief update regarding water quality monitoring activities, specifically, regarding total Coliform testing and Lead and Copper Rule (LCR) testing. There was one positive test in November 2017, and per regulation, further upstream and downstream tests were conducted to either corroborate or rule out the presence of the bacteria. These additional

tests conducted by DC Water revealed no other positives. In regards to LCR testing, Mr. Kiely mentioned that test results showed the water distribution system to performing exceptionally well.

**VIII. OTHER BUSINESS/EMERGING ISSUES**

None

**IX. EXECUTIVE SESSION**

None.

**X. ADJOURNMENT**

Meeting adjourned at 11:35 a.m.

**Follow-up Items**

1. AGM, Wastewater Treatment, DC Water: Provide a status update to the Committee regarding settlement & reconciliation discussions between DC Water and Pepco Energy Services (PES).
2. AGM, Wastewater Treatment, DC Water: Provide update of research activities regarding trends and technologies that optimize treatment process capacity and facilitate energy neutral operations.
3. General Counsel, DC Water: Provide update to the Committee regarding what the regulatory and reporting requirements would be in a scenario where unpermitted CSOs (due to completion & commissioning of the tunnel project) took place because of lack of operational readiness.



**CEO and GENERAL MANAGER'S REPORT**

Henderson J. Brown, IV (acting) – January 2018

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

**Color Key**

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

## Message from the CEO/GM

As calendar year 2018 dawns, Team Blue continues to embrace organizational changes presented in 2017, including, appointment of a new Chairperson, loss of the former CFO, appointment of the former Chairperson as the new CFO, and a search for a permanent General Manager and Chief Executive Officer. Against this backdrop, in the coming weeks, the Board will take significant strides to refine DC Water's Strategic Plan, Blue Horizon 2020. Also, commencing this month, the Board and its able committees will begin consideration of the next budget and associated rates and fees, with a presentation following the January board meeting. Principles expressed in the budget and in those rates and fees, particularly affordability and responsible environmental stewardship will be central themes of focused public outreach efforts that will commence in the spring and continue throughout the balance of the year.

As we continue the significant work required by these transitional imperatives, we will keep our focus on efficiency, affordability, and customer service. Calendar 2018 also offers new opportunities to collaborate more effectively with our unions, whose members routinely perform some of the hardest tasks the enterprise is asked to perform.

The dedicated people who comprise Team Blue have consistently demonstrated a remarkable ability to resolve difficult challenges. As I step into the role of Acting General Manager, I am confident that the skills, imagination, and great support of our dedicated team members will help the Board navigate toward the best solutions. The future for the organization and for our customers continues to look bright. Together, we are Team Blue.

### **Project Triton**

On December 11th, 2017 at 8AM Project Triton went live. Project Triton included the replacement of DC Water's 20 year old Customer Information System (CIS), a new Mobile Work Management System for field services, a new Customer Web Portal, DC Water's first smartphone customer app and a new bill presentment and payment platform. The new system is the culmination of 12 months of work by a Team of almost 50 people, evenly split between DC Water employees and vendor contractors. Using a hybrid implementation approach, Project Triton's 12 month implementation sets a new industry standard, traditional CIS only implementation schedules are 24-36 months DC Water's project included both CIS and mobile work management as well as the other previously mentioned capabilities. Equally impressive is that the project was also on-budget.

The new suite of solutions utilizes Cloud based technology and provides significant flexibility while substantially reducing operating, support and maintenance risks and at the same time helps control long-term costs. At the foundation of the new system is the SAP for Utilities solution, a Tier 1 Customer Information System. Implementation of this new set of applications continues DC Water's tradition of World Class Customer service.

### **EPA 3 Year Sanitary Survey of DC Water's Drinking Water System**

Commencing December 5 and ending December 8, 2017, EPA Region III conducted the three-year sanitary survey of DC Water's drinking water system. During the survey, the EPA inspection team met and talked with Customer Care and Operations directors and managers about their programs and visited all of DC Water's pumping and storage facilities. The inspection team also reached out to our Engineering and Security departments to discuss their plans and programs for our facilities. We were required to provide documentation to support our responses during those discussions.

## Message from the CEO/GM

The Department of Distribution and Conveyance Systems (DDCS), Department of Water Quality (DWQ) and Technology (DQT), Department of Water Services (DWS), Office of Emergency Management (OEM), the Department of Engineering and Technical Services (DETS), and Security led conversations with the EPA representatives about operational challenges, construction designs and security plans. The results of the survey culminated in zero new deficiencies and removal of all previous deficiencies, with one exception, Soldier's Home reservoir upgrades that are scheduled for completion in 2020.

### Blue Drop

#### *Bloom*

	Nov	YTD
Tons diverted	149.95	8525
Cost of tons (\$43/ton)	\$6,447.85	\$361,632.04
Cost Savings to DC Water	\$2,484.25	\$264,862.15
Revenue to Blue Drop	\$1,169.81	\$25,513.39
Marketing cost \$5/ton	\$749.75	\$38,450.98
Hauling costs	\$3,213.85	\$58,630.37
Bloom Cost to DC Water	\$3,963.60	\$96,769.90

### External Affairs

#### *Government Relations*

- Government affairs spent a lot of time preparing for the DC Council hearing on rates and the lead voucher legislation. Preparing responses to each of the council members and their various questions took a lot of effort by the entire team.
- In the weeks since the hearing the same issues required a fair amount of follow up with council staff. We continue to work closely with council offices on finding a way forward on possible legislation or changes to the law to help customers with costs.
- Also, government affairs represented DC Water at a smart cities conference and highlighted for attendees the possibilities behind the smart fountain technology. There was a lot of interest in both the concept and the technology.
- Finally, the government affairs team has been meeting with council staff from a number of offices to alert them to the departure of GM Hawkins and the new leadership provided by Acting GM Brown. We also worked to try and schedule meetings between Mr. Brown and the council members.

#### *Media Relations*

OEA supported profiles on outgoing CEO and GM George Hawkins in his final weeks, hosted a low-key topping-off ceremony for the HQO headquarters building and answered media inquiries on various water main breaks.

#### *Media Coverage*

- [Breaking Ground with DC Water](#)  
(Calvert Impact Capital / November 16, 2017)
- [Experts to DC Council: Pay More for Tunnel Project to Ease Customers' Water Bill Burden](#)  
(WRC-4 / November 20, 2017)

## Message from the CEO/GM

- [Washington's Anacostia River Tunnel wins international award](#)  
(Equipment World / November 20, 2017)
- [DC Water leader's initiatives cleaned up utility's reputation as well as runoff](#)  
(Chesapeake Bay Journal / November 28, 2017)
- [Why cleaning up D.C.'s rivers is hurting the city's cemeteries](#)  
(Washington Post / December 1, 2017)
- [Outgoing DC Water CEO Raised Agency's Profile, But Faces Criticism Over Fee Increases](#)  
(WAMU / December 12, 2017)

### *Drinking Water Marketing and Communications*

- External Affairs staff is working closely with the Drinking Water Division to produce outreach materials specifically for expecting parents regarding steps to mitigate lead exposure. Staff will collaborate with key stakeholders including DOH, DOEE, and advocacy organizations to ensure information reflects current research and accurate messaging. External Affairs is continuing efforts to gather all major data associated with the Authority's lead programs including Water Quality Sampling (post-LSR, Customer Requested testing, and Lead and Copper Rule Compliance), and Lead Service Line Replacement. The data sets will be used to inform internally-circulated talking points, public-facing messaging, and future testimony.
- The Office of External Affairs received and effectively responded to several inquiries regarding lead concerns, and the Pressure Zone Improvement Project. OEA coordinated with the Drinking Water Division to ensure timely, accurate responses to public concerns.

### *Meetings/Presentations/Events*

- DC Water attended the November monthly meeting of ANC 1B to provide an update on its Northeast Boundary Tunnel Project.
- DC Water attended the November monthly meeting of the Edgewood Civic Association to provide an update on its Northeast Boundary Tunnel Project.
- DC Water attended the November monthly meeting of the LeDroit Park Civic Association to provide an update on its Northeast Boundary Tunnel Project.
- DC Water attended the December monthly meeting of the Bates Area Civic Association to provide an update on its Northeast Boundary Tunnel Projects.
- In light of a water main break at 555 New York Avenue NW and mounting community inquiries and concerns regarding the condition of the District's water and sewer infrastructure, DC Water attended the December monthly meeting of ANC 6E to give a general discussion on water main breaks and the repair/restoration process.
- As part of ongoing outreach efforts in support of our Anacostia 2nd High Residential Pressure Reducing Valve Installation Project, DC Water attended the Ward 8 PSA 706/708 monthly meeting to provide general updates on the project.
- As part of its Environmental Education Program, DC Water provided educational lessons to two Kindergarten classes at Ross Elementary School.
- In ongoing support of the Mayor's Annual Senior Holiday Celebration, DC Water provided its mobile water conservation unit, a popular display which teaches helpful tips for participating seniors to follow at home. DC Water also provided reusable tote bags, can-the grease lids, pens, and other popular giveaway goodies.
- DC Water provided a Sewer Science lesson to students at Maret School.
- DC Water provided a DC Clean Rivers Project lesson to students at KIPP AIM Academy.

## Message from the CEO/GM

- As part of ongoing outreach efforts in support of our Potomac Interceptor project, DC Water hosted a public meeting with Great Falls community residents to share updates on our restoration plans for a portion of the sewer pipe in that area.
- DC Water held a topping off ceremony to celebrate the progress of the DC Water Headquarters construction project.

### *Customer Newsletter*

The December issue of the [What's on Tap](#) customer newsletter was a tribute to outgoing CEO and GM George Hawkins and the accomplishments of the Authority under his leadership. It was a special double issue dedicated to the long-term benefits for the environment, the public and the enterprise.

### *Tours*

- Parkdale Magnet School            2 adults 12 children
- GW law School                        15 Adults
- Switzerland Residents            3 Adults
- Cap Hill Day School                2 Adults 19 Children
- CFR Engineering                    10 Adults
- DC Residents                         3 Adults
- State Dept.                            15 Adults

## Message from the CEO/GM

### Social Media



### Audience Growth

■ FACEBOOK ■ TWITTER ■ INSTAGRAM

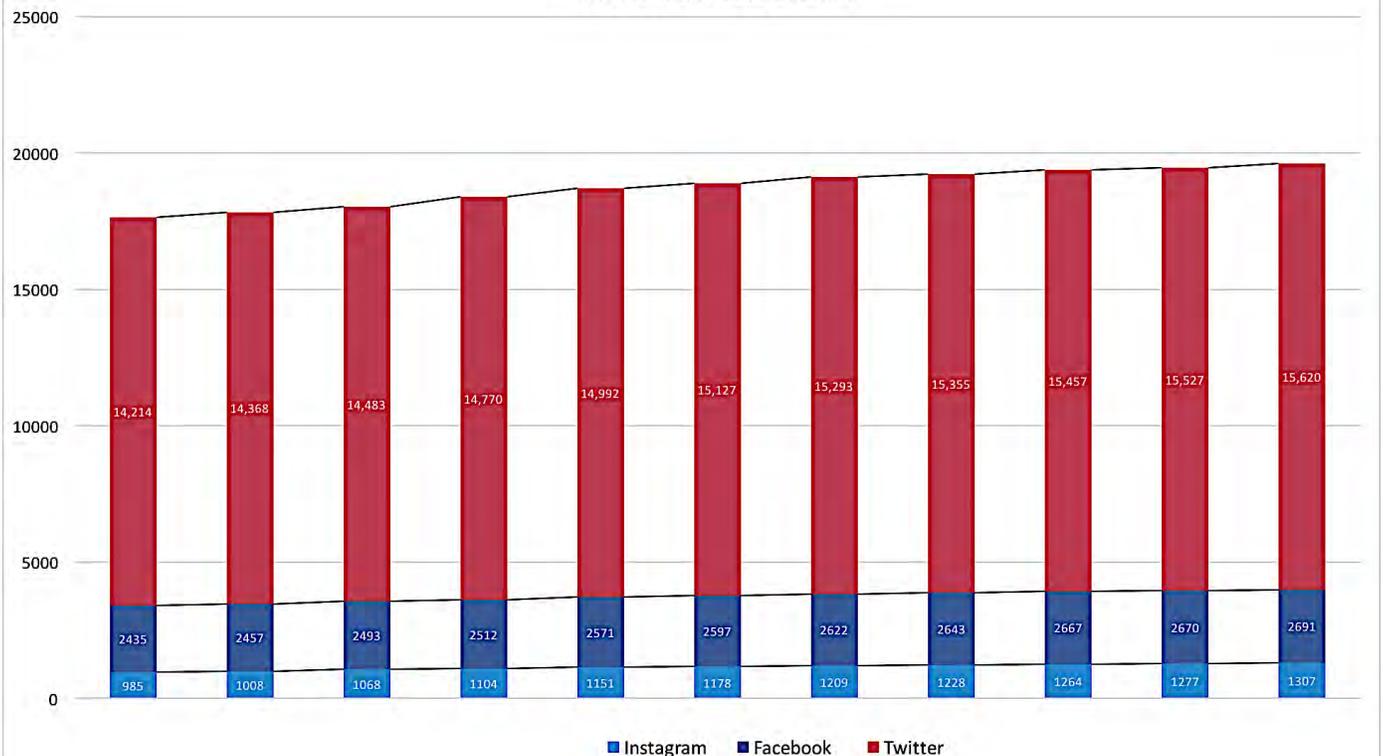
Audience Growth Metrics	Totals	
<b>Total Fans</b>	<b>22,291</b>	<b>▲ 0.9%</b>
New Facebook Fans	22	▲ 0.8%
New Twitter Followers	163	▲ 0.9%
New Instagram Followers	17	▲ 1.3%
<b>Total Fans Gained</b>	<b>202</b>	<b>▲ 0.9%</b>

Total followers increased by

**▲ 0.9%**

since previous date range

### YTD Social Media Growth



## Message from the CEO/GM

### Website

www.dewater.com

Sessions

63,733

Pages / Session

2.51

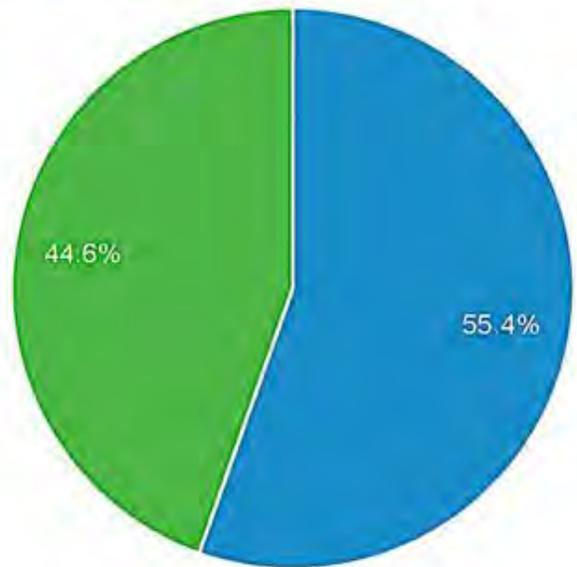
Avg. Session Duration

00:02:18

Bounce Rate

29.23%

■ Returning Visitor    ■ New Visitor



Page	Pageviews	% Pageviews
1. /default.cfm	40,834	25.53%
2. /my-dc-water-upgrade	39,775	24.86%
3. /paying-your-bill	12,694	7.94%
4. /careers	7,178	4.49%
5. /contact	5,108	3.19%
6. /payment-and-billing	2,808	1.76%
7. /projects	1,797	1.12%
8. /internal-job-board	1,410	0.88%
9. /rates-and-billing	1,376	0.86%
10. /board-of-directors	1,132	0.71%

## ORGANIZATIONAL PERFORMANCE DASHBOARD (November 2017)

### Financial Highlights

Net Operating Cash		Operating Revenues		Operating Expenses		Capital Disbursements	
Actual	38,428	Actual	124	Actual	80	Actual	109
Target	13,776	Target	103	Target	94	Target	65
	(\$ thou)		(\$ mil)		(\$ mil)		(\$ mil)
Operating Cash Balance		Delinquent Account Receivables		Core Investments Yield		Short Term Investment Yield	
Actual	151	Actual	2	Actual	1.47	Actual	1.01
Target	126	Target	3	Target	1.79	Target	1.15
	(\$ mil)		(%)		(%)		(%)

### Customer Care and Operations Highlights

Call Center Performance		Command Center Performance		First Call Resolution		Emergency Response Time	
	Nov 82		Nov 84		Nov 82		Nov 92
85	(% of calls rec)	85	(% of calls rec)	75	(% of calls rec)	90	(% of calls rec)
Fire Hydrants out of Service		Fire Hydrant Insps. and Maint.		Fire Hydrants Replaced		Permit Processing within SLA	
	Nov 29		26		Nov 20		58
96	(count)		(count)	250	(YTD count)		(%)

### Low Income Assistance Program

Splash Contributions		Customer Assistance Program	
Actual	18	Previous	1
Target		Current	1
	(\$ tho)		(\$ tho)

### Operational Highlights

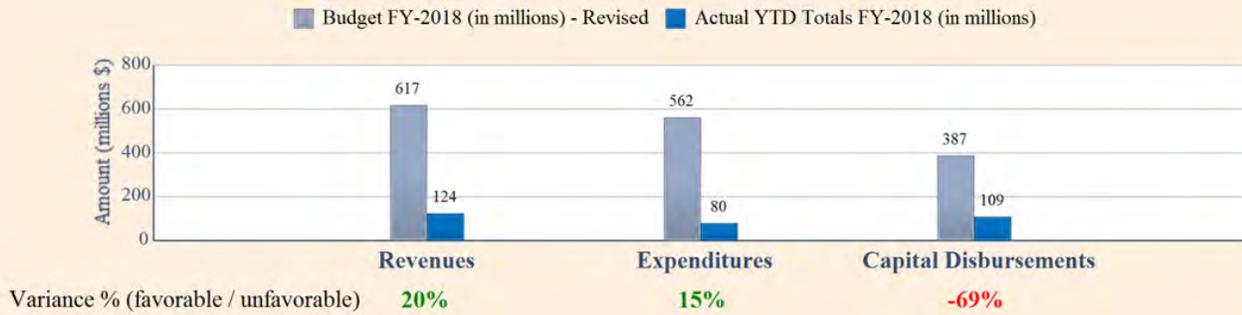
Lead Concentration (ppb)		Total Coliform Rule (%)		Biosolids Production		Total Nitrogen (lbs/yr mil)	
	3		0.4%		477		2.85
	(ppb)		(%)		(wet tons)		(lbs/yr mil)
Plant Effluent Flow (gal mil)		Excess Flow		Water Main Leaks		Water Valve Leaks	
	253		15		52		0
	(gal mil)		(gal mil)		(count)		(count)
Non-Revenue Water		Sewer Main Backups		Sewer Lateral Backups		Dry Weather CSO	
Sold	9.62		9		180		0
Purchased	12.9		(count)		(count)		(events)
	(CCF mil)		(count)		(count)		(events)
Recruitment Activity		Electricity Usage		Employee Lost Time Accidents		Vendor Payments	
Filled	8		19		9	Actual	98
Open	81		(MWh)		(count)	Target	97
	(count)		(MWh)		(count)		(%)

## FINANCIAL HIGHLIGHTS

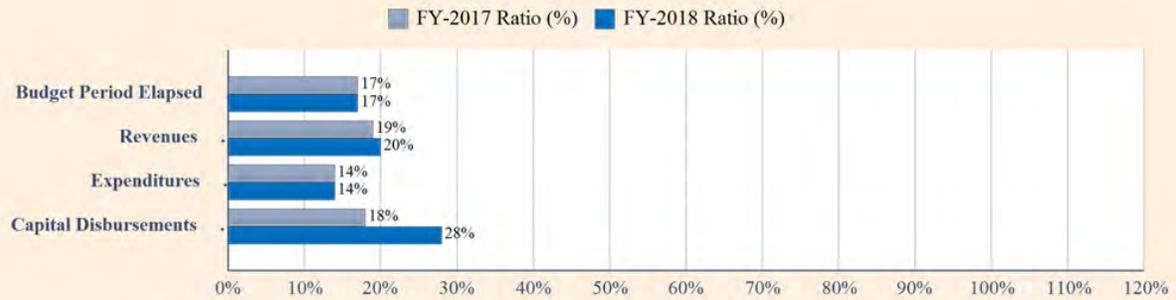
### FINANCIAL PERFORMANCE SUMMARY

#### REVENUE, EXPENDITURE, CAPITAL DISBURSEMENT

*Cumulative Revenue, Expenditure & Capital Disbursements compared to Budget*

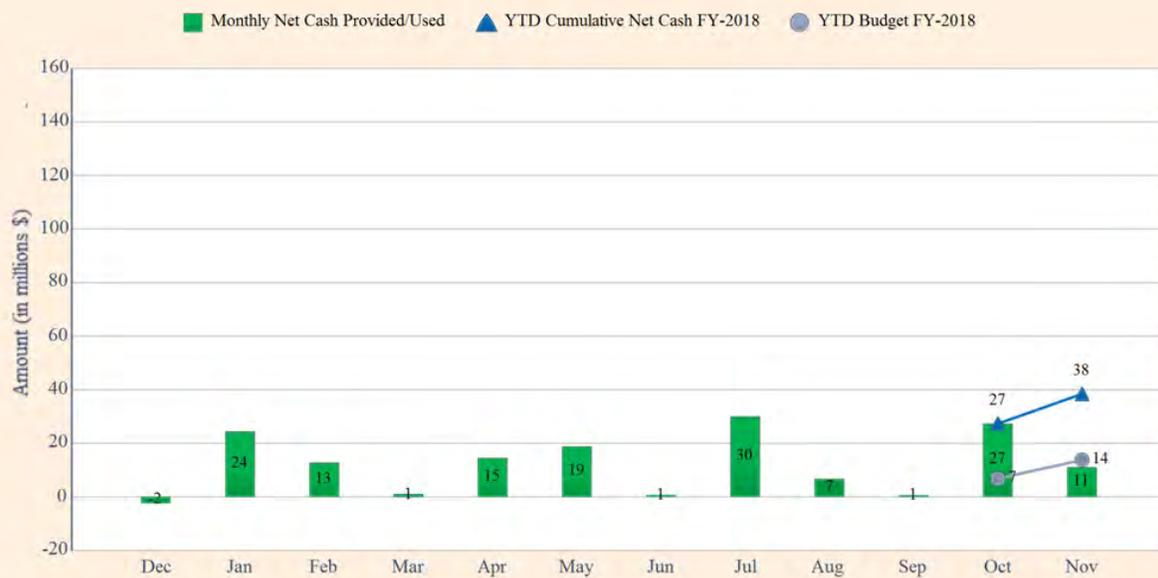


#### YEAR TO DATE ANALYSIS



#### NET OPERATING CASH

*Monthly and YTD Net Operating Cash Provided / Used compared to Budget*



*Net cash to date for November was above budget by \$25 Million*

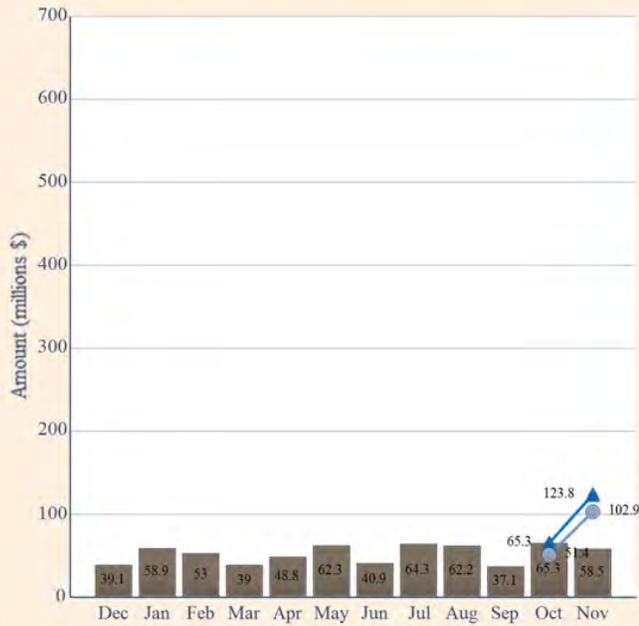
**FINANCIAL HIGHLIGHTS**

**REVENUES AND OPERATING EXPENSES**

**OPERATING REVENUES**

Monthly & Cumulative Revenue compared to YTD Budget

- Actual Monthly Revenue
- ▲ YTD Cumulative Revenue FY-2018
- YTD Cumulative Budget FY-2018

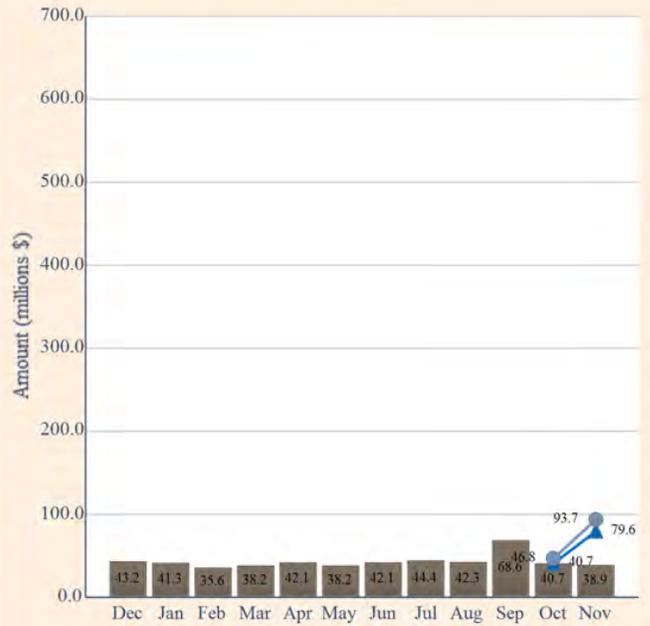


Revenue to date for November was above Budget by \$21 Million

**OPERATING EXPENSES**

Monthly & Cumulative Expenditure compared to YTD Budget

- Actual Monthly Expenses
- ▲ YTD Cumulative Expenditure FY-2018
- YTD Cumulative Budget FY-2018



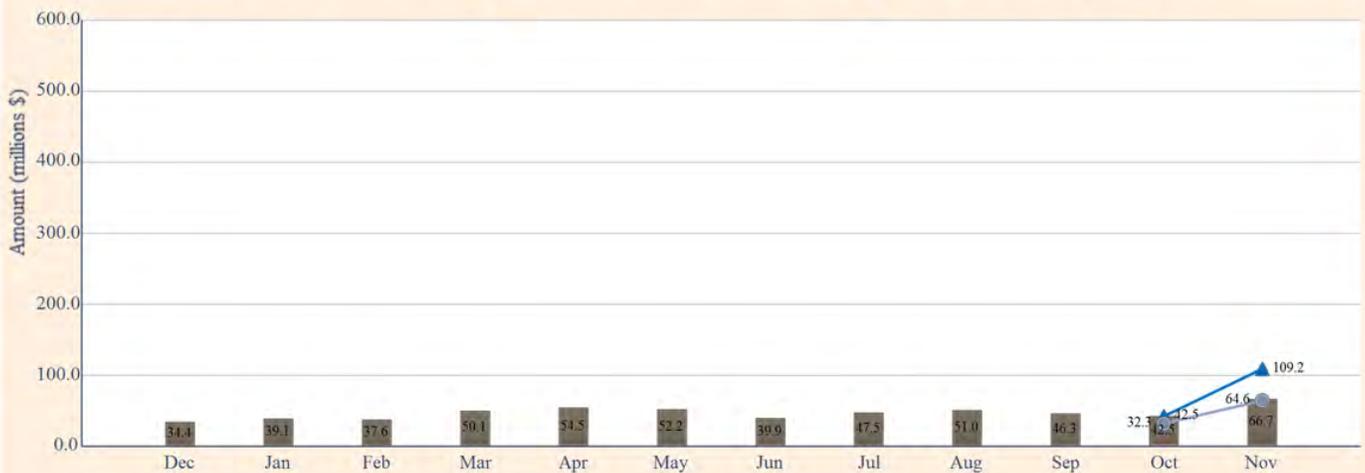
Expenditure to date for November was below budget by \$14 Million

**CAPITAL SPENDING**

**CAPITAL DISBURSEMENTS**

Monthly & Cumulative Disbursements compared to YTD Budget

- Actual Monthly Disbursements
- ▲ YTD Cumulative Disbursements FY-2018
- YTD Cumulative Budget FY-2018



Disbursements to date for November was above budget by \$45 Million

## FINANCIAL HIGHLIGHTS

### OPERATING CASH AND RECEIVABLES

#### OPERATING CASH BALANCE

*Average Daily Cash Balance compared to Operating Reserve Target*

- Actual Cash Balance FY-2018
- Operating Reserve Target - (126 Million)

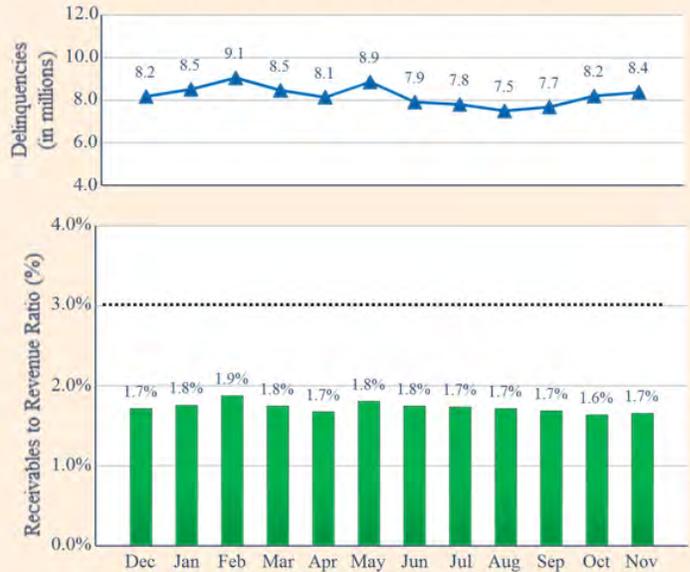


*Cash Balance for November was above target by \$25 million*

#### DELINQUENT ACCOUNT RECEIVABLES

*Delinquency & Receivables to Revenue Ratio compared to Target*

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



*November Receivables to Revenue Ratio 1.66%, Delinquency \$8.4 Million*

### INVESTMENT EARNINGS

#### INVESTMENT CASH EARNINGS

*Monthly & Cumulative Earnings compared to YTD Budget*

- Monthly Earnings
- YTD Cumulative Earnings FY-2018
- YTD Cumulative Earnings Budget FY-2018



*Earnings to date for November were below Projected Budget by \$76,000*

## FINANCIAL HIGHLIGHTS

### INVESTMENT YIELD

#### CORE INVESTMENTS YIELD

*Monthly Yield compared to Merrill Lynch Benchmark*



*Yield for November was more than the treasury index by 0.32%*

#### SHORT TERM INVESTMENT YIELD

*Short Term Yield compared to Merrill Lynch Benchmark*



*Short Term Yield for November was less than the Merill Lynch yield by 0.14%*

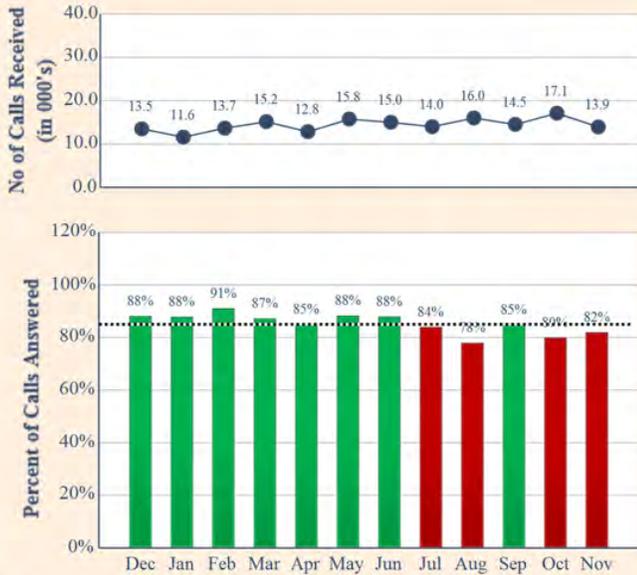
**CUSTOMER CARE AND OPERATIONS HIGHLIGHTS**

**CUSTOMER SERVICE**

**CALL CENTER PERFORMANCE**

*Calls Answered within 40 Seconds compared to Target*

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

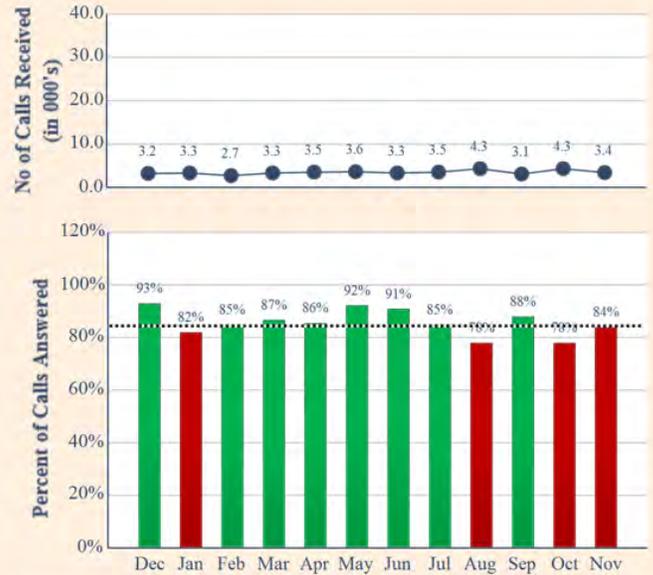


*Performance for November was below target by 3%*

**COMMAND CENTER PERFORMANCE**

*Calls Answered within 40 Seconds compared to Target*

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

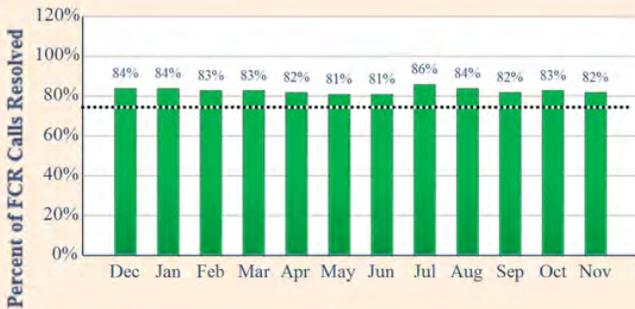


*Performance for November was below target by 1%*

**FIRST CALL RESOLUTION (FCR)**

*Calls resolved on first contact compared to Target*

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

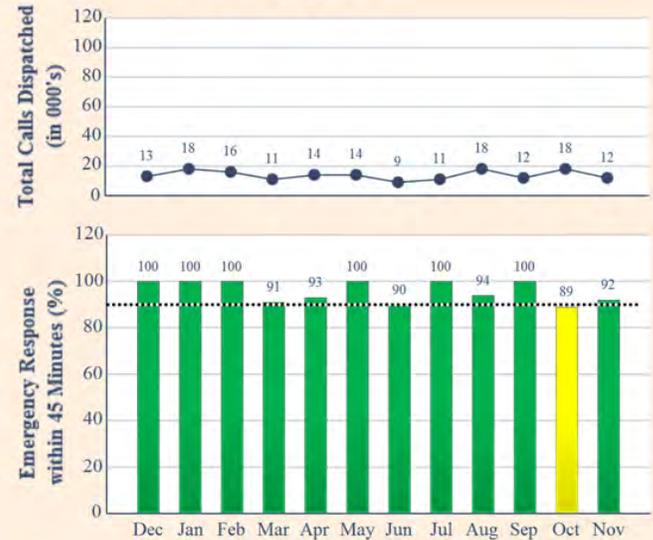


*Performance for November was above target by 7%*

**EMERGENCY RESPONSE TIME**

*Calls responded to within 45 Minutes compared to Target*

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



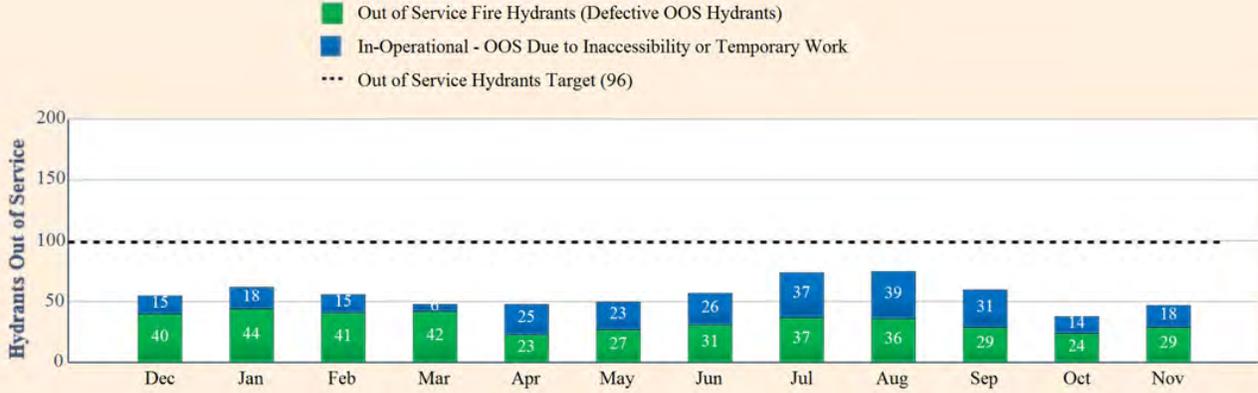
*Performance for November was below target by 1 percent*

**CUSTOMER CARE AND OPERATIONS HIGHLIGHTS**

**FIRE HYDRANTS**

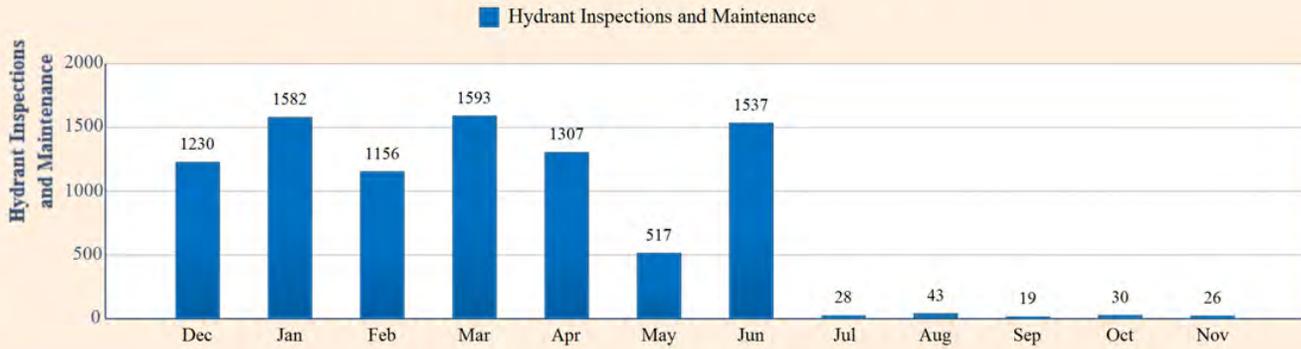
**Fire Hydrants Out of Service (OOS)**

*Total Hydrants Out of Service against Target*



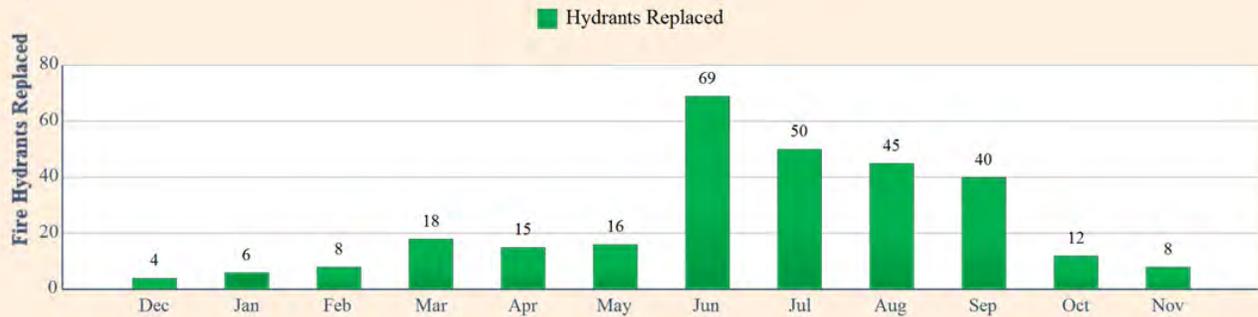
**Fire Hydrant Inspections and Maintenance**

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



**Total Hydrant Replacements Per Month**

*Annual Replacement Target (250)*

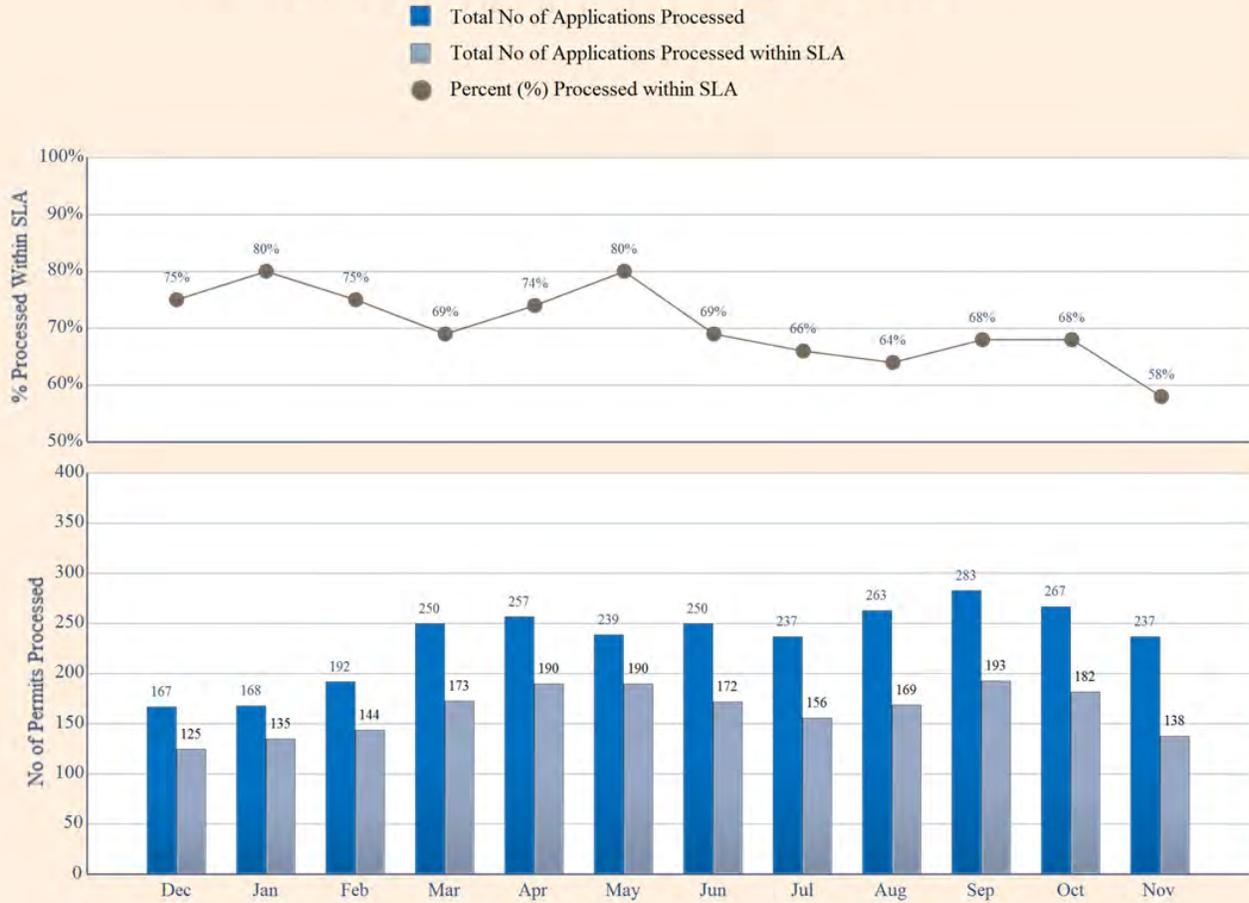


*Total replacements as of November were 20 against annual projections of 250*

CUSTOMER CARE AND OPERATIONS HIGHLIGHTS

PERMIT PROCESSING

PERCENT OF APPLICATIONS PROCESSED WITHIN SLA



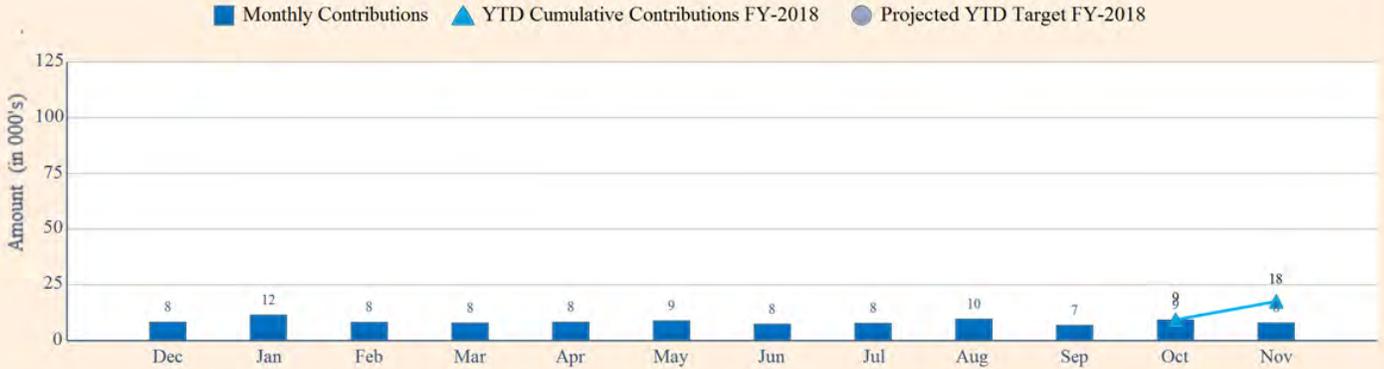
Permits not processed within SLA in November were 58% Note that different SLA's range from 7 days to 45 days

## LOW INCOME ASSISTANCE PROGRAM

### SPLASH PROGRAM

#### SPLASH CONTRIBUTIONS

*Monthly and Cumulative Contributions compared to YTD Target*

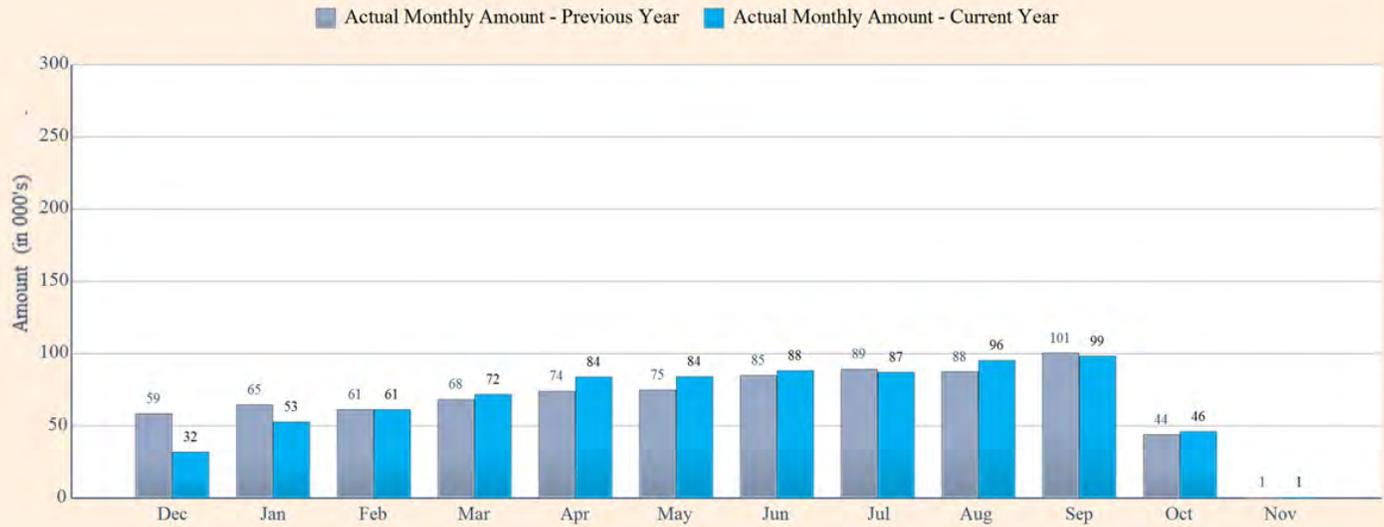


*Total SPLASH Contributions to date for November were above target by \$13,670*

### CUSTOMER ASSISTANCE PROGRAM (CAP)

#### CUSTOMER ASSISTANCE PROVIDED

*Monthly Assistance Provided compared to corresponding Previous Year Periods*



**OPERATIONAL HIGHLIGHTS**

**DRINKING WATER QUALITY**

**LEAD AND COPPER RULE (LCR) COMPLIANCE**

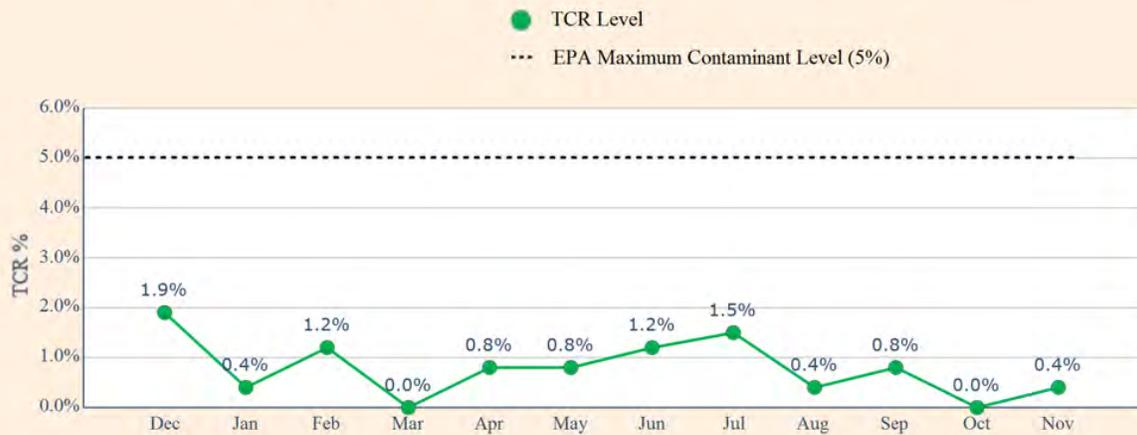
*Semi-Annual LCR Monitoring Results*



*Jul-Dec 2017 results to date*

**TOTAL COLIFORM RULE (TCR) COMPLIANCE**

*Total Coliform Positives compared to EPA Maximum Contaminant Level (MCL)*



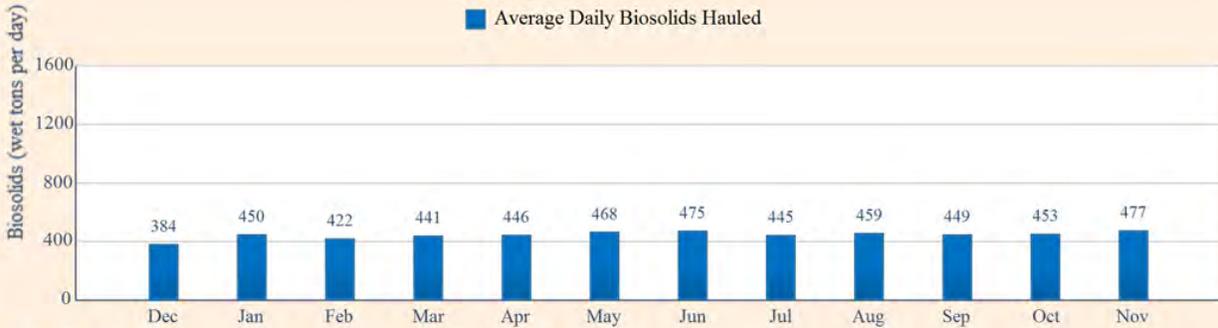
*Coliform Positive was recorded at 0.4% in November*

**OPERATIONAL HIGHLIGHTS**

**WASTEWATER TREATMENT**

**BIOSOLIDS PRODUCTION, Nov - 2017**

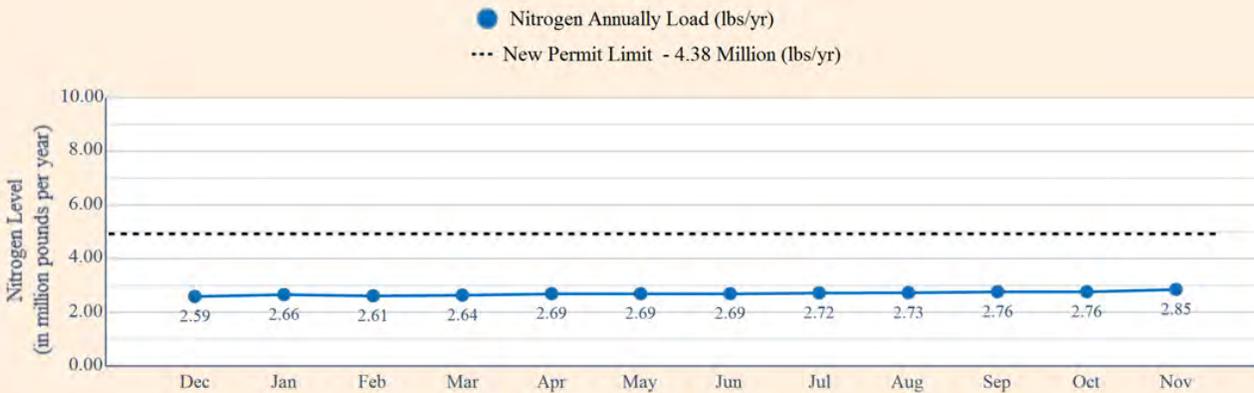
*Average Daily Biosolids Production*



*Biosolids Daily Production for November were 477 wet tons per day*

**TOTAL NITROGEN**

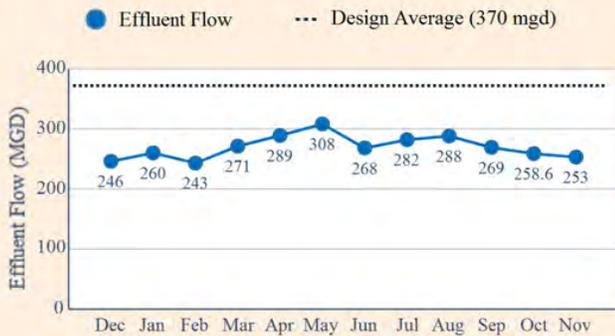
*Total Nitrogen Compared to New Permit Levels*



*Nitrogen level for November were below permit by 1.5 million lbs/yr*

**PLANT EFFLUENT FLOW**

*Effluent Flow compared to Plant Design Average Limit*



*In November, Influent flow was below design by 131 MGD*

**TOTAL EXCESS FLOW**

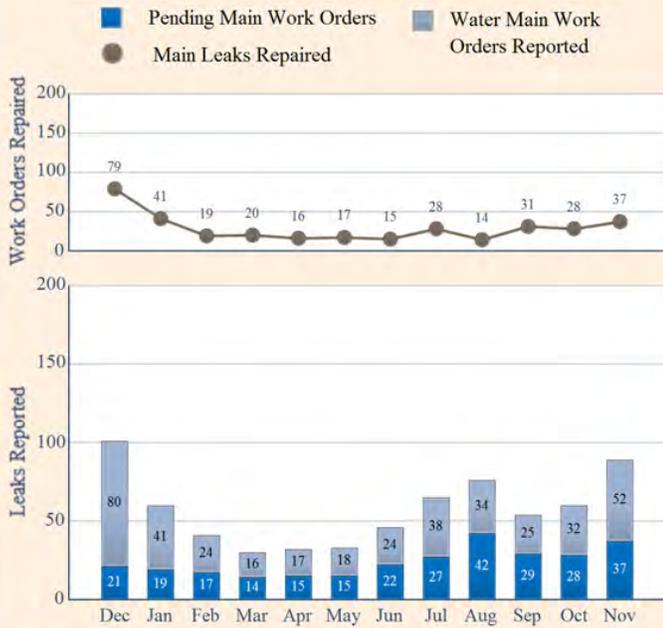


*Excess flow events were recorded at 15 MG in November 2017*

**OPERATIONAL HIGHLIGHTS**

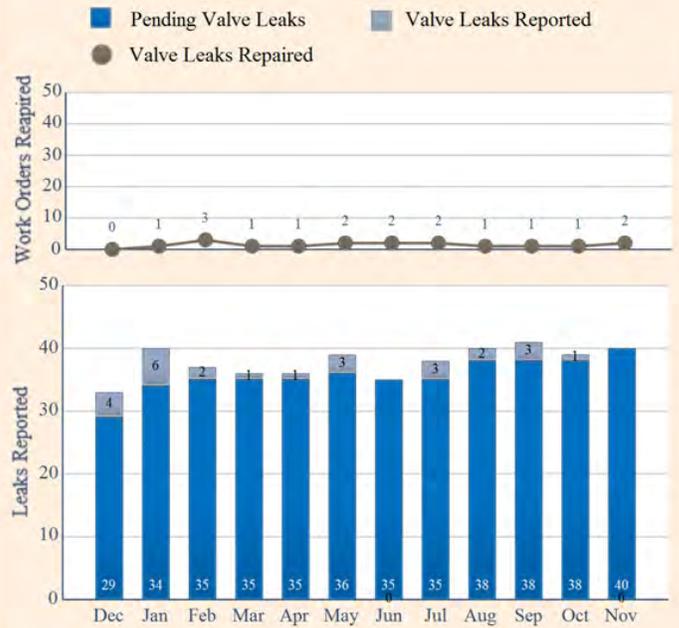
**WATER DISTRIBUTION OPERATIONS**

**WATER MAIN LEAKS**



There were 52 Water Main Work Orders reported in November

**WATER VALVE LEAKS**

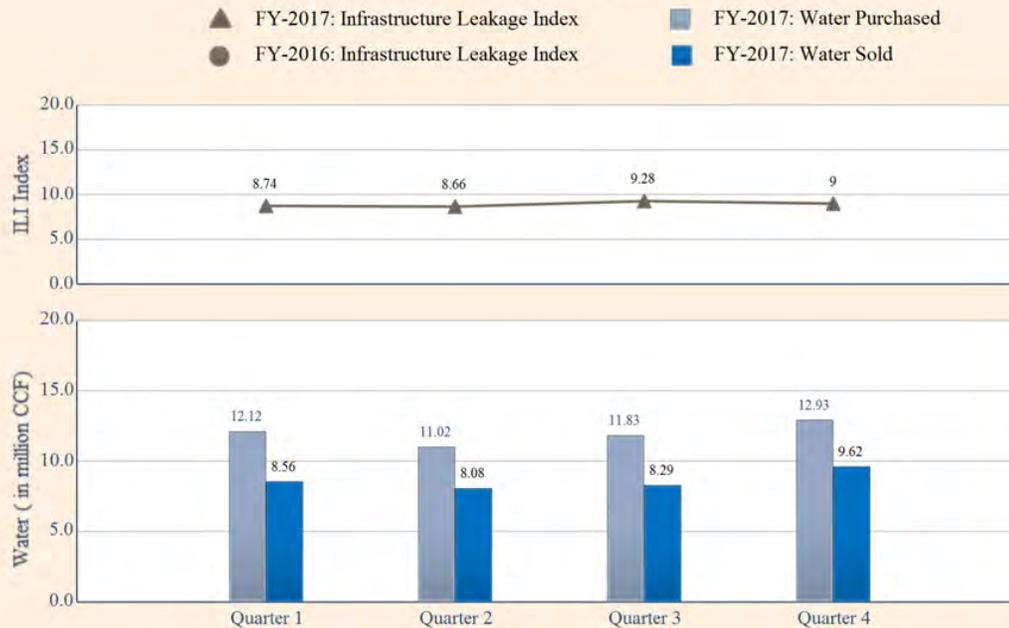


No leak was resolved in November

**WATER BALANCE**

**NON-REVENUE WATER**

Volume of Water Purchased and Sold per Quarter



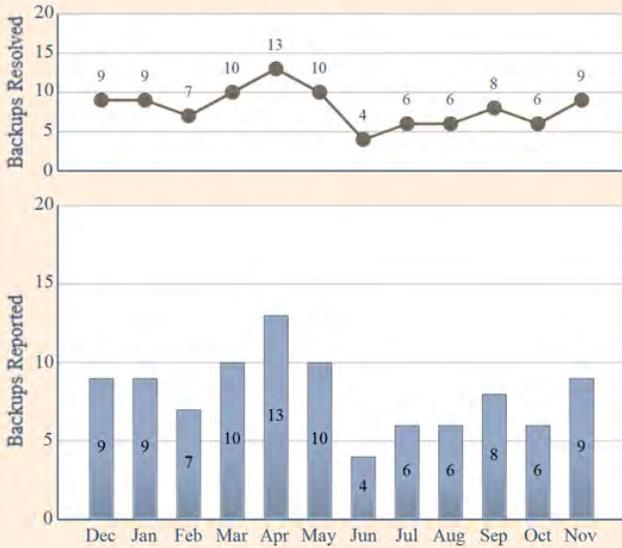
**OPERATIONAL HIGHLIGHTS**

**SEWER SYSTEM OPERATIONS**

**SEWER MAIN BACKUPS**

*Sewer Mains Backed Up and Relieved per Month*

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

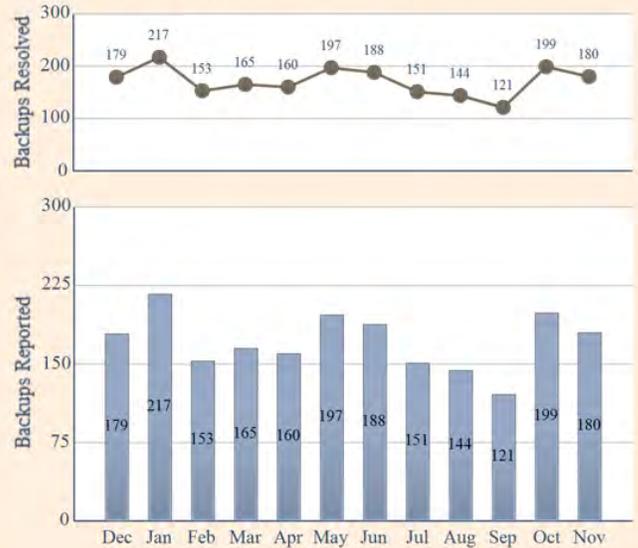


*No pending main backups reported*

**SEWER LATERAL BACKUPS**

*Sewer Laterals Backed Up and Relieved per Month*

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



*No pending lateral backups reported*

**COMBINED SEWER SYSTEM**

**DRY WEATHER CSO EVENTS**

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

- Overflow Volume (MG)
- Number of CSO Events



*No dry weather Combined Sewer Overflow event were recorded in November 2017*

**OPERATIONAL HIGHLIGHTS**

**HUMAN RESOURCES**

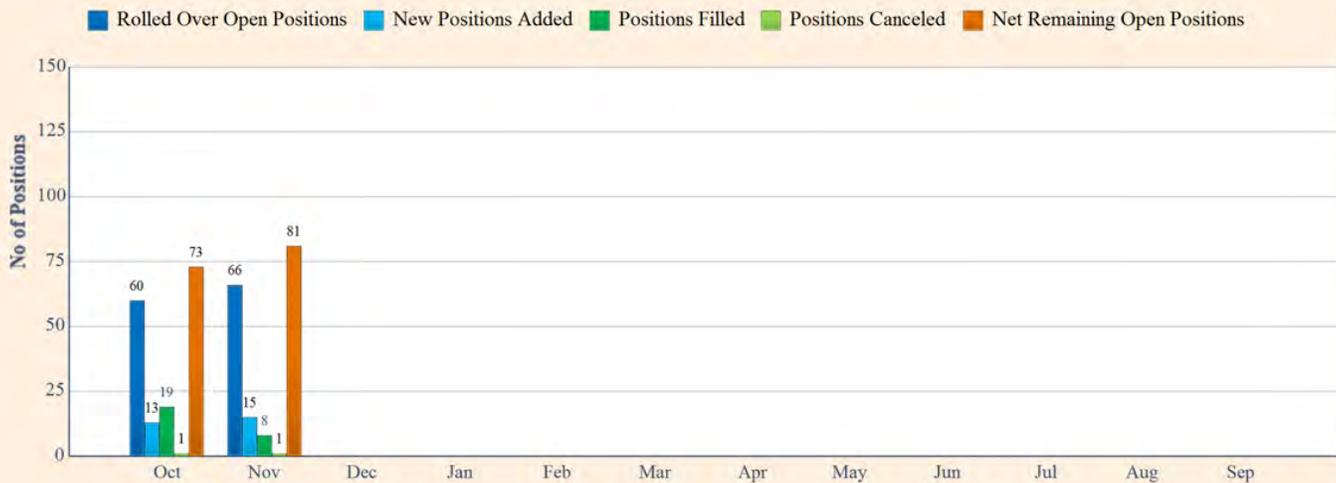
**RECRUITMENT ACTIVITY**

PREVIOUS FISCAL YEAR



**RECRUITMENT ACTIVITY**

CURRENT FISCAL YEAR



RECRUITMENT PERFORMANCE METRIC

PREVIOUS FISCAL YEAR



RECRUITMENT PERFORMANCE METRIC

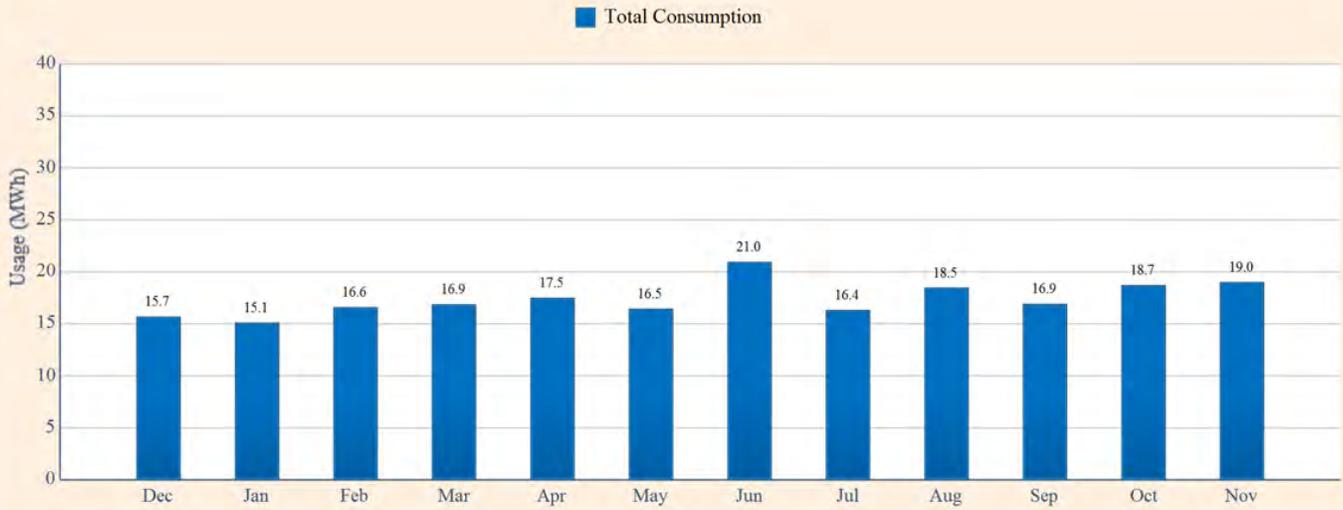
CURRENT FISCAL YEAR



**OPERATIONAL HIGHLIGHTS**

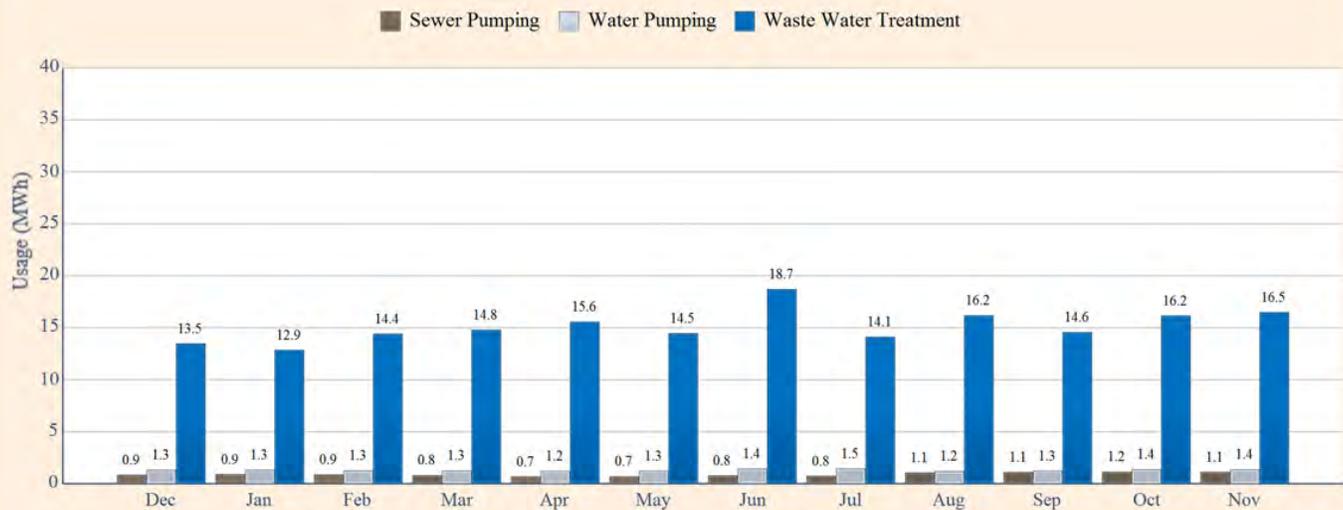
**ENERGY CONSUMPTION**

**ELECTRICITY USAGE SUMMARY**



*Electricity Consumption in November was 19,032 KWh*

**ELECTRICITY USAGE BY SERVICE AREA**



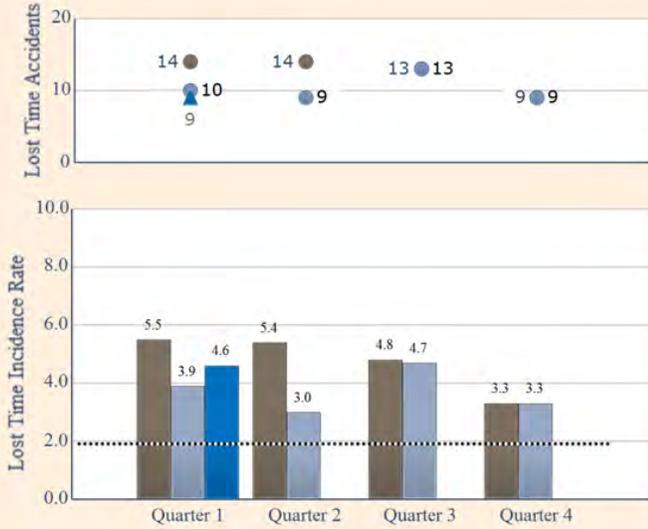
*Waste Water treatment had the highest electricity consumption in November at 16,506 KWh*

**OPERATIONAL HIGHLIGHTS**

**SAFETY**

**EMPLOYEE LOST TIME INCIDENCE RATE**

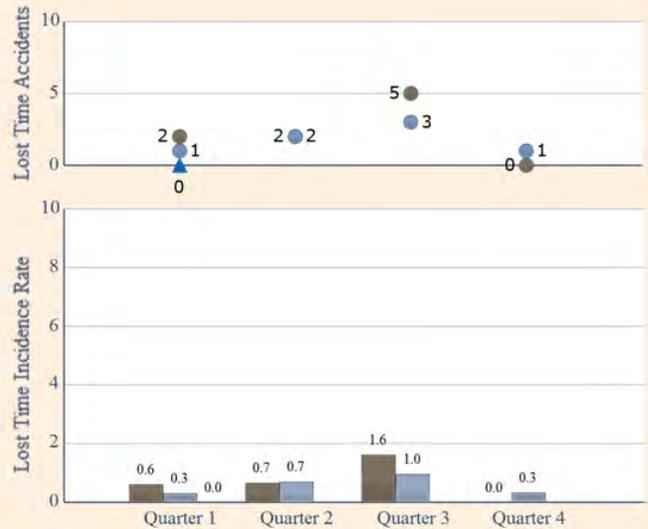
- FY-2016: No of LT Accidents
  - FY-2016: LT Incidence Rate
  - FY-2017: No of LT Accidents
  - FY-2017: LT Incidence Rate
  - ▲ FY-2018: No of LT Accidents
  - FY 2018 LT Incidence Rate
- Target/National: LT Incidence Rate



*In the 1st quarter, 9 lost time accidents were reported*

**CONTRACTOR LOST TIME INCIDENCE RATE**

- FY-2016: No of LT Accidents
- FY-2016: LT Incidence Rate
- FY-2017: No of LT Accidents
- FY-2017: LT Incidence Rate
- ▲ FY-2018: No of LT Accidents
- FY 2018 LT Incidence Rate

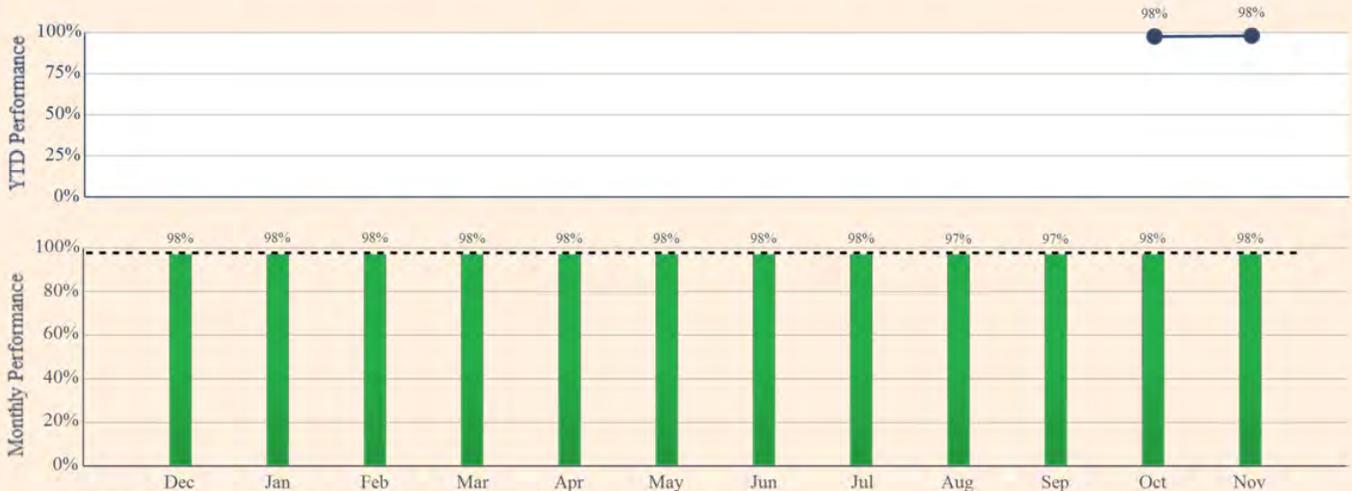


*In the 1st quarter, 0 lost time accident was reported*

**VENDOR PAYMENTS**

**VENDOR PAYMENT PERFORMANCE**

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



*Monthly performance for November was above Budget by 0.5%*

**INTERPRETATION OF CHARTS:**

**FINANCIAL HIGHLIGHTS**

---

**Revenue, Expenditure, Capital Disbursement**

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

**Net Operating Cash**

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

**Operating Revenues**

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

**Operating Expenses**

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

**Capital Disbursements**

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

**Operating Cash Balance**

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

**Delinquent Account Receivables**

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

**Investment Cash Earnings**

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

**Core Investments Yield**

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

**Short Term Investment Yield**

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

Dynamic Color Coding Legend

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

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

A

**CUSTOMER CARE AND OPERATIONS HIGHLIGHTS**

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**Call Center Performance**

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

**Command Center Performance**

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

**First Call Resolution (FCR)**

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

**Emergency Response Time**

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

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

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

**Fire Hydrant Inspections and Maintenance**

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

**Fire Hydrant Replacements**

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

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

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

Dynamic Color Coding Legend

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

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

**LOW INCOME ASSISTANCE PROGRAM**

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**SPLASH Contributions**

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

**Customer Assistance Program (CAP)**

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

**OPERATIONAL HIGHLIGHTS**

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

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

**Total Coliform Rule (TCR)**

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

**Biosolids Production**

- Bar graph shows monthly average daily biosolids production

**Total Nitrogen**

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

**Plant Effluent Flow**

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

**Excess Flow**

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

**Water Main Leaks**

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

**Water Valve Leaks**

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

Dynamic Color Coding Legend

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

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

**Non Revenue Water**

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

**Sewer Main Backups**

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

**Sewer Lateral Backups**

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

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

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

**Open Positions**

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

**Electricity Usage Summary**

- Bar graph shows total electricity consumption per month

**Electricity Usage by Service Area**

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

**Employee Lost Time Incidence Rate**

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

**Contractor Lost Time Incidence Rate**

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

Dynamic Color Coding Legend

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

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

**Vendor Payment Performance**

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

Dynamic Color Coding Legend

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

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

E



**Consent Agenda  
Summary of Contracts  
238<sup>th</sup> Meeting of the DC Water Board of Directors  
Thursday, January 4, 2018**

**Joint Use Contracts**

**Resolution No. 18-01, Option Year Two of Contract No. 15-PR-WWT-53A, Carter & Carter Enterprises, Inc..** The purpose of the option is to continue to supply and deliver liquid ferric chloride to DC Water's Blue Plains Advanced Wastewater Treatment Facility. The option amount is \$3,600,000. (Recommended by the Environmental Quality and Operations Committee 12/15/17)

**Resolution No. 18-02, Option Year Two of Contract No. 15-PR-WWT-53B, PVS Technology.** The purpose of the option is to continue to supply and deliver liquid ferric chloride to DC Water's Blue Plains Advanced Wastewater Treatment Facility. The option amount is \$1,540,600. (Recommended by Environmental Quality and Operations Committee 12/15/17)

**Resolution No. 18-03, Basic Ordering Agreement 8 of Contract No. DCFA #496-WSA, O'Brien & Gere Engineers, PC.** The purpose of agreement is to provide onsite construction management and related engineering services for the DC Water Blue Plains Advanced Wastewater Treatment Plant on an as needed basis through individually negotiated task orders. The agreement amount is \$6,000,000. (Recommended by the Environmental Quality and Operations Committee 12/15/17)

**Resolution No. 18-04, Basic Ordering Agreement 6 of Contract No. DCFA #489-WSA, AECOM.** The purpose of the agreement is to provide onsite construction management and related engineering services for the DC Water Blue Plains Advanced Wastewater Treatment Plant on an as needed basis through individually negotiated task orders. The agreement amount is \$6,000,000. (Recommended by the Environmental Quality and Operations Committee 12/15/17)

**Non-Joint Use Contract**

**Resolution No. 18-07, Extension and Additional Funding for Contract No. WAS-12-070-AA-SC, Business Promotion Consultants Inc.** The purpose of the extension and additional funding is to continue providing meter lids for FY 18 in order to support the demand from daily operations and the remaining demand for the Automated Meter Reader (AMR) Replacement Program. The additional funding amount is \$511,460.

**Presented and Adopted: January 4, 2018**

**SUBJECT: Approval to Authorize Henderson J. Brown, IV to act as the Chairperson of the Board of Directors for Blue Drop, LLC**

**18-00  
RESOLUTION  
OF THE  
BOARD OF DIRECTORS  
OF THE  
DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY**

The members of the Board of Directors (“Board”) of the District of Columbia Water Sewer Authority (“DC Water”) at the Board meeting held on January 4, 2018, upon consideration of a joint use matter, decided by a vote of \_\_\_() in favor and \_\_\_() opposed, to take the following action to appoint the Chairperson of the Board of Directors for Blue Drop, LLC (“Blue Drop”).

**WHEREAS**, the General Manager and Chief Executive Officer George Hawkins has resigned from his position as the Chairperson of the Board of Directors for Blue Drop (the “Blue Drop Board”), effective the 4<sup>th</sup> day of January, 2018; and

**WHEREAS**, the Board desires to appoint the Interim General Manager and Chief Executive Officer of DC Water, Henderson J. Brown, IV, as an individual, as Chairperson of the Blue Drop Board for the remainder of the term established in Resolution #16-90, adopted on November 3, 2016.

**NOW THEREFORE BE IT RESOLVED THAT:**

1. Henderson J. Brown, IV, as an individual, is hereby appointed to serve the balance of the three year term described in Resolution #16-90, as the Chairperson of the Board of Directors for Blue Drop. Such appointment shall commence on the effective date of this Resolution, and shall end upon February 27, 2020, unless such appointment is terminated sooner by this Board, the Chairperson’s resignation, death, or intervening incapacity. As Chairperson, Mr. Brown is authorized to appoint/remove the Manager of Blue Drop in accordance with the organizational requirements, rules, and procedures of Blue Drop.
2. For the term described in paragraph 1, Henderson J. Brown, IV, as an individual, is appointed as the Member Representative of DC Water to the Blue Drop Board. This appointment may be terminated sooner by this Board, the Member Representative’s resignation, death, or intervening incapacity.

3. The Member Representative appointed herein shall report to the Board on the progress and operations of Blue Drop as he determines necessary, but no less frequently than annually.

This Resolution is effective immediately.

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Secretary to the Board of Directors

**Presented and Approved: January 4, 2018**  
**SUBJECT: Approval Exercise Option Year Two of Contract No. 15-PR-WWT-53A, Carter & Carter Enterprises, Inc.**

**#18-01**  
**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 January 4, 2018 upon consideration of a joint use matter, decided by a vote of \_\_\_() in favor and \_\_\_() opposed to execute Option Year Two of Contract No. 15-PR-WWT-53A, Carter & Carter Enterprises, Inc.

**Be it resolved that:**

The Board of Directors hereby authorizes the General Manager to execute Option Year Two of Contract No. 15-PR-WWT-53A, Carter & Carter Enterprises, Inc. The purpose of the option is to continue to supply and deliver liquid ferric chloride to DC Water's Blue Plains Advanced Wastewater Treatment Facility. The option amount is \$3,600,000.

This Resolution is effective immediately.

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

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

**ACTION REQUESTED**

**GOODS AND SERVICES CONTRACT OPTION YEAR**

**FERRIC CHLORIDE  
(Joint Use)**

Approval to exercise option year 2 for the supply and delivery of Ferric Chloride in the amount of \$3,600,000.00

**CONTRACTOR/SUB/VENDOR INFORMATION**

<b>PRIME:</b> Carter & Carter Enterprises Inc. 212 Van Buren Street, NW Washington, D.C. 20012 LSBE	<b>SUBS:</b> N/A	<b>PARTICIPATION:</b> 100%
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**DESCRIPTION AND PURPOSE**

<b>Original Contract Value:</b>	<b>\$3,325,000.00</b>
<b>Original Contract Dates:</b>	<b>01-10-2016—01-09-2017</b>
<b>No. of Option Years in Contract:</b>	<b>4</b>
<b>Option Year 1 Value:</b>	<b>\$3,281,775.00</b>
<b>Option Year 1 Dates:</b>	<b>01-10-2017—01-09-2018</b>
<b>Option Year 2 Value:</b>	<b>\$3,600,000.00</b>
<b>Option Year 2 Dates:</b>	<b>01-10-2018—01-09-2019</b>

**Purpose of the Contract:**

This contract is to supply and deliver liquid ferric chloride to DC Water’s Blue Plains Advanced Wastewater Treatment Facility. Ferric chloride removes phosphorous from the wastewater within the plant’s primary and secondary treatment stages, as well as odor-causing compounds. Ferric chloride also works with a polymer to coagulate and remove suspended solids. All of these functions are needed for DC Water to comply with its water discharge permits.

**Contract Scope:**

To ensure supply security, ferric chloride supply was awarded to two companies with independent supply chains. 70% of DC Water’s requirements was awarded to Carter & Carter (this contract), and the remaining 30% was awarded to PVS Technology. The projected ferric consumption is approximately 24.2 million pounds for both contracts combined. Carter & Carter will supply approximately 16.9 million pounds, and PVS will supply about 7.3 million pounds during option year 2. These consumption figures include an incremental 8.8% from previous years due to the start-up of the Tunnel Dewatering Pumping Station (TDPS) in spring, 2018.

**Spending Previous Year:**

Cumulative Contract Value:	01-10-2016 to 01-09-2018: \$6,606,775.00
Cumulative Contract Spending:	01-10-2016 to 11-30-2017: \$6,357,641.00

**Contractor’s Past Performance:**

According to the COTR, the Contractor’s quality of product 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>	Good and Services	<b>Award Based On:</b>	Best Value
<b>Commodity:</b>	Ferric Chloride	<b>Contract Number:</b>	15-PR-WWT-53A
<b>Contractor Market:</b>	Open Market with Preference Points for LBE and LSBE Participation		

**BUDGET INFORMATION**

<b>Funding:</b>	Operating	<b>Department:</b>	Wastewater Treatment
<b>Project Area:</b>	Blue Plains	<b>Department Head:</b>	Salil M. Kharkar

**ESTIMATED USER SHARE INFORMATION**

User - Operating	Share %	Dollar Amount
District of Columbia	41.92%	\$1,509,120.00
Washington Suburban Sanitary Commission	43.33%	\$1,559,880.00
Fairfax County	9.81%	\$353,160.00
Loudoun Water	4.29%	\$154,440.00
Other (PI)	0.65%	\$23,400.00
<b>TOTAL ESTIMATED DOLLAR AMOUNT</b>	<b>100.00%</b>	<b>\$3,600,000.00</b>

 / 12/6/17  
 Akile Tesfaye Date  
 Assistant General Manager,  
 Blue Plains

 12/6/17  
 Dan Bae Date  
 Director of Procurement

 12/12/17  
 Matthew T. Brown Date  
 Chief Financial Officer

\_\_\_\_\_/\_\_\_\_\_  
 George S. Hawkins Date  
 General Manager

**Presented and Approved: January 4, 2018**  
**SUBJECT: Approval Exercise Option Year Two of Contract No. 15-PR-WWT-53B, PVS Technology**

**#18-02**  
**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 January 4, 2018 upon consideration of a joint use matter, decided by a vote of \_\_\_() in favor and \_\_\_() opposed to execute Option Year Two of Contract No. 15-PR-WWT-53B, PVS Technology.

**Be it resolved that:**

The Board of Directors hereby authorizes the General Manager to execute Option Year Two of Contract No. 15-PR-WWT-53B, PVS. The purpose of the option is to continue to supply and deliver liquid ferric chloride to DC Water's Blue Plains Advanced Wastewater Treatment Facility. The option amount is \$1,540,600.

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**

**FERRIC CHLORIDE  
(Joint Use)**

Approval to exercise option year 2 for the supply and delivery of Ferric Chloride in the amount of \$1,540,600.00.

**CONTRACTOR/SUB/VENDOR INFORMATION**

<b>PRIME:</b>	<b>SUBS:</b>	<b>PARTICIPATION:</b>
PVS Technology 10900 Harper Avenue Detroit, MI 48213	N/A	N/A

**DESCRIPTION AND PURPOSE**

<b>Original Contract Value:</b>	\$1,447,500.00
<b>Original Contract Dates:</b>	01-10-2016—01-09-2017
<b>No. of Option Years in Contract:</b>	4
<b>Option Year 1 Value:</b>	\$1,443,487.50
<b>Option Year 1 Dates:</b>	01-10-2017—01-09-2018
<b>Option Year 2 Value:</b>	<b>\$1,540,600.00</b>
<b>Option Year 2 Dates:</b>	<b>01-10-2018—01-09-2019</b>

**Purpose of the Contract:**

This contract is to supply and deliver liquid ferric chloride to DC Water’s Blue Plains Advanced Wastewater Treatment Facility. Ferric chloride removes phosphorous from the wastewater within the plant’s primary and secondary treatment stages, as well as odor-causing compounds. Ferric chloride also works with a polymer to coagulate and remove suspended solids. All of these functions are needed for DC Water to comply with its water discharge permits.

**Contract Scope:**

To ensure supply security, ferric chloride supply was awarded to two companies with independent supply chains. 30% of DC Water’s requirements was awarded to PVS Technology (this contract), and the remaining 70% was awarded to Carter & Carter. The projected ferric consumption is approximately 24.2 million pounds for both contracts combined. PVS will supply approximately 7.3 million pounds, and Carter & Carter will supply about 16.9 million pounds during option year 2. These consumption figures include an incremental 8.8% from previous years due to the start-up of the Tunnel Dewatering Pumping Station (TDPS) in spring, 2018.

**Spending Previous Year:**

Cumulative Contract Value:	01-10-2016 to 01-09-2018: \$2,890,987.50
Cumulative Contract Spending:	01-10-2016 to 11-30-2017: \$2,089,987.00

**Contractor’s Past Performance:**

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

No LBE/LSBE participation.

**PROCUREMENT INFORMATION**

<b>Contract Type:</b>	Good and Services	<b>Award Based On:</b>	Best Value
<b>Commodity:</b>	Ferric Chloride	<b>Contract Number:</b>	15-PR-WWT-53B
<b>Contractor Market:</b>	Open Market with Preference Points for LBE and LSBE Participation		

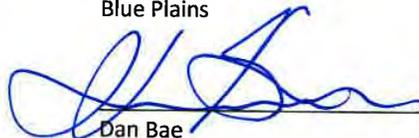
**BUDGET INFORMATION**

<b>Funding:</b>	Operating	<b>Department:</b>	Wastewater Treatment
<b>Project Area:</b>	Blue Plains	<b>Department Head:</b>	Salil M. Kharkar

**ESTIMATED USER SHARE INFORMATION**

User - Operating	Share %	Dollar Amount
District of Columbia	41.92%	\$645,819.52
Washington Suburban Sanitary Commission	43.33%	\$667,541.98
Fairfax County	9.81%	\$151,132.86
Loudoun Water	4.29%	\$66,091.74
Other (PI)	0.65%	\$10,013.90
<b>TOTAL ESTIMATED DOLLAR AMOUNT</b>	<b>100.00%</b>	<b>\$1,540,600.00</b>

 / 12/6/17  
 Akilile Tesfaye Date  
 Assistant General Manager,  
 Blue Plains

 12/6/17  
 Dan Bae Date  
 Director of Procurement

 / 12/12/17  
 Matthew T. Brown Date  
 Chief Financial Officer

\_\_\_\_\_/\_\_\_\_\_  
 George S. Hawkins Date  
 General Manager

**Presented and Approved: January 4, 2018**

**SUBJECT: Approval to Execute Basic Ordering Agreement 8 of  
Contract No. DCFA #496-WSA, O'Brien & Gere Engineers,  
PC**

**#18-03  
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 January 4, 2018 upon consideration of a joint use matter, decided by a vote of \_\_\_() in favor and \_\_\_() opposed to execute Basic Ordering Agreement 8 of Contract No. DCFA #496-WSA, O'Brien & Gere Engineers, PC.

**Be it resolved that:**

The Board of Directors hereby authorizes the General Manager to execute Basic Ordering Agreement 8 of Contract No. DCFA #496-WSA, O'Brien & Gere Engineers, PC. The purpose of the agreement is to provide onsite construction management and related engineering services for the DC Water Blue Plains Advanced Wastewater Treatment Plant on an as needed basis through individually negotiated task orders. The agreement amount is \$6,000,000.

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**

**CONSTRUCTION MANAGEMENT SERVICES:**

**Basic Ordering Agreement 8 - Wastewater Treatment Facilities  
Construction Management  
(Joint Use)**

Approval to execute a construction management services contract for \$6,000,000.

**CONTRACTOR/SUB/VENDOR INFORMATION**

<b>PRIME:</b>	<b>SUBS:</b>	<b>PARTICIPATION:</b>
O'Brien & Gere Engineers, PC 4201 Mitchellville Road – Suite 500 Bowie, MD 20716	Bryant Associates Landover, MD	MBE 13.0%
<u>Headquarters</u> Syracuse, NY 13221	DME Consulting Baltimore, MD	MBE 10.0%
	BVF Engineering Inc. Columbia, MD	MBE 5.0%
	Sheladia Associates, Inc. Rockville, MD	MBE 1.0%
	The Robert B. Balter Company Owings Mills, MD	WBE 2.0%
	Keville Enterprises Inc. Herndon, VA	WBE 2.0%
	RK&K Baltimore, MD	10.0%

**DESCRIPTION AND PURPOSE**

Contract Value, Not-To-Exceed: \$6,000,000.00  
 Contract Time: 1,826 Days (5 Years)  
 Anticipated Contract Start Date (NTP): 01-31-2018  
 Anticipated Contract Completion Date: 01-30-2023

Other firms submitting proposals/qualification statements:

AECOM*	Insight Engineering
Alpha Corporation	JMT
AMAR Group	Louis Berger
ARCADIS*	Tetra Tech
Brown and Caldwell*	The Temple Group
Hazen and Sawyer	

\*Asterisk indicates short listed firms

**Purpose of the Contract:**

To provide onsite construction management and related engineering services for the DC Water Blue Plains Advanced Wastewater Treatment Plant on an as needed basis through individually negotiated task orders.

**Contract Scope:**

- Task orders will provide construction management and related engineering services for CIP projects as needed.
- Professional services are anticipated in the following disciplines; civil, structural, architectural, process mechanical, plumbing, electrical, HVAC, instrumentation and control.
- Projects will include upgrades and additions to various facilities and structures at the Blue Plains Advanced Wastewater Treatment Plant.
- Work will be accomplished through a series of defined Task Orders. Each task order will identify the scope of work, deliverables, compensation and schedule for performance.

**PROCUREMENT INFORMATION**

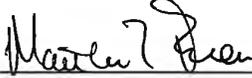
<b>Contract Type:</b>	Cost Plus Fixed Fee	<b>Award Based On:</b>	Highest Ranking Score
<b>Commodity:</b>	Engineering Services	<b>Contract Number:</b>	DCFA #496-WSA
<b>Contractor Market:</b>	Open Market		

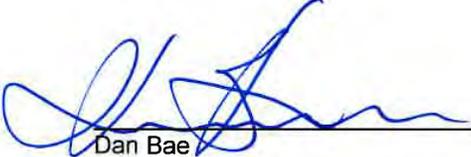
**BUDGET INFORMATION**

<b>Funding:</b>	Capital	<b>Department:</b>	Wastewater Engineering
<b>Service Area:</b>	Wastewater	<b>Department Head:</b>	Diala Dandach
<b>Project:</b>	UC, IY, BQ, TZ		

**ESTIMATED USER SHARE INFORMATION**

User	Share %	Dollar Amount
District of Columbia	41.22%	\$2,473,200.00
Federal Funds	0.00%	\$
Washington Suburban Sanitary Commission	45.84%	\$2,750,400.00
Fairfax County	8.38%	\$ 502,800.00
Loudoun County & Potomac Interceptor	4.56%	\$ 273,600.00
<b>Total Estimated Dollar Amount</b>	<b>100.00%</b>	<b>\$6,000,000.00</b>

  
 Matthew T. Brown  
 Chief Financial Officer  
 Date 12/12/17

  
 Dan Bae  
 Director of Procurement  
 Date 12/13/17

  
 Leonard R. Benson  
 Chief Engineer  
 Date 12-12-17

\_\_\_\_\_  
 George S. Hawkins  
 General Manager  
 Date

**Presented and Approved: January 4, 2018**

**SUBJECT: Approval to Execute Basic Ordering Agreement 6 of  
Contract No. DCFA #489-WSA, AECOM**

**#18-04  
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 January 4, 2018 upon consideration of a joint use matter, decided by a vote of \_\_\_() in favor and \_\_\_() opposed to execute Basic Ordering Agreement 6 of Contract No. DCFA #489-WSA, AECOM.

**Be it resolved that:**

The Board of Directors hereby authorizes the General Manager to execute Basic Ordering Agreement 6 of Contract No. DCFA #489-WSA, AECOM. The purpose of the agreement is to provide onsite construction management and related engineering services for the DC Water Blue Plains Advanced Wastewater Treatment Plant on an as needed basis through individually negotiated task orders. The agreement amount is \$6,000,000.

This Resolution is effective immediately.

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

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

**ACTION REQUESTED**

**ENGINEERING SERVICES:**

**Basic Ordering Agreement 6 - Wastewater Treatment Facilities  
Construction Management  
(Joint Use)**

Approval to execute a construction management services contract for \$6,000,000.

**CONTRACTOR/SUB/VENDOR INFORMATION**

<b>PRIME:</b>	<b>SUBS:</b>	<b>PARTICIPATION:</b>
AECOM 3101 Wilson BLVD – STE 900 Arlington, VA 22201	Cube Root Corporation Washington, DC	MBE 10.0%
<u>Headquarters</u> Los Angeles, CA 90067	McKissack & McKissack Washington, DC	MBE 6.0%
	Savin Engineers, PC Baltimore, MD	MBE 6.0%
	Sigma Associates Inc. Washington, DC	MBE 6.0%
	Winstead Management Group, LLC Richmond, VA	MBE 3.0%
	SZPM Consultants Oakton, VA	WBE 5.0%
	Robert B. Balter Company Owings Mills, MD	WBE 3.0%

**DESCRIPTION AND PURPOSE**

Contract Value, Not-To-Exceed: \$6,000,000.00  
 Contract Time: 1,826 Days (5 Years)  
 Anticipated Contract Start Date (NTP): 01-31-2018  
 Anticipated Contract Completion Date: 01-30-2023

Other firms submitting proposals/qualification statements:

Alpha Corporation	JMT
AMAR Group	Louis Berger
ARCADIS*	O'Brien and Gere*
Brown and Caldwell*	Tetra Tech
Hazen and Sawyer	The Temple Group
Insight Engineering	

\*Asterisk indicates short listed firms

**Purpose of the Contract:**

To provide onsite construction management and related engineering services for the DC Water Blue Plains Advanced Wastewater Treatment Plant on an as-needed basis through individually negotiated task orders.

**Contract Scope:**

- Task orders will provide construction management and related engineering services for CIP projects as needed.
- Professional services are anticipated in the following disciplines; civil, structural, architectural, process mechanical, plumbing, HVAC, electrical, instrumentation and control.
- Projects will include upgrades and additions to various facilities and structures at the Blue Plains Advanced Wastewater Treatment Plant.
- Work will be accomplished through a series of defined Task Orders. Each task order will identify the scope of work, deliverables, compensation and schedule for performance.

**PROCUREMENT INFORMATION**

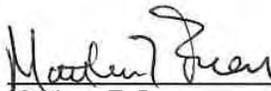
<b>Contract Type:</b>	Cost Plus Fixed Fee	<b>Award Based On:</b>	Highest Ranking Score
<b>Commodity:</b>	Engineering Services	<b>Contract Number:</b>	DCFA #489-WSA
<b>Contractor Market:</b>	Open Market		

**BUDGET INFORMATION**

<b>Funding:</b>	Capital	<b>Department:</b>	Wastewater Engineering
<b>Service Area:</b>	Wastewater	<b>Department Head:</b>	Diala Dandach
<b>Project:</b>	BX, UC, BV, TZ		

**ESTIMATED USER SHARE INFORMATION**

User	Share %	Dollar Amount
District of Columbia	41.22%	\$2,473,200.00
Federal Funds	0.00%	\$
Washington Suburban Sanitary Commission	45.84%	\$2,750,400.00
Fairfax County	8.38%	\$ 502,800.00
Loudoun County & Potomac Interceptor	4.56%	\$ 273,600.00
<b>Total Estimated Dollar Amount</b>	<b>100.00%</b>	<b>\$6,000,000.00</b>

 \_\_\_\_\_, 12/12/17  
 Matthew T. Brown Date  
 Chief Financial Officer

 \_\_\_\_\_, 12/13/17  
 Dan Bae Date  
 Director of Procurement

 \_\_\_\_\_, 12-12-17  
 Leonard R. Benson Date  
 Chief Engineer

\_\_\_\_\_, \_\_\_\_\_  
 George S. Hawkins Date  
 General Manager

**Presented and Adopted: January 4, 2018**

**SUBJECT: Approval to Amend Pretreatment Regulations for Dental Amalgam Discharge Management**

**#18-05  
RESOLUTION  
OF THE  
BOARD OF DIRECTORS  
OF THE  
DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY**

The Board of Directors (“Board”) of the District of Columbia Water and Sewer Authority (“the Authority”) at the Board meeting held on January 4, 2018, upon consideration of a joint use matter, decided by a vote of ( ) in favor and ( ) opposed, to approve the following action to amend the Pretreatment Regulations for Dental Amalgam Discharge Management.

**WHEREAS**, on June 14, 2017, the United States Environmental Protection Agency (“EPA”) promulgated “Effluent Limitations Guidelines and Standards for the Dental Category,” 82 FR 27154, effective July 14, 2017 to establish the federal Dental Office Point Source Category Regulations 40 CFR Part 441 to reduce the discharges of mercury from dental offices into municipal sewage treatment plants, such as the Blue Plains Advanced Wastewater Treatment Plant; and

**WHEREAS**, pursuant to NPDES Permit for Blue Plains, DC 0021199, effective September 30, 2010, the Authority is required to operate and implement an industrial pretreatment program in accordance with the federal Clean Water Act and the federal General Pretreatment Regulations at 40 CFR Part 403; and

**WHEREAS**, the Authority prepared proposed amendments to the Authority’s Pretreatment Regulations at 21 District of Columbia Municipal Regulations (DCMR), Chapter 15, Discharges to Wastewater System to be consistent with EPA’s General Pretreatment Regulations and included additional provisions to address the Authority’s dental amalgam discharge management requirements; and

**WHEREAS**, the proposed amendments (Attachment A) would:

1. Require all Dental Dischargers to submit a questionnaire regarding the status of their current amalgam management activities by July 16, 2018;
2. Require Exempt Dental Dischargers to submit a One-Time Compliance Report that they do not place or remove dental amalgam, by October 12, 2020;

3. Require Existing Dental Dischargers to submit a One-Time Compliance Report that do not place or remove dental amalgam, by October 12, 2020;
4. Require New Dental Dischargers to submit a One-Time Compliance Report within 90 days of their first discharge of wastewater into the District's wastewater system; and
5. Require all non-exempt Dental Dischargers to submit an amended One-Time Compliance Report when a dental facility replaces their amalgam separator; and
6. New and Existing Dental Dischargers are required to comply with other associated requirements, such as record keeping, maintaining the manufacturers operating manual and staff training records, and other requirements.

**WHEREAS**, on July 17, 2017, the Authority submitted the proposed amendments to EPA Region III for comments; and

**WHEREAS**, on September 21, 2017, the Authority presented the proposed amendments to the Environmental Quality & Operations Committee, which recommended the amendments to the Board for approval; and

**WHEREAS**, on October 5, 2017, the Board adopted the proposed amendments to the Pretreatment Regulations for Dental Amalgam Discharge Management Regulations; and

**WHEREAS**, on October 27, 2017, DC Water published a Notice of Proposed Rulemaking (NOPR) in the District of Columbia Register (DCR) at 64 DCR 11213 for a 30 day public comment period, ending November 27, 2017, which if adopted, would amend Subsection 1501.10 and Section 1599 (Definitions) and add new Section 1520 (Dental Amalgam Pretreatment Standards) of Chapter 15 (Discharges to Wastewater System) of Title 21 (Water and Sanitation) of the District of Columbia Municipal Regulations (DCMR); and

**WHEREAS**, on December 21, 2017, the Environmental Quality & Operations Committee met and was informed that no comments were received during the public comment period, and the General Manager recommended finalizing the rulemaking as proposed;

**WHEREAS**, after consideration of the recommendations of the General Manager, the Environmental Quality & Operations Committee, upon further consideration and discussion, agreed to approve the amendments to the Pretreatment Regulations for Dental Amalgam Discharge Management, effective upon publication in the *D.C. Register*.

**WHEREAS**, after consideration of the recommendations of the Environmental Quality & Operations Committee, the Board of Directors, upon further consideration and discussion, agreed to amend the Pretreatment Regulations for Dental Amalgam Discharge Management, effective upon publication in the *D.C. Register*.

**NOW THEREFORE BE IT RESOLVED THAT:**

1. The Board directs the General Manager to amend the Authority's Pretreatment Regulations for Dental Amalgam Discharge Management at 21 DCMR Chapter 15 as provided in Attachment A.
2. The General Manager is authorized to take all steps necessary in his judgment and as otherwise required, to publish a Notice of Final Rulemaking in the *D.C. Register* in the manner provided by District of Columbia Administrative Procedure Act.
3. This resolution is effective immediately.

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Secretary to the Board of Directors

**Presented and Adopted: January 4, 2018**  
**Subject: Approval of the General Manager's Performance Evaluation and Bonus**

**#18-06**  
**RESOLUTION**  
**OF THE**  
**BOARD OF DIRECTORS**  
**OF THE**  
**DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY**

The Board of Directors (the "Board") of the District of Columbia Water and Sewer Authority ("DC Water"), at its meeting on January 4, 2018, upon consideration of a joint-use matter decided by a vote of \_\_(\_) in favor and \_\_(\_) opposed to take the following action with respect to the General Manager's performance bonus.

**WHEREAS**, the Board has evaluated the General Manager's performance for the period beginning October 1, 2016 thru September 30, 2017; and

**WHEREAS**, the Board has determined that the General Manager has met the performance criteria for a bonus award and should be eligible for a bonus of fifteen percent (15%), based on his Fiscal Year 2017 salary, effective immediately; and

**NOW THEREFORE BE IT RESOLVED THAT:**

1. The Board approves the General Manager's Performance Evaluation as superior for the period of October 1, 2016 thru September 30, 2017.
2. The Board approves a bonus of 15%, based on the General Manager's Fiscal Year 2017 salary, which shall be paid immediately in accordance with the payroll schedule.

This resolution is effective immediately.

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Secretary to the Board

**Presented and Approved: January 4, 2018**

**SUBJECT: Approval to Execute the Extension and Additional Funding for Contract No. WAS-12-070-AA-SC, Business Promotion Consultants Inc.**

**#18-07  
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 January 4, 2018 upon consideration of a joint use matter, decided by a vote of \_\_\_() in favor and \_\_\_() opposed to execute the extension and additional funding for Contract No. WAS-12-070-AA-SC, Business Promotion Consultants Inc.

**Be it resolved that:**

The Board of Directors hereby authorizes the General Manager to execute the extension and additional funding for Contract No. WAS-12-070-AA-SC, Business Promotion Consultants Inc. The purpose of the extension and additional funding is to continue providing meter lids for FY 18 in order to support the demand from daily operations and the remaining demand for the Automated Meter Reader (AMR) Replacement Program. The additional funding amount is \$511,460.

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 FUNDING**

**Meter Lids  
(Non-Joint Use)**

Approval to extend contract term and add additional funding for FY18 for Meter Lids contract in the amount of \$511,460.00

**CONTRACTOR/SUB/VENDOR INFORMATION**

<b>PRIME:</b> Business Promotion Consultants Inc 5028 Wisconsin Ave, NW, Suite 302 Washington, DC 20011 LSBE	<b>SUBS:</b> N/A	<b>PARTICIPATION:</b> 100%
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**DESCRIPTION AND PURPOSE**

Original Contract Value:	\$51,320.00
Original Contract Dates:	08-12-2013 to 01-09-2014
Option Year 1 Value:	\$80,000.00
Option Year 1 Dates:	01-10-2014 to 01-09-2015
Option Year 2 Value:	\$60,000.00
Option Year 2 Dates:	01-10-2015 to 01-09-2016
Option year 3 Value:	\$50,000.00
Option Year 3 Dates:	01-10-2016 to 01-09-2017
Option year 4 Value:	\$1,300,000.00
Option Year 4 Dates:	01-10-2017 to 01-09-2018
Prior Modification Values:	\$578,867.00
Prior Modification Dates:	08-12-2013 to 01-09-2017
Prior Modification Values:	\$370,000.00
Prior Modification Dates:	07-06-2017 to 01-09-2018 <sup>1</sup>
<b>This Modification Value:</b>	<b>\$511,460.00</b>
<b>This Modification Dates:</b>	<b>01-10-2018 to 09-30-2018</b>

**Purpose of the Contract:**

To provide meter lids for FY18 in order to support the demand from daily operations and the remaining demand for the Automated Meter Reader (AMR) Replacement Program.

**Contract Scope:**

This contract provides DC Waters Department of Customer Care and Operations (CCO) with meter lids to support the AMR Replacement Program and daily operations. The meter lids under this contract are plastic discs that cover the pits into which water meters and meter transmitting units (MTUs) are installed.

**Spending Previous Year:**

Cumulative Contract Value:	01-10-2013 to 01-09-2018: \$2,490,187.10
Cumulative Contract Spending:	01-10-2013 to 11-21-2017: \$2,421,979.97

**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 or exceed expectations and requirements.

<sup>1</sup> Added to support updated demand forecasts for AMR program.

**PROCUREMENT INFORMATION**

<b>Contract Type:</b>	Firm Fixed	<b>Award Based On:</b>	Single Proposer
<b>Commodity:</b>	Goods and Services	<b>Contract Number:</b>	WAS-12-070-AA-SC
<b>Contractor Market:</b>	Open Market with Preference Points for LBE and LSBE Participation		

**BUDGET INFORMATION**

<b>Funding:</b>	Capital	<b>Department:</b>	Customer Service
<b>Service Area:</b>	Capital Equipment	<b>Department Head:</b>	Carolyn A. Mackool
<b>Project:</b>	EQP2340SME	<b>Use</b>	AMR Project

**ESTIMATED USER SHARE INFORMATION**

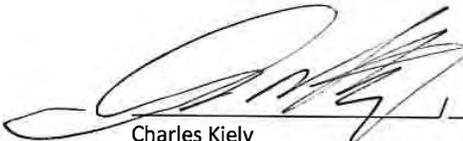
User	Share %	Dollar Amount
District of Columbia	100.00%	\$456,160.00
Washington Suburban Sanitary Commission	0.00%	\$0.00
Fairfax County	0.00%	\$0.00
Loudoun County	0.00%	\$0.00
Other (PI)	0.00%	\$0.00
<b>TOTAL ESTIMATED DOLLAR AMOUNT</b>	<b>100.00%</b>	<b>\$456,160.00</b>

**BUDGET INFORMATION**

<b>Funding:</b>	Capital	<b>Department:</b>	Customer Service
<b>Service Area:</b>	Washington D.C. Customers	<b>Department Head:</b>	Carolyn A. Mackool
<b>Project:</b>	EQP2350SME	<b>Use</b>	Day-to-Day Operations

**ESTIMATED USER SHARE INFORMATION**

User	Share %	Dollar Amount
District of Columbia	100.00%	\$55,300.00
Washington Suburban Sanitary Commission	0.00%	\$0.00
Fairfax County	0.00%	\$0.00
Loudoun County	0.00%	\$0.00
Other (PI)	0.00%	\$0.00
<b>TOTAL ESTIMATED DOLLAR AMOUNT</b>	<b>100.00%</b>	<b>\$55,300.00</b>

  
 Charles Kiely  
 Assistant General Manager  
 Customer Care and Operations  
 Date: 12/2/17

  
 Matthew T. Brown  
 Chief Financial Officer  
 Date: 12/13/17

  
 Dan Bae  
 Director of Procurement  
 Date: 12/11/17

\_\_\_\_\_  
 George S. Hawkins  
 General Manager  
 Date

**Presented and Adopted: January 4, 2018**

**SUBJECT: Approval to Amend the Waste Hauler Discharge Annual Permit Fee, Waste Hauling Disposal Fees, and High Strength Waste Fees and Associated Regulations**

**#18-08  
RESOLUTION  
OF THE  
BOARD OF DIRECTORS  
OF THE  
DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY**

The District members of the Board of Directors (“Board”) of the District of Columbia Water and Sewer Authority (“the Authority”) at the Board meeting held on January 4, 2018 upon consideration of a non-joint use matter, decided by a vote of ( ) in favor and ( ) opposed, to approve the following action to amend the Waste Hauler Discharge Annual Permit Fee, Waste Hauling Disposal Fees, and High Strength Waste Fees and Associated Regulations.

**WHEREAS**, the Board has adopted a revised rate setting policy that calls for rates that, together with other revenue sources, yield reliable and predictable stream of revenues to pay for the Authority’s projected operating and capital expenses; and

**WHEREAS**, on July, 7, 2011, the Board adopted new pretreatment fees for waste hauling to recover the annual cost of wastewater discharged at the Authority’s Septage Receiving Facility, which were published in the *D.C. Register* (DCR) at 58 DCR 6945 for the Pretreatment Waste Hauling – Annual Fee per Vehicle, effective October 1, 2011; and

**WHEREAS**, on February 2, 2012, the Board adopted new pretreatment regulations, 21 DCMR Chapter 15, Discharges to Wastewater System, which were published in the *D.C. Register* at 59 DCR 1021, effective February 10, 2012, that included rules to charge fees for the discharge of high strength waste to the District’s wastewater system, but did not establish the fee schedule for discharge of high strength wastes; and

**WHEREAS**, in FY 2017, the Authority conducted a cost of service assessment of the Waste Hauler Discharge Annual Permit Fee, Waste Hauling Disposal Fees, and High Strength Waste Fees to ensure that the Authority is currently recovering the full costs of providing wastewater treatment services; and

**WHEREAS**, on September 21 and 26, 2017, the Authority presented the results of the costs of service assessment to the Environmental Quality and Operations (EQ&O) and D.C. Retail Water and Sewer Rates Committees and the proposed amendments to the Waste Hauler Discharge Annual Permit Fee, Waste Hauling Disposal Fees, High Strength Waste Fees and associated regulations; and

**WHEREAS**, on September 21 and 26, 2017, the Authority also reported to the EQ&O and D.C. Retail Water and Sewer Rates Committees that in 2016 the fees collected by the current Waste Hauling Discharge Annual Fee schedule were approximately \$500,000 less than the cost to treat the waste discharged at the Septage Receiving Facility; and the new High Strength Waste Fees will recover approximately \$145,000 to \$250,000 in additional revenue to treat high strength waste loads discharged in the wastewater system; and

**WHEREAS**, the proposed amendments (Attachment A) would:

1. Revise the current flat fee schedule for the Waste Hauling Annual Permit Fee from \$160-\$14,640 to \$30 per Vehicle;
2. Establish a Waste Hauling Disposal Fee schedule based on the volume and strength of the waste discharged;
3. Establish a High Strength Waste Fee schedule for significant industrial users; and
4. Revise associated regulations to implement the revised and new fee schedules.

**WHEREAS**, on September 21, 2017, the EQ&O Committee considered the proposed amendments and recommended the amendments to the Waste Hauler Discharge Annual Permit Fee, Waste Hauling Disposal Fees, High Strength Waste Fees and associated regulations to the Board of Directors for approval; and

**WHEREAS**, on September 26, 2017, the D.C. Retail Water and Sewer Rates Committee considered the proposed amendments and recommended the amendments to the Waste Hauler Discharge Annual Permit Fee, Waste Hauling Disposal Fees, High Strength Waste Fees and associated regulations to the Board of Directors for approval; and

**WHEREAS**, on October 5, 2017, the Board adopted the proposed amendments to the Waste Hauler Discharge Annual Permit Fee, Waste Hauling Disposal Fees, and High Strength Waste Fees and Associated Regulations; and

**WHEREAS**, on October 27, 2017, DC Water published a Notice of Proposed Rulemaking (NOPR) in the District of Columbia Register (DCR) at 64 DCR 11203 for a 30 day public comment period, ending November 27, 2017, which if adopted, would amend Section 112 (Fees) and 199 (Definitions) of Chapter 1 (Water Supply), and Section 1510 (Hauled Wastewater) and 1511 (High-Strength Waste Fee) of Chapter 15 (Discharges to Wastewater System) of Title 21 (Water and Sanitation) of the District of Columbia Municipal Regulations (DCMR); and

**WHEREAS**, on December 7 and 21, 2017, the Authority reported to the D.C. Retail Water and Sewer Rates and EQ&O Committees, respectively, that no comments were received during the public comment period, and recommended finalizing the rulemaking as proposed; and

**WHEREAS**, on December 7, 2017, the D.C. Retail Water and Sewer Rates Committee considered the recommendation from the General Manager and recommended to amend the Waste Hauler Discharge Annual Permit Fee, Waste Hauling Disposal Fees, High Strength Waste Fees and associated regulations to the Board of Directors for approval; and

**WHEREAS**, on December 21, 2017, the EQ&O Committee considered the recommendation from the General Manager and recommended to amend the Waste Hauler Discharge Annual Permit Fee, Waste Hauling Disposal Fees, High Strength Waste Fees and associated regulations to the Board of Directors for approval; and

**WHEREAS**, after consideration of the recommendations of the D.C. Retail Water and Sewer Rates and EQ&O Committees, the District members of the Board of Directors, upon further consideration and discussion, agreed to approve the amendments to Waste Hauler Discharge Annual Permit Fee, Waste Hauling Disposal Fees, High Strength Waste Fees and associated regulations, effective February 1, 2018.

**NOW THEREFORE BE IT RESOLVED THAT:**

1. The Board directs the General Manager to amend the Authority's Water Supply regulations at 21 DCMR §§ 112.6 and 199, and Discharges to Wastewater System regulations at 21 DCMR Chapter 15 as provided in Attachment A.
2. The General Manager is authorized to take all steps necessary in his judgment and as otherwise required, to publish a Notice of Final Rulemaking in the District of Columbia Register in the manner provided by District of Columbia Administrative Procedure Act.

This resolution is effective immediately.

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Secretary to the Board of Directors

## Attachment A

**Chapter 1, WATER SUPPLY, of Title 21, WATER AND SANITATION, of the DCMR is amended as follows:**

**Section 112, FEES, Subsection 112.6 is amended to read as follows:**

### 112 FEES

112.6 Pretreatment fees shall be as follows:

Waste Hauler Discharge Annual Permit Fee per Vehicle	\$30.00
Waste Hauling Disposal Fees	
High strength grease trap waste	\$0.07 per gallon
High strength septage waste	\$0.07 per gallon
Domestic strength waste	\$0.003 per gallon
Low strength waste	\$0.003 per gallon
Industrial User Permit Fees	
Permit Initial Fee	\$2,000.00
Permit Renewal Fee	\$600.00
Industrial User Annual Compliance Fee	
Significant or Non-Significant Categorical Industrial User	
1 Outfall	\$2,500.00
2 or more Outfalls	\$3,500.00
Significant Non-Categorical Industrial User	
1 Outfall	\$2,500.00
2 or more Outfalls	\$3,500.00
Non-Significant Non-Categorical User	
1 Outfall	\$550.00
2 or more Outfalls	\$700.00
High Strength Waste Fee (Effective April 1, 2018)	
Biochemical Oxygen Demand (BOD)	\$0.135 per pound
Total Suspended Solids (TSS)	\$0.263 per pound
Total Kjeldahl Nitrogen (TKN) or Total Nitrogen (TN)	\$1.471 per pound
Total Phosphorus (TP)	\$4.524 per pound

**Section 199, DEFINITIONS is amended by adding the following terms and definitions to read as follows:**

### 199 DEFINITIONS

**High Strength Grease Trap Waste** – wastewater from grease traps or interceptors, excluding oil-water interceptors.

**High Strength Septage Waste** – concentrated domestic wastewater from sources, including but not limited to, portable toilets, septic tanks, and sewage ejector pumps or pits.

**Domestic Strength Waste** – domestic wastewater that does not exceed the domestic strength wastewater concentrations provided in 21 DCMR § 1511.2.

Low Strength Waste – non-domestic wastewater, including but not limited to, groundwater and stormwater, that does not exceed the domestic strength wastewater concentrations provided in 21 DCMR § 1511.2.

**Chapter 15, DISCHARGE TO WASTEWATER SYSTEM, of Title 21, WATER AND SANITATION, of the DCMR, is amended as follows:**

**Section 1510, HAULED WASTEWATER, is amended in its entirety to read as follows:**

**1510 HAULED WASTEWATER**

1510.1 Unless authorized by DC Water, it shall be unlawful for any User to dispose of any hauled wastewater, comprising liquid or solid and liquid wastes, removed from septic tanks, grease abatement systems, portable toilets, or wastes from any other source, anywhere in the District of Columbia except at the Septage Receiving Facility located at the wastewater treatment facility at 5000 Overlook Ave., S.W.

1510.2 Any User intending to discharge hauled wastewater in the District of Columbia, shall apply for and obtain a Waste Hauler Discharge Permit.

1510.3 The application for issuance of a Waste Hauler Discharge Permit shall be submitted to DC Water at least thirty (30) days prior to discharge for a new permit or the expiration of a current permit and shall include the following information:

- (a) Name, address, and contact information;
- (b) Vehicle information for each vehicle used to discharge waste at the DC Water Septage Receiving Facility, including:
  - (1) Make, model and year of the vehicle;
  - (2) Tag number;
  - (3) State of registration;
  - (4) Serial number;
  - (5) Tank capacity;
  - (6) Garage address; and

- (7) Insurance coverage;
  - (c) Estimated number of loads per week;
  - (d) Services provided (type of waste and service area);
  - (e) List of commercial and industrial customers (if applicable) and type of waste or waste source;
  - (f) Waste characterization data, if requested by DC Water;
  - (g) Operating permits (if applicable); and
  - (h) Certification statements (included on the application), signed by an authorized representative in accordance with § 1508.11.
- 1510.4 After evaluation of the information submitted, DC Water may:
- (a) Deny any application for a Waste Hauler Discharge Permit; or
  - (b) Issue an invoice for the applicable Waste Hauler Discharge Permit fees as provided in chapter 1 of this title, and upon payment, shall issue a Waste Hauler Discharge Permit subject to terms and conditions provided in the Waste Hauler Discharge Permit.
- 1510.5 Upon receiving a Waste Hauler Discharge Permit, the Waste Hauler shall comply with all permit conditions. Discharge of wastewater without a permit shall be prohibited, unless authorized in writing by DC Water.
- 1510.6 Waste Hauler Discharge Permits shall be effective for a period of one (1) year and may contain any or all of the following conditions:
- (a) Statement of duration;
  - (b) Statement of non-transferability;
  - (c) Load restrictions;
  - (d) Manifest requirements;
  - (e) Right of refusal;
  - (f) Hours of operation, and procedures for discharging outside of the normal hours of operation; and
  - (g) Additional requirements as DC Water may determine.

- 1510.7 Waste Hauler Discharge Permits are not transferable, unless DC Water specifically authorizes in writing.
- 1510.8 The permittee shall notify DC Water immediately if their license plate or registration has changed on any of their permitted vehicles.
- 1510.9 Upon receiving notification from the permittee pursuant to 21 DCMR § 1510.8, DC Water shall issue a revised Waste Hauler Discharge Permit.
- 1510.10 The following waste may not be discharged to the Septage Receiving Facility:
- (a) Wastes that are not compatible with the District's wastewater treatment process, including, but not limited to, wastewater or additives containing petroleum products, solvents, formaldehyde, or 1,4-dichlorobenzene shall not be discharged at the Septage Receiving Facility.
  - (b) Hazardous wastes or waste from trucks or tanks that previously contained hazardous wastes.
  - (c) Wastes from water or wastewater treatment plants or other non-domestic sources shall not be discharged at the Septage Receiving Facility unless DC Water specifically authorizes in writing. DC Water may require characterization of the discharge prior to authorization to discharge.
  - (d) Waste from water or wastewater treatment plants or other non-domestic sources, except grease trap waste, shall not be mixed with waste from domestic sources.
- 1510.11 The waste hauler shall submit a manifest form to DC Water prior to entering the Blue Plains facility which shall contain the following information on each load:
- (a) Company name and Waste Hauler Discharge Permit number;
  - (b) Vehicle make, model, and license number;
  - (c) For each source, the customer's name, address and volume of hauled waste;
  - (d) Type of waste(s) (for example grease trap, and septic tank);
  - (e) Total volume of the load; and
  - (f) Driver certification statement.

1510.12 Disposal into the Septage Receiving Facility shall be in accordance with the following provisions:

- (a) No waste hauler may discharge without prior written authorization by DC Water.
- (b) Unless exempted by DC Water in writing, all loads shall comply with the District's pretreatment standards as provided in 21 DCMR § 1501;
- (c) DC Water reserves the right to refuse acceptance of any load;
- (d) A waste hauler may be required to provide a waste analysis of any load prior to discharge;
- (e) A waste hauler may be required to cease unloading operations at any time;
- (f) In the case of composite loads, any part of the load that is restricted or prohibited shall make the entire load unacceptable for discharge;
- (g) Upon request, any Waste Hauler shall provide DC Water personnel with access to the wastewater contained in the vehicle for collecting samples or taking instrument readings;
- (h) All haulers shall clean up all spills resulting from their discharge activity at the Septage Receiving Facility;
- (i) Additional expenses may be charged to the hauler if DC Water has to clean up any spills or deposits, unclog the septage discharge lines, or repair damage occurring as the result of the hauler's discharge activity; and
- (j) Additional requirements as specified by DC Water in writing.

1510.13 Except as authorized by DC Water, the discharge of truck-hauled wastewater without a permit or in violation of a permit shall be punishable as provided in § 15 of the Act and as provided in 21 DCMR §§ 1513, 1516, and 1517.

1510.14 A Waste Hauler Discharge Permit may be suspended, terminated, or denied for good cause including, but not limited to, the following:

- (a) Information indicating that the permitted discharge poses a threat to the treatment system or DC Water personnel;
- (b) Violation of any terms or conditions of the Waste Hauler Discharge Permit;

- (c) Obtaining a Waste Hauler Discharge Permit by misrepresentation or failure to disclose fully, all relevant facts;
- (d) The unauthorized discharge of wastewater from non-domestic sources;
- (e) Denying DC Water personnel access to a vehicle or its contents for purposes of collecting a sample and/or obtaining instrument readings;
- (f) Failure to obtain or maintain appropriate current hauling licenses or permits from Federal, State, or local agencies;
- (g) Failure to pay fees, including late fees, or administrative penalties or fines;
- (h) Falsification of, failure to complete, or failure to fully disclose all relevant facts in any report, manifest form, or record required by the permit or requested by DC Water;
- (i) Failure to comply with an enforcement action issued by DC Water; and
- (j) Failure to clean up a spill or report a blockage.

1510.15 Waste Hauling Disposal Fees shall be assessed monthly in accordance with the fee schedule provided in 21 DCMR § 112.6 for each load of hauled wastewater received at the Septage Receiving Facility, based on the volume and type or strength of wastewater discharged.

1510.16 DC Water may establish custom waste hauling disposal fees for:

- (a) Waste generated outside the Blue Plains Service Area.
- (b) Commercial (other than grease traps or interceptors) and industrial hauled waste based on the waste characteristics and other factors including, but not limited to, potential risk and wastestream variability.

1510.17 Custom waste hauler disposal fees may be revised by DC Water, at any time, based on new waste characteristic data and information.

1510.18 Additional fees may be assessed for hauled wastewater discharged outside of normal hours of operation, as determined by DC Water.

1510.19 DC Water shall determine the volume of wastewater discharged for billing based on either:

- (a) The actual volume of sewage discharged as determined by a method acceptable to DC Water; or

- (b) The carrying capacity or a percentage of the carrying capacity of the waste hauler's vehicle, if the actual volume of sewage discharged cannot be determined by a method acceptable to DC Water.

1510.20 Users may petition the General Manager to reconsider the issuance, suspension, termination or denial of a Waste Hauler Discharge Permit or the terms or conditions of a Waste Hauler Discharge Permit within fifteen (15) calendar days of the effective date of the Waste Hauler Discharge Permit by submission of a Permit Appeal form. The submission of a Permit Appeal for reconsideration shall not stay compliance with Waste Hauler Discharge Permit conditions.

1510.21 Failure to submit a timely Permit Appeal for review shall be deemed to be a waiver of administrative appeal unless DC Water grants a time extension.

1510.22 In the Permit Appeal, the User shall indicate the discharge permit provisions objected to, the reasons for the objection, and the alternative condition, if any, it seeks to place in the Waste Hauler Discharge Permit.

1510.23 The General Manager will review and make a final decision on the Permit Appeal. The General Manager will send the User the final decision.

1510.24 If the Permit Appeal is denied by the General Manager or the User is not satisfied with the General Manager's final decision, the User may appeal the Permit Appeal decision as set forth in 21 DCMR § 1519 by filing a petition for an administrative hearing within fifteen (15) calendar days of the date of the General Manager's decision. The petition for an administrative hearing shall be filed in accordance with the requirements set forth in 21 DCMR § 412.

**Section 1511, HIGH-STRENGTH WASTE FEE, is amended to read as follows:**

**1511 HIGH-STRENGTH WASTE FEE**

1511.1 Permitted Significant Industrial Users discharging high strength wastewater into the District’s wastewater system shall be assessed a high-strength waste fee, in addition to the normal sewer charges, which are based on the volume of wastewater discharged and average daily concentration for the high strength waste constituent.

1511.2 The high-strength waste fee shall be applied to those permitted discharges whose average daily concentration exceeds one (1) or more of the following domestic strength wastewater concentrations:

- (a) Biochemical Oxygen Demand (BOD) of three hundred milligrams per liter (300 mg/L) or Chemical Oxygen Demand (COD) of six hundred milligrams per liter (600 mg/L);
- (b) Total Suspended Solids (TSS) of three hundred milligrams per liter (300 mg/L);
- (c) Total Kjeldahl Nitrogen (TKN) or Total Nitrogen (TN) of forty- five milligrams per liter (45 mg/L); and
- (d) Total Phosphorus (TP) of six milligrams per liter (6 mg/L).

1511.3 High-strength waste fees may be applied to additional constituents for other high strength wastewater based on criteria determined by DC Water, which shall be computed in a similar manner provided in 21 DCMR § 1511.4.

1511.4 The high-strength waste fee shall be computed using the following formula for those constituents exceeding the values specified in 21 DCMR § 1511.2:

$$\text{High-strength waste fee} = V \times 8.34 \times [\text{FB} \times (\text{AB}-300 \text{ or } \frac{1}{2}(\text{AC}-600)) + \text{FS} \times (\text{AS}-300) + \text{FN} \times (\text{AN}-45) + \text{FP} \times (\text{AP}-6)]$$

Where:

V = volume of sewage in millions of gallons discharged by the Significant Industrial User during the billing period.

FB = the cost for treating BOD expressed in dollars/pound.

AB = the average daily concentration of BOD in the sewage discharged expressed in mg/L.

AC = the average daily concentration of COD in the sewage discharged expressed in mg/L.

Use the higher value of AB-300 or  $\frac{1}{2}(AC-600)$ .

FS = the cost for treating TSS expressed in dollars/pound.

AS = the average daily concentration of TSS in the sewage discharged expressed in mg/L.

FN = the cost for treating TKN or TN expressed in dollars/pound.

AN = the average daily concentration of TKN or TN in the sewage discharged expressed in mg/L.

FP = the cost for treating TP expressed in dollars/pound.

AP = the average daily concentration of TP in the sewage discharged expressed in mg/L.

- 1511.5 The cost for treating each high-strength waste constituent shall be determined by DC Water as provided in 21 DCMR § 112.6.
- 1511.6 The volume of sewage from the Significant Industrial User shall be determined based upon either:
- (a) Metered or estimated water consumption for the billing period; or
  - (b) Metered or estimated wastewater discharge entering the sewer system.
- 1511.7 If estimated flows are used, the procedure for determining the flows shall be submitted by the Significant Industrial User and approved by DC Water.
- 1511.8 If metered wastewater discharge to the sewer system is used, the Significant Industrial User shall provide and maintain at their own expense, metering facilities as required to indicate accurately, to the satisfaction of DC Water, the volume of discharge to the sewer system.
- 1511.9 Flow data shall be submitted to DC Water in a format and content acceptable to DC Water monthly or at a frequency specified by DC Water.
- 1511.10 If wastewater flow data provided by the Significant Industrial User is not submitted to DC Water by the specified date, DC Water may calculate the high-strength waste fee using the metered water consumption.
- 1511.11 The average daily concentration of each constituent shall be in a format and content specified by DC Water and submitted monthly or at a frequency specified by DC Water.

- 1511.12 The average daily concentration shall be based on one or more of the following:
- (a) All sampling and analysis results from sampling conducted by DC Water during the assessment period.
  - (b) All sampling and analysis results from sampling conducted by the Significant Industrial User during the assessment period, or as specified by DC Water, that DC Water determines is characteristic of the overall nature of such discharge.
  - (c) Historical records for the Significant Industrial User or other Significant Industrial Users having similar discharge characteristics.
- 1511.13 A Significant Industrial User may challenge the high-strength waste fee assessment or appeal the General Managers final decision in accordance with the procedures set for in chapter 4 of this title.