



DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY
267th MEETING OF THE BOARD OF DIRECTORS
Thursday, September 3, 2020
9:30 a.m.
(via Microsoft teams)
202-753-6714 Conf. ID 424 573 648#

I. Call to Order (Chairman Tommy Wells)

II. Roll Call (Linda Manley, Board Secretary)

III. Approval of July 2, 2020 Meeting Minutes

IV. Chairman's Overview

V. Committee Reports

1. [Environmental Quality and Operations Committee](#) (Adam Ortiz)
2. [Audit Committee](#) (Floyd Holt)
3. [DC Retail Water and Sewer Rates Committee](#) (Rachna Bhatt)
4. [Special Finance and Budget Committee](#) (Major Riddick)

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 Option Year Five \(5\) of Contract No. 15-PR-DWT-21, Kuehne Chemical Co. Inc. Supply and Delivery of Sodium Hypochlorite – Resolution No. 20-58](#) (Recommended by the Environmental Quality and Operations Committee 07/16/20)
2. [Approval to Execute Option Year Two \(2\) of Contract No. 18-PR-DFS-28 A,B,C, ADP Group, Inc, North Arrow, co., Mid-Atlantic General Contractors, Small Construction and Renovations for the Department of Facilities – Resolution No. 20-59](#) (Recommended by the Environmental Quality and Operations Committee 07/16/20)
3. [Approval to Execute Option Year Four \(4\) of Contract No. 16-PR-DFM-77, BFPE International Inc. Fire Protection Systems – Resolution No. 20-60](#) (Recommended by the Environmental Quality and Operations Committee 07/16/20)

4. [Approval to Execute Contract No. DCFA 507-WSA, Accurate Infrastructure Data, Inc., Basic Ordering Agreement – Subsurface Utility Engineering 1 – Resolution No. 20-61](#) (Recommended by the Environmental Quality and Operations Committee 07/16/20)
5. [Approval to Execute the Memorandum of Understanding between District of Columbia Department of Transportation, District Department of Consumer and Regulatory Affairs, the Office of the Deputy Mayor for Planning and Economic Development, Planning, Construction, Operation and Maintenance of Long-Term Control Plan Facilities – Resolution No. 20-62](#) (Recommended by the Environmental Quality and Operations Committee 07/16/20)
6. [Approval to Execute the Memorandum of Understanding between District of Columbia Department of Transportation and DC Water, South Capitol Street Corridor Phase 1 – Resolution No. 20-63](#) (Recommended by the Environmental Quality and Operations Committee 07/16/20)
7. [Approval to Execute Contract No. 20-PR-CFO-26, KPMG, LLP, External Audit Services – Resolution No. 20-64](#) (Recommended by the Audit Committee 07/23/20)
8. [Approval to Direct the Projected FY 2020 Net Cash Surplus to the Customer Assistance Programs for Low-Income Customers and Transfer the Remainder to the Rate Stabilization Fund to Provide Operational Flexibility to Address any Contingencies in FY 2021 – Resolution No. 20-65](#) (Recommended by the Finance and Budget Committee 08/25/20)
9. [Approval to Transfer the Fiscal Year 2020 ROCIP Amount Billed Less the Audit Reserve to the Rate Stabilization Fund – Resolution No. 20-66](#) (Recommended by Finance and Budget Committee 08/25/20)

X. Consent Items (Non-Joint Use)

1. [Approval to Execute the Memorandum of Understanding Agreement between District of Columbia Department of Transportation and DCWater, Replacement of Water Mains and Rehabilitation of Sewer Main on Oregon Ave. NW from Military Road to Western Avenue NW - Resolution No, 20-67](#) (Recommended by the Environmental Quality and Operations Committee 07/16/20)
2. [Approval to Execute the Memorandum of Understanding Agreement between District of Columbia Department of Transportation and DC Water – Replacement of Water Mains on New Jersey Avenue, NW – Resolution No. 20-68](#) (Recommended by the Environmental Quality and Operations Committee 07/16/20)
3. [Approval of Fiscal Year 2021 and Fiscal Year 2022 Metered Water and Sewer Service Rates, Customer Metering Fees, Right-of-Way, Payment-in-Lieu of Taxes Fee, and Clean Rivers Impervious Area Charge, and Amend CAP Regulations to Increase CRIAC Discount for CAP and Make CAP2 Permanent – Resolution No. 20-69](#) (Recommended by the DC Retail Water and Sewer Rates Committee 08/25/20)

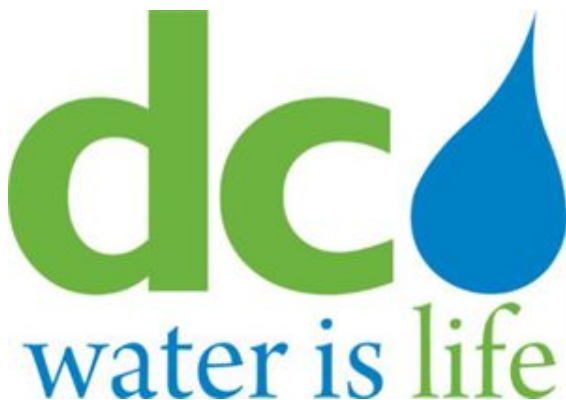
XI. Executive Session

XII. Adjournment (Chairman 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, September 9, 2020 @ 9:00 a.m.
- Human Resource and Labor Relations Committee w/Union Presidents – Wednesday, September 9, 2020 @ 11:00 a.m.
- Environmental Quality and Operations Committee – Thursday, September 17, 2020 @ 9:30 a.m.
- DC Retail Water and Sewer Rates Committee – Thursday, September 22, 2020 @ 9:30 a.m.
- Finance and Budget Committee – Thursday, September 24, 2020 @ 11:00 a.m.



Water and Sewer Authority

Board of Directors

Environmental Quality and Operations Meeting

Thursday, July 16, 2020

9:30 a.m.
(via Microsoft teams)

MEETING SUMMARY

District of Columbia

Committee Members

Adam Ortiz, Chairperson
Tommy Wells
Steven Shofar
Howard Gibbs
Ivan Frishberg
Randy Bartlett
David Franco
Joseph Gill

DC Water Staff Present

David Gadis, CEO & General Manager
Matthew Brown, Chief Financial Officer & EVP
Kishia Powell, Chief Operating Officer & EVP
Marc Battle, Chief Legal Officer & EVP
Leonard Benson, SVP, CIP Project Delivery
Linda R. Manley, Board Secretary

CALL TO ORDER

Mr. Ortiz called the meeting to order at 9:30 A.M. The meeting was conducted via Microsoft teams.

II. ROLL CALL

Ms. Linda Manley, Board Secretary, 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. Mr. Tesfaye stated that all performance parameters were excellent, and all permit requirements were met. He highlighted the Combined Heat and Power (CHP) O&M Service Contract including the True-Up for Contract Years 2018 and 2019 with the Contractor Constellation. The core element of this True-Up was compliance with Digester Gas Electrical Power Production Guarantee. The associated reimbursements to DC Water, due to actual electrical energy production less than the contract guarantee, totaled \$867,000 for contract year 2018 and \$665,404 for contract year 2019.

Mr. Tesfaye also mentioned in June 2020, the monthly average Total Nitrogen (TN)

concentration and total load in the complete treatment effluent were 3.15 mg/L and 234,536 lbs, respectively. He also stated the performance of the Wet Weather Treatment Facility (WWTF) in the month of June was excellent. A total of 205 MG of combined wet weather flows, captured in the tunnel system, were treated through the WWTF.

Mr. Tesfaye also mentioned that all biosolids produced during the month of June met Class A Exceptional Quality requirements required by the EPA. A total of 2,451 tons of bloom was marketed in the month.

IV. WATER OPERATION UPDATES

Ms. Maureen Schmelling, Director, Water Quality, DC Water gave a brief update regarding water quality monitoring; specifically, Total Coliform and Lead and Copper Rule (LCR) testing. Ms. Schmelling stated that overall, tests showed excellent performance of the water distribution system.

Mr. Jason Hughes, VP Water Operations, DC Water stated that of the approximately 9,496 public fire hydrants, 55 were out of service as of July 06, 2020. Of the 55 that are currently not operational, 32 were operationally defective while 23 were out of service because of either nearby water main repairs, non-DC Water construction activities or other short-term hydrant obstructions.

V. ACTION ITEMS

Mr. Joel Grosser, Director, Procurement, Goods & Services, DC Water, presented joint use action items 1 through 3. Mr. Len Benson, Sr. VP, DC Water, presented action items 4 through 6 and the non-joint use action items.

The Committee recommended the six joint use and the two non-joint use contracts for Board approval. The contracts are listed below.

JOINT USE

1. Contract No: 15-PR-DWT-21 – Supply and Delivery of Sodium Hypochlorite, Kuehne Chemical Co.
2. Contract No: 16-PR-DFM-77 – Fire Protection Systems, BPFE International Inc.
3. Contract No: 18-PR-DFS-28 – Small Construction and Renovations, ADP Group, Inc.; North Arrow Co.; Mid-Atlantic General Contractors
4. Contract No: N/A – Planning, Construction Operation and Maintenance of Long-Term Control Plan (LTCP) Facilities (Memorandum of Understanding Agreement), District of Columbia Department of Transportation (DDOT), Office of the Deputy Mayor for Planning and Economic Development, District Department of Consumer and Regulatory Affairs (DCRA)
5. Contract No: N/A – South Capitol Street Corridor Phase 1 (Memorandum of Understanding Agreement), District of Columbia Department of Transportation (DDOT)
6. Contract No: DCFA #507 Basic Ordering Agreement – Subsurface Utility Engineering (SUE) 1, Accurate Infrastructure Data, Inc

NON-JOINT USE

1. Contract No: N/A – DDOT Water Projects 15 – Replacement of Water Mains – (Memorandum of Understanding Agreement), District of Columbia Department of Transportation (DDOT)
2. Contract No: N/A – Replacement of Water Mains on New Jersey Avenue (Memorandum of Understanding Agreement), District of Columbia Department of Transportation (DDOT)

Mr. Ortiz requested a future briefing on the process DC Water staff uses to vet contracts and proposals prior to them being presented to the Committee. In particular, Mr. Ortiz was interested in how staff evaluates competitiveness and minority participation.

VI. WHOLESALE CUSTOMER COMMUNICATION

In response to a recent request from the Board, Mr. Len Benson, SVP CIP Project Delivery, DC Water, presented to the Committee on the basis of relationship between DC Water and Washington Suburban Sanitary Commission (WSSC) stating that its basis lay in the 2012 Intermunicipal Agreement (IMA). The purpose of the IMA, as stated in the preamble, is to:

- Allocate the wastewater treatment capacity of Blue Plains and other associated facilities and related peak flows for the collection system
- Equitably allocate the capital costs of wastewater treatment and biosolids management
- Equitably allocate O&M costs
- Define the responsibilities of pretreatment and operational requirements and biosolids management
- Define the process of future wastewater capacity planning decisions, including addressing load allocations
- Provide a mechanism for continuing coordination, cooperation and communications
- Provide environmental stewardship

Mr. Benson then mentioned the different committees described in the IMA and current committee membership. The IMA Leadership, IMA Regional and Regional Committee Subcommittees and working groups.

He stated DC Water and WSSC communicate through both formal and informal avenues in order to fulfil their obligations under the 2012 IMA.

Formal communications include:

- IMA Leadership Committee meetings (annually)
- IMA Regional Committee meetings (quarterly)
- IMA Blue Plains Technical Sub-Committee (monthly, except for months with regional committee meetings)
- DC Water Wholesale Customer Briefing (annually)
- DC Water OEM Potomac Interceptor Emergency Response Seminar and Planning Meeting (Annually)
- Biosolids Coordination Meeting (Monthly)

Informal communications consist of:

- DC Water – WSSC routine multiple ad hoc operational communications

Mr. Benson also stated these ad hoc communications typically include discussions of: project cost share development and negotiations; research and development ideas and opportunities for collaboration; specific technology challenges concerning joint use facilities such as billing metering systems and other operations; biosolids contracts for disposal/ reuse; pretreatment of sewage originating in the various jurisdictions; and other operational issues.

Mr. Benson concluded by stating that DC Water, WSSC and Fairfax County communicate and coordinate during other occasions such as:

- Consultant and Design Build selections (WSSC and Fairfax County are voting panel members)
- Maryland and Virginia State Grant Assistance provided by DC Water.
- Fiscal year CIP projections provided to WSSC for their July to June fiscal year planning.
- Discussion on issues with pipe systems at geographic boundaries between DC and Maryland
- Coordination between DC Water Sewer Pumping Operations and WSSC Pumping Operations

VII. EXECUTIVE SESSION

None.

VIII. ADJOURNMENT

A member of the public on the call, Mr. David Bardin, asked to address the Committee. The Committee requested that Mr. Bardin work through DC Water management.

Meeting was adjourned at 10:53 a.m.

Follow-up Items

1. Vice President, Procurement and Compliance: Provide a briefing on the process staff uses to vet contracts and proposals prior to being presented to the Committee.



**DISTRICT OF COLUMBIA
WATER AND SEWER AUTHORITY**

Board of Directors

Audit Committee

Thursday, July 23, 2020

9:30 a.m.

Meeting Minutes

COMMITTEE MEMBERS PRESENT

Floyd Holt, Chairperson, Prince George's Co
Anthony Giancola, District of Columbia
Steven Shofar, Montgomery County
Jed Ross, District of Columbia
Fariba Kassiri, Montgomery County
Ivan Frishberg, District of Columbia
Howard Gibbs, District of Columbia

DC WATER STAFF PRESENT

David Gadis CEO/General Manager
Linda Manley, Secretary to the Board
Wayne Griffith, EVP Performance
Matt Brown, CFO/EVP Finance & Procurement
Marc Battle, Chief Legal Officer & EVP
Brent Christ, Director Facilities

INTERNAL AUDIT STAFF PRESENT

Dan Whelan, RSM US LLP
Jill Reyes, RSM US LLP
Nico Guetatchew, RSM US LLP
Sophie Tomeo, RSM US LLP
Ethan Bickford, RSM US LLP

Call to Order (Item 1)

Mr. Floyd Holt called the Audit Committee meeting to order at 9:30 a.m.

Roll Call

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

External Audit Selection Update (Item 2)

Mr. Matt Brown presented a proposal for a three-year base, plus two option year, contract with KPMG with 9.5% participation by the LSBE firm Bert Smith & Company. Mr. Brown presented KPMG's credentials and past work with DC Water, highlighting key activities that KPMG helped DC Water accomplish in previous years. Mr. Brown feels that KPMG

is tough but fair, and informed the committee that KPMG scored highest out of the seven external audit firms competing. Mr. Giancola noted that in other jurisdictions, he has seen requirements for a new external audit partner every five years, although he does not object to awarding the position to KPMG. Mr. Brown informed Mr. Giancola that the KPMG managing partner for the engagement, Mr. Brian Grega, is new to the DC Water account. Mr. Brown felt that this addition of a new managing partner would bring fresh perspective, mitigating any concerns regarding the longstanding relationship.

Mr. Brown noted that KPMG was on the higher end of the LSBE participation of the competing external audit firms. Historically, over the past four years, KPMG has utilized 8%-15% LSBE participation.

Mr. Howard Gibbs inquired whether the consensus was to move the appointment of KPMG as external auditors to the full Board. This was met with a unanimous vote of "yes."

Internal Audit Update (Item 3)

RSM Partner, Mr. Dan Whelan, presented the agenda and FY2020 internal audit plan status update. The Work Order Planning Assessment, Facilities Management Audit, and Benefits and Compensation Audit, and Phase 2: Physical Security Penetration Testing are now complete. Four audits have been deferred as a result of COVID-19, with a new one added. The deferred audits will be considered for the FY2021 audit plan when Internal Audit conducts the annual risk assessment this quarter.

Ms. Jill Reyes reiterated that the Recruiting Alignment Assessment, Oracle Embedded Assurance, and Incident Response Tabletop Review audits have been deferred from the current audit plan to FY2021. Since the last discussion, the Procurement Pre-Award and Selection Audit has also been deferred to the beginning of FY2021, due to restrictions present in the procurement team's workload due to ERP implementation and pandemic response efforts. Ms. Reyes mentioned that a Customer Billing and Collections Audit was added to the FY2020 plan in place of this project, which will be issued at the next Audit Committee meeting. Ms. Reyes also mentioned that the SCADA portion of the ICS Review audit may also be delayed, and that the internal auditors will work the Mr. Wayne Griffith and Mr. Francis Cooper to discuss other alternatives.

Ms. Sophie Tomeo presented the status of prior audit findings. Ms. Tomeo detailed that management has focused a large amount of time in the prior quarter to addressing audit findings. Ms. Tomeo detailed that the Training, Licensing and Certification open finding is tied to a strategic planning initiative and is in progress. People & Talent is currently working with department leads to determine appropriate job trainings by role. The open Entity Level findings relate to Authority-wide initiatives, such as Enterprise Risk Management (ERM), which is the function that is established to monitor Enterprise Risk will also monitor Policy Management. The Timekeeping open item is related to a finding tied to the Benefits & Compensation Audit, which will be reviewed during this meeting.

Mr. Tony Giancola inquired whether there was an estimated date for when the Annual Budgeting and Planning open item will be addressed. He also inquired whether the Training, Licensing and Certification finding could be considered closed, and just continuously monitored. Mr. Brown answered Mr. Giancola's first question – the budgeting module of the Oracle ERP will be implemented in November, and it will take around six months for full implementation. Ms. Tomeo answered Mr. Giancola's second question - once the first rollout of employee technical and safety training by role is completed, the Training, Licensing, and Certification finding will be marked as closed.

Mr. Howard inquired to Ms. Tomeo about what the Occupational Safety and Health's open items were. Ms. Tomeo replied, noting the first finding was regarding updates to the outdated operations safety plan is outdated, which should be complete by October. Additionally, a safety-training program is in the process of rolling out, with an anticipated implementation of October. Lastly, a construction safety related item should be resolved in September.

Ms. Tomeo presented a follow-up semi-annual summary. 88% of all prior audit findings from FY2014-FY2019 are closed. Specifically, 26 audit items have been closed in FY2020 to date. Ms. Tomeo then addressed the action deferred update item that is contingent on other action occurring and are not included in the prior audit findings. The action-deferred item is related to the Intellectual Property Personnel Policy. Ms. Tomeo reported that this particular item is under review by management based on strategic initiatives.

Ms. Tomeo then shared the results of the Work Order Planning Assessment. Ms. Tomeo noted that 35 non-emergency corrective maintenance work orders from FY2019 were reviewed to identify the adequacy of job planning for equipment maintenance. The first high risk finding in the assessment is that there are inconsistent and poorly defined roles and responsibilities for the planning function. Management is working to revisit the definitions of employee's roles and responsibilities to ensure that the correct roles are carrying out the proper actions. The second high risk observation from this assessment is missing and inconsistent job planning for equipment maintenance. Management is working to resolve both high-risk findings by December 2020. Additionally, there was one moderate risk and one low risk finding that are included in the full report.

Mr. Ethan Bickford shared the results of the Facilities Management Audit. Mr. Bickford noted that the primary focus of the audit was on the work order utilization processes, as well as the monitoring of performance via Key Performance Indicators. Additionally, the Health & Hygiene program was reviewed, in relation to the utilization of current work order processes and the use of Maximo. Mr. Bickford then provided an overview of the responsibilities of the Facilities Management team, as well as their allocated budget and staff size. Mr. Bickford addressed the two high-risk findings that were found during the audit. The first of which was an inconsistent entry of materials and labor costs into

Maximo. The current configuration of Maximo allows the closing out of a Work Order without entering labor and materials allows this to occur. Ms. RoDonna Brewster, Supervisor Facilities Coordination, will be the responsible party to resolve this finding. Ms. Brewster's target remediation date is May 15, 2020 for a refresher training to remind staff of the requirement to enter labor and materials into Work Orders, and June 15, 2020 for a new system rollout to improve the Maximo workflow. Due to COVID-19, delays have occurred with these target dates, and Ms. Brewster is working with IT for an updated date for the system rollout. Once a system rollout date is established, the employee training will be rescheduled as well. Mr. Giancola raised the question of whether the work crew has laptops or tablets that can be utilized for recording this information in the field. He also inquired whether there was a quality assurance check by the supervisor. Mr. Bickford informed him that the upcoming system rollout would include providing the work crew with mobile devices to enable updates from the field. Mr. Bickford also noted that the second finding addresses supervisor review.

The second finding for the Facilities Management Audit is that a work order can be closed out without the proper review of a supervisor. Currently, supervisor review is not a required field in the Maximo workflow, similar to the labor and materials fields as noted in the first observation. Ms. Brewster will be the responsible party to resolve this finding. Ms. Brewster's target remediation dates/plan for this finding match with the remediation plan for the previously addressed finding. Due to COVID-19, the new system rollout has been postponed. Once a date is established for the new system, Ms. Brewster will reschedule a refresher training for all employees that take part in fulfilling work orders. One moderate risk finding is also included in the full report. Mr. Gibbs inquired whether the system will become more complex for the users, and whether there is any significant resistance to the implementation. Mr. Bickford confirmed that the system will not be exceedingly complex, and that the training should alleviate any issues with the implementation. Mr. Brent Christ agreed with Mr. Bickford, saying that the members of the work crew feel that the new system will make their jobs easier. There was one moderate risk finding included in the full audit report, which has been provided to the Committee members.

Ms. Tomeo noted to the Committee that these reports were finalized prior to the employment of Ms. Kishia Powell, the Authority's new COO, further stating that internal audit met with Ms. Powell earlier this month to review and discuss the reports, observations and recommendations that will impact her agency cluster, prior to today's meeting.

Ms. Tomeo then shared the results of the Benefits and Compensation Audit report, which included no high-risk findings. The scope of the compensation portion of the audit included new hire compensation, non-union annual merit increases, union step increases, annual bonuses, and off-cycle pay adjustments. The scope of the benefits portion of the audit included annual enrollment, new hire enrollment, off-cycle changes / payroll adjustments, monthly provider billing, and reconciliations / monitoring of deductions. One

moderate risk and four low risk findings are included in the full report. Ms. Tomeo informed the meeting that the Benefits and Compensation team received assistance from RSM in drafting flowcharts related to the ERP implementation. No members of the meeting had questions regarding the Benefits and Compensation Audit.

Ms. Jill Reyes went on to discuss the hotline update. Ms. Reyes noted that a confidential matter related to a conflict of interest allegation has been reported via the hotline through three separate calls since the last Audit Committee meeting, and that an investigation is taking place under the guidance of the Office of Legal Affairs, but that there is no update for the Committee at this time. In FY2020, 8 hotline calls have been received, with 5 cases closed and 3 cases remaining open. All three of the open FY2019 calls relate to an allegation of conflict of interest that is being investigated by a DC Water department. Ms. Reyes noted that there should be an update on the status of both investigations at the next Audit Committee meeting.

Executive Session (Item 4)

There was a motion to move into Executive Session by Mr. Holt 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. Board Secretary Linda Manley call the roll. The Audit Committee went into Executive Session at approximately 10:30 a.m.

Adjournment (Item 5)

The Audit Committee meeting reconvened into open session at 10:59 a.m.

The public meeting was adjourned at 11:01am.



**DISTRICT OF COLUMBIA
WATER AND SEWER AUTHORITY**

Board of Directors

DC Retail Water and Sewer Rates Committee

Tuesday, August 25, 2020

9:30 a.m.

MEETING MINUTES

Committee Members in Attendance

DC Water Staff

Committee Members Via Teleconference

Rachna Bhatt, Chairperson
Howard Gibbs
David Franco
Anthony Giancola
Jedd Ross
Krystal J. Brumfield
Reverend Dr. Kendrick Curry
Joe Leonard

DC Water Staff Via Teleconference

David L. Gadis, CEO/General Manager
Matthew Brown, CFO/EVP, Finance & Procurement
Marc Battle, Chief Legal Officer & EVP
Linda Manley, Secretary to the Board
Armon Curd, Executive Vice-President, Customer Experience
Carolyn Mackool, Director of Customer Service

Call to Order

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

Roll Call

Linda Manley, Board Secretary conducted a roll call for the Committee members.

**Approval of Proposed FY 2021 & FY 2022 Rates, Charges & Fees, Increase (Attachment A)
CRIAC Discount for CAP and Amend Regulations to make CAP2 Permanent**

Mr. Brown, CFO/EVP Finance and Procurement, greeted the Committee and stated that there are two presentations and one action item on the agenda. Mr. Brown stated that the presentations include: (i) the Approval of Proposed FY 2021 and FY 2022 Rates, Charges & Fees, increase Customer Metering Fees for FY 2021 and FY 2022, Increase Clean Rivers Impervious Area Charge (CRIAC) Discount for CAP and Amend Regulations to make DC Water's Customer Assistance Program II (CAP2) Permanent; (ii) FY 2020 Net Cash Position Update.

Mr. Brown began the first presentation by stating that the Committee would be asked to recommend the multi-year rate proposal for FY 2021 and FY 2022 rates, charges and fees; the proposal to increase the Customer Metering Fee for FY 2021 and FY 2022; the proposal to increase the CRIAC discount for CAP customers from 50% to 75%; and the proposal to amend regulations to make CAP2 permanent to the full Board for approval. Mr. Brown noted that DC Water has extended the ratemaking public comment period to ensure that there was time and a venue to hear from customers. Mr. Brown explained that the proposed rates were communicated through various news and media outlets as well as virtual Town Hall meetings conducted in each of the eight wards in June and July 2020. Mr. Brown mentioned that a virtual Business Town Hall was also conducted on July 29, 2020 to ensure that we had conversation with non-residential customers and a virtual Public Hearing was held on August 5, 2020 to provide customers the opportunity to comment on the changes. Mr. Brown explained that DC Water had posted all the ratemaking materials on DC Water's website to make the process transparent. Mr. Brown noted that a Rate Calculator is on DC Water's website to allow customers to enter their consumption, meter size, and impervious area to better understand the impact of the rate proposal.

Mr. Brown stated that the participation in the Customer Assistance Programs (CAP) has increased this year as a result of the pandemic and advertising and outreach efforts. Mr. Brown mentioned that DC Water's Board has adopted its Rate Setting Policy, Resolution #11-10 in 2011. Mr. Brown stated that the Board of Directors approves the budget and financial plan that determines the revenue requirements to operate and maintain water and sewer infrastructure, upgrade our facilities, and improve the environment. Mr. Brown explained DC Water's rate establishment process to the Committee.

Mr. Brown stated that DC Water proposed a lower rate increase for the average household customer for FY 2021 and FY 2022 than what was forecasted last year. Mr. Brown mentioned that the proposed rate increases are 6.6% and 6.7% instead of 8.1% and 6.9% that were previously forecasted for FY 2021 and FY 2022 respectively. Mr. Brown stated that the rate proposal includes an annual water and sewer rate increase of 9.9% and 7.8% for FY 2021 and FY 2022 respectively. Mr. Brown mentioned that the CRIAC decreases to \$19.52 and \$18.40 in FY 2021 and FY 2022 respectively. Mr. Brown explained that the proposal includes an increase of the CRIAC discount for CAP customers from 50% to 75% and to make CAP2 program permanent.

Mr. Brown mentioned that the Customer Metering Fee was set to recover the capital cost of the original Advanced Metering Infrastructure (AMI) system. He noted that the current COS study recommends recovering \$15.4 million in FY 2021 and \$24.1 million in FY 2022. Mr. Brown stated that in the proposal the CAP would be expanded to increase the CRIAC discount from 50% to 75% consistent with the recommendation from the Independent Review of Rate Structure and Customer Assistance Programs.

Mr. Brown mentioned that there is \$13 million of current year savings, which includes \$8 million in debt service saving and the remaining \$5 million unused fund from the amount that was withdrawn from the Rate Stabilization Fund for CAP2. He stated that DC Water is proposing to put the total \$13 million savings in the Rate Stabilization Fund (RSF) in FY 2020 and to apply \$2.5 million and \$10.5 million in FY 2021 and FY 2022 respectively.

Mr. Brown mentioned that an independent review of DC Water's rates and rate structure was performed and the review found that the current customer classes are appropriate and consistently seen in the industry, the four Ccf monthly water lifeline threshold is appropriate and consistent with benchmarked utilities, the cost of service study is generally consistent with industry standards for rate making, the use of the CRIAC to recover consent decree-related capital costs is appropriate and the use of ERU as the basis for recovering the CRIAC is appropriate. Mr. Brown added that the review recommended that the current Customer Metering Fees could be expanded to recover a greater amount of fixed operating and capital costs and DC Water has proposed the change in the Customer Metering Fees to cover Customer Service department costs.

Mr. Brown stated that DC Water's ten-year financial plan serves as the fiscal roadmap to achieve the Board's strategic plan and its objectives include minimizing rate increases, meeting financial obligations, satisfying indenture requirements and Board policies, and maintaining current credit ratings. He explained the assumptions of the financial plan: (i) maintain debt service as a percentage of revenue equal to or below 33%; (ii) maintain combined coverage of 160%; and (iii) maintain 250 days of cash including RSF. Mr. Brown mentioned that the projected average residential customer bill at 5.42 Ccf ranges from \$104 in FY 2020 to \$180 in FY 2029 and he noted that the proposed Capital Improvement Program (CIP) is the main driver of rates.

Mr. Brown provided an overview of the impact of the proposed and forecasted rate increases over the ten years period for the average residential, multi-family and commercial customers.

Mr. Brown presented the summary of rating agency views about DC Water and comparative information with peer utilities with respect to credit rating, operating revenue, debt service and days cash on hand.

Mr. Brown informed the Committee that the Office of Peoples Counsel (OPC) under District law can make comments and suggestions. Mr. Brown stated that DC Water is doing its best to work with OPC in the spirit of the law. Mr. Brown walked the Committee through all the comments received during the Public Hearing and the responses provided by DC Water.

Mr. Brown discussed the comments received on the proposed ratemaking, and provided the responses to each. He further discussed the comments received by OPC and DC Water's responses.

Mr. Giancola asked if more information can be provided on the Customer Assistance Programs regarding the progress of the programs compared to the prior year. Mr. Brown replied in the affirmative.

Mr. Brown briefed the Committee on the recommendation to the full Board for approval of the multi-year rate proposal for FY 2021 and FY 2022 rates, charges and fees, the proposal to increase Customer Metering Fees for FY 2021 and FY 2022, the proposal to increase in CRIAC discount for CAP customers from 50% to 75%, and the proposal to amend regulations to make CAP2 permanent.

FY 2020 Net Cash Position Update (Attachment B)

Mr. Brown CFO/EVP Finance and Procurement, stated that the purpose of the presentation is to provide the Committee a revised FY 2020 year-end revenue and expenditure projections and an update on the jurisdictional Rolling Owner Controlled Insurance Program (ROCIP) reimbursement. Mr. Brown mentioned that the same presentation will be presented to the Finance & Budget Committees to discuss the options for the use of projected year-end cash position and seek the Committee's recommendation to the full Board for approval on its use.

Mr. Brown explained that the consumption has declined and delinquencies have increased, which is impacting revenue. Mr. Brown noted that DC Water did not anticipate a cash surplus at the end of the

year during its mid-year projection, but now it is forecasted to have a surplus due to cost reduction initiatives that DC Water has taken in response to COVID-19 impact. Mr. Brown mentioned that DC Water responded to COVID-19 by delaying non-critical purchases and activities and pausing some hiring. Mr. Brown stated that DC Water has modified its operations to protect staff by arranging work from home for most of the employees. Mr. Brown mentioned that DC Water also has taken initiatives to help our customers during this pandemic by reconnecting customers previously disconnected for non-payment, waiving late fees, pausing placing liens, arranging payment plans, and partnering with the District for emergency assistance for those impacted by COVID-19.

Mr. Brown stated that overall consumption declined is due to COVID-19; multi-family and residential consumptions increased slightly while commercial, federal and municipal consumption has decreased. Mr. Brown mentioned that there has been an increase in delinquencies due to the impact of the pandemic. Chairperson Bhatt inquired which category of customer is contributing the most towards the increase in delinquencies. Ms. Mackool explained that multi-family is the category that has the most proportion in the increase of overall delinquency balance. Mr. Brown stated that, despite the rate increase, total revenues are fairly flat from FY 2019 to FY 2020 as a result decreased consumption and increased delinquencies.

Mr. Brown mentioned that the impact of COVID-19 on consumption in FY 2021 is unknown and DC Water will need to maintain flexibility in order to respond to revenue challenges, to continue investing in capital programs and continue prioritizing DC Water customers.

Mr. Brown explained that the ROCIP is a paid for by DC Water and covers prime contractors and their subcontractors for construction work; coverage includes workers' compensation and general liability. Mr. Brown mentioned that the total ROCIP costs incurred through September 30, 2019 for programs I, II, and III was \$58 million and \$11.3 million was allocated and billed to the Intermunicipal Agreement (IMA) Partners in July 2020 and of this amount \$1 million is reserved for audit reconciliation, leaving \$10.3 million available for allocation. Mr. Brown added that DC Water is presenting the action item to transfer the \$10.3 million to the Rate Stabilization Fund (RSF).

Mr. Brown mention that Resolution #11-22, 11-10 and 10-76 are DC Water Board policies that provide direction on year-end forecast and to take action on allocation of funds.

Mr. Brown stated that the net cash surplus and ROCIP reconciliation are one-time funds, and should be used for one-time purposes. Mr. Brown mention that, given uncertainty related to COVID-19, deposits to the RSF or carryover of funds in the cash balance would help to provide operational flexibility and address any contingencies in FY2021. Mr. Brown stated that DC Water is proposing three uses of the surplus that Finance and Budget Committee will consider and recommend to the Board for approval; (i) \$3 million to continue the Emergency Residential Relief Program in FY2021 to provide one-time assistance to customers impacted by COVID. Assistance up to \$2,000 per residential customer; (ii) \$7 million for a new program to provide one-time assistance to multi-family buildings where low income occupants have been negatively impacted by COVID, payment plans are established and adhered to; assistance amount to be determined and provided per affordable unit, and will be on a matching basis; (iii) \$5 million held for FY2022 targeted assistance for customers in need. Mr. Brown noted that these proposals are being brought to the Finance and Budget Committee after looking at the data shows the residential and multi-family categories are highly effected by the pandemic and these are the categories that are contributing the most towards the increase in delinquencies. Mr. Brown explained that these proposals are broad outlines and DC Water will come back to the Committee with the specifics on the implementation of the proposals.

Action Items (Attachment C)

Mr. Brown mentioned that the Committee is asked to recommend the following action item to the Full Board for approval.

- Action Item 1 – Approval of Proposed FY 2021 & FY 2022 Rates, Charges & Fees, Increase CRIAC Discount for CAP and Amend Regulations to make CAP2 Permanent

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

FY 2020 Proposed DC Retail Water and Sewer Rates Committee Work Plan (Attachment D)

There was no discussion on the FY 2020 Proposed DC Retail Water and Sewer Rates Committee work plan

Agenda for September 22, 2020 Committee Meeting (Attachment E)

There was no discussion on the agenda for the September 22, 2020 Committee meeting.

Other Business

None

Executive Session

There was no executive session.

Adjournment

Chairperson Rachna Bhatt adjourned the meeting at 11:16 a.m.

FOLLOW-UP ITEMS – DC Retail Water and Sewer Rates Committee Meeting (August 25, 2020)

1. Mr. Giancola asked if more information can be provided on the Customer Assistance Programs regarding the progress of the programs compared to the prior year. (Mr. Giancola) **Status:** (TBD)



**DISTRICT OF COLUMBIA
WATER AND SEWER AUTHORITY**

Board of Directors

Finance and Budget Committee

Tuesday, August 25, 2020

1:00 p.m.

MEETING MINUTES VIA MICROSOFT TEAMS

Committee Members

Major Riddick, Chairperson
David Franco, Vice Chairperson
Anthony Giancola
Sarah Motsch

Other Board Member

Tommy Wells, Board Chair

DC Water Staff

David Gadis, CEO and General Manager
Matthew T. Brown, CFO & Executive Vice
President, Finance and Procurement
Gregory Hope, Deputy General Counsel, Legal Affairs
Lola Oyeyemi, Director, Budget
Linda Manley, Secretary to the Board
Paul Guttridge, Director CIP Infrastructure Management

Call to Order

Mr. Major Riddick, Chairperson, called the meeting to order at 1:00 p.m.

Roll Call

Board Secretary Linda Manley conducted a roll call for the Committee members.

July 2020 Financial Report

Mr. Matthew T. Brown, Chief Financial Officer & Executive Vice President, Finance and Procurement, informed the Committee that the Retail Water & Sewer Rates Committee had moved the proposals for the FY 2021 and FY 2022 retail rates, fees and charges to the full Board. He also stated that updated information about the year-end projection and net cash position was presented to the Retail Water & Sewer Rates Committee earlier in the day. He explained that DC Water's initial approach to dealing with the COVID-19 pandemic was conservative, and that the Authority is now in a better position than anticipated due to aggressive measures implemented to reduce expenditures and improved revenue forecasts based on recent consumption trends. He also reported the Authority did not project a positive year-end cash position during the mid-year review process, but with updated financial forecasts, management had requested this special meeting to seek the Committee's recommendation for the use of the revised net cash position.

Mrs. Lola Oyeyemi, Director, Budget, informed the Committee that the development of the FY 2022 proposed budget and preparation for the year-end closeout and financial activities are underway. She went on to provide the monthly financial report. As of the end of July 2020, with 83 percent of the fiscal year completed, operating revenues are at \$589.7 million, or 0.3 percent

above budget, operating expenditures are at \$442.1 million, or 6.2 percent below budget, and capital disbursements are at \$270.1 million, or 28.3 below budget. She explained that the under collection in Residential, Commercial, and Multi-family customer category was due to decline in consumption resulting from the COVID-19 pandemic. She also noted that the Wholesale customers have made their 4th quarter payment in August.

Ms. Oyeyemi explained that there are no major changes to the operating expenses except for the updated projections for personnel, chemicals and utilities. The underspending in water purchases is based on a decline in consumption. She stated that the underspending in capital equipment is because of the delay in some phases of the ERP project and AMI project based on decisions taken earlier in the year.

Capital Improvement Program (CIP) Quarterly Report

Mr. Paul Guttridge, Director, CIP Infrastructure Management, provided the FY 2020 Third Quarter CIP report by exception. Disbursements are lower than expected in all service areas, with the exception of the Clean Rivers project which is on track with the budget. The year-end projections are at 80 percent of the baseline mainly due to management's decision to align spending with the projected revenue forecasts in response to the COVID-19 pandemic, and some delays in project closeouts during the year. He also noted that the KPIs are below what was anticipated to be achieved this fiscal year, with a few related to COVID-19, and that all ongoing construction projects are proceeding as scheduled. Mr. Guttridge plans to provide the Committee a more detailed discussion in November.

Mr. Anthony Giancola asked about other delays to the capital program. Mr. Guttridge explained these included permitting, and efforts to achieve greater competitive pricing

FY 2020 Net Cash Position Update

Mr. Brown presented an overview of the revised year-end revenues and expenditure projections, including an update on the jurisdictional ROCIP reimbursement and projected year-end cash position. He reported that the overall reduction in consumption has impacted revenues. Operations have been modified, and the Authority shifted and enhanced focus on the customers. To date, DC Water reconnected 222 customers, waived late fees to ensure our customers have access to water and paused placing liens during Public Health Emergency due to the COVID-19 pandemic. DC Water has partnered with other District Agencies through Department of Energy & Environment (DOEE) to provide emergency assistance to impacted customers.

Mr. Brown stated the staff continues to monitor consumption using the STAR Data Collection Unit (DCU) of the automated meter reading system and have observed that the overall consumption is down, showing a year over year reduction of 16 percent in May, 6 percent in June, 2 percent in July and 10 percent in the first few weeks in August. He also mentioned that commercial consumption was down 44 percent in May versus a year ago, 25 percent in June and 20 percent in July. Mr. Brown further reported that there are improvements in other areas, where Customer Service Department was able to hire additional employees that resulted in processing of backlogged exception reports thereby increasing billing by 6.6 percent in March and 14.4 percent in April. Mr. Brown also reported that there was a slight increase in consumption as the warmer

weather coincided with the District's Phases 1 and 2 reopening plans. The situation is still being monitored by the Authority. Mr. Brown reported that DC Water is under surveillance, and that the water and sewer utilities across the country are proving to be resilient based on the bond monitoring by Fitch ratings agency.

Mr. Brown noted that customer delinquency has increased. Prior year delinquency was approximately \$11 million and starting in March of FY 2020, delinquency increased from \$13 million to over \$18 million mainly in residential, commercial, and multi-family customers. Based on the revised forecast, DC Water is in a much better position than previously forecasted, although revenue growth is not at levels seen in the past. Mr. Brown stated that there is a possibility that COVID-19 could affect DC Water's revenues over three years with a relatively flat effect on revenue growth and advises that the organization remains cautious ensuring that the resources are available as we move forward.

Mr. Brown further reported on the proactive steps undertaken by the Authority to curtail expenses in response to COVID-19. Based on the initial forecast and the uncertainty of the revenue forecast, DC Water took a conservative position and deferred certain inspection and maintenance work, reduced hours for professional services, curtailed overtime and established a deliberate hiring approach to hiring only critical positions. Other costs were trending lower than budget prior to the COVID-19 pandemic such as chemical and energy purchases. He went on to explain that based on the aggressive actions, there are changes to the previous forecast for underspending in operating expenditures of \$23 million. There is an additional underspending of \$4.7 million in personnel services, utilities, chemicals, and supplies. The Capital Improvement Program initially had anticipated underspending of \$58.1 million from deferred programs and the COVID-19 impact. The updated projection includes an additional underspending of \$30.5 million in various service areas as explained earlier. DC Water reviewed capital programs during the pandemic and assessed cash flow needs and timing of the issuance of new bonds. He reported that the Financial Plan assumes that DC Water will issue \$300 million in bonds next year. Management continues to closely monitor revenues to ensure it can support the planned issuance and looking at a scenario of reducing the issuance to \$200 million to advance the infrastructure renewal program supported by the budget.

Mr. Brown provided an update on the revenue shortfall forecast that was previously reported at \$35 million. This has now been reduced to approximately \$5 to \$10 million and may see further improvement. The change in the revenue shortfall is based on consumption increase and improved billing by the Customer Service Department as previously explained, including assisting customers with a payment plan. Mr. Brown further informed that revenue improved but remained relatively flat over last year. He also informed that the full impact of COVID-19 in FY 2021 is unknown and advises that DC Water remains flexible to respond to revenue challenges during these uncertain times. CIP projects will continue to be monitored to determine what projects can be deferred. DC Water will continue to prioritize and work with our customers on the impacts of the pandemic.

Next, Mr. Brown explained that the ROCIP program covers the cost of insurance for the capital program. DC Water currently bills the wholesale customers at the end of the program and after completion of the audit. He further explained that the Authority will be changing the billing process

going forward, and using the methodology where costs are forecasted as part of the quarterly billing and trued up after the program ends and is audited. DC Water has closed only one ROCIP program to date and initiated the process to close three programs this fiscal year totaling \$58 million. This resulted in the allocation of \$11.3 million which was billed to the wholesale customers in July. This has been reimbursed and \$1.0 million is in reserves awaiting the audit reconciliation, leaving \$10.3 million to be allocated.

Mr. Brown went on to review the various Board policies on the year-end forecast including the options for the use of any projected cash surplus. DC Water typically budgets conservatively so there is a surplus at year-end. Mr. Brown explained that the surplus typically goes into one of three places: Pay-Go to replace borrowing in the capital program, Rate Stabilization Fund (RSF), or held in the cash balance for future allocation. He noted that the year-end projections have improved over the mid-year projections, with higher operating revenue/receipts of \$692.2 million compared to \$663.7 million, operating expenditures reduced from \$582.7 million to \$578 million and capital disbursement have reduced from \$394.1 million to \$363.6 million. All these updated forecasts have improved the FY 2020 net cash position is now a positive variance of \$19.9 million, with an additional \$10 million from the ROCIP reconciliation.

Mr. Brown explained that the projected net cash surplus position is mainly for the retail customers and are one-time funds that should be used for one-time purposes. He reviewed several options for consideration by the Committee. A first option is to continue the Emergency Residential Relief Program in FY 2021 with one-time assistance of up to \$2,000 per residential customer. The second option is a new program targeted at the multi-family customers impacted by COVID, especially for low income housing units with high outstanding balances. Management has laid out the broad outline of the program which will include capping the amount per affordable unit and to be done on a matching basis. Mr. Brown noted that this new program still needs refinement and future discussions will be held for consideration by the Board Committees. A third option is to reserve some funds for targeted customers in need if COVID-19 continues in FY 2022. Another option is to advance the infrastructure program by targeting locations with high number of lead service lines with Pay-Go allocation of \$10 million. Mr. Brown stated that a one percent reduction in the retail water and sewer rates would equate to approximately a \$4 million annual reduction or a \$40 million revenue loss over the ten-year financial plan. A \$1 per Equivalent Residential Unit (ERU) per month reduction would be approximately \$5 million per year or \$50 million over the ten-year financial plan.

Given the uncertainty related to COVID, Mr. Brown explained that the full impact on water consumption, revenues and our customers remain unclear. He reminded the Committee of DC Water's outstanding debt of \$3.5 billion, the need to maintain a strong financial position to keep customer rates much lower and to advance the planned infrastructure improvements. He presented management's recommendation for the use of the cash position of \$19.9 million. This includes transferring \$4.9 million to RSF to provide operational flexibility to address any contingencies in FY 2021, and directing \$15 million to be used for the one-time customer assistance programs targeted to customers impacted by the pandemic (\$3 million for residential customers, \$7 million for multi-family customers and \$5 million for customers in need in FY 2022). Management also recommends that the ROCIP amount billed, less the audit reserve, of \$10.3 million should be transferred to RSF.

Mr. Giancola inquired about the balance and growth of the RSF and how the funds are used especially now that we are operating in an emergency. Mr. Brown stated the current balance in the RSF is about \$61 million and with the recommended transfers of \$15 million, the balance will be approximately \$76 million excluding the \$13 million that will be deposited this year and withdrawn over the next two years. The Committee members had an extensive discussion about the RSF. Chairperson Riddick commented that the reserve would assist customers and businesses impacted by the pandemic in either a year or more from now and that rating agencies look at this measure favorably. Mr. David Franco commended management and added that DC Water's policy of maintaining 250 days of cash on hand is a strong financial metric and consistent with other utilities. However, management should consider bifurcating the reserves to have one that is specifically for meeting the credit rating requirements and another reserve to buy down the rates which will not be impacted by the overall reserve requirement. Chairman Tommy Wells commended Mr. David Gadis, Mr. Matthew Brown and all their team for their work navigating DC Water through the pandemic. Mr. Wells also stated that the Mayor, with the Council, created the emergency relief program to help with this situation, and DC Water had stepped forward to assist with the effort, which is a strong message to the DC Government about our partnership.

In closing, Mr. Gadis thanked the Committee for their support and said that management will continue its efforts to curtail costs and provide services to our customers. In response to Chairman Well's question, he stated that management is not sure that the current savings can be duplicated because activities had been paused during the pandemic. CEO Gadis also stated that DC Water cannot continue to defer CIP projects and maintenance further, and is committed to keeping its staff employed, paid and safe to provide essential services to our customers. He also stated that while some other utilities without a RSF are facing challenges during this pandemic, DC Water is in a strong financial position by having the RSF.

Action Items

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

- Approval for Transfer of FY 2020 Projected Net Cash Surplus of \$19.894 million to be used for a) \$4.894 million to Rate Stabilization Fund; b) \$15 million to Customer Assistance Programs
- Approval for Transfer of \$10.3 million of ROCIP amount to the Rate Stabilization Fund

Adjournment

Hearing no further business, Chairperson Major Riddick adjourned the meeting at 1:57pm



CEO'S REPORT

David L. Gadis
September 2020



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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


From the desk of the CEO
David L. Gadis



September 2020



Department of Operations and Engineering

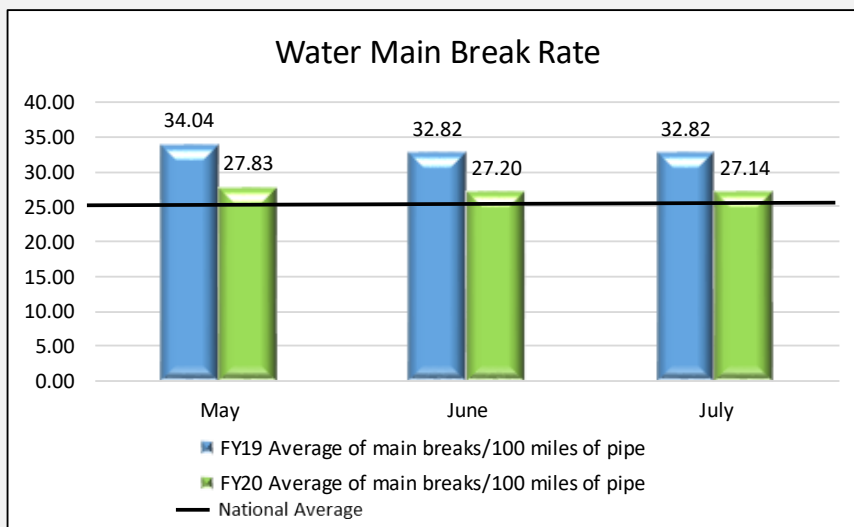
Water Operations

Key Priorities

- Meet all required drinking water monitoring and water quality standards.
- Improve TCR Sampling by moving back into building sites for testing.
- Deliver comprehensive Lead-Free DC execution plan for D.C. Council and District stakeholders by October 30.
- Provide to Executive Leadership a resourcing plan contingent upon multiple funding scenarios to achieve short-term and long-term program goals.
- Continue to deliver on current lead serviceline replacement commitments: execute replacements under the lead assistance programs efficiently and effectively with District funds.
- Continue to position Lead Free DC as funding priority
- for The Authority and integrate the program as a function of Water Operations.

Operational Performance

- 30 water main breaks reported in July. To date, the running average for FY2020 is 27.14 breaks per 100 miles per year. The accepted national average is 25 breaks per 100 miles per year.



Regulatory Highlights

- DC Water collected 262 samples in July and 3 samples were positive for coliform which is 1.1% of the sample.
- DC Water distributed 53 sample kits to customers in July. Among those distributed, the Department submitted 21 samples to the laboratory for analysis. The results are pending.

Other Updates

- In August, DC Water collected two samples that had E. coli present. The repeat samples were negative. DC Water moved the TCR sample sites from inside buildings to hydrants in April to minimize employee's exposure to COVID. We believe the hydrant sampling process is the source of E.coli because chlorine levels were high.
- The Washington Aqueduct received a Tier 3 monitoring violation for a lapse in turbidity monitoring of one filter for 17 hours.
- DC Water, Arlington, and Fairfax will post the information to their websites in the upcoming weeks. DC Water will send a notice to customers on their bill.

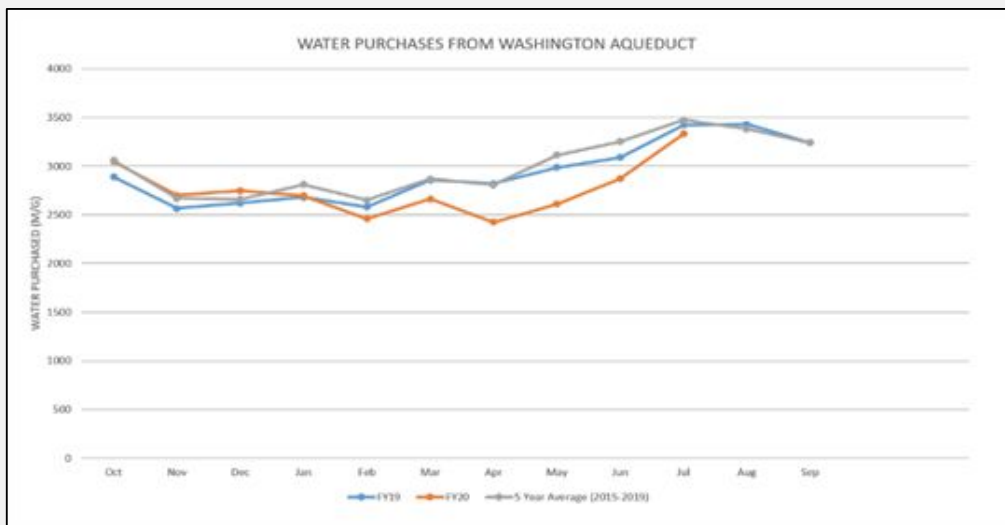
Sewer & Pumping Operations

Key Priorities

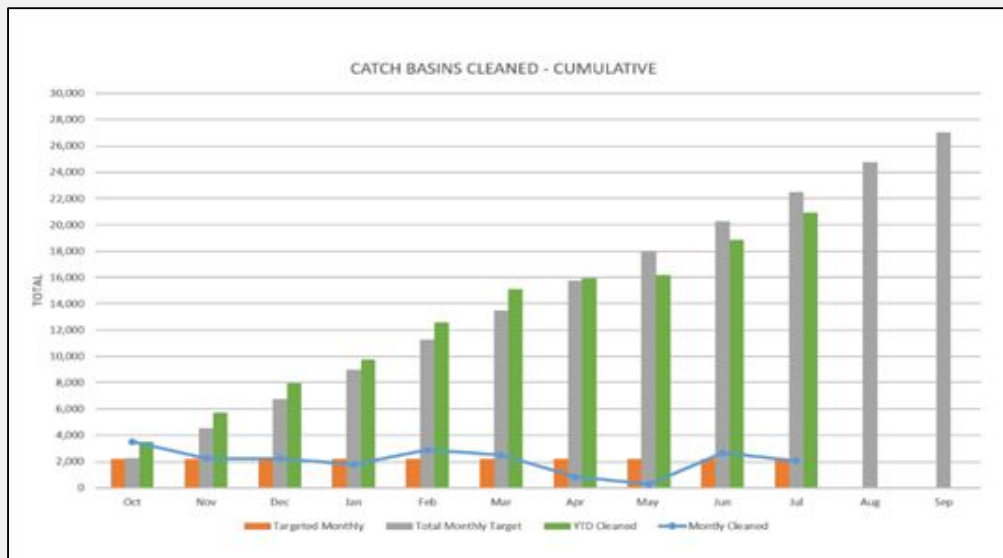
- The department successfully completed cleaning the Anacostia Main Interceptor
- The screens at the O Street Pump Station are being installed
- Firm capacity remains at 100%

Operational Performance

- The Water Purchased for the month of July was 3332.94 million gallons. This is down 4% from the 5-year average with a downward trend over the past two years.



- 2258 Catch Basins were cleaned in July. The total year to date Catch Basins cleaned is 20913 towards to year-end target of 27000.



Regulatory Highlights

- All Odor Control Facilities are operational without any customer complaints.

Progress Report

- Construction and installation is completed on all piers for footing support on the roof covering for the Catch Basin and Construction spoils of the Department of Public Works Benning Rd Transfer Station
- Sewer Operations completed cleaning the Anacostia Main Interceptor. The Department plans to coordinate with DETS to conduct long-term condition assessment on the sewer.

Wastewater Operation

Key Priorities

- Employee Health and Safety: With the implementation of Phase II Recovery Plan, front line O&M staff are on regular schedule while following guidelines to effect social distancing and maintain employees' health and safety. As a priority, continuous engagement with staff will continue to receive feedback, provide support and resources, and sustain adherence to the Authority's guidelines.
- Proactive maintenance: Continue implementation of proactive systems and equipment inspections maintenance activities to prevent failures and improve reliability.

Operational Performance

- Plant Performance: In July 2020, the performance of the Advanced Wastewater Treatment Plant at Blue Plains was excellent with all effluent and Class A Biosolids parameters within or well below permit requirements. A total of 263 million gallons (MG) of combined wet weather flows, captured in the tunnel system, were treated through the Wet Weather Treatment Facility (WWTF). Measured overflow from CSOs associated with the existing Anacostia River Tunnel System totaled 2 MG to result in capture of 99.2 (expected capture for existing systems is 80%)
- Critical Asset Availability: Critical Asset Availability as percent of total critical assets in service or available is used to determine risks in capacity, readiness, and resilience in plant operations under all scenarios, including wet weather operations. Both Operations and Maintenance teams monitor this key Performance Indicator (KPI), closely and periodically, with a goal to sustain a 95 percent availability and meet operational objectives. During the month of July, 96.4 percent Critical Equipment Availability was achieved.

Other Highlights

- On August 4th, the rivers began to rise and over 4 inches of water fell around the DC Metro area as tropical storm Isaias crossed the region. As always, the O&M staff rose to the occasion and successfully completed preparations planned for a major tropical storm with the potential for flooding.
- Blue Plains maintenance staff installed the two-ton flood gates near the river to close the flood wall and protect infrastructure during a storm.



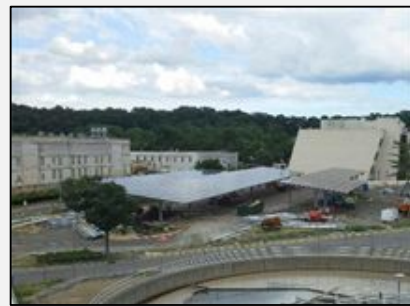
Department of Wastewater Engineering

Key Priorities

- **CIP Implementation:** COVID19 CIP modifications have been implemented. Examples below:
 - Design initiation for Blue Plains Power Monitoring and Biosolids Curing Pad projects were delayed until FY 2022.
 - Construction delayed 2 years for projects such as Headworks influent structure and COG IT Switchgear.
- **Bringing work in-house, reduce reliance on consultants**
 - Available resources have been maximized, with successful collaboration between DWE branches, and O&E cluster.
 - New Wastewater Treatment Program Management contract (WSA-503) is now underway, including plans to transition key program management tasks to DC Water.
 - In-house design for 12th & Maine Stormwater PS is underway, with draft preliminary design issued in June.

Performance Highlights

- Tunnel Dewatering Pump Station and Enhanced Clarification Facility: Pump station went live in March 2018 in compliance with Consent Decree, while project proceeds toward completion. Acceptance of the ECF facility occurred on May 11, 2020. Completion of final TDPS items are projected for early 2021.
- Gravity Thickener Upgrades Phase II: Misc. mechanical demolition and replacement ongoing in the pipe gallery and PSSDB. Concrete restoration is currently being performed in 5 of 10 GT tanks.
- Solar PPA: Ground mount, carport and roof array systems are being constructed throughout Blue Plains, with initial commercial operations in September 2020.



Solar Panels being erected at Blue Plains AWWTP as part of Solar PPA project.

Progress Report

- Filter Influent Pump Rehab: Successful removal of the first FIP pump in July 2020.
- Raw Wastewater PS 2 Upgrades: Six of the 9 RWWPs have been successfully rehabbed.
- High Priority Program:
 - Blue Plains Influent Screen replacement ongoing
 - O Street PS Influent Screen replacement ongoing
 - FEMA grant work at Main PS and 14th St Bridge PS near completion.

Other Highlights

- The Commission of Fine Arts approved the design concept for the Blue Plains Floodwall Segment C. Project is in design, with construction scheduled to begin in January 2021.
- Line C Transformer Replacement project (120030), May 2020.
- SCADA Masterplan project (DCFA-494), August 2020.

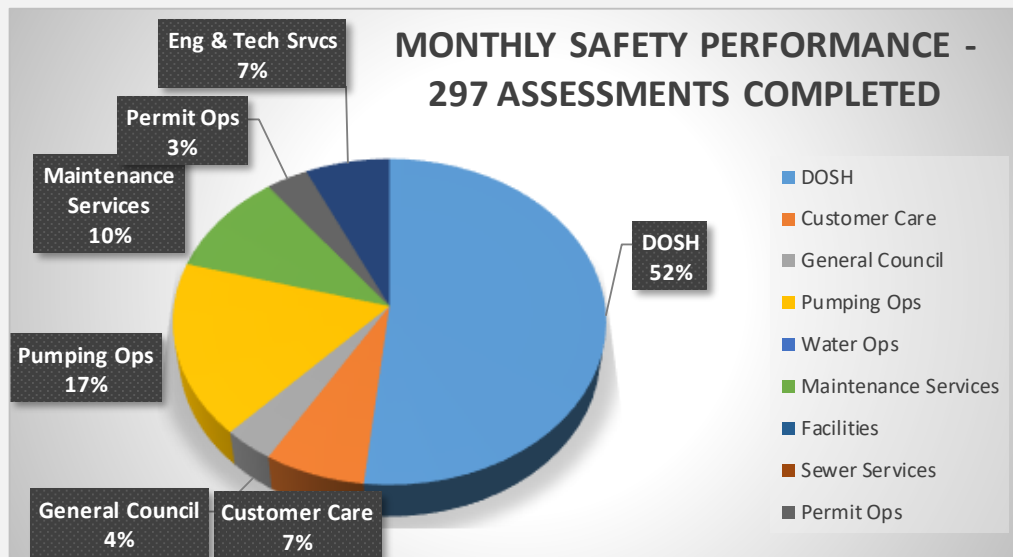
Office of Administrative Services

Maureen Holman – Executive Vice President

Occupational Safety and Health (DOSH)

George Porter, Director

Operational Performance



- Safety performance continues to show strong results. Many assessments by various departments continue to be done even through our COVID-19 state of readiness. Currently, we are researching as to how the COVID-19 cases should be recorded on the OSHA 300 logs.
- A new safety specialist started this month. He will be reporting to the Operations Safety Manager. His AOR will be Blue Plains.
- Safety Team continues to support the IMT and the weekly Operations Briefings and Planning Meetings, and training.
- Held Safety Training DMB/DCB, along with Training and Development.
- Safety Team met to discuss online training in Dive-in with People and Talent for employees
- WEF Blue Ribbon Panel – Evaluate Bio Hazards and Precautions for WW Workers Meetings.
- Reviewed Safety/AHA/Lift Plans with Engineers and General Contractor prior to acceptance and rollout.
- Team Members held monthly safety meetings within their respective areas and discussed the following: Confined Space Talks, Fire and Life Safety, facilities Inspections/Injuries, risk assessments, and sheltering in place requirements.
- Worked with Facilities Department in providing regulatory references to submit into the Health and Hygiene checklist, which was a requirement of the Internal Audit department.
- Coordinated with DMS Electrical planner on a correction action regarding exposed electrical wiring on the Blue Plains dock.
- Participated in the Health Team initiative regarding implementation of application-based Health Screening.

Occupational Safety and Health (DOSH)

George Porter, Director

Operational Performance(Cont.)

- Worked with Facilities on several JSAs and Risk Assessments for their Department.
- Safety Team participated in Recovery Work Group for COVID-19.
- Meet with Trinity Group to discuss concerns, trends and support of the Clean River’s Tunnel Contractor and their safety performance.
- Team held meetings with departments to discuss injuries, inspections and expectations in reporting and documentation of information.
- Team Members completed monthly incident reviews, investigations as well as conducted facilities inspections throughout the Authority with corrective actions which is done monthly.
- Worked with the Team at the Main Pumping Station to shut off the electricity after a water leak had seeped down into an electrical outlet in the floor of the Main Lobby.
- Worked with Rescue One to provide access to all AEDS at Blue Plains and off sites for inspection and update of equipment to ensure compliance.
- Team members are creating questions for an in-house safety certification program.
- Prepared two risk assessments in preparation in developing an agreed format.

SRS/Origami – Risk Management System Update

- Monthly Hours uploaded into SRS/Origami completed – July (8/6/20)
- Safety Teamwork Pin Awards - None
- Major System Adjustments - None
- Major System creations and testing – Draft Safety Report Dashboard (Safety)

Progress Report

- **Team Training**
 - New User trainings held – July 2020
- **Fleetwave transition**

Update – Risk Manager requested information upload on 7/30/20. Issue with not being able to identify coordinating incident. Solutions: 1) establish the feed to import data from fleet to SRS so that auto incidents are established from Fleetwave data. 2) have Fleetwave store SRS incident number to match download data in the system (will require data entry of incidents to be recorded by risk or light user).

How to Guides

 - Uploaded into SRS on light user dashboard
 - Current on DOSH intranet page
- **Tablet Imaging – ON HOLD**
- **Teams environment to support system users**
 - Developing for general users launch in Aug 2020 – ready

Origami SRS System Update - Accomplishments

Closed Tasks (Previous Month)

73

Training & Meetings

14

Closed Tickets

1

SRS Trainings (Previous Months)

7

Fleet

Timothy Fitzgerald, Director

Operational Performance

- Vehicles/Equipment overall availability 95% month of July 2020))
 - Priority #1 units –90%
 - Priority #2 units -97%
 - Priority #3 units -98%



- We are maintaining, poised for re-opening.
- We are prepared for the upcoming DMV needs; registrations, Licensing, CDL's, Classes, Acquisition and Disposals.
- We have adhered to the guidelines set forth pertaining to COVID reduction in budget both Capital and Operating. Currently we are trending an estimated \$500K over budget.
- Considering the pandemic as we begin to ramp up for return to work (operations) we need to purchase all the units and execute the waiver and not wait any longer to cover the oncoming work load and the issues of the work lingering from prior to this issue.
- Most of what is at the plant is slated for disposal, but if we don't get funding, we will need to spend some of these funds in OPS to refurbish units as we have with some of the crews. Looking at the need to replace the aging units that have needed to be decommissioned for quite some time.
- We continue working with Procurement awaiting the arrival of several new units, dump trucks, meter units, CCTV, vac-all units and others.
- We continue asking Department users to start up their units on a regular basis to avoid dead batteries and other safety issues, Check tires and brakes, perform the CDL walkarounds which are critical now.
- Teams are asked to clean the inside of their units performing a wipe down prior to coming to Fleet
- The addition of "Off switches" on Battery Boxes for non-usage due to A and B scheduling to prevent no starts and to Battery drains.
- We suggest adding Glass Enclosures in Crew Cabs and some priority equipment where smart to do so; research cost proposals.
- We have refurbished crew cabs due for replacement in anticipation of the pandemic, (3) have been issued including our training unit.
- It was suggested to schedule their units in the shop appropriately and please do not just bring them, this may make the stay longer.

Operational Performance(Cont.)

- Fleet has asked that staffers report any damage and watch for speeders on the roads to Fleet...and always be careful.
- Continue working with managing departments CFO-Budget, People/Talent to process approved (6) FTEs in-sourcing fleet maintenance FY2020-2021 process.
- The Department of Fleet Management continues to collaborate with REG Marketing & Logistics Group, (REG) and Optimus Technologies have agreed to a Pilot Project for funding up to \$200K for B100 (neat biodiesel) for (9) units.
- Fleet has applied for the Department of Energy DERA Grant.
- Fleet has begun the placement holder process for acquisition on engines for ordering heavy equipment.

Facilities

Brent Christ, Director

Operational Performance

- Completed COVID-19 close contact case and potential close contact case cleaning and disinfection for 12 departments at 78 work areas.
- Installed social distancing reference tape, signs and direction indicators in areas of HQO, Blue Plains and Bryant St.

Active Projects

- Cleaning and painting pipes in the Multimedia Gallery at Blue Plains WWTP.
- Cleaning and painting pipes in the sub gallery at Main Pump Station.
- Renovating one kitchen at Main Pump Station
- Renovating kitchen in CMF Switchgear Shop
- HQ Pilot compost program (On hold for COVID-19)
- FT Reno Trailers (Permit obtained)
- DSLF Roof Replacement, Blue Plains
- Elevator car upgrades at Blue Plains Secondary Control Building
- Upgrades to Fleet Building at O Street Campus (note, this work is a result of information obtained in the Health & Hygiene Assessment)
- Fort Reno PS Tank Roof replacement and lightning protection system installation.
- CMF HVAC piping insulation replacement (note, this work is a result of information obtained in

Upcoming Projects

- Replace safety rails at Dean Wood Pump Station
- Resurface bathroom floor at Nitrification Blower Building, Blue Plains
- Renovate kitchen in Multimedia Building, Blue Plains
- Solids Building Elev. 107' Roof Coating
- HQ campus CSO light move. (Flag pole portion of this contract on hold due to budget constraints)
- CMF Mezzanine level roof/window flashing upgrades (note, this work is a result of information obtained in the Health & Hygiene Assessment)
- O St Pump Station – replacement of HVAC system for storm water pump switchgear room.

Emergency Management

Dusti Lowndes, Director

Operational Performance

- Continue supporting the Authority's Incident Management Team (IMT) and managing the Planning Section and Liaison Officer positions and responsibilities in response to COVID-19 emergency through IMT Planning Meetings and Operational Briefs scheduled every Monday and Wednesday. Ensure the development, compiling, and distribution of the weekly and timely IMT incident action plan (IAP) which has been averaging 110 pages. On August 12th, transitioned to only one meeting weekly for full IMT and that is the Operations Brief on Wednesdays.
- Continue to communicate and support external partners across the National Capital Region throughout the response and recovery to COVID-19. DC Water weekly updates are provided to response partner agencies and several staff participate in bi-weekly briefs held by HSEMA for District coordination and by MWCOG for regional water utility coordination.
- Continue supporting the facilitation of a COVID-19 recovery effort. On July 30th OEM coordinated, developed, and distributed the DC Water COVID-19 Recovery Plan v1.0 which ensures an efficient, organized, and safe return to normal operations. As necessary, an updated version is distributed bi-weekly. Version 2.0 was distributed on July 14th to Incident Management Team members.
- Continue to build out the COVID-19 Pipeline page. In July, Recovery focused tabs were implemented (CCC, Travel, Wellness and Security, Recovery Plan) which assists staff in seamlessly finding information, processes, and forms
- Utilizing temporary staff and contract staff support to assist with response, recovery, and incident management team facilitation efforts.
- Assisted DCW IMT CCC Task Force in successfully updating and distributing the Confirmed and Close Contact (CCC) Procedure on July 29th and assisted with documenting and distributing the updated Travel Policy per current quarantine guidance.
- On July 28th, hosted the 3rd Quarter Hazard Mitigation Task Force Meeting to discuss status of the Hazard Mitigation Plan projects and details on requirements for proposing and submitting hazard mitigation projects for federal grant funding which will open in September of submittals.
- Partnered with DHS to provide an online Active Threat Seminar to DC Water staff on August 12th and 33 staff members attended. Scheduled additional Active Threat Seminar for November.
- Utilized the emergency notification platform DC Water Alerts, Ever bridge, to send three notifications to 1637 employees and contractors during the active threat situation on July 28th.
- Coordinated with Horsley Witten Group and Security to develop materials for the July 28, 2020 Workplace Violence Incident After-Action Meeting which was facilitated on August 11th.

Progress Report

Continuing to request assistance from EVPs and Department Heads in reviewing six emergency plans and providing updates over the next two and half months to ensure an annual review and compliance with America's Water Infrastructure Act (AWIA) by Sept. 30, 2020.

- Collected feedback from key stakeholders on the final draft of the Sewer Public Notification Plan
- Collected feedback on the Final Draft of the Sewer Emergency Containment Plan
- Completed an OEM internal review of the Emergency Management Plan, ahead of the August stakeholder review which was initiated.
- Drafted feedback to DC HSEMA and FEMA regarding the development process for the DC Water Hazard Mitigation Plan, issues identified throughout the process, and suggested solutions to streamlining the Hazard Mitigation Plan development process.
- The Multi-Year Training and Exercise Plan for emergency management has been updated to reflect recent changes in training and exercise requirements (In-person to virtual)
- Updated the new and terminated employee registration within the emergency notification platform for DC Water Alerts, Everbridge.
- Participated in District Coordination COO/SEM calls in preparation for Hurricane Isaias and provided forecasts, checklists and coordination information with operations and leadership.
- Submitted Quarterly HSEMA/ FEMA Hazard Mitigation Grant Progress Reports for six (6) grants: FEMA-DR-4260-DC-003, FEMA-DR-4260-DC-005, PDMC-PJ-03-DC-2014-001, PDMC-PJ-03-DC-2014-002, PDMC-PJ-03-DC-2016-002, PDMC-PL-03-DC-2015-003 with milestone and invoice tracker.
- Documented feedback to DC HSEMA and FEMA regarding the development process for DC Water's Hazard Mitigation Plan, issues identified throughout the process, and suggested solutions to streamlining the local Hazard Mitigation Plan development process.

News and Events

- Coordinated with Safety, Security, Facilities, and Pumping Operations to facilitate a familiarization tour on August 10th for DC FEMS staff at O St. Pumping Station, Main Pumping Station, and Headquarter. (photos attached)

Security

Ivelisse Cassas, Director

Operational Performance

YR 2020	June	July	% Increase / Decrease
Visitors:			
Bryant St	0	0	0%
BPL Gate A	343	60	-83%
HQO Visitor Desk	9	9	0%
BPL Visitor Center	31	27	-13%
Incidents	56	101	80%
General patrol	841	584	-31%
Fire watch	610	658	8%

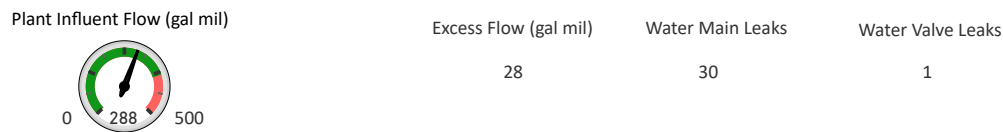
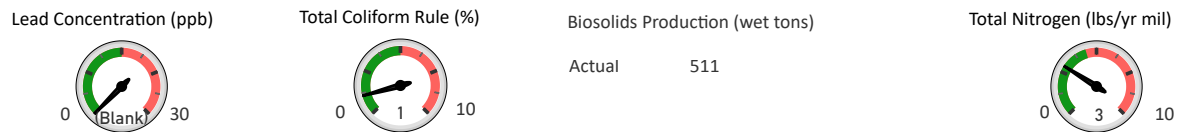
ORGANIZATIONAL PERFORMANCE DASHBOARD (Jul 2020)

Financial Highlights

Net Operating Cash (\$tho)	Operating Revenue (\$m)	Operating Expenses (\$m)	Capital Disbursement (\$m)	Operating Cash Bal (\$m)
Actual: 159,030.00 Target: 93,163.00	Actual: 589.70 Target: 588.10	Actual: 442.10 Target: 471.60	Actual: 270.10 Target: 376.60	Actual: 227.00 Target: 180.00

Core Invest Yield (%)	Short Term Invest Yield (%)	Delinquent Acct Receivables (%)	On-time Vendor Payments (%)
Actual: 1.77 Target: 0.13	Actual: 0.58 Target: 0.10	Actual: 3.16 Target: 3.00	Actual: 96.70 Target: 97.00

Operations and Engineering Highlights



Fire Hydrants Insps. And Maint.	Fire Hydrants out of Service	Fire Hydrants Replaced (YTD)	Non-revenue Water (CCF Mil)
36	52 ✓	6 ✓	Purchased: 10.57 Sold: 7.52

Sewer Main Backups	Sewer Lateral Backups	Dry Weather CSO	Permits Processed within SLA (%)	Electricity Usage (kwh)
7	109	0	85	18076

Customer Experience Highlights

Call Center Performance	Command Center Performance	Emergency Response Time
Actual: 56% Target: 85% ✓	Actual: 74% Target: 85% ✓	Actual: 100% Target: 90% ✓ (% of calls Received)

Low Income Assistance Program Highlights

SPLASH Contributions (\$tho)	Customer Assist. Program (\$tho)
Actual: 57.47 Target: 66.67	Current: 185.65 Previous: 143.39

People and Talents Highlights

Recruitment Activity

Filled	7
Open	31

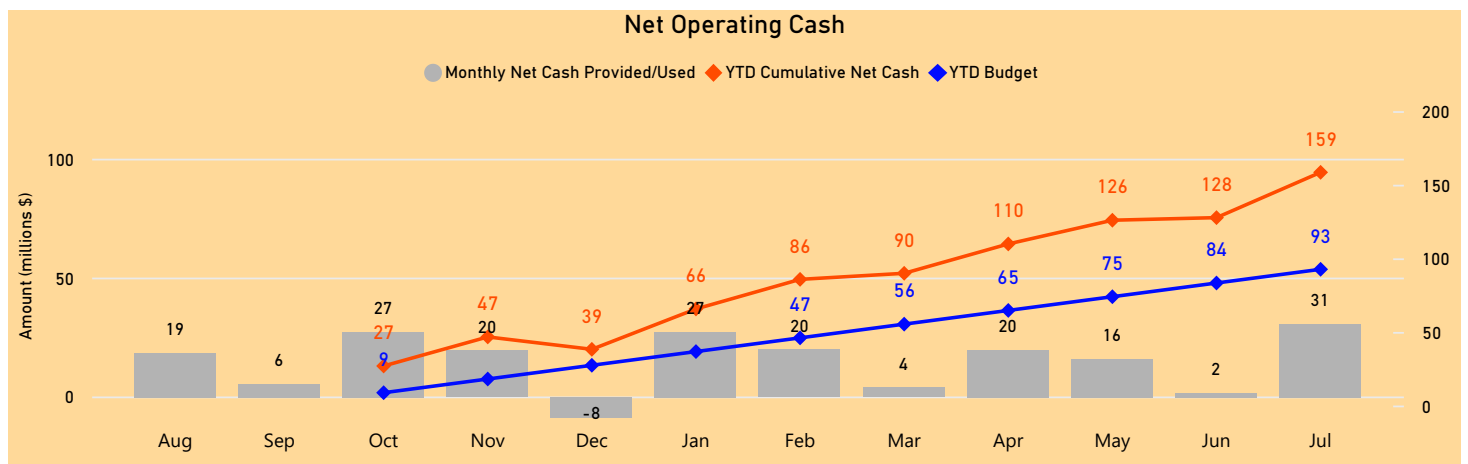
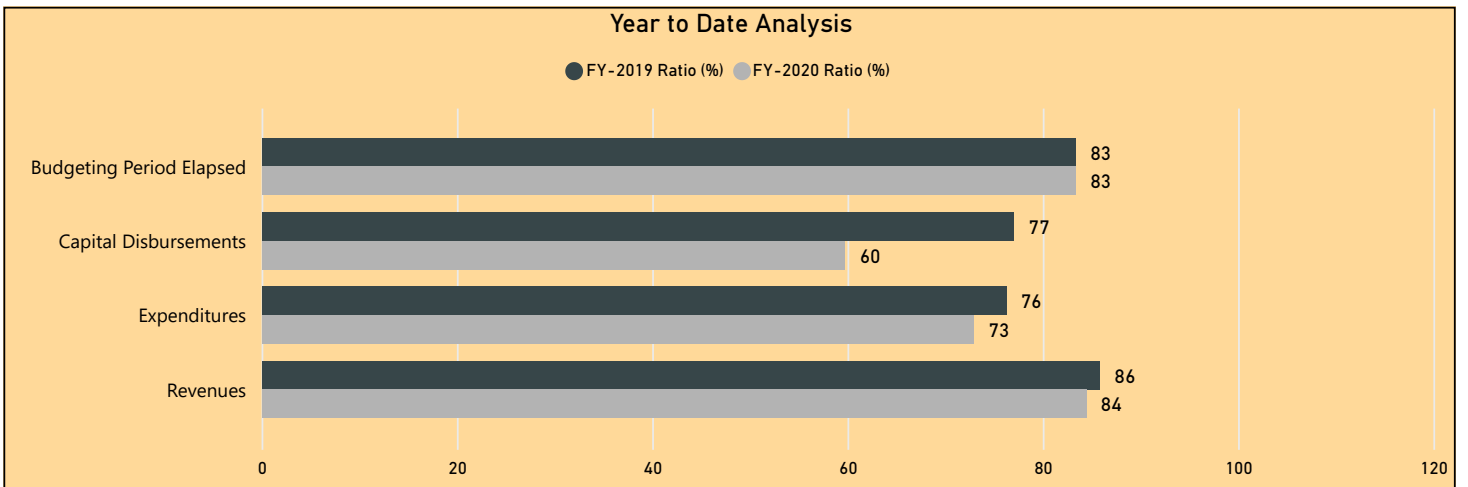
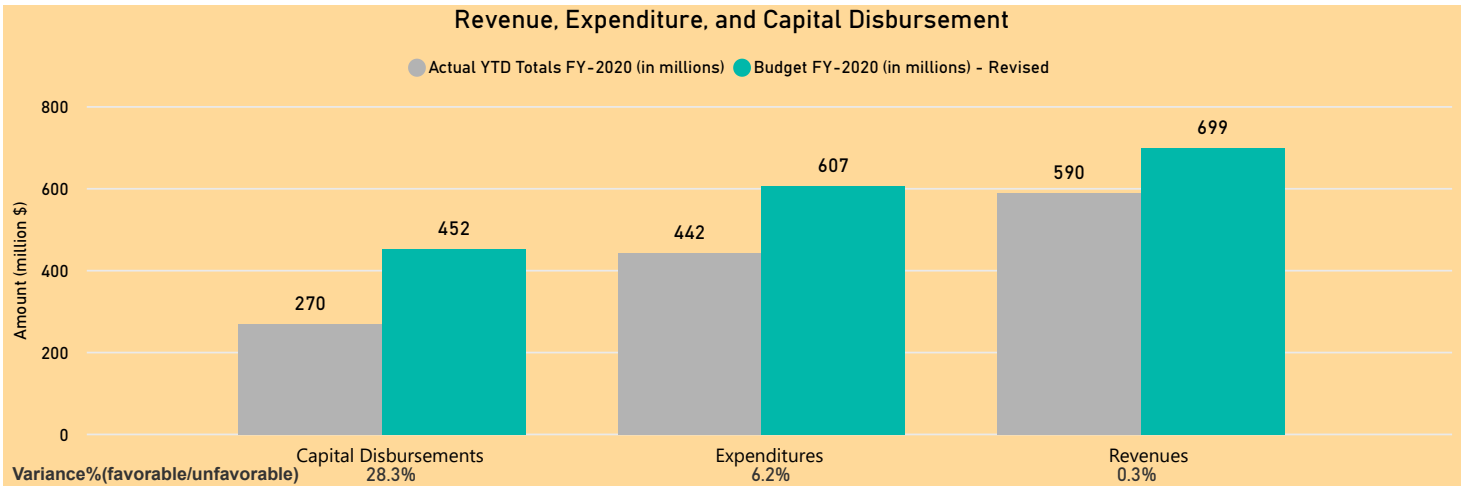
Administration Highlights

Employee Lost Time Incidence Rate

0.90%

FINANCIAL HIGHLIGHTS

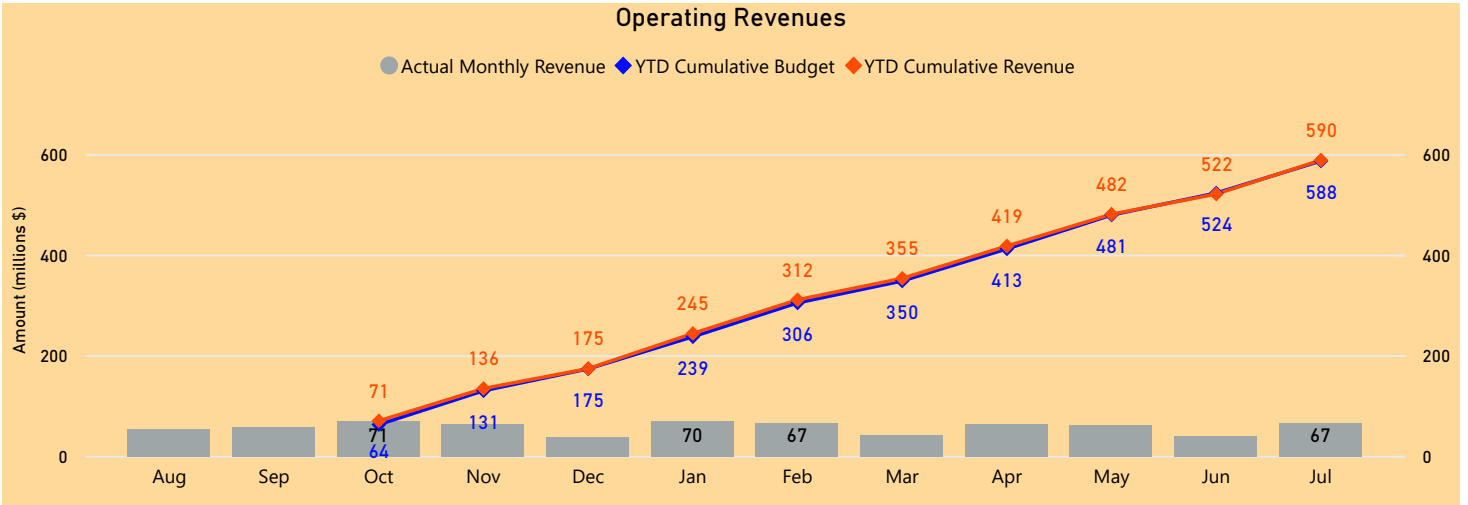
Financial Performance Summary



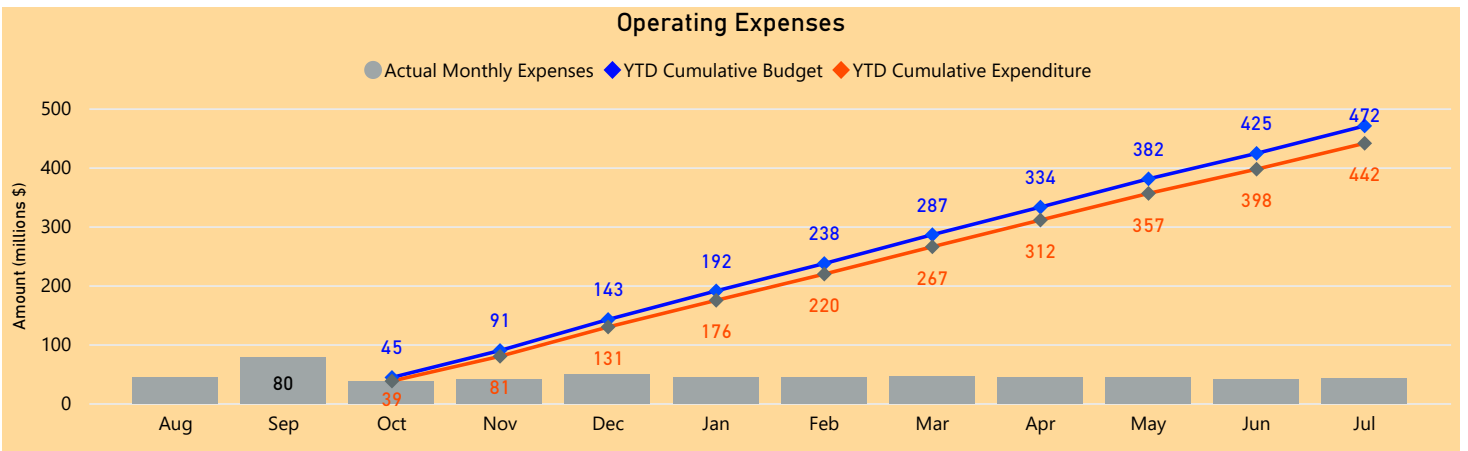
Net cash to date for July was above budget by \$65.9 Million

FINANCIAL HIGHLIGHTS

Revenues & Operating Expenses

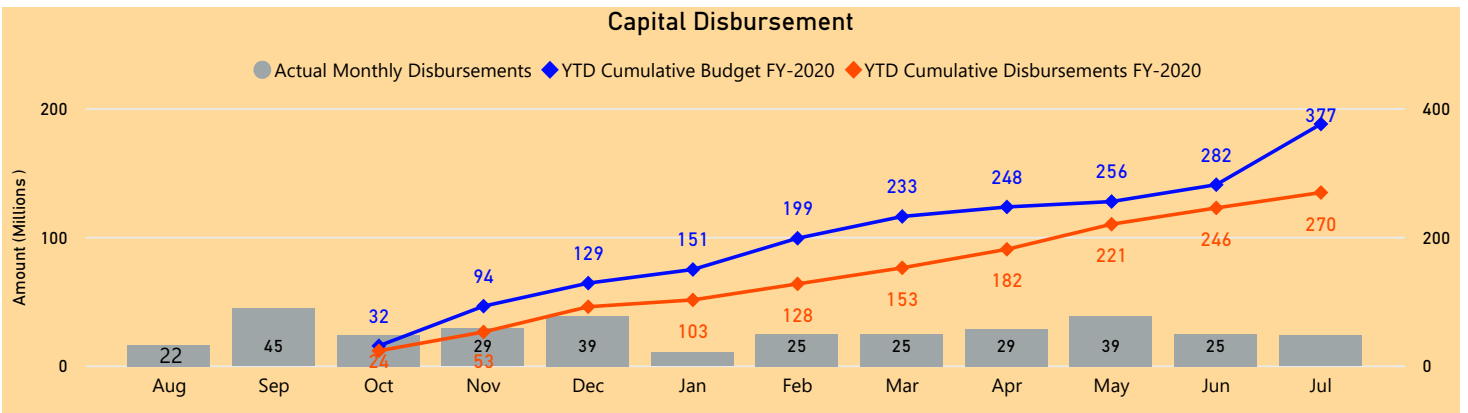


Revenue to date for July was above budget by \$1.61 Million



Expenditure to date for July was below budget by \$29.51 Million

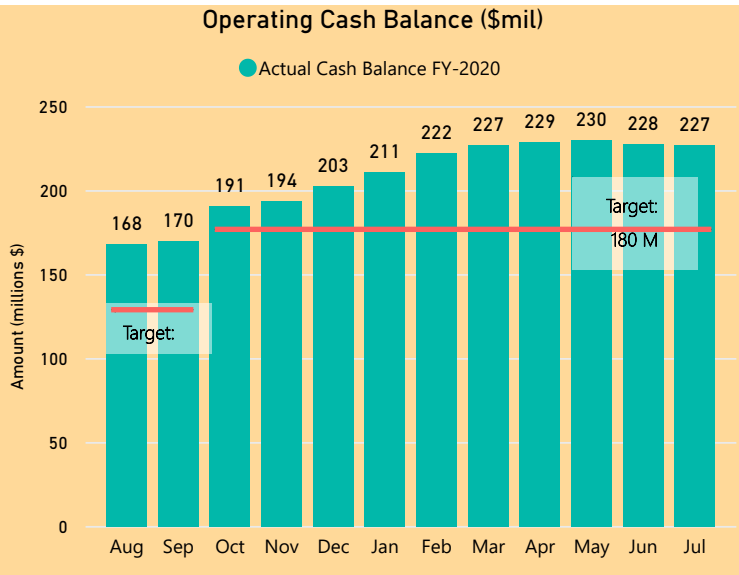
Capital Spending



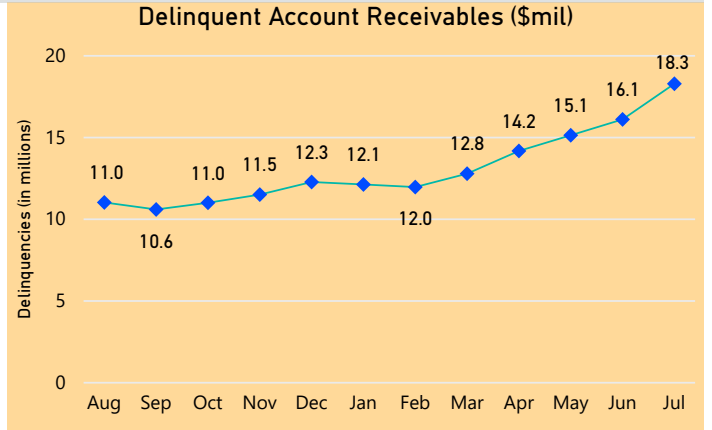
Disbursements to date for July was below budget by \$106.48 Million. YTD spending reflects comparison to the revised budget.

FINANCIAL HIGHLIGHTS

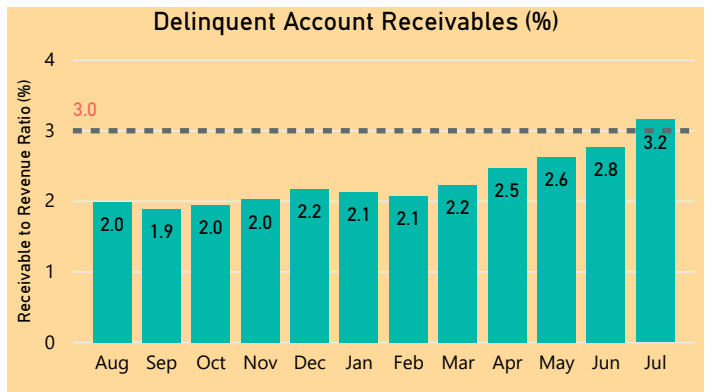
Operating Cash & Receivables



Cash Balance for July was above target by \$47.0 million

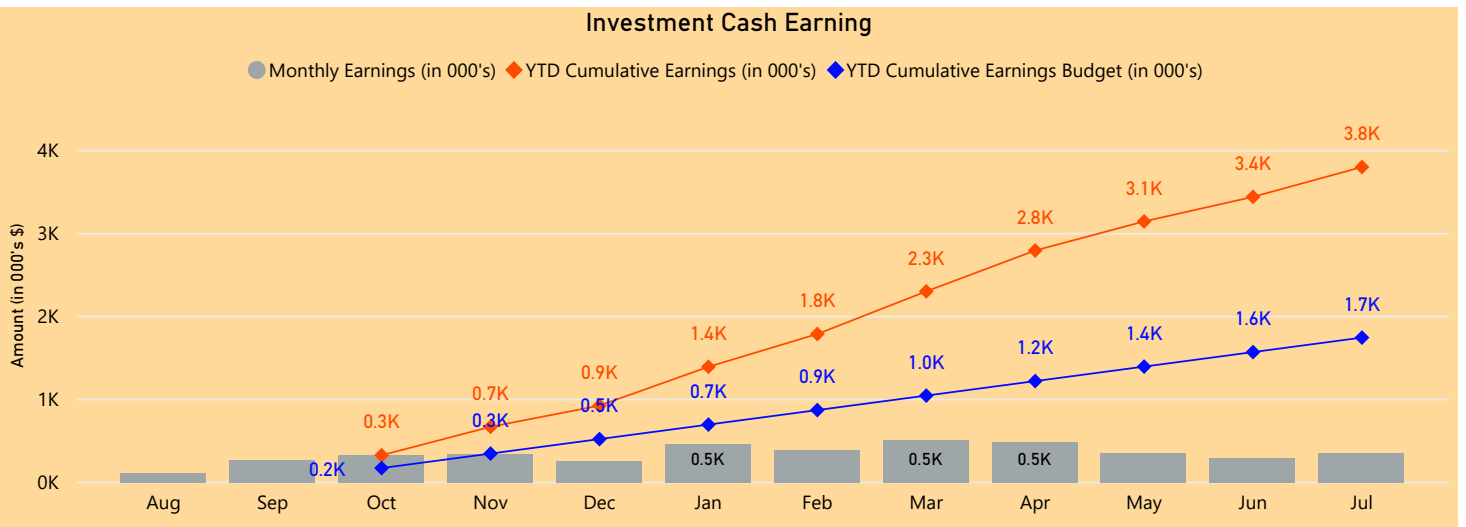


Starting March, the increase is primarily due to increased delinquencies and deferred payments resulting from the COVID-19 pandemic



July Receivables to Revenue Ratio is 3.16, Delinquency is \$18.29 million.

Investment Earnings

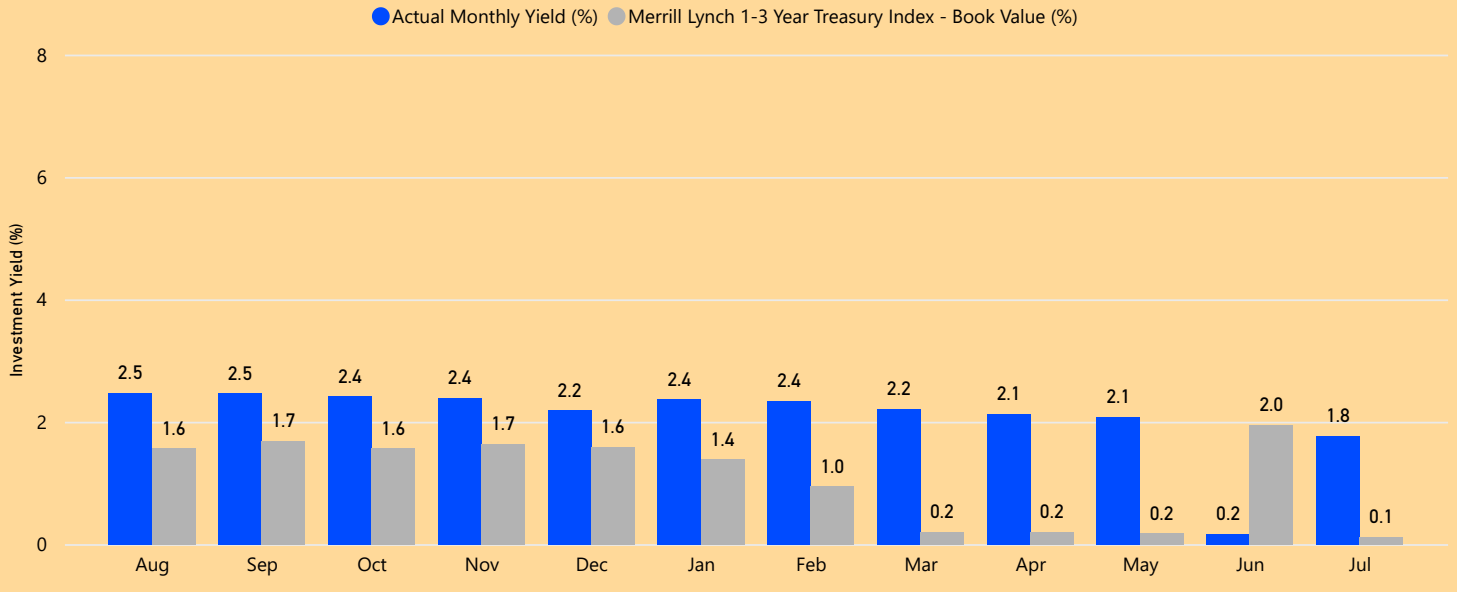


Earnings to date for July were above Projected Budget by \$2,055,725.

FINANCIAL HIGHLIGHTS

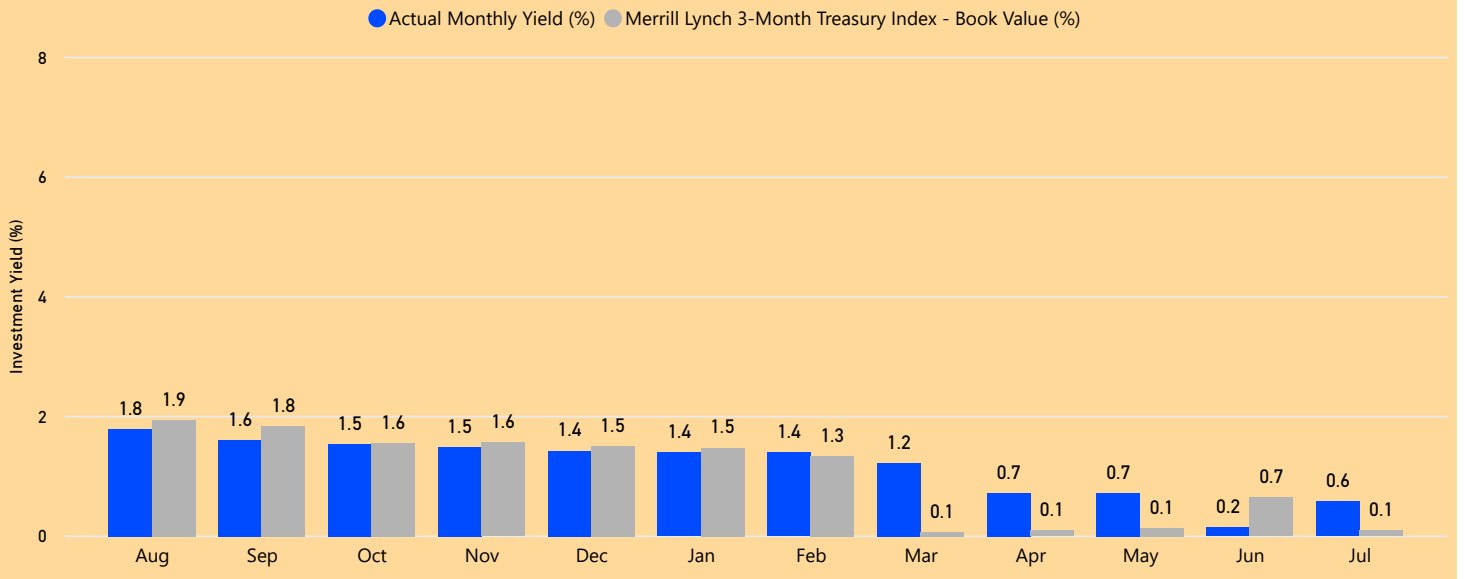
Investment Yields

Core Investment Yield



Yield for July was more than the treasury index by 1.64%

Short Term Investment Yield

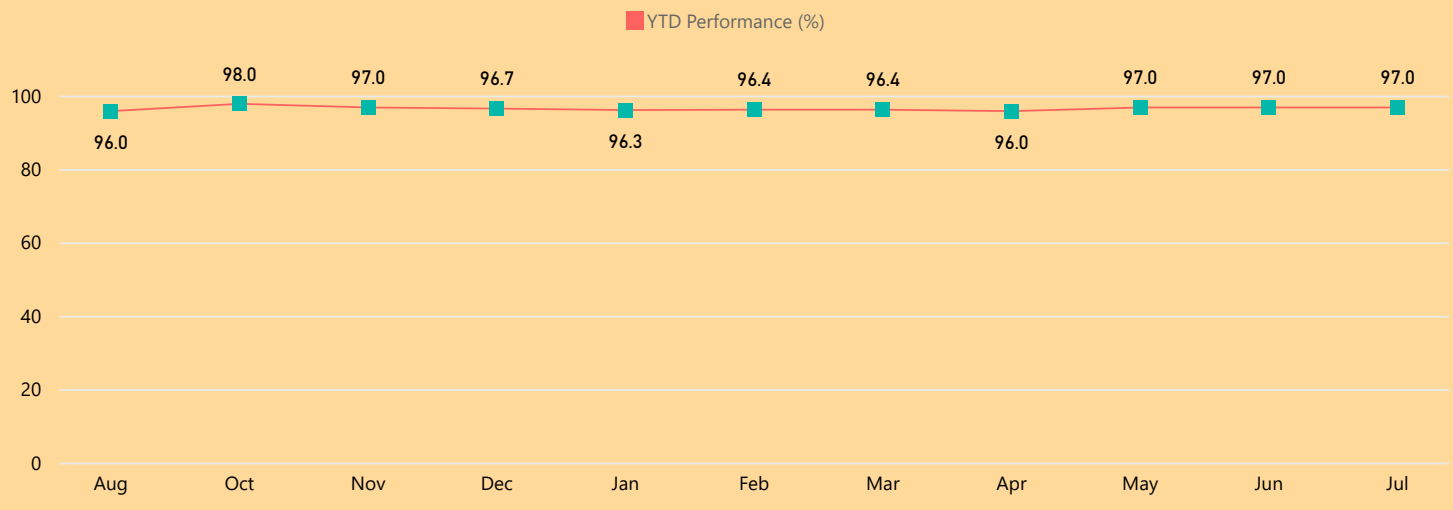


Short Term Yield for July was more than the Merrill Lynch yield by 0.48%

FINANCIAL HIGHLIGHTS

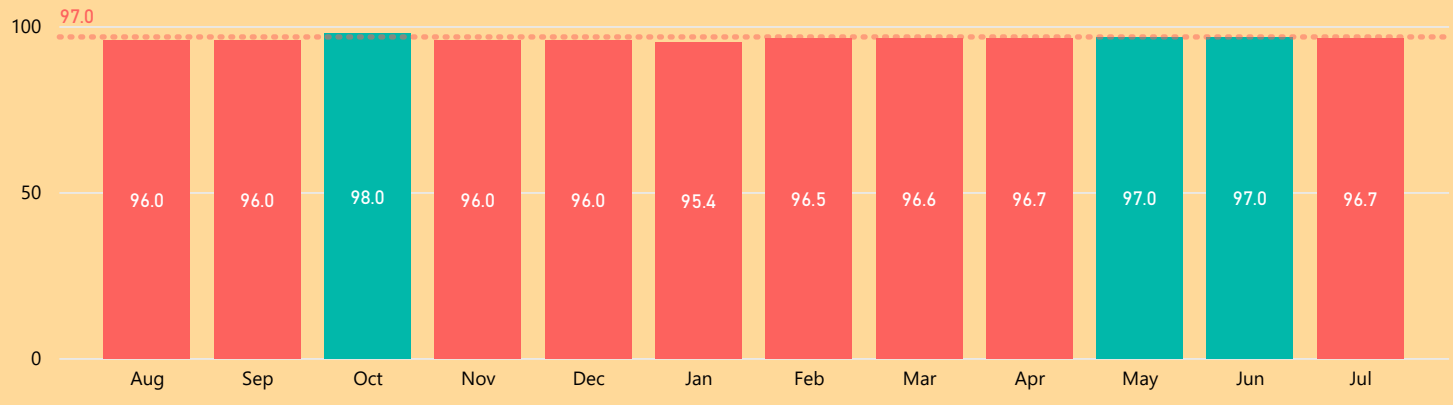
Vendor Payments

YTD Performance



Monthly Performance (%)

Target: 97%



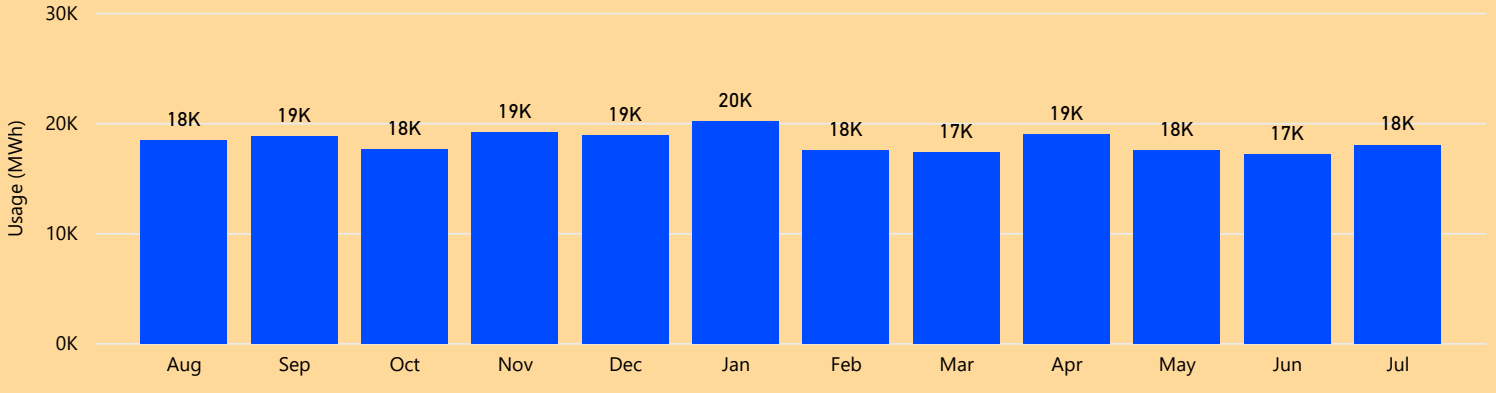
Performance for July was below the monthly target by 0.3%

OPERATIONS AND ENGINEERING

Energy Consumption

Electricity Usage Summary

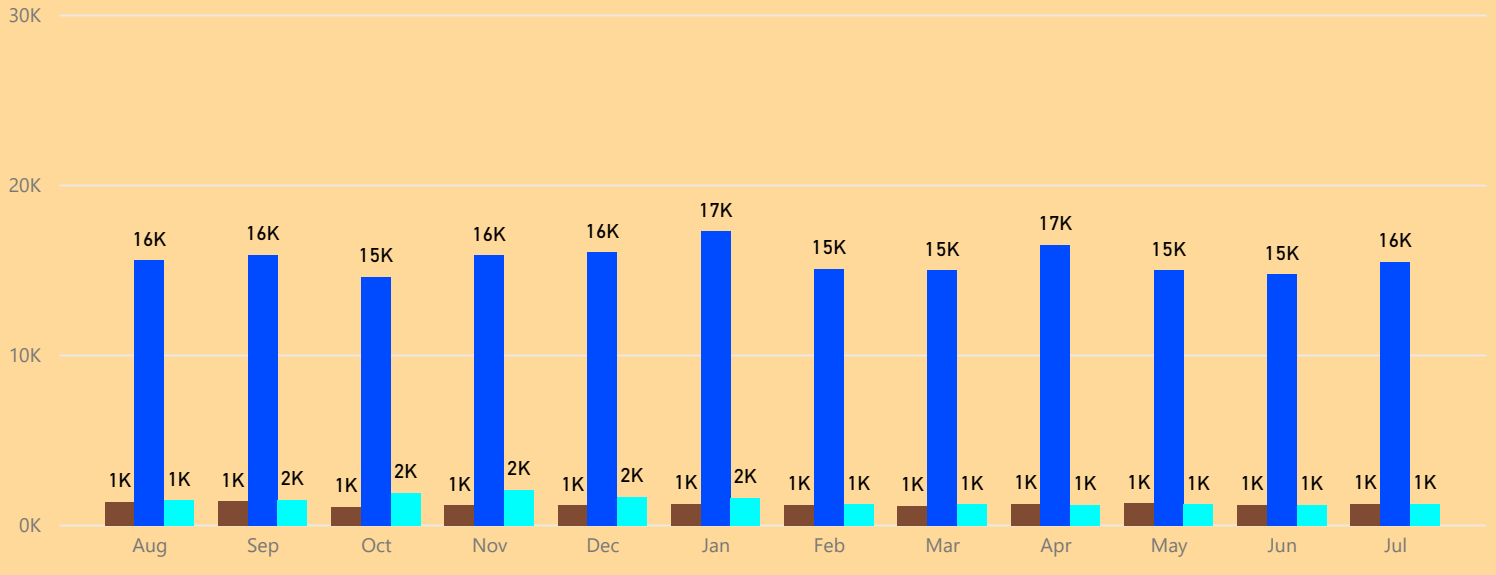
● Total Consumption (KWh)



Electricity consumption in Jul 2020 was 18076 KWh.

Electricity Usage by Service Area

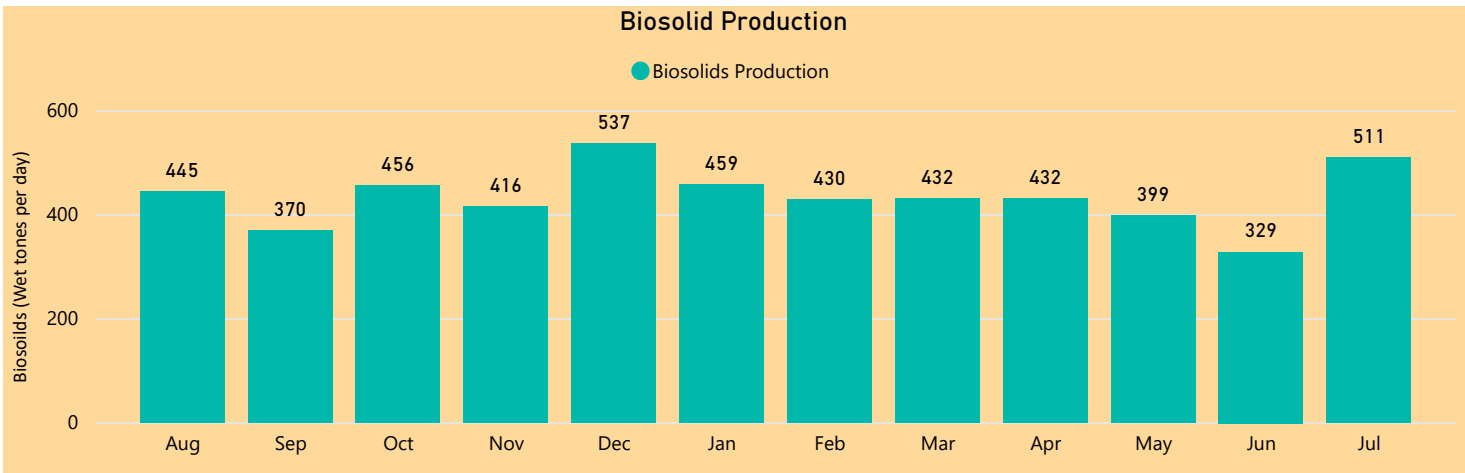
● Sewer Pumping ● Wastewater Treatment ● Water Pumping



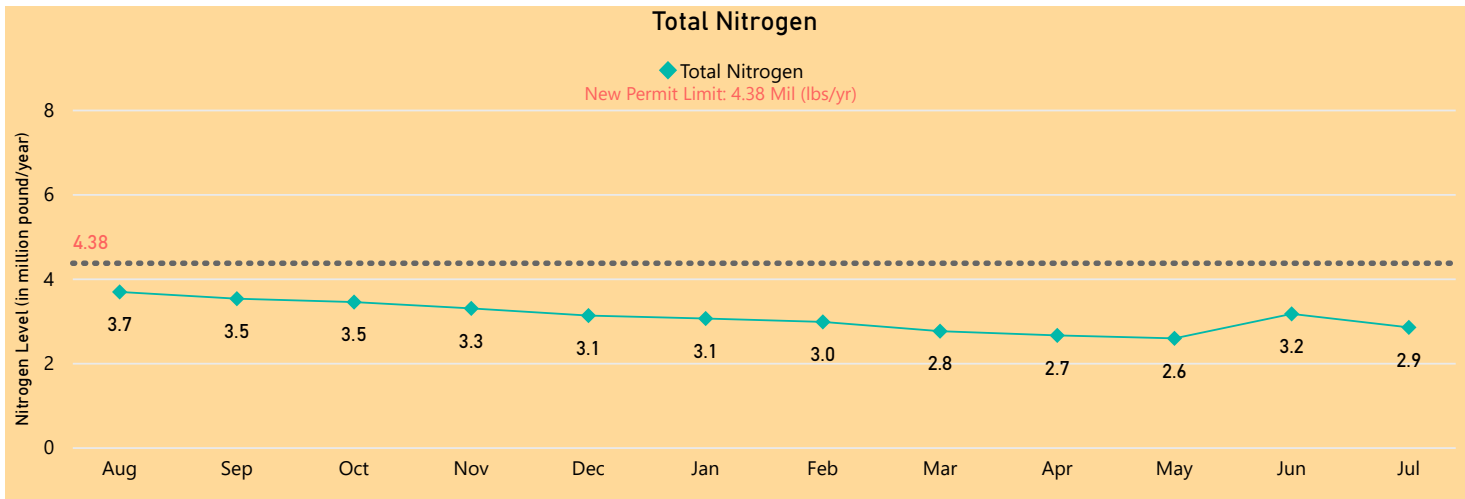
Wastewater treatment has the highest electricity consumption in Jul 2020 at 15523 KWh.

OPERATIONS AND ENGINEERING

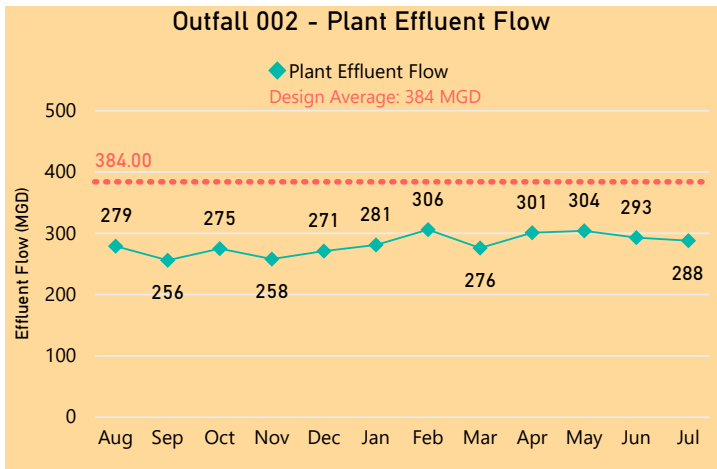
Wastewater Treatment



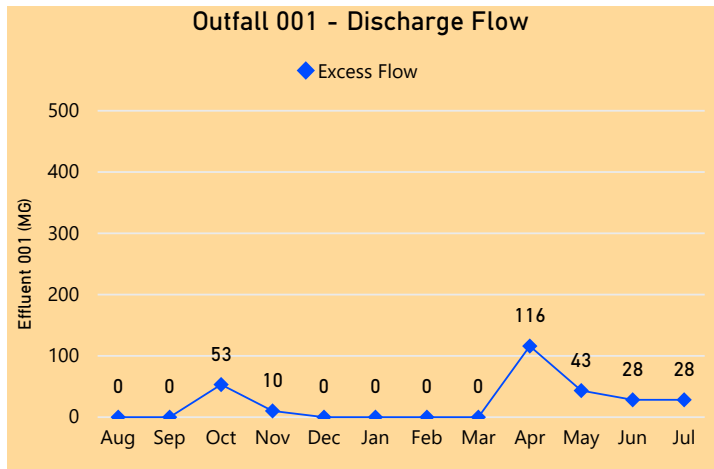
Biosolids daily production for Jul 2020 was 511 wet ton per day.



Nitrogen level for Jul 2020 was below permit by 1.52 million lbs/yr.



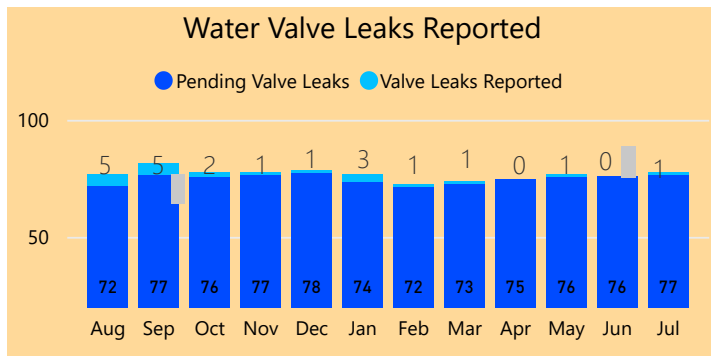
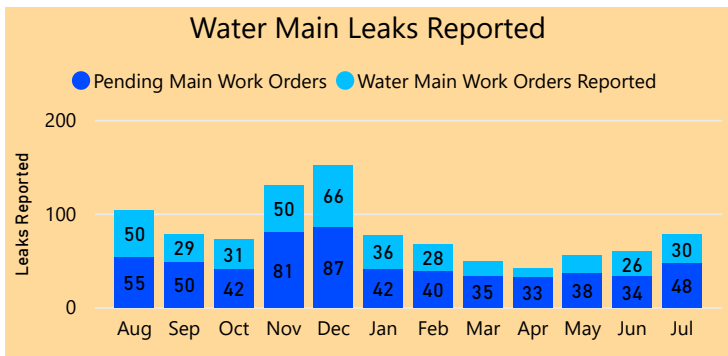
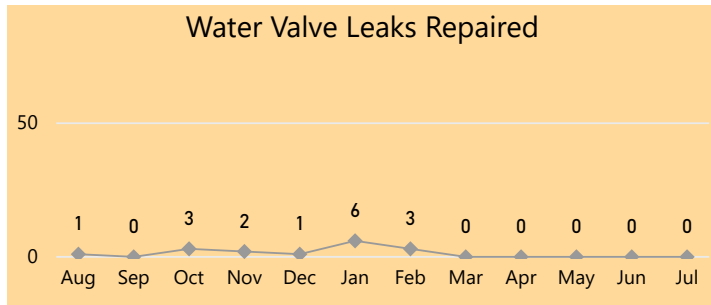
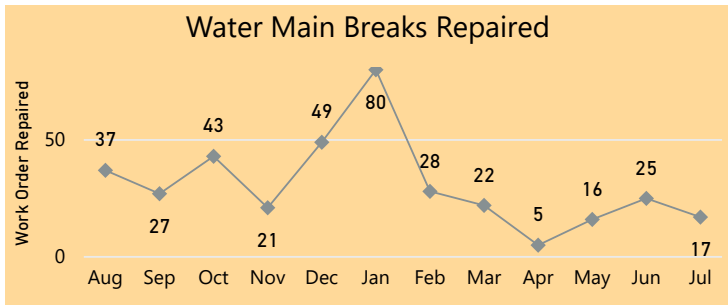
In Jul 2020 effluent flow was below permit by 96.03 MGD.



Excess flow events were recorded at 28.31 MG in Jul 2020.

OPERATIONS AND ENGINEERING

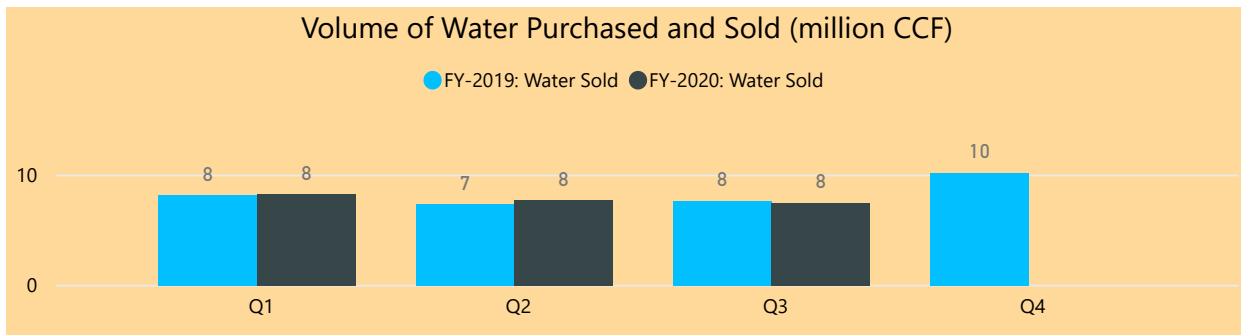
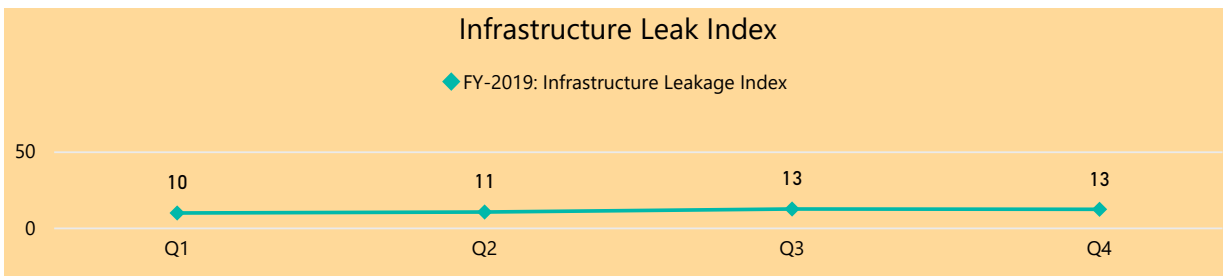
Water Distribution Operations



There were 30 Water Main Work Orders reported in July.

1 leak was reported in July

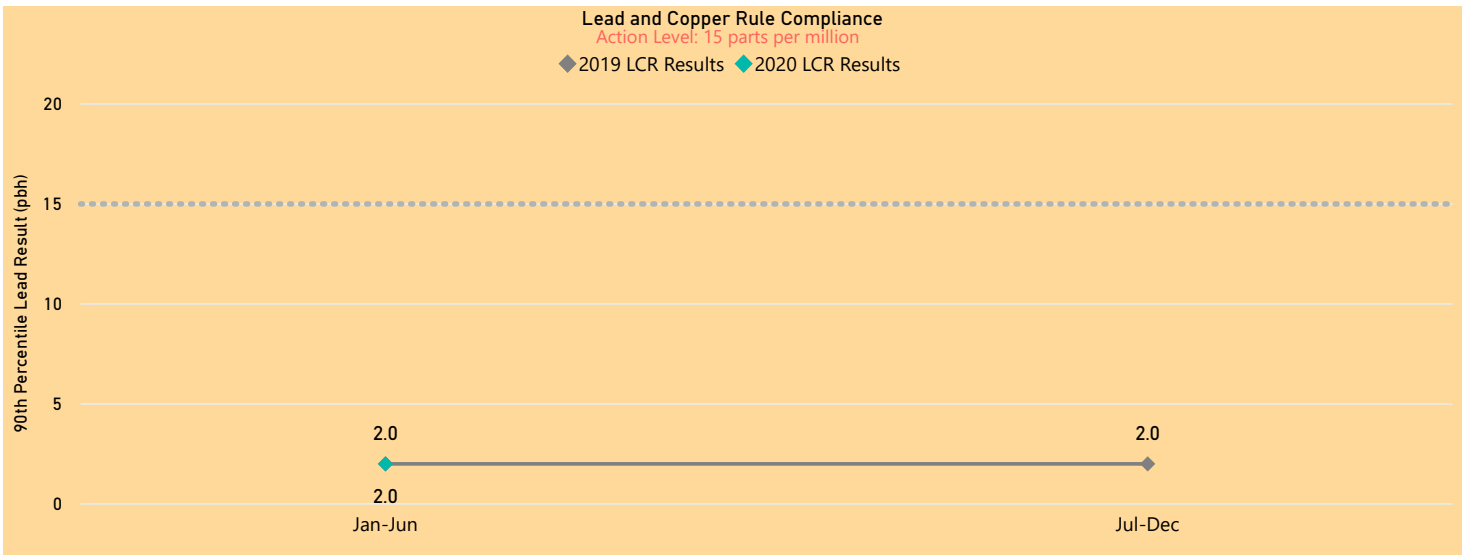
Water Balance



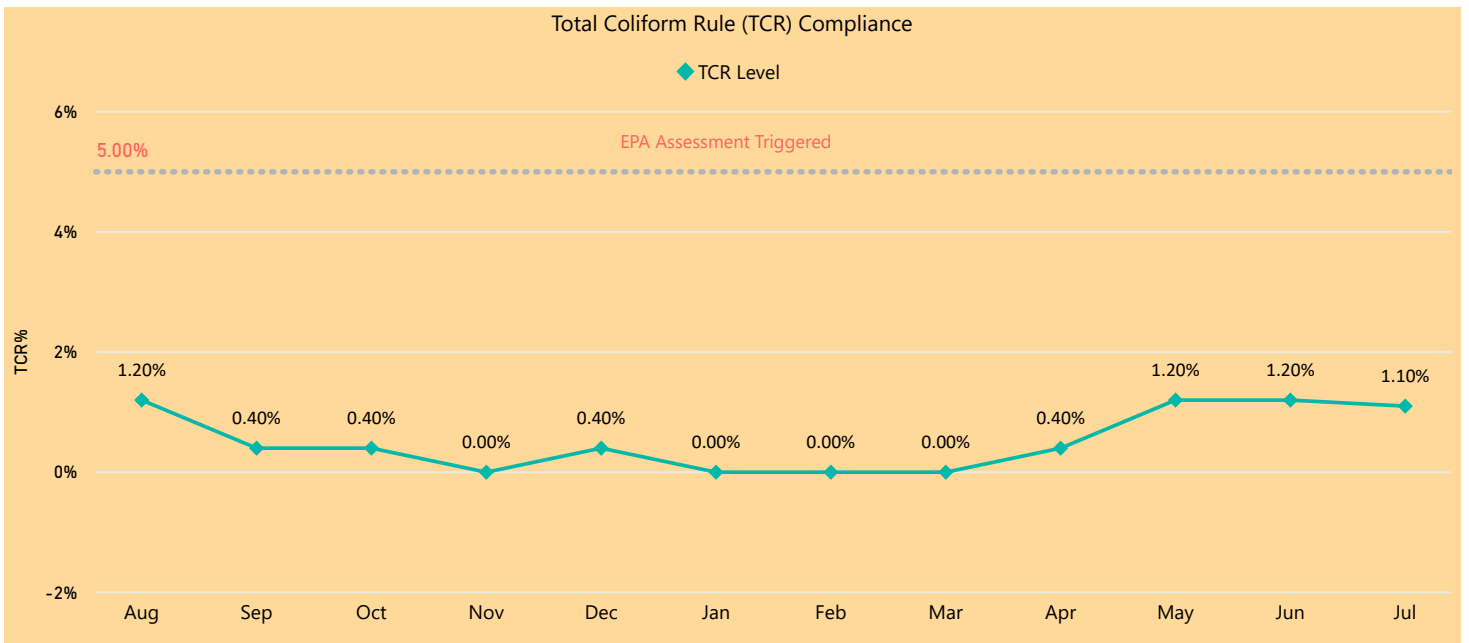
In the 3rd quarter of FY 2020, 7.52 out of 10.57 million cubic feet of water was sold

OPERATIONS AND ENGINEERING

Drinking Water Quality



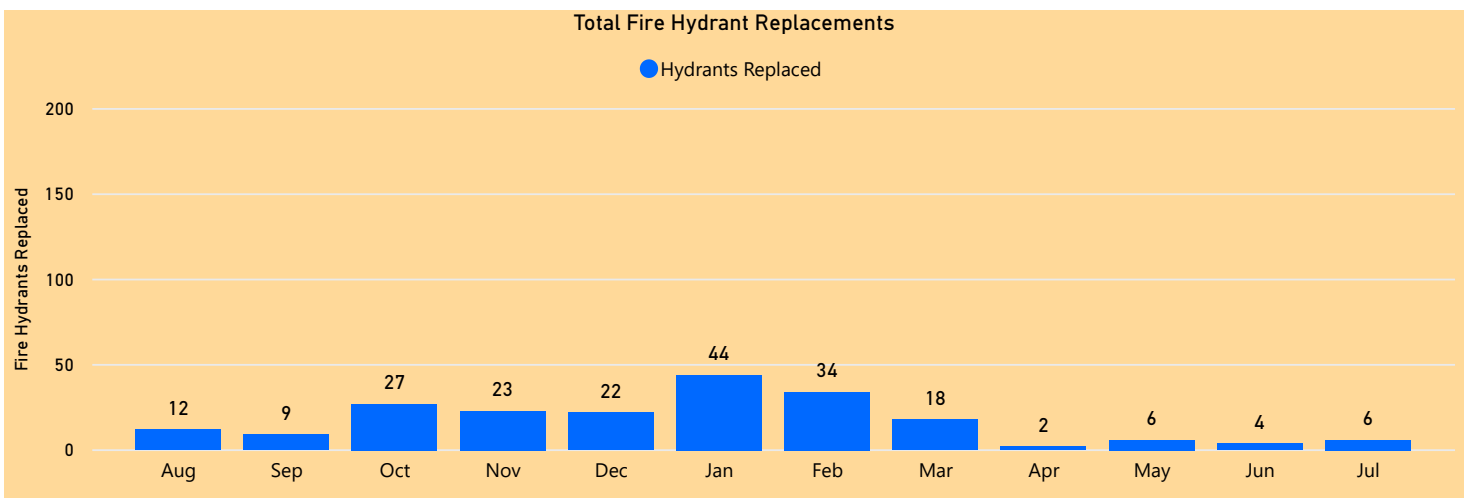
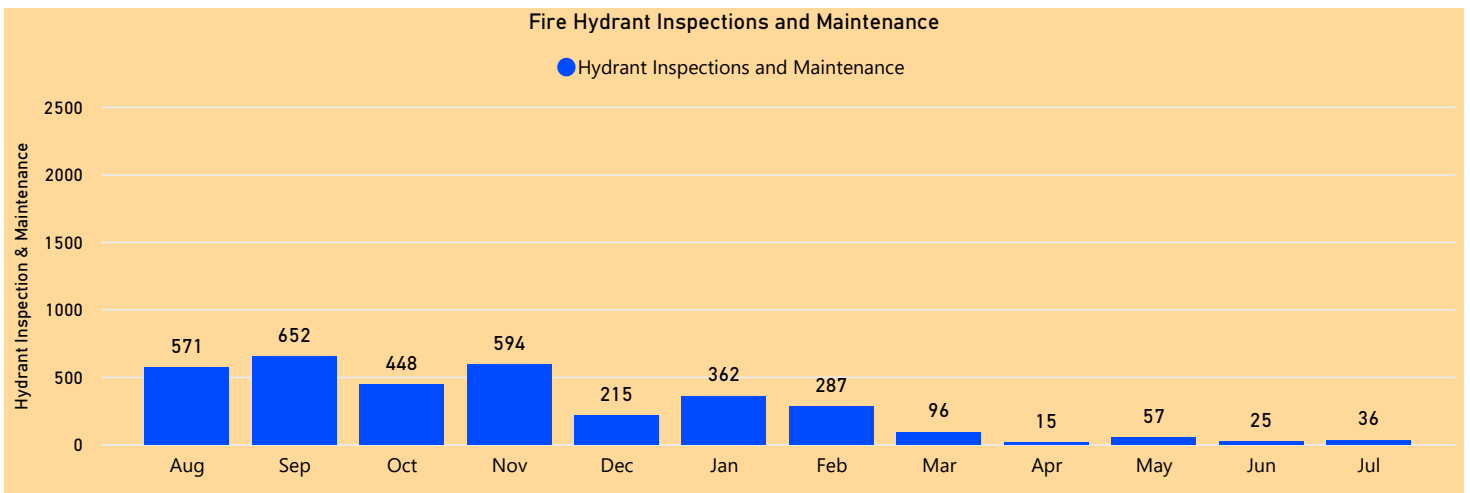
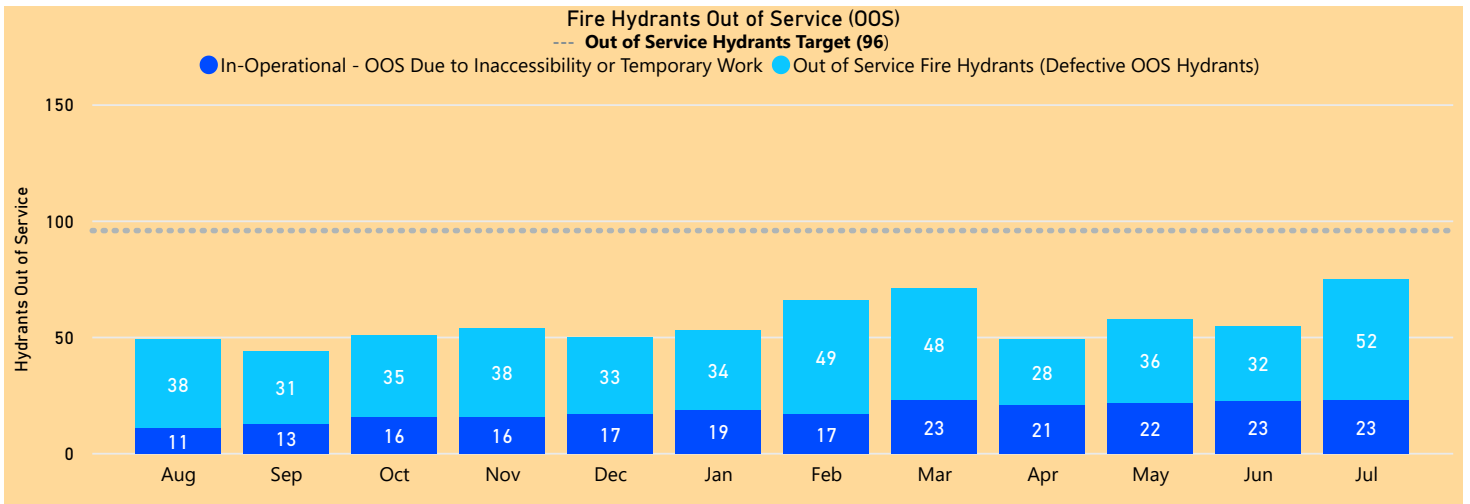
90th percentile for 2nd semester 2020 is pending



Coliform Positive was recorded at 0.011% for Jul 2020

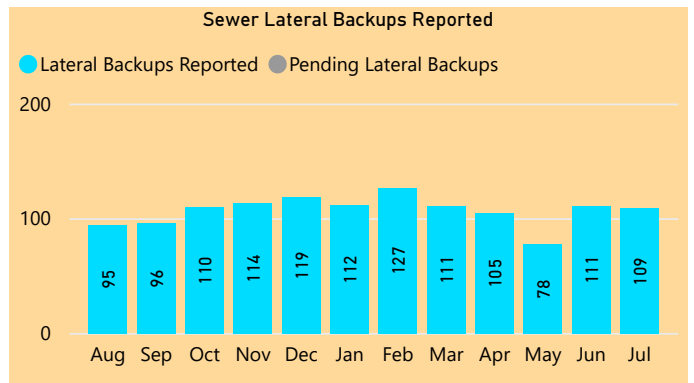
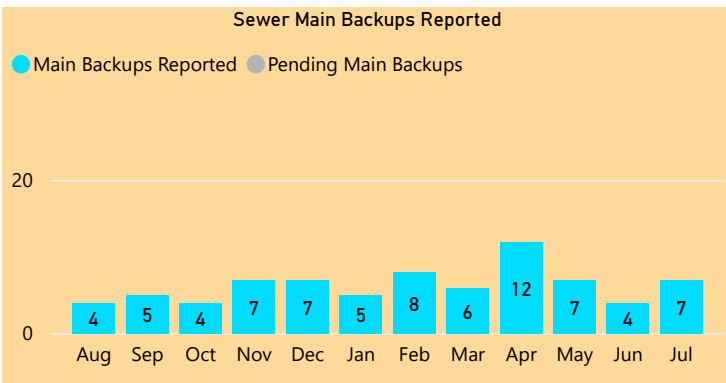
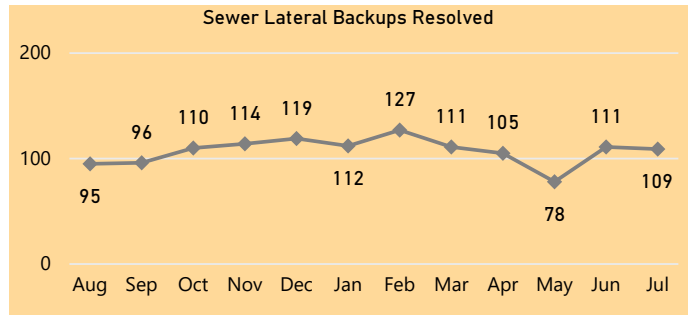
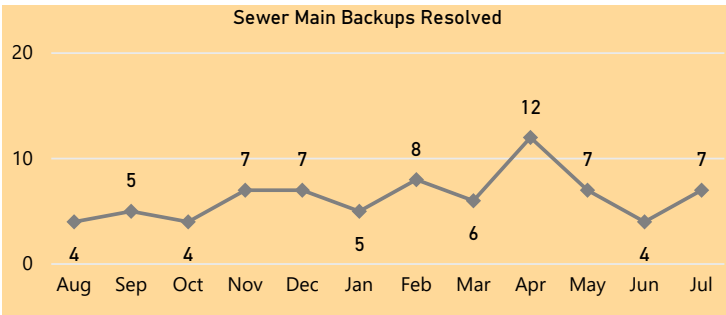
OPERATIONS AND ENGINEERING

Fire Hydrants



OPERATIONS AND ENGINEERING

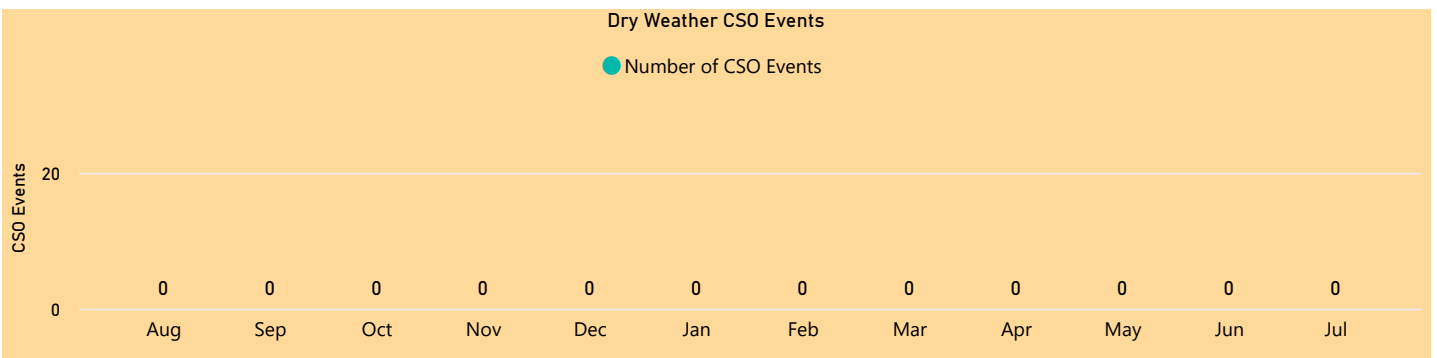
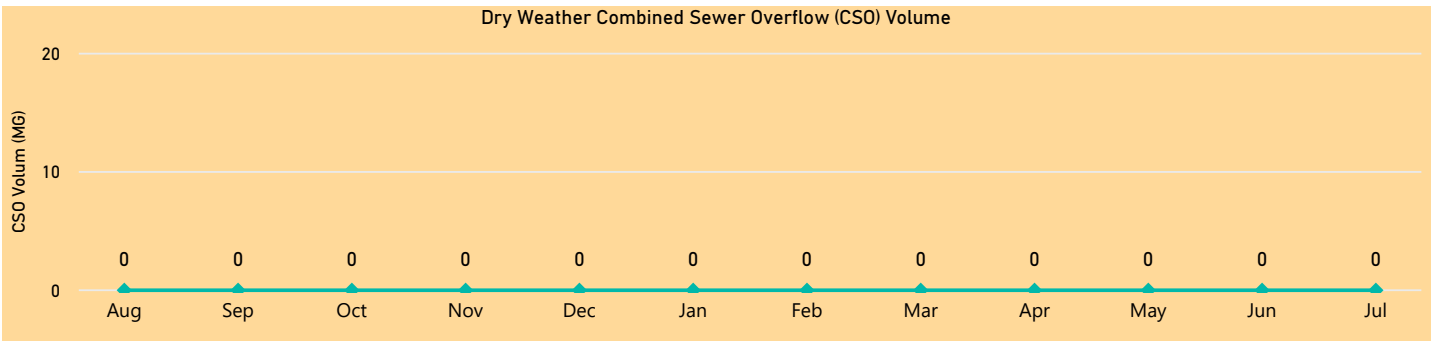
Sewer System Operations



0 pending main backup(s) reported

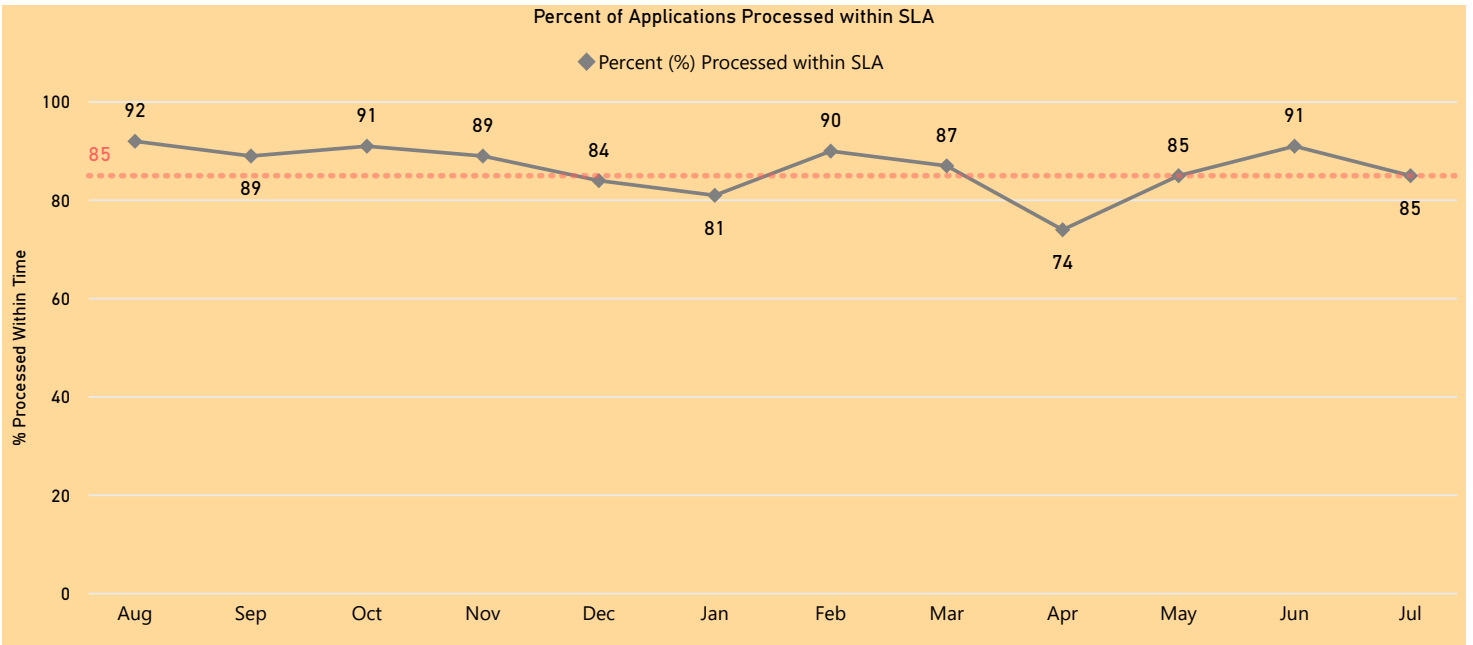
0 pending lateral backup(s) reported

Combined Sewer System

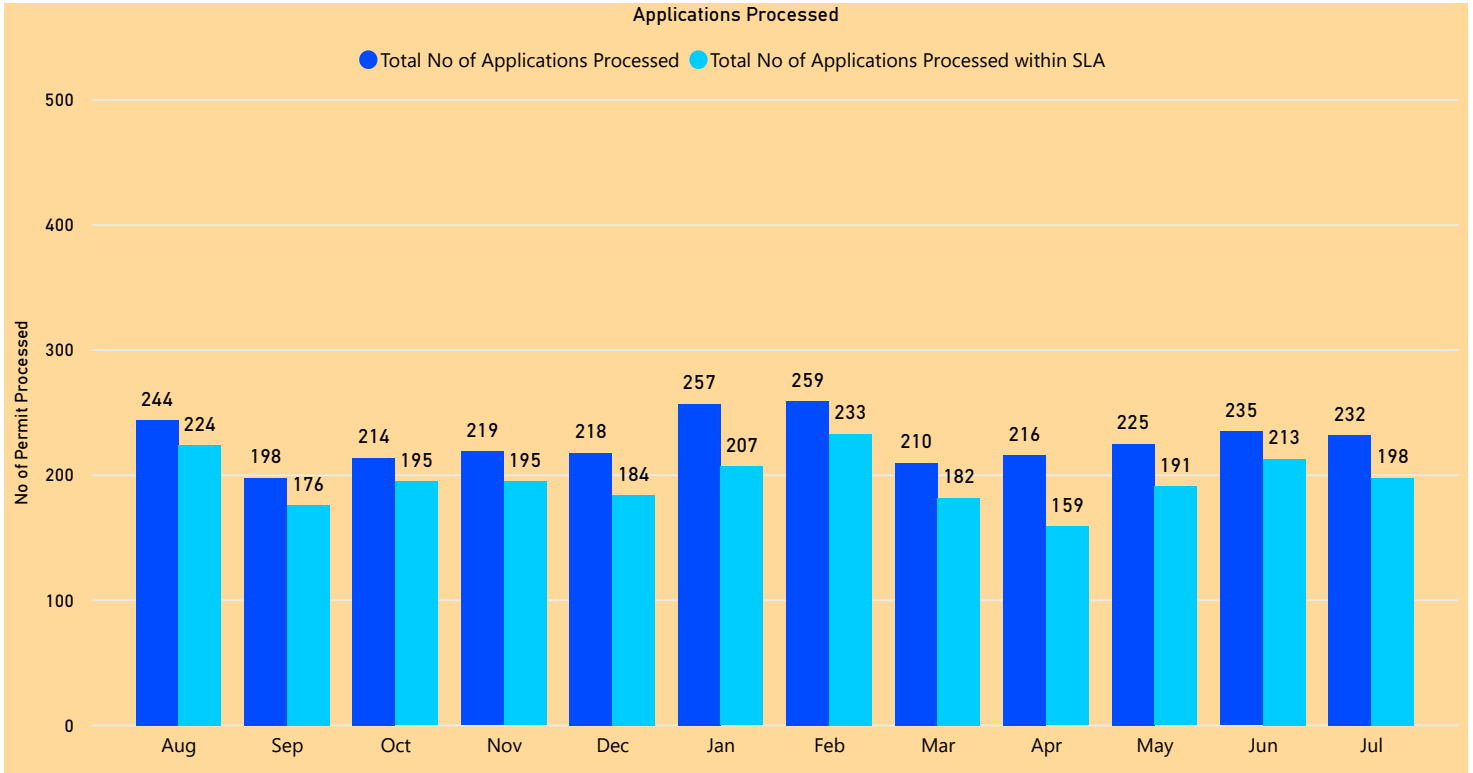


OPERATIONS AND ENGINEERING

Permit Processing

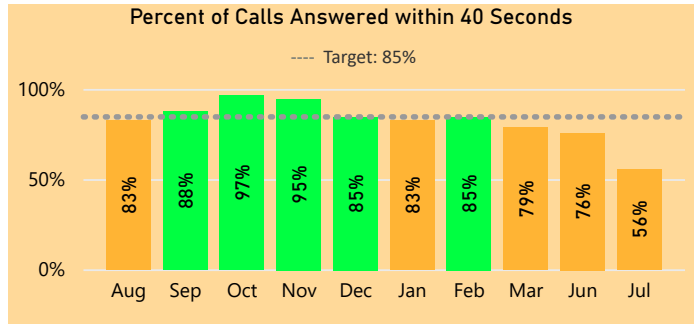
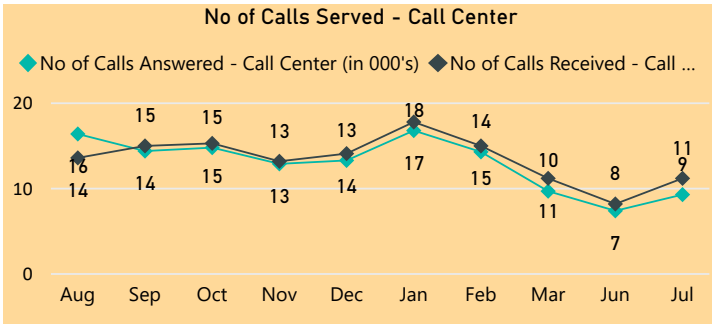


Permits processed in Jul 2020 were 0% below the SLA target 85%



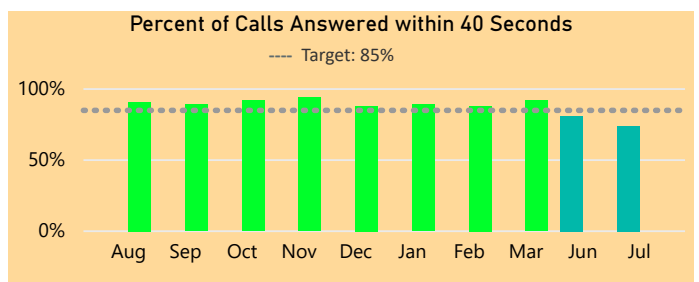
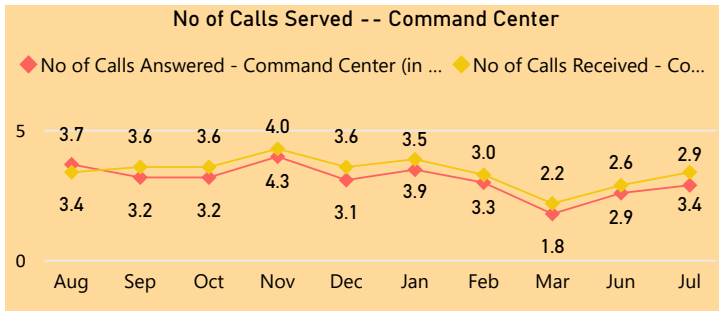
CUSTOMER EXPERIENCE

Customer Care - Call Center Performance



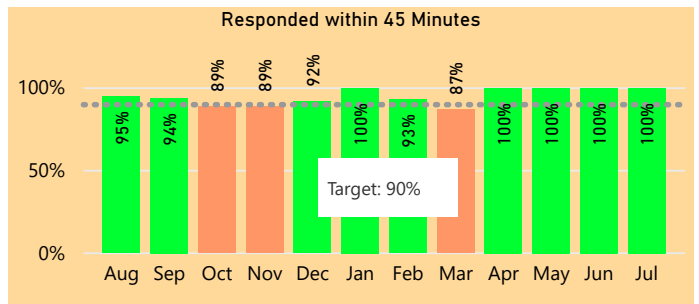
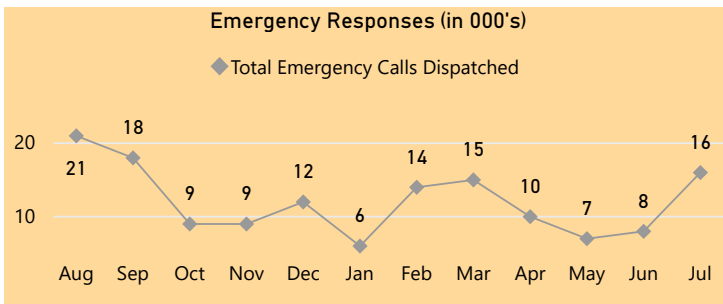
Call Center was below target by 29% due to service level change (from...)

Customer Care - Command Center Performance



Command Center was below target by 11% due to service level chang...

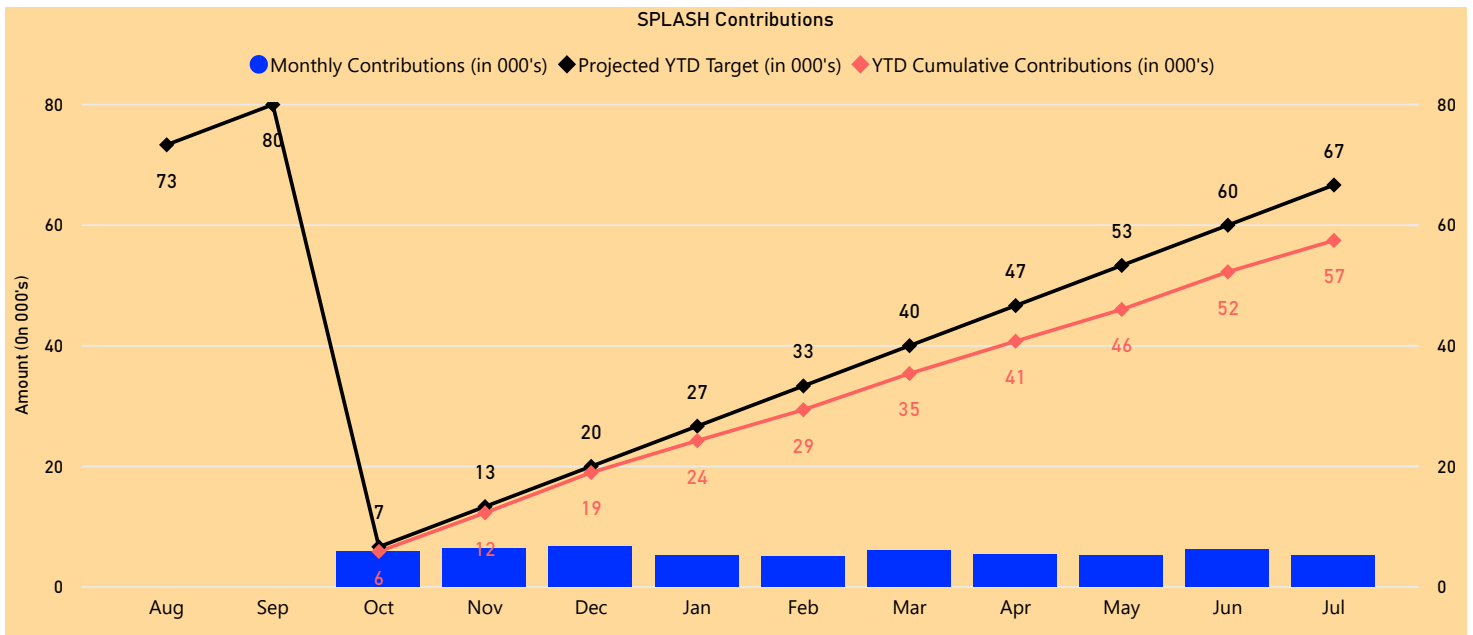
Customer Care - Emergency Response Time



Performance for Jul 2020 was above target by 10%.

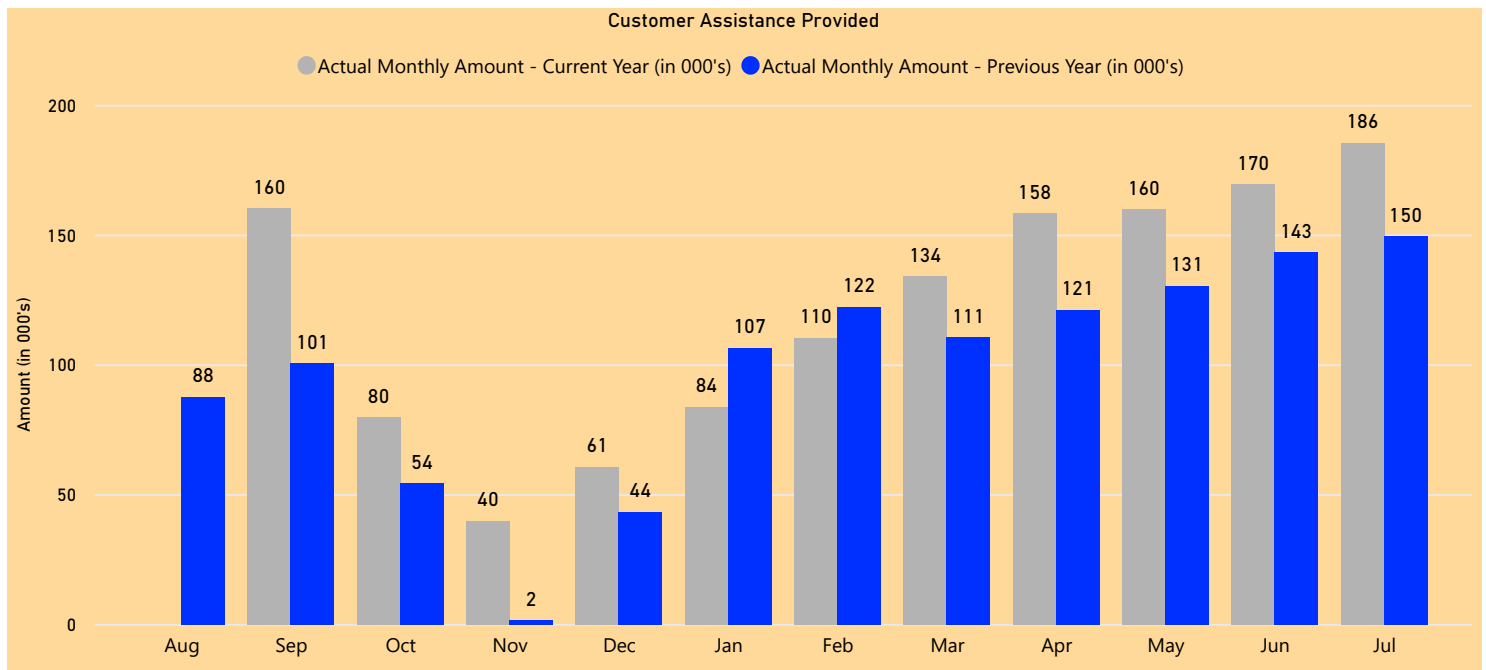
LOW INCOME ASSISTANCE PROGRAM

SPLASH Program



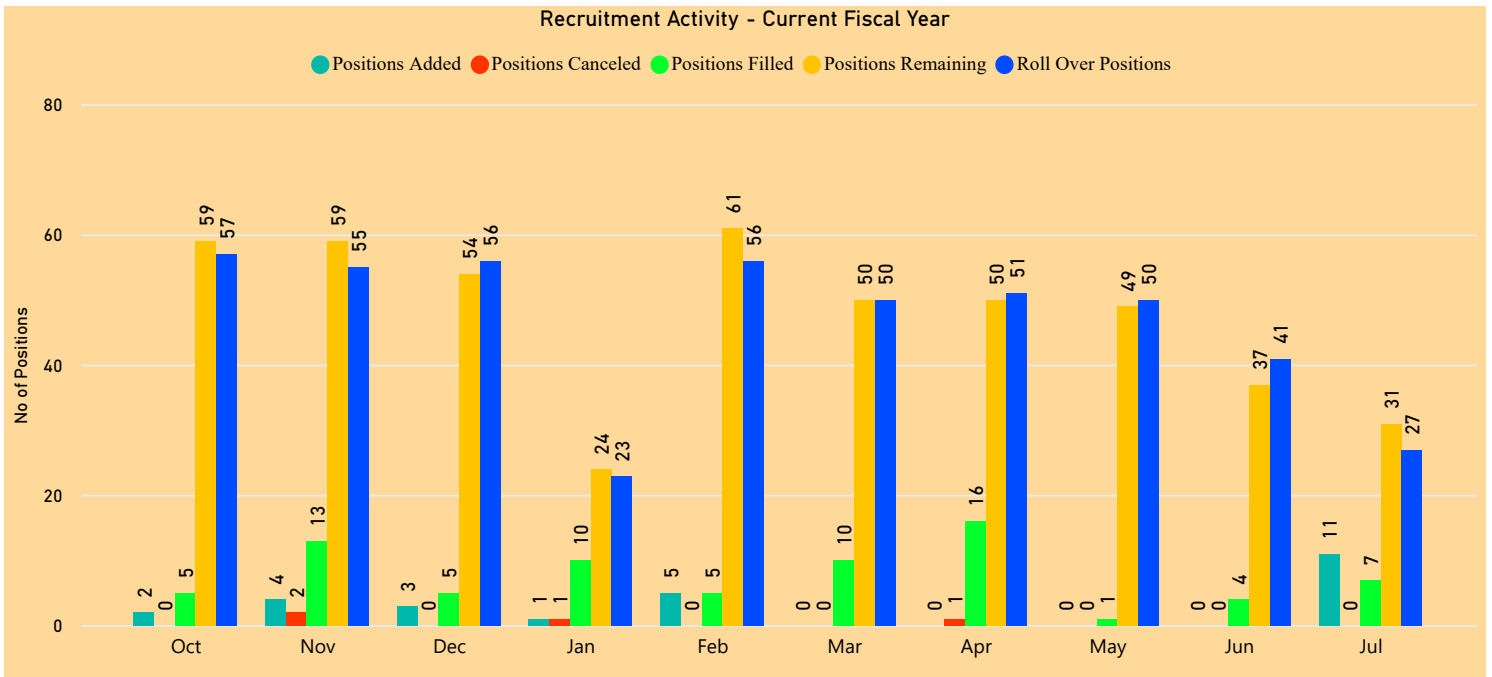
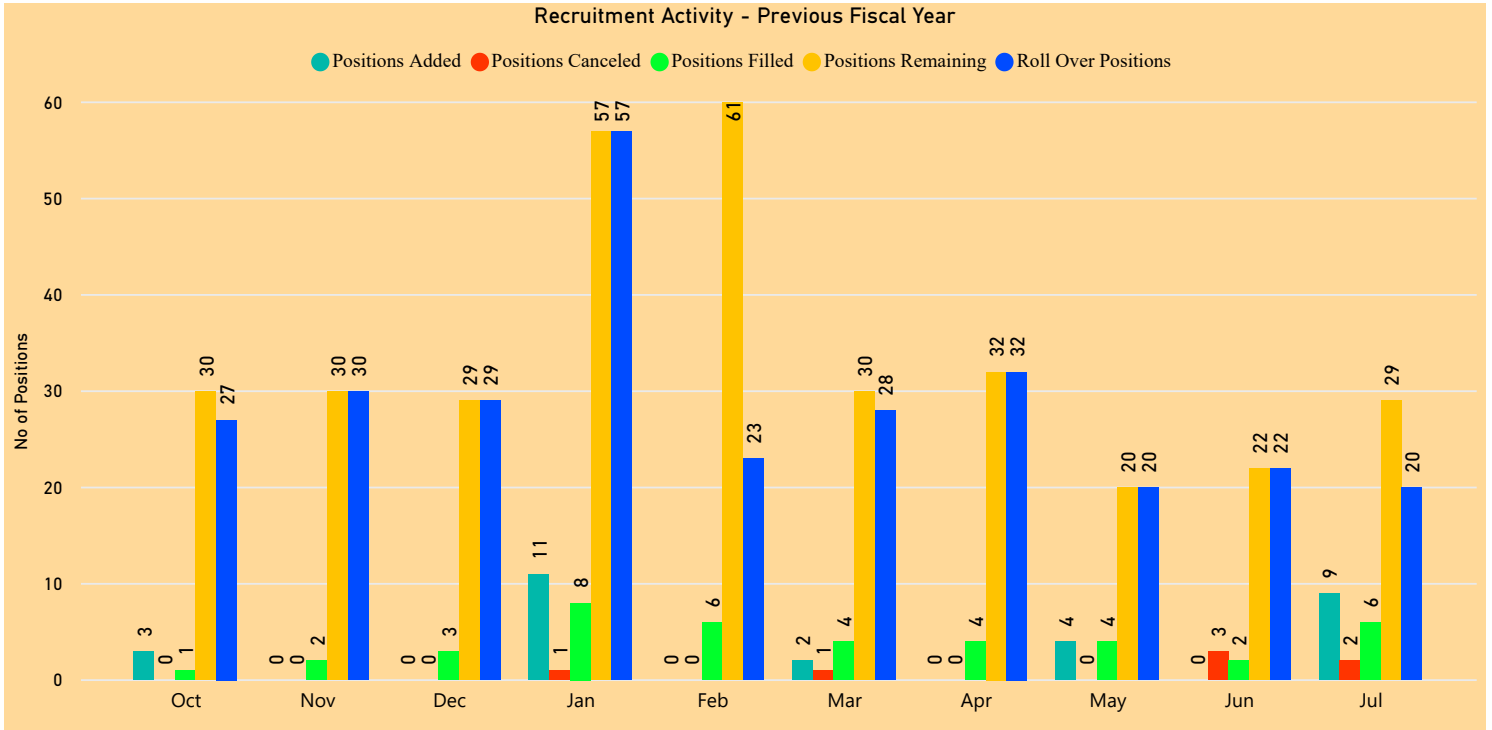
Total SPASH contribution to date for Jul 2020 was under target by \$9200.

Customer Assistance Program (CAP)



PEOPLE AND TALENT

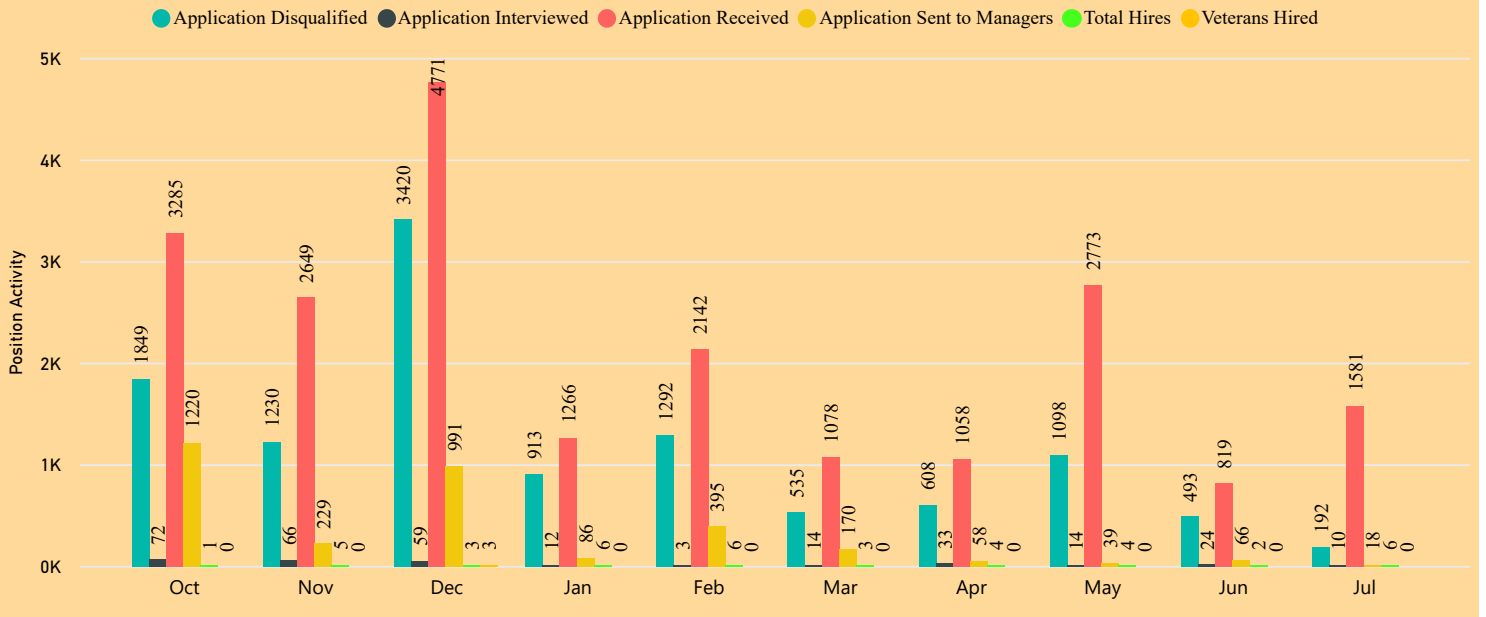
Human Resources



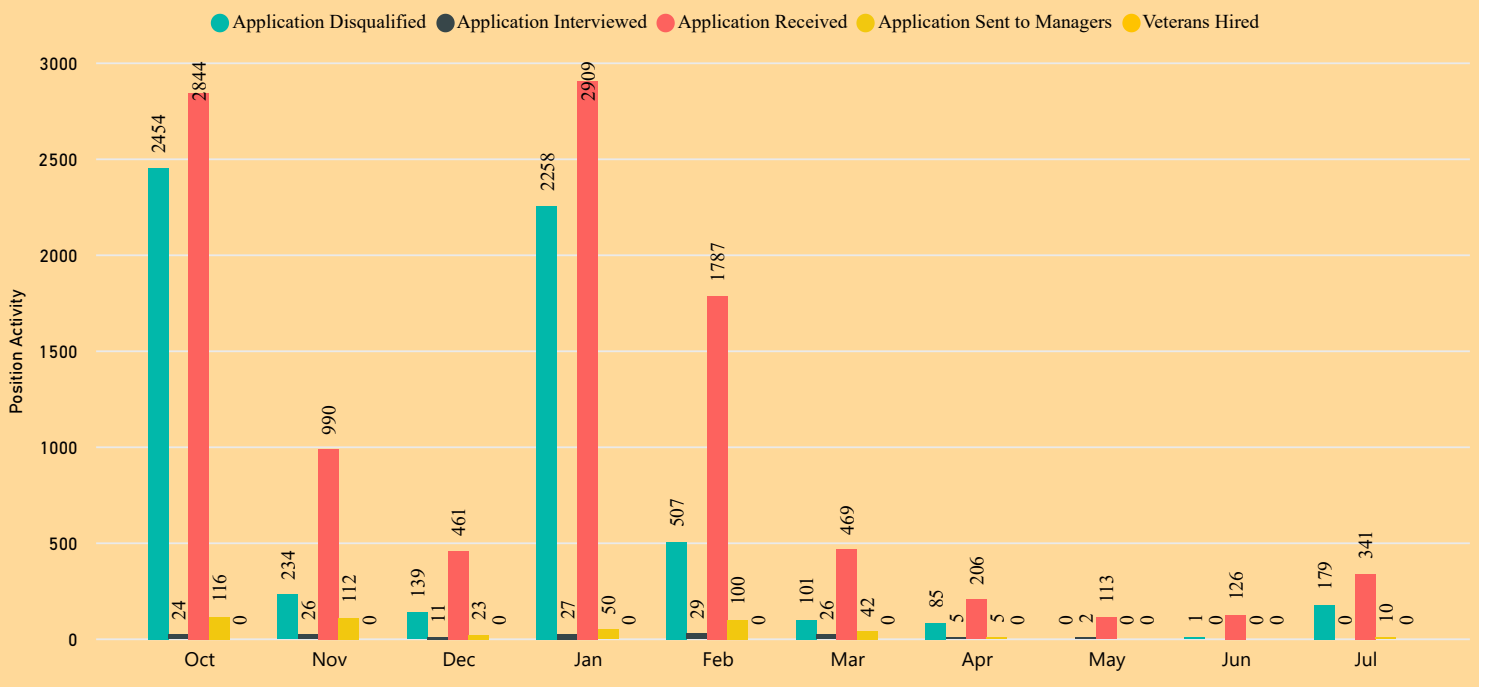
PEOPLE AND TALENT

Human Resources

Recruitment Performance Metric - Previous Fiscal Year

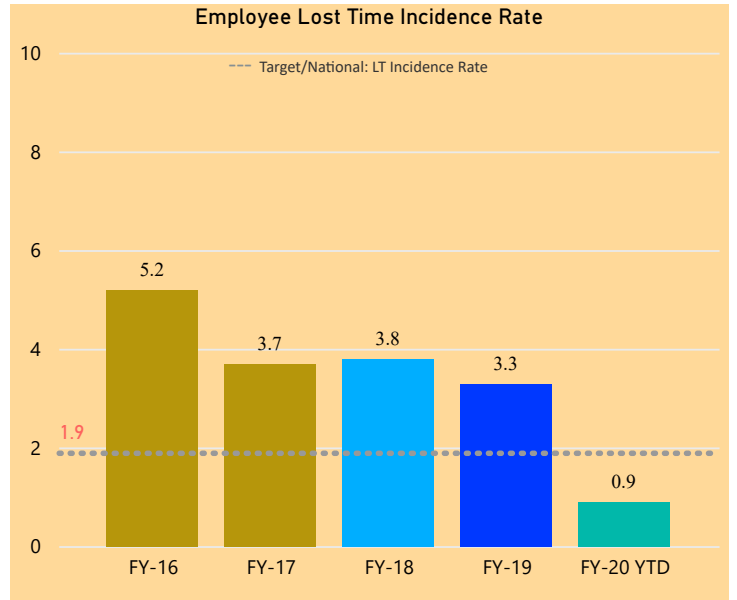
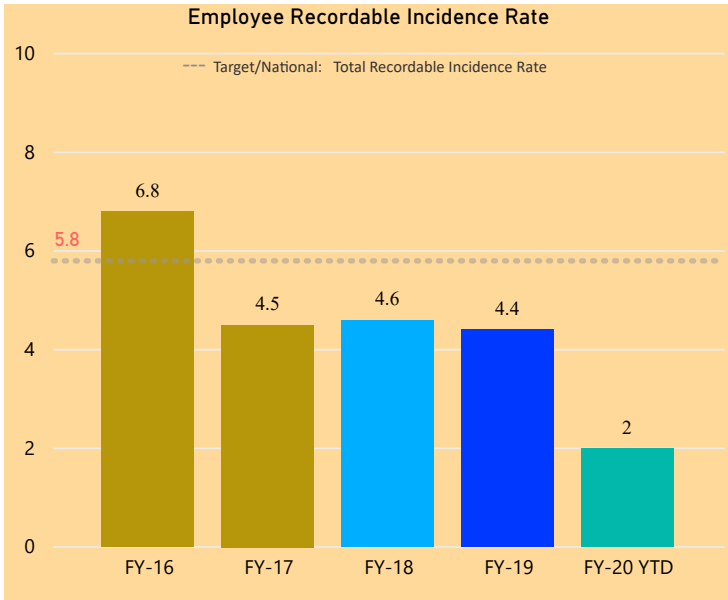


Recruitment Performance Metric - Current Fiscal Year



ADMINISTRATION

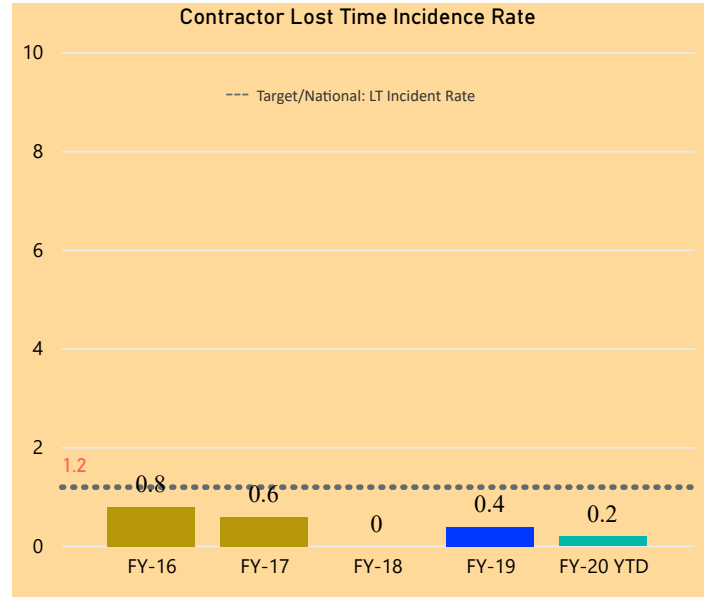
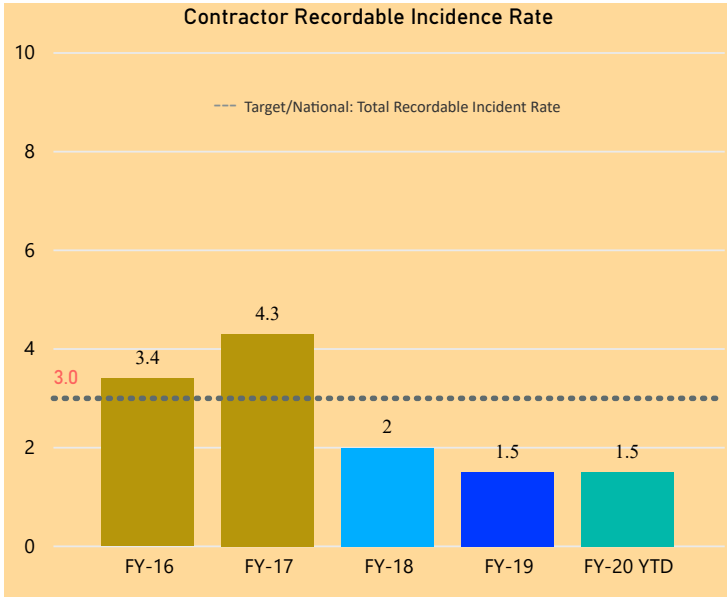
Safety



There have been 10 lost time incidents in FY 2020 YTD.

ADMINISTRATION

Safety



There have been 1 lost time incidents in FY 2020 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

*	**
<p>Red - when the actual is lower than 3% of budget or target</p> <p>Yellow - when the actual is within 3% 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 3% of budget or target</p> <p>Yellow - when the actual is within 3% 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, □)

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	Red- when the actual is higher than 5% of budget or target
Yellow- when the actual is within 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	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
267th Meeting of the DC Water Board of Directors
Thursday, September 3, 2020

Joint-Use Contracts

Resolution No. 20-58 - Execute Option Year Five (5) of Contract No. 15-PR-DWT-21, Kuehne Chemical Co., Inc. The purpose of the option is to continue providing the supply and delivery of sodium hypochlorite for disinfection and odor control at the Blue Plains Advanced Wastewater Treatment Facility. The option amount is \$3,500,000.

Resolution No. 20-59 - Execute Option Year Two (2) of Contract No. 18-PR-DFS-28, A, B, C, ADP Group, Inc., North Arrow, Co., and Mid-Atlantic General Contractors. The purpose of the option is to continue providing small construction and general construction work for roof, carpentry, and other small construction renovations. The option amount is \$1,400,000.

Resolution No. 20-60 - Execute Option Year Four (4) of Contract No. 16-PR-DFM-77, BFPE International Inc. The purpose of the option is to continue providing preventive and operational maintenance for the fire protection system, including routine preventive maintenance and repairs of all fire protection systems. The option amount is \$600,000.

Resolution No. 20-61 - Execute Contract No. DCFA-507-WSA, Accurate Infrastructure Data, Inc. The purpose of the contract is to perform Subsurface Utility Engineering services for various Water Main Renewal and Sanitary Sewer rehabilitation projects located throughout the District of Columbia. The contract not-to-exceed amount is \$2,000,000.

Resolution No. 20-62 - Execute the Memorandum of Understanding to provide for authorization of the Long Term Control Plan facilities on District property, granting of easements and expediting District permits to allow construction. This work is required by a Consent Decree. The Memorandum of Understanding not-to-exceed amount is \$4,200,000.

Resolution No. 20-63 - Execute the Memorandum of Understanding to provide for the installation of new water mains and sanitary sewers, as well as construction of protection slabs for DC Water's existing infrastructure as part of DDOT's South Capitol Street Corridor Phase 1 project. The Memorandum of Understanding not-to-exceed amount is \$1,975,000.

Resolution No. 20-64 – Execute Contract No. 20-PR-CFO-26, KPMG, LLP. The purpose of this contract is to provide external audit services to DC Water. The contract amount is \$1,077,645 for the 3-year base period and \$783,800 for two 1-year periods with a total contract amount of \$1,861,445.

Non-Joint Use Contract

Resolution No. 20-67 - Execute the Memorandum of Understanding between the District of Columbia Department of Transportation and DC Water to provide construction of Replacement of Water Mains and Rehabilitation of Sewer Main on Oregon Ave, NW from Military Road to Western Ave, NW by DDOT as part of DDOT's Oregon Avenue Reconstruction Project. The MOU amount is \$4,691,655

Resolution No. 20-68 - Execute the Memorandum of Understanding between the District of Columbia Department of Transportation and DC Water to provide for replacement of water mains by DDOT as part of DDOT's Roadway Improvements along New Jersey Avenue NW Project. The MOU amount is \$1,090,895.75.

Presented and Approved: September 3, 2020

SUBJECT: Approval to Execute Option Year Five (5) of Contract No. 15-PR-DWT-21, Kuehne Chemical Co., Inc. – Supply and Delivery of Sodium Hypochlorite

**#20-58
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 September 3, 2020 upon consideration of a joint use matter, decided by a vote of ___() in favor and ___() opposed to approve Option Year Five (5) of Contract No. 15-PR-DWT-21, Kuehne Chemical Co., Inc.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute Option Year Five (5) of Contract No. 15-PR-DWT-21, Kuehne Chemical Co., Inc. The purpose of the option is to continue providing the supply and delivery of sodium hypochlorite for disinfection and odor control at the Blue Plains Advanced Wastewater Treatment Facility. The option amount is \$3,500,000.

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 OPTION YEAR

**Supply and Delivery of Sodium Hypochlorite
(Joint Use)**

This contract action is to exercise option year 5 in the amount of \$3,500,000.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: Kuehne Chemical Co. Inc. 86 N. Hackensack Ave. S. Kearny, NJ 07032	SUBS: N/A	PARTICIPATION: N/A
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DESCRIPTION AND PURPOSE

Original Contract Value:	\$3,656,900.00
Original Contract Dates:	10-16-2015 – 10-15-2016
No. of Option Years in Contract:	4
Option Year 1 Value:	\$3,804,300.00
Option Year 1 Dates:	10-16-2016 – 10-15-2017
Option Year 2 Value:	\$3,300,000.00
Option Year 2 Dates:	10-16-2017 – 10-15-2018
Option Year 3 Value:	\$3,600,000.00
Option Year 3 Dates:	10-16-2018 – 10-15-2019
Option Year 3 Modification Value:	\$200,000.00
Option Year 3 Modification Dates:	08-01-2019 – 10-15-2019
Option Year 4 Value:	\$3,720,000.00
Option Year 4 Dates:	10-16-2019 – 09-30-2020
Option Year 5 Value:	\$3,500,000.00
Option Year 5 Dates:	10-01-2020 – 09-30-2021

Purpose of the Contract:
To supply and deliver sodium hypochlorite. The sodium hypochlorite is used as disinfection and odor control.

Contract Scope:
DC Water has an on-going need for sodium hypochlorite. At the Blue Plains Advanced Wastewater Treatment Facility, it is primarily used for outfall disinfection, but also to control biological growth on multimedia filters, and for odor control in the scrubbers.

This is the last option year for the contract, DC Water will initiate new sodium hypochlorite solicitation to replace the current contract.

Spending Previous Year:
Cumulative Contract Value: 10-16-2015 to 09-30-2020: \$18,281,200.00
Cumulative Contract Spending: 10-16-2015 to 06-23-2020: \$16,973,866.00

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

No LSB/LSBE participation

PROCUREMENT INFORMATION

Contract Type:	Goods and Services	Award Based On:	Lowest Bid
Commodity:	Chemical	Contract Number:	15-PR-DWT-21
Contractor Market:	Open Market with Preference Points for LBE and LSBE Participation		

BUDGET INFORMATION

Funding:	Operating	Department:	Wastewater Treatment
Project Area:	Blue Plains AWTP	Department Head:	Aklile Tesfaye

ESTIMATED USER SHARE INFORMATION

User - Operating	Share %	Dollar Amount
District of Columbia	43.44%	\$1,520,400.00
Washington Suburban Sanitary Commission	41.95%	\$1,468,250.00
Fairfax County	9.79%	\$342,650.00
Loudoun Water	4.23%	\$148,050.00
Other (PI)	0.59%	\$20,650.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$3,500,000.00

 / 6-29-2020
 Aklile Tesfaye Date
 VP of Wastewater Operations

 /
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: 2020.07.13 12:20:05-04'00'
 Dan Bae Date
 VP of Procurement and Compliance

Matthew T. Brown /
Digitally signed by Matthew
 T. Brown
 Date: 2020.07.13 13:55:57
 -04'00' /
 Matthew T. Brown Date
 CFO and EVP of Finance and Procurement

 / 7/23/20
 David L. Gadis Date
 CEO and General Manager

Presented and Approved: September 3, 2020

SUBJECT: Approval to Execute Option Year Two (2) of Contract No. 18-PR-DFS-28, A, B, C, ADP Group, Inc., North Arrow, Co., and Mid-Atlantic General Contractors – Small Construction and Renovations

**#20-59
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 September 3, 2020 upon consideration of a joint use matter, decided by a vote of ___() in favor and ___() opposed to approve Option Year Two (2) of Contract No. 18-PR-DFS-28, A, B, C, ADP Group, Inc., North Arrow, Co., and Mid-Atlantic General Contractors.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute Option Year Two (2) of Contract No. 18-PR-DFS-28, A, B, C, ADP Group, Inc., North Arrow, Co., and Mid-Atlantic General Contractors. The purpose of the option is to continue providing small construction and general construction work for roof, carpentry, and other small construction renovations. The option amount is \$1,400,000.

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 OPTION YEAR

**Small Construction and Renovations
(Joint Use)**

Approval to exercise Option Year 2 for Small Construction and Renovations for the Department of Facilities in a not to exceed amount of \$1,400,000.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	PARTICIPATION:
ADP Group, Inc.* Washington, DC 20019	N/A	100%
North Arrow, Co.* Washington, DC 20002	N/A	100%
Mid-Atlantic General Contractors* Beltsville, MDM 20705	N/A	100%
*LSBE		

DESCRIPTION AND PURPOSE

Base Contract Value: \$1,202,307.79
 Base Contract Dates: 07-13-2018– 07-12-2019
 No. of Option Years in Contract: 2
 Option Year 1 Value: \$1,955,000.00
 Option Year 1 Dates: 07-13-2019 -- 9-30-2020
This Option Year 2 Value: \$1,400,000.00
This Option Year 2 Dates: 10-01-2020 – 09-30-2021

Purpose of the Contract:

DC Water needs the services of qualified general contractors, licensed in the Washington DC Metropolitan area to provide general construction work for roof, carpentry, partition installation & removal, dry wall systems plumbing, cast and place concrete, HVAC, electrical applications, demolition as applicable to the project, painting, fall protection, ceiling & floor tiles and any other services related to small construction, as well as renovations that arise within the Authority.

ADP Group, Inc., North Arrow Co. and Mid-Atlantic General Contractors, were awarded separate IDIQ contracts to provide general small construction and renovation projects.

Contract Modification:

For the Option Year 2, the following projects are identified with available budget in the amount of \$1,400,000.00.

- CMF Reno/Shops and Warehouse Supply Building 1 (SB1)
- CMF Mezzanine Atrium Outside Flashing Installation
- HQO Flag Poles Installation
- HQO Elevated Crosswalk Design & Construction
- CMF Supply Building 1 (SB1) Warehouse Hazardous Materials Survey
- Main Pumping Station O St – Lead Removal and Painting in Basement and Machine Shop
- Main Pumping Station O St Windows Painting & Window to Cover Door
- DSLF Roof Replacement

Spending Previous Years:

Cumulative Contract Value: 07-13-2018 to 09-30-2020: \$3,157,307.79
 Cumulative Contract Spending: 07-13-2018 to 07-06-2020: \$2,157,054.41

Contractor's Past Performance:

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

PROCUREMENT INFORMATION

Contract Type:	Indefinite Delivery/ Indefinite Quantity (IDIQ) Contract	Award Based On:	Highest Ratings
Commodity:	Small Construction & Renovation	Contract Number:	18-PR-DFS-28 A, B, C
Contractor Market:	Open Market with Preference Points for LBE and LSBE Participation		

BUDGET INFORMATION

Funding:	Capital Projects, Capital Equipment, Operating	Department:	Facilities
Project Area:	LS (Capital)	Department Head:	Brent Christ

ESTIMATED USER SHARE INFORMATION

Joint-Use Direct (Capital Projects)	Share %	Dollar Amount
District of Columbia	41.22%	\$147,567.60
Washington Suburban Sanitary Commission	45.84%	\$164,107.20
Fairfax County	8.38%	\$30,000.40
Loudoun Water	3.73%	\$13,353.40
Potomac Interceptor	0.83%	\$2,971.40
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$358,000.00

Joint-Use Indirect (Capital Equipment)	Share %	Dollar Amount
District of Columbia	68.96%	\$622,019.20
Washington Suburban Sanitary Commission	23.02%	\$207,640.40
Fairfax County	5.37%	\$48,437.40
Loudoun Water	2.32%	\$20,926.20
Potomac Interceptor	0.33%	\$2,976.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$902,000.00

Joint-Use Indirect (Operating)	Share %	Dollar Amount
District of Columbia	87.73%	\$122,822.00
Washington Suburban Sanitary Commission	9.22%	\$12,908.00
Fairfax County	1.76%	\$2,464.00
Loudoun Water	0.80%	\$1,120.00
Potomac Interceptor	0.49%	\$686.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$140,000.00

Total Cost Allocation	Share %	Dollar Amount
District of Columbia	63.74%	\$892,408.80
Washington Suburban Sanitary Commission	27.48%	\$384,655.60
Fairfax County	5.78%	\$80,901.80
Loudoun Water	2.53%	\$35,399.80
Potomac Interceptor	0.47%	\$6,634.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$1,400,000.00

 *Esq.* 10/16/2020
 Maureen Holman Date
 EVP of Administrative Services

 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, C=US, Dan Bae
 Date: 2020.07.16 15:03:04-0400
 _____ Date
 Dan Bae
 VP of Procurement and Compliance

Matthew T. Brown Digitally signed by Matthew T.
 Brown
 Date: 2020.07.16 18:58:14
 -0400
 _____ Date
 Matthew T. Brown
 CFO and EVP of Finance and Procurement

 7/23/20
 David L. Gadis Date
 CEO and General Manager

Presented and Approved: September 3, 2020
SUBJECT: Approval to Execute Option Year Four (4)) of Contract No. 16-PR-DFM-77, BFPE International Inc. - Fire Protection Systems

#20-60
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 September 3, 2020 upon consideration of a joint use matter, decided by a vote of __() in favor and __() opposed to approve Option Year Four (4)) of Contract No. 16-PR-DFM-77, BFPE International Inc.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute Option Year Four (4)) of Contract No. 16-PR-DFM-77, BFPE International Inc. The purpose of the option is to continue providing preventive and operational maintenance for the fire protection system, including routine preventive maintenance and repairs of all fire protection systems. The option amount is \$600,000.

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 OPTION YEAR

**Fire Protection Systems
(Joint Use Indirect)**

This contract action is to exercise option year 4 in the amount of \$600,000.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: BFPE International Inc. 7512 Connelly Dr. Hanover, MD 21076	SUBS: N/A	PARTICIPATION: N/A
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DESCRIPTION AND PURPOSE

Original Contract Value:	\$199,600.00
Original Contract Date:	10-12-2016 – 10-11-2017
Number of Option Years:	4
Option Year 1 value:	\$199,600.00
Option Year 1 Dates:	10-12-2017 – 10-11-2018
Option Year 2 Value:	\$688,384.00
Option Year 2 Dates:	10-12-2018 – 10-11-2019
Option Year 3 Value:	\$201,000.00
Option Year 3 Dates:	10-12-2019 – 10-11-2020
Modification Value:	\$606,926.45
Modification Dates:	07-01-2018 – 10-11-2020
Option Year 4 Value:	\$600,000.00
Option Year 4 Dates:	10-12-2020 – 10-11-2021

Purpose of the Contract:

DC Water requires a qualified contractor to furnish all labor, materials, equipment and tools to maintain and service the Fire Protection Service.

Contract Scope:

To provide preventative and operational maintenance for the fire protection system, including routine preventative maintenance and repairs of all fire protection systems.

Contract Modification Scope:

New Capital equipment: Upgrades to fire suppression systems in the Blue Plains Chemical Buildings. The amount for this onetime capital cost is \$ 300,000.00.

Spending Previous Year:

Cumulative Contract Value:	10-16-2015 to 10-11-2020: \$1,895,960.45
Cumulative Contract Spending:	10-16-2015 to 06-01-2020: \$1,423,438.45

Contractor's Past Performance:

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

No LSB/LSBE participation

PROCUREMENT INFORMATION

Contract Type:	Good and Services	Award Based On:	Highest Ratings
Commodity:	Security	Contract Number:	16-PR-DFM-77
Contractor Market:	Open Market with Preference Points for LBE and LSBE Participation		

BUDGET INFORMATION

Funding:	Operating	Department:	Security
Project Area:	DC Water Wide	Department Head:	Ivelisse Cassas

ESTIMATED USER SHARE INFORMATION

User - Operating	Share %	Dollar Amount
District of Columbia	87.73%	\$263,190.00
Washington Suburban Sanitary Commission	9.22%	\$27,660.00
Fairfax County	1.76%	\$5,280.00
Loudoun Water	0.80%	\$2,400.00
Other (PI)	0.49%	\$1,470.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$300,000.00

BUDGET INFORMATION

Funding:	Capital Equipment	Department:	Security
Project Area:	DC Water Wide	Department Head:	Ivelisse Cassas

ESTIMATED USER SHARE INFORMATION

User – Capital Equipment (EQP 320101 & 320094)	Share %	Dollar Amount
District of Columbia	68.96%	\$206,880.00
Washington Suburban Sanitary Commission	23.02%	\$69,060.00
Fairfax County	5.37%	\$16,110.00
Loudoun Water	2.32%	\$6,960.00
Other (PI)	0.33%	\$990.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$300,000.00

 Eq. 1_07/16/2020
 Maureen Holman Date
 EVP of Administration


 Digitally signed by Dan Bae
 DN: CN=US, E=dan.bae@dowater.com,
 O=District of Columbia Water and Sewer
 Authority, OU=VP of Procurement &
 Compliance, CN=Dan Bae
 Date: 2020.07.16 15:33:01-0400
 Dan Bae Date
 VP of Procurement and Compliance

Matthew T. Brown
 Digitally signed by
 Matthew T. Brown
 Date: 2020.07.16
 15:53:58 -0400
 Matthew T. Brown Date
 CFO and EVP of Finance and Procurement

 7/23/20
 David L. Gadis Date
 CEO and General Manager

Presented and Approved: September 3, 2020

**SUBJECT: Approval to Execute Contract No. DCFA-507-WSA,
Accurate Infrastructure Data, Inc. – Basic Ordering Agreement –
Subsurface Utility Engineering 1**

**#20-61
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 September 3, 2020 upon consideration of a joint use matter, decided by a vote of ___() in favor and ___() opposed to approve Contract No. DCFA-507-WSA, Accurate Infrastructure Data, Inc.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute Contract No. DCFA-507-WSA, Accurate Infrastructure Data, Inc. The purpose of the contract is to perform Subsurface Utility Engineering services for various Water Main Renewal and Sanitary Sewer rehabilitation projects located throughout the District of Columbia. The contract not-to-exceed amount is \$2,000,000.

Secretary to the Board of Directors

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

ACTION REQUESTED

ENGINEERING SERVICES:

**Basic Ordering Agreement - Subsurface Utility Engineering (SUE) 1
(Joint Use)**

Approval to execute an architectural and engineering services contract for \$2,000,000.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	PARTICIPATION:
Accurate Infrastructure Data, Inc. 1123 Hanzlik Avenue Baltimore, MD 21237-2956	CV, Inc. Clarksburg, MD MBE Precision Measurements, Inc. Glen Allen, VA WBE	30.0% 5.0%

DESCRIPTION AND PURPOSE

Contract Value, Not-To-Exceed: \$2,000,000.00
 Contract Time: 1,095 Days (3 Years, 0 Months)
 Anticipated Contract Start Date: 11-02-2020
 Anticipated Contract Completion Date: 10-30-2023

Other firms submitting proposals/qualification statements:

Accumark Inc.	JMT	Weston and Sampson
AMT*	KCI*	
EBA	SAM	
Infra Map Corp	T2	

* Asterisk indicates shortlisted firms.

Purpose of the Contract:

The Consultant shall perform Subsurface Utility Engineering services for various Water Main Renewal and Sanitary Sewer rehabilitation projects located throughout the District of Columbia.

Contract Scope:

- For each individual Task Order the Consultant shall perform Subsurface Utility Engineering activities consistent with the most current American Society of Civil Engineers (ASCE) Standard 38 (currently ASCE/CI 38-02 Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data)
- Deliverables will consist of Utility Drawings and a Utility Report
- The digital mapping files and/or test hole plans will be generated in AutoCAD Civil 3D conforming to DC Water's CAD Manual
- The Utility Report will provide important information that enables DC Water to better understand the subsurface utility landscape and related risks relevant to the design task
- The mapping and analysis of subsurface utilities and excavation and documentation of test hole results will be based on the Quality Levels (QL) B and A, respectively, per ASCE 38-02
- The deliverable will also include the list of utility providers identified through the District One-Call system as part of a comprehensive table of utility providers from whom records were requested and their responses

PROCUREMENT INFORMATION			
Contract Type:	Fixed Price	Award Based On:	Highest Ranking Score
Commodity:	Engineering Design Services	Contract Number:	DCFA-507-WSA
Contractor Market:	Open Market		

BUDGET INFORMATION			
Funding:	Capital	Department:	Engineering and Technical Services
Service Area:	Water and Sewer	Department Head:	Craig Fricke
Project:	GR, HX, KE, LZ		

**ESTIMATED USER SHARE INFORMATION		
User	Share %	Dollar Amount
District of Columbia	100.00%	\$ 2,000,000.00
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%	\$ 2,000,000.00

** Work under this contract will be assigned as needed under specific task orders. It is anticipated that Joint Use work may be assigned during the contract period. As tasks are developed for work associated with specific facilities and costs are developed, the individual users will be notified and billed according to agreed cost-sharing.

Digitally signed by Leonard Benson
 DN: spcnm, fo=dcwater, ou=WASA Users,
 ou=Engineering, cn=Leonard Benson,
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 Date: 2020.07.28 15:36:12 -0400

Leonard Benson
 Leonard R. Benson, SVP
 CIP Project Delivery

Digitally signed by Dan Bae
 DN: cn=US, email=bae@dcwater.com,
 o=District of Columbia Water and Sewer
 Authority, ou=VP of Procurement &
 Compliance, cn=Dan Bae
 Date: 2020.07.09 11:28:59-0400

Dan Bae, VP
 Procurement & Compliance

Digitally signed by Matthew T. Brown
 Date: 2020.07.10,13:15:31 -0400

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


 Date: 7/23/20

David L. Gadis
 CEO & General Manager

Presented and Approved: September 3, 2020

SUBJECT: Approval to Execute the Memorandum of Understanding between District of Columbia Department of Transportation, District Department of Consumer and Regulatory Affairs and the Office of the Deputy Mayor for Planning & Economic Development and DC Water – Planning, Construction, Operation and Maintenance of Long-Term Control Plan

**#20-62
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 September 3, 2020 upon consideration of a joint use matter, decided by a vote of ___() in favor and ___() opposed to approve the Memorandum of Understanding between District of Columbia Department of Transportation, District Department of Consumer and Regulatory Affairs and the Office of the Deputy Mayor for Planning & Economic Development and DC Water.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute the Memorandum of Understanding to provide for authorization of the Long Term Control Plan facilities on District property, granting of easements and expediting District permits to allow construction. This work is required by a Consent Decree. The Memorandum of Understanding not-to-exceed amount is \$4,200,000.

Secretary to the Board of Directors

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

ACTION REQUESTED

MEMORANDUM OF UNDERSTANDING AGREEMENT:

**Planning, Construction, Operation and Maintenance of Long-Term Control Plan
(LTCP) Facilities
(Joint Use)**

Approval to execute the Memorandum of Understanding (MOU) between District of Columbia Department of Transportation (DDOT), District Department of Consumer and Regulatory Affairs, the Office of the Deputy Mayor for Planning & Economic Development and DC Water for \$4,200,000.00. The modification exceeds the General Manager's approval authority.

PARTY INFORMATION

PARTY:	SUBS:	PARTICIPATION:
District of Columbia Department of Transportation 55 M Street SE Washington, DC 20003	Not Applicable	Not Applicable
District Department of Consumer and Regulatory Affairs 1100 4th Street SW Washington, DC 20024		
Office of the Deputy Mayor for Planning and Economic Development 1350 Pennsylvania Avenue, NW Washington, DC 20004		

DESCRIPTION AND PURPOSE

MOU Value FY2021 to FY2031, Not-To-Exceed: \$4,200,000.00
 MOU Time: 3,743 Days (10 Years, 3 Months)
 Actual MOU Start Date: 10-01-2020
 Anticipated MOU Completion Date: 12-31-2030

Purpose of the MOU:

To provide for authorization of LTCP facilities on District property, granting of easements and expediting District permits to allow construction. This work is required by a Consent Decree.

MOU Scope:

- Ongoing, from FY2021 to FY2031, the MOU specifies timelines for DDOT and DCRA to issue permits authorizing construction. The MOU also provides for DC Water payments to DDOT for Third Party Reviews to expedite permits. Definitive timelines and expediting of permits are required to meet aggressive deadlines in Consent Decree. Estimated costs for FY2021 to FY2030 are \$4,200,000.00.
- Previously, from FY2013 to FY2020, the MOU provided for DC Water payments to DMPED for easements for the Anacostia River Tunnel and to DDOT for Third Party Reviews to expedite permits (more than 1,400 permits since 2016, more than 2,500 permits since inception) for the entire program. Total costs FY2013 to FY2020 have been \$7,489,053.66.

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:	Clean Rivers
Service Area:	Combined Sewer	Department Head:	Carlton Ray
Project:	CY		

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	94.91%	\$ 3,986,220.00
Federal Funds	0.00%	\$ 0.00
Washington Suburban Sanitary Commission	3.97%	\$ 166,740.00
Fairfax County	0.71%	\$ 29,820.00
Loudoun County	0.33%	\$ 13,860.00
Potomac Interceptor	0.08%	\$ 3,360.00
Total Estimated Dollar Amount	100.00%	\$ 4,200,000.00

Leonard Benson

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 ou=Engineering, cn=Leonard Benson,
 email=Leonard.Benson@dowater.com
 Date: 2020.07.08 16:36:07 -04'00'

Leonard R. Benson, SVP Date
 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: 2020.07.09 11:28:49 -04'00'

Dan Bae, VP Date
 Procurement & Compliance

Matthew T. Brown

Digitally signed by Matthew T.
 Brown
 Date: 2020.07.10 17:29:56 -04'00'

Matthew T. Brown Date
 CFO and EVP
 Finance & Procurement



, 7/23/20
 Date

David L. Gadis
 CEO & General Manager

Presented and Approved: September 3, 2020

SUBJECT: Approval to Execute the Memorandum of Understanding between District of Columbia Department of Transportation and DCWater – South Capitol Street Corridor Phase 1

**#20-63
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 September 3, 2020 upon consideration of a joint use matter, decided by a vote of ___() in favor and ___() opposed to approve the Memorandum of Understanding between District of Columbia Department of Transportation and DCWater.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute the Memorandum of Understanding to provide for the installation of new water mains and sanitary sewers, as well as construction of protection slabs for DC Water's existing infrastructure as part of DDOT's South Capitol Street Corridor Phase 1 project. The Memorandum of Understanding not-to-exceed amount is \$1,975,000.

Secretary to the Board of Directors

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

ACTION REQUESTED

MEMORANDUM OF UNDERSTANDING AGREEMENT:

**South Capitol Street Corridor Phase 1
(Joint Use)**

Approval to execute the Memorandum of Understanding (MOU) between District of Columbia Department of Transportation (DDOT) and DC Water for \$1,975,000. The modification exceeds the General Manager's approval authority.

PARTY INFORMATION

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

DESCRIPTION AND PURPOSE

MOU Value, Not-To-Exceed: \$1,975,000.00
 MOU Time: 2,631 Days (7 Years, 2 Months)
 Actual MOU Start Date: 10-17-2016*
 Anticipated MOU Completion Date: 12-31-2023

*In accordance with past practices, this MOU had proceeded prior to June 2020 determination by DC Water Legal Affairs that Board approval is required for each commitment made under the DCW-DDOT 2002 MOA for construction services with project costs of \$1 Million or greater.

Purpose of the MOU:

To provide for installation of new water mains and sanitary sewers, as well as construction of protection slabs for DC Water's existing infrastructure as part of DDOT's South Capitol Street Corridor Phase 1 project.

MOU Scope:

- DDOT prepared design plans to include installation of water mains, relocation of sewer mains and protection of existing assets within the project footprint.
- DDOT competitively bid the project and awarded a contract to South Capitol Bridge Builders to construct the water mains, protection slabs and relocation of sewer mains
- The scope of the agreement provides for bidding and constructing of water mains, protection slabs and relocation of sewer mains and compensation by DC Water for actual work constructed
- The DDOT project will install water and sanitary sewer mains within the South Capitol Street Corridor Phase 1 project limits that will include
 - Installation of 4 to 30-inch water mains and appurtenances
 - Installation of 12-inch sanitary sewer
 - Installation of 108-inch Force Main Protection-In-Place Slab
 - Installation of 96-inch Twin Outfall Sewers Protection-In-Place Slab
 - Abandonment of 96-inch Anacostia Force Main Gravity Sewer (AFMGS) siphon vent stacks

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 and Sanitary Sewer	Department Head:	Craig Fricke
Project:	FT, HT		

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	75.14%	\$ 1,484,111.80
Federal Funds	0.00%	\$
Washington Suburban Sanitary Commission	24.86%	\$ 490,888.20
Fairfax County	0.00%	\$
Loudoun County & Potomac Interceptor	0.00%	\$
Total Estimated Dollar Amount	100.00%	\$ 1,975,000.00

Leonard Benson

Digitally signed by Leonard Benson
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 ou=Engineering, cn=Leonard Benson,
 email=Leonard.Benson@dowater.com
 Date: 2020.07.08 16:39:23 -04'00'

Leonard R. Benson, SVP
 CIP Project Delivery



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 O=District of Columbia Water and Sewer
 Authority, OU=VP of Procurement &
 Compliance, CN=Dan Bae
 Date: 2020.07.09 11:26:00 -04'00'

Dan Bae, VP
 Procurement & Compliance

Matthew T. Brown

Digitally signed by Matthew T. Brown
 Date: 2020.07.10 19:17:24 -04'00'

Matthew T. Brown
 CFO and EVP
 Finance & Procurement



7/23/20

David L. Gadis
 CEO & General Manager

Presented and Approved: September 3, 2020
SUBJECT: Approval to Execute Contract No, 20-PR-CFO-26, KPMG, LLP

#20-64
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 September 3, 2020 upon consideration of a joint use matter, decided by a vote of ___() in favor and ___() opposed to approve Contract No. 20-PR-CFO-26, KPMG, LLP.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute Contract No. 20-PR-CFO-26, KPMG, LLP. The purpose of this contract is to provide external audit services to DC Water. The contract amount is \$1,077,645 for the 3-year base period and \$783,800 for two 1-year periods with a total contract amount of \$1,861,445.

Secretary to the Board of Directors

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

ACTION REQUESTED

**GOODS AND SERVICES CONTRACT AWARD
EXTERNAL AUDIT SERVICES
(Joint Use - Indirect)**

Request to execute a contract for External Audit Services for the total contract value of \$1,861,445.00 including \$1,077,645.00 for the 3-year base period and \$783,800.00 for two 1-year option periods.

PRIME: KPMG, LLP 1801 K Street, NW, Suite 1200 Washington, DC 20006	SUBS: Bert Smith & Company 1090 Vermont Avenue, NW Washington, DC 20005	PARTICIPATION: 9.5%
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DESCRIPTION AND PURPOSE

Base Period Contract Value:	\$1,077,645.00
Base Contract Period:	3 Years
Option Period Contract Value:	\$783,800.00
No. of Option Years:	2
Anticipated Base Period Start Date:	10-01-2020
Anticipated Base Period Completion Date:	09-30-2023
Proposal Closing Date:	03-03-2020
Proposals Received:	7
Proposal Price Range:	\$970,653.00 - \$1,861,445.00
Preference Points or Discount Received:	1

Purpose of the Contract:

Provide external audit services to DC Water.

Contract Scope:

- Audit DC Water's financial statements in accordance with generally accepted auditing standards. The Auditor will then express an opinion of the fair presentation of the financial statements in conformity with generally accepted accounting principles.
- The Auditor will be required to prepare a management letter identifying deficiencies in internal control considered to be reportable conditions as defined by the American Institute of Certified Public Accountants (AICPA) any other deficiencies.
- The Auditor will perform audit of federal awards for the year in accordance with Audit Requirements for Federal Awards (Uniform Guidance).

Supplier Selection:

Procurement advertised and issued a Request for Proposal for the services. Seven firms responded to the solicitation. Five firms were shortlisted based upon the technical score and interviewed. The award recommendation is based on the firm with the highest overall score to DC Water.

Firm	Firm
BDO	McConnell & Jones LLP
Cherry Bekaert LLP	SB & Company, LLC
CliftonLarsonAllen	Watson Rice
KPMG LLC	

Presented and Adopted: September 3, 2020

SUBJECT: Approval to Direct the Projected FY 2020 Net Cash Surplus to the Customer Assistance Programs for Low-Income Customers and Transfer the Remainder to the Rate Stabilization Fund to Provide Operational Flexibility to Address any Contingencies in FY 2021.

#20-65

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

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority ("the Authority") at the Board meeting held on September 3, 2020, upon consideration of a joint-use matter decided by a vote of ___() in favor and ___() opposed, to approve the following action with respect to directing \$15 Million of the FY 2020 Projected Net Cash Surplus Operating funds to Customer Assistance Programs for low-income customers and transfer the remainder of approximately \$4.894 Million to the Rate Stabilization Fund to provide operational flexibility to address any contingencies in FY 2021.

WHEREAS, on December 4, 1997, the Board, in Resolution #97-121, approved establishing the Financial Policies for the Authority, which were subsequently amended in Resolutions #98-08, and #04-30 to establish strong levels of cash reserves and strong debt service coverage; and

WHEREAS, on November 1, 2007, the Board, in Resolution #07-87, approved a Rate Stabilization Fund Policy and authorized the General Manager to implement that policy; and

WHEREAS, on July 1, 2010, the Board, in Resolution, #10-76, approved revisions to the Rate Stabilization Fund Policy establishing deadlines for the General Manager to analyze the Authority's financial performance and make recommendations for excess funds to the Finance and Budget Committee no later than that committee's regularly scheduled meeting in July; and

WHEREAS, on January 6, 2011, the Board, in Resolution #11-10, approved a revised Rate Setting Policy, which states "to the extent annual revenues exceed costs, the Board's [Rate Setting Policy] will continue to utilize all available options to mitigate future customer impacts and annual rate increases, including transferring some or all excess funds to the Rate Stabilization Fund"; and

WHEREAS, on February 3, 2011, the Board, in Resolution #11-22, approved specific guidance on the critical decision making for financing and use of excess

cash for the capital program(Pay-Go) with approval of the “Pay-As-You-Go” Capital Financing Policy; and

WHEREAS, on August 25, 2020, the Retail Water and Sewer Rates Committee met and the General Manager presented the FY 2020 Projected Net Cash Position Update, which projected a FY 2020 net cash surplus of \$19.894 Million; and

WHEREAS, the General Manager recommended to the Retail Water and Sewer Rates Committee directing \$15.0 Million to the Customer Assistance Programs for low-income customers and transferring the remainder of \$4.894 Million to the Rate Stabilization Fund for operational flexibility to address any contingencies in FY 2021; and

WHEREAS, on August 25, 2020, the Finance and Budget Committee met and the General Manager presented the FY 2020 projected net cash surplus of \$19.894 Million; and

WHEREAS, on August 25, 2020, the General Manager recommended to the Finance and Budget Committee directing \$15.0 Million of the net projected cash surplus to the Customer Assistance Programs for low-income customers: 1) \$3 Million to continue the Emergency Residential Relief Program in FY 2021 to provide one-time assistance to customers impacted by COVID up to \$2,000 per residential customer; 2) \$7 Million for 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 to, and the amount of assistance to be determined and provided per affordable unit on a matching basis; 3) \$5 Million held for FY 2022 targeted assistance for customers in need; and transfer the remainder of approximately \$4.894 Million to the Rate Stabilization Fund to provide operational flexibility to address any contingencies in FY 2021; and

WHEREAS, on August 25, 2020, upon further discussion and consideration of the General Manager’s recommendation, the Finance and Budget Committee recommended directing \$15.0 Million of the net projected cash surplus to the Customer Assistance Programs for low-income customers: 1) \$3 Million to continue the Emergency Residential Relief Program in FY 2021 to provide one-time assistance to customers impacted by COVID up to \$2,000 per residential customer; 2) \$7 Million for 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 to, and the amount of assistance to be determined and provided per affordable unit on a matching basis; 3) \$5 Million held for FY 2022 targeted assistance for customers in need; and transferring the remainder of approximately \$4.894 Million to the Rate Stabilization Fund to provide operational flexibility to address any contingencies in FY 2021; and

NOW THEREFORE BE IT RESOLVED THAT:

1. The Board approves directing \$15.0 Million from the Authority's projected net cash surplus for FY 2020 to the Customer Assistance Program low-income customers: 1) \$3 million to continue the Emergency Residential Relief Program in FY 2021 to provide one-time assistance to customers impacted by COVID; Assistance up to \$2,000 per residential customer 2) \$7 million for 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 to; assistance amount to be determined and provided per affordable unit, and will be on a matching basis; 3) \$5 million held for FY 2022 targeted assistance for customers in need.
2. The Board approves the transfer of the remaining balance of approximately \$4.894 Million to the Rate Stabilization Fund to provide operational flexibility to address any contingencies in FY 2021. This transfer, plus the transfer of the \$10,313,312 ROCIP billing, will bring the total balance in the Rate Stabilization Fund to \$90.256 Million.
3. The Board directs the General Manager to allocate the funds as approved in 1. and 2. no later than September 30, 2020 and propose rules to implement these Customer Assistance Programs.
4. This resolution is effective immediately.

Secretary to the Board of Directors

Presented and Adopted: September 3, 2020
Subject: Approval to Transfer the Fiscal Year 2020 ROCIP
Amount Billed Less the Audit Reserve to the Rate
Stabilization Fund

#20-66
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority, ("DC Water") at its meeting on September 3, 2020, upon consideration of a joint-use matter, decided by a vote of ___ () in favor and ___ () opposed, to take the following action with respect to transferring the Fiscal Year 2020 Rolling Owner Controlled Insurance Program (ROCIP) Amount Billed Less the Audit Reserve to the Rate Stabilization Fund.

WHEREAS, on December 4, 1997, the Board, in Resolution #97-121, approved the Financial Policies for the Authority, which were subsequently amended in Resolutions #98-08, and #04-30 to establish strong levels of cash reserves and strong debt service coverage; and

WHEREAS, on November 1, 2007, the Board, in Resolution #07-87, approved a Rate Stabilization Fund Policy and authorized the General Manager to implement that policy; and

WHEREAS, on July 1, 2010, the Board, in Resolution #10-76, approved revisions to the Rate Stabilization Fund Policy establishing deadlines for the General Manager to analyze the Authority's financial performance and make recommendations regarding any excess funds to the Finance and Budget Committee no later than that committee's regularly scheduled meeting in July; and

WHEREAS, on January 6, 2011, the Board, in Resolution #11-10, approved a revised Rate Setting Policy, which states "[t]o the extent annual revenues exceed costs, the Board's [Rate Setting Policy] will continue to utilize all available options to mitigate future customer impacts and annual rate increases, including transferring some or all excess funds to the Rate Stabilization Fund"; and

WHEREAS, on February 3, 2011, the Board, in Resolution #11-22, approved specific guidance on the critical decision making for financing and use of excess funds for the capital program (Pay-Go) with approval of the "Pay-As-You-Go" Capital Financing Policy; and

WHEREAS, on August 25, 2020, the Retail Water and Sewer Rates Committee met and the General Manager provided an update on the Rolling Owner Controlled Insurance Program (ROCIP) billing, which to date, ROCIP costs are billed to Intermunicipal Agreement (IMA) Partners after the program has ended and audited by the ROCIP Insurance Carriers; and

WHEREAS, the General Manager reported total ROCIP costs incurred through September 30, 2019 for programs I, II, and III was \$58 million, and \$11,313,312 was allocated and billed to the IMA Partners in July 2020, and of this amount billed \$1 million is reserved for audit reconciliation, leaving \$10,313,312 in excess funds available for allocation; and

WHEREAS, on August 25, 2020, the Finance and Budget Committee met to consider the proposed use for the FY 2020 ROCIP amount billed less the audit reserve of \$10,313,312; and

WHEREAS, on August 25, 2020, the General Manager proposed to transfer the projected the FY 2020 ROCIP amount billed less the audit reserve of \$10,313,312 to the Rate Stabilization Fund to provide operational flexibility to address any contingencies in FY 2021; and

WHEREAS, on August 25, 2020, upon further discussion and consideration of the General Manager's recommendation, the Finance and Budget Committee recommended to transfer the FY 2020 ROCIP amount billed less the audit reserve of \$10,313,312 to the Rate Stabilization Fund to provide operational flexibility to address any contingencies in FY 2021.

NOW THEREFORE BE IT RESOLVED THAT:

1. The Board hereby approves to transfer the FY 2020 ROCIP amount billed less the audit reserve of \$10,313,312 to the Rate Stabilization Fund to provide operational flexibility to address any contingencies in FY 2021. This transfer, plus the \$4.894 Million transferred from the Net Cash Surplus, will bring the total balance in the Rate Stabilization Fund to \$90,256,312.
2. This resolution is effective immediately.

Secretary to the Board of Directors

Presented and Approved: September 3, 2020
SUBJECT: Approval to Execute the Memorandum of Understanding between District of Columbia Department of Transportation and DCWater – Replacement of Water Mains on Oregon Avenue NW from Military Road to Western Avenue, NW

#20-67
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 September 3, 2020 upon consideration of a non-joint use matter, decided by a vote of ___() in favor and ___() opposed to approve the Memorandum of Understanding between District of Columbia Department of Transportation and DC Water.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute the Memorandum of Understanding between the District of Columbia Department of Transportation and DC Water to provide construction of Replacement of Water Mains and Rehabilitation of Sewer Main on Oregon Ave, NW from Military Road to Western Ave, NW by DDOT as part of DDOT’s Oregon Avenue Reconstruction Project. The MOU not-to-exceed amount is \$4,691,655.

Secretary to the Board of Directors

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

ACTION REQUESTED

**MEMORANDUM OF UNDERSTANDING AGREEMENT:
DDOT Water Projects 15 – Replacement of Water Mains
(Non-Joint Use)**

Approval to execute the Memorandum of Understanding Agreement (MOU) between District of Columbia Department of Transportation (DDOT) and DC Water for \$4,691,655. The modification exceeds the General Manager's approval authority.

PARTY INFORMATION

PARTY:	SUBS:	PARTICIPATION:
District of Columbia Department of Transportation 55 M Street SE Washington, DC 200003	MBE and WBE fair share objectives will follow DDOT goals.	

DESCRIPTION AND PURPOSE

MOU Value, Not-To-Exceed:	\$4,691,655.00
MOU Time:	809 Days (2 Years, 2 Months)
MOU Start Date:	10-04-2019*
MOU Completion Date:	12-21-2021

*In accordance with past practices, this MOU had proceeded prior to June 2020 determination by DC Water Legal Affairs that Board approval is required for each commitment made under the DCW-DDOT 2002 MOA for construction services with project costs of \$1 Million or greater.

Purpose of the MOU:

To provide construction of Replacement of Water Mains and Rehabilitation of Sewer Main on Oregon Ave, NW from Military Road to Western Ave, NW by DDOT as part of DDOT's Oregon Ave Reconstruction Project.

MOU Scope:

- DC Water prepared design plans to include replacement of water mains and rehabilitation of sewer mains
- DDOT competitively bid the project and awarded a contract to Capitol Paving to construct the water main replacements and rehabilitation of sewer mains
- The scope of the agreement provides for bidding and replacement of water mains and rehabilitation of sewer mains and compensation by DC Water for actual work constructed
- The DDOT project will replace about 2,290 linear feet of 6-16-inch water mains and 1,710 linear feet of 1-inch or less water service pipes. In addition, it will re-align at least 390 linear feet of 16-inch and 21-inch sewer mains and manholes. Scope includes installation of valves and moving of hydrants

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, Sanitary	Department Head:	Craig Fricke
Project:	GR		

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	100.00%	\$4,691,655.00
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%	\$4,691,655.00

Leonard Benson

Digitally signed by Leonard Benson
DN: dc=com, d=dcwater, ou=WASA Users,
ou=Engineering, cn=Leonard Benson,
email=Leonard.Benson@dcwater.com
Date: 2020.07.08 16:34:29 -0400'

Leonard R. Benson, SVP
CIP Project Delivery

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: 2020.07.09 11:26:12 -0400'

Dan Bae, VP
Procurement & Compliance

Date

Matthew T. Brown

Digitally signed by Matthew T.
Brown
Date: 2020.07.10 15:45:45 -0400'

Matthew T. Brown
CFO and EVP
Finance & Procurement

Date



1/7/20

David L. Gadis
CEO & General Manager

Date

Presented and Approved: September 3, 2020
SUBJECT: Approval to Execute the Memorandum of Understanding
between District of Columbia Department of Transportation and
DCWater – Replacement of Water Mains on New Jersey Ave., NW

#20-68
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 September 3, 2020 upon consideration of a non-joint use matter, decided by a vote of __() in favor and __() opposed to approve the Memorandum of Understanding between District of Columbia Department of Transportation and DC Water.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute the Memorandum of Understanding between the District of Columbia Department of Transportation and DC Water to provide for replacement of water mains by DDOT as part of DDOT's Roadway Improvements along New Jersey Avenue NW Project. The MOU not to exceed amount is \$1,090,895.75.

Secretary to the Board of Directors

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

ACTION REQUESTED

**MEMORANDUM OF UNDERSTANDING AGREEMENT:
Replacement of Water Mains on New Jersey Ave, NW
(Non-Joint Use)**

Approval to execute the Memorandum of Understanding Agreement (MOU) between District of Columbia Department of Transportation (DDOT) and DC Water for \$1,090,895.75. The modification exceeds the General Manager's approval authority.

PARTY INFORMATION

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

MOU Value, Not-To-Exceed: \$1,090,895.75
 MOU Time: 621 Days (1 Years, 9 Months)
 Anticipated MOU Start Date: 05-01-2019*
 Anticipated MOU Completion Date: 01-31-2021

*In accordance with past practices, this MOU had proceeded prior to June 2020 determination by DC Water Legal Affairs that Board approval is required for each commitment made under the DCW-DDOT 2002 MOA for construction services with project costs of \$1 Million or greater.

Purpose of the MOU:

To provide for replacement of water mains by DDOT as part of DDOT's Roadway Improvements along New Jersey Avenue NW Project.

MOU Scope:

- DC Water prepared design plans to include Replacement of Water Mains along New Jersey Ave, NW in DDOT's Roadway Improvements along New Jersey Avenue NW Project
- DDOT competitively bid the project and awarded a contract to Capitol Paving to construct 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 2,025-linear feet of 6-inch to 12-inch water mains, 900-linear feet 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:	F2		

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	100.00%	\$ 1,090,895.75
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%	\$ 1,090,895.75

Leonard Benson

Digitally signed by Leonard Benson
 DN: c=us, o=District of Columbia Water and Sewer Authority, ou=Engineering, cn=Leonard Benson
 email=Leonard.Benson@dowater.com
 Date: 2020.07.08 16:33:15 -04'00'

Leonard R. Benson, SVP
 CIP Project Delivery Date



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: 2020.07.09 11:29:13-04'00'

Dan Bae, VP
 Procurement & Compliance Date

Matthew T. Brown

Digitally signed by Matthew T. Brown
 Date: 2020.07.10 13:04:37 -04'00'

Matthew T. Brown
 CFO and EVP
 Finance & Procurement Date



7/23/20

David L. Gadis
 CEO & General Manager Date

Presented and Adopted: September 3, 2020

SUBJECT: Approval of Fiscal Year 2021 and Fiscal Year 2022 Metered Water and Sewer Service Rates, Customer Metering Fees, Right-of-Way (ROW), Payment-in-Lieu of Taxes (PILOT) Fee, and Clean Rivers Impervious Area Charge (CRIAC), and Amend CAP Regulations to Increase CRIAC Discount for CAP and Make CAP2 Permanent

**#20-69
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 September 3, 2020 upon consideration of a non-joint use matter, decided by a vote of ___ () in favor and ___ () opposed, to approve the following actions with respect to the Fiscal Year 2021 and Fiscal Year 2022 Metered Retail Rates for Water and Sewer Service, Customer Metering Fees, Clean Rivers Impervious Area Charge (CRIAC), the Right-of-Way Occupancy Fee Pass Through Charge (ROW), and Payment In Lieu of Taxes Fee (PILOT), and Amend CAP Regulations to Increase CRIAC Discount for CAP and Make CAP2 Permanent.

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

WHEREAS, the Board has adopted various financial policies that require revenues to ensure compliance with Board policies regarding maintenance of senior debt coverage and cash reserves; and

WHEREAS, DC Water has three classes of customers: Residential, Multi-family and Non-Residential, in accordance with Section 4104 of Title 21 of the District of Columbia Municipal Regulations (DCMR); and

WHEREAS, on February 25, 2020, the DC Retail Water and Sewer Rates Committee met to consider changes in the Fiscal Year (“FY”) 2021 & FY 2022 rates, charges and fees, Payment in Lieu of Taxes Fee (PILOT), Right of Way Fee (ROW), Customer Metering Fees, and Amend CAP Regulations to Increase CRIAC Discount for CAP and Make CAP2 Permanent; and

WHEREAS, on March 5, 2020, the Board approved the publication of the Notice of Proposed Rulemaking for the proposed FY 2021 & FY 2022 rates, charges and fee changes and amendments to CAP regulations for publication in the District of Columbia Register (“*D.C. Register*” or “DCR”); and

WHEREAS, on March 20, 2020, DC Water published the Notice of Proposed Rulemaking (NOPR) in the *D.C. Register* at 67 DCR 3282; and

WHEREAS, on March 20, 2020, DC Water published a Notice of Public Hearing in the *D.C. Register* at 67 DCR 3248, for a Public Hearing on June 15, 2020 on NOPR; and

WHEREAS, the NOPR, if adopted, would implement a combined retail water and sewer rate increase of \$1.31 per one hundred cubic feet (“Ccf”) (\$1.75 per 1,000 gallons) for the first 4 Ccf of Residential customer’s water use (Lifeline) for FY 2021 and \$1.01 per one hundred cubic feet (“Ccf”) (\$1.34 per 1,000 gallons) for the first 4 Ccf of Residential customer’s water use (Lifeline) for FY 2022; and

WHEREAS, the proposed increase in Lifeline water (Residential customer’s first 4 Ccf) and sewer rates will result in a combined water and sewer rate of \$13.26 per Ccf (\$17.73 per 1,000 gallons) of metered water and sewer use for FY 2021 and a combined water and sewer rate of \$14.27 per Ccf (\$19.07 per 1,000 gallons) for FY 2022; and

WHEREAS, the NOPR, if adopted, would implement a combined retail water and sewer rate increase of \$1.28 per Ccf (\$1.71 per 1,000 gallons) for water usage greater than 4 Ccf for Residential customers for FY 2021 and a combined retail water and sewer rate increase of \$1.11 per Ccf (\$1.48 per 1,000 gallons) for water usage greater than 4 Ccf for Residential customers for FY 2022; and

WHEREAS, the proposed increase in water (Residential customers for water usage greater than 4 Ccf) and sewer rates will result in a combined water and sewer rate of \$14.27 per Ccf (\$19.08 per 1,000 gallons) of metered water and sewer use for FY 2021 and a combined water and sewer rate of \$15.38 per Ccf (\$20.56 per 1,000 gallons) of metered water and sewer use for FY 2022; and

WHEREAS, the NOPR, if adopted, would implement a combined retail water and sewer rate increase of \$1.30 per Ccf (\$1.73 per 1,000 gallons) for Multi-family customers for FY 2021 and a combined retail water and sewer rate increase of \$1.06 per Ccf (\$1.42 per 1,000 gallons) for Multi-family customers for FY 2022; and

WHEREAS, the proposed increase in Multi-family customer water and sewer rates will result in a combined water and sewer rate of \$13.73 per Ccf (\$18.35 per 1,000 gallons) of metered water and sewer use for FY 2021 and a combined water and sewer rate of \$14.79 per Ccf (\$19.77 per 1,000 gallons) of metered water and sewer use for FY 2022; and

WHEREAS, the NOPR, if adopted, would implement a combined retail water and sewer rate increase of \$1.28 per Ccf (\$1.71 per 1,000 gallons) for Non-Residential customers for FY 2021 and a combined retail rate increase of \$1.13 per Ccf (\$1.50 per 1,000 gallons) for Non-Residential customers for FY 2022; and

WHEREAS, the NOPR, if adopted, would increase the Non-Residential customer water and sewer rates and result in a combined water and sewer rate of \$14.42 per Ccf (\$19.28 per 1,000 gallons) of metered water and sewer use for FY 2021 and a combined water and sewer rate of \$15.55 per Ccf (\$20.78 per 1,000 gallons) of metered water and sewer use for FY 2022; and

WHEREAS, the NOPR, if adopted, would implement a decrease in the monthly Clean Rivers Impervious Area Charge by \$1.42 per Equivalent Residential Unit (ERU) for FY 2021 to \$19.52 per ERU; and a decrease in the monthly Clean Rivers Impervious Area Charge by \$1.12 per Equivalent Residential Unit (ERU) for FY 2022 to \$18.40 per ERU to recover the \$2.7 billion in costs of the Combined Sewer Overflow Long-Term Control Plan (CSO-LTCP); and

WHEREAS, the NOPR, if adopted, would maintain the ROW fee at the current amount of \$0.19 per Ccf (\$0.25 per 1,000 gallons) of water used for FY 2021 and FY 2022 to recover the full cost of the District of Columbia government; and

WHEREAS, the NOPR if adopted, would implement an increase in the PILOT fee of \$0.03 per Ccf to \$0.54 Ccf (\$0.72 per 1,000 gallons) for FY 2021 and an increase in the PILOT fee of \$0.02 per Ccf to \$0.56 per Ccf (\$0.75 per 1,000 gallons) for FY 2022 to recover the full cost of the District of Columbia government fees; and

WHEREAS, adoption of these rates and fee changes would increase the monthly bill of the average Residential customer using 5.42 Ccf (or 4,054 gallons) by approximately \$6.90 per month or \$82.80 per year for FY 2021 and by approximately \$7.40 per month or \$88.80 per year for FY 2022; and

WHEREAS, on April 28, 2020, the DC Retail Water and Sewer Rates Committee met to consider extending the public comment period from June 10, 2020 to August 10, 2020 and change the Public Hearing date from June 10, 2020 to August 5, 2020 due to the public emergency "COVID-19 Pandemic"; and

WHEREAS, on May 7, 2020, the Board approved the extension of the public comment period and change to the Public Hearing date for publication in the *D.C. Register*; and

WHEREAS, on May 22, 2020, DC Water published a Notice of Extension of Public Comment Period (NOEPCP) in the *D.C. Register* at 67 DCR 5398; and

WHEREAS, on May 22, 2020, DC Water published a Notice of Public Hearing in the *D.C. Register* at 67 DCR 5324, for a Public Hearing on August 10, 2020 on the NOPR; and

WHEREAS, a notice of the public hearing on the rate and fee proposals was also published on DC Water's website and in the Washington Post on July 31, 2020 and in the Washington Informer from July 30, 2020 through August 5, 2020; and

WHEREAS, eight (8) virtual Town Hall meetings were conducted from June 23, 2020 through July 15, 2020 to receive comments on the proposed FY 2021 & FY 2022 rates, charges and fees and amendments to the CAP regulations; and

WHEREAS, on August 10, 2020, a virtual Public Hearing was held to receive comments on the proposed FY 2021 & FY 2022 rates, charges and fees and amendments to the CAP regulations; and

WHEREAS, on August 25, 2020, the DC Retail Water and Sewer Rates Committee met to consider the rate and fee proposals for FY 2021 & FY 2022 and amendments to the CAP regulations to increase in CRIAC discount for CAP and make CAP2 permanent, and to consider the comments received during the public comments period, the Town Hall meetings and the August 10, 2020 virtual Public Hearing; and

WHEREAS, on August 25, 2020, the General Manager reported DC Water's retail revenue projections for Fiscal Year 2021 reflect an approximate \$26.8 million increase due to the proposed \$30.9 million increase in retail water and sewer rates, an approximate \$0.4 million increase due to the proposed PILOT fee increase, and an approximate \$4.5 million decrease due to the proposed Clean Rivers IAC decrease; and

WHEREAS, on August 25, 2020, the General Manager reported DC Water's retail revenue projections for Fiscal Year 2022 reflect an approximate \$23.9 million increase due to the proposed \$28.9 million increase in retail water and sewer rates, an approximate \$0.4 million increase due to the proposed PILOT fee increase, and an approximate \$5.4 million decrease due to the proposed Clean Rivers IAC increase; and

WHEREAS, on August 25, 2020, after having evaluated the revenue requirements and projections, anticipated capital and operating expenditures various funding sources, the public comments, and the recommendation of the General Manager, the DC Retail Water and Sewer Rate Committee recommended, that the FY 2021 & FY 2022 rate and fee changes, increase in the customer metering fees, and amendments to the CAP regulations to increase the CRIAC discount for CAP and make CAP2 permanent proposed in the NOPR for be adopted by the Board of Directors; and

WHEREAS, on September 3, 2020, after consideration of the recommendation of the DC Retail Water and Sewer Rates Committee, the recommendations of the General Manager, and comments received during the public comments period, the Town Hall meetings and the August 10, 2020 virtual Public Hearing for the proposed rulemaking, the District members of the Board of Directors, upon further consideration and discussion, approved for FY 2021: an increase in the residential, multi-family and non-residential water volumetric rates, and an increase in the sewer volumetric rate, a decrease in the CRIAC, an increase in the customer metering fees, an increase in the PILOT, maintaining

the ROW Fees, and amending the CAP regulations to increase in the CRIAC discount for CAP and make CAP2 permanent; and approved for FY 2022: an increase in the residential, multi-family and non-residential water volumetric rates, an increase in the sewer volumetric rate, a decrease in the CRIAC, an increase in the customer metering fees, an increase in the PILOT Fees, and maintaining the ROW Fees in accordance with the General Manager’s recommendation; and

NOW THEREFORE BE IT RESOLVED THAT:

1. The Board adopts for final rulemaking the following rates, fees and charges:

Retail Metered Water Service Rates

- a. An increase in the rate for metered water services:

Metered Water Services

	FY 2020		FY 2021		FY 2022		FY 2021 vs. FY 2020 Incr. / (Decr.)		FY 2022 vs. FY 2021 Incr. / (Decr.)	
	Ccf	1,000 Gal.	Ccf	1,000 Gal.	Ccf	1,000 Gal.	Ccf	1,000 Gal.	Ccf	1,000 Gal.
Residential customers - (0 – 4)	\$3.06	\$4.09	\$3.49	\$4.67	\$3.63	\$4.85	\$0.43	\$0.58	\$0.14	\$0.18
Residential customers – (> 4)	\$4.10	\$5.48	\$4.50	\$6.02	\$4.74	\$6.34	\$0.40	\$0.54	\$0.24	\$0.32
Multi-Family customers	\$3.54	\$4.73	\$3.96	\$5.29	\$4.15	\$5.55	\$0.42	\$0.56	\$0.19	\$0.26
Non-Residential customers	\$4.25	\$5.68	\$4.65	\$6.22	\$4.91	\$6.56	\$0.40	\$0.54	\$0.26	\$0.34

**Retail Sewer Service Rates
(Metered and Unmetered)**

- b. An increase in the rate for metered sewer services:

Metered Sewer Services

	FY 2020		FY 2021		FY 2022		FY 2021 vs. FY 2020 Incr. / (Decr.)		FY 2022 vs. FY 2021 Incr. / (Decr.)	
	Ccf	1,000 Gal.	Ccf	1,000 Gal.	Ccf	1,000 Gal.	Ccf	1,000 Gal.	Ccf	1,000 Gal.
Residential customers	\$8.89	\$11.89	\$9.77	\$13.06	\$10.64	\$14.22	\$0.88	\$1.17	\$0.87	\$1.16
Multi-Family customers	\$8.89	\$11.89	\$9.77	\$13.06	\$10.64	\$14.22	\$0.88	\$1.17	\$0.87	\$1.16
Non-Residential customers	\$8.89	\$11.89	\$9.77	\$13.06	\$10.64	\$14.22	\$0.88	\$1.17	\$0.87	\$1.16

- c. A decrease in the annual Clean Rivers Impervious Area Charge (CRIAC) from \$251.28 to \$234.24 per Equivalent Residential Unit (ERU) in FY 2021.
- d. A decrease in the annual Clean Rivers Impervious Area Charge CRIAC from \$234.24 to \$220.80 per ERU in FY 2022.

- The charge per ERU will be billed monthly at:

Clean Rivers Impervious Area Charge (CRIAC)

	FY 2020	FY 2021	FY 2022	FY 2021 vs. FY 2020 Incr. / (Decr.)	FY 2022 vs. FY 2021 Incr. / (Decr.)
	ERU	ERU	ERU	ERU	ERU
Residential customers	\$20.94	\$19.52	\$18.40	(\$1.42)	(\$1.12)
Multi-Family customers	\$20.94	\$19.52	\$18.40	(\$1.42)	(\$1.12)
Non-Residential customers	\$20.94	\$19.52	\$18.40	(\$1.42)	(\$1.12)

**District of Columbia Pass Through Charge
Right-of-Way Occupancy / PILOT Fee**

- a) There is no increase in the **Right-of-Way Occupancy Fee** in FY 2021 and FY 2022:
- b) The **Right-of-Way Occupancy Fee** for FY 2021 and FY 2022 shall be as follows:

ROW

	FY 2020		FY 2021		FY 2022		FY 2021 vs. FY 2020 Incr. / (Decr.)		FY 2022 vs. FY 2021 Incr. / (Decr.)	
	Ccf	1,000 Gal.	Ccf	1,000 Gal.	Ccf	1,000 Gal.	Ccf	1,000 Gal.	Ccf	1,000 Gal.
Residential customers	\$0.19	\$0.25	\$0.19	\$0.25	\$0.19	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00
Multi-Family customers	\$0.19	\$0.25	\$0.19	\$0.25	\$0.19	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00
Non-Residential customers	\$0.19	\$0.25	\$0.19	\$0.25	\$0.19	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00

- e. An increase in the **Payment-in-Lieu of Taxes Fee** for FY 2021 and FY 2022:

PILOT

	FY 2020		FY 2021		FY 2022		FY 2021 vs. FY 2020 Incr. / (Decr.)		FY 2022 vs. FY 2021 Incr. / (Decr.)	
	Ccf	1,000 Gal.	Ccf	1,000 Gal.	Ccf	1,000 Gal.	Ccf	1,000 Gal.	Ccf	1,000 Gal.
Residential customers	\$0.51	\$0.68	\$0.54	\$0.72	\$0.56	\$0.75	\$0.03	\$0.04	\$0.02	\$0.03
Multi-Family customers	\$0.51	\$0.68	\$0.54	\$0.72	\$0.56	\$0.75	\$0.03	\$0.04	\$0.02	\$0.03
Non-Residential customers	\$0.51	\$0.68	\$0.54	\$0.72	\$0.56	\$0.75	\$0.03	\$0.04	\$0.02	\$0.03

- An increase in the **Customer Metering Fees**, effective October 1, 2020 for FY 2021 and October 1, 2021 for FY 2022:

Customer Metering Fees

Meter Size	FY 2020	FY 2021	FY 2022
5/8"	\$ 3.86	\$ 4.96	\$ 7.75
3/4"	\$ 4.06	\$ 5.22	\$ 8.16
1"	\$ 4.56	\$ 5.86	\$ 9.16
1x1.25"	\$ 4.83	\$ 6.21	\$ 9.70
1.5"	\$ 6.88	\$ 8.85	\$ 13.82
2"	\$ 7.54	\$ 9.69	\$ 15.14
2x1/2"	\$ 8.00	\$ 10.28	\$ 16.07
2x5/8"	\$ 8.00	\$ 10.28	\$ 16.07
3"	\$ 76.98	\$ 98.92	\$ 154.56
3x5/8"	\$ 77.94	\$ 100.16	\$ 156.49
3x3/4"	\$ 77.94	\$ 100.16	\$ 156.49
4"	\$ 137.37	\$ 176.52	\$ 275.81
4x3/4"	\$ 138.15	\$ 177.52	\$ 277.38
4x1"	\$ 138.15	\$ 177.52	\$ 277.38
4x2"	\$ 138.15	\$ 177.52	\$ 277.38
4x2x5/8"	\$ 181.04	\$ 232.64	\$ 363.49
6"	\$ 268.14	\$ 344.56	\$ 538.37
6x1"	\$ 272.70	\$ 350.42	\$ 547.52
6x1x1/2"	\$ 272.70	\$ 350.42	\$ 547.52
6x1/2"	\$ 323.09	\$ 415.17	\$ 648.70
6x3x3/4"	\$ 323.09	\$ 415.17	\$ 648.70
6x3"	\$ 323.09	\$ 415.17	\$ 648.70
8"	\$ 323.29	\$ 415.42	\$ 649.10
8x2"	\$ 323.29	\$ 415.42	\$ 649.10
8x4x1"	\$ 358.26	\$ 460.36	\$ 719.31
10"	\$ 317.91	\$ 408.51	\$ 638.30
10x2"	\$ 403.62	\$ 518.65	\$ 810.38
10x6x1"	\$ 403.62	\$ 518.65	\$ 810.38
10x6"	\$ 403.62	\$ 518.65	\$ 810.38
12"	\$ 329.66	\$ 423.61	\$ 661.89
12x6"	\$ 329.66	\$ 423.61	\$ 661.89
16"	\$ 349.45	\$ 449.04	\$ 701.62

Clean Rivers IAC Discount for CAP Customers

- Proposal to amend CAP regulation to increase CAP customer CRIAC discount shall be revised from 50% to 75%, effective October 1, 2020.

Customer Assistance Program II (CAP2)

- Proposal to amend CAP regulations to make DC Water's Customer Assistance Program II (CAP2) permanent
2. The General Manager is authorized to take all steps necessary in his judgment and as otherwise required, to publish a Notice of Final Rulemaking amending the District Municipal Regulations in accordance with the District of Columbia's Administrative Procedure Act.

This resolution is effective immediately.

Secretary to the Board of Directors