



**DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY
275th MEETING OF THE BOARD OF DIRECTORS**

**Thursday, May 6, 2021
9:30 a.m.**

The board meeting can be live-streamed at <https://dcwater.com/watch-board-meetings>

- I. Call to Order (Chairperson Tommy Wells)**
- II. Roll Call (Linda Manley, Board Secretary)**
- III. Approval of the April 1, 2021 Meeting Minutes**
- IV. Chairman's Overview**
- V. Committee Reports**
 - 1. [Environmental Quality and Operations Committee](#) (Howard Gibbs)
 - 2. [Audit Committee](#) (Anthony Giancola)
 - 3. [Finance and Budget Committee](#) (Anthony Giancola)
 - 4. [DC Retail Water and Sewer Rates Committee](#) (Rachna Bhatt)
- VI. Issues of General Interest**
- VII. [CEO/General Manager's Report](#) (David Gadis)**
- VIII. [Contract Summary](#) (FYI)**
- IX. Consent Items (Joint Use)**
 - 1. [Approval to Execute Contract No. 180080, Ulliman Schutte Construction, LLC – Resolution No. 21-35](#) (Recommended by the Environmental Quality and Operations Committee 04/15/21)
 - 2. [Approval to Execute Change Order No. 10 of Contract No. 130180, Ulliman Schutte Construction, LLC– Resolution No. 21-36](#) (Recommended by the Environmental Quality and Operations Committee 04/15/21)
 - 3. [Approval to Extend the Enterprise Agreement for Three \(3\) Years of Contract No. 10039, Environmental Systems Research Institute, Inc. – Resolution No. 21-37](#) (Recommended by the Environmental Quality and Operations Committee 04/15/21)
 - 4. [Approval to Execute Contract No. GS00Q17NSD3009, Verizon Business Network Services – Resolution No. 21-38](#) (Recommended by the Environmental Quality and Operations Committee 04/15/21)

5. [Approval to Extend the Rolling Owner Controlled Insurance Program 4 Insurance Services for Additional Eighteen \(18\) Months, USI Insurance Services National – Resolution No. 21-39](#) (Recommended by the Finance and Budget Committee 04/22/21)

X. Consent Items (Non-Joint Use)

1. [Approval to Execute Contract No. 170070, Fort Myers Construction Corporation – Resolution No. 21-40](#) (Recommended by the Environmental Quality and Operations Committee 04/15/21)
2. [Approval to Participate in the District’s Department of Transportation Project, Massachusetts Avenue to Waterside Drive under the Terms of the 2002 MOU Between District of Columbia Department of Transportation and DC Water – Resolution No. 21-41](#) (Recommended by the Environmental Quality and Operations Committee 04/15/21)
3. [Approval to Publish Notice of Final Rulemaking to Establish the Customer Assistance Program - “DC Water Cares”: Multifamily Assistance Program for Low-Income Multifamily Tenants – Resolution No. 21-42](#) (Recommended by the DC Retail Water and Sewer Rates Committee 04/27/21)
4. [Approval to Modify Contract No. 18-PR-CFO-56, Oracle America, Inc. – Resolution No. 21-43](#), (Recommended by the Environmental Quality and Operations Committee 04/15/21)
5. [Approval to Execute Change Order No. 10 of Contract No. 170130, American Contracting & Environmental Services – Resolution No. 21-44](#) (Recommended by Environmental Quality and Operations Committee 04/15/21)

XI. Executive Session

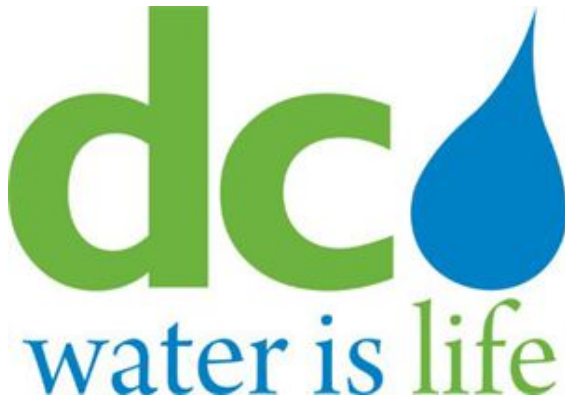
XII. Adjournment (Chairperson Tommy Wells)

1 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)(2); legal, confidential or privileged matters under D.C. Official Code § 2-575(b)(4)(A); 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); train and develop members of a public body and staff under D.C. Official Codes § 2-575(b)(12); 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 – (via Microsoft Teams)

- Governance Committee – Wednesday, May 12, 2021 @ 9:00 a.m.
- Human Resource and Labor Relations Committee with Union Presidents – Thursday, May 12, 2021 @ 11:00 a.m.

- Environmental Quality and Operations Committee – Thursday, May 20, 2021 @ 9:30 a.m.
- Finance and Budget Committee – Thursday, May 27, 2021 @ 9:30 a.m.



**District of Columbia
Water and Sewer Authority**

Board of Directors

**Environmental Quality and Operations
Meeting**

Thursday, April 15, 2021

9:30 a.m.

MEETING SUMMARY

Committee Members

Howard Gibbs, Vice Chairperson
Steven Shofar
Randy Bartlett
Jared McCarthy

DC Water Staff Present

Kishia Powell, Chief Operating Officer & EVP
Marc Battle, Chief Legal Officer & EVP
Biju George, EVP, Operations and Engineering
Linda Manley, Secretary to the Board
Leonard Benson, SVP, CIP Project Delivery

I. CALL TO ORDER

Mr. Gibbs called the meeting to order at 9:30 a.m. The meeting was conducted via teleconference.

II. ROLL CALL

Ms. Linda Manley, Secretary to the Board, DC Water, conducted a roll-call of the Committee members present for the meeting.

III. AWTP STATUS UPDATE

1. BPAWTP PERFORMANCE

Mr. Aklile Tesfaye, VP, Wastewater Operations, DC Water, briefed the Committee on the performance of the Blue Plains Advanced Wastewater Treatment Plant (BPAWTP). Mr. Tesfaye stated that all performance parameters were excellent, and all permit requirements were met.

Mr. Tesfaye handed over to Mr. Elkin Hernandez, Director, Maintenance Services, DC Water who highlighted the accomplishments of staff in the department of maintenance services. The staff completed proactive electrical maintenance on critical high voltage power equipment at BPAWTP. Maintenance work included procurement and replacement of mechanical components for two of the three transformers installed at BPAWTP. The team completed the maintenance without interrupting electrical service to BPAWTP. In completing the maintenance, the team extended the useful life of the two transformers installed in 1992.

Mr. Tesfaye reported that the quality of the plant effluent for March 2021 was excellent, with all effluent parameters well below the seven-day and monthly NPDES permit requirements. In March

2021, a total of 142 million gallons (MG) of combined wet weather flow was captured in the tunnel system and all flow was treated through the Wet Weather Treatment Facility (WWTF). There were 3 MG of measured overflows directed to the outfall from the wet weather treatment outfall. The percent of total volume captured was 98% and higher than the 80% expected for the tunnel system currently in service.

Biosolids hauling during March 2021 averaged 354 wet tons per day and all 10,970 wet tons of biosolids produced during the month met Class A Exceptional Quality (EQ) requirements required by the EPA. Mr. Tesfaye reported that Blue Drop marketed 6,200 wet tons of Bloom during March 2021 and the remaining 4,770 wet tons not sold into the market were land applied. Mr. Tesfaye reported on the outreach programs conducted by Blue Drop for the marketing of Bloom in anticipation of the peak season for sales in the spring.

The Committee inquired if there is a backup plan for electrical service at BPAWTP if one of the transformers were to be unavailable for an extended period of time. Mr. Elkin Hernandez confirmed that BPAWTP typically operates all three transformers to provide redundancy in the power distribution system.

Note: A single transformer can supply the electrical load required to operate all unit processes at the plant. However, a failure of the single transformer would bring processing at Blue Plains to a halt. Given the criticality of the plant, DC Water requires a minimum of N+1 level of redundancy. Furthermore, since transformer replacements are long lead items, DC Water has an installed spare that normally provides a N+2 level of redundancy. The third transformer is both an installed and operating spare. All three transformers are monitored and maintained.

The Committee inquired about recent performance of the combined heat and power (CHP) system with regards to energy production. Mr. Tesfaye confirmed that the goal for the system is to have production at minimum 20% of energy use at BPAWTP. Typical monthly production for the system is around 23% - during March, production was at 20%. Production was lower as meters for measuring steam and gas required replacement which resulted in equipment being offline during the month. It is expected that system production will return to normal levels once equipment replacement issues are addressed.

IV. DC CLEAN RIVERS UPDATE

Mr. Carlton Ray, Director, DC Clean Rivers Project, DC Water briefed the Committee on the status of the ongoing Clean Rivers Project. Mr. Ray gave a high-level update on ongoing and upcoming projects.

Mr. Ray noted the significant progress on the Northeast Boundary Tunnel. Tunnel mining is almost to the drop shaft at 6th St. and R St. NW. Mr. Jeffrey Peterson, Senior Manager Construction, DC Clean Rivers Project, DC Water narrated a video of the Northeast Boundary Tunnel. Mr. Peterson provided details of the configuration and construction of the 5-mile long tunnel. Details were provided about the Tunnel Boring Machine (TBM) mining the 23-foot diameter tunnel. On average 51 feet of tunnel have been mined per day. Support crews have been working 6 days a week to complete the project. There are three 8-hour shifts per day.

The Committee acknowledged the work of the Clean Rivers team in achieving the significant milestone of completed mining operations for the Northeast Boundary Tunnel.

V. ACTION ITEMS

Leonard Benson and Joel Grosser presented a total of eight contracts for Committee recommendation. Four Joint Use and Four Non-Joint Use.

Mr. Benson brought to the Committee's attention Contract No. 180080 Reclaimed Final Effluent Pump Systems (RFEPS) Upgrades, Ulliman Schutte Construction LLC

noting that this was a "Best Value" procurement evaluation process and noted the low bidder is not being recommended for the award of the contract. It was explained that the "Best Value" procurement process valued the proposers technical approach, personnel, and experience - weighted at 40% of the total numeric score, separately from the proposers offered price - weighted at 60% of the numeric score. for the adjudication was best value procurement. The Contractor Fact Sheet will be updated to explain why the low bidder is not being recommended.

The Committee recommended all Joint Use and Non-Joint Use Action Items to the full Board.

VI. DC CLEAN RIVERS - ROCK CREEK PROJECT GREEN INFRASTRUCTURE VIRTUAL TOUR

Mr. Seth Charde, Senior Advisor Green Infrastructure, DC Clean Rivers Project, DC Water updated the Committee on the Rock Creek Green Infrastructure Project. Mr. Charde discussed the objectives of DC Water's green infrastructure program and provided an overview of the types of facilities being constructed in the right-of-way on green infrastructure projects.

Mr. Charde gave an overview and virtual tour of the green infrastructure parks project constructed at the park at 3rd St and Kansas Ave. NW. The project was designed in 2013 as part of DC Water's green infrastructure challenge and construction of the park was completed in July 2019. The layout and function of the different facilities within the park was discussed. The park was designed to manage an acre of runoff from the surrounding streets and surfaces in the area.

Mr. Charde noted that green infrastructure installed in parks can manage significant volumes of runoff and can be cost competitive when compared with planter bioretention infrastructure facilities constructed in the right-of-way. Mr. Chard noted that DC Water received support from the U.S. Commission of Fine Arts (CFA) for the adoption of a master plan approach for implementation of green infrastructure in DC parks. Future projects are being considered for implementation in the Rock Creek sewershed

Mr. Charde gave an overview and virtual tour of the green infrastructure streetscape project constructed on the 100 block of Kennedy St. NW. The project was also designed in 2013 as part of DC Water's green infrastructure challenge and construction of the project was completed in June 2019. The concept for the project was discussed along with the function of the facilities installed within the streetscape. The project was constructed by DDOT with their project for the development of nine other blocks along Kennedy St. NW. The project was designed to manage two acres of runoff from the surrounding streets and surfaces in the area. Post construction data from the project shows a reduction of up to 83% of wet weather flow captured by the project.

Mr. Charde noted that lessons learned from the projects have been invaluable in the development DC Water's green infrastructure program. These lessons have been incorporated into design

standards for the program and were utilized on the Potomac River sewershed and are being used on future Rock Creek sewershed projects.

The Committee inquired about the average cost per impervious acre for the projects. Mr. Charde noted that average costs for the park projects were around \$750,000 per impervious acre whilst average costs for the streetscape project was around \$1,000,000 per impervious acre. It was noted that the costs for the projects were relatively high and a more reasonable costs of \$650,000-\$700,000 per impervious acre has been the average for subsequent projects in the Potomac River sewershed.

The Committee noted the significant maintenance required for the green infrastructure facilities and inquired how DC Water is managing maintenance requirements and what are the costs of the maintenance. Mr. Charde noted that routine maintenance of the facilities is required as a permit condition for the operation of these facilities. Details on the costs for maintenance of DC Water green infrastructure facilities will be provided to the Committee.

VII. OTHER BUSINESS / EMERGING ISSUES

None.

VIII. EXECUTIVE SESSION

None.

IX. ADJOURNMENT

Meeting was adjourned at 10:57 a.m.

Follow-up Items

1. SVP, CIP Project Delivery – modify the Fact Sheet for Contract No.: 180080 - Reclaimed Final Effluent Pump Systems (RFEPS) Upgrades to indicate that this was a best value selection and not a strictly low bid selection. (completed and on the agenda for the Board meeting)



DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY

Board of Directors

Audit Committee

Thursday, April 22, 2021

9:30 a.m.

Meeting Minutes

COMMITTEE MEMBERS PRESENT

Anthony Giancola, Committee Vice-Chair
Howard Gibbs, Committee Member
Steven Shofar, Committee Member
Jed Ross, Committee Member
Ivan Frishberg, Committee Member

DC WATER STAFF PRESENT

David Gadis, CEO & General Manager
Wayne Griffith, EVP Performance
Matthew Brown, EVP Finance &
Procurement
Kishia Powell, COO & EVP
Marc Battle, Chief Legal Officer & EVP,
Government & Legal Affairs
Linda Manley, Secretary to the Board

INTERNAL AUDIT STAFF PRESENT

Dan Whelan, RSM US LLP
Sophie Tomeo, RSM US LLP
Ethan Bickford, RSM US LLP
Charles Barley Jr., RSM US LLP
Vivian Hong, RSM US LLP
Jill Reyes, RSM US LLP

Call to Order (Item 1)

Vice Chairperson Anthony Giancola called the Audit Committee meeting to order at 9:30 AM. The meeting was held via Microsoft Teams.

Roll Call (Item 2)

Board Secretary Linda Manley took roll call of Audit Committee and DC Water staff in attendance.

Internal Audit Update (Item 3)

RSM Partner, Dan Whelan, presented the agenda and FY 2021 internal audit plan status update. Mr. Whelan explained that an update related to the Oracle Embedded Risk Assurance Phase 1 audit will be provided in executive session. He shared that Internal Audit has completed a review on the pre-go live environment. Observations were provided to management, which have been addressed in the production environment. Internal Audit will perform a post go-live assessment of the segregation of duties results this quarter. Mr. Whelan noted three completed audits to be issued during today's meeting: the succession planning assessment, the procurement pre-award and selection audit, along with the remote workforce security assessment to be covered in the executive session. Mr. Whelan added that fieldwork has begun for the contract compliance audit, and planning is underway for the PCS review.

Ms. Sophie Tomeo presented the status of open high-risk prior audit findings. Ms. Tomeo detailed that most target dates are still in line with what was presented last quarter, with a few extended target dates based on management delays. The data privacy assessment finding was extended and the details related to management action can be discussed in executive session. Ms. Tomeo detailed that the materials management open finding has been extended one month due to recent implementation of a new cycle count process. The expectation is that this finding will be closed by the end of the month. Mr. Giancola requested that Internal Audit include notes related to how many extensions have been requested by management for high-risk findings going forward, along with an explanation for the extension. Ms. Tomeo continued with an update related to the comprehensive safety plan development. Management has created a timeline to prioritize various safety policies and provide to the Unions for feedback. The intent is to have all policies through leadership review by the end of the fiscal year, dependent on the turnaround time of Union review. Ms. Tomeo concluded with the two open items related to Facilities Management. These items were previously asserted to be closed by management, however, when Internal Audit attempted to validate completion, the control environment was still not operating effectively and thus the findings were re-opened. Facilities continues to work with the IT and Materials Management teams to update the item listing in Oracle to capture materials costs, along with providing mobile tablets to field workers to streamline the work order completion and review processes.

Ms. Tomeo then proceeded to briefly discuss the status update on prior to FY20 prior audit findings. Many of the items open were included on the high risk dashboard previously discussed. Those that are not high risk are also being closely monitored. The annual budgeting and planning review open item is tied to the Oracle budgeting module implementation which is scheduled to go next month. The few items in pending testing will be validated this quarter. Ms. Tomeo completed the update on open audit findings with a brief status on FY20 audit findings, noting that there are only seven open items remaining. Management has made great progress with these most recent findings with a total of twenty-three closed. Overall, 91% of all prior audit findings from FY14 – FY20 are

now closed. Mr. Giancola noted that he is very pleased with the high closure rate achieved and commended the management team on their efforts. Ms. Tomeo then discussed the action deferred item related to the intellectual personnel policy. It is currently in Legal review and it is anticipated to move to the Executive Leadership team for review by the end of this month.

Ms. Tomeo then presented the results of the procurement pre-award and selection audit. Ms. Tomeo explained that the review period covered all of calendar year 2020. The audit scope was focused on the pre-award process through contract execution. The Internal Audit team worked with the procurement staff to understand how requests are prepared, vendor responses are solicited, evaluation based on the various procurement and contract types, how funding is procured, the timely execution of the contracts, and the retention of these critical items. Ms. Tomeo shared that due to COVID-19, there was a lower volume of executed contracts in calendar year 2020, with twenty-two goods and services contracts and twelve capital program contracts. Ms. Tomeo noted that there was one high risk finding related to contract execution delays. Internal Audit sampled ten total contracts – six goods and services contracts and four capital projects contracts. Three of the six goods and services contracts were executed after the contract period of performance start date. The delay ranged between three and 70 days past the period of performance. Management responded to each contract individually in their action plan. Ms. Tomeo explained that while the procurement team awards contracts well in advance of contract execution, the actual draft contract is not distributed to the contractor until after Board approval. At times, the Board approves just before the period of performance is intended to start. Internal Audit recommends that Procurement begins the contract negotiation process immediately after contract award, as the back and forth with legal teams can take significant time when vendors have exceptions to the contract terms.

Board member Jed Ross questioned the root cause of delay, noting that procurement planning is important whether Board approval is required for contracts or not. All stages of the procurement process timeline should be scrutinized in order to turn around contract execution prior to period of performance start date. Mr. Giancola added that Procurement should proactively identify particular contracts that potentially may require more extended negotiations.

Mr. Matthew Brown responded that the new Oracle system will help to facilitate the procurement process workflow. Contract terms will be available to vendors earlier in the process in Oracle moving forward. Mr. Brown added that for the ROCIP contract delay identified during this audit, this particular firm moved from a subcontractor role to the prime contractor, which resulted in extended contract negotiations. Mr. Dan Bae expanded upon the new Oracle functionality for Procurement. He added that in 2020, there were several vacancies in Procurement resources coupled with COVID-19 critical procurement priorities that contributed to additional delays.

Mr. Ethan Bickford then discussed the results of the Succession Planning Assessment. Mr. Bickford detailed that the purpose was to obtain an understanding of the processes related to succession planning including monitoring of the plan as employees join and depart the Authority, along with appropriate communication to leadership related to identification of critical positions and backfill candidates. Mr. Bickford proceeded to provide a brief background mentioning Internal Audit did perform an Entity Level review back in 2017, which included a low risk finding related to the lack of a formal succession planning function. Management's action was to conduct a pilot, which was held in 2019 at which time the finding was closed. The pilot introduced the processes for development of a matrix to identify critical positions, identification of backfill candidates, preparation of individual development plan for those candidates, along with trainings and seminars to assist in the development. Mr. Bickford explained that the purpose of succession planning is for the Authority to be prepared when departures do take place. Mr. Bickford shared that understanding the data related to historical departures, along with the current levels of retirement eligible personnel is crucial to proper succession planning, with illustrations of the two data sets included in the materials provided. There were no high risk findings to be reported, and one moderate risk finding as included in the full report.

Mr. Giancola mentioned that the numbers shared are revealing and he hopes all departments are thinking about how to prepare for these future departures. Mr. Bickford acknowledged Mr. Giancola's point and continued by sharing the departments play a significant role in the identification of critical roles. Lastly, Mr. Bickford noted that there is succession planning related program that kicked off earlier this month focused on the Director-level and preparing backfill candidates for those roles. Upon completion, the full succession planning program will be rolled out Authority-wide. Mr. Giancola requested the succession planning briefing be shared with the HR and Labor Relations Committee.

Mr. Bickford then discussed the semi-annual analysis related to the fraud, waste and abuse hotline. There were no new significant trends to note. As of the last Committee meeting, there were three open calls from FY19 and one call from FY21. All four of those calls have been closed with no corrective action needed. The three items from FY19 were related to a possible conflict of interest which could be discussed further in executive session, if needed. The one from FY21 was related to overtime distribution within water operations. The Internal Audit team reviewed overtime data and did not identify any patterns related to inequitable overtime distribution.

Executive Session (Item 4)

There was a motion to move into Executive Session by Mr. Giancola to discuss legal, confidential, and privileged matters pursuant to Section 2-575(b)(11) of the D.C. Official Code. It was so moved and seconded, and motion carried. The meeting was cleared of non-Executive members and all public individuals. The Audit Committee went into Executive Section at approximately 10:22 AM.

Adjournment (Item 5)

The Audit Committee meeting adjourned at 10:35 AM.



**DISTRICT OF COLUMBIA
WATER AND SEWER AUTHORITY**

Board of Directors

Finance and Budget Committee

Thursday, April 22, 2021

11:00 a.m.

MEETING MINUTES VIA MICROSOFT TEAMS

Committee Members

Anthony Giancola, Chairperson
David Franco
Joe Leonard
Jared McCarthy
Sarah Motsch

DC Water Staff

David L. Gadis, CEO & General Manager
Matthew T. Brown, CFO & EVP, Finance and Procurement
Marc Battle, Chief Legal Officer & EVP, Legal Affairs
Lola Oyeyemi, Director, Budget
Dan Bae, Director, Procurement & Compliance
Tanya DeLeon, Manager, Risk
Linda Manley, Secretary to the Board

Other Presenters and Guests

Nelson Bush, Public Financial Management

Call to Order

Chairperson Anthony Giancola called the meeting to order at 11:00 a.m.

Mr. Giancola inquired about the EPA announcement regarding the \$156 million loan to fund infrastructure. Mr. Matthew T. Brown, Chief Financial Officer and Executive Vice President, Finance and Procurement explained that it has been a two-and-a-half-year endeavor by Finance and Engineering personnel to collaborate and identify projects that could be eligible for the loan. He explained that the loan is specifically for sewer rehabilitation projects, small diameter water mains projects across the District, and some improvements at the Plant. He mentioned that the event was attended by Mr. Gadis, the EPA Administrator, Mayor Bowser and Congresswoman Norton who all came together to celebrate the progress of some infrastructure work that DC Water is doing. Mr. Franco inquired as to whether this loan is for DC Water of the District. Mr. Brown responded that the loan is for DC Water.

March 2021 Financial Report

Ms. Lola Oyeyemi, Director, Budget, reported that with 50 percent of the fiscal year completed, operating revenues were \$342.0 million, or 46.6 percent of budget, operating expenditures were \$277.2 million, or 43.1 percent of budget, and capital disbursements were \$188.0 million, or 37.0 percent of budget. She noted that revenues continue to be below budget at \$23.6 million, mainly due to the decline in consumption resulting from the impact of the COVID-19 pandemic.

Next, Ms. Oyeyemi informed the Committee that the FY 2020 Inter-Municipal Agreement (IMA) Settlements have been completed with net refunds due to DC Water from the Wholesale Customers. These refunds include \$2.3 million for the Blue Plains Operating and Maintenance settlement and \$0.8 million for the Multi-Jurisdictional Use Facilities (MJUF) settlement. There are ongoing activities for Washington Suburban Sanitary Commission (WSSC Water) audit of the FY 2018 & FY 2019 IMA settlements for Blue Plains O&M and MJUF which are anticipated for completion by the end of April 2021.

Ms. Oyeyemi stated that the FY 2021 preliminary year-end projections will be presented to the Committee in May. Additionally, management plans to provide an update on the insurance market including impacts of the upcoming annual insurance renewal that will be effective on July 1, 2021.

Ms. Oyeyemi explained that the total revenue receipts of \$342.2 million are below the year-to-date budget, with total receipts in March at \$46.9 million compared to budget of \$45.8 million. The lower receipts are mainly due to the decline in consumption in the Residential, Commercial and Multi-Family category on account of the impact of COVID-19.

Next, Ms. Oyeyemi provided an overview of the operating expenditures for the month. Total operating expenditures were \$277.2 million or 43.1 percent of budget. She emphasized that the areas of underspending of \$24.9 million reflects management's efforts to curtail spending to align with the reduced revenue reforecast. She explained that the underspending in personnel services is due to the recruitment of only critical positions, lower employee benefits costs and the decline in overtime costs. Staff continues to monitor contractual services costs to ensure the reduced targets for the current year are achieved. The year-to-date underspending in debt service is due to the refinancing, refunding and lower interest rates on existing debt.

In response to Mr. Franco's question on debt service, Mr. Brown replied that the underspending in debt service will remain throughout the year. He stated that the planned issuance of \$170 million would most likely not be made this fiscal year, but rather would be deferred until the next fiscal year. Staff intends to present to the Committee in May the overall forecast of both expenditures and revenues to compare our estimated financial position with the current financial plan. As done in prior years, staff will provide recommendations to the committee to allocate funds for any surplus or deficit, but a surplus is anticipated.

In response to Mr. Franco's question on contractual services, Ms. Oyeyemi stated that staff has tightened the contractual services budget and anticipates the spending trends to continue until the end of the year. She mentioned that the budget includes \$3.3 million which was earmarked for the Environmental Impact Bond and that DC Water is no longer required to make the payment based on the performance of the Green Infrastructure.

Ms. Oyeyemi went on to review the capital disbursements which are at \$188.0 million, or 37.0 percent of budget. She stated that the current report is based on the Approved FY 2021 Budget which was amended as part of the FY 2022 budget process for the Capital Improvement Program (CIP) and will be updated in next month's report. The underspending of \$50.9 million for capital projects is in comparison to the previously approved budget and reflects managements' efforts to prioritize spending because of the impact of the lower anticipated revenues. She also noted that a comprehensive performance analysis of the CIP spending will be provided next month.

Ms. Oyeyemi provided an update on cash investments which comprise of the operating reserve, including the Rate Stabilization Fund (RSF) of \$90.2 million, and the remaining balances of the unrestricted and restricted reserve accounts. She noted that the appendix contained detailed information on the operating revenues, overtime spending, accounts receivable, and grants report. Ms. Oyeyemi highlighted that the delinquent accounts were at \$23.6 million for 14,613 accounts, or 11.3 percent of the total accounts, by the end of March 2021.

Investment Performance Overview

Mr. Nelson Bush, Managing Director, Public Financial Management (PFM), provided an overview of the performance indices, market outlook and interest rates updates, DC Water's portfolios and performance and DC Water's investment policy. Mr. Bush started showcasing market index results as of December 31, 2020 and offered background by demonstrating how a pension fund's S&P 500 portfolio returns vary from DC Water's portfolio returns. He also provided a comparison view for returns on the pension fund's Bloomberg Barclays US Treasury 1–3-year index benchmark vs. DC Water's ICE Bank of America Merrill Lynch 1–3-year index benchmark. Mr. Bush stated DC Water has a very conservative investment approach, and Chairman Anthony Giancola agreed that DC Water is very traditional and wanted to discuss more.

Mr. Bush provided a short-term market outlook during the pandemic and over the next one to two years and what to expect from the Federal Reserve Bank (The Fed). He reviewed the projections for the GDP, unemployment rate, inflation and federal funds rate which are the measures of how well an economy is doing. The Fed's short-term market decisions have a direct impact on DC Water's investment portfolio performance. The Fed's consensus predicts the Fed Funds target rate will stay at or near zero percent through 2023. Mr. Bush also reviewed the treasury yield curves noting that the short-term treasury bills of 3 months maturity range from 1 to 3 basis points, while the interest for 5 years maturity is at 96 basis points. DC Water's investment policy is limited to five years, so market rates constrain short-term investment portfolio earnings.

Mr. Bush provided an overview of DC Water's portfolio returns as of March 31, 2021, on the Operating Reserve Fund, the Rate Stabilization Fund, the Debt Service Reserve Fund and the various Construction Funds. Mr. Bush stated that banks across the United States do not like to hold public funds due to the cost of collateralization. Banks that hold public funds set their earnings rate at the Fed Funds rate currently at zero percent. Mr. Bush confirmed DC Water's bank pays 40 basis points, which is an aggressive rate of return for prudent collateralized rules versus other states.

Next, Mr. Bush reviewed the permitted investments for DC Water including sector and issuer limits, ratings requirements and maximum maturity including comparison to the District Government, Virginia and Maryland. He addressed DC Water's conservative investment strategy by stating that the operating portfolio's average duration is just below two years with a yield at 1.13 percent, where US Treasuries and Federal Agencies hold a significant percentage of the portfolio. This conservative strategy has been in place for about ten years. Altering the current portfolio strategy would mean reconsidering the investment policy, risk tolerance, and understanding the change would impact rating agency views in meeting financial metrics such as Days of Cash on Hand.

Chairman Giancola asked for the interest earned on the \$300 plus million investments, excluding the Debt Service Reserve Fund restrictions in the last one year. Mr. Bush responded that to date, DC Water earned roughly one percent on the \$300 million in the last year. Chairman Giancola requested a plan of action to revise the investment policy last adopted in May 2014. CFO, Matthew T. Brown, stated that staff have been reviewing the investment policy and having PFM explore how to invest a portion of the Rate Stabilization Fund more actively. Committee member Sarah Motsch agreed with reevaluating DC Water's investments for greater return.

Rolling Owner Controlled Insurance Program (ROCIP) IV Extension

Mr. Brown provided an overview of the ROCIP IV program and management will be seeking the Committee's recommendation to approve on the Workers Compensation, General Liability and Excess Liability insurance premium for the program through October 15, 2022. He reviewed the program periods, background, history and timeline of the program. He informed the Committee that ROCIP IV needs to be extended to continue coverage for current projects and that brokers have reported an average increase of 22.5 percent for Workers Compensation, General Liability and Excess Liability in the past month alone and are projected to continue through 2022. Mr. Brown stated that the Northeast Boundary Tunnel alone would have to be extended beyond 18 months, depending on the construction project, and other active and ongoing construction projects.

Mr. Brown explained that at the end of November 2020, the ROVIP IV program was extended at no additional cost. The new extension goes through October 2022 and costs are higher than anticipated due to hardening of the insurance markets with less capacity, higher insurance premiums and more stringent underwriting, which has had an effect on the entire construction industry. Mr. Bruce McDonald, Albert Risk, explained that the demands for additional funding needs over previous approvals is mainly for the excess liability insurance market.

Next, Mr. Brown reviewed the program's 18-month extension costs of \$1.254 million. He stated that the Board already approved \$11.1 million for ROCIP IV program with \$10.4 million in premium paid to date. The difference between the remaining balance of \$0.7 million and the extension premium cost of \$1.254 million is \$0.537 million. He requested the Committee to recommend to the Board for approval of ROCIP IV Insurance extension for the term April 2021 through October 2022, in an amount not to exceed \$537,000.

Action Items

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

- Recommendation for Approval to Extend ROCIP IV Insurance Services

Follow-up Items

- Provide a plan of action to revise the investment policy last adopted in May 2014. **(Mr. Giancola)**

Adjournment

Hearing no further business, Chairperson Anthony Giancola adjourned the meeting at 12:08 p.m.



**DISTRICT OF COLUMBIA
WATER AND SEWER AUTHORITY**

Board of Directors

DC Retail Water and Sewer Rates Committee

Tuesday, April 27, 2021

9:30 a.m.

MEETING MINUTES

Committee Members Via Teleconference

Rachna Bhatt, Chairperson
Tommy Wells, Chairman
Reverend Dr. Kendrick Curry
Howard Gibbs
David Franco
Joe Leonard Jr.
Ivan Frishberg
Jedd Ross

DC Water Staff Via Teleconference

David L. Gadis, CEO/General Manager
Matthew Brown, CFO/EVP, Finance & Procurement
Kishia Powell, COO/EVP
Gregory Hope, Deputy General Counsel,
Office of Legal Affairs
Linda R. Manley, Secretary to the Board
Armon Curd, EVP, Customer Experience
Carolyn Mackool, Director Customer Care

Call to Order

Chairperson Rachna Bhatt convened the meeting at 9:30 a.m.

Roll Call

Linda Manley, Board Secretary conducted a roll call of the Committee members and staff.

Mr. Brown, CFO/EVP Finance and Procurement, greeted the Committee and mentioned that there are two items on the agenda: (i) the new Monthly Report; and (ii) request the Committee's recommendation to the Board to adopt and approve the publication of the Notice of Final Rulemaking.

Monthly Report To DC Retail Water & Sewer Rates Committee (Attachment A)

Mr. Brown mentioned that DC Water started providing the Monthly Report to the Committee last month to make sure that the Committee is aware of revenue trends and other items including delinquencies. Mr. Brown stated that this report is still new and we are working to include additional contents in it and certainly welcome the Committee suggestions if there are items that the Committee would like to have included on a regular basis.

Mr. Brown stated that DC Water projected \$30 to \$60 million short fall in revenues for FY 2021 and the year-to-date actual revenues through March 31, 2021 are below budget by \$23.6 million or 6.5 percent. Mr. Brown mentioned that the largest category where we are having unfavorable variance to budget is in Residential/Commercial/Multi-family category, specifically the commercial portion where the consumption is about 30 percent below previous fiscal year. Mr. Brown stated that the March 2021 revenues are slightly higher than budget, which is \$46.9 million total receipts compared to the budget of \$45.8 million. Mr. Brown briefed the Committee on the details of the revenue and delinquency sections of the report. He stated that delinquencies increased during the pandemic from \$10.6 million in FY 2019 to \$17.9 million in FY 2020 and \$23.6 million as of March 31, 2021. Mr. Brown mentioned that the delinquencies are the outstanding balance with over ninety days from the bill date, and that they represent 14,613 accounts, which is 11.3 percent of DC Water retail accounts. Mr. Brown briefed the Committee on the number of accounts and arrear amount by customer category.

Mr. Brown explained the purpose of the Developer Deposit section that was added to the Committee's report. Mr. Brown stated that Developer Deposits are funds paid to DC Water for plans that are approved by the Permit Operations Department. He stated that there are about \$43.7 million in credit balances on account with DC Water and \$9.7 million in debit balances that Developers owe DC Water for services. Mr. Brown noted that the majority of these account balances represent recent years, but that there are deposits that have been with DC Water for a long time that have not been claimed by Developers through the refund process. Mr. Brown stated that DC Water is looking at the details to ensure that we manage these deposits properly.

Mr. Brown mentioned that DC Water is now sending out account statements every year whether there is financial activity or not. Mr. Franco inquired about DC Water's effort to reach out to the property owners. Mr. Brown responded that DC Water had mailed statements to all customers with balances, and had contacted Apartment & Office Building Association (AOBA) and District of Columbia Building Industry Association (DCBIA) and asked them to alert their members to pay attention to the statements that were sent out. Mr. Franco inquired if the Committee can get detail report on the debit and credit balances. Mr. Brown responded that DC Water will look into the requested information and consult with the General Counsel before presenting since it may include customer information.

Mr. Brian McDermott, Director of Permit Operations, stated that DC Water works with the applicants if they have multiple accounts and to rectify their accounts to clear any debit balances.

Approve Notice of Final Rulemaking to Amend Customer Assistance Program Regulations to Establish "DC Water Cares"; Multi-family Assistance Program for Low-Income Multi-family Tenants (Attachment B)

Armon Curd, Executive Vice President of Customer Experience, presented the final proposal to amend the CAP regulations for the Multi-family Assistance Program. He shared with the Committee the planned

customer outreach for the new program, which includes a customer call and letter campaign, paid advertising, media, community outreach and partnerships, and grass roots communications among other methods.

Mr. Curd then presented the public comments received during the comment period for the proposed Multi-family Assistance Program rulemaking. He mentioned that comments were received by the Office of People's Council (OPC), Department of Energy and Environment (DOEE), and the Office of the Tenant Advocate (OTA) and subsequently discussed the details of each of the comments and DC Water's response. Committee Member Howard Gibbs asked Mr. Curd if the changes DC Water made to the rules based on the public comments need to be published to allow for further comments. Mr. Curd responded the changes that DC Water made were just to clarify and tighten-up some program definitions and would not be open for further comments.

Board Chairman Tommy Wells asked if there was testimony by the Office of People's Council. Mr. Curd stated that there was, and it was very favorable. He further mentioned that during the pandemic, DC Water's relationship with the Office of People's Council has become stronger and plan to meet with them on a more regular basis.

Committee Chairperson Rachna Bhatt asked the Committee members if there were any issues with recommending Action Item 1 to the Full Board, hearing none, the Committee moved forward with the recommendation.

Action Item (Attachment C)

Mr. Brown, CFO/EVP Finance and Procurement mentioned that the Committee is asked to recommend the following action item to the Full Board for approval.

- Approve Notice of Final Rulemaking to Amend Customer Assistance Program Regulations to Establish "DC Water Cares"; Multi-family Assistance Program for Low-Income Multi-family Tenants (Action Item 1)

Chairperson Bhatt asked the Committee members if there was any opposition to move the action item to the full Board, hearing none, the action item were recommended to the Board.

DC Retail Water Sewer Rates Committee Proposed Workplan (Attachment D)

Mr. Brown, CFO/EVP Finance and Procurement provided a brief overview of the Committee workplan. He noted that in June management would ask the Committee to move the Fire Protection Fee to the full Board for approval after the public comment period. He noted that the Multi-family resolution would be moved to the full Board on May 6th for approval. He mentioned that next year is a ratemaking year and we have already begun the planning process. There is a budget process that will kick-off in the fall. In early January we will have our budget workshop. We have already begun work on the next year's Cost of Service Study (COS), which will be the basis for the rates proposed to the Committee and for recommendation of approval from the full Board.

Agenda for June 22, 2021 Committee Meeting (Attachment E)

There was no discussion on the Committee agenda for June 22, 2021.

Other Business

None

Executive Session

There was no executive session.

Adjournment

Chairperson Bhatt adjourned the meeting at 10:28 a.m.

FOLLOW-UP ITEMS – DC Retail Water and Sewer Rates Committee Meeting (April 27, 2021)

1. Mr. Franco asked if more information can be provided on the details of Developer Deposits. (Mr. Franco) **Status:** (TBD)



CEO's Report

MAY
2021



ACCOUNTABILITY TRUST TEAMWORK CUSTOMER FOCUS SAFETY WELL-BEING

Inside

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dc March Highlights

Chairman Wells and members of the Board, it is my pleasure to update you on the performance and progress of the team at DC Water over the past month. Their work on behalf of our customers continues to generate local and national attention and it was an honor to showcase their efforts at an event with the new EPA Administrator and Mayor Bowser. Below are details from that event along with other highlights and performance data from across the Authority.



Stakeholder Engagement

WIFIA Loan Press Event

On April 15, DC Water hosted a joint media event at one of our project sites in Northeast with EPA Administrator Michael Regan, Delegate Eleanor Holmes Norton, Mayor Muriel Bowser, Ward 5 Councilmember Kenyon McDuffie and Chairman Wells.

The event celebrated our \$156 million Water Infrastructure Finance and Innovation Act (WIFIA) Loan from EPA. The funds from this low interest loan will be drawn down through FY2027 to pay for 20 projects to rehabilitate, upgrade, and/or replace aging infrastructure throughout the system – including small diameter water main replacements, sewer rehabilitation and upgrades at Blue Plains.

The financing from EPA allows us to save significantly on borrowing costs (\$30 million) and pay for work that we might not otherwise be able to afford.

Due to COVID restrictions, attendance at the event was limited, but it generated positive media interest for DC Water. The Office of Marketing and Communications (OMAC) collaborated with EPA and the Mayor’s Office on regional and national press releases, and the coverage included an article in the Washington Post and stories on WTOP radio and WaterWorld, an online site for industry professionals.

This was Administrator Regan’s first public event since taking the helm at EPA, and it was a very positive way to kickoff our working relationship with the new administration.



DC Water Cares: Residential Assistance Program

We can help you pay your water bill



District residents can apply to get their past due water bills up to \$2,000 paid from emergency funding provided by DC Water. The District Department of Energy and the Environment processes the applications for the Residential Assistance Program among other utility discount programs.

Those who already received assistance from the District-funded program may be eligible for this additional assistance. Also, once approved, customers may continue to draw on the assistance until they reach the \$2,000 maximum or the program ends.

If you have lost income due to the pandemic, or if your household income is below \$120,000, we encourage you to apply for this program. You may even qualify for additional, ongoing discounts. DC Water has several financial assistance programs and can set up monthly payments plans. Please reach out if you are struggling to pay your water bill.

Let us help!



call: **311 or (202) 350-9649** to apply for the emergency residential assistance program.

Contact DC Water at **202-354-3750** or **Cares@dcwater.com** for help with assistance programs or to set up a flexible payment plan.

Scan this for more information and an application:



4/2021

Community Outreach to Promote CAP Programs

OMAC and Customer Experience continue to collaborate with external partners to ensure eligible customers are aware of the board approved customer assistance and emergency relief programs that are available to help anyone who is having trouble paying their water bills.

The Community Outreach Team, led by **Emanuel Briggs** (Manager, Community Outreach / Marketing and Communications), delivered presentations on DC Water’s Customer Assistance Programs (CAP) for the Washington Senior Wellness Center and the New Samaritan Baptist Church Senior Ministry. The information was well received by both groups.

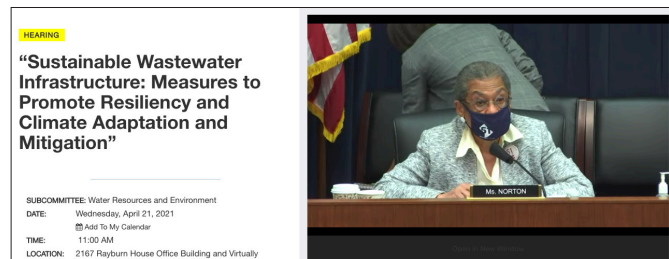
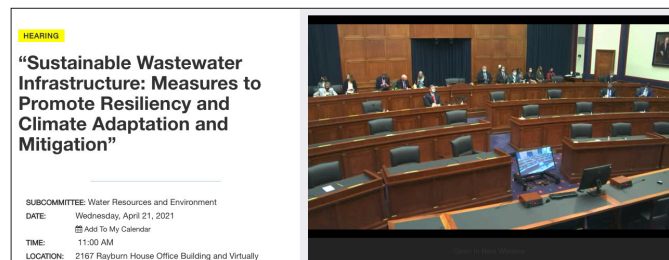
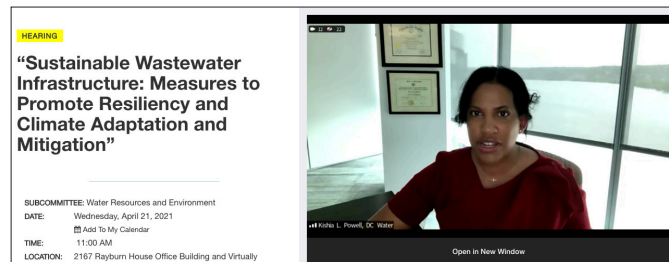

Resilience and Readiness

Congressional Hearing on Sustainable Water Infrastructure

Kishia Powell (Chief Operating Officer and EVP) was invited to testify as an expert witness before the U.S. House Subcommittee on Water Resources and the Environment in a hearing on the nation's wastewater infrastructure needs. The Subcommittee is part of the U.S. House Committee on Transportation and Infrastructure.

The hearing, entitled "Sustainable Wastewater Infrastructure: Measures to Promote Resiliency and Climate Adaptation and Mitigation," was held on Wednesday, April 21. In her prepared remarks, Ms. Powell made the case that a greater Federal investment in water infrastructure is needed to combat the impacts of climate change.

"I commend the Committee for focusing today's hearing on an increasingly urgent topic. No community is resilient without affordable, accessible water. Modernizing and replacing the country's aging water and wastewater infrastructure, is an increasingly important concern. In fact, adapting and improving infrastructure to meet changing climate, precipitation, and water use trends, may be the nation's most glaring public works need."



Riggs Park Sewer Study

DC Water launched a sewer system evaluation study in mid-April on Nicholson Street, NE in the Riggs Park neighborhood. The study includes a survey of sewer lines and manhole covers to identify contributing factors to storm related backups in this area. This study involves a variety of methodologies, including smoke testing which requires special outreach and stakeholder coordination due to the nature of the work. The project team provided detailed FAQs and informational door hangers to residents, and set up a smoke testing hotline and a dedicated page for the project on the DC Water website. HSEMA, Fire and Emergency Medical Services (FEMS) and other partner agencies have also been notified in case the smoke testing generates calls from concerned residents.

Everbridge Highlights DC Water

On Wednesday, April 14, the Authority's emergency communications partner, Everbridge, held a webinar on "Proactive Communications for Utility Companies." Everbridge used the event to highlight best practices for communicating quickly to multiple audiences in an emergency. **Dusti Lowndes** (Director, Emergency Management / Administration) was interviewed as part of the webinar on delivering timely communications to customers, staff, dispatchers, and command center employees during an emergency event.

dc March Highlights



High Performing Team

Vaccination Partnership with DC Health

As part of our ongoing efforts to support employee health and safety through the pandemic, the Authority has established a partnership with DC Health to offer vaccinations directly to DC Water employees. In April, DC Health offered 100 vaccination appointments for Authority frontline staff and essential employees as well as a limited number of walk-in vaccinations for any DC Water employee, provided on a first-come, first-served basis.

People and Talent, Emergency Management, and Marketing and Communications collaborated to ensure employees and supervisors were aware in advance of the vaccination opportunities, and to notify eligible employees when the appointments became available.

Water utility workers who live or work in the District are eligible for vaccination in the city, and we have been encouraging employees to also pre-register in their home jurisdictions and to take the first vaccine offered to them.



Water and Wastewater CFO Forum

A contingent of Authority staff participated in the Water and Wastewater CFO Forum in April. The two-day event featured panels and presentations for CFOs, finance staff and industry professionals on a wide array of financial topics. DC Water had been scheduled to host the event at the new headquarters building last year, but it was postponed due to COVID. I am hoping to host the panel when it convenes in person next year.

During the forum, **Carlton Ray** (Vice President / Clean Rivers) and **Seth Charde** (Senior Advisor, Green Infrastructure / Clean Rivers) delivered a presentation on DC Water's Environment Impact Bond. **Matt Brown** (Chief Financial Officer and EVP / Finance and Procurement) presented the Authority's perspective in the "Managing Balance Sheet Impacts from COVID" panel, and **Ivan Boykin** (Director, Finance / Finance and Procurement) coordinated DC Water's participation in the Forum.



Divisions

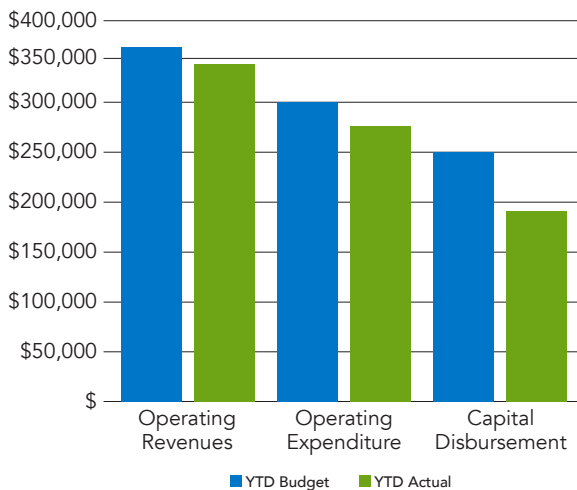
New to the CEO report are the addition of service level based key performance indicators for our operations divisions. These are indicators for which the teams have established or confirmed response and resolution times in which to perform the related work. This is assisting us in identifying productivity impacts related to COVID-19 and resource needs as well as benchmarking ourselves against other utilities. It is important to note that where teams may not meet the Service Level Targets set for a specific metric, it does not mean the work is not getting accomplished. The teams are doing a tremendous job despite the pandemic and continue to strive to meet a high bar of performance.

Finance Highlights

FY 2021 Financial Performance YTD

As of the end of March 2021, with 50 percent of the fiscal year completed, both revenues and expenditures are below budget. Revenues are below budget by \$23.6 million mainly for the Residential, Commercial and Multi-Family categories as compared to the year-to-date (YTD) budget. DC Water is working to align expenditures with revenues, and as a result operation and maintenance, including debt service, expenditures are below the YTD budget by \$24.9 million. The preparation of the FY 2021 preliminary year-end projections for revenues, expenditures and cash position is underway and will be presented to the Finance and Budget Committee in May.

FY 2021 Year to Date Performance Budget vs. Actuals (\$000's)



Fire Protection Service Fee Cost of Service

The 2021 Cost of Service for Fire Protection Fee was conducted by an Independent Consultant. The current fee is \$12.527 million per year. The new projected fee for FY 2022, FY 2023, and FY 2024 slightly decreased to \$11.535 million per year.

Procurement and Compliance Highlights

49% Cost Reduction on Voice and Data Network Service

Procurement negotiated a 49% cost reduction through a competitive procurement process for the Voice and Data Network service. The estimated annual saving is \$634,973.00 or \$1,904,918.00 over the 3-year contract term.

Business Diversity and Inclusion Highlights

Awards and Recognitions:

- CEO David L. Gadis is recognized as a Covid-19 Hero for Minority Businesses.
- CEO David L. Gadis is invited to serve on the University of the District of Columbia's National Leadership Panel of the DAWN Initiative.

Completed the development of the new Business Diversity and Inclusion Advisory Council. The Council will provide guidance and recommendations to DC Water on matters concerning the development of strategies, policies, and operational procedures to expand and improve recruitment, retention and contracting for certified firms in the user jurisdiction.

Compliance Officers Jamal Jones and Albert Slack presented "Getting to know DC Water, an overview of DC Water's Procurement and Business Development Programs" at the Washington Hispanic Contractors Association Quarterly Roundtable where 56 Construction and A/E firms participated.

Compliance Officer Korey Gray presented "Championing Diversity – Best Practices for Procurement Diversity and Inclusion for Regulatory Bodies" at the University of North Carolina – Government Purchasing Symposium where more than 200 firms and organizations participated.

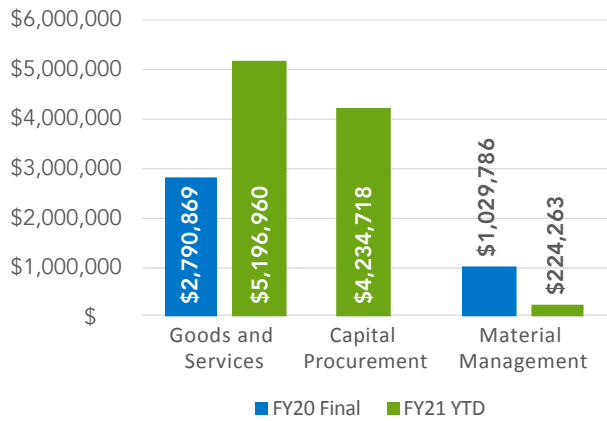
Compliance Officer Korey Gray, as a member of the WIC Board, will serve on the "Hire Local DC Coalition" Governance Board. This initiative has secured seed funding from CityWorks DC to begin the planning and execution. The Coalition of government leaders, non-profits, employer associations, and employers has been working on creating opportunities for DC residents.

Procurement and Compliance – continued

**Cost Savings
(negotiated savings and cost avoidance)**

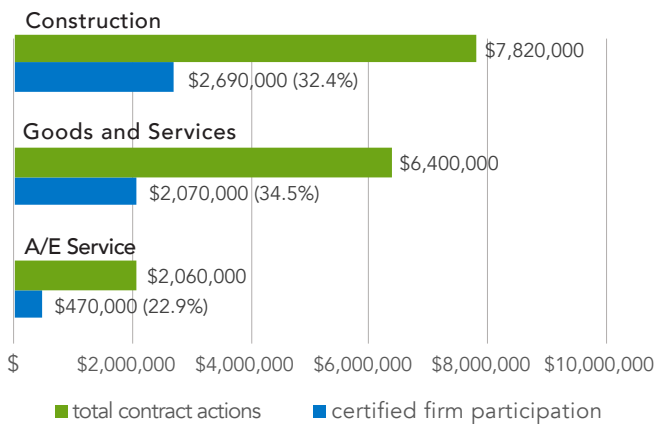
The chart below shows the FY20 total cost savings and FY21 year-to-date cost savings achieved by Procurement through the competitive solicitation process in the Capital Project and Goods/Service solicitations and cost avoidance achieved in Materials Management through inventory optimization. The cost savings for Capital Procurement was not tracked in FY20.

Cost Savings (cumulative 10/1/20 - 3/31/21)



Total Contract Actions and Certified Firm Participation in March 2021

March 2021 Contract Actions



Upcoming Business Opportunities

All current and planned solicitations are available at dcwater.com/procurement. Those upcoming in the next two months are shown below:

Capital Procurement:

Planned Solicitation	Project Title	Delivery Type	Solicitation Type	Estimated Total Contract Value	Eligible Inclusion Program
Apr 2021	PI Cabin John Culvert Headwall & Embankment Repair	Bid Build	RFP	\$5M	DBE/WBE
May 2021	Public Space Restoration Contract for FY 21 - FY 24	Bid Build	RFP	\$10M	DBE/WBE
May 2021	Small Diameter Water Main Replacement (SDWWR) 15A	Bid Build	IFB	\$10M	DBE/WBE

Goods and Services Procurement:

Planned Solicitation	Project Title	Solicitation Type	Estimated Total Contract Value	Eligible Inclusion Program
Apr 2021	Crane Hoist Repair & Maintenance	RFP	< \$1M	LSBE
Apr 2021	Inspection of Cranes & Hoists	RFP	< \$1M	LSBE
Apr 2021	Dental Medical Benefit for Employees	RFP	\$1-\$5M	DBE/WBE
Apr 2021	401 & 457 Retirement	RFP	< \$1M	LSBE
Apr 2021	Prescription Safety Eyewear	RFP	< \$1M	LSBE
Apr 2021	Residuals Hauling	RFP	\$1-\$5M	DBE/WBE
Apr 2021	Group Vision Insurance Services Benefit	RFP	< \$1M	LSBE

COVID-19 Recovery

The Office of Emergency Management distributed the COVID-19 Incident Management Team (IMT) Demobilization Plan on March 8th, providing guidance to departments and IMT units for the deactivation of COVID-19 related incident management functions. As part of the "Not Yet" campaign, the Department of Facilities Management installed the updated social distancing signage throughout the Authority.

A new electronic form was created for documenting and tracking COVID-19 Health Hazard-Related Incidents to streamline the reporting process and allow for the Department of Occupational Safety and Health to review incidents, while also checking the effectiveness of safety protocols.



Accomplishments

Department of Facilities Management received kudos for their prep work in cleaning the O Street Pump Station and coordinating safe access for Representative Kaptur's tour of DC Water's wastewater thermal system at HQO.



The Department of Occupational Safety and Health continues with the introduction of the Leading Indicator Scorecard. Four operations departments (Blue Plains, Pump & Sewer, Water Operations, and Customer Experience) have all engaged in the effectiveness of injury reduction and lowering of worker's compensation costs.

DOSH (with the assistance of Labor Relations) also continues to work through the review process of our Safety Policies. Currently, there are four policies under review by all five Union Presidents.

Facility and Security Projects

- Chemically treated all drains at Potomac Pumping Station to remove all the sludge built up in the drain lines from the trash off the pumping screens.
- Inspected and cleared all the roof water drains throughout DC Water to help stop roof leaks, prevent foundation damage, and limit bird and geese garbage on the roofs.
- Turned irrigation back on at HQO.

Upcoming Priorities

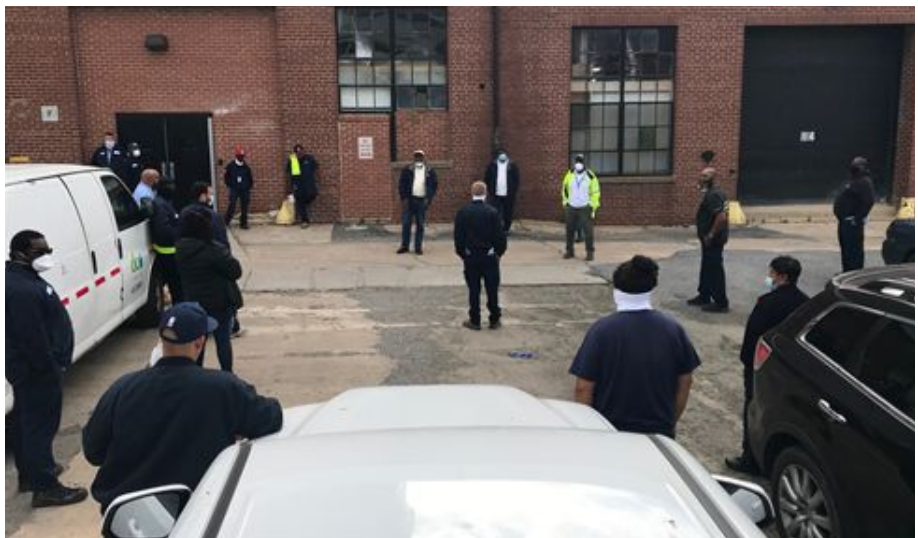
Fleet Management maintained 79% availability of Priority #1 units, despite the many challenges of COVID-19 which hit the department hard in March. Staff availability was much lower than anticipated due to COVID cases (onsite technicians and outside vendors) and other personnel issues that have impacted the availability of staff. Fleet has already experienced improvements in attendance and has brought in 4 new technicians from our support contract to further improve the availability of Priority #1 units.

Administration Metrics

Metric	Target	Dec-20	Jan-21	Feb-21	Mar-21
Security: Camera operational uptime	90%	96%	95%	94%	96%
Security: Smart card readers operational uptime	90%	99%	99%	99%	99%
Security: Percent of security investigations completed within 21 days	95%	80%	100%	100%	100%
Facilities: Preventive Maintenance Completion Rate	90%	48%	40%	46%	21%
Facilities: Service Request Completion Rate	90%	38%	22%	27%	40%
Fleet: Preventive Maintenance (PM) on Schedule	96%	17%	19%	27%	43%
Fleet: Priority Vehicles/Equipment (In-Service)	96%	82%	83%	83%	79%
Safety: DC Water Employee Recordable Incident Rate (RIR) (CY)	< 5.3	3.7	3.6	4.2	5.1
Safety: DC Water Employee Lost Time Incident (LTI) (CY)	< 2.1	1.8	2.3	1.4	2.3
Safety: Contractor/ROCIIP Recordable Incident Rate (RIR) (CY)	< 2.8	1.4	1.42	1.9	1.6
Safety: Contractor/ROCIIP Lost Time Incident (LTI) (CY)	< 1.1	0	0.14	0	0

Facilities and Fleet continue to struggle to meet preventative maintenance (PM) and service request benchmarks due to the reductions in services and activities related to COVID-19.

The DC Water Employee Lost Time Incident (LTI) rate has exceeded target this month. As in March, DOSH attributes the increase to reduced Alternative Work Duties (AWDs) due to the lack of these duties being offered to people who are out for COVID & non-COVID related cases as we maintain universal safeguards.



dc Customer Experience Division

Customer Care and Information Technology

Customer Experience's answer rate has been sustained with the addition of our new hires. Call volume increased slightly from the previous month, but our answer rate remains steady. Our DC Water Multifamily program had a significant increase with 4,642 units enrolled in March for a total of \$1.98 million in assistance awarded. We will continue focusing on guiding our customers to assistance programs as they contact us in the call center as well as offering flexible payment arrangements.

Customer Assistance Programs (CAP)

Program	FY2020 Enrolled	FY2020 Dollars	Mar. # Enrolled	Mar. Dollars	# FY21 Enrolled	FY2021 Dollars	FY2021 Budget
CAP I	3,818	\$1,584,808	339	\$192,102	3,195	\$861,243	\$2,200,000
CAP II	624	\$173,837	32	\$18,605	417	\$104,405	\$200,000
CAP III	133	\$25,863	14	\$3,334	143	\$15,764	\$200,000
Non Residential CRIAC Relief	171	\$1,028,753	15	\$110,973	110	\$455,534	\$2,747,591
Emergency Relief Program	2,098	\$884,388	214	\$162,219	1,599	\$873,466	\$1,073,979
DC Water Cares Residential	N/A	N/A	209	\$117,086	942	\$441,697	\$3,000,000
DC Water Cares Multifamily (units)	N/A	N/A	4,642	\$1,984,247	4,764	\$1,998,558	\$6,280,000



IT Monthly Report

SR/WO Type	SL Target/SLA	June 2020	July 2020	Aug 2020	Sept 2020	Oct 2021	Nov 2020	Dec 2020	Jan 2021	Feb 2021	March 2021
Number of tickets submitted	Trend only	1,731	1,606	1,026	1,028	937	825	930	863	880	1,142
Number of open tickets	Trend only	56	57	24	99	31	7	108	33	72	94
Helpdesk SLA	96%	98%	98%	96%	97%	95%	96%	100%	98%	99%	98%
Number of active projects	Trend only	11	9	9	11	18	20	21	20	20	20
Number of completed projects	Trend only	17	19	22	23	0	0	3	4	7	7
On schedule performance	90%	74%	74%	75%	94%	94%	91%	95%	87%	83%	83%
On budget performance	90%	100%	100%	96%	100%	100%	100%	91%	96%	90%	92%

dc Customer Experience Division

Customer Care and Information Technology

Key Performance Indicators

Metric	Target/ Service Level	Dec-20	Jan-21	Feb-21	March-21
% of Bills issued on time (w/in 5 days)	95%	97%	97%	96%	97%
Estimated bills as a percent of meters read	3%	5%	5%	5%	5%
Number of High Bill Complaints	trend only	362	239	253	269
% of OPC inquiries resolved within 14 days	90%	100%	100%	100%	100%
% of calls answered in 40 seconds (call center)	85%	71%	83%	97%	92%
Monthly Call Volume Served (Call Center)	trend only	6,391	5,799	5,769	6,767
Average Talk Time (minutes)	3:30	5:38	5:54	5:53	5:45
Average Wait Time (minutes)	1:30	1:58	4:11	0:11	0:24
Abandoned Calls (%)	6%	4%	3%	1%	1%



dc operations and Engineering Division

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

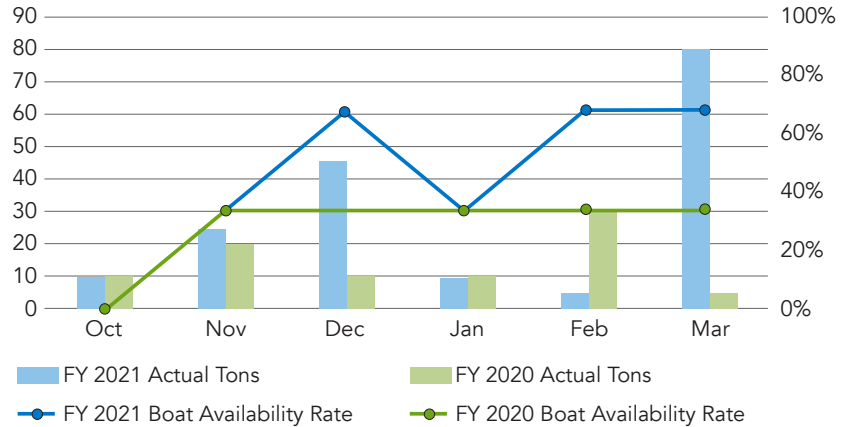
Featured Department of the Month – Pumping and Sewer Operations

Key Priorities

Pumping and Sewer Operations are working closely with Contractors to stabilize a portion of the bank of Watts Branch Creek near Nannie Helen Burroughs Avenue and Kenilworth Avenue in NE to protect an 18-inch Sewer from Erosion.



Floatable Debris



Notable Projects

Weather conditions and boat availability has allowed the Sewer team to collect 80 tons of debris from the Anacostia and Potomac rivers during the month of March . The Small Sewer Inspection Program is in progress with approximately 229,978 linear feet inspected.

Key Performance Indicators

Metric	Target/Service Level	Dec-20	Jan-21	Feb-21	Mar-21
Wastewater Operations					
NPDES Permit Compliance	100%	100%	100%	100%	100%
Air Permit Compliance	100%	100%	100%	100%	100%
Biosolids Class A	100%	100%	100%	100%	100%
Tunnel Dewatering	100%	100%	100%	100%	100%
Combined Heat and Power	>20%	22%	23%	19%	20%
Reactive Maintenance	<20%	31%	35%	34%	31%
Critical Asset Availability	>95%	96%	97%	97%	98%
Sewer Operations					
CSS Structures Inspection	100%	100%	100%	100%	100%
MS4 Area Catch basins Cleaning/Inspections	100%	91%	9%	14%	30%
CSS Area Catch basins to Anacostia – Cleaning/Inspections	100%	100%	0%	13%	36%
Non-Anacostia CSS Area Catch Basins – Cleaning/Inspections	87%	100%	0%	0%	1%
Sewer Cleaning and Inspection (Miles)	>12	3.1	4.6	16.5	29.9
Sewer Backup (Investigation to Resolution)	>95%	100%	100%	100%	100%
Sanitary Sewer Overflow	1.4 per 100 Miles	0.46	0.15	.23	.52
Combined Sewer Overflow	0	0	0	0	0

dc Operations and Engineering Division

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

Key Performance Indicators continued

Metric	Target/Service Level	Dec-20	Jan-21	Feb-21	Mar-21
Pumping Operations					
Firm Pumping Capacity Maintained	100%	100%	100%	100%	100%
Reactive Maintenance	<20%	36%	34%	42%	38%
Critical Asset Availability	95%	97%	97%	96%	97%
Water Operations					
Safe Drinking Water Compliance	100%	100%	100%	100%	100%
Replace Non-Standard Hydrants	>21/Month	4	2	8	10
Hydrant Flow Tests (Non-Winter Months)	>180	72	23	44	70
Fire Hydrants Operational	99%	99.6%	99.5%	99.6%	99.59%
Emergency Water Service Orders Completed	>90%	75%	92%	73%	100%
Water Quality Complaint Resolution (within 48 hours)	>90%	45%	58%	67%	57%
Water Main Breaks	<28/Month	86	80	82	25
Water Main Break Rate /100 Miles (National Average is 25)	25	49	54	58	52
% of Hydrant Leaks in Inventory that are not leaking	>90%	99.2%	99.2%	99%	99%
Permit Operations					
Overall On-time completion of Permit Reviews	90%	89%	87%	86%	83%





Operations and Engineering Division

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

Explanation of Missed Targets

Wastewater Operations Reactive Maintenance (20%)

DC Water has adopted industry best practice benchmark of less than 20% reactive maintenance hours as a percent of total maintenance hours. Based on experience from leading Industries, it will require 3-5 years to transform to a culture of proactive maintenance and effectively implement proven skills to eliminate or reduce failures that lead to reactive maintenance.

Combined Heat and Power (>20%)

During the month of March 2021, the electricity production from Combined Heat and Power (CHP) Facility, operated and maintained by Constellation, accounted for 20% of total electricity usage at the plant. Several system outages occurred to accommodate replacement of existing digester gas and steam meters with more reliable meters. In addition, a combustion turbine was not available for use to complete a necessary rebuild of the unit. The meter replacement work as well as the lower redundancy in combustion turbine availability contributed to the lower production during the month.

MS4 Area Catch Basin Cleaning/Inspection (100%)

The Department has an annual goal of 100% and expects to achieve this goal by year end.

CSS Area Catch basins to Anacostia (100%) and Non-Anacostia CSS Area Catch Basins (85%)

Our next goal is to complete cleaning the entire MS4 for compliance period July 1, 2020–June 30, 2021. We also have a non-compliance goal for 1st time inspections of the CSS Anacostia between January 1, 2021–June 30, 2021. Our compliance period for cleaning the Non-Anacostia CSS is January 1, 2021–December 31, 2021.

Replace Non-Standard Hydrants (>21/month)

The Department did not meet the monthly target due to prioritization of other emergency field work.

Hydrant Flow Tests (Non-Winter Months) (>180)

The Department did not meet the monthly target due to fleet availability and prioritization of other emergency field work.

Water Quality Complaint Resolution (within 48 Hours)

The percent of complaints resolved was lower in February and March due to decreased staff availability. Our responses to customer complaints follow this progression: phone consultation, water testing, flushing, water testing 1-2 weeks after flush to ensure water quality has maintained improvement, and repeat flushing and testing as necessary. WQ&T currently has 4 of 6 WQ technicians employed, therefore we are not able to complete much of the non-compliance activities which for this program is the water testing after flushing to ensure the flushing activity resolved the complaint.

Over-all on-time completion of Permit Review (>90%)

The March on-time percentage for Permit Operations dropped to 83%, slightly below the 85% on-time KPI and the typical on-time completion rate of 90%. However, the department processed a record 379 permit reviews for the month of March, well above the 12-month average of 223 completions per month. Permit Operations processed 313 of those applications on-time. That is approximately 157% of the applications that would be processed on-time in an average month.



DC Water Capital Improvement Program

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

Blue Plains

Floodwall Segment C Update

Construction is underway with excavation and encasement of drive piles, installation of dead-man piles and driven sheet piles. The installation of precast panels and CIP Concrete foundations will commence in May with an estimated final completion date some time in July. At this time, construction is approximately 20% complete.

West Grit Effluent Channel Rehabilitation

This project will provide structural rehabilitation for critical process flow conduits at the Blue Plains Advance Wastewater Treatment Plant. Four critical shutdowns to the west influent pump station, grit chambers, and primary sedimentation tanks are required. The first was completed on 3/17/21 to install stop plates to maintain partial operation during the remainder of the work. The 2nd shutdown started on 3/22/21 and is focusing on concrete rehabilitation in two (2) of the four (4) grit chamber channels. This is a 21-day planned shutdown.

Blue Plains Solar Project

Solar panels have successfully been installed on the dock at Blue Plains. The ground mounts, carport and roof array systems have been energized and are currently being tested. The dock is the last portion of panels to be placed in service in May.



Solar Panels installed at Blue Plains dock



The Lead-free DC program has produced maps of shovel-ready projects and continues to work towards completing the 10- year plan.

Fiscal Year	LPRAP (Assistance Program)	Voluntary Full	CIP Full	CIP Partial	Emergency Full	Emergency Partial	Total LSRs	FY21 Goal	Partials	Partials %	Goal %
FY2021	98	269	13	7	45	1	343	500	8	1.8%	2.10%



Updates on Current Projects:

CSO 025/026 Sewer Separation

- Anchor Construction will begin the construction phase of the CSO 025/026 Sewer Separation. Reviewing construction submittals before ground-breaking.

Northeast Boundary Tunnel

- The Northeast Boundary Tunnel is a 23' Diameter 5-mile-long tunnel designed to provide CSO control and flooding relief in NE, DC.
- As of April 9, 2021, approximately 98% of the tunnel has been mined.
- The tunnel is planned to be placed in operation in 2023.

South Dakota Avenue Investigation and Repair

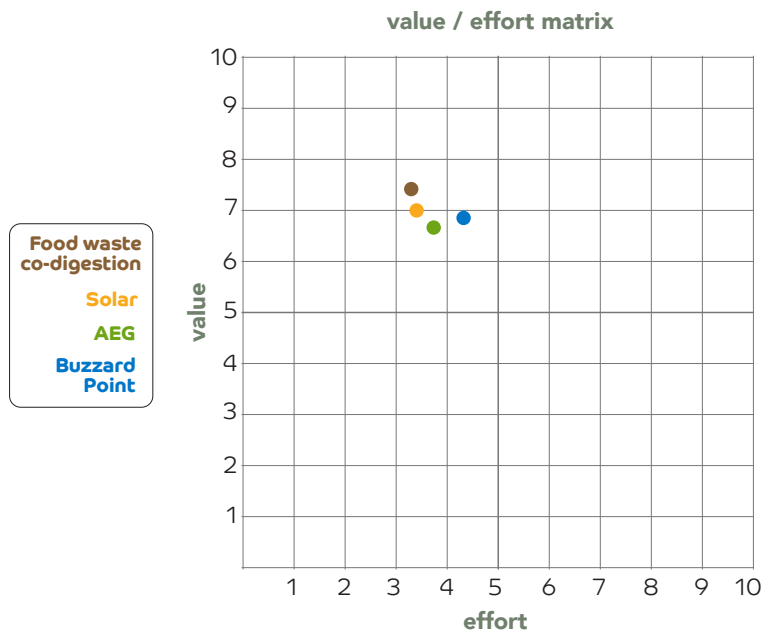
- The South Dakota Engineering Analysis report and Letter to the Community have been sent to residents.
- Manhole rehabilitation/repair work is completed.
- Water main replacements under design.

National Arboretum (Hickey Run) Sewer Rehab

- Worked closely with the National Arboretum, DOEE and other permitting agencies to fast-track authorizations to commence work on compromised sanitary sewer infrastructure.
- Started construction on emergency repair of aerial sewer crossing in the US National Arboretum (Hickey Run).
- Started construction of stream-bank stabilization upstream of aerial crossing.

Putting our Innovation Evaluation Process in Motion for Solar Projects

In our recent Innovation Refresh strategy development, we used this definition for innovation: "Both a mindset and a practice, innovation is a creative process that drives positive impact in a new or unique way." The mindset refers to culture, spreading a culture of innovation across the enterprise. The practice refers to the practice of innovation, the governance and methodologies to solicit, discover, evaluate, test, and scale innovative ideas. Last month, we started the evaluation of a subset of innovative ideas, assessing each on perceived value and effort. Wayne Griffith, EVP Strategy and Performance brought the evaluation results to the Senior Executive Team and we've asked Mr. Griffith to proceed with evaluating the staffing and project planning needed in the next evaluation stages of several solar projects. This is a significant milestone, taking the first innovation concepts through the new innovation journey and starting to build our backlog of innovative projects.



dc High Risk Audit Findings

Open High Risk Prior Audit Findings

Audit FY	Issue Date	Audit Report	High Risk Open Finding	Original Target Date	New Target Date	
1	2016	7/28/2016	Training, Licensing, and Certification	Identification and monitoring of training requirements by position <i>Status notes: Two of three training buckets (safety and compliance) have been configured in LMS. Coordination underway with HRBPs to complete final training bucket (technical training).</i>	9/30/2017	10/1/2021
2	2017	4/27/2017	Data Privacy Assessment	Finding Issued in Executive Session	5/1/2017	11/30/2021
3	2017	10/26/2017	Entity Level Assessment	Lack of a comprehensive risk management function to evaluate entity-wide risk	10/1/2018	3/31/2022
4				Lack of Authority-wide policy and procedure management function <i>Status notes: EPMO is in the process of developing an Enterprise Risk Management (ERM) Policy to be institutionalized across the enterprise. EPMO is also developing a policy regarding policy and procedure administration to address Authority-wide policy development, issuance, and maintenance. A DC Water Policy Administrator position will be created.</i>	9/30/2018	2/28/2022
5	2017	10/26/2017	Materials Management Operations and Inventory	Inadequate documentation of variance review and root cause analysis for Lawson inventory data <i>Status notes: New field for variance review and root cause detail has been incorporated into new Oracle ERP Inventory module. A new cycle count process will be implemented by the end of April.</i>	1/17/2018	4/30/2021
6	2018	1/24/2019	Enterprise Work Order Management Assessment	DWO – Inadequate capture of labor and materials cost data in Maximo work orders <i>Status notes: Pilot for hydrant program is complete. Roll out of valve application is anticipated by the end of the fiscal year.</i>	9/30/2020	9/30/2021
7	2019	4/25/2019	Legal Operations Assessment	Lack of definition of Office of Legal Affairs' role in matters across the Authority <i>Status notes: Milestones provided by Legal regarding closure of this item. Meetings have been held with Division Chiefs to discuss the process of drafting a service level agreement (SLA) to formalize the role Legal Affairs will play and how and when Divisions should reach out to Legal for counsel.</i>	9/30/2020	9/30/2021

Open High Risk Prior Audit Findings

Audit FY	Issue Date	Audit Report	High Risk Open Finding	Original Target Date	New Target Date	
8	2019	4/25/2019	Occupational Safety and Health Internal Audit	Outdated comprehensive safety plan for the Authority <i>Status notes: Safety policies are now going through the process of leadership review and communicating to the various Unions for feedback and discussion.</i>	3/1/2020	9/31/2021
9	2019	7/25/2019	Purchasing Card Internal Audit	Non-compliance with documented PCard and TCard policies <i>Status notes: PCard policy has been updated and updated training conducted for all cardholders. TCard policy updates are on-hold given other COVID-19 response priorities and limited TCard usage.</i>	5/25/2020	On hold
10	2019	1/23/2020	Asset Management Assessment	Inaccurate data captured in GIS map and data table <i>Status notes: GIS team has made progress identifying required fields and missing data. PowerBI dashboard created to monitor linear asset attributes. Delays caused by competing priorities for COVID-19 response and Engineering organization review.</i>	7/31/2020	7/31/2021
11	2020	4/23/2020	Facilities Management Internal Audit	Utilization of Maximo – Inconsistent Entry of Materials & Labor Work Order Monitoring – Lack of Supervisor Review & KPIs <i>Status notes: Facilities will be working in coordination with IT and Materials Management to facilitate the capture of materials on individual work orders, along with training personnel on the use of new mobile tablets for work order completion, including Foreman review requirements.</i>	6/15/2020	8/31/2021

Legend	
	Past due
	Original target date has not yet come due

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CEO Report Dashboard

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Interpretation of Charts A

Color Key

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




ORGANIZATIONAL PERFORMANCE DASHBOARD (Mar 2021)


Financial Highlights

Net Operating Cash (\$tho)		Operating Revenue (\$m)		Operating Expenses (\$m)		Capital Disbursement (\$m)		Operating Cash Bal (\$m)	
Actual	73,052.00	Actual	342.00	Actual	277.20	Actual	188.00	Actual	217.40
Target	57,523.00	Target	365.60	Target	302.10	Target	248.60	Target	180.00

Core Invest Yield (%)		Short Term Invest Yield (%)		Delinquent Acct Receivables (%)		On-time Vendor Payments (%)	
Actual	0.87	Actual	0.13	Actual	4.16	Actual	94.00
Target	0.19	Target	0.01	Target	3.00	Target	97.00

Operations and Engineering Highlights

Lead Concentration (ppb)	Total Coliform Rule (%)	Biosolids Production (wet tons)	Total Nitrogen (lbs/yr mil)
		Actual 354	

Plant Effluent Flow (gal mil)	Excess Flow (gal mil)	Water Main Leaks	Water Valve Leaks
	30	25	3

Fire Hydrants Insps. And Maint.	Fire Hydrants out of Service	Fire Hydrants Replaced (YTD)
931	40	13

Sewer Lateral Backups	Dry Weather CSO	Permits Processed within SLA (%)	Electricity Usage (Kwh)
148	0	83	19314

Customer Experience Highlights

Call Center Performance		Command Center Performance		Emergency Response Time	
Actual	92%	Actual	84%	Actual	100%
Target	85% 	Target	85% 	Target	90%  (% of calls Received)

Low Income Assistance Program Highlights

SPLASH Contributions (\$tho)		Customer Assist. Program (\$tho)	
Actual	36.92	Current	192.10
Target	40.00	Previous	134.12

People and Talents Highlights

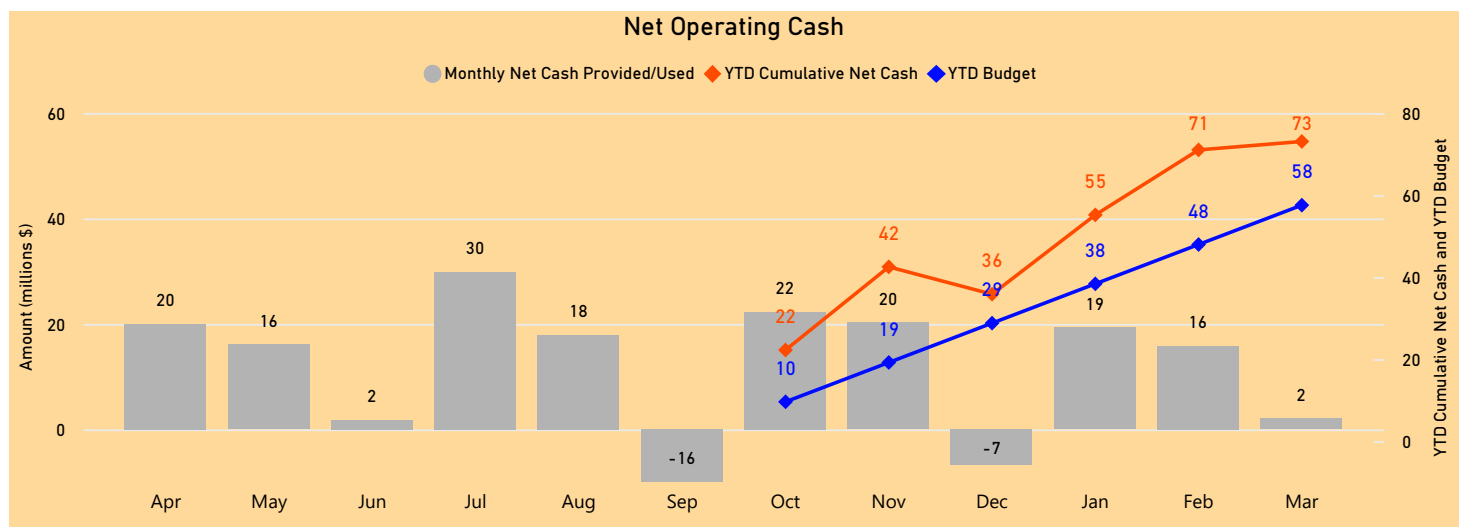
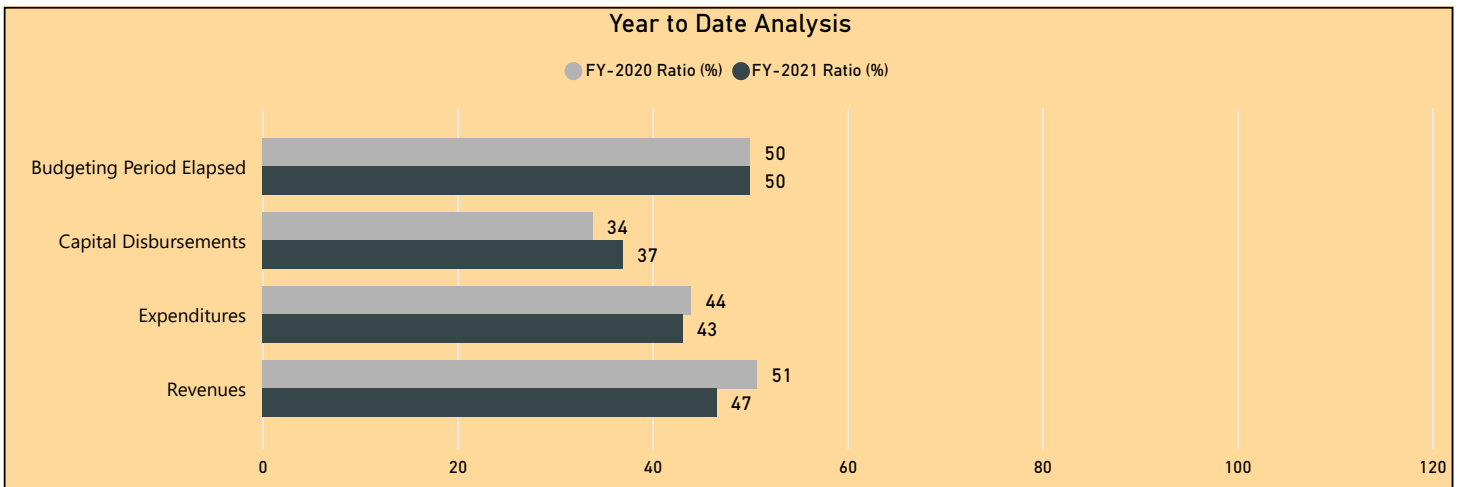
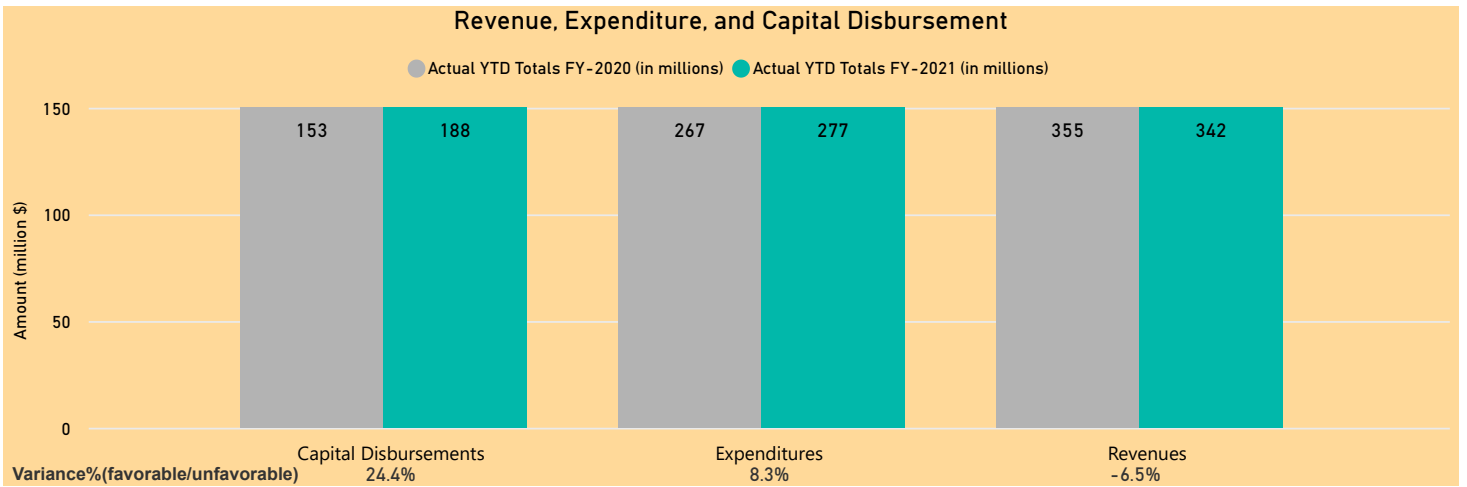
Recruitment Activity	
Filled	9
Open	35

Administration Highlights

Employee Lost Time Incidence Rate	
	2.60%

FINANCIAL HIGHLIGHTS

Financial Performance Summary

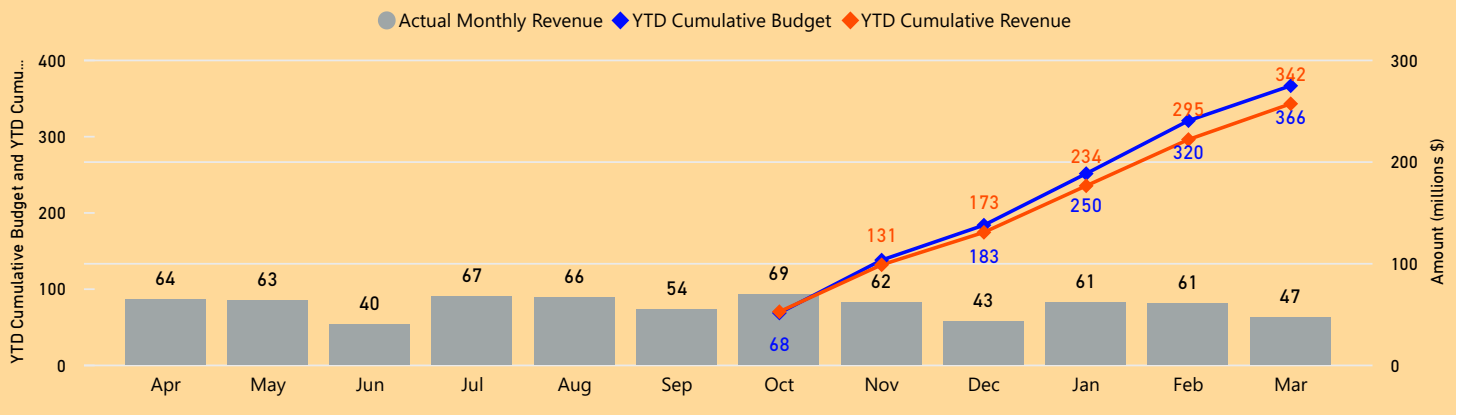


Net cash to date for March was above budget by \$15.5 Million

FINANCIAL HIGHLIGHTS

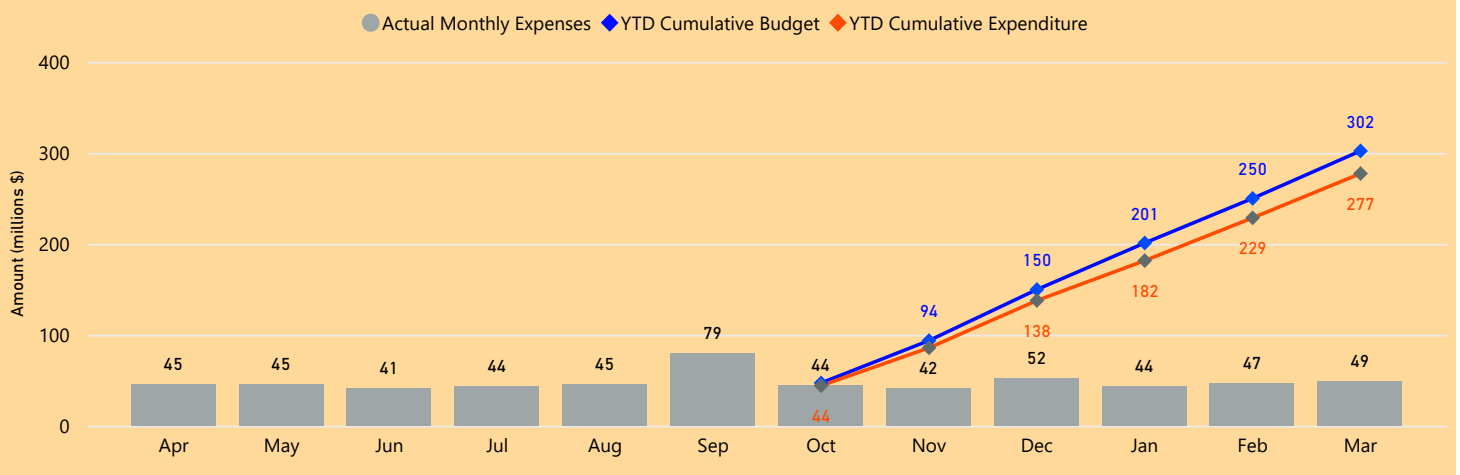
Revenues & Operating Expenses

Operating Revenues



Revenue to date for March was below budget by \$23.6 Million

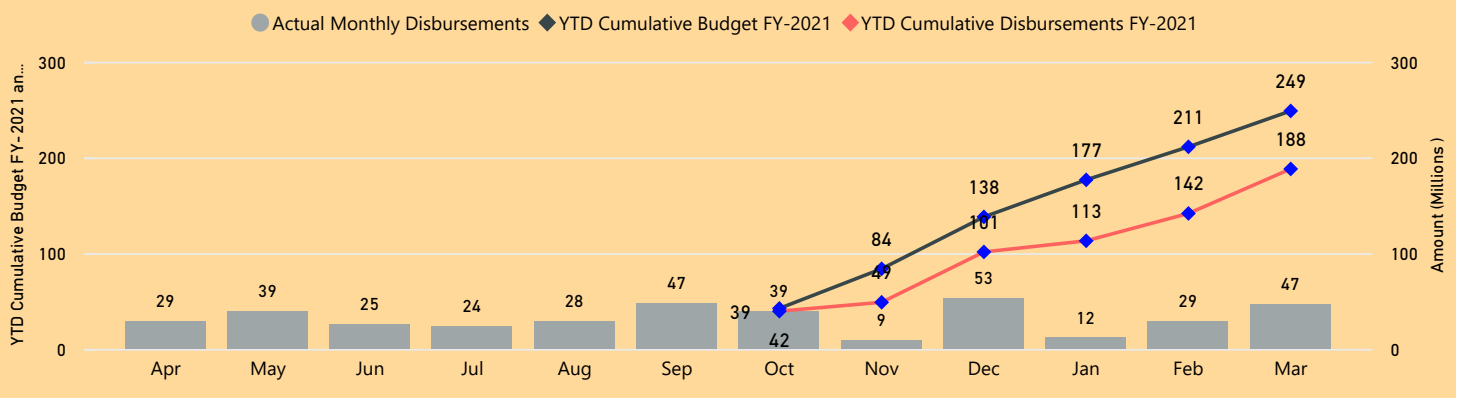
Operating Expenses



Expenditure to date for March was below budget by \$24.9 Million

Capital Spending

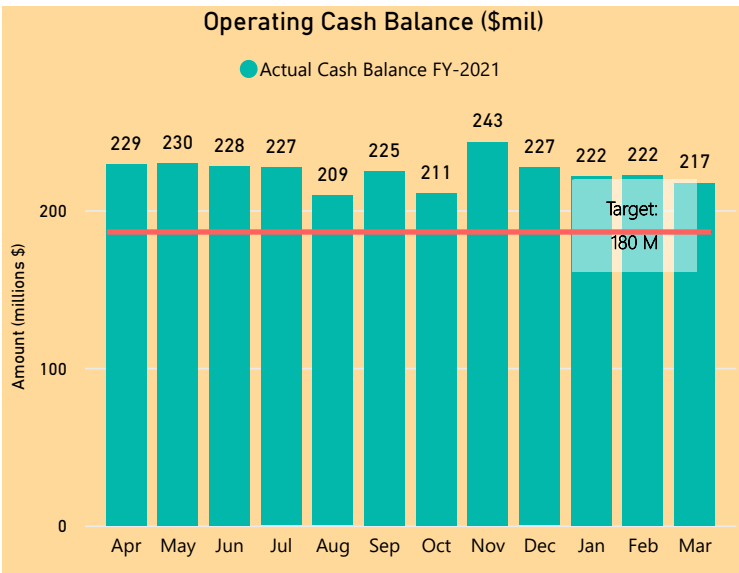
Capital Disbursement



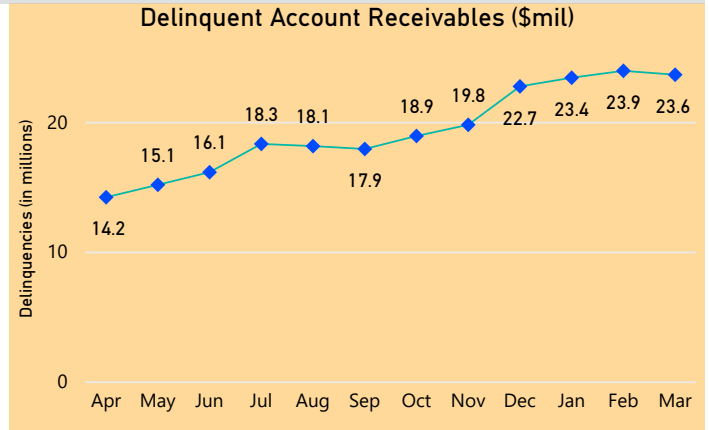
Disbursements to date for March was below budget by \$60.6 Million. YTD spending reflects comparison to the revised budget.

FINANCIAL HIGHLIGHTS

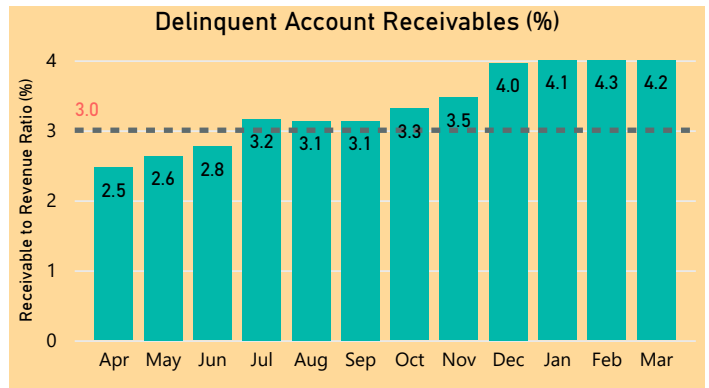
Operating Cash & Receivables



Cash Balance for March was above target by \$37.4 million

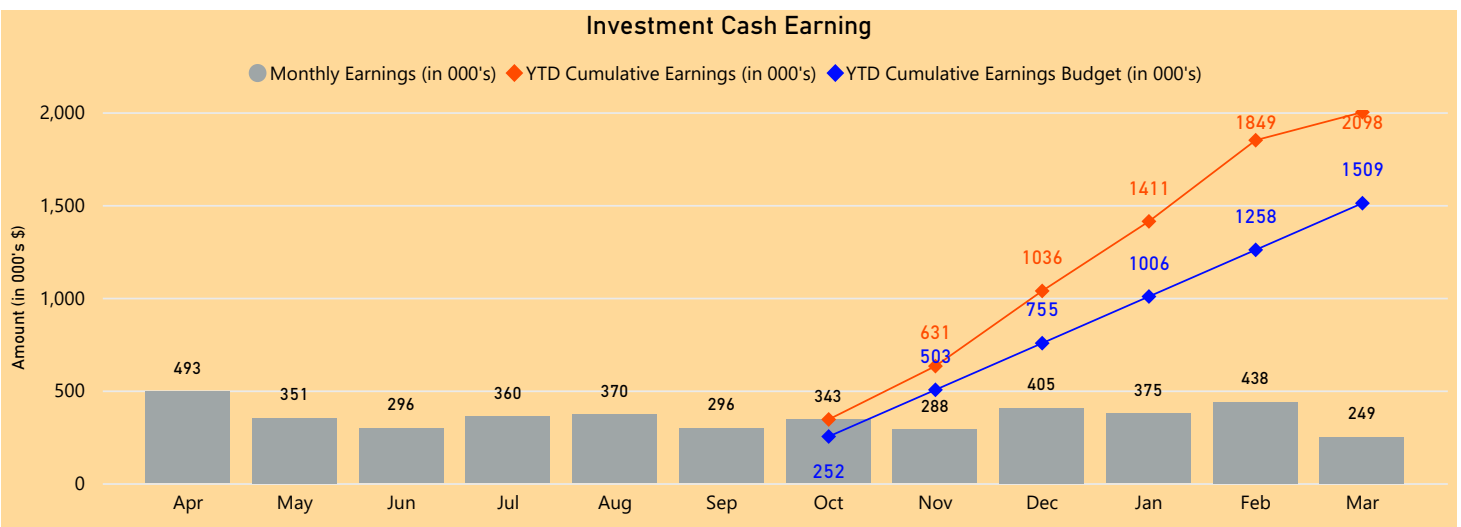


Starting March, the increase is primarily due to increased delinquencies and deferred payments resulting from the COVID-19 pandemic



March Receivables to Revenue Ratio is 4.16, Delinquency is \$23.62 million.

Investment Earnings

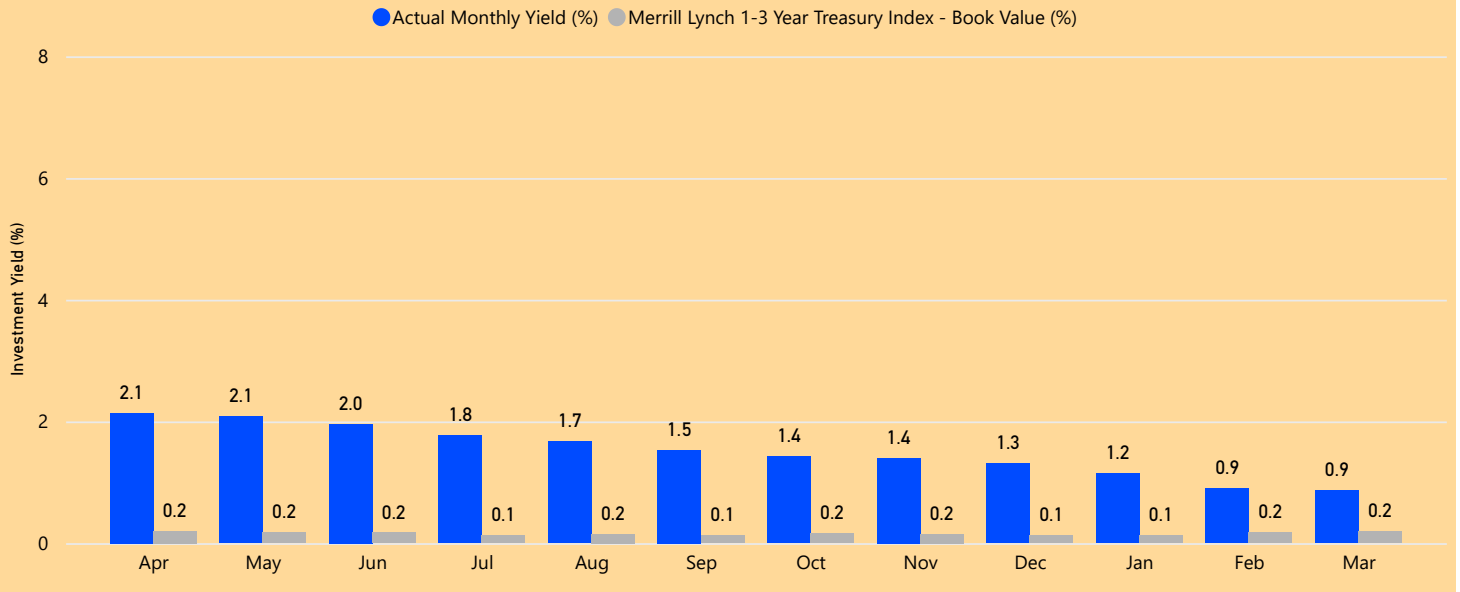


Earnings to date for March were above Projected Budget by \$588,462.

FINANCIAL HIGHLIGHTS

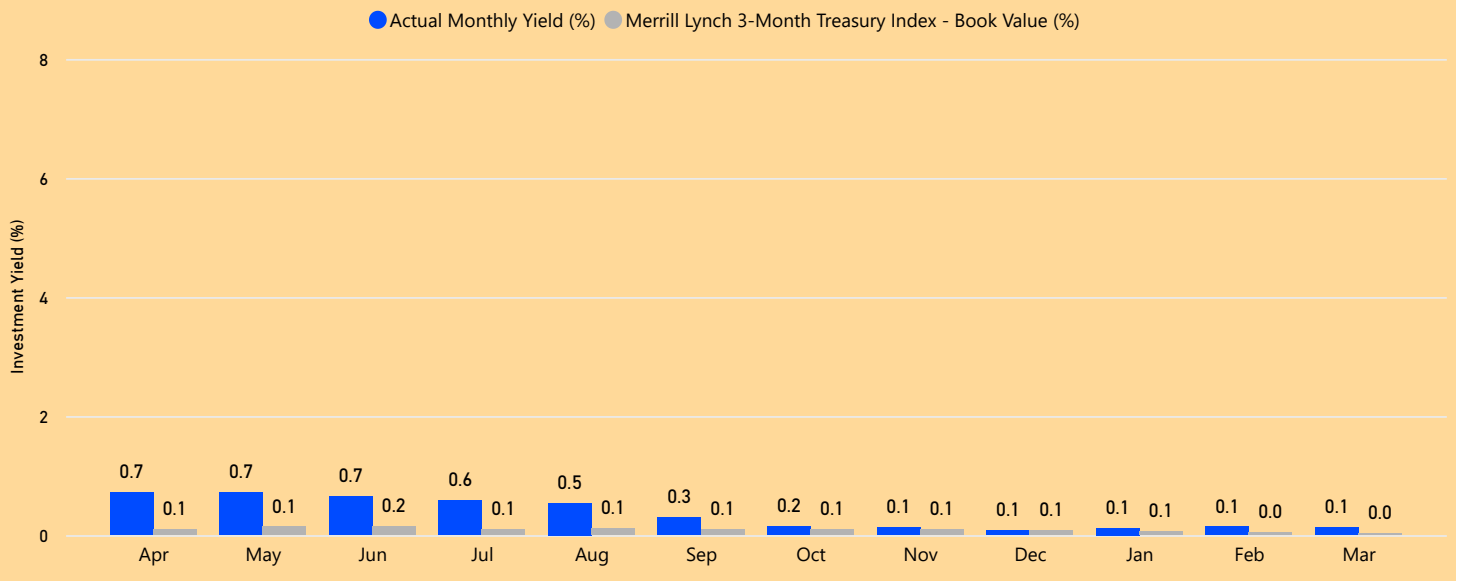
Investment Yields

Core Investment Yield



Yield for March was more than the treasury index by 0.68%

Short Term Investment Yield

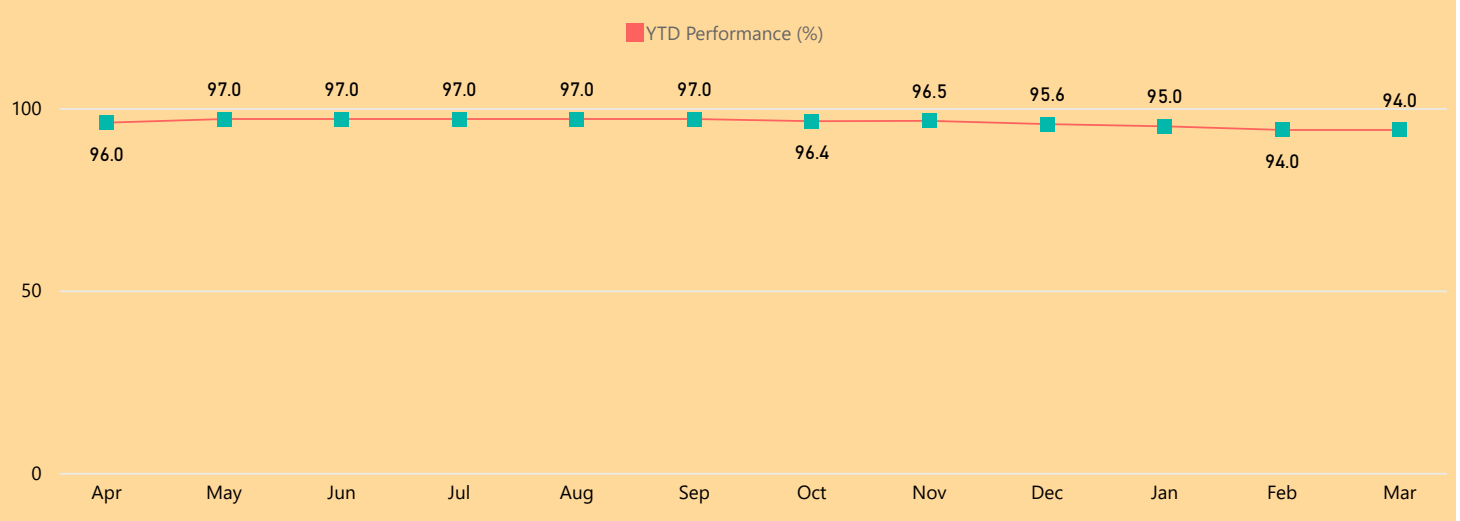


Short Term Yield for March was more than the Merrill Lynch yield by 0.12%

FINANCIAL HIGHLIGHTS

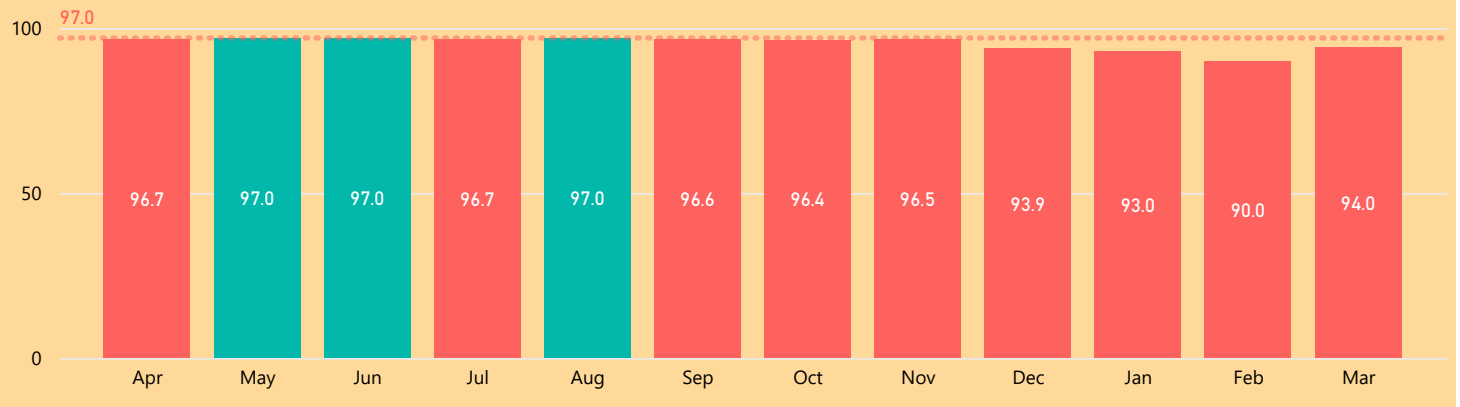
Vendor Payments

YTD Performance



Monthly Performance (%)

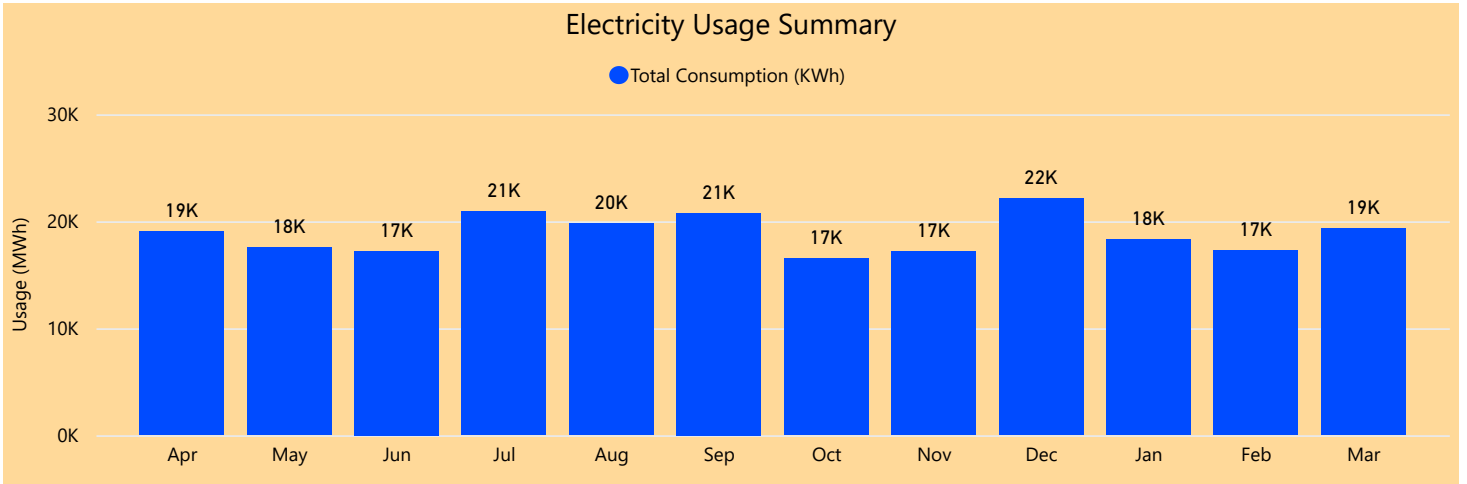
Target: 97%



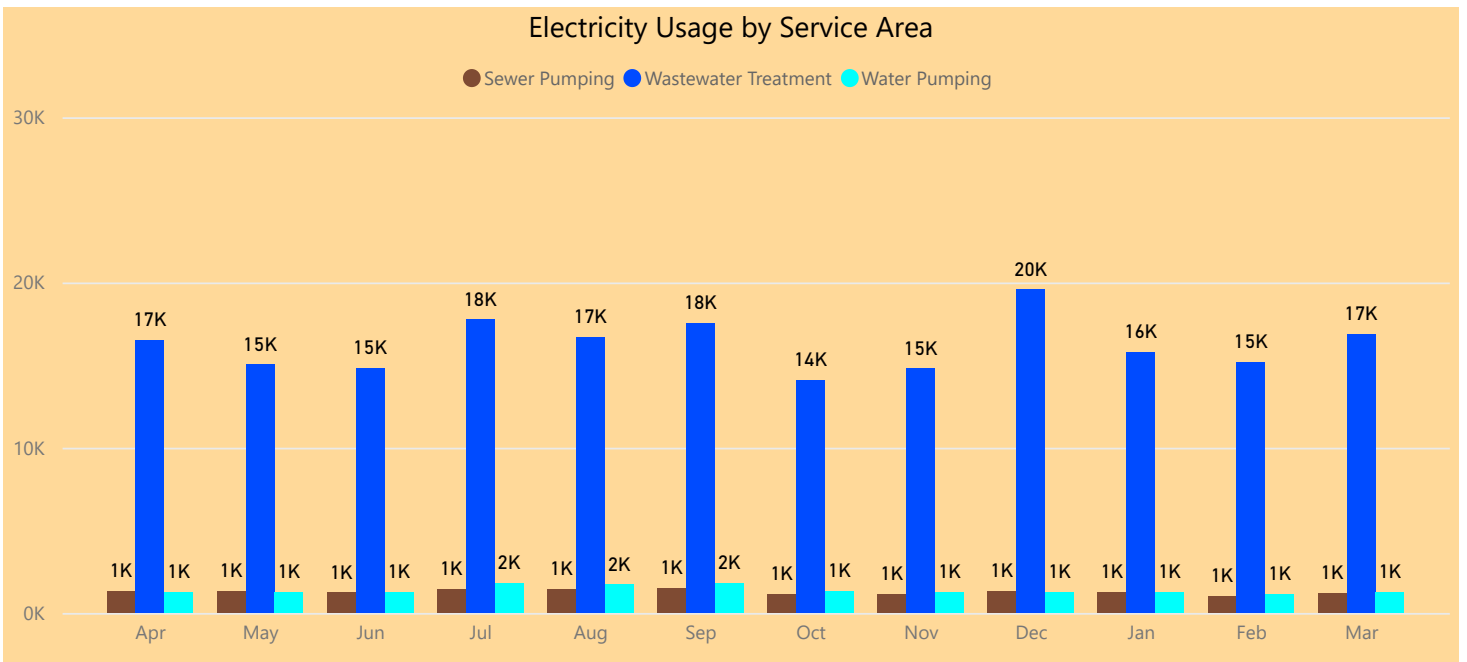
Performance for March was 3.0% below the monthly target of 97.0%

OPERATIONS AND ENGINEERING

Energy Consumption



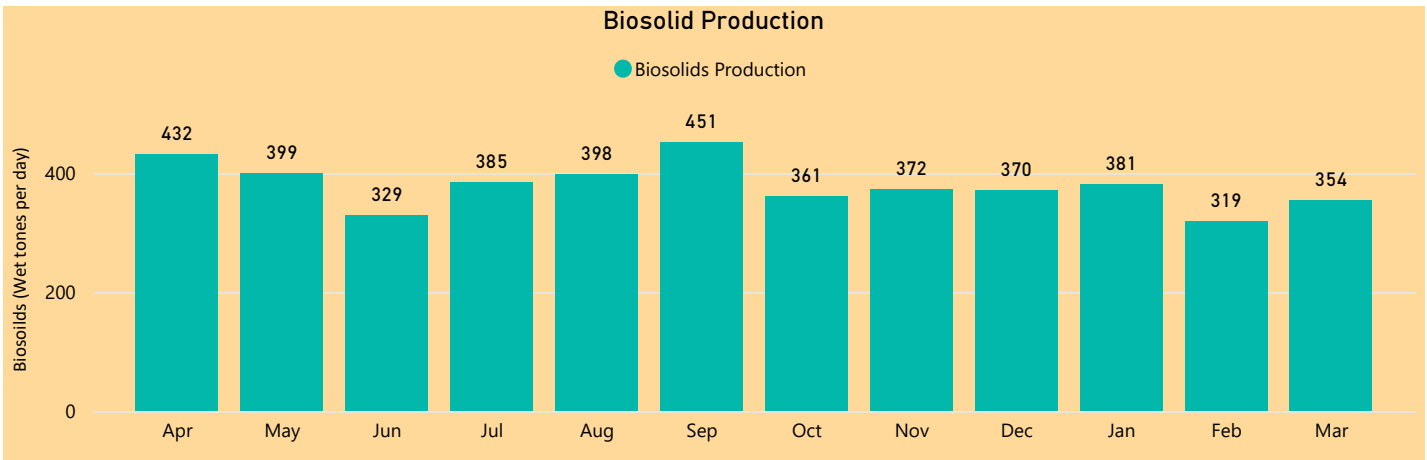
Electricity consumption in Mar 2021 was 19314 KWh.



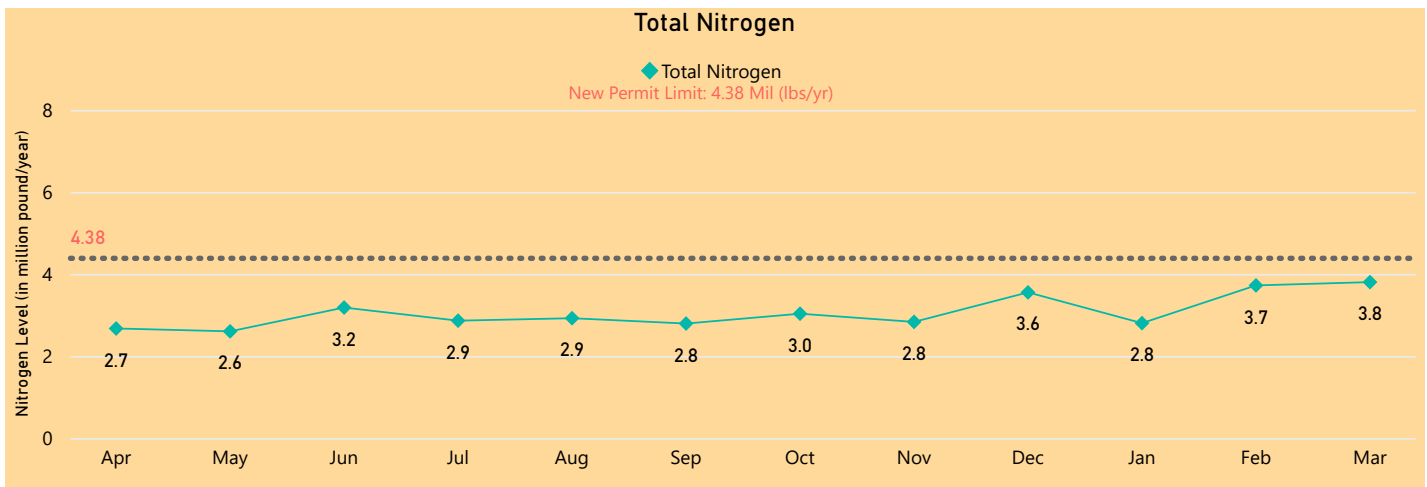
Wastewater treatment has the highest electricity consumption in Mar 2021 at 16868 KWh.

OPERATIONS AND ENGINEERING

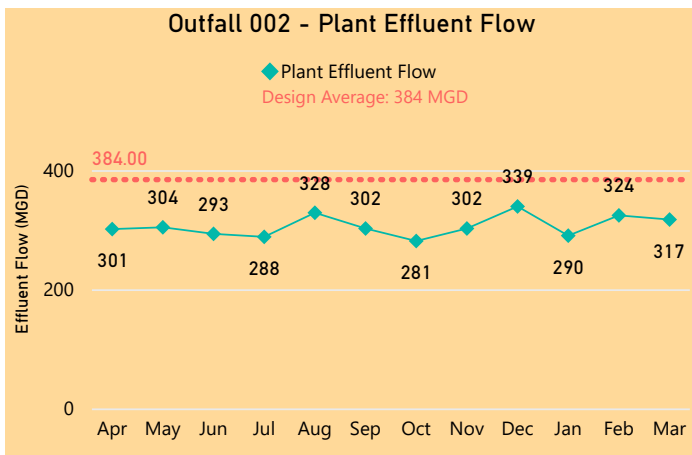
Wastewater Treatment



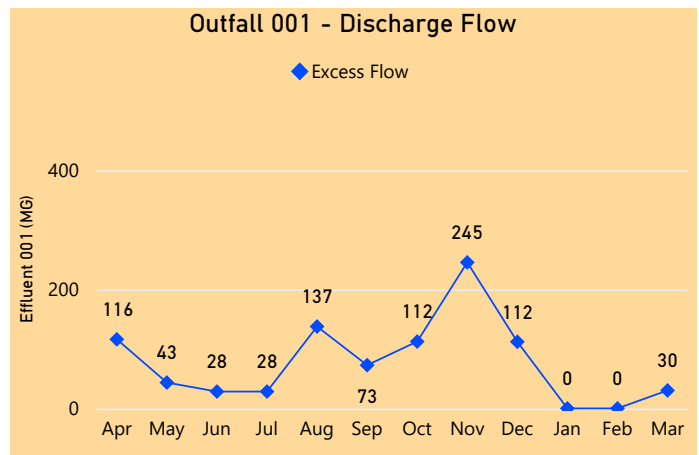
Biosolids daily production for Mar 2021 was 353.97 wet ton per day.



Nitrogen level for Mar 2021 was below permit by 0.58 million lbs/yr.



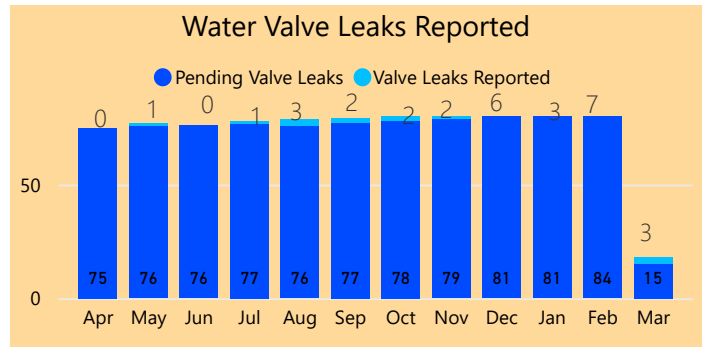
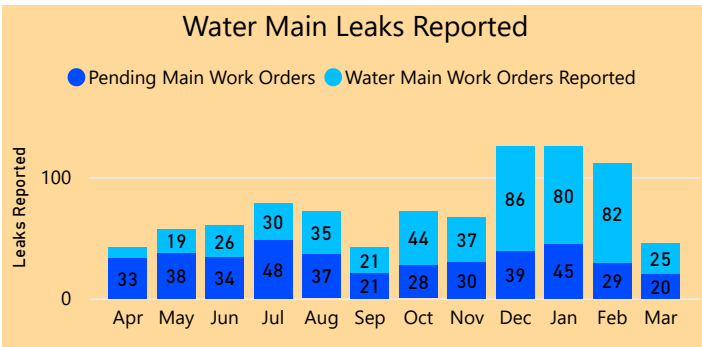
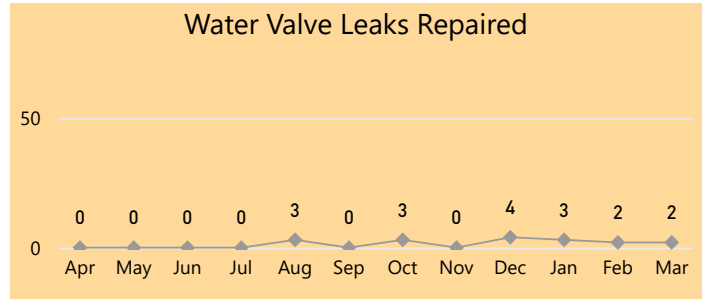
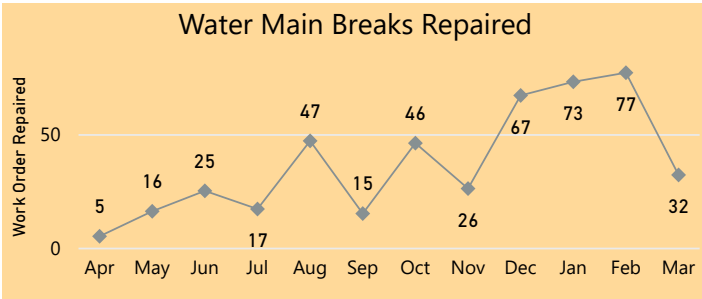
In Mar 2021 effluent flow was below permit by 67 MGD.



Excess flow events were recorded at 30.19 MG in Mar 2021.

OPERATIONS AND ENGINEERING

Water Distribution Operations



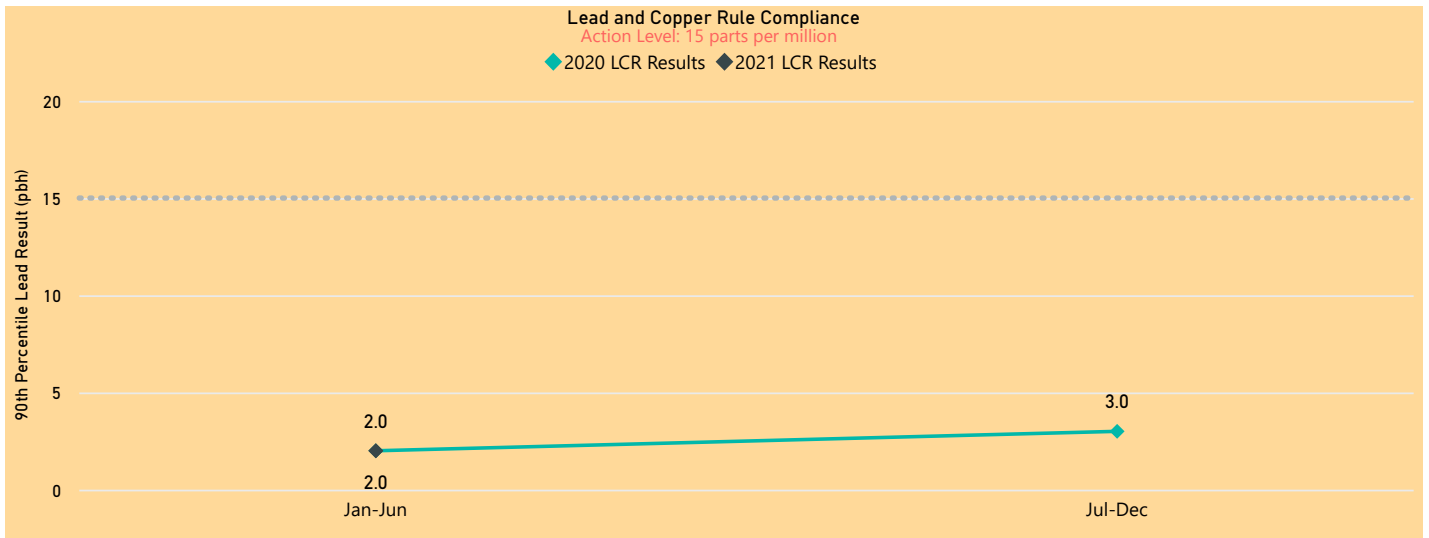
There were 25 Water Main Work Orders reported in March.

3 leaks were reported in March.

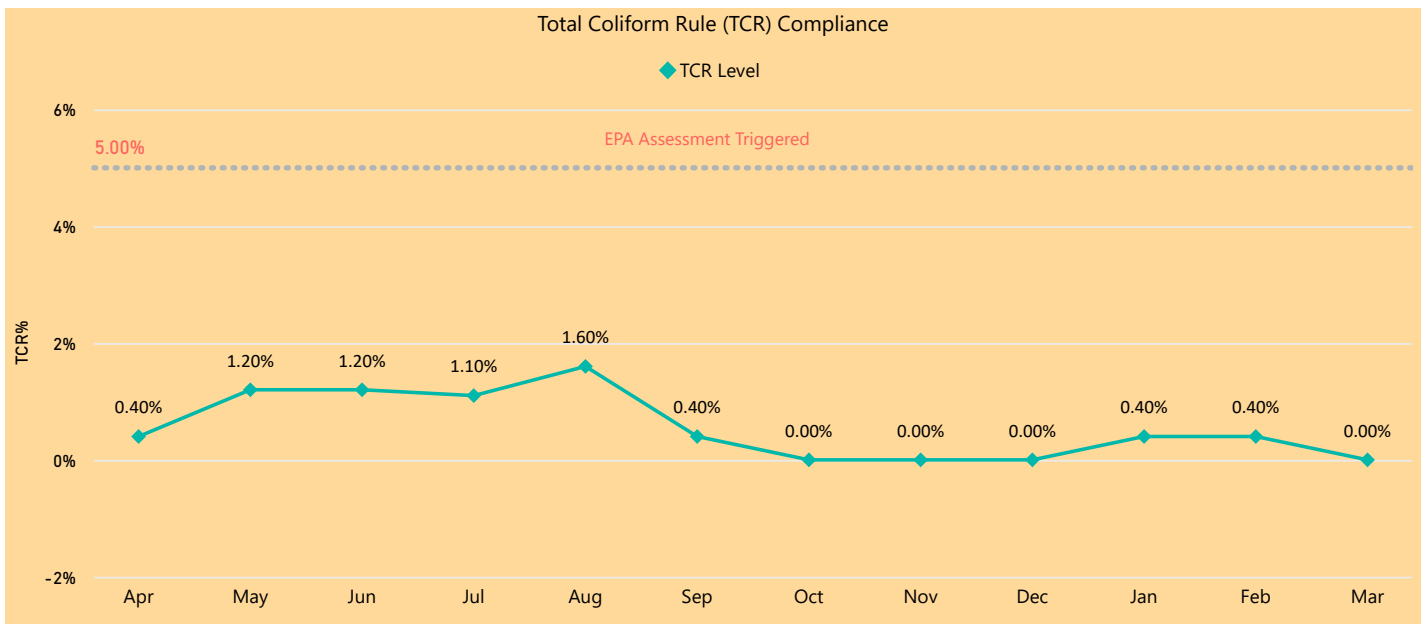
Water Balance

OPERATIONS AND ENGINEERING

Drinking Water Quality



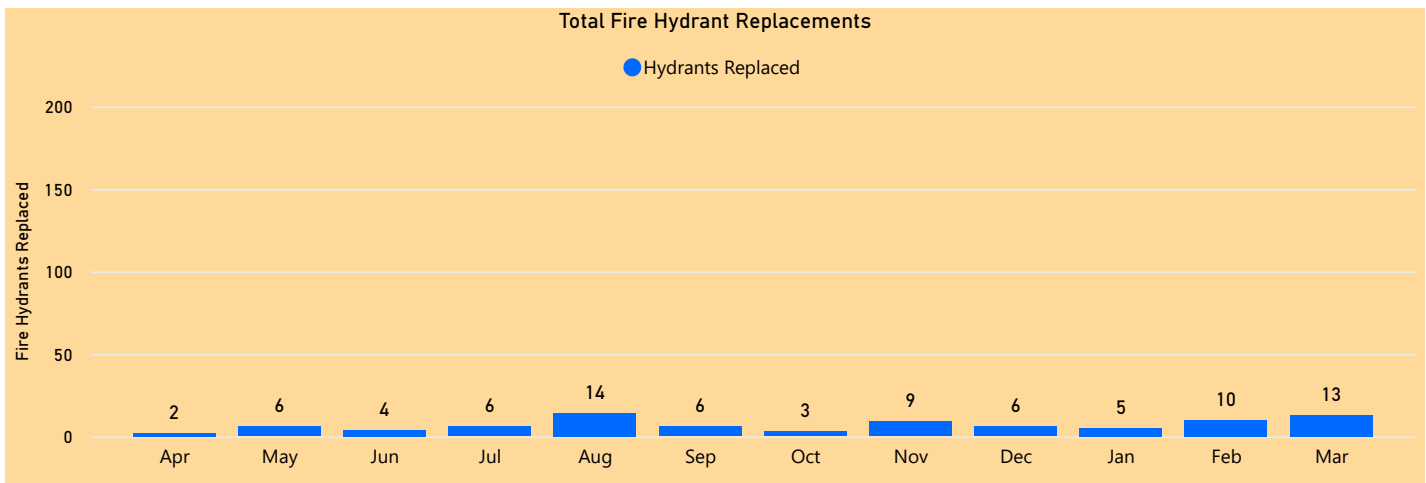
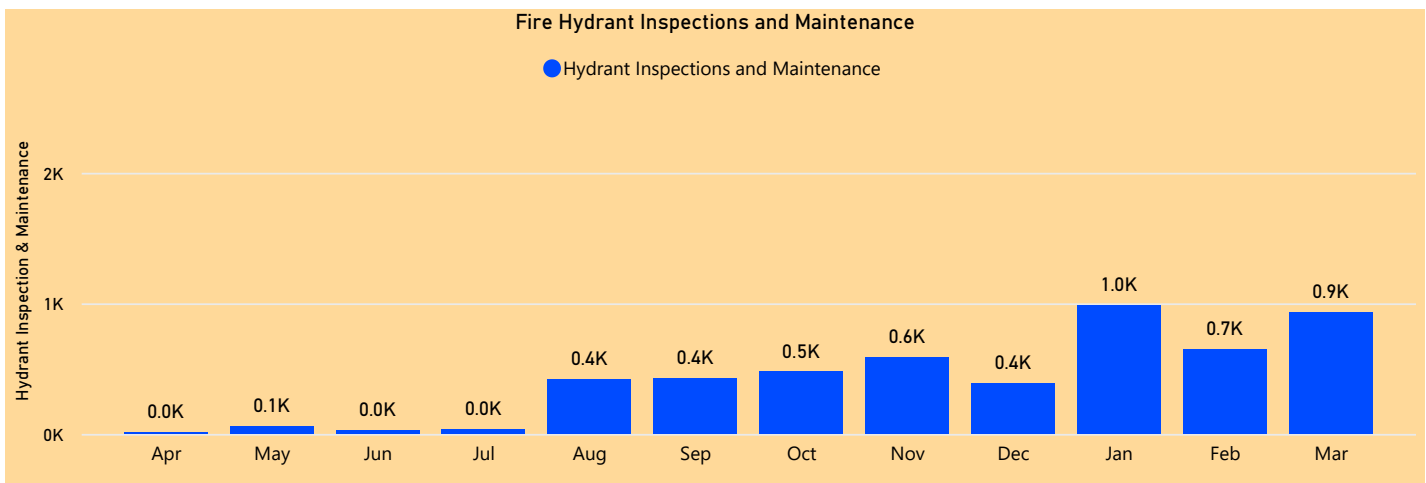
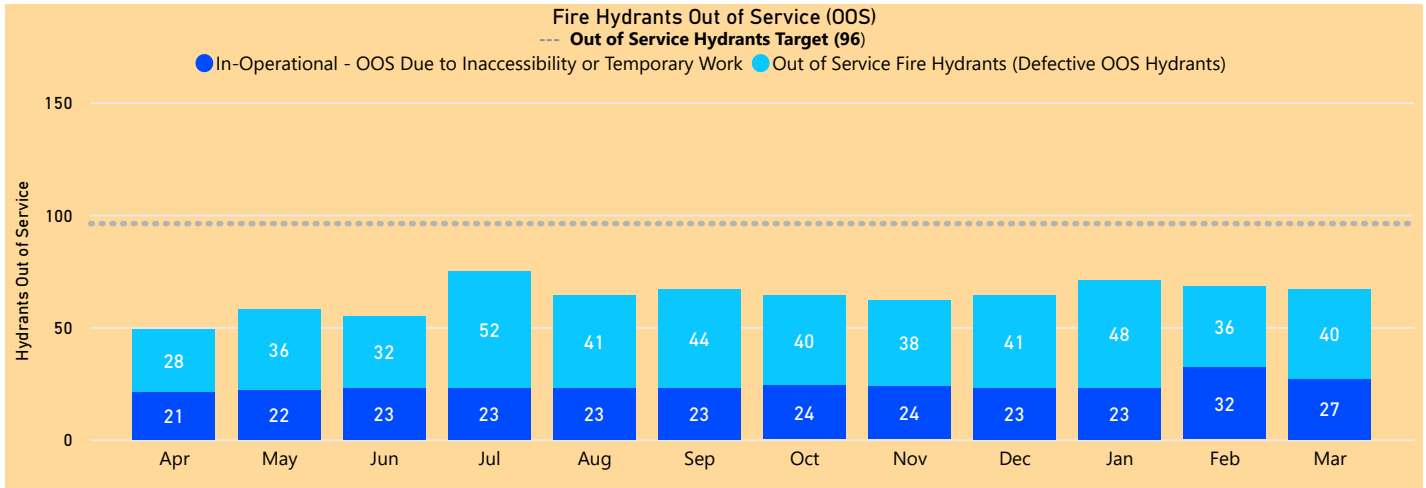
90th percentile of lead results for 1st semester 2021 is 2.5 ppb



Coliform Positive was recorded at 0% for Mar 2021

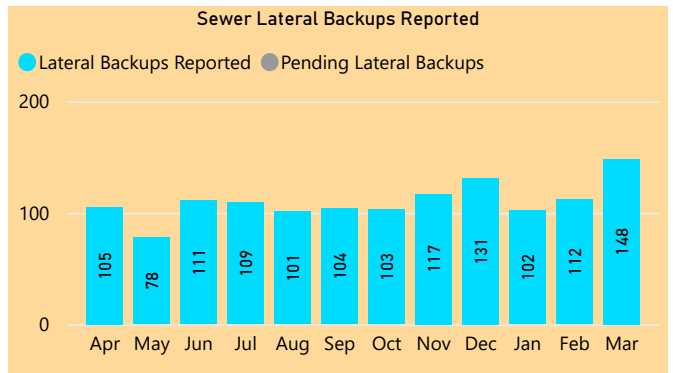
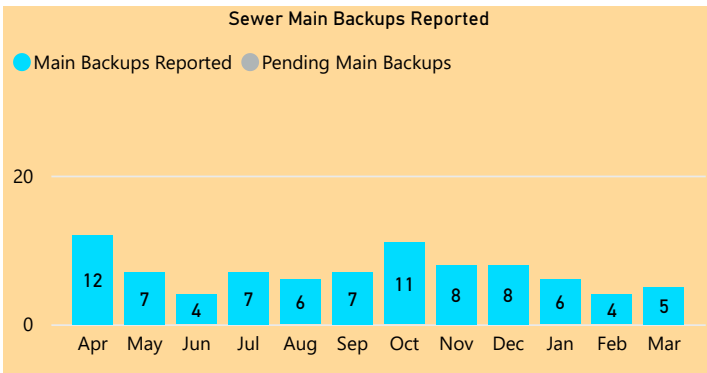
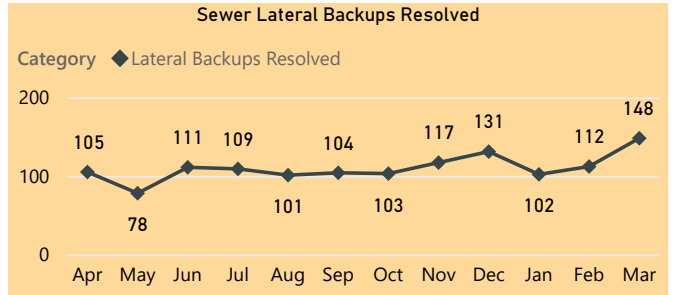
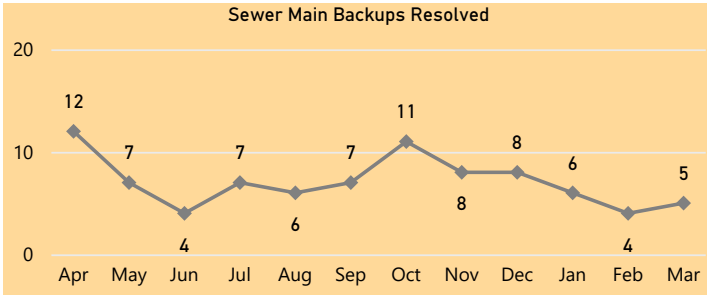
OPERATIONS AND ENGINEERING

Fire Hydrants



OPERATIONS AND ENGINEERING

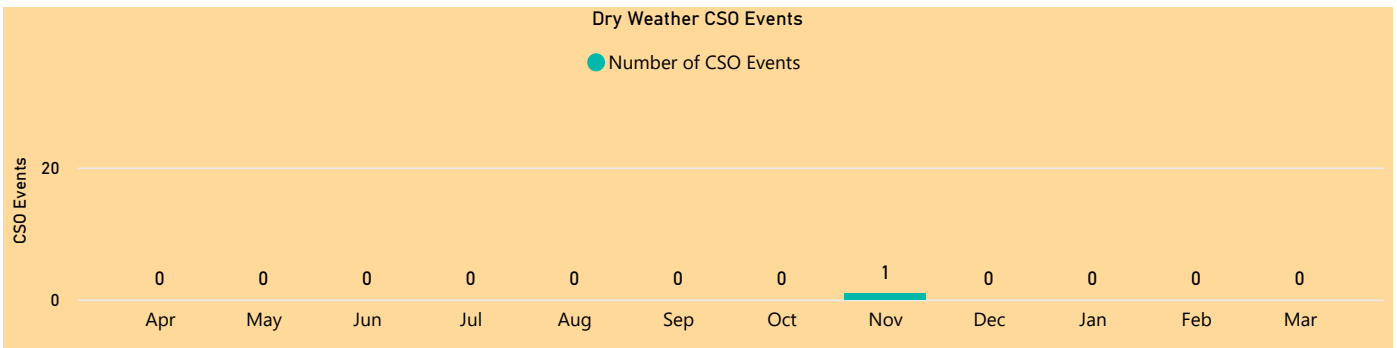
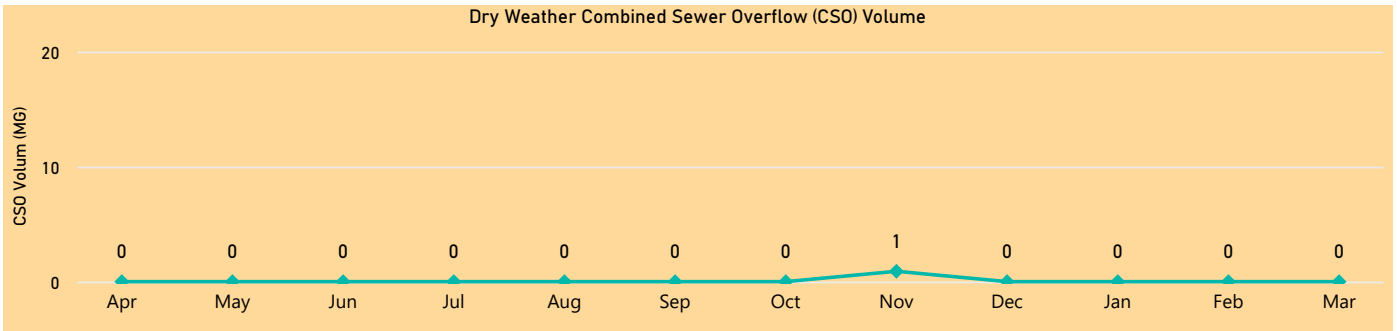
Sewer System Operations



0 pending main backup(s) reported

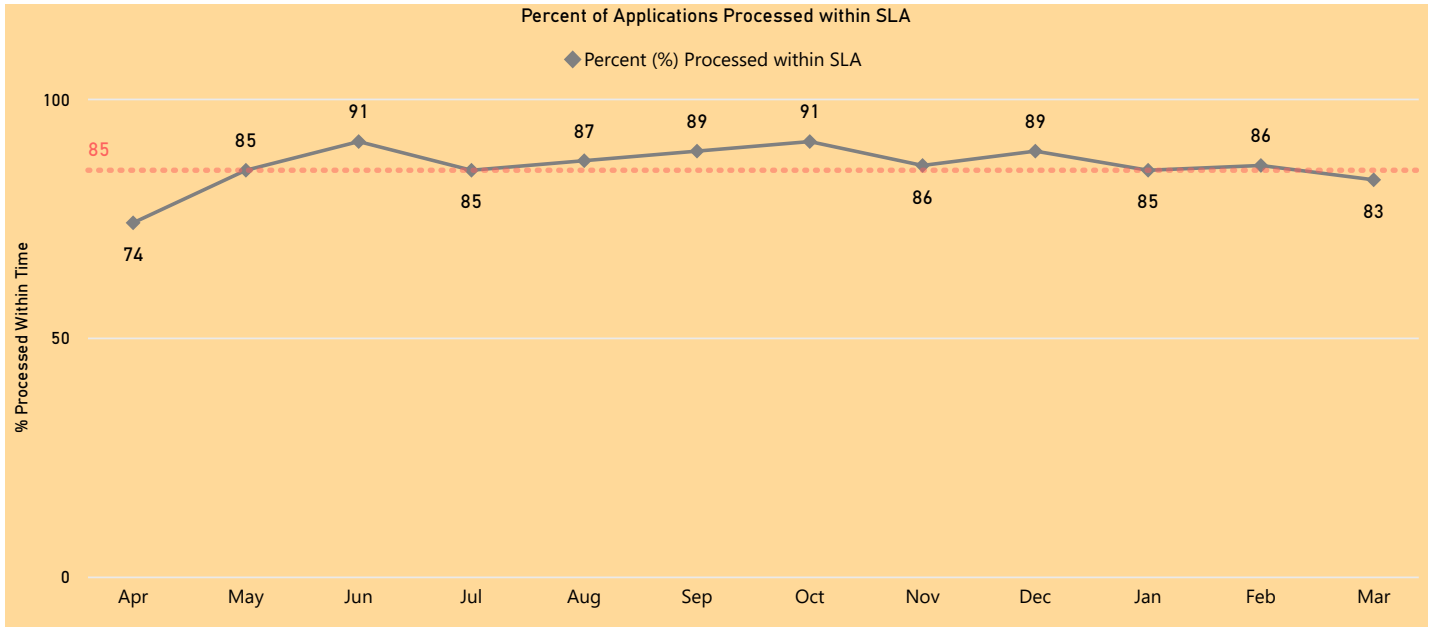
0 pending lateral backup(s) reported

Combined Sewer System

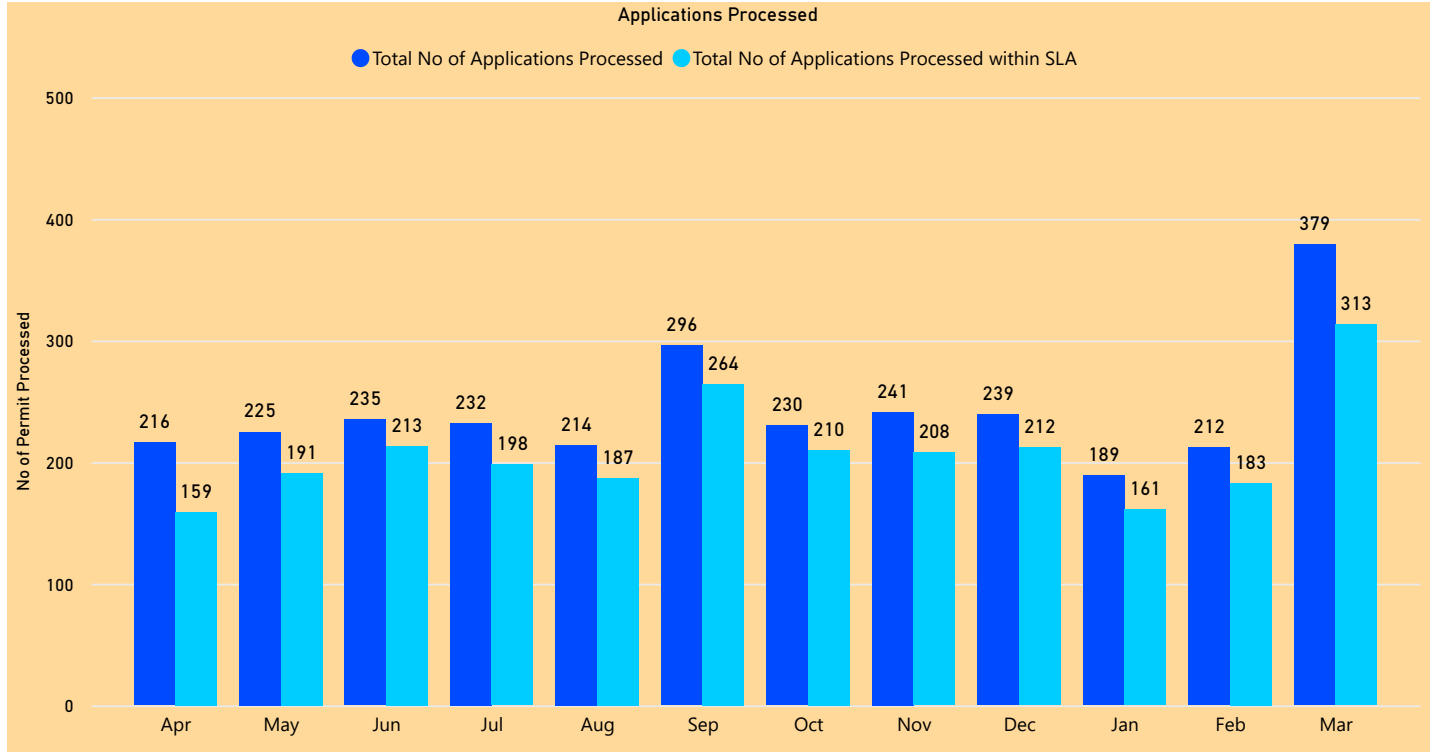


OPERATIONS AND ENGINEERING

Permit Processing

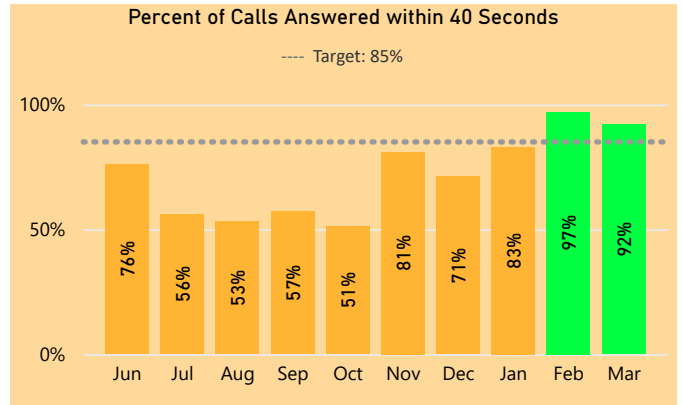
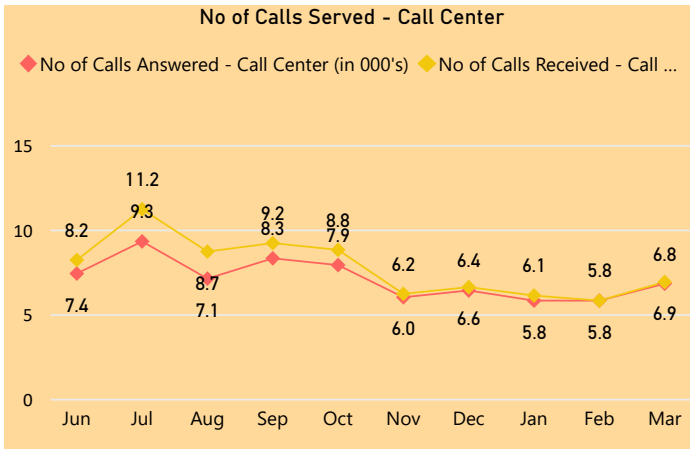


Permits processed in Mar 2021 were 2% below the SLA target 85%



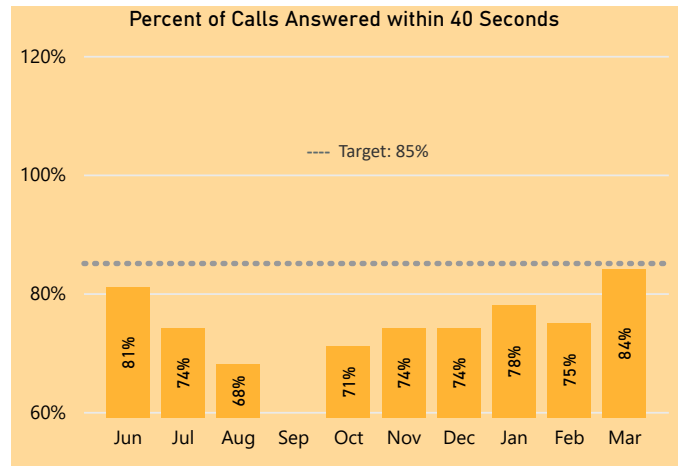
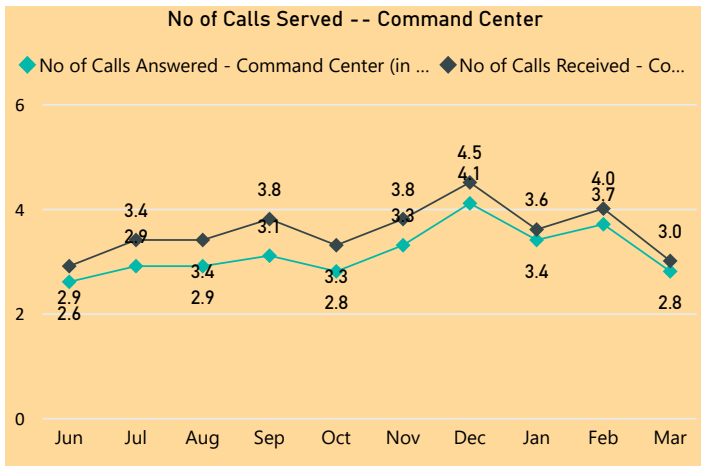
CUSTOMER EXPERIENCE

Customer Care - Call Center Performance



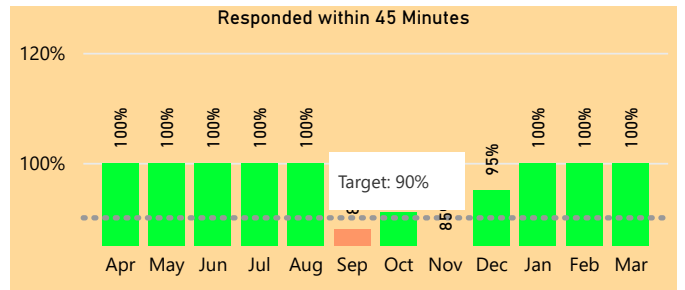
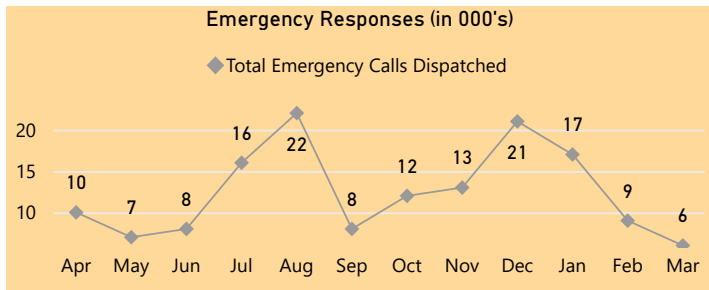
Call Center was above target by 12%.

Customer Care - Command Center Performance



Command Center was below target by 1%.

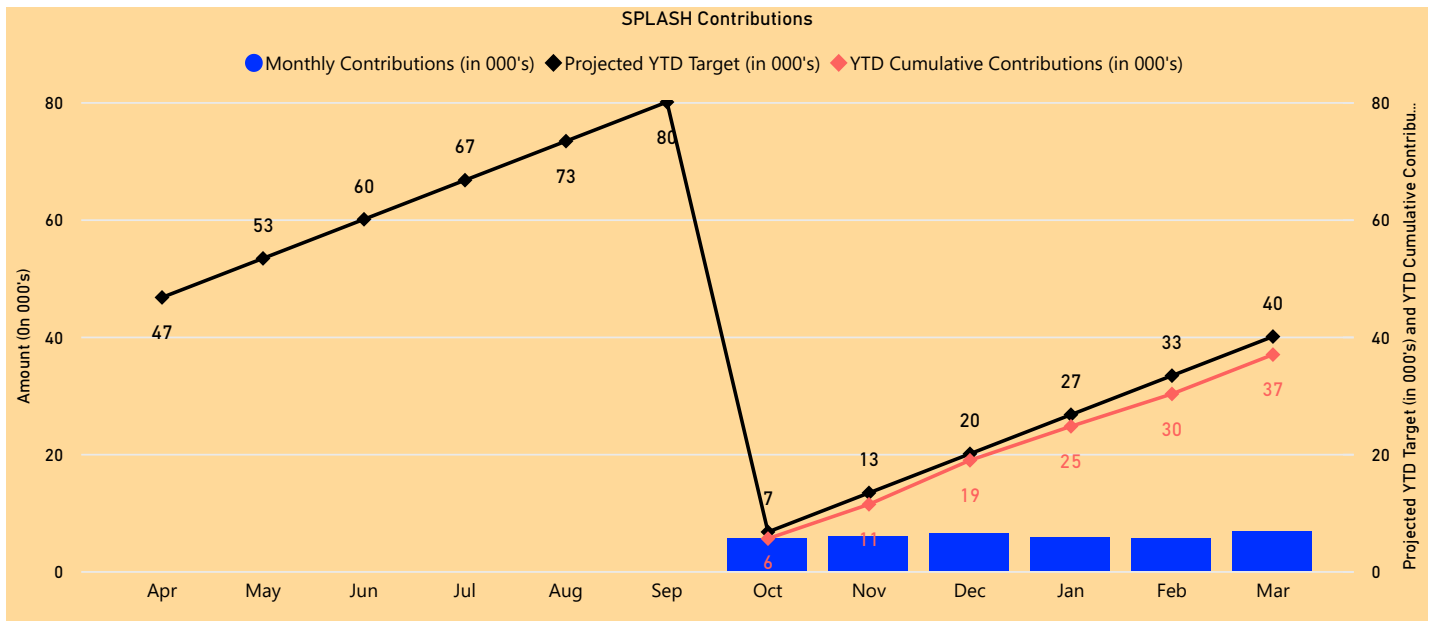
Customer Care - Emergency Response Time



Performance for Mar 2021 was above target by 10%.

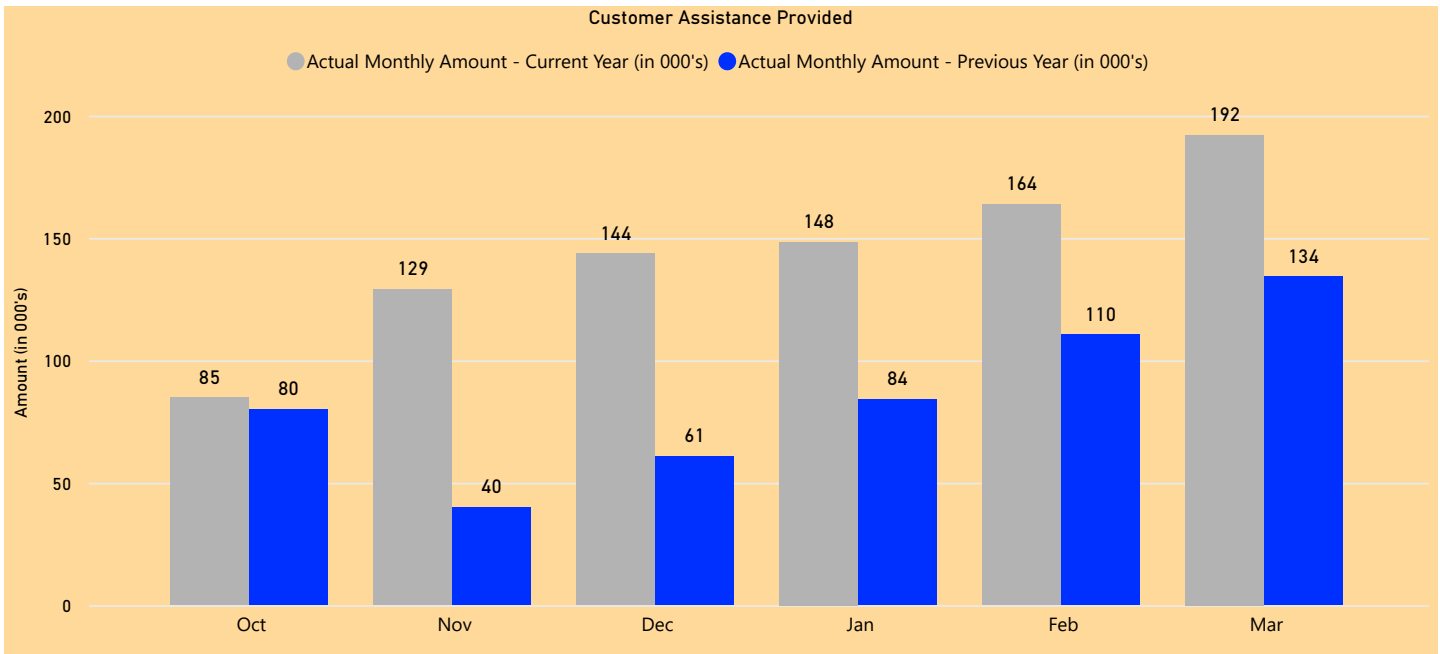
LOW INCOME ASSISTANCE PROGRAM

SPLASH Program



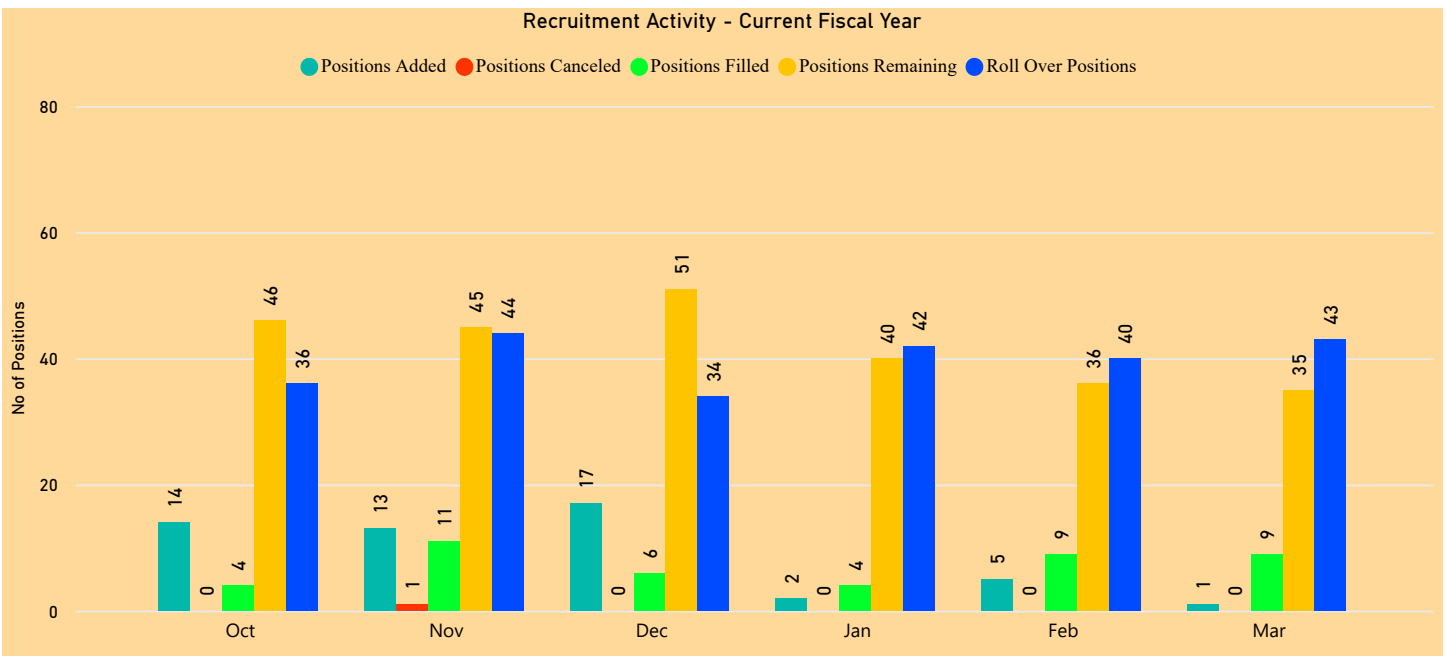
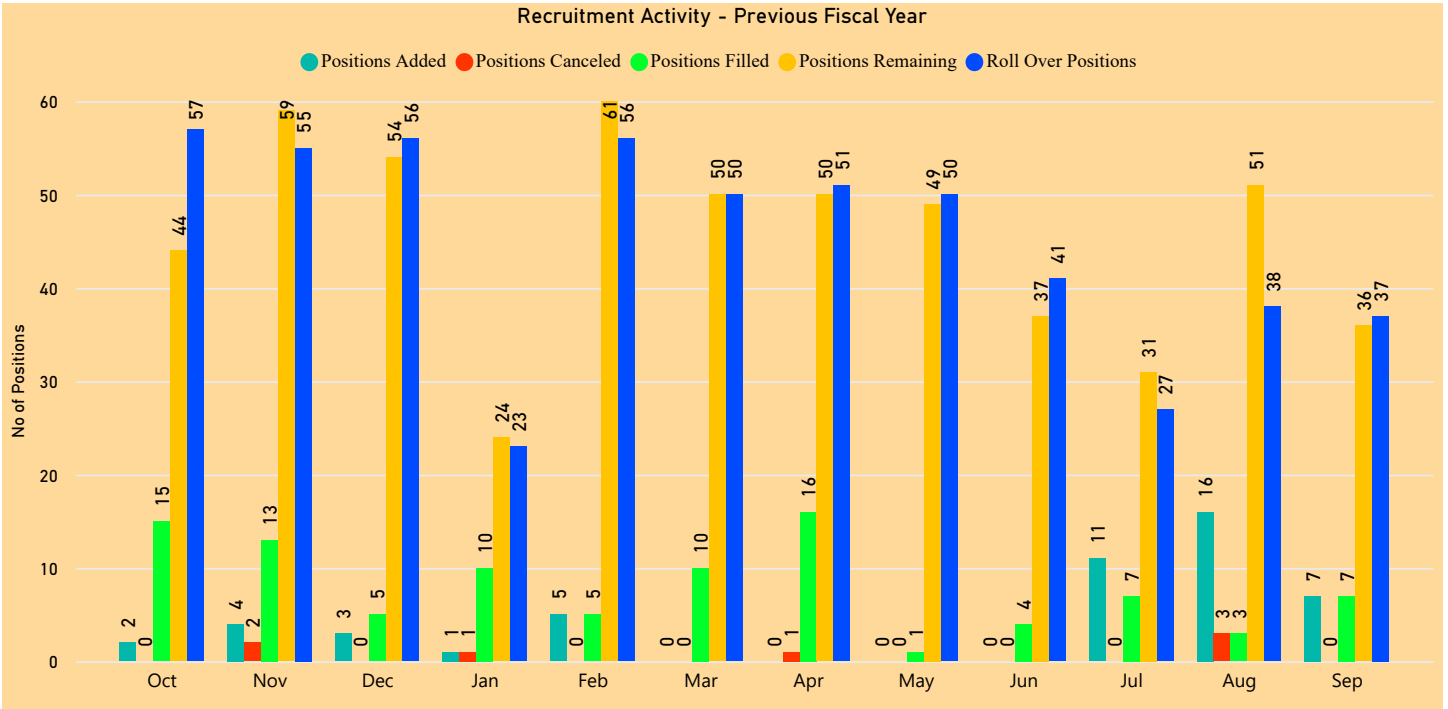
Total SPASH contribution to date for Mar 2021 was under target by \$3080.

Customer Assistance Program (CAP)



PEOPLE AND TALENT

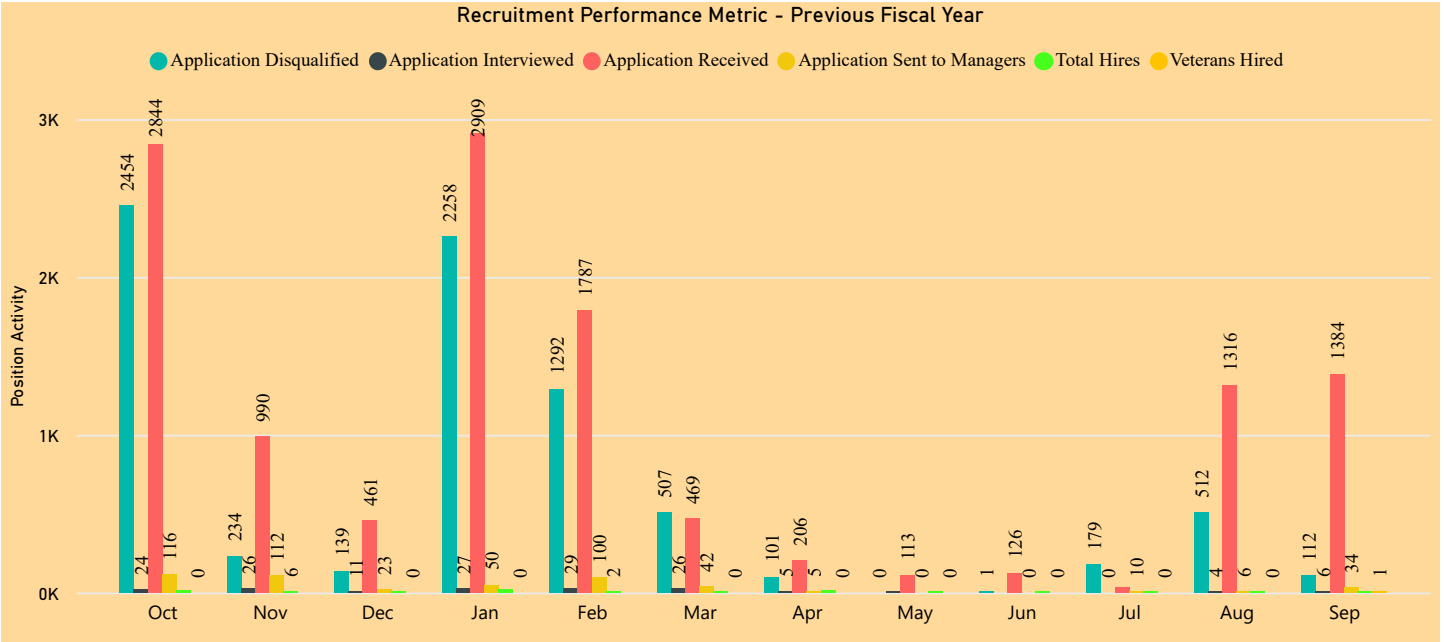
Human Resources



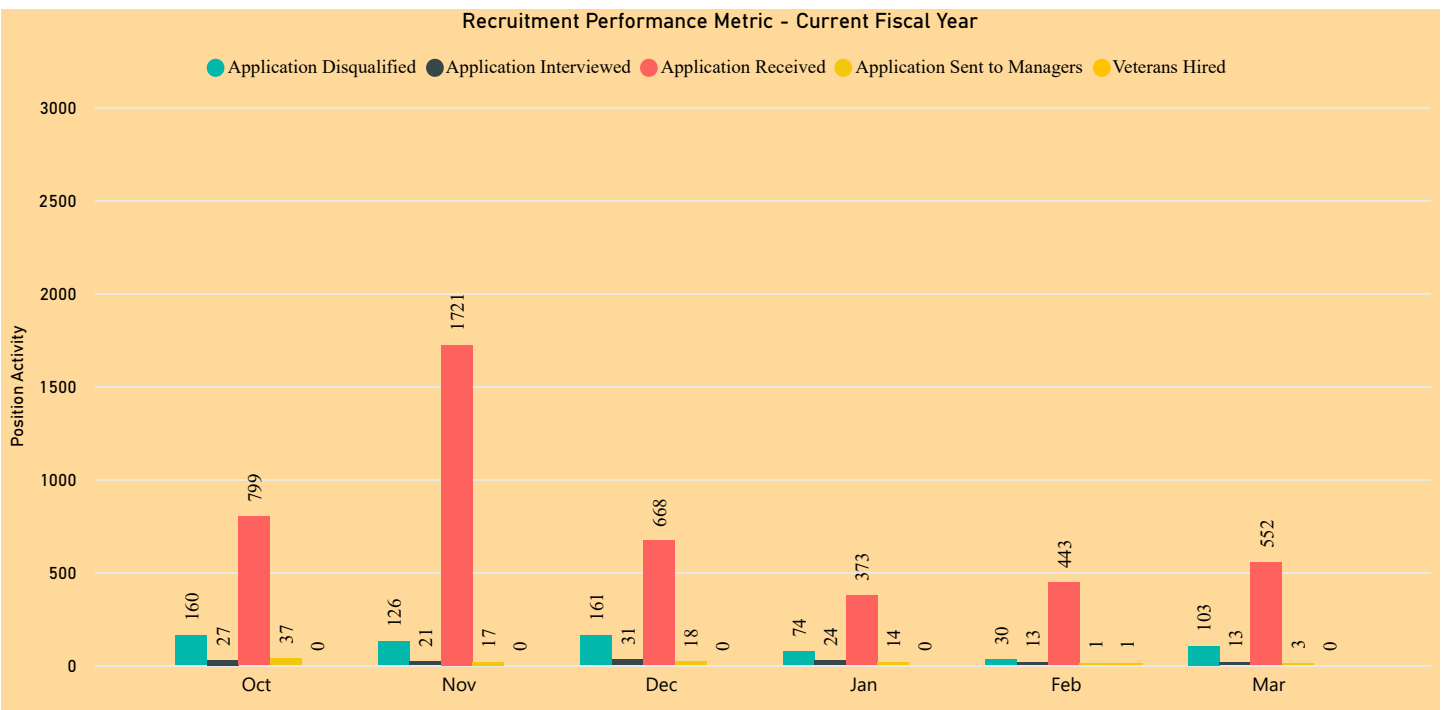
PEOPLE AND TALENT

Human Resources

Recruitment Performance Metric - Previous Fiscal Year

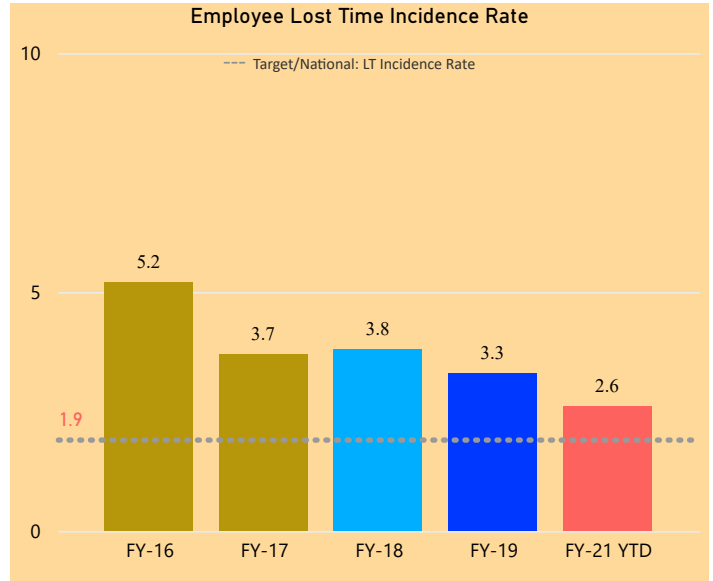
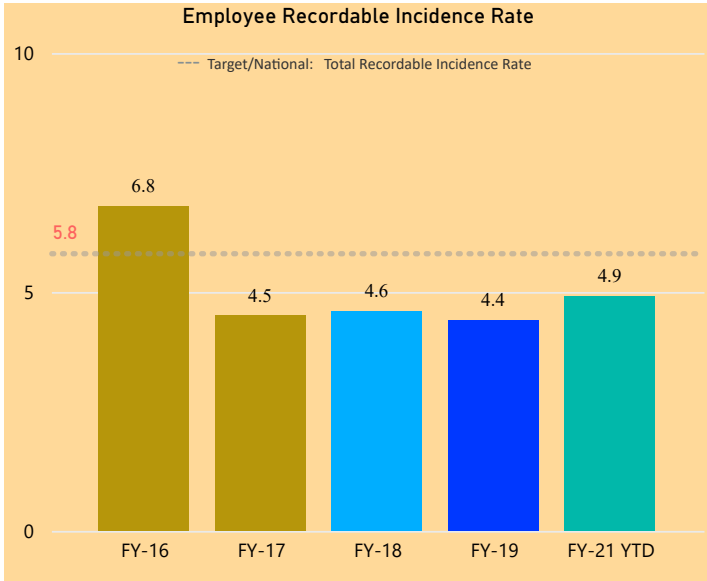


Recruitment Performance Metric - Current Fiscal Year



ADMINISTRATION

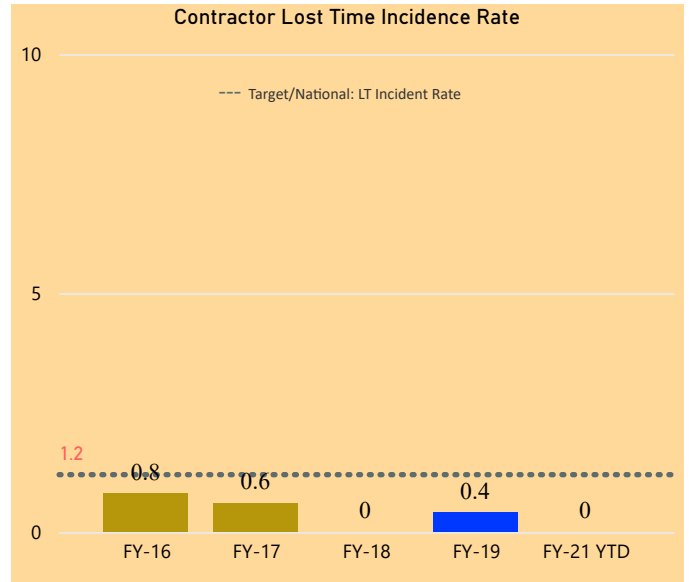
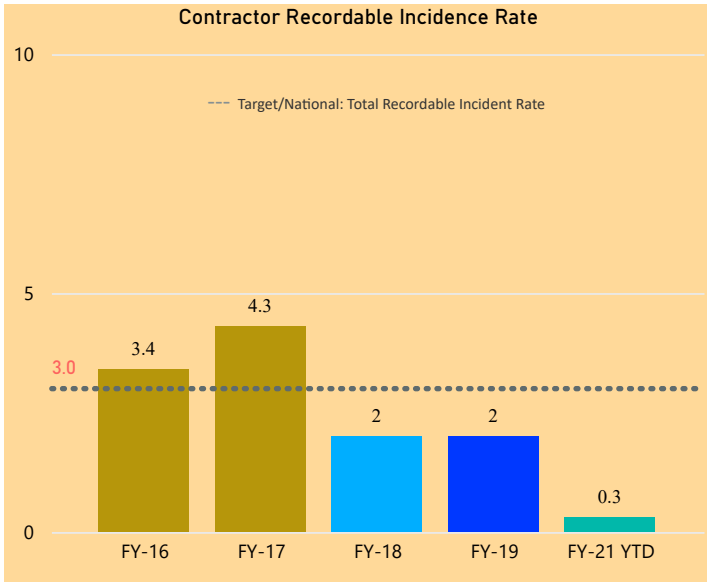
Safety



There have been 16 lost time incidents in FY 2021 YTD.

ADMINISTRATION

Safety



There have been 0 lost time incidents in FY 2021 YTD.

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

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

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

A

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 %.

OPERATIONS & ENGINEERING

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

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

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

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****

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

Dynamic Color Coding Legend

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

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

- 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

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 Per Month

- 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***

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

Total Applications Processed within Service Level Agreement (SLA)

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

Dynamic Color Coding Legend

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

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

CUSTOMER EXPERIENCE

CUSTOMER CARE

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

LOW INCOME ASSISTANCE PROGRAM

SPLASH Contributions

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

Customer Assistance Program (CAP)

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

PEOPLE AND TALENT

HUMAN RESOURCES

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.

Dynamic Color Coding Legend

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

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

ADMINISTRATION

SAFETY

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

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



**Summary of Contracts on Consent Agenda
275th Meeting of the DC Water Board of Directors
Thursday, May 6, 2021**

Joint-Use Contracts

Resolution No. 21-35 - execute Contract No. 180080, Ulliman Schutte Construction, LLC. The purpose of the contract is to replace High and Low Pressure Reclaimed Final Effluent Pumps and auxiliary equipment which are critical to the operation of all processes at Blue Plains. The contract amount is \$14,976,800. (Recommended by Environmental Quality and Operations Committee 04/15/21)

Resolution No. 21-36 – execute Change Order No. 10 of Contract No. 130180, Ulliman Schutte Construction, LLC. The purpose of the change order is to unilaterally increase Bid Item No. 23 “Bid Allowance” by \$1,500,000 to avoid delays in the completion of the contract work. The change order amount is \$1,500,000. (Recommended by Environmental Quality and Operations Committee 04/15/21)

Resolution No. 21-37 – execute the Extension of the Enterprise Agreement for Three (3) Years of Contract No. 10039, Environmental Systems Research Institute, Inc. The purpose of the extension is to renew the Geographic Information System Software Maintenance which is needed to present various operational assets including water mains, sewer systems, pipes, hydrants, valves, etc., on a map to conduct daily operations. The contract extension amount is \$987,000. (Recommended by Environmental Quality and Operations Committee 04/15/21)

Resolution No. 21-38 – execute Contract No. GS00Q17NSD3009, Verizon Business Network Services. The purpose of the task order award is to continue providing telecommunication services throughout the Authority. The Base Year plus two Option Years total amount is \$2,079,700. (Recommended by Environmental Quality and Operations Committee 04/15/21)

Resolution No, 21-39 - execute the extension of the Rolling Owner Controlled Insurance Program 4 Insurance Services for an additional Eighteen (18) Months, USI Insurance Services National. The purpose of the extension is to ensure continued coverage for current ROCIP 4 projects. The extension amount is not-to-exceed \$536,893. (Recommended by Finance and Budget Committee 04/22/21)

Non Joint-Use Contracts

Resolution No. 21-40 - execute Contract No. 170070, Fort Myers Construction Corporation. The purpose of the contract is to replace small diameter water mains that have experienced failures, or have a history of low water, or water quality issues across various locations within the District of Columbia. The contract amount is \$11,639,133.75. (Recommended by Environmental Quality and Operations Committee 04/15/21)

Resolution No. 21-41 - to participate in the District's Department of Transportation Project, Massachusetts Avenue to Waterside Drive under the Terms of the 2002 MOU between District of Columbia Department of Transportation and DC Water. The purpose of this participation is to provide for replacement of water mains by DDOT as part of DDOT's Roadway Improvements along Massachusetts Avenue NW and Waterside Drive NW. The total amount is \$1,545,000. (Recommended by Environmental Quality and Operations Committee 04/15/21)

Resolution No. 21-43 - to execute the modification to Contract No. 18-PR-CFO-56, Oracle America, Inc. The purpose of the modification is to add the Oracle Permit Information Management Systems Software in the amount of \$1,118,426.65 for software subscription and \$1,438,226.24 for system implementation. The total modification amount is \$2,556,652.89. (Recommended by Environmental Quality and Operations Committee 04/15/21)

Presented and Approved: May 6, 2021

SUBJECT: Approval to Execute Contract No. 180080, Ulliman Schutte Construction, LLC

**#21-35
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
D.C. WATER AND SEWER AUTHORITY**

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority ("the Authority") at its meeting on May 6, 2021 upon consideration of a joint use matter, decided by a vote of ___() in favor and ___() opposed to execute Contract No. 180080, Ulliman Schutte Construction, LLC.

Be it resolved that:

The Board of Directors hereby authorizes the CEO/General Manager to execute Contract No. 180080, Ulliman Schutte Construction, LLC. The purpose of the contract is to replace High and Low Pressure Reclaimed Final Effluent Pumps and auxiliary equipment which are critical to the operation of all processes at Blue Plains. The contract amount is \$14,976,800.

Secretary to the Board of Directors

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

ACTION REQUESTED

**CONSTRUCTION CONTRACT:
RECLAIMED FINAL EFFLUENT PUMP SYSTEMS (RFEPS) UPGRADES
(Joint Use)**

Approval to execute a construction contract for \$ 14,976,800.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	PARTICIPATION:
Ulliman Schutte Construction, LLC 9111 Springboro Pike Miamisburg, OH 45342	Hi-Mark Construction, LLC Washington, DC	MBE 28.0%
	MAC Electric, LLC Sparrows Point, MD	MBE 6.0%
	Com-Bro Contracting, Inc. Elkridge, MD	MBE 3.0%
	Monumental Concrete Washington, DC	MBE 0.1%
	Ideal Electric Supply Corp. Washington, DC	WBE 7.0%
	Robnet, Inc. Baltimore, MD	WBE 0.1%

This project award is based on Best Value. The proposals were evaluated based on Qualifications and Technical Approach (40% weight) and Price (60% weight). Based on the evaluation of the proposals, the recommendation of award is to the proposal with the highest overall score.

DESCRIPTION AND PURPOSE

Contract Value, Not-To-Exceed:	\$ 14,976,800.00
Contract Time:	1032 Days (2 Year, 10 Months)
Anticipated Contract Start Date (NTP):	07-01-2021
Anticipated Contract Completion Date:	04-28-2024
Bid Opening Date:	01-28-2021
Bids Received:	3
Other Bids Received	
American Contracting and Environmental Services, Ich.	\$ 14,747,000.00
WM Schlosser Co, Inc	\$ 16,722,000.00

Purpose of the Contract:

Replacement of the High and Low Pressure Reclaimed Final Effluent Pumps and auxiliary equipment which are critical to the operation of all processes at Blue Plains.

Contract Scope:

- Replacement of the three (3) high and three (3) low Pressure Reclaimed Final Effluent Pumps with new vertical turbine pumps.
- Replacement of pump motors and variable frequency drives for each High- and Low-Pressure Pump
- Demolition and modifications to the associated piping, miscellaneous repairs and upgrades including structural, electrical, Instrumentation and Control (I&C), as well as HVAC improvements.

Federal Grant Status:

- This Construction Contract is not eligible for Federal grant funding assistance.

PROCUREMENT INFORMATION

Contract Type:	Fixed Price	Award Based On:	Best Value
Commodity:	Construction	Contract Number:	180080
Contractor Market:	Open Market		

BUDGET INFORMATION

Funding:	Capital	Department:	Department of Wastewater
Service Area:	Wastewater	Department Head:	David Parker
Project:	IY		

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	41.22%	\$ 6,173,436.96
Federal Funds	0.00%	\$
Washington Suburban Sanitary Commission	45.84%	\$ 6,865,365.12
Fairfax County	8.38%	\$ 1,255,055.84
Loudoun County & Potomac Interceptor	4.56%	\$ 682,942.08
Total Estimated Dollar Amount	100.00%	\$14,976,800.00

Digitally signed by Leonard Benson
 DN: dc=com, dc=dowasa, ou=WASA Users,
 ou=Engineering, cn=Leonard Benson,
 email=Leonard.Benson@dowater.com
 Date: 2021.04.06 14:45:22 -04'00'

Leonard Benson _____ Date
 Leonard R. Benson
 SVP, CIP Project Delivery

Digitally signed by Dan Bae
 DN: c=US, E=dan.bae@dowater.com, O=District
 of Columbia Water and Sewer Authority, OU=VP of
 Procurement & Compliance, CN=Dan Bae
 Date: 2021.04.07 08:32:15 -04'00'

 _____ Date
 Dan Bae, VP
 Procurement & Compliance

Digitally signed by Matthew T. Brown
 DN: cn=Matthew T. Brown
 Date: 2021.04.07 18:53:54 -04'00'

Matthew T. Brown _____ Date
 Matthew T. Brown
 CFO and EVP
 Finance & Procurement

Digitally signed by David Gadis
 DN: cn=David Gadis, o, ou,
 email=David.Gadis@dowater.com, c=US
 Date: 2021.04.22 11:02:20 -04'00'

David Gadis _____ Date
 David L. Gadis
 CEO & General Manager

Presented and Approved: May 6, 2021
SUBJECT: Approval to Execute Change Order No. 10 of Contract No. 130180, Ulliman Schutte Construction, LLC

#21-36
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
D.C. WATER AND SEWER AUTHORITY

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority ("the Authority") at its meeting on May 6, 2021 upon consideration of a joint use matter, decided by a vote of ___() in favor and ___() opposed to execute Change Order No. 10 of Contract No. 130180, Ulliman Schutte Construction, LLC.

Be it resolved that:

The Board of Directors hereby authorizes the CEO/General Manager to execute Change Order No. 10 of Contract No. 130180, Ulliman Schutte Construction, LLC. The purpose of the change order is to unilaterally increase Bid Item No. 23 "Bid Allowance" by \$1,500,000 to avoid delays in the completion of the contract work. All directives for authorization to use the bid allowance remain unchanged. This change has no impact on contract end date. The change order amount is \$1,500,000.

Secretary to the Board of Directors

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

ACTION REQUESTED

CONSTRUCTION CONTRACT CHANGE ORDER:

**Gravity Thickener Upgrades Phase 2
(Joint Use)**

Approval to execute Change Order No. 10 for \$1,500,000.00. The cumulative modifications will exceed the General Manager's approval authority.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	PARTICIPATION:
Ulliman Schutte Construction, LLC 14420 Albermarle Point Place, Suite 110, Chantilly, VA 20151 <u>Headquarters</u> Miamisburg, OH 45342	Hi-Mark Construction Group, Inc. Middletown, OH	MBE 26.4%
	GE Frisco Co. Inc. Upper Marlboro, Maryland	MBE 4.4%
	Monumental Concrete, LLC Washington, DC	MBE 0.3%
	Ideal Electrical Supply Corp. Washington, DC	WBE 5.6%
	Elite Hauling Group, Inc. Clinton, Maryland	WBE 0.1%

DESCRIPTION AND PURPOSE

Original Contract Value:	\$60,390,000.00
Value of this Change Order:	\$1,500,000.00
Cumulative CO Value, including this CO:	\$2,479,838.00
Current Contract Value, including this CO:	\$62,869,838.00
Original Contract Time:	1,500 Days (4 Years, 11 Months)
Time extension, this CO:	0 Days
Total CO contract time extension:	0 Days
Contract Start Date (NTP):	09-12-2019
Contract Completion Date:	10-23-2023
Cumulative CO % of Original Contract:	4.11%
Contract Completion %:	37.19%

Purpose of the Contract:

Upgrades to the major equipment and systems serving the primary sludge screening, degritting and gravity thickening facilities that have reached the end of their service life and are currently operating ineffectively.

Original Contract Scope:

- Replacement of primary sludge screening system.
- Replacement of previously decommissioned primary sludge degritting system.
- Restoring previously decommissioned Gravity Thickeners 5-6 to service to increase the operating capacity of the facility to accommodate additional solids generated by the new Enhanced Clarification Facility.
- Full rehabilitation of Gravity Thickeners 1-4 and 7-10, four (4) of which are currently out of service due to failed equipment.
- Installation of covers and ventilation system for Gravity Thickeners 1-10.
- Installation of associated degritter feed pumps, sludge pumps and scum pumps.
- Piping site work, concrete repairs and coatings, electrical upgrades, instrumentation upgrades and all appurtenant work.

Previous Change Order Scope:

- CO-01 through CO-09 were previously executed to address necessary and prudent changes required to maintain the design intent and facilitate the rehabilitation of the Gravity Thickener tanks.

Current Change Order Scope:

The \$1,400,000.00 allowance under Bid Item No. 23 has been reduced, due to ten prior executed Work Change Directives (WCD's). The remaining bid allowance is deemed inadequate to fund anticipated potential changes that may be executed as WCD's under this contract. This change is an administrative change to unilaterally increase Bid Item No. 23 "Bid Allowance" by \$1,500,00.00 to avoid delays in the completion of the contract work. All directives for authorization to use the bid allowance remain unchanged. This change has no impact on contract end date.

Federal Grant Status:

Construction Contract is eligible for Federal grant funding assistance.

PROCUREMENT INFORMATION

Contract Type:	Fixed Price	Award Based On:	Lowest responsive, responsible bidder.
Commodity:	Construction	Contract Number:	130180
Contractor Market:	Open Market		

BUDGET INFORMATION

Funding:	Capital	Department:	Wastewater Engineering
Service Area:	Wastewater	Department Head:	David Parker
Project:	BX		

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	32.21%	\$ 483,150.00
Federal Funds*	9.01%	\$ 135,150.00
Washington Suburban Sanitary Commission	45.84%	\$ 687,600.00
Fairfax County	8.38%	\$ 125,700.00
Loudoun County & Potomac Interceptor	4.56%	\$ 68,400.00
Total Estimated Dollar Amount	100.00%	\$ 1,500,000.00

Leonard Benson
 Digitally signed by Leonard Benson
 DN: dc=com, dc=dcwasa, ou=WASA Users, ou=Engineering, cn=Leonard Benson, email=Leonard.Benson@dcwater.com
 Date: 2021.04.06/14:30:30 -04'00'


Leonard R. Benson
 SVP, CIP Project Delivery

Date

Matthew T. Brown
 Digitally signed by Matthew T. Brown
 Date: 2021.04.08 08:03:51 -04'00'

Matthew T. Brown
 CFO and EVP
 Finance & Procurement

Date


 Digitally signed by Dan Bae
 DN: C=US, E=dan.bae@dcwater.com, O=District of Columbia Water and Sewer Authority, OU=VP of Procurement & Compliance, CN=Dan Bae
 Date: 2021.04.08 07:47:18 -04'00'

Dan Bae, VP
 Procurement & Compliance

Date

David Gadis
 Digitally signed by David Gadis
 DN: cn=David Gadis, o, ou, email=David.Gadis@dcwater.com, c=US
 Date: 2021.04.22 10:57:45 -04'00'

David L. Gadis
 CEO & General Manager

Date

Presented and Approved: May 6, 2021
SUBJECT: Approval to Extend the Enterprise Agreement for Three (3) Years of Contract No. 10039, Environmental Systems Research Institute, Inc.

#21-37
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
D.C. WATER AND SEWER AUTHORITY

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority ("the Authority") at its meeting on May 6, 2021 upon consideration of a joint use matter, decided by a vote of ___() in favor and ___() opposed to execute the Extension of the Enterprise Agreement for Three (3) Years of Contract No. 10039, Environmental Systems Research Institute, Inc.

Be it resolved that:

The Board of Directors hereby authorizes the CEO/General Manager to execute the Extension of the Enterprise Agreement for Three (3) Years of Contract No. 10039, Environmental Systems Research Institute, Inc. The purpose of the extension is to renew the Geographic Information System Software Maintenance which is needed to present various operational assets including water mains, sewer systems, pipes, hydrants, valves, etc., on a map to conduct daily operations. The contract extension amount is \$987,000.

Secretary to the Board of Directors

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

ACTION REQUESTED

GOODS AND SERVICES CONTRACT MODIFICATION

IT SOFTWARE MAINTENANCE RENEWAL

(Joint Use)

Approval to extend the Enterprise Agreement (EA) for three (3) years in the total amount of \$987,000.00 to renew the Geographic Information System (GIS) Software Maintenance.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: Environmental Systems Research Institute, Inc. 380 New York Street Redlands, California, 92373	SUBS: N/A	PARTICIPATION: N/A
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DESCRIPTION AND PURPOSE

Original Period Contract Value: \$962,000.00
 Original Contract Dates: 08-14-2018 – 08-13-2021
 Contract Modification No. 1 Value: \$987,000.00
 Contract Modification No. 1 Dates: 08-14-2021 – 08-13-2024

Purpose of the Contract:

DC Water’s Department of Information Technology requires ongoing usage of Geographic Information System (GIS) software which is needed to present various operational assets including water mains, sewer systems, pipes, hydrants, valves etc. on a map to conduct daily operations.

Contract Scope:

The scope of the Enterprise Agreement with ESRI covers the Enterprise License for access to the GIS software products and maintenance for the software listed below:

ArcGIS Desktop	ArcGIS Developer Subscription
ArcGIS Enterprise	ArcGIS Runtime Standard
Insights in ArcGIS Enterprise	ArcGIS Enterprise User Type Term Licenses

The GIS software also tracks DC Water material assets include pipes, hydrants, valves etc. on the map. The Information Technology team works closely with departments in DC Water to ensure that the critical information and operational issues like main breaks, pipe breaks, water quality etc. are up to date and accessible to staff and contractors.

Spending Previous Years:

Cumulative Contract Value: 08-14-2018 – 08-13-2021: \$962,000.00
 Cumulative Contract Spending: 08-14-2018 – 03-30-2021: \$962,000.00

No LSBE Participation

PROCUREMENT INFORMATION

Contract Type:	Goods & Services	Award Based On:	Sole Source
Commodity:	GIS System Software	Contract Number:	10039
Contractor Market:	Sole Source Contract Award		

BUDGET INFORMATION

Funding:	Operating	Department:	Information Technology
Project Area:	DC Water Wide	Department Head:	Thomas Kuczynski

ESTIMATED USER SHARE INFORMATION

User – Operating	Share %	Dollar Amount
District of Columbia	87.73%	\$865,895.10
Washington Suburban Sanitary Commission	9.22%	\$91,001.40
Fairfax County	1.76%	\$17,371.20
Loudoun County	0.80%	\$7,896.00
Potomac Interceptor	0.49%	\$4,836.30
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$987,000.00

Armon Curd
 EVP, Customer Experience
 Date

Digitally signed by Armon Curd
 DN: cn=Armon Curd, o=DC Water and Sewer Authority, ou=Procurement & Compliance, email=Armon.Curd@dcwater.com, c=US
 Date: 2021.04.22 10:59:57 -0400

Dan Bae
 VP of Procurement and Compliance
 Date

Digitally signed by Dan Bae
 DN: cn=Dan Bae, o=DC Water and Sewer Authority, ou=Procurement & Compliance, email=Dan.Bae@dcwater.com, c=US
 Date: 2021.04.22 11:17:58 -0400

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

Digitally signed by Matthew T. Brown
 DN: cn=Matthew T. Brown, o=DC Water and Sewer Authority, ou=Procurement & Compliance, email=Matthew.T.Brown@dcwater.com, c=US
 Date: 2021.04.07 10:17:04 -0400

David L. Gadis
 CEO and General Manager
 Date

Digitally signed by David Gadis
 DN: cn=David Gadis, o=DC Water and Sewer Authority, ou=Procurement & Compliance, email=David.Gadis@dcwater.com, c=US
 Date: 2021.04.22 10:59:57 -0400

Presented and Approved: May 6, 2021
SUBJECT: Approval to Execute the Contract No. GS00Q17NSD3009,
Verizon Business Network Services

#21-38
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
D.C. WATER AND SEWER AUTHORITY

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority ("the Authority") at its meeting on May 6, 2021 upon consideration of a joint use matter, decided by a vote of ___() in favor and ___() opposed to execute Contract No. GS00Q17NSD3009, Verizon Business Network Services.

Be it resolved that:

The Board of Directors hereby authorizes the CEO/General Manager to execute Contract No. GS00Q17NSD3009, Verizon Business Network Services. The purpose of the task order award is to continue providing telecommunication services throughout the Authority. The Base Year plus two Option Years total amount is \$2,079,700.

Secretary to the Board of Directors

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

ACTION REQUESTED

**GOODS AND SERVICES TASK ORDER AWARD FUNDING
For Telecommunication Services
(Joint Use)**

This action is to fund the Task Order Award of IT Voice and Data services under the GSA’s Enterprise Infrastructure Solutions (EIS) contract to Verizon Business Network Services for the Base Year plus two Option Years in the total amount of \$2,079,700.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: Verizon Business Network Services 22001 Loudoun County Parkway Ashburn, VA 20147	SUBS: N/A	PARTICIPATION: N/A
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DESCRIPTION AND PURPOSE

Base Period Contract Value:	\$672,843.00
Base Contract Period:	1 Year
No. of Option Years:	2
Anticipated Base Period Start Date:	05-30-2021
Anticipated Base Period Completion Date:	05-29-2022
Proposal Closing Date:	03-01-2021
Proposals Received:	2
Proposal Price Range:	\$672,843.00

Purpose of the Task Order:

Provide Telecommunication Services throughout the Authority.

Task Order Scope:

Provide Analog Telephone Services, Voice Over IP, Toll Free Service, Transparent LAN Services (TLS) SCADA Network integration with Enterprise (TLS), Internet access, Ethernet Transport Service (ETS), Direct Inward Dialing service, Security Service, Data Network Circuits and other Telecommunication Services throughout the Authority consisting of over 5,300 service instances/connections. This Task Order Award under the GSA’s EIS telecommunications contract will provide the “Like for Like” transition of telecommunication services currently provided by Verizon to DC Water on GSA’s expiring Washington Interagency Telecommunications System (WITS) 3 and Network contracts.

Supplier Selection:

Procurement issued a Task Order solicitation to the nine suppliers on the GSA Enterprise Infrastructure Solutions (EIS) contract. Two firms responded, one firm’s proposal was deemed non-responsive and disqualified. Based on Verizon Business Network Services responsive proposal and their satisfactory service to DC Water on the current GSA contracts, Verizon Business Network Services was selected for the Task Order Award.

PROCUREMENT INFORMATION

Contract Type:	GSA EIS IDIQ	Award Based On:	Best Value
Commodity:	Good and Services	Contract Number:	GS00Q17NSD3009
Contractor Market:	GSA EIS IDIQ Vendors		

BUDGET INFORMATION

Funding:	Operating	Department:	Information Technology
Project Area:	DC Water Wide	Department Head:	Thomas L. Kuczynski

ESTIMATED USER SHARE INFORMATION

User – Operating	Share %	Dollar Amount
District of Columbia	87.73%	\$1,824,520.81
Washington Suburban Sanitary Commission	9.22%	\$191,748.34
Fairfax County	1.76%	\$36,602.72
Loudoun County	0.80%	\$16,637.60
Other (PI)	0.49%	\$10,190.53
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$2,079,700.00



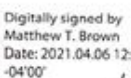
 Digitally signed by Armon Curd
 DN: cn=Armon Curd, o=District of Columbia Water and Sewer Authority, email=Armon.Curd@dcwater.com, c=US
 Date: 2021.04.22 10:59:11 -0400

Armon Curd Date
 EVP of Customer Experience



 Digitally signed by Dan Bae
 DN: cn=Dan Bae, o=District of Columbia Water and Sewer Authority, ou=VP of Procurement & Compliance, cn=Dan Bae
 Date: 2021.04.05 15:39:0400

Dan Bae Date
 VP of Procurement and Compliance



 Digitally signed by Matthew T. Brown
 Date: 2021.04.06 12:46:16 -0400

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



 Digitally signed by David Gadis
 DN: cn=David Gadis, o=District of Columbia Water and Sewer Authority, email=David.Gadis@dcwater.com, c=US
 Date: 2021.04.22 10:59:11 -0400

David L. Gadis Date
 CEO and General Manager

Presented and Approved: May 6, 2021

SUBJECT: Approval to Extend the Rolling Owner Controlled Insurance Program 4 Insurance Services for an Additional Eighteen (18) Months, USI Insurance Services National

**#21-39
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
D.C. WATER AND SEWER AUTHORITY**

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority ("the Authority") at its meeting on May 6, 2021 upon consideration of a joint use matter, decided by a vote of ___() in favor and ___() opposed to execute the extension of the Rolling Owner Controlled Insurance Program 4 Insurance Services for an additional Eighteen (18) Months, USI Insurance Services National.

Be it resolved that:

The Board of Directors hereby authorizes the CEO/General Manager to execute the extension of the Rolling Owner Controlled Insurance Program 4 Insurance Services for an additional Eighteen (18) Months, USI Insurance Services National. The purpose of the extension is to ensure continued coverage for current ROCIP 4 projects. The extension amount is not-to-exceed \$536,893.

Secretary to the Board of Directors

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

ACTION REQUESTED

**GOODS AND SERVICES CONTRACT MODIFICATION
ROCIP IV INSURANCE PREMIUMS
(Joint Use-Direct)**

Approval to extend Rolling Owner Controlled Insurance Program 4 Insurance Services for an additional 18 months to cover excess program services in the total amount not to exceed \$536,893.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: USI Insurance Services National (USI) 100 Summit Lake Drive, Suite 400 Valhalla, NY 10595	SUBS: N/A	PARTICIPATION: N/A
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DESCRIPTION AND PURPOSE

Original Insurance Premium Value:	\$11,070,945.00
Original Insurance Dates:	11-15-2015 - 11-14-2020
Contract Extension Value:	\$0.00
Contract Extension Dates:	11-15-2020 - 04-14-2021
Contract Extension 2 Value:	\$0.00
Contract Extension 2 Dates	04-15-2021 – 05-06-2021
Extension (18 Months) Premium Values:	\$536,893.00
Extension (18 Months) Dates:	04-15-2021 - 10-14-2022

Purpose of the Contract:

Payment of insurance premiums for construction contractors on DC Water Capital projects.

Scope of Services:

USI is the broker for the Rolling Owner Controlled Insurance Program (ROCIP 4) who markets and places specified insurance coverages and ensures premium payments until project completion.

Premium Extension:

Premium payment will ensure continued coverage for current ROCIP 4 projects. The coverage includes Workers Compensation, General Liability and Excess Liability insurance for the term of 4/15/2021 to 10/14/2022.

Spending Previous Years:

Cumulative Contract Values:	11-15-2015 - 04-14-2021: \$11,070,945.00
Cumulative Contract Spending:	11-15-2015 - 04-14-2021: \$10,353,375.00

Contractor's Past Performance:

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

No LBE/LSBE participation

PROCUREMENT INFORMATION

Contract Type:	Fixed Unit Price	Award Based On:	Highest Ranked Offeror
Commodity:	Insurance Services	Contract Number:	N/A
Contractor Market:	Open Market with Preference for LBE and LSBE Participation		

BUDGET INFORMATION

Funding:	Capital	Department:	Finance
Service Area:	DC Water Wide	Department Head:	Ivan Boykin

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	41.22%	\$221,307.00
Washington Suburban Sanitary Commission	45.84%	\$246,112.00
Fairfax County	8.38%	\$44,992.00
Loudoun Water	3.75%	\$20,026.00
Other (PI)	.83%	\$4,456.00
TOTAL ESTIMATED DOLLAR AMOUNT	100 %	\$536,893.00


Digitally signed by Ivan A. Boykin
 DN: cn=Ivan A. Boykin, o=DC Water and Sewer Authority, ou=Finance and Procurement, email=ivan.boykin@dcwater.com, c=US
 Date: 2021.04.16 08:39:20 -0400
 Ivan Boykin _____ Date
 Director of Finance


Digitally signed by Dan Bae
 DN: cn=US, E=dan.bae@dcwater.com, o=District of Columbia Water and Sewer Authority, ou=VP of Procurement & Compliance, cn=Dan Bae
 Date: 2021.04.16 09:01:11 -0400
 Dan Bae _____ Date
 VP of Procurement and Compliance

Matthew T. Brown
Digitally signed by Matthew T. Brown
 Date: 2021.04.16 10:21:58 -0400
 Matthew T. Brown _____ Date
 CFO and EVP of Finance and Procurement

David Gadis
Digitally signed by David Gadis
 DN: cn=David Gadis, o, ou, email=David.Gadis@dcwater.com, c=US
 Date: 2021.04.22 11:00:48 -0400
 David L. Gadis _____ Date
 CEO AND General Manager

Presented and Approved: May 6, 2021

SUBJECT: Approval to Execute Contract No. 170070, Fort Myers Construction Corporation

**#21-40
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 May 6, 2021 upon consideration of a non-joint use matter, decided by a vote of ___() in favor and ___() opposed to execute Contract No. 170070, Fort Myers Construction Corporation.

Be it resolved that:

The Board of Directors hereby authorizes the CEO/General Manager to execute Contract No. 170070, Fort Myers Construction Corporation. The purpose of the contract is to replace small diameter water mains that have experienced failures, or have a history of low water, or water quality issues across various locations within the District of Columbia. The contract amount is \$11,639,133.75.

Secretary to the Board of Directors

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

ACTION REQUESTED

**CONSTRUCTION CONTRACT:
Small Diameter Water Main 14C
(Non-Joint Use)**

Approval to execute a construction contract for \$11,639,133.75

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	PARTICIPATION:
Fort Myers Construction Corporation 2237 33rd St NE Washington, DC 20018	Aves Construction Corporation Temple Hills, MD MBE	23.3%
	United Construction Washington, DC MBE	8.7%
	Royal Cons Materials McLean, VA WBE	10.0%

DESCRIPTION AND PURPOSE

Contract Value, Not-To-Exceed:	\$11,639,133.75
Contract Time:	550 Days (1 Year 6 Months)
Anticipated Contract Start Date (NTP):	06-08-2021
Anticipated Contract Completion Date:	12-10-2022
Bid Opening Date:	02-03-2021
Bids Received:	8
Other Bids Received	
Capitol Paving of D.C., Inc	\$12,004,075.00
Sagres Construction Corp	\$12,377,217.00
Garney Construction	\$12,514,539.50
Anchor Construction	\$13,685,234.00
Spiniello Companies	\$14,273,300.00
Civil Construction LLC	\$14,385,477.00
Old Line Construction	\$14,876,233.00

Purpose of the Contract:

Replacement of small diameter water mains that have experienced failures, or have a history of low water, or water quality issues across various locations within the District of Columbia.

Contract Scope:

- Replace 3.52 miles of water mains ranging from six inch to twelve inches diameter and associated valves and appurtenances.
- Replace copper water services 2 inch and smaller in public and private space.
- Replace curb stop /curb stop box, meter box and penetration through building wall and connection to first fitting inside the building including installation of a shut-off valve and pressure reducing valve.
- Provide permanent pavement and surface restoration.

Federal Grant Status:

- Construction Contract is not eligible for Federal grant funding assistance.

PROCUREMENT INFORMATION

Contract Type:	Unit Price	Award Based On:	Lowest responsive, responsible bidder
Commodity:	Construction	Contract Number:	170070
Contractor Market:	Open Market		

BUDGET INFORMATION

Funding:	Capital	Department:	Engineering and Technical Services
Service Area:	Water	Department Head:	Craig Fricke
Project:	F2,BW		

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	100.00%	\$11,639,133.75
Federal Funds	0.00%	\$0.00
Washington Suburban Sanitary Commission	0.00%	\$0.00
Fairfax County	0.00%	\$0.00
Loudoun County & Potomac Interceptor	0.00%	\$0.00
Total Estimated Dollar Amount	100.00%	\$11,639,133.75

Leonard R. Benson _____ April 7, 2021
 Leonard R. Benson _____ Date
 SVP, CIP Project Delivery

Dan Bae _____ April 7, 2021
 Dan Bae, VP _____ Date
 Procurement and Compliance

Matthew T. Brown _____ April 7, 2021
 Matthew T. Brown _____ Date
 CFO and EVP
 Finance and Procurement

David L. Gadis _____ April 20, 2021
David L. Gadis (Apr 20, 2021 13:45 EDT)
 David L. Gadis _____ Date
 CEO and General Manager

Presented and Approved: May 6, 2021

SUBJECT: Approval to Participate in the District's Department of Transportation Project, Massachusetts Avenue to Waterside Drive under the Terms of the 2002 MOU between District of Columbia Department of Transportation and DC Water

**#21-41
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 May 6, 2021 upon consideration of a non-joint use matter, decided by a vote of ___() in favor and ___() opposed to Participate in the District's Department of Transportation Project, Massachusetts Avenue to Waterside Drive under the Terms of the 2002 MOU between District of Columbia Department of Transportation and DC Water.

Be it resolved that:

The Board of Directors hereby authorizes the CEO/General Manager to participate in the District's Department of Transportation Project, Massachusetts Avenue to Waterside Drive under the Terms of the 2002 MOU between District of Columbia Department of Transportation and DC Water. The purpose of this participation is to provide for replacement of water mains by DDOT as part of DDOT's Roadway Improvements along Massachusetts Avenue NW and Waterside Drive NW. The total amount is \$1,545,000.

Secretary to the Board of Directors

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

ACTION REQUESTED

PARTICIPATION IN DDOT PROJECT:

**DDOT - Replacement of Water Mains on Massachusetts Ave
from 20th St NW to Waterside Dr, NW**

(Non-Joint Use)

Approval to participate in DDOT's Massachusetts Ave to Waterside Dr Water Mains project under the terms of the 2002 Memorandum of Agreement (MOA) between District of Columbia Department of Transportation (DDOT) and DC Water for an amount up to \$1,545,000.00. This amount exceeds the General Manager's approval authority.

PARTY INFORMATION

PARTY:	SUBS:	PARTICIPATION:
District Department of Transportation 55 M Street, SE, Suite 400, Washington, DC 20003	MBE and WBE fair share objectives will follow DDOT goals.	

DESCRIPTION AND PURPOSE

Value, Not-To-Exceed: \$1,545,000.00
 Time: 639 Days (1 Years, 9 Months)
 Anticipated Start Date: 05-10-2021
 Anticipated Completion Date: 02-08-2023

Purpose of DC Water's Participation:

To provide for replacement of water mains by DDOT as part of DDOT's Roadway Improvements along Massachusetts Ave NW and Waterside Drive NW Project.

Scope of DC Water's Participation: :

- DC Water prepared design plans to include Replacement of Water Mains along Massachusetts Ave NW, between 20th Street NW and Waterside Drive NW in DDOT's Roadway Improvements along Massachusetts Avenue NW.
- DDOT competitively bid the project and awarded a contract to Milani Construction, LLC, who is constructing the improvements.
- The scope of the agreement provides for bidding and Replacement of Water Mains, and compensation by DC Water for actual work constructed.

The Replacement of Water Mains will replace about 2,100-LF of 6-in to 12-in water mains, 55-LF water service pipes, and installation of valves, fire hydrants and water meters.

Federal Grant Status:

- Work under this MOU is not eligible for Federal grant funding assistance.

AGREEMENT INFORMATION

Contract Type:	MOU	Award Based On:	N/A
Commodity:	Construction	Contract Number:	N/A

BUDGET INFORMATION

Funding:	Capital	Department:	Engineering and Technical Services
Service Area:	Water	Department Head:	Craig Fricke
Project:	KE		

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	100.00%	\$ 1,545,000.00
Federal Funds	0.00%	\$
Washington Suburban Sanitary Commission	0.00%	\$
Fairfax County	0.00%	\$
Loudoun County & Potomac Interceptor	0.00%	\$
Total Estimated Dollar Amount	100.00%	\$ 1,545,000.00

Digitally signed by Leonard Benson
 DN: dc=com, dc=dcwasa, ou=WASA Users,
 ou=Engineering, cn=Leonard Benson,
 email=Leonard.Benson@dcwater.com
 Date: 2021.04.07 08:58:17 -04'00'

Leonard Benson
 Leonard R. Benson Date
 SVP, CIP Project Delivery

Digitally signed by Dan Bae
 DN: C=US, E=dan.bae@dcwater.com,
 O=District of Columbia Water and Sewer
 Authority, OU=VP of Procurement &
 Compliance, CN=Dan Bae
 Date: 2021.04.07 09:36:07 -04'00'


 Dan Bae, VP Date
 Procurement & Compliance

Digitally signed by Matthew
 T. Brown
 Date: 2021.04.08 12:13:26
 -04'00'

**Matthew T.
 Brown**
 Matthew T. Brown Date
 CFO and EVP
 Finance & Procurement

Digitally signed by David Gadis
 DN: cn=David Gadis, o, ou,
 email=David.Gadis@dcwater.com, c=US
 Date: 2021.04.22 11:00:26 -04'00'

David Gadis
 David L. Gadis Date
 CEO & General Manager

Presented and Adopted: May 6, 2021

SUBJECT: Approval to Publish Notice of Final Rulemaking to Establish the Customer Assistance Program - DC Water Cares: Multifamily Assistance Program for Low Income Multifamily Tenants

**#21-42
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 (“DC Water”) at the Board meeting held on May 6, 2021 upon consideration of a non-joint use matter, decided by a vote of ___ () in favor and ___ () opposed, to adopt and approve the following action with respect to the Notice of Final Rulemaking to establish the Customer Assistance Program - DC Water Cares: Multifamily Assistance Program for Low-Income Multifamily Tenants.

WHEREAS, on September 3, 2020, the Board, through Resolution #20-65, approved the allocation of \$7 million of the \$15 Million Fiscal Year 2020 cash surplus to establish a new program to provide one-time assistance to multi-family buildings where occupants have been negatively impacted by COVID and payment plans are established and adhered with the assistance determined and provided per affordable unit, and will be on a matching basis; and

WHEREAS, on February 4, 2021, the Board, through Resolution #21-14, adopted and approved the publication of the Notice of Emergency and Proposed Rulemaking (NOEPR) amending the Customer Assistance Program regulations to establish the rules for the “DC Water Cares: Multifamily Assistance Program for Low Income Multifamily Tenants” (DC Water Cares: MAP) for immediate implementation and public comments, which would expire within 120 days on June 4, 2021; and

WHEREAS, on February 4, 2021, the Board authorized the General Manager to publish NOEPR and Notice of Public Hearing (NOPH) to hold a virtual Public Hearing on the rulemaking to initiate the public comment process; and

WHEREAS, on February 19, 2021, DC Water published the NOEPR and the NOPH in the *D.C. Register* at 68 DCR 2121 and 68 DCR 2065 to receive public comments, by April 12, 2021, respectively; and

WHEREAS, on April 7, 2021, the Board held a virtual Public Hearing to receive oral and written testimony on the NOEPR for the DC Water Cares: MAP; and

WHEREAS, on April 27, 2021, the DC Retail Water and Sewer Rates Committee met to consider the final amendments to the Customer Assistance Program regulations to establish the rules for the DC Water Cares: MAP, the comments received during the public comment period and during the virtual Public Hearing held on April 7, 2021, and the recommendation of the General Manager; and

WHEREAS, the General Manager presented the DC Water Cares: MAP design; process and procedures; and customer outreach activities and engagement including direct customer outreach, advertising, traditional media, and social media, online materials, community outreach and partnerships and grass roots communications to ensure Multi-Family Customer and their low-income occupants are aware of the program, the eligibility criteria, and application process; and

WHEREAS, the General Manager presented the response to the comments received during the public comment period and Public Hearing from the District Department of Energy and Environment (DOEE), a department of the District of Columbia; the Office of the People's Counsel (OPC), an office within the Public Service Commission of the District of Columbia; and Office of the Tenant Advocate, an independent agency within the District government; and

WHEREAS, based on the comments received, the General Manager recommended revisions to clarify the rules to improve their effectiveness and understanding of the requirements; and

WHEREAS, on April 27, 2021, the DC Retail Water and Sewer Committee, after evaluating the DC Water Cares: MAP design, process and procedures, customer outreach and community engagement; the comments received during the public comment period, and the recommendation of the General Manager, recommended that the Board take final action to adopt for final rulemaking the amendments to the Customer Assistance Program regulations to establish the rules for the DC Water Cares: MAP; and

WHEREAS, after consideration of the recommendations of the DC Retail Water and Sewer Rates Committee, the General Manager's response to comments received, and the recommendation of the General Manager for the clarifying revisions to the rulemaking, the District members of the Board of Directors, upon further consideration and discussion, agreed to adopt and approve for final rulemaking to amend the Customer Assistance Program regulations to establish the rules for the DC Water Cares: MAP, as revised by the General Manager.

NOW THEREFORE BE IT RESOLVED THAT:

1. The Board hereby adopts and approves the publication of the Notice of Final Rulemaking to amend 21 DCMR 4102 Customer Assistance Program as recommended by the DC Retail Water and Sewer Rates Committee and the General Manager to establish the "DC Water Cares: Multifamily Assistance

Program for Low-Income Multifamily Tenants” that will terminate on September 30, 2021 unless approved by the Board to continue in FY 2022.

2. The General Manager shall amend the Customer Assistance Program regulations as provided in Attachment A.
3. The General Manager is authorized to take all steps necessary in his judgment and as otherwise required, to publish the Notice of Final Rulemaking in accordance with the District of Columbia Administrative Procedure Act and implementing rules.
4. This resolution is effective immediately.

Secretary to the Board of Directors

Attachment A

Title 21, DCMR Chapter 4, is amended by adding a new subsection 21 DCMR 4102.10 to read as follows:

Section 4102, CUSTOMER ASSISTANCE PROGRAMS, is amended by adding a new Subsection 4102.10 to read as follows:

4102.10 DC Water Cares: Multifamily Assistance Program (MAP)

- (a) The DC Water Cares: Multifamily Assistance Program (MAP) provides up to two thousand (\$2,000) per eligible unit of emergency relief to an eligible Occupant residing in a participating Multi-Family Customer's premises.
- (b) For purposes of this subsection, Non-Residential Customers whose premises has four or more dwelling units, are deemed Multi-Family Customers, as defined in 21 DCMR 4104, and eligible to apply to participate in the MAP.
- (c) For purposes of this subsection, the term "Occupant" includes a person that resides in a dwelling unit in an apartment, condominium, or cooperative housing association.
- (d) Multi-Family Customers and their eligible Occupants may participate in the MAP by complying with the requirements in this subsection.
- (e) To participate in the MAP, a Multi-Family Customer shall:
 - (1) Maintain an active DC Water account and be responsible for paying for water and sewer services at a Multi-Family Customer's property that is:
 - (A) Not owned or operated by the District of Columbia or the Federal Government; or
 - (B) Not currently receiving federal assistance to pay for water and sewer services, including, but not limited to District or federally funded COVID-19 rental assistance.
 - (2) Have one or more eligible Occupant in an active lease or rental agreement, condominium housing association deed or title, or cooperative housing association occupancy agreement or title to reside in their premises;
 - (3) Complete and submit a DC Water Cares: Multifamily Assistance Program Terms and Conditions Application and comply with DC

- Water requests for information and access to the premises as necessary to determine compliance with the MAP requirements;
- (4) Upon approval to participate in the MAP, comply with all the MAP Terms and Conditions, post the MAP flier in a conspicuous location in the building or include the MAP flier in a notice or invoice to all unit Occupants to inform the Occupants about the MAP and encourage them to apply for assistance, if eligible;
 - (5) Upon receipt of MAP Credits, apply ninety percent (90%) of the MAP Credits to the DC Water approved eligible Occupant's account within thirty (30) days of receipt of the MAP Credit, and the remaining ten percent (10%) shall be maintain as a credit on the DC Water account;
 - (6) Notify the eligible Occupant in writing that the credits were applied to their account within thirty (30) days of the receipt of the MAP Credit;
 - (7) Enter a payment plan agreement with DC Water for any remaining arrears outstanding on the DC Water account within 60 (sixty) days of receipt of the first MAP Credits;
 - (8) Notify DC Water within thirty (30) days of any change in ownership or the eligible Occupant's occupancy.
- (f) To be eligible to participate in the MAP, an Occupant shall be (1) named on the occupancy agreement, including, but not limited to a lease or rental agreement, condominium deed or title, or cooperative housing association occupancy agreement or title, (2) reside in a Multi-Family Customer's property that is master metered and approved to participate in the MAP, and (3) meet one of the following requirements:
- (1) Reside in an Affordable Housing Unit as defined in 21 DCMR § 199.1, provided the Occupant does not notify DC Water to be excluded from receiving MAP assistance within ten (10) days of receipt of notice of eligibility from DC Water; or
 - (2) Meet the annual household income limits equal to or below eighty percent (80%) of the Area Median Income (AMI) for the District of Columbia, not capped by the United States median low-income limit as follows:
 - (A) Occupant submits a Resident Application for DC Water Cares: Multifamily Assistance Program to the District of Columbia Department of Energy and Environment (DOEE)

and DOEE determines that the applicant meets the annual household income requirements;

- (B) Occupant is eligible to receive Low-Income Energy Assistance Program (LIHEAP) or Utility Discount Program (UDP) assistance during Fiscal Year 2021 as determined by DOEE shall be categorically eligible to participate in the MAP, provided they do not notify DC Water to be excluded from participating within ten (10) days of receipt of the notice of eligibility from DC Water; or
 - (C) Occupant that is eligible to receive assistance for public benefits programs during Fiscal Year 2021, including, but not limited to, the Temporary Assistance for Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), or medical assistance programs, through Medicaid, Alliance and DC Healthy Families programs as determined by the District of Columbia Department of Human Services, shall be categorically eligible to participate in the MAP, provided they notify DC Water that they agree to participate in the MAP within ten (10) days of receipt of the notice of eligibility, but not later than September 21, 2021.
- (3) Occupant is not eligible to receive MAP assistance if they:
- (A) Reside in a dwelling unit that is 100% subsidized; or
 - (B) Received emergency assistance for water and sewer charges for the period of April 1, 2020 through September 20, 2021.
- (g) DC Water shall notify the approved Multi-Family Customer and approved Occupant(s), setting forth the amount of the approved MAP Credits.
- (h) DC Water shall apply up to two thousand dollars (\$2,000) in MAP Credits per eligible unit during Fiscal Year 2021 on an approved Multi-Family Customer's DC Water account that has one or more eligible Occupant as follows:
- (1) The MAP Credits provided per eligible unit shall be calculated based on the greater of A. or B., which is then divided by the total number of dwelling units in the premises:
 - (A) The average of the Multi-Family Customer's DC Water charges billed from April 1, 2020 to December 31, 2020 subtracting any amount of water and sewer charges

applicable to any retail/commercial units and that result is multiplied by three (3); or

- (B) Total amount of the outstanding balance on the Multi-Family Customer's DC Water account as of December 31, 2020 subtracting any water and sewer charges applicable to any retail/commercial units.
- (2) DC Water shall revoke the amount of the MAP Credits applied to a Multi-Family Customer's DC Water account and charge the customer's account the full amount of the MAP Credits, if one or more of the following violations is not corrected within 10 days of the date of the notice of violation from DC Water:
- (A) Failure to comply with the MAP Terms and Conditions;
 - (B) Failure to enter into a payment plan agreement within sixty (60) days of the receipt of the first MAP Credits to establish a payment schedule for any remaining outstanding charges;
 - (C) Failure to apply the MAP Credits to the Occupant's account within thirty (30) days of receipt of the MAP Credits; or
 - (D) Multi-Family Customer or Occupant commits fraud or makes false statements in connection with the MAP.
- (i) Multi-Family Customer that receives MAP Credits on their DC Water account shall:
- (1) Apply ninety percent (90%) of the total MAP Credits for the approved Occupant on their account within thirty (30) days of the date of the notice of the amount of the Credits from DC Water, and the remaining ten percent (10%) shall be maintain as a credit on the DC Water account;
 - (2) Notify the approved Occupant, in a statement or separate writing, that the credit has been applied to their account within thirty (30) days of receipt of the MAP Credits from DC Water;
 - (3) Notify DC Water within thirty (30) days of any change in ownership if DC Water has not applied the MAP Credits to the Multi-Family Customer's DC Water account;
 - (4) Notify DC Water within thirty (30) days of any change in the Occupant's occupancy if the MAP Credits have not been applied to the Occupant's account;

- (5) Provide the Occupant any MAP Credits remaining in their account if the Occupant terminates their occupancy;
 - (6) Provide, upon DC Water's request, documentation confirming that the MAP Credits have been applied to the Occupant's account;
 - (7) Provide DC Water access to the premises and records to conduct an audit to determine compliance with these regulations and the MAP Terms and Conditions;
 - (8) Maintain all documents related to the MAP Terms and Conditions Application, receipt and handling of MAP Credits, and notices to approved Occupant(s).
- (j) The DC Water Cares MAP shall continue in Fiscal Year 2022 if authorized by the DC Water Board of Directors.
- (k) To continue receiving MAP Credits in Fiscal Year 2022 without interruptions, the Multi-Family Customer must submit a renewal DC Water Cares: Multifamily Assistance Program Terms and Conditions Application to DC Water within the renewal deadline. A Multi-Family Customer that submits their renewal DC Water Cares: Multifamily Assistance Program Terms and Condition Application after this period, and is subsequently approved by DC Water, will receive benefits as of the date of receipt of the Application.
- (l) To continue receiving MAP Credits in Fiscal Year 2022 without interruptions, an Occupant residing in multifamily properties must submit a renewal Resident Application for DC Water Cares: Multifamily Assistance Program to DOEE in accordance within the renewal deadline. An Occupant that submits their renewal Application after this period, and is subsequently approved by DC Water, will receive benefits as of the date of receipt of the Application.
- (m) If DC Water determines that budgeted funds are insufficient to provide DC Water Cares MAP Credits, DC Water may:
- (1) Suspend the process for accepting DC Water Cares MAP applications; or
 - (2) Suspend or adjust providing DC Water Cares MAP Credits to eligible Multi-Family Customer's DC Water account.
- (n) DC Water shall notify a Multi-Family Customer or Occupant if they are denied eligibility for the MAP by issuing a Notice of Denial, which shall

contain a written statement of the basis for the denial and advising the Multi-Family Customer or Occupant of the following:

- (1) Multi-Family Customer or Occupant may challenge the denial of eligibility to participate in the MAP by:
 - (A) Submitting a written Request for Reconsideration within fifteen (15) days of the date of the Notice of Denial; and
 - (B) Providing a statement of the basis why they should be eligible and supporting documentation.
- (2) The General Manager shall review the Request for Reconsideration and make a final determination of eligibility.
- (3) The Multi-Family Customer or Occupant may request an Administrative hearing in writing, within fifteen (15) days of the date of the General Manager's written final determination, if he or she is not satisfied with the General Manager's determination; and
- (4) The Customer shall be notified in writing of the date and time of the Administrative Hearing, if requested.

Presented and Approved: May 6, 2021

SUBJECT: Approval to Modify Contract No. 18-PR-CFO-56, Oracle America, Inc.

**#21-43
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 May 6, 2021 upon consideration of a non-joint use matter, decided by a vote of ___() in favor and ___() opposed to execute the modification to Contract No. 18-PR-CFO-56, Oracle America, Inc.

Be it resolved that:

The Board of Directors hereby authorizes the CEO/General Manager to execute the modification to Contract No. 18-PR-CFO-56, Oracle America, Inc. The purpose of the modification is to add the Oracle Permit Information Management Systems Software in the amount of \$1,118,426.65 for software subscription and \$1,438,226.24 for system implementation. The total modification amount is \$2,556,652.89.

Secretary to the Board of Directors

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

ACTION REQUESTED

GOODS AND SERVICES CONTRACT MODIFICATION

**Permit Information Management System (PIMS) Software
(Non-Joint Use)**

Approval to modify Oracle ERP Contract No. 18-PR-CFO-56 to add Oracle Permit Information Management System (PIMS) Software in the amount of \$1,118,426.65 for software subscription up to 8 years and 3 years of managed care service and \$1,438,226.24 for system implementation.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: Oracle America, Inc. 500 Oracle Parkway Redwood Shores, CA 94065	SUBS: N/A	PARTICIPATION: N/A
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DESCRIPTION AND PURPOSE

Original Contract Value:	\$496,793.90
Base-Term of Contract:	05-15-2019 – 05-14-2020
No. of Option Years in Contract:	9
Option Period Total Value:	\$5,251,013.69
Option Period Date:	05-15-2020 – 05-14-2029
Option Period Modification:	\$2,556,652.89
Option Period Date:	05-15-2021 – 05-14-2029 (OY2 through OY9)
Total Contract Value:	\$8,304,460.48

Purpose of the Contract:

The purpose of this contract action is to add the software subscription fee of the Oracle Permit Information Management System (PIMS) Software up to 8 years, the system implementation cost, and 3 years of managed care service to the original Oracle ERP Contract No. 18-PR-CFO-56 that was executed on 5/15/2019. The software subscription will be renewed and paid annually.

Contract Scope:

The Oracle Permit Information Management System (PIMS) provides permit application processing, plan review, inspections, timekeeping, payment processing, financial account balances, refund requests and processing, and account overages. The software subscription will include all updates, patches, fixes, maintenance, support, and database during the term of the contract. The requested funding also includes implementation, integration, licenses, stabilization, and 3 years of managed care service.

The Oracle PIMS was selected to provide seamless integration with Oracle ERP and other DC Water applications such as IBM Maximo, GIS, Live Link (Document Management) and Bluebeam. The Oracle PIMS can process permits efficiently by streamline the permit project lifecycle to move between phases, people, and departments with accurate and up to date information.

Operating	SaaS fee after implementation	\$1,030,426.65
	Managed Care Service	\$88,000.00
	Total Operating	\$1,118,426.65

Capital	Implementation	\$1,000,000.00
	Allowance	\$200,000.00
	SaaS fee during implementation	\$230,226.24
	3-mos stabilization support after Go-Live	\$8,000.00
	Total Capital	\$1,438,226.24

Spending Previous Year (on ERP):

Cumulative Contract Value:	05-15-2019 – 05-14-2029: \$5,747,807.59
Cumulative Contract Spending:	05-15-2019 – 05-14-2021: \$857,763.31

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 expectation and requirements.

No LSBE participation

PROCUREMENT INFORMATION

Contract Type:	Goods / Services	Award Based On:	Best Value
Commodity:	Software	Contract Number:	18-PR-CFO-56
Contractor Market:	Open Market with Preference Points for LBE and LSBE participation		

BUDGET INFORMATION

Funding:	IT ESC/LSC Capital Equipment	Departments:	Information Technology
Service Area:	DC Water Wide	Department Heads:	Thomas Kuczynski

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	100%	\$1,438,226.24
Washington Suburban Sanitary Commission	0%	\$0.00
Fairfax County	0%	\$0.00
Loudoun Water	0%	\$0.00
Other (PI)	0%	\$0.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$1,438,226.24

BUDGET INFORMATION

Funding:	Operating	Departments:	Permit Operations
Service Area:	DC Water Wide	Department Heads:	Brian T. McDermott

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	100%	\$1,118,426.65
Washington Suburban Sanitary Commission	0%	\$0.00
Fairfax County	0%	\$0.00
Loudoun Water	0%	\$0.00
Other (PI)	0%	\$0.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$1,118,426.65

Armon Curd
Digitally signed by Armon Curd
 DN: cn=Armon Curd, o=District of Columbia Water and Sewer Authority, email=Armon.Curd@dcwater.com, c=US
 Date: 2021.04.07 14:51:40Z

Armon Curd
 EVP of Customer Experience

Date

Leonard Benson
Digitally signed by Leonard Benson
 DN: cn=Leonard Benson, o=Engineering, ou=District of Columbia Water and Sewer Authority, email=Leonard.Benson@dcwater.com, c=US
 Date: 2021.04.07 14:11:53 -0400

Leonard R. Benson
 Senior Vice President of CIP Project Delivery

Date


Digitally signed by Dan Bae
 DN: cn=US, email=Dan.Bae@dcwater.com, o=District of Columbia Water and Sewer Authority, ou=VP of Procurement & Compliance, cn=Dan Bae
 Date: 2021.04.07 16:09:50 -0400

Dan Bae
 VP of Procurement and Compliance

Date

Matthew T. Brown
Digitally signed by Matthew T. Brown
 Date: 2021.04.08 10:50:13 -0400

Matthew T. Brown
 CFO and EVP of Finance and Procurement

Date

David Gadis
Digitally signed by David Gadis
 DN: cn=David Gadis, o, ou, email=David.Gadis@dcwater.com, c=US
 Date: 2021.04.22 10:59:55 -0400

David L. Gadis
 General Manager and CEO

Date

Presented and Approved: May 6, 2021
SUBJECT: Approval to Execute Change Order No. 10 of Contract No.170130, American Contracting & Environmental Services

#21-44
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 May 6, 2021 upon consideration of a non-joint use matter, decided by a vote of six (6) in favor and none (0) opposed to execute the Change Order No. 10 of Contract No. 170130, American Contracting & Environmental Services.

Be it resolved that:

The Board of Directors hereby authorizes the CEO/General Manager to execute Change Order No. 10 Contract No. 170130, American Contracting & Environmental Services. The purpose of change order is to extend the time for completion by 171 calendar days. Of these 171 calendar days, 99 calendar days are compensable, and 72 calendar days are non-compensable. The negotiated daily rate is \$3,560.00 for a total amount of \$352,440.


Secretary to the Board of Directors

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

ACTION REQUESTED

CONSTRUCTION CONTRACT CHANGE ORDER:

**Soldiers' Home Reservoir upgrades
(Non-Joint Use)**

Approval to execute Change Order No. 10 for \$352,440.00. The modification exceeds the Chief Executive Officer's approval authority.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	PARTICIPATION:
American Contracting & Environmental Services, Inc. 10330 Old Columbia Rd, Ste 102, Columbia, MD 21046	Empire Landscape, LLC Silver Spring, MD	MBE 4.2%
	Matadi Construction, LLC Silver Spring, MD	MBE 2.0%

DESCRIPTION AND PURPOSE

Original Contract Value:	\$5,401,000.00
Value of this Change Order:	\$352,440.00
Cumulative CO Value, including this CO:	\$1,280,636.00
Current Contract Value, including this CO:	\$6,681,636.00
Original Contract Time:	420 Days (1 Years, 2 Months)
Time extension, this CO:	171 Days
Total CO contract time extension:	171 Days (0 Years, 6 Months)
Contract Start Date (NTP):	10-09-2019
Anticipated Contract Completion Date:	05-21-2021
Cumulative CO % of Original Contract:	23.7%
Contract completion %:	75.0%

Purpose of the Contract:

To upgrade and rehabilitate the Soldiers' Home potable water reservoir.

Original Contract Scope:

The original contract scope includes installation of a new impervious membrane system on the reservoir roof, installation of a new irrigation system and perimeter drain, internal repairs of structural concrete, piping modifications and ventilation improvements.

Previous Change Order Scope:

- Electrical conduit material changes and T&M work for design conflicts with electrical duct bank raceway
- Demolition and replacement of existing 30-in and 48-in steel concrete-encased pipes with ductile iron pipe sections
- Additional reservoir crack repairs greater than three thousand linear feet
- Various smaller change items

Current Change Order Scope:

The scope of this change order is to extend the time for completion by 171 calendar days. Of these 171 calendar days, 99 calendar days are compensable, and 72 calendar days are non-compensable. The negotiated daily rate is \$3,560.00 for a total amount of \$352,440.00.

Underground piping modification work was impacted by an existing concrete encasement around the pipes over a length of 129 LF. Previous change orders were issued to the contractor to remove the concrete-encased pipe sections and replace with new pipe sections to enable performance of the contract work. Time impacts caused by PEPCO's inability to work on Armed Forces Retirement Home (AFRH) private property for 41 calendar days and a time impact caused by weather for 3 calendar days are also included in the scope of this change.

Federal Grant Status:

- Construction Contract is not eligible for Federal grant funding assistance.

PROCUREMENT INFORMATION

Contract Type:	Fixed Price	Award Based On:	Lowest responsive, responsible bidder.
Commodity:	Construction	Contract Number:	170130
Contractor Market:	Open Market		

BUDGET INFORMATION

Funding:	Capital	Department:	Engineering and Technical Services
Service Area:	Water	Department Head:	Craig Fricke
Project:	FA		

USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	100.00%	\$ 352,440.00
Washington Suburban Sanitary Commission	0.00%	\$
Fairfax County	0.00%	\$
Loudoun County & Potomac Interceptor	0.00%	\$
Total Estimated Dollar Amount	100.00%	\$ 352,440.00

Leonard Benson

Digitally signed by Leonard Benson
Date: 2021.04.06 14:37:40 -04'00'

Leonard R. Benson Date
SVP and Chief Engineer



Digitally signed by Dan Bae
DN: c=US, E=dan.bae@dcwater.com, O=District of Columbia Water and Sewer Authority, OU=VP of Procurement & Compliance, CN=Dan Bae
Date: 2021.04.07 09:32:43-04'00'

Dan Bae, VP Date
Procurement and Compliance

Matthew T. Brown

Digitally signed by Matthew T. Brown
Date: 2021.04.07 18:50:59 -04'00'

Matthew T. Brown Date
CFO and EVP
Finance and Procurement

David Gadis

Digitally signed by David Gadis
DN: cn=David Gadis, o, ou, email=David.Gadis@dcwater.com, c=US
Date: 2021.04.22 10:58:46 -04'00'

David L. Gadis Date
CEO and General Manager