



**DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY
297th MEETING OF THE BOARD OF DIRECTORS
Thursday, May 4, 2023
9:30 am**

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

- I. Call to Order (Chairman Tommy Wells)**
- II. Roll Call (Michelle Rhodd, Board Secretary)**
- III. Approval of the April 6, 2023 Meeting Minutes**
- IV. Chairman’s Overview**
- V. Committee Reports**
 - 1. Environmental Quality and Operations Committee (**Sarah Motsch**)
 - 2. Retail Rates Committee (**Rachna Bhatt**)
 - 3. Audit and Risk Committee (**Jed Ross**)
 - 4. Finance and Budget Committee (**Anthony Giancola**)
- VI. Issues of General Interest**
- VII. CEO and General Manager’s Report (David L. Gadis)**
- VIII. Summary of Resolutions and Contracts (FYI)**
- IX. Consent Items (Joint Use)**
 - 1. Approval to Execute Supplemental Agreement No. 1 of Contract No. DCFA-504, Supplemental Agreement No. 1, Non-Process Facilities Program Manager, McKissack & McKissack of Washington, DC – Resolution No. 23-23 (Recommended by the Environmental Quality and Operations Committee 04-20-23)
 - 2. Approval to Add Funding to Option Year 3 and Exercise Option Year 4 of Contract No. 19-PR-DWT-14, Belt Press Dewatering Polymer, Polydyne Inc. – Resolution No. 23-24 (Recommended by the Environmental Quality and Operations Committee 04-20-23)
 - 3. Approval to Exercise Option Year 3 of Contract No. 20-PR-DMS-01, Instrumentation Maintenance and Repair of Electrical Control Equipment, M. C. Dean – Resolution No. 23-25 (Recommended by the Environmental Quality and Operations Committee 04-20-23)

4. Approval to Exercise Option Years 4 and 5 of Contract No. 18-PR-DET-17, Billing Meter Maintenance and Data Portal, RJN Group Inc. – Resolution No. 23-26 (Recommended by the Environmental Quality and Operations Committee 04-20-23)

X. Consent Items (Non-Joint Use)

1. Approval to Execute Contract No. 150070, Piney Branch Sewer Rehabilitation Phase 1, Spiniello Companies – Resolution No. 23-27 (Recommended by the Environmental Quality and Operations Committee 04-20-23)
2. Approval to Add Funding to Option Year 5 and Execute Funding for Option Year 6 of Contract No. 16-PR-CFO-48A to Provide Investment Advisory Services, PFM Asset Management LLC (PFM-AM) – Resolution No. 23-28 (Recommended by the Finance and Budget Committee 04-27-23)

XI. Northeast Boundary Tunnel Commissioning (Moussa Wone, VP, Clean Rivers)

XII. Executive Session*

XIII. Adjournment (Chairman Tommy Wells)

Upcoming Committee Meetings | via Microsoft Teams

- May 10th @ 9:00 a.m. Governance Committee
- May 10th @ 11:00 a.m. Human Resources and Labor Relations Committee (with Union Presidents)
- May 18th @ 9:30 a.m. Environmental Quality and Operations Committee
- May 23rd @ 9:30 a.m. DC Retail Water and Sewer Rates Committee
- May 25th @ 9:30 a.m. Finance and Budget Committee

¹The DC Water Board of Directors may go into executive session at this meeting pursuant to the District of Columbia Open Meetings Act of 2010, if such action is approved by a majority vote of the Board members who constitute a quorum to discuss certain matters, including but not limited to: matters prohibited from public disclosure pursuant to a court order or law under DC Official Code § 2-575(b)(1); terms for negotiating a contract, including an employment contract, under DC Official Code § 2-575(b)(2); obtain legal advice and preserve attorney-client privilege or settlement terms under DC Official Code § 2-575(b)(4)(A); collective bargaining negotiations under DC Official Code § 2-575(b)(5); facility security matters under DC Official Code § 2-575(b)(8); disciplinary matters under DC Official Code § 2-575(b)(9); personnel matters under DC Official Code § 2-575(b)(10); third-party proprietary matters under DC Official Code § 2-575(b)(11); train and develop Board members and staff under DC Official Codes § 2-575(b)(12); adjudication action under DC Official Code § 2-575(b)(13); civil or criminal matters or violations of laws or regulations where disclosure to the public may harm the investigation under DC Official Code § 2-575(b)(14); and other matters provided under the Act.



**District of Columbia
Water and Sewer Authority**

Board of Directors

**Environmental Quality and Operations
Committee Meeting**

Thursday, April 20, 2023

9:30 am

MEETING SUMMARY

Committee Members

Sarah Motsch
Howard Gibbs
Steven Schofar
David Franco
Chris Herrington

DC Water Staff Present

David Gadis, CEO & General Manager
Marc Battle, Chief Legal Officer and EVP
Wayne Griffith, Chief Strategy and Performance Officer and EVP
Matthew Brown, Chief Financial Officer and EVP
Michelle Rhodd, Secretary to the Board
Aklile Tesfaye, VP, Wastewater Operations
David Parker, VP, Engineering
Joel Grosser, Director, Procurement Goods and Services
Paul Guttridge, Director, CIP Infrastructure Management
Paul Laban, Senior Manager, CIP Controls & Estimating
Moussa Wone, VP, Clean Rivers
Jason Hughes, VP, Water Operations
Sylvia Okogi, Acting Senior Manager, Water Operations
Churchill Okonkwo, Assistant Program Manager, Water Operations
Maureen Schmelling, Director, Water Quality & Technology

I. CALL TO ORDER

Sarah Motsch called the meeting to order at 9:30 AM. The meeting was conducted via MS Teams.

II. ROLL CALL

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

III. BPAWTP PERFORMANCE UPDATE & PFAS SAMPLING UPDATE

Aklile Tesfaye, VP, Wastewater Operations briefed the Committee on the performance of the Blue Plains Advanced Wastewater Treatment Plant (BPAWTP). Specific details of the presentation can be found on pages 3 to 8 of the Environmental Quality & Operations Meeting materials that were shared with the Committee ahead of the meeting.

Mr. Tesfaye provided an update on the performance of complete treatment and wet weather treatment at BPAWTP. The monthly average flow to complete treatment was 264 million gallons

per day (MGD) for March, which is the lowest monthly average flow since December 2021 and lower than the rolling 12-month average flow of 296 MGD. It was reported that all performance parameters for the month were excellent, and all effluent and biosolids parameters were within the National Pollution Discharge Elimination Standard (NPDES) permit limits.

A graph was presented summarizing the performance of the Anacostia River Tunnel System and the wet weather treatment facility (WWTF) since the systems were commissioned in 2018. The graph summarized the number of Combined Sewer Overflow (CSO) events, the volume of CSOs captured by the tunnel system and the annual precipitation by calendar year for period 2018 to 2022. It was noted that 2018 was the year with the highest annual precipitation, which corresponded to the greatest volume of CSOs captured by the system over the period. Over the five-year period, there have been 60 CSO events and approximately 14.8 billion gallons (BG) of flows have been captured by the tunnel system. Only 1.3 BG of flows were discharged to the CSOs, corresponding to a capture rate of 91.7%.

Mr. Tesfaye discussed electrical energy use and onsite generation at BPAWTP. Onsite energy generation from the Combined Heat and Power (CHP) facility and solar panels for the month was 29% of the average consumption at BPAWTP. Biosolids production and Bloom marketing at BPAWTP were discussed for March. It was noted that 15,072 wet tons of Class A biosolids were produced and all biosolids met the Environmental Protection Agency's (EPA) Exceptional Quality (EQ) requirements. A total of 11,852 wet tons of biosolids were sold as Bloom, which is a record for sales for any month since Bloom has been sold. Sales exceeded the goal of 8,300 tons for the month, it was noted that there have been 33,187 wet tons of Bloom sold through FY23 to date. Marketing is on track to achieve the annual sales goal of 58,000 wet tons for FY23.

The Committee recognized the performance of DC Water staff at BPAWTP, for the routine compliance with all permit parameters and the continued positive news for exceeding goals for CSOs.

IV. BURIED WATER LINE LEAK DETECTION

Jason Hughes, VP, Water Operations, Sylvia Okogi, Acting Senior Manager, Water Operations and Churchill Okonkwo, Assistant Program Manager, Water Operations, gave a presentation to the Committee on approaches for leak detection for buried water mains and pilot for leak detection technology recently conducted by DC Water. Mr. Hughes described the aging nature of DC Water's linear infrastructure, noting that the median age of water mains in the systems is 76 years. With the presence of aging infrastructure, persistent leaks exist in the system, sometimes at known locations.

It was noted that the Department of Water Operations (DWO) responds to over 400 main breaks and approximately 150 service leaks annually. Persistent leaks in known locations can be difficult to resolve as they often require non-routine investigations to identify the source of the leak. DWO's response to leaks are typically reactive - the department relies on notifications from the public and from the Command Centre for the occurrence of leaks on water mains in the system. DWO are working towards establishing a more proactive approach for identifying leaks in order to improve the reliability and resilience of the system.

Mr. Hughes described that the reduction of Non-Revenue Water (NRW) loss remains a priority for DWO and proactive approaches to leak detection will help to minimize these losses. The use

of innovation gives DWO an opportunity to find creative solutions for the challenge of persistent leaks in the system.

Mr. Okonkwo updated the Committee on the pilot of leak detection technology recently completed in the DC Water system. Staff from DWO and the Innovations Team collaborated to partner with FIDO, an international Artificial Intelligence (AI) company, to trial the use of their leak detection tools. As part of the pilot, FIDO's tools were used to help resolve a leak on water mains at the intersection of Alabama Ave. and Good Hope Rd, SE. The leak at this location which was known to DWO for two years was reported in the basement of a building near the intersection. DWO staff previously attempted traditional means of isolating water mains in the area to identify the source of the leak, however these were unsuccessful.

As part of the pilot, FIDO sensors were installed on water mains in the area in nearby manholes. Mr. Okonkwo described how acoustic data from the sensors was analyzed by FIDO's tools to help pinpoint the location and magnitude of the leak. Following the repair of a leak on a 24-in main identified by the tool, the leak in the basement slowed but did not stop. The investigation was expanded, and another leak was located on an adjacent 8-in water main. Once this was repaired, the leak in the basement stopped.

Ms. Okogi updated the Committee on next steps planned by DWO for leak detection. It was noted that the Department will continue to assess additional leak detection technologies to pilot. The pilot is planned to be expanded to other pressure zones to detect unknown leaks and assist with locating known leaks. As part of the pilot, the partnership with FIDO will be expanded to include deployment of sensors, analysis of data and a complete sweep of an entire pressure zone to identify leaks. In addition, acoustic leak detection technologies from Syrinix will be piloted on hydrants across the system.

Ms. Okogi described ongoing efforts by DWO staff to better inform system performance and guide leak detection efforts. A number of system assessments and investigations are ongoing ahead of the next phase of the pilot. Staff are assessing the hydraulic grade lines (HGLs) across all pressure zones to help identify which pressure zones to target during the pilot. As HGL is impacted by leaks, closed system valves and open pressure zone boundary valves; these assessments will help to improve overall system performance by identifying problem areas. Once the assessments are complete, the pressure zones with the most issues will be selected for the pilot.

V. UNIFIER IMPLEMENTATION

Paul Guttridge, Director, CIP Infrastructure Management and Paul Laban, Senior Manager, CIP Controls & Estimating gave a presentation on the implementation of Oracle Primavera Unifier which is DC Water's Project Management Information System (PMIS). Mr. Guttridge explained how Unifier is used for the execution of Capital Improvement Program (CIP) projects across the planning, design and construction phases. DC Water had been using Oracle's Contract Manager v14 (CM14) tool since 1999 and switched to Unifier as Oracle were no longer providing support for the CM14 system. In addition, the Unifier tool offered numerous enhancements that work better with the workflows on CIP projects.

Mr. Guttridge detailed the timeline for the switch to use of Unifier. Planning for the project began in 2018 and the implementation commenced in the spring of 2020. The IT Department were responsible for the project management of the implementation phase; however, the project was

a close collaboration between IT, Procurement and the CIP Infrastructure Management team. In addition, there are many stakeholders who's input contributed to the project's success, and Paul Laban recognized that Lisa Varney, Supervisor, Project Management Systems, as the person responsible for the Unifier tool was instrumental to the implementation. Mr. Laban provided details of the implementation phase, noting that the project was delivered on time and within budget. The five broad phases of the implementation were discussed which included the design of the system, user acceptance testing, user training, data migration and go-live phases. It was noted that all of the nearly 500 users (DC Water staff, Consultants & Contractors) have been trained to use Unifier via online training sessions. The implementation phase was completed at the end of 2022.

Mr. Laban discussed how the design of the new Unifier system was intended to maintain a look and feel similar to the old CM14 system to help provide as smooth a transition for users as possible. The interface was built with a similar layout and folder structure to aid familiarity. Data management in the new system was restructured to better align with the CIP project structure which resulted in the construction phase now being merged into each program or project as applicable. Further, customized templates have been created for the different contract structures which will improve the management of these projects. In addition, the payment application process was added into Unifier. Previously, payment applications were managed in an older system called EMIS (Engineering Management Information System), which was separate from CM14. This new process has helped with user adoption across all users and has helped ensure that the correct purchase order lines are applied to the correct projects which is critical for cost tracking for contractors and for user share cost tracking for the Intermunicipal Agreement (IMA) partners.

Mr. Laban discussed some of the challenges and accomplishments during the implementation phase. Some of the challenges included resistance to change from users, migration of live data from the old system to the new and completing the implementation during the COVID pandemic. Some of the accomplishments included the successful migration of over 1.8 terabytes of data and over 200 projects to the new system, and the successful creation of the payment application to process the \$300+ million of capital invoices managed in the system per year. A chart was shown which summarized how the Unifier payment process has simplified the workflow for processing of invoices. Mr. Guttridge added that collaboration efforts are ongoing between the implementation team and planning and design teams in order to extend Unifier use to these project phases. In addition, Unifier is being rolled out to the Compliance and Lead-Free DC Teams to create user-specific functionality for these programs.

The Committee queried whether Unifier is the system of record for storing documents for CIP projects and whether the system will be used to maintain records until the end of their required retention timeline. Mr. Guttridge confirmed that Unifier is the system of record for contract related documents. At the end of the project, an electronic archive of the documents was transferred to the Technical Information Center (TIC) for storage.

The Committee enquired about the security within Unifier, given that over 500 users are able to access the platform and whether it be possible for users to gain access to DC Water systems for operating its' infrastructure. Mr. Laban clarified that Unifier is hosted by Oracle on a cloud separate from DC Water's systems for operating its' infrastructure. In addition, there are various levels of security for non-DC Water users.

VI. NORTHEAST BOUNDARY TUNNEL COMMISSIONING

Moussa Wone, Vice President, Clean Rivers gave a presentation on updates to the Northeast Boundary Tunnel (NEBT) Commissioning Plan. The purpose of the presentation was to provide details on the approach to commissioning tunnel and discuss plans for integrating the asset into DC Water's the CSO tunnel system. Mr. Wone presented a map of the CSO tunnel system and showed how the NEBT connects the First St Tunnel to the Anacostia River and Blue Plains Tunnels, to convey CSO's to the BPAWTP. The NEBT (currently out of service) is currently separated from the First St Tunnel and Anacostia River Tunnel (both currently in service) by bulkheads at each of the connection points.

Mr. Wone described the five major steps included in the plan to commission the NEBT. A slide was presented which showed the various facilities required to either be taken out of service, demolished and/or opened in order to merge the NEBT into the CSO tunnel system. It was noted that once the NEBT is in service, there will be a significant improvement to the CSO tunnel system. DC Water's existing combined sewer collection system is designed for 1-2 year storms, which equates to a 50-100% chance of flooding in any given year. The Clean Rivers CSO tunnel system is designed for 15 year 24h storms, which equates to a 7% chance of flooding in any given year. The CSO tunnel system will improve the rate of incidence of floods but not completely eliminate their occurrence. Floods will continue to occur due to increased intensity and frequency of rainfall events resulting from climate change.

Mr. Wone discussed the typical facilities in the NEBT and how they interface with the existing collection system. A slide was presented which showed the components of a diversion structure, which comprises a diversion chamber, approach channel, shaft and adit. Commissioning activities consist of setting weirs and removing bulkheads within the diversion structures. The diversion structures convey flows from the existing collection system to the new CSO tunnel system. The CSO tunnels then convey CSO's to the BPAWTP for treatment prior to discharge to the Potomac River.

Mr. Wone discussed the phases of the commissioning plan. Initially, focus will be placed on placing the facilities that convey flow into service. Once these are integrated, focus will then shift to commissioning the odor control facilities at W St., Mt. Olivet and R St. The NEBT is planned to be placed in service during the summer of 2023. Once commissioning is complete, contractors on the project will continue with pavement restoration, decommissioning of the first street tunnel pumping station and decommissioning of the Michigan Ave storm sewer.

Mr. Wone discussed the communications plan for the NEBT commissioning, a slide was presented which showed planned dates for briefings with the Senior Executive Team, the Committee, the Board of Directors and political and community leadership in the District. In addition, the general public will be notified via the tunnel forum, emails/newsletters, information posted to DC Water's website and via press releases through the media. Internally, meetings have been held with Operating Departments responsible for this section. This includes the Department of Pumping & Sewer Operations (DPSO), the Department of Wastewater Treatment and Operations (DWTO). DC Clean Rivers (DCCR) will be issuing a letter to the EPA by the end of April 2023, to inform them that the CSO 019 Diversion Structure will be out of service during the Commissioning of the NEBT.

VII. ACTION ITEMS

JOINT USE

1. DCFA-504 - Supplemental Agreement – Non-Process Facilities Program Manager - McKissack & McKissack of Washington DC
2. 19-PR-DWT-14 - Belt Press Dewatering Polymer – Polydyne
3. 20-PR-DMS-01 - Instrumentation Maintenance & Repair of Electrical Control Equipment – M. C. Dean
4. 18-PR-DET-17 - Billing Meter Maintenance and Data Portal – RJN Group

NON-JOINT USE

1. Contract No, 150070 – Piney Branch Sewer Rehabilitation Phase 1 – Spiniello Companies

David Parker, VP, Engineering & Technical Services presented Joint Use Action Item 1 and the Non-Joint-Use Item. Joel Grosser, Director, Procurement Goods and Services presented Joint Use Action Items 2, 3 and 4.

ACTION ITEM HIGHLIGHTS:

For Non-Joint Use Action Item 1, the Committee queried whether the geopolymer lining material proposed for use on the rehabilitation project is the same material reported in the media to cause air pollution during curing of the lining system. Will Elledge, Director, Engineering and Technical Services, DC Water clarified that the material to be used for the lining of the Piney Branch Sewer is a cementitious material that is sprayed on the interior of the pipe to form the new lining. It was noted that the liner material used on the Soapstone Valley Sewer Rehabilitation Project was the subject of media reports related to concerns about air quality. The liner used on that project is a Cured-In Place Pipe (CIPP) lining material. Will clarified that a robust air quality monitoring program is in place for the project to monitor for any pollutants and to document that the air quality is safe.

The Committee recommended moving all action items to the full Board for approval.

VIII. FIRE HYDRANTS

Ms. Okogi briefed the Committee on the status of DC Water's fire hydrants. She reported that DC Water is below the out-of-service (OOS) level of 1% or less, established in the Memorandum of Understanding (MOU) with the District of Columbia Fire and Emergency Medical Services Department (DC FEMS). As of April 3rd, 32 of the approximately 9,842 public hydrants in the water system were OOS. This equates to 0.1% of all public hydrants. Ms. Okogi presented a map, showing the locations of OOS hydrants across the system. It was noted that DC Water does not have any challenges with supporting DC FEMS fire-fighting operations.

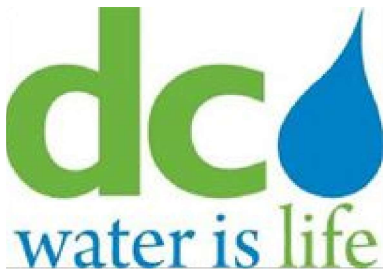
IX. WATER QUALITY UPDATE

Maureen Schmelling, Director, Water Quality & Technology, DC Water, briefed the Committee on the status of EPA Drinking Water Regulated Monitoring. It was reported that there were zero positive total coliform results from the samples collected as part of the EPA Revised Total Coliform Rule sampling for March 2023. Ms. Schmelling noted that the first semester of sampling for 2023 for the Lead and Copper Rule (LCR) was ongoing (period January through June). None of the

samples tested to date have shown results greater than the action level of 15 ppb (parts per billion) for lead.

X. ADJOURNMENT

Meeting was adjourned at 10:36 AM.



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

DC Retail Water and Sewer Rates Committee
Tuesday, April 25, 2023
9:30 a.m.

MEETING MINUTES

Committee Members Via Teleconference

Rachna Bhatt, Chair
Anthony Giancola
Howard Gibbs
Jed Ross

DC Water Staff Via Teleconference

Matthew Brown, Chief Financial Officer and EVP
Marc Battle, Chief Legal Officer
Wayne Griffith, Chief Strategy and Performance
Officer and EVP
Michelle Rhodd, Secretary to the Board

Consultant Via Teleconference

Ed Markus, Amawalk
Shan Lin, Amawalk

Call to Order

Chairperson Rachna Bhatt convened the meeting at 9:31 a.m. The meeting was held over Microsoft Teams.

Roll Call

Michelle Rhodd, Board Secretary, conducted a roll call of the Committee Members.

Monthly Report to DC Retail Water & Sewer Rates Committee

Matt Brown, Chief Financial Officer/Executive Vice President presented the monthly revenue report.

He reported that the overall year-to-date revenue is slightly lower than budget. The negative variance of 1.3% versus the budget is partly due to the upward adjustment made to the chemical and energy expenses and the portion of those costs that will be paid by the user jurisdictions. The user jurisdictions were notified that DC Water would start billing the additional amounts. It is anticipated that those amounts would be paid in future months.

Other areas with negative variances are interest earnings, the System Availability Fee and backwash treatment related to Washington Aqueduct.

Mr. Brown stated that the overall 90-day customer delinquencies have decreased both in dollar amount and in number of accounts from the prior month. It is anticipated that the recently launched "Catch-Up Program" would further reduce outstanding delinquencies, and a progress update to the Committee will be presented in future months. Mr. Brown also noted that the multifamily category represents 44% of the outstanding delinquencies.

Mr. Brown completed the presentation by briefly discussing developer deposits. DC Water is continuing to work on processing the developer deposits for customers who are seeking a refund.

Operating Reserve Study (Attachment B)

Mr. Brown introduced Ed Markus and Shan Lin of Amawalk.

Mr. Markus provided an overview of the presentation with background information and a preliminary outline of options to consider and key points regarding the Operating Reserves, the Renewal and Replacement Fund, and the Rate Stabilization Fund (RSF).

Ms. Lin began by discussing the Operating Reserve. She stated that the purpose of the Operating Reserve is to satisfy legal provisions authorizing debt issuance and to support strong bond ratings, which in turn optimize interest rates.

DC Water's current board policy sets 250 days of cash, which exceeds the indenture requirement of 60 days. While DC Water's 250-day requirement is high compared to peers which typically require 60 or 90 days of operating expenses, DC Water's actual balances are low in comparison.

According to a report by Moody's in 2021, DC Water's total days of cash on hand was 366 days, which is below the median level of about 400 days for an AA rated bond issuer. Ms. Lin stated that due to DC Water's plans to borrow \$2.7 billion in the next 10 years and efforts to maintain the very strong credit rating, Amawalk recommends that DC Water increase the minimum operating reserve requirement from 250 days to 350 to 400 days. This would bring the days cash on hand to level more consistent with DC Water's highly rated peers.

Committee member Anthony Giancola shared his concern with the fact that DC Water already has a high rating, and yet because the peers have a higher on hand cash daily, that DC Water must meet their level of reserves. Mr. Markus responded by informing the Committee that many factors go into a credit rating and the recommendation is really intended to defend the existing rating as more debt is raised in the next ten years.

Chairperson Bhatt inquired if the recommendation was to increase the days of cash on hand right now, or potentially over time between now and when DC Water takes on more debt. Ms. Bhatt agreed in principle that as debt is increased, the level of reserve should also increase.

Ms. Lin responded that to achieve the additional increase of cash on hand from 250 days to 350 days by either applying a 25-day increments over several years or allocating year end surplus, and the increased balance in the operating reserve would generate additional interest income for DC Water. In addition, Ms. Lin recommended that DC Water continue to maintain its current level of \$35 million for the Renewal and Replacement Fund in all cash or a combination of cash and commercial paper.

Mr. Giancola asked if the Renewal and Replacement Fund reserve is different from the RSF. Ms. Lin responded that it is different. Mr. Giancola asked why DC Water needs to keep raising these minimums. Mr. Brown explained that the \$35 million Renewal and Replacement Fund is included in the 250 days cash but separate from the Rate Stabilization Fund.

Mr. Markus further responded that DC Water, like many of its peers, does not have debt service reserve funds and this is why other reserve funds are so important. The trend in the industry is to get away from debt service reserve funds, DC Water is actually a bit ahead of the curve at it has minimal dollars set aside for debt service reserve fund.

Mr. Markus continued the presentation with a focus on the Rate Stabilization Fund (RSF). The fund has greater flexibility regarding its use than the other reserves. Of the peers benchmarked for the study, more than half have no specific RSF requirement. Many of the peers achieve liquidity through other purposes, including undesignated reserves.

Amawalk proposed three RSF options for consideration by the Committee and the Board. The first is to confirm or change the name of the RSF, the second would be to define a minimum, maximum or target balance requirement, and the third is to update policies for the use of the funds in terms of putting potential restrictions or guidelines on how they are used and preferences such as multiyear impact on rates.

Options for the name of the fund include retaining the current name, or changing it to the retail rate fund, residual fund, residual balance carry-forward, rate stabilization account, or other option. With regard to the balance, DC Water has the option to set parameters. Amawalk recommends a target RSF balance of 5% of projected retail revenues. In 2023, the existing RSF balance achieves this target, so no additions are required in terms of dollars. Amawalk further suggested that the authorization to withdraw funds in the future should include a plan to replenish funds to meet the target balance. Amawalk finally suggested that DC Water should minimize the use of the RSF for retail rates and that priority should be given for initiatives that reduce the growth of rates like investment in new technologies and to defease higher cost debt.

Mr. Giancola asked if the recommendation of 5% of projected retail revenue is on par with the current RSF level. Mr. Markus confirmed that the percentage it was.

Mr. Giancola followed up with further questions pertaining to the policy of the RSF and whether it could substitute for pay-go for construction or other projects on a cash basis.

Mr. Markus responded by stating that the current interest rate environment could make it cheaper to tap into reserves as opposed to raising debt. However, a clear policy on the use of the funds is what will ultimately define the true purpose of the fund.

Mr. Giancola asked if DC Water can defease debt with the rate stabilization fund without a policy change or if there is a prohibition in place now. Mr. Brown stated that there may not be a prohibition, but the Board has not given any management the authority to take that action, management would need Board authorization to defease debt with the RSF.

Mr. Brown stated that the new RSF policy gives DC Water tools it could exercise depending on what the conditions are including defeasing debt. Mr. Gibbs thanked Amawalk for the briefing and suggested the idea of using the rate stabilization fund for defeasance of debt should be explored. Mr. Giancola concurred and added that he likes the current name of the RSF fund.

Chairperson Bhatt stated she is in favor of increasing the reserves over time, especially to bring the level on par with DC Water's peers and to a level that is satisfactory to the rating agencies. As for the RSF, she is comfortable with the current balance. She also supported giving more flexibility to management with regard to the use of the fund. She also said that she appreciated the concrete recommendation and asked the committee members to weigh in on these important discussions and suggested adding it to next month's agenda.

Mr. Gibbs suggested having the discussions presented to a broader range of the Board before any decisions are made. Mr. Brown stated there is no rush to act on the recommendations. He clarified that the RSF is primarily the jurisdiction of the Retail Rates Committee because it is funded with only District funds. He mentioned that the other reserves were also District funds, but that some conversation with the Finance and Budget Committee would be appropriate.

Committee members agreed and suggested that a broader consensus is needed to consider the recommendations. Mr. Brown suggested contacting the District members to ensure that they reviewed the presentation and to see if they had any questions or feedback.

Committee member Jed Ross reiterated other members' suggestions and reminded the Committee that DC Water needs to continue investing in the aging infrastructure and security. He also said that he favored giving more tools to the CFO and the authority for ways to save and use funding in a smart way.

DC Retail Water Sewer Rates Committee 2023 Proposed Workplan (Attachment C)

Mr. Brown briefed the Committee on the FY 2023 Proposed Workplan.

Agenda for May 23, 2023, Committee Meeting (Attachment D)

There was discussion on the agenda for the May 23, 2023, Committee meeting.

Adjournment

Chair Bhatt adjourned the meeting at 10:19 a.m.



DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY

Board of Directors

Audit & Risk Committee

Thursday, April 27, 2023

9:30 a.m.

Meeting Minutes

COMMITTEE MEMBERS PRESENT

Jed Ross, Committee Vice Chairperson
Anthony Giancola, Committee Member
Steven Shofar, Alternate Committee
Member

INTERNAL AUDIT STAFF PRESENT

Dan Whelan, RSM US LLP
Jill Reyes, RSM US LLP
Samantha Bement, RSM US LLP
Sophie Tomeo, RSM US LLP
Rita Chevalier, RSM US LLP
Stephanie McKee, RSM US LLP

DC WATER STAFF PRESENT

Michelle Rhodd, Board Secretary
Matthew Brown, CFO
Wayne Griffith, Acting COO
Marc Battle, EVP Legal Affairs
Francis Cooper, Director EPMO

Call to Order (Item 1)

Mr. Jed Ross called the Audit & Risk Committee meeting to order at 9:32 AM.

Roll Call (Item 2)

Ms. Michelle Rhodd performed roll call to confirm Committee members and management in attendance.

Enterprise Risk Management Briefing (Item 3)

Mr. Francis Cooper provided a briefing on the Enterprise Risk Management (ERM) function. The team is in a critical phase of implementing phase two. As a recap, phase one was characterized by the development of the ERM framework, governance structures, and top enterprise risks. The goal for phase two is full integration of the ERM framework into the organization. This effort is slated to begin in early May.

Phase two is characterized by three key features. First, the team will conduct enterprise risk deep dives to gain a deeper understanding of the top three enterprise risks, which were selected by the senior executive team and the Board. Secondly, the Origami solution will be implemented to support the automation of ERM business processes. This will allow efficient and effective communication, trend data analysis, and risk reporting to minimize and mitigate key risks across the enterprise. The third feature is to implement enterprise-wide ERM training, which will improve understanding of risk and risk awareness and help promote a strong risk-aware culture. Phase two is slated to be completed by the end of FY 2023.

Internal Audit Update (Item 4)

Mr. Dan Whelan, RSM Partner, introduced the update on Internal Audit progress. Mr. Whelan noted that the team would present a status update on the FY 2023 internal audit plan, prior audit findings, completed projects, and a hotline update. The payroll and timekeeping audit was delayed due to an error that occurred during the W-2 issuance process but is on track to be completed by the next Audit and Risk Committee meeting. Three completed audits will be presented in this meeting, and the internal audit plan is on-track for the audit year. As a reminder, Internal Audit performs an annual risk assessment and throughout the year, re-assesses to determine if any changes to the audit plan are necessary.

Ms. Sophie Tomeo, RSM Manager, presented the status of prior audit findings. There are no open high-risk findings to report. All high-risk prior audit findings are in pending testing or closed status as of April 2023. There are four prior to FY22 open findings: (1) the fleet management review finding is related to the development of an updated fleet policy, (2) the occupational safety and health finding is related to the safety policies which are going through union review, (3) the customer billing and collections finding is related to the procurement of a multi-family receiver, which has been contracted, and (4) the contract compliance audit finding is related to the development of a vendor scorecard within Oracle. There had previously been a vendor scorecard in another system but creating the vendor scorecard in Oracle was not the highest priority item during the system transition. The team plans to have the vendor scorecard in Oracle by the summer of 2023.

In regard to FY22 audit findings, there are no open items and only two findings in pending testing, both related to the strategic plan monitoring audit. Management has developed standard operating procedures to address each of the two findings and the internal audit team will perform testing to validate the updates and close the finding in July of 2023.

Ms. Tomeo provided background on vendor spend and monitoring as it relates to Internal Audit's review(s). Given the high volume of contract spend at the Authority, Internal Audit focuses on various aspects of vendor spend and monitoring year over year. Every two years, Internal Audit evaluates procurement, reviewing the solicitation, selection, and award process across the Authority. Every three years, Internal Audit evaluates accounts

payable, including all invoicing controls tied to vendor spend. Every year, Internal Audit reviews two contracts in greater detail for contract monitoring and compliance. Both this year and last year Internal Audit intentionally focused on capital projects given the concerns around whether or not the Authority is adequately spending against that budget. In FY 2021, contracts were reviewed from the Department of Security Services, the Office of the CFO, and the Department of Wastewater Treatment.

Ms. Rita Chevalier, RSM Manager, explained the objective of the FY23 Contract Compliance internal audit was to gain an understanding of how contracts are managed and assess whether the system of internal controls is adequate and appropriate. Two contracts from two different departments were selected for review. The first contract was for design and construction services managed by engineering and the second contract was for emergency sewer main IR&R managed by operations. In the review, one low-risk observation was noted. Overall, management did an outstanding job maintaining an adequate internal control environment. Ms. Chevalier commended the work and effort of management to ensure that the monitoring controls over contract compliance are in good standing.

Mr. Jed Ross asked if two contracts are reviewed on an annual basis.

Ms. Tomeo affirmed.

Mr. Ross suggested adding a change order review to the audit plan.

Mr. Tony Giancola asked that Internal Audit present the contracts they plan to review for the next few years so that the Committee can be aware of what contracts will be under review each year. Mr. Giancola is aware that the Authority has some long-standing contracts that they may want to consider rebidding.

Ms. Stephanie McKee, RSM Senior Associate, provided background on the Metering, Billing, and Collections internal audit. The testing period for the audit was 2/1/22 through 1/31/23. The metering process scope included reviewing meter reading processes and subsequent adjustments. The billing scope primarily included the review of mass market billing, exception reporting and reviews, the cancel rebill process, and the design of the collective billing process. For collections, the scope included communications with customers and escalation to disconnects, liens, receivership, or tax sales. Additionally, Internal Audit reviewed any periodic reporting by management, as applicable throughout these processes. No high-risk findings were identified. One low-risk finding was identified.

Ms. McKee then provided additional background on the collections process. The coronavirus pandemic had a large effect on collection activities throughout the Authority. Both legislation and Authority instituted guidelines that required pauses in some collections activities. The guidelines were instituted by the Authority in an effort to reduce

households losing access to water while the District of Columbia was in a state of public health emergency. Overall, management has thorough processes in place for metering, billing, and collections.

Mr. Giancola commented on a graph that depicted the change in ninety+ day accounts receivable balance from FY 2021 to FY 2022. He commented that it was interesting that the percentage of residential accounts receivable balance decreased by 2.20%, whereas multi-family ninety+ day accounts receivable increased by 21.05%. He suggested tying this finding into the outreach program for rental assistance.

Ms. Tomeo provided additional context to the potential root cause of the decrease in residential accounts receivable versus multi-family accounts receivable. The collections efforts that were reinstated were largely for residential customers, as the Authority does not perform disconnects on multi-family properties and was in the process of procuring a multi-family receivership contract.

Ms. Samantha Bement, RSM Director introduced the section on hotline call analysis. During the last Audit and Risk Committee meeting, there were questions about the recent hotline trends. As a result, Internal Audit performed an analysis of the hotline calls over the last three fiscal years. There have been forty-nine calls from FY 2020 to present. Two graphs on the slide showcase how the calls breakdown by department and by case type. In terms of case type, many of the calls received are employee relations, which are not related to fraud, waste, or abuse and are referred to the appropriate internal department, as designated by the hotline standard operating procedures.

On the following two slides, Ms. Bement presented a graph depicting the call types by department and a graph depicting the calls by type and outcome. The majority of calls fall into the “No Investigation Necessary” category, meaning the call contains allegations that are not fraud, waste, and/or abuse related in nature. As such, those calls are forwarded to the appropriate DC Water department per the hotline standard operating procedures with no investigation conducted by Internal Audit. Of the cases that do go into an investigation, the large majority do not require corrective action. There have only been two cases that have required corrective action. Additionally, three calls are still open.

Mr. Giancola inquired about the policy issue call that required corrective action.

Ms. Jill Reyes, RSM Partner explained that the policy issue that required corrective action was related to an allegation that an employee did not have a CDL license, which was unsubstantiated, and that an employee had an outdated medical waiver, which was substantiated and led to an update to the policy. This call was from a prior year and has been closed.

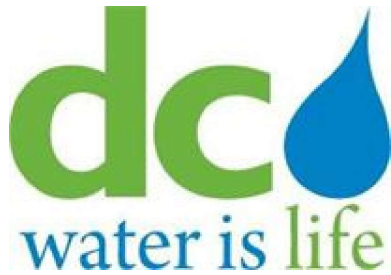
Ms. Reyes noted that there have been thirteen calls since the last Audit and Risk Committee meeting. Twelve of the thirteen calls were received within two weeks of the last Audit and Risk Committee meeting. Eight of the calls received were not related to fraud, waste, and/or abuse and were therefore referred to other departments based on the hotline standard operating procedures, including the labor relations department, human resources department, and legal affairs department. Six calls were related to the same subject matter. The three open calls will be discussed in greater detail during the Executive Session. Internal Audit anticipates all three open calls will be closed prior to the next Audit and Risk Committee Meeting. Additionally, during the next risk assessment, Internal Audit will be reviewing the timing of the planned audits and discussing policy management with the performance team.

Executive Session (Item 5)

There was a motion to move into Executive Session 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 the motion carried. The meeting was cleared of non-Executive members and all public individuals. The Audit & Risk Committee went into Executive Session at 10:04 AM.

Adjournment (Item 6)

The Audit & Risk Committee meeting adjourned at 10:50 AM.



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

Finance and Budget Committees

Thursday, April 27, 2023

11:00 a.m.

MEETING MINUTES VIA MICROSOFT TEAMS

Committee Members

Anthony Giancola, Chairperson
Jared McCarthy

DC Water Staff

Matthew T. Brown, Chief Financial Officer & EVP
Wayne Griffith, Chief Operating Officer (Acting) & EVP
Marc Battle, Chief Legal Officer & EVP, Government & Legal Affairs
Lola Oyeyemi, Director, Budget
Joel Grosser, Director, Procurement, Goods & Services
Michelle Rhodd, Board Secretary

Call to Order

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

March 2023 Financial Report

Lola Oyeyemi, Director, Budget, provided an overview of the financial performance for the period ended March 2023. Total operating revenues were slightly below the budget at \$415.6 million or 49.3 percent of the budget; operating expenses were \$322.1 million or 46.9 percent, which is \$10.4 million below the budget; and capital disbursements were \$190.7 million or 38.0 percent of the budget. She noted that this month's report reflects the budget revisions adopted by the Board as part of the FY 2024 budget process for operating expenses and revenues.

Next, Ms. Oyeyemi highlighted that most of the outstanding Fiscal Year 2022 year-end closeout activities were completed. This includes the FY 2022 Intermunicipal Agreement (IMA) operating and maintenance settlement of \$10 million due from the user jurisdictions with expected receipt of settlement funds this calendar year. In addition, KPMG issued an unmodified audit opinion for the FY 2022 Office of Management and Budget (OMB) Uniform Guidance Audit for Federal Grants. The FY 2022 Green Bond Report is currently available on DC Water's website. Ms. Oyeyemi also informed the Committee that the FY 2023 preliminary mid-year projections and management recommendations for the use of the cash position, if any, will be reviewed next month.

Ms. Oyeyemi reported that the overall operating revenue was below the year-to-date budget by \$5.6 million. The higher receipts were from the Residential, Commercial and Multifamily customer category due to higher than budgeted consumption trends. The lower receipts from the wholesale customers is based on revised estimates due to cost pressures and an upward budget adjustment for chemicals and energy. The increase of \$14.8 million is anticipated to be recovered during the second half of the fiscal

year. The wholesale customers have been notified of this increase as part of the budget process. Additionally, there were lower receipts in the other revenue category due to lower interest earnings, lower collections of the System Availability Fee (SAF) and a delay in the WAD Backwash to Sewer project which is now operational with revenues anticipated later in the year.

Total operating expenditures were \$322.1 million and are higher compared to the same period last year mainly for the chemicals and energy cost categories. The year-to-date underspending is mainly in personnel, contractual services, water purchases and debt service cost categories. Staff continues to monitor the cost of chemicals and critical spare parts impacted by supply chain constraints.

Ms. Oyeyemi explained that consistent with management's focus on reducing the vacancy rate, two metrics will be included in the monthly report to measure the progress on closing the gap. The Authorized Vacancy Rate will measure all existing vacant positions, whether under active recruitment or not, based on the total authorized positions of 1325 FTEs. The Authorized Vacancy Rate based on the current 210 vacant positions is 15.8 percent and trending downwards compared to the 17 percent at the start of the year. The second metric is the Active Vacancy Rate which will measure only vacant positions under active recruitment. There are 106 of the overall 210 vacant positions with ongoing recruitment activities. The year-to-date Active Vacancy Rate was 8.7 percent as of March.

The overall capital disbursements to date are \$190.7 million with lower spending due to a lag in invoicing and slight delays experienced at the beginning of the year for capital projects. Additional underspending is due to the delay in the delivery of vehicles ordered some of which may not be delivered until the next fiscal year and lower use of the capital equipment reserves. Mr. Giancola expressed concern about the 38 percent spend rate at the six month point of the fiscal year. In response, Mr. Paul Guttridge, Director, CIP Infrastructure Management, stated that a projection of 80 percent spend for capital projects is anticipated at the end of the fiscal year and that detailed information will be provided in the next quarterly capital update next month.

The total cash balance was \$848 million at the end of March and included the Rate Stabilization Fund balance of \$35.64 million. The interest income on investments to date is \$1.9 million. Ms. Oyeyemi reported that delinquent accounts were lower at \$29.4 million for 12,739 accounts, or 10 percent of the total customer accounts and includes delinquent impervious only accounts at one percent. The developer deposits had a credit balance (liability) of \$45.2 million for 4,401 accounts and there was \$11 million in debit balance (receivables) for 1,902 accounts. The net credit balance was \$34.2 million. She highlighted that DC Water achieved the 97 percent target for invoices paid within 30 days, noting that this is the first time the goal was met since the new ERP system was implemented about two years ago.

Action Items

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

- Approval of Funding for Investment Advisory Service for \$572,000.

Adjournment

Hearing no further questions, Mr. Giancola adjourned the meeting at 11:17 a.m.



CEO's Report

MAY
2023



ACCOUNTABILITY TRUST TEAMWORK CUSTOMER FOCUS SAFETY WELL-BEING

Inside

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dc Highlights

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



Fleet Facility Grand Opening and Ribbon-Cutting

On Tuesday, April 4, the Authority celebrated the grand opening of our Fleet Maintenance Facility in Capitol Heights, Maryland, and I was honored to preside over the festivities. Several dignitaries from Prince George's County attended the event and celebrated with us, including County Council Member Krystal Oriadha (District 7), Prince George's County States Attorney Aisha Braveboy, and Board Member Tara Jackson, who also serves as Chief Administrative Officer of Prince George's County.

I was also pleased that several of our Board Members were able to attend the event, including Andrea Crooms, who also represents Prince George's County on the Board, Chair Tommy Wells, Wendell Felder, Howard Gibbs, Christopher Herrington, Floyd Holt, and Jed Ross.

The completion and opening of the new Fleet Maintenance Facility is a significant milestone for the Authority. Our Fleet employees now work in an updated, amenity-rich building. As I told **Lauvern Williams** (Executive Assistant I, Fleet / Shared Services), a 25-year veteran of our Fleet Management team, this is the building that she and her colleagues deserve, and it was my honor to facilitate the upgrade.



I also must highlight the outstanding work of the Office of Marketing and Communications in executing a nearly flawless event that honored the many contributors to the development of the new site. In particular, I need to thank **Kirsten Williams** (Chief Communications and Stakeholder Engagement Officer and EVP / Marketing and Communications) and **Emanuel Briggs** (Director, Community Outreach / Marketing and Communications) for the polish and shine they added to the event.

Brentwood Solar for All Celebration

On Thursday, April 20, DC Water joined representatives from the U.S. Department of Energy, District government, and the business community to celebrate the DC Water Brentwood Community Solar installation.

Attendees included Jennifer Granholm, U.S. Secretary of Energy, Ali Zaidi, White House Climate Advisor, Janet McCabe, Executive Director of the D.C. Sustainable Energy Utility (DCSEU), and Authority alumnus Ernest Jolly.

Through Solar for All, a Department of Energy and the Environment (DOEE) program, this community solar project is one of the largest in the District and will cut electricity bills for 500 income-qualified families by up to 50 percent.

I would like to thank **Maureen Holman** (Vice President / Shared Services) and **Saul Kinter** (Program Manager, Business Development / Resource Recovery) for coordinating our participation in the program and managing many moving parts to see this project through to a successful conclusion.



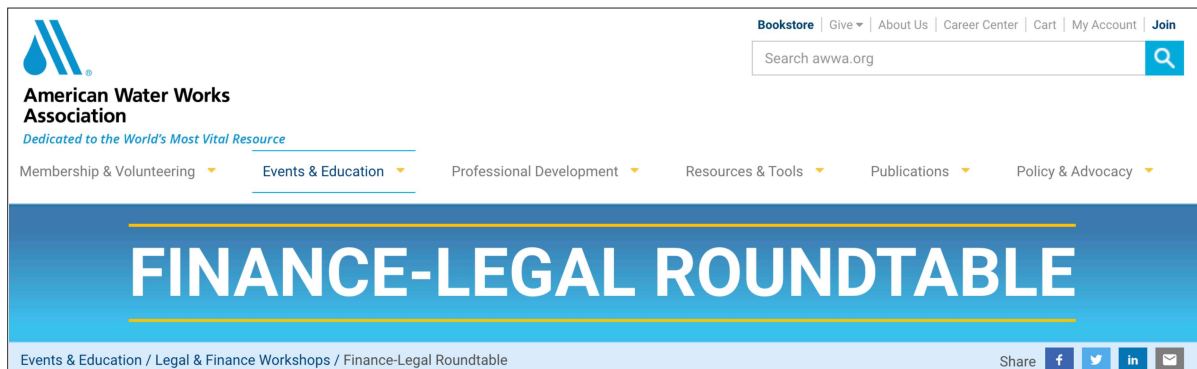
Sustainable

Water 2023: Legal, Financial, and Executive Challenges & Opportunities

The American Water Works Association (AWWA) held their 2023 Water Roundtable on Legal, Financial, and Executive Challenges and Opportunities this month, here in Washington. **Matt Brown** (Chief Financial Officer and EVP / Finance and Procurement) and **Ivan Boykin** (Director, Finance, Procurement and Compliance / Finance and Procurement) were both featured on a panel entitled 'Green Financing and ESG in the Water Space: The DC Water Experience.'

During the session, the duo shared a slide deck and presentation covering the major initiatives underway at the Authority, Blueprint 2.0, our Green Bond Report, Lead Free DC and our second ESG report to demonstrate the scope of DC Water activities and commitments to our community.

I am very pleased that AWWA recognized the significance of our approaches to green financing and ESG and featured the Authority as a model for utilities nationwide. I would also like to thank Mr. Brown for engaging our industry peers on how DC Water has been a leader in this space.




Resilient

Information Technology and Emergency Management Partner for Everbridge Testing

On Wednesday, April 12, Information Technology and the Office of Emergency Management partnered to conduct quarterly testing of the DC Water Alerts system.

As part of the test, alerts were sent via multiple contact methods, including text message, email, the Everbridge application, and Authority computers. Employees were instructed to confirm alerts they received.

Routine testing of communication channels is an important aspect of effective emergency communications, and I am pleased to report that this week's testing generated excellent results, confirming that our systems are effectively reaching employees during an emergency event.

dc Highlights



Authority Showcases Sector Leadership at National Utility Management Conference

Last week, I attended the American Water Works Association / Water Environment Federation (AWWA/WEF) Utility Management Conference in Sacramento, CA. This annual conference is the preeminent conference dedicated to all aspects of water utility management. The workshops, technical presentations, and discussions with sector peers reinforced the leadership role DC Water is demonstrating in multiple facets of utility management.

The conference opened with all-day, interactive workshops with **Dr. Robert Bornhofen** (Director, Innovation / Strategy and Performance) and **Salil Kharkar** (VP and Senior Technical Advisory to the COO / Operations and Engineering) leading discussions on utility innovation and asset management approaches, respectively. **Getachew Melsew** (Sr. Manager, Planning / Engineering and Technical Services) presented in a session DC Water's deliberate efforts to integrate equity considerations into CIP decision-making and participated in a panel discussion titled capital project management in today's challenging market environment (how utilities are executing capital projects in the current environment by utilizing escalation clauses, alternative funding, collaborative delivery, enhanced bid solicitation, and project management). **Dr. Matt Ries** (Acting Chief Strategy and Performance Officer and EVP / Strategy and Performance) presented twice and participated in a panel about DC Water's ESG goals, reporting, and governance. Dr. Ries is also on the conference Program Committee and will co-chair the conference in 2024.

Thanks to these leaders for representing the work of the enterprise while we strive to both lead and further refine our approach to utility management.

Information Technology Honored with Customer Service Week Award

Early in the month, I learned that DC Water has won the Innovation in Field Automation Award from CS Week, an annual educational and customer service conference serving utility professionals worldwide. The honor is part of the conference's annual Expanding Excellence Awards, which cover a range of categories including CIS Implementation, Digital Engagement, and People and Process, among others.

The Authority's Field Automation Award was selected for our move from a manually intensive patchwork of field processes to a holistic, digital, data-driven system known as a utility management program, and is currently configured to manage hydrants, valves, catch basins, and event management, and is capable of integrating additional fixed assets.

Congratulations to Mr. Kuczynski and the Information Technology staffers who supported the deployment of this technology.

The screenshot shows the 'expanding excellence awards' website. The main heading is '2023 Award Winners'. Below it, a message states: 'CS Week congratulates the 2023 Expanding Excellence Awards winners. The Expanding Excellence Awards program honors outstanding contributions and innovations in utility customer service.' The category 'Innovation in Field Automation' is highlighted in a blue box. The DC Water logo 'dc water is life' is visible in the bottom right corner of the screenshot.

dc Highlights


Healthy, Safe and Well

Anacostia Tank 2 Catches Fire; Contractor Injured

On April 7, I received word that a fire had broken out inside the Anacostia Tank 2 water tower, near the 4200 block of Massachusetts Ave, SE. This tank had been out-of-service while contractors were re-lining the tank interior. The Fire Department believes that while a contractor was scraping paint inside the tank, a spark ignited the paint thinner used in the re-lining process.

While there was no threat to drinking water from the blaze, the fire proved difficult for the Fire Department to extinguish because of the limited opening to the interior. I will continue to keep the Board updated on the fire, the aftermath and any risk implications that arise.

← **Tweet**



DC Fire and EMS ✓
@dcfireems


⋮

Update Water Tank fire 4200 block Mass. Ave. SE. We have downscaled to a few units continuing to monitor the situation. All shelter in place guidance has been lifted. Fire inside the tank dome poses no danger to the public. #DCsBravest

1:21 PM · Apr 7, 2023 · 5,397 Views


6 Retweets
19 Likes

🗨️
↻

 **WTOP**

DC Fire issues all clear after fire in large water tank

By Jack Moore, 13 days ago



Department of Occupational Safety and Health Recognition

The Department of Occupational Safety and Health (DOSH) was recently recognized by the Board of Certified Safety Professionals as a Sapphire Certification Champion with fourteen employees holding at least one certification.

Additionally, **David Gill** (Director / DOSH) was recently nominated to sit on the Water Environment Federation (WEF) Medical Advisory Panel, led by Chief Medical Officer Dr. Sanderson. Mr. Gill will provide support and technical guidance relating to potential worker exposure to a variety of threats, such as cold/heat stress and emerging contaminants of concern.

I would like to recognize Mr. Gill for his effective management of the DOSH team and, more broadly, safety at DC Water.



Divisions

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



Finance, Procurement, and Compliance

Financial Metrics

Metric	Target	Dec-22	Jan-23	Feb-23	Mar-23
Operating Cash Balance (millions \$)	\$242.6	\$248.7	\$253.8	\$261.5	\$289.0
Delinquent Account Receivables (%) [†]	3.3%	4.7%	4.5%	4.5%	4.4%
On-time Vendor Payments (%) ^{††}	97%	96%	96%	96%	97%
Investment Earnings Data (Thousands \$)	\$4,161.8	\$346.6	\$747.2	\$1,036.2	\$1,937.6
Core Investment Yield Data (%) - Merrill Lynch 1-3 Year Treasury Index *		4.5%	4.3%	4.9%	4.2%
Core Investment Yield Data (%) - Actual Monthly Yield ^{†††}	0.2%	2.3%	2.5%	2.6%	2.6%
Short Term Investment Yield Data (%) - Merrill Lynch 3-Month Treasury Index *		4.3%	4.6%	4.7%	4.6%
Short Term Investment Yield Data (%) - Actual Monthly Yield ^{†††}	0.1%	2.7%	2.8%	2.9%	2.8%
Days of Cash on Hand ** and ***	250**	283.0	287.0	291.0	316***

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

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

***316 days of cash is made up of 35 days in the Rate Stabilization Fund and 281 days in the operating cash balance.

Metrics Explanations:

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

^{††} The vendor payments goal is approaching the desired target due to efforts to research and resolve some invoices prior to payment. We also continue to achieve improvements as users become more proficient with the Oracle system.

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

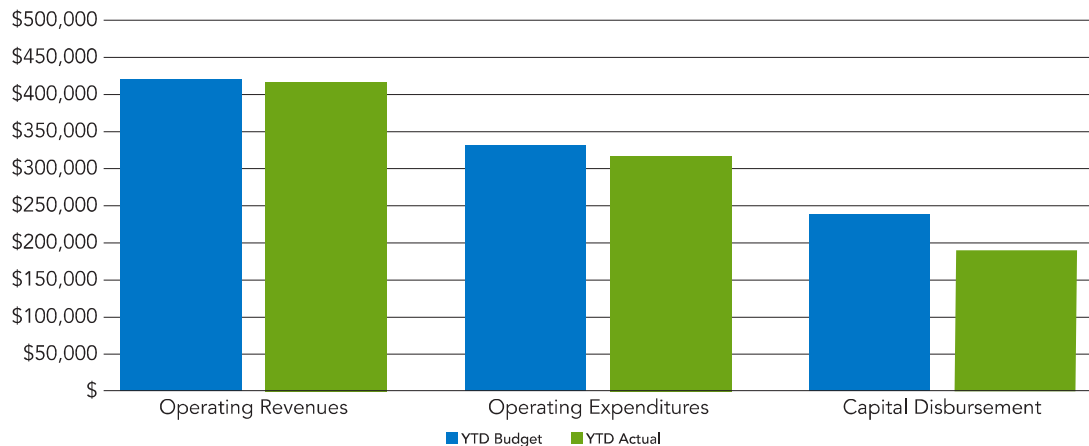
Finance Highlights

FY 2023 Financial Performance

The financial report for the period ended March 31, 2023 has been updated to reflect the board-revised budgets for the operating revenues, operating expenditure and capital disbursements. At the end of March 2023, with 50 percent of the fiscal year completed, DC Water is on track with budgetary expectations and targeted performance metrics. Total operating expenditures were \$322.1 million, or 46.9 percent and capital disbursements were \$190.7 million or 38.0 percent of the respective budgets.

Total operating revenues were \$415.6 million or 49.3 percent of the FY 2023 revised budget. The YTD revised budgeted receipts were \$421.2 million. The lower receipts were mainly from wholesale customers due to the higher revised budget as compared to the previously approved budget.

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





Finance, Procurement, and Compliance

Procurement

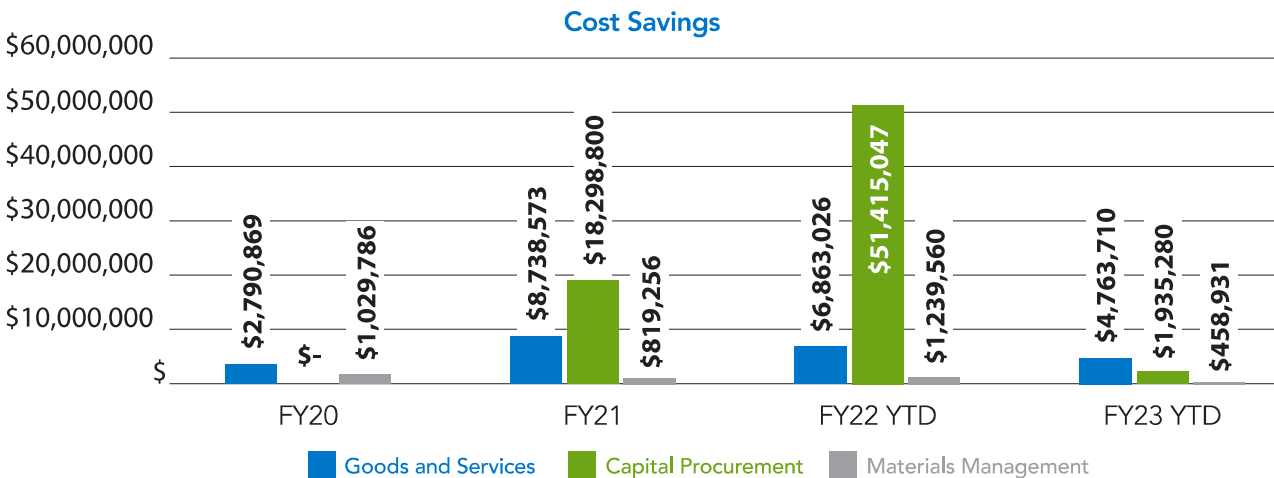
Highlights

- All planned acquisitions of fleet vehicles for FY 2023 and FY 2024 will be ordered by late spring or early summer of 2023. Eighty-two percent (68 of 83) have been ordered and the remaining 15 vehicles will be ordered when the OEMs open up the order banks later in spring or early summer of FY23. Delivery still has a long lead time, but will be monitored closely.
- The contract is finalized after ten months of negotiations for Customer Information System (CIS) with JP Morgan, Vertex, and Paymentus Digital Payment. Conversion to Paymentus Digital Payment will save DC Water approximately \$2.7 million in credit card fees per year.



Cost Savings (negotiated savings and cost avoidance):

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



dc Finance, Procurement, and Compliance

Procurement - continued

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

Capital Procurement

Planned Solicitation	Project Title	Solicitation Type	Estimated Total Contract Value	Delivery w Type	Eligible Inclusion Program
April, 2023	Construction of Flood Seawall Segment A, B, D	RFP	\$25M	Design Build	DBE/WBE
April, 2023	Glover Park	RFP	TBD	Design	DBE/WBE
April, 2023	Service Life Restoration Program (SLRP) 2	IFB	\$20M	Bid Build	DBE/WBE
May, 2023	Primary Tank Treatment - 20 yr rebuild	RFP	\$5M	Other	DBE/WBE
June, 2023	Sewer and Water IR &R	IFB	TBD	Bid Build	TBD

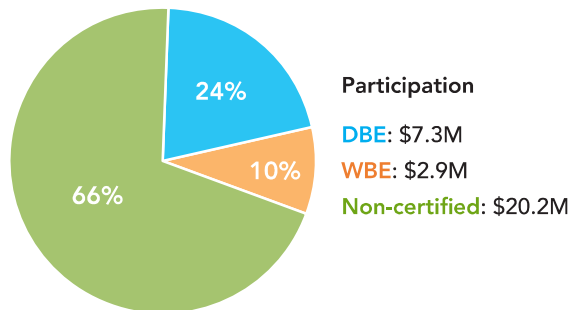
Goods and Services Procurement:

Planned Solicitation	Project Title	Solicitation Type	Estimated Total Contract Value	Eligible Inclusion Program
August, 2023	Independent Review of A/E Consultant overhead rates	RFP	<\$1 M	LSBE
August, 2023	Annual Maintenance, Repair and Calibration of Instrumentation Control and Electrical Equipment	RFP	<\$1 M	LSBE
November, 2023	Repair of Instrumentation and Electrical Control Equipment	RFP	<\$1 M	LSBE
November, 2023	HMO health plan for employees	RFP	>\$5M	N/A

Contract Compliance

During this reporting period, DC Water approved three different procurement actions, including six new awards and three extension / option years. The value of the procurement actions for this period totaled \$30.5 million. Of this total, the planned certified firm participation is \$10.3 million (in prime and subcontracting opportunities).

Certified Firm Participation March 2023 Awards



- Although specific certified firms have not been secured to the teams for the Water Treatment BOA the awarded primes have committed to meeting (or exceeding) the utilization goals established for the overall project (30% DBE/ 10% WBE). To meet these goals, the primes are actively working with DC Water and its strategic partners to identify certified suppliers

and firms. As of this report, a combined twenty-five (25) firms have been identified for potential partnering.

- Two certified firms, new to DC Water have been identified as potential subcontractors for the Survey and Subsurface Utility Engineering Basic Ordering Agreement (BOA).

Special thanks to the National Minority Supplier Development Council, and the Women's Business Enterprise National Council for their support in engaging the certified business community with DC Water.

dc Finance, Procurement, and Compliance

Procurement - continued



During this reporting period, DC Water contracted forty-one new jobs on its projects (including the new Lead-Free DC Community Activator trainees). Of these, thirty-three were filled by local residents (those living in DC Water's user jurisdiction).

DC Water's User Jurisdiction	Number of New Hires
District of Columbia	20
Prince George's County	7
Montgomery County	1
Fairfax County	5
Loudoun County	0
Total	33
Outside the User Jurisdiction	8

- DC Water participated in two external job fairs, with the District Department of Employment Services, and the Department of Human Rights



Fleet, Facilities, Safety, Security and Emergency Management

Department of Security

Internal Recruitments Help the Authority Protect its Assets, People, and Brand

In the month of April, Security welcomed three new personnel; one new external hire, **Darryl Price**, (Security Investigator) and two internal DC Water employees, Thomas Sescoc and Shanae' Walker.

Thomas Sescoc started his career at DC Water in 2006, as a carpenter in the Facilities Department. Recognizing a need within the Authority, Thomas began to also assist the locksmiths by taking on various jobs using his prior experience in locksmithing. In 2019, Thomas enrolled at Prince George's Community College (PGCC), where he earned his Locksmith Certification. He plans to attend PGCC in the fall to further his education in Project Management. Thomas brings with him all the knowledge he learned in the Facilities Department, which is a great asset for the Security Department. Moving forward, Thomas will continue to support the Facilities Department on certain projects under the guidance of Brent Christ (Director, Facilities Management) and Ivelisse Cassas (Director, Security).

Shanae' Walker began her career at DC Water in July 2016 as a Customer Service Dispatcher in the Emergency Command Center. In February 2020, she was promoted to GIS Billing Agent within the Revenue Assurance Department. Shanae' graduated from Bowie State University, with a Bachelor's Degree in Criminal Justice, and became a member of Delta Sigma Theta Sorority Inc., during her time at Bowie State. Since obtaining her degree, Shanae' has had a tremendous passion to work in her field of study, Criminal Justice. She continues to further her skills and education by taking courses in Emergency Management and the Essentials of Security Risk Assessments. Shanae' is eager to begin her new role as a DC Water Security Specialist, and the Security department is grateful for the support and encouragement received during this recruitment by the leadership within Customer Care.



Stanley Barker, Shanae' Walker, Thomas Sescoc and Ivelisse Cassas

These recruitments are a testament to the leadership of Director Cassas in seeking opportunities to promote and support succession planning from within Team Blue. Congratulations to the Security team.



Building Safety Month is an international campaign celebrated in May to raise awareness about building safety. Building safety is an important topic for all people but often gets overlooked. The International Code Council's theme for 2023, "It Starts with YOU!" reminds us that building safety affects all of us on a personal, local, and global level. There are weekly themes to help people take an active role in keeping safe in our homes, schools, businesses, and communities. This year we focus on "Building Safety Starts at Home."

- Put a smoke alarm on every level of your home, outside each sleeping area and inside every bedroom. Test each smoke alarm regularly. Keep batteries fresh by replacing them annually.
- Keep all items that can burn away from your home, clean leaves from your gutters and clear dead leaves and branches from shrubs and trees.
- Never overload electrical cords or power strips. Be sure the total amount of energy used by appliances and lights plugged into the cord or strip does not exceed that capacity.
- For mold prevention, watch for leaky pipes, condensation and wet spots, and fix sources of moisture problems as soon as possible.
- There are several materials and items that shouldn't be flushed down the toilet, including medication, disposable wipes, coffee grounds and more.

To learn more about the different weekly themes, please visit [Building Safety Month 2023](#).



Fleet, Facilities, Safety, Security and Emergency Management

Shared Services Metrics

Metric	Target	Dec-22	Jan-23	Feb-23	Mar-23
Security: Camera operational uptime	90%	96%	97%	96%	97%
Security: Smart card readers operational uptime	90%	97%	97%	98%	97%
Security: Percent of security investigations completed within 21 days	95%	100%	100%	100%	100%
Facilities: Preventive Maintenance Completion Rate	90%	36%	43%	40%	39%
Facilities: Service Request Completion Rate	90%	38%	67%	57%	55%
Fleet: Preventive Maintenance (PM) on Schedule	96%	NA	NA	NA	NA
Fleet: Priority Vehicles/Equipment (In-Service)	96%	80%	74%	74%	71%
Safety: DC Water Employee Recordable Incident Rate (RIR) (FY)	< 4.9	2.4	2.8	2.6	2.86
Safety: DC Water Employee Lost Time Incident (LTI) (FY)	< 1.7	1.7	2	1.8	2.2
Safety: Contractor/ROCIP Recordable Incident Rate (RIR) (FY)	< 2.5	3	3.1	3.2	2.6
Safety: Contractor/ROCIP Lost Time Incident (LTI) (FY)	< 1.1	0.6	0.4	0.3	0.3

Facilities:

The Facilities completion rates for March 2023 are 39 percent for Preventive Maintenance work orders and 55 percent for Service Request work orders. During this month the Facilities shops continue to support space planning effort: new office build-out in HQO and workspace reconfigurations and moves at CMF. Facilities also supported preparation of the new Fleet Building for the grand opening event as well as 17 separate events in March. Preventive maintenance work orders completions rose with 135 completed over 118 in February. Service request work orders completion rose to 157 completed in March, up from 108 completed in February. Facilities continues to work with People & Talent to recruit five open crew positions (three HVAC workers and two B&G workers) and one open HVAC Foreman position. The HVAC Foreman grade 15 position was advertised for recruitment late in January and recruitment has continued through February 2023. The HVAC mechanic grade 11 position recruited in December accepted the offer and started the week of March 27, 2023. The two B&G positions continue to be recruited and offers have been extended for these two positions.

Fleet:

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

Safety: For the month of March, DC Water had four lost-time incidents and ROCIP had no lost-time injuries.



Customer Assistance Programs (CAP)

DC Water is on track with sharing Customer Assistance opportunities. The program participation is trending to meet FY21 participation levels. We are working with survey vendors Qualtrics and Walker to create a customer assistance survey. We are in the early portion of survey creation, but we plan to send the survey to our customers to capture their opinion on our assistance options. The survey will function as an awareness campaign and an opportunity to apply for assistance. We will use technology to direct the customer to the applicable site to get more information or to apply for assistance.

The Residential Assistance Program (RAP) funding will be depleted in April. We will present a Board proposal to allocate some of the Multifamily Assistance Program (MAP) funding to RAP so we can continue to help low-income residential customers through the end of the fiscal year.

DC Water initiated the Customer Catch-Up Offer on February 1, 2023. The offer runs until May 31, 2023. This equitable one-time offer incentivizes all rate classes offering them help with their outstanding balances.

As of March 31, 2023, the Catch-Up Offer participation is as follows: (Adjustment to be posted by 4/30/2023)

	# Participants (Mar 2023)	Adjustment (Mar 2023)	Total Collected (Mar 2023)	YTD* Total Participants	YTD* Total Collected
Residential	1749	\$184,170	\$966,226	5209	\$2,618,419
Multifamily	131	\$237,154	\$1,349,149	372	\$2,801,368
Commercial	125	\$66,708	\$340,496	462	\$1,408,346
Total	2005	\$488,032	\$2,655,871	6043	\$6,828,133

*YTD includes payments made on or after January 19, 2023.

Customer Assistance Programs (CAP)

Program	FY2022 Enrolled	FY2022 Dollars	Mar. # Enrolled	Mar. Dollars	# FY23 Enrolled	FY2023 Dollars	FY2023 Budget
CAP I	6,949	\$4,871,357	562	\$185,076	3,164	\$740,567	\$2,500,000
CAP II	679	\$338,362	48	\$10,979	257	\$46,879	\$400,000
CAP III	204	\$33,026	5	\$960	26	\$2,875	\$50,000
Non-Profit CRIAC Relief	186	\$866,375	8	\$58,231	105	\$344,478	\$905,608
DC Water Cares Residential	1,690	\$1,318,242	287	\$292,539	1,455	\$1,411,564	\$1,681,758
DC Water Cares Multifamily (number of units)	4,313	\$1,880,830	97	\$65,420	1,430	\$861,555	\$4,545,195



Customer Experience

Customer Care

The team is working to ensure we provide excellent service by answering 85 percent of the calls in 40 seconds with less than 30 seconds of wait time. We also ensure customers are billed within five days with a minimal number of unbilled accounts by the end of the month. We met the Call Center service level goals and the unbilled target in March.

AMI transmission continues to hover at 93 percent monthly. We are working with our AMI vendor to reduce filter noise that causes interference with the DCUs. Addressing this and other uncontrollable issues like tree roots in meter pits, inside meter locations, and the slight lag between the meter changes and MTU installation for the Small Diameter Water Main and Lead-Free DC projects will allow the transmission rates to increase and reduce the number of estimated accounts (4.8 percent).

The Winter Moratorium ended on March 31, 2023. We will resume residential disconnections for accounts with outstanding balances of \$1500 and greater. In May 2023, we will change the disconnection threshold to \$800 and greater, with the plan to resume normal thresholds (\$200 and greater) in July 2023.

Currently, multifamily properties owe more than \$10 million in outstanding balances. Since these property types have multiple residents, the impact of disconnection is greater than single residence properties. Disconnecting these properties includes additional steps not included in the residential or commercial disconnections process. However, we are working on a plan to disconnect multifamily properties with outstanding aged balances before the end of the fiscal year. We hope to recover outstanding revenue through support and a greater focus on this rate class.

Key Performance Indicators

Metric	Target/ Service Level	Jan 23	Feb 23	Mar 23
% of bills issued on time (w/in 5 days)	97%	99.0%	98.0%	99.0%
% unbilled	2%	0.7%	2.1%	0.1%
Estimated bills as a percent of meters read	4%	4.9%	4.5%	4.8%
% AMI Transmission	95%	93.0%	92.9%	93.6%
# of bill investigations (Disputes)	trend only	100	133	130
% of OPC inquiries resolved within 14 days	98%	100%	100%	100%
% of calls answered in 40 Seconds (Call Center)	85%	80%	83%	88%
Monthly call volume served (Call Center)	trend only	9,186	8,380	9,801
Abandon rate	3%	4%	2%	2%
Emergency dispatch <= 10 Min (ECC)	92%	100%	100%	100%

March: Five projects were completed:

Fido Prototype

AI enabled acoustic lead detection prototype. Project was a proof of concept to test & validate the effectiveness of the technology to identify leaks. FIDO was successful in identifying a number of hard-to-find leaks.

311 Integration with DC Water Website

Integration with DC 311 water emergencies is complete and configuration of the call management system is complete. Overflow call volumes can now be routed directly to 311 during flooding and water emergencies.

Rally to Jira Migration

Rally is DC Water's legacy Project Management platform which is being replaced by Jira a more flexible platform allowing us to manage projects in a more collaborative fashion using Agile development concepts.

FEMS Hydrant Inspection App

Implemented an application that allows FEMS to perform fire hydrant inspections using their own devices and transmit results seamlessly back to DC Water, where it can be used for reports, and analysis.

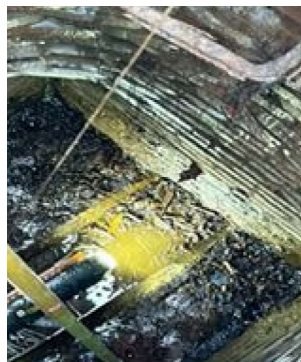
Drupal upgrade

Drupal is the underlying operating system that DC Water's website is built on. Drupal 7 reached end of life in November 2023. Upgrading the underlying operating system from Drupal 7 to Drupal 9 is the first phase of a larger website refresh.

IT Monthly Report

SR/WO Type	SL Target / SLA	Jan 23	Feb 23	Mar 23
Number of tickets submitted	Trend only	910	1052	1161
Number of open tickets	Trend only	43	14	43
Helpdesk SLA	96%	98%	97.90%	100%
Number of active projects	Trend only	23	24	21
Number of completed projects	Trend only	0	2	3
On schedule performance	90%	93.18%	93.18%	91.67%
On budget performance	90%	95.45%	93.18%	95.83%

Featured Projects of the Month – Sewer Operations



The small local sewers inspection program consists of inspecting approximately 780 miles of sanitary and combined sewers (diameters 8-inch to 12-inch) on a 10-year inspection cycle. Using the RedZone SOLO robot, over 19 miles of small local sewers were inspected in March 2023.



As part of DC Water's dry weather overflow monitoring and detection pilot-program, the installation of the STORMSENSOR Terrapin was completed at combined sewer outfall structures 020, 021, 022, and 024 on March 9, 2023.



Boat-36 was added to sewer operation's floatable debris removal program fleet. The B-36 and trailer were received on March 1, 2023 and launched its first floatable debris operation on March 6, 2023.


operations and Engineering

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

Key Performance Indicators

Metric	Target/Service Level	Dec-22	Jan-23	Feb-23	Mar-23
Wastewater Operations					
NPDES Permit Compliance	100%	100%	100%	100%	100%
Air Permit Compliance	100%	100%	100%	100%	100%
Biosolids Class A	100%	100%	100%	100%	100%
Tunnel Dewatering	100%	100%	100%	100%	100%
Combined Heat and Power	>20%	25%	26.5%	26%	29%
Reactive Maintenance	<20%	24%	29%	30%	28%
Critical Asset Availability	>95%	97%	96%	97%	97%
Sewer Operations					
Combined Sewer System (CSS) structures (all outfalls, regulators, tide gates) inspections	100%	100%	100%	100%	100%
* Municipal Separate Stormwater System (MS4) requirement to clean all catch basins in the MS4 Permit Area at least once annually (Jul 01- Jun 30)	14,700	2766	5490	7756	9814
* Inspection of catch basins in the CSO Anacostia tributary area at least twice per year (Jan 1- Dec 31)	11,400	11,434	662	993	1163
* NPDES Permit to Clean and Inspect 85% of 10,700 CSS Area C/B (Jan 1- Dec 31)	9,095	11,253	46	83	110
Miles per month Sewer Cleaning and Inspection to meet 1,400 Miles of Small Diameter (<12 inches) in 10Yr Cycle	>12	4.5	4	20.49	19.38
Sewer Backup (Investigation to Resolution) Within 24 Hours Excluding Line Breaks	>95%	100%	100%	100%	100%
Number of SSO's	Report	7	7	2	4
SSO's to River	Report	1	0	1	0
SSO's per 100 miles of pipe (YTD) (AWWA 2021 Utility Benchmarking Report)	2	.92	1.45	1.61	1.91
SSO's per 100 miles of pipe (Water Body) (YTD)	Information Only	.15	.15	.23	.23
Combined Sewer System Overflows	0	0	1	0	0

* Month-to-Month Cumulative Total for Catch Basin Inspection and Cleaning


operations and Engineering

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

Key Performance Indicators continued

Metric	Target/Service Level	Dec-22	Jan-23	Feb-23	Mar-23
Pumping Operations					
Firm Pumping Capacity Maintained	100%	100%	100%	100%	100%
Reactive Maintenance	<20%	14%	10%	10%	6%
Critical Asset Availability	>95%	98%	98%	98%	98%
Water Operations					
Safe Drinking Water Compliance	100%	100%	100%	100%	100%
Total Fire Hydrants Replaced	>21/Month	1	10	10	18
Hydrant Flow Tests (Non-Winter Months)	>180	190	27	75	146
Fire Hydrant Operational Rate	99%	99.75%	99.98%	99.83%	99.9%
Priority 5 Emergency Water Service work orders completed w/in 24 hrs	>90%	100%	100%	100%	100%
Water Quality Complaint Resolution (within 48 hours)	>90%	93%	95.15%	78.6%	85.37%
Water Main Breaks	<28/Month	77	27	17	25
Water Main Break Rate /100 Miles (National Average is 25)	25	38.56	26.77	25.52	25.52
% of Hydrant Leaks in inventory that are not leaking	>90%	99%	99%	99%	99%
Permit Operations					
Overall On-time completion of Permit Reviews	90%	92%	89%	92%	91%

Explanation of Missed Targets

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

Program. The goal is to remain on the reduction path towards a benchmark that is applicable for Blue Plains.

Total Fire Hydrants Replaced (>20/Month)

The department missed the target due to resources availability and fleet challenges.

Hydrant Flow Tests (Non-Winter Months)

The department missed the target due to resources availability and fleet challenges.

Water Quality Complaint Resolution (within 48 hours)

Although we addressed all customer complaints over the phone/email or by flushing hydrants within the same day, we could only resolve 85.37 percent of the customer complaints fully as hydrant recheck works are pending for the following reasons:

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



DC Water Capital Improvement Program

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



- Conducted successful LFDC chartering workshop (#2) with the engineering, water quality, outreach, procurement, compliance, and government affairs teams.
- Attended the council oversight hearing and the council budget hearing, and expressed the need to restore the American Rescue Plan Act (ARPA) funding and the need for additional District and Federal funding.
- In February 2023, DDOT indicated that they will not issue any more permits until restoration of 40 blocks has occurred. Paving has begun and 17 out of 40 blocks have been restored. DDOT is updated regularly on the restoration schedule and there are ongoing discussions about advancing the review / approval of the submitted permit applications.
- All permits for construction packages 5 and 6, have been submitted to DDOT, and permit submittals for construction package 7 have begun. Out of the 96 permits submitted, DDOT has only approved five permits from construction package 5 (47 total).
- Public Outreach has completed canvassing for construction package 5 & 6 (1480 total premises) and has achieved 40% signed agreements. Outreach for package 7 will start in mid-April.
- Outreach team presented at five Advisory Neighborhood Commission (ANC) meetings and currently has six scheduled for April.
- DC Water has partnered with Department of Employment Services (DOES) to develop the DC Water Community Activators program, an apprenticeship program for up to 25 trainees to work with the LFDC outreach team. DC Water reviewed resumes and conducted interviews with potential candidates. The program will be launched on May 8, 2023, and will provide employee opportunities for 17 trainees.
- The outreach team is continuously improving operations to streamline processes, improved metrics, reduced cycle time to improve customer satisfaction.
- Conducted the LFDC contractor onboarding session was held on March 13, 2023. The session included pre-purchase material suppliers, and eight pre-qualified contractors for the LFDC Master Service Agreement (MSA)*, and contractors for SDWM work.
- Pre-purchase materials contract for LSR work went out to bid, both suppliers were chosen, and final contracts are being revised through legal and expected to be sent to suppliers in April. Design package CP7 is complete.
- Construction package 7 design was completed and will be reviewed by contractors for feedback in April.

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

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

Fiscal Year	LPRAP (Assistance Program)	Voluntary Full	CIP Full	CIP Partial	Emergency Full	Emergency Partial	Total LSRs	FY23 Goal	Total Partial	Partial %	Goal %
FY2023	177	215	444	8	70	2	916	2099	10	1.1%	43%

Internal audit plan FY2023 timeline

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

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

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

***Open Prior Audit Findings**

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

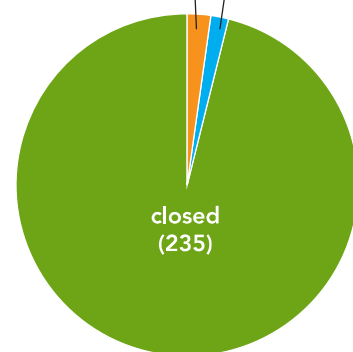
At least one original remediation target date has been extended

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

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

FY16 – FY22 prior audit findings status

pending testing (6) open (4)



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





**Summary of Resolutions and Contracts
297th Meeting of the DC Water Board of Directors
Thursday, May 4, 2023**

Joint-Use Contracts

Resolution No. 23-23 – Approval to Execute Contract No. DCFA-504, Supplemental Agreement No. 1, Non-Process Facilities Program Manager. The purpose of this supplemental agreement is to provide management services for the DC Water non-process facilities program. The amount of Supplemental Agreement No. 1 is \$2,542,271.39. (Recommended by the Environmental Quality and Operations Committee 04-20-23)

Resolution No. 23-24 – Approval to Execute additional funding for Option Year 3 and to Exercise Option Year 4 of Contract No. 19-PR-DWT-14, Belt Press Dewatering Polymer, Polydyne, Inc. The purpose of the additional funding for Option Year 3 and Exercising Option Year No. 4 is to supply and deliver belt press dewatering polymer which conditions biosolids to help remove water in the Final Dewatering Facility at Blue Plains. This amount to be added to Option Year 3 is \$1,168,000 and the amount to Exercise Option Year 4 is \$3,384,000 for a combined total of \$4,552,000.00. (Recommended by the Environmental Quality and Operations Committee 04-20-23)

Resolution No. 23-25 – Approval to Execute Option Year 3 of Contract No. 20-PR-DMS-01, Instrumentation Maintenance and Repair of Electrical Control Equipment, M. C. Dean. The purpose of this contract is to provide annual maintenance, repair, and calibration of instrumentation control equipment supporting the Department of Process Engineering at DC Water’s Blue Plains Facilities. The amount of Option Year 3 is \$350,000.00. (Recommended by the Environmental Quality and Operations Committee 04-20-23)

Resolution No. 23-26 – Approval to Execute Option Years 4 and 5 of Contract No. 18-PR-DET-17, Billing Meter Maintenance and Data Portal, RJN Group Inc. The purpose of this contract is to develop and maintain a web portal for the management of meters and other ancillary equipment data, routine calibration of meters and other ancillary equipment, and operation and maintenance of meters and ancillary equipment. The amount of Option Years 4 and 5 is \$1,900,000.00. (Recommended by the Environmental Quality and Operations Committee 04-20-23)

Non-Joint Use Contracts

Resolution No. 23-27 – Approval to Execute Contract No. 150070, Piney Branch Sewer Rehabilitation, Phase 1, Spiniello Companies. The purpose of this contract is to facilitate prolonging the life of certain sections of the sewer/structures. The work involved in this project will be largely performed by using trenchless methods. The contract amount is \$15,573,300.00. (Recommended by the Environmental Quality and Operations Committee 04-20-23)

Resolution No. 23-28 – Approval to Execute additional funding for Option Year 5 and to Exercise Option Year 6 of Contract No. 16-PR-CFO-48A, Investment Advisory Services, PFM Asset Management LLC (PRM-AM). The purpose of this contract is to provide investment advisory services to include account management, investment strategy and broker management through June 19, 2024. The amount being added to Option Year 5 is \$200,000 and the amount to Exercise Option Year 6 is \$372,000 for a combined total of \$572,000.00. (Recommended by the Finance and Budget Committee 04-27-23)

Presented and Approved: May 4, 2023

**SUBJECT: Approval to Execute Supplemental Agreement No. 1 of
Contract No. DCFA-504, Non-Process Facilities Program
Manager, McKissack & McKissack of Washington, DC, Inc.**

**#23-23
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
D.C. WATER AND SEWER AUTHORITY**

The Board of Directors (“Board”) of the District of Columbia Water and Sewer Authority (“the Authority”) at its meeting on May 4, 2023 upon consideration of a joint use matter, decided by a vote of ___ () In favor and ___ () opposed to approve Supplemental Agreement No. 1 of Contract No. DCFA-504, McKissack & McKissack of Washington, DC, Inc.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute Supplemental Agreement No. 1 of Contract No. DCFA-504, Non-Process Facilities Program Manager, McKissack & McKissack of Washington, DC, Inc. The purpose of this supplemental agreement is to provide management services for the DC Water non-process facilities program. The amount of Supplemental Agreement No. 1 is \$2,542,271.39.

This Resolution is effective immediately.

Secretary to the Board of Directors

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

ACTION REQUESTED

ENGINEERING SERVICES SUPPLEMENTAL AGREEMENT:

**Non-Process Facilities Program Manager
(Joint Use)**

Approval to execute Supplemental Agreement No. 01 for \$2,542,271.39. The modification exceeds the Chief Executive Officer's approval authority.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	PARTICIPATION:
McKissack & McKissack of Washington, Inc. 901 K Street, NW, Suite Info: 6 th Floor Washington, DC 20001	Setty & Associates International, PLLC Washington, DC DBE	2.8%
WBE	SZ PM Consultants, Inc. Oakton, VA DBE	1.9%
	Forella Group Chantilly, VA DBE	0.6%
	Quinn Evans Washington, DC WBE	8.6%
	Mott MacDonald Arlington, VA N/A	20.1%

DESCRIPTION AND PURPOSE

Original Contract Value:	\$3,000,000.00
Value of this Supplemental Agreement:	\$2,542,271.39
Cumulative SA Value, including this SA:	\$2,542,271.39
Current Contract Value, Including this SA:	\$5,542,271.39
Original Contract Time:	1,825 Days (5 Years, 0 Months)
Time extension, this SA:	0 Days
Total SA contract time extension:	0 Days (0 Years, 0 Months)
Contract Start Date:	06-08-2021
Contract Completion Date:	06-07-2026

Purpose of the Contract:

To provide program management service for the DC Water non-process facilities program.

Original Contract Scope:

- Provide professional engineering and related services under the proposed agreement pertaining to the execution of the non-process facilities CIP. Services will include:
 - Preparing and updating master plans, facility plans, space/facilities management and associated tools, commissioning, and startup assistance, coordinating with designers, managing design-build projects, and coordinating with construction managers.
 - The program will also provide assistance to the Facilities Management Department in matters requiring program management, engineering or technical expertise pertaining to existing, newly constructed, or proposed non-process facilities with an emphasis on innovation, reliability and cost savings solutions.

Previous Supplemental Agreement Scope:

- Not Applicable.

Current Supplemental Agreement Scope:

- Provide program management services as outlined in the original agreement for additional non-process facilities program projects not included in original agreement scope. These projects have been transferred from DETS management to Facilities non-process facilities program management.

- Provide Architectural and Engineering Services needed in concept design services for the Bryant Street Pump Station Building Improvements.
- Provide Architectural, and Engineering Services needed to evaluate the existing Main Pump Station Building project and develop concept design procurement materials for the Project.

Future Supplemental Agreement Scope:

- A future Supplemental Agreement will be required for the Main & O Seawall to certify the existing condition by certified professional engineer. Anticipated value approximately \$1,900,000.

PROCUREMENT INFORMATION

Contract Type:	Cost Plus Fixed Fee	Award Based On:	Best Value
Commodity:	Engineering Design Services	Contract Number:	DCFA-504
Contractor Market:	Open Market		

BUDGET INFORMATION

Funding:	Capital	Department:	Facilities Management
Service Area:	Non-Process Facilities, Sanitary Sewer, Water	Department Head:	Brent Christ
Project:	HE, HJ, JB, PS, PT, SD		

ESTIMATED USER SHARE INFORMATION

Capital 100% DC User Share (CAPM) Allocation

User	Share %	Dollar Amount
District of Columbia	100.00%	\$2,111,620.30
Total Estimated Dollar Amount	100.00%	\$2,111,620.30

Multi-Jurisdiction User Facility 21 (MJ21) Allocation

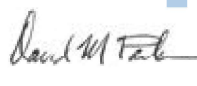
User	Share %	Dollar Amount
District of Columbia	89.70%	\$ 297,142.94
Washington Suburban Sanitary Commission	10.30%	\$ 34,120.09
Total Estimated Dollar Amount	100.00%	\$ 331,263.03

DC Water Renovations (RENO) Allocation

User	Share %	Dollar Amount
District of Columbia	68.35%	\$ 67,931.74
Washington Suburban Sanitary Commission	24.75%	\$ 24,598.54
Fairfax County	4.53%	\$ 4,502.28
Loudoun County & Potomac Interceptor	2.37%	\$ 2,355.50
Total Estimated Dollar Amount	100.00%	\$ 99,388.06

Total Combined Allocation

User	Share %	Dollar Amount
District of Columbia	97.42%	\$2,476,694.98
Washington Suburban Sanitary Commission	2.31%	\$ 58,718.64
Fairfax County	0.18%	\$ 4,502.28
Loudoun County & Potomac Interceptor	0.09%	\$ 2,355.50
Total Estimated Dollar Amount	100.00%	\$2,542,271.39

 Digitally signed by David Parker
 DN:
 E=David.Parker@dcwater.com,
 CN=David Parker,
 OU=Engineering, OU=WASA
 Users, DC=dcwasa, DC=com
 Date: 2023.04.10 13:03:45-04'00'

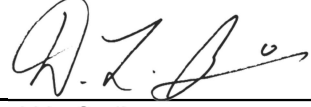
 David Parker Date
 VP of Engineering

 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: 2023.04.11 08:47:44-04'00'

 Dan Bae Date
 VP of Procurement

Matthew T. Brown Digitally signed by Matthew T. Brown
 Date: 2023.04.13 11:11:36 -04'00'

 Matthew T. Brown Date
 CFO and EVP
 Finance and Procurement

 5/1/2023

 David L. Gadis Date
 CEO and General Manager

Presented and Approved: May 4, 2023

SUBJECT: Approval to Add Funding to Option Year 3 and Exercise Option Year 4 of Contract No. 19-PR-DWT-14, Belt Press Dewatering Polymer, Polydyne, Inc.

**#23-24
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
D.C. WATER AND SEWER AUTHORITY**

The Board of Directors (“Board”) of the District of Columbia Water and Sewer Authority (“the Authority”) at its meeting on May 4, 2023 upon consideration of a joint use matter, decided by a vote of ___ () In favor and ___ () opposed to approve additional funding for Option Year 3 and Exercising Option No. 4 of Contract No. 19-PR-DWT-14, Polydyne, Inc.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute additional funding for Option Year 3 and to Exercise Option Year 4 of Contract No. 19-PR-DWT-14, Polydyne, Inc. The purpose of the additional funding for Option Year 3 and Exercising Option Year No. 4 is to supply and deliver belt press dewatering polymer which conditions biosolids to help remove water in the Final Dewatering Facility at Blue Plains. This amount to be added to Option Year 3 is \$1,168,000 and the amount to Exercise Option Year 4 is \$3,384,000 for a combined total of \$4,552,000.00.

This Resolution is effective immediately.

Secretary to the Board of Directors

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

ACTION REQUESTED

GOODS AND SERVICES CONTRACT OPTION YEAR

**BELT PRESS DEWATERING POLYMER
(Joint Use)**

This contract action is to add \$1,168,000.00 in funds to option year 3, and exercise option year 4 in the amount of \$3,384,000.00. For a combined total of \$4,552,000.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: Polydyne, Inc. One Chemical Plant Road Riceboro, GA 31323	SUBS: N/A	PARTICIPATION: N/A
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DESCRIPTION AND PURPOSE

Base Year Contract Value:	\$1,781,700.00
Base Year Contract Dates:	05-01-2019 – 04-30-2020
Option Year 1 – Option Year 3 Value:	\$6,734,000.00
Option Year 1 – Option Year 3 Date:	05-01-2020 – 06-30-2023
Prior Modifications Value:	\$1,455,000.00
Prior Modifications Date:	01-18-2020 – 06-30-2022
Option Year 3 Add Funds Value:	\$1,168,000.00
Option Year 3 Add Funds Date:	05-01-2023 – 06-30-2023
Option Year 4 Value:	\$3,384,000.00
Option Year 4 Date:	07-01-2023 – 06-30-2024

Purpose of the Contract:

This contract is to supply and deliver belt press dewatering polymer. This polymer conditions biosolids to help remove water in the Final Dewatering Facility at Blue Plains.

Contract Scope:

In the belt press dewatering operations, the polymer is used to help remove water from biosolids after the digestion process. Dewatering biosolids improves the quality of this important co-product (biosolids) by removing water to concentrate the solids and reduce its volume, which also reduces the cost to transport biosolids to application sites.

Recent price increases contributed to depleting approved funding earlier than anticipated.

Polydyne is the only municipal wastewater polymer manufacturer in U.S. capable of meeting DC Water’s needs. Procurement will conduct market research and issue a new solicitation when appropriate.

Spending Previous Year:

Cumulative Contract Value:	05-01-2019 to 06-30-2023: \$9,970,700.00
Cumulative Contract Spending:	05-01-2019 to 03-13-2023: \$9,786,686.00

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 LBE/LSBE Participation

PROCUREMENT INFORMATION

Contract Type:	Good and Services	Award Based On:	Best Value
Commodity:	Dewatering Polymer	Contract Number:	19-PR-DWT-14
Contractor Market:	Open Market with Preference Points for LBE and LSBE Participation		


BUDGET INFORMATION

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

ESTIMATED USER SHARE INFORMATION

User - Operating	Share %	Dollar Amount
District of Columbia	42.74%	\$1,945,524.80
Washington Suburban Sanitary Commission	42.85%	\$1,950,532.00
Fairfax County	9.16%	\$416,963.20
Loudoun Water	4.53%	\$206,205.60
Other (PI)	0.72%	\$32,774.40
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$4,552,000.00

 / 3/29/23
 Aklile Tesfaye Date
 VP of Wastewater Operations


 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: 2023.03.29 15:47:15-04'00'
 Dan Bae Date
 VP of Procurement

 / 3/31/23
 Matthew T. Brown Date
 CFO and EVP of Finance and Procurement

 / 5/1/2023
 David L. Gadis Date
 CEO and General Manager

Presented and Approved: May 4, 2023

**SUBJECT: Approval to Exercise Option Year 3 of Contract No.
20-PR-DMS-01, Instrumentation Maintenance and Repair of
Electrical Control Equipment, M. C. Dean**

**#23-25
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
D.C. WATER AND SEWER AUTHORITY**

The Board of Directors (“Board”) of the District of Columbia Water and Sewer Authority (“the Authority”) at its meeting on May 4, 2023 upon consideration of a joint use matter, decided by a vote of ___ () In favor and ___ () opposed to approve the execution of Option Year 3 of Contract No. 20-PR-DMS-01, M. C. Dean.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute Option Year 3 of Contract No. 20-PR-DMS-01, M. C. Dean. The purpose of this contract is to provide annual maintenance, repair, and calibration of instrumentation control equipment supporting the Department of Process Engineering at DC Water’s Blue Plains Facilities. The amount of Option Year 3 is \$350,000.00.

This Resolution is effective immediately.

Secretary to the Board of Directors

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

ACTION REQUESTED

GOODS AND SERVICES CONTRACT OPTION YEAR

**INSTRUMENTATION MAINTENANCE AND REPAIR OF ELECTRICAL CONTROL EQUIPMENT
(JOINT USE)**

Approval to exercise Option Year 3 for Instrumentation Maintenance and Repair of Electrical Control Equipment in the amount of \$350,000.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: M.C. Dean 1765 Greensboro Station Place Tysons, VA 22102	SUBS: N/A	PARTICIPATION: N/A
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DESCRIPTION AND PURPOSE

Base Award Contract Value:	\$450,000.00
Base Award Contract Dates:	06-01-2020 - 05-31-2021
Number of Option Years:	3
Value of Previous Modifications:	\$540,000.00
Period of Previous Modifications:	06-01-2021 – 05-31-2023
Contract Modification Value:	\$350,000.00
Contract Modification Dates	06-01-2023 – 05-31-2024

Purpose of the Contract:

This contract is for annual maintenance, repair and calibration of instrumentation control equipment supporting the Department of Process Engineering at DC Water’s Blue Plains facilities.

Contract Scope:

The Contractor shall provide services to perform Instrumentation Maintenance and Repair of Electrical Control Equipment throughout DC Water’s Blue Plains facilities.

The Contractor will provide supervision, labor, transportation, replacement parts, modifications, calibrations, installation and maintenance of instrumentation, valve actuators, control systems, Programmable Logic Controllers (PLC), Human Machine Interfaces (HMI) and other related equipment at various DC Water facilities.

Spending Previous Year:

Cumulative Contract Value:	06/01/20 - 05/31/23: \$990,000.00
Cumulative Contract Spending:	06/01/20 - 03/04/23: \$936,976.00

Contractor’s Past Performance:

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

PROCUREMENT INFORMATION

Contract Type:	Good and Services	Award Based On:	Best Value
Commodity:	Maintenance and Repairs	Contract Number:	20-PR-DMS-01
Contractor Market:	Open market with best value		

BUDGET INFORMATION

Funding:	Operating	Department:	Process Engineering
Project Area:	Blue Plains	Department Head:	Nicholas Passarelli

ESTIMATED USER SHARE INFORMATION

User - Operating	Share %	Dollar Amount
District of Columbia	42.74%	\$ 149,590.00
Washington Suburban Sanitary Commission	42.85%	\$ 149,975.00
Fairfax County	9.16%	\$ 32,060.00
Loudoun Water	4.53%	\$ 15,855.00
Other (PI)	0.72%	\$ 2,520.00
TOTAL ESTIMATED DOLLAR AMOUNT	100%	\$ 350,000.00

Aklile Tesfaye _____, 03/31/23
 Aklile Tesfaye Date
 VP of Wastewater Operations

[Signature] _____
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: 2023.04.03 08:51:47 -04'00'
 Dan Bae Date
 VP of Procurement

Matthew T. *[Signature]* _____
Digitally signed by Matthew T. Brown
 Date: 2023.04.12 16:07:12 -04'00'
 Matthew T. Brown Date
 CFO and EVP of Finance and Procurement

[Signature] _____, 5/1/2023
 David L. Gadis Date
 CEO and General Manager

Presented and Approved: May 4, 2023

SUBJECT: Approval to Exercise Option Years 4 and 5 of Contract No. 18-PR-DET-17, Billing Meter Maintenance and Data Portal, RJN Group Inc.

**#23-26
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
D.C. WATER AND SEWER AUTHORITY**

The Board of Directors (“Board”) of the District of Columbia Water and Sewer Authority (“the Authority”) at its meeting on May 4, 2023 upon consideration of a joint use matter, decided by a vote of ____ () In favor and ____ () opposed to approve the execution of Option Years 4 and 5 of Contract No. 18-PR-DET-17, RJN Group Inc.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute Option Years 4 and 5 of Contract No. 18-PR-DET-17, RJN Group Inc. The purpose of this contract is to develop and maintain a web portal for the management of meters and other ancillary equipment data, routine calibration of meters and other ancillary equipment, and operation and maintenance of meters and ancillary equipment. The amount of Option Years 4 and 5 is \$1,900,000.00.

This Resolution is effective immediately.

Secretary to the Board of Directors

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

ACTION REQUESTED

**GOODS AND SERVICES CONTRACT OPTION YEAR
BILLING METER MAINTENANCE AND DATA PORTAL
(Joint Use)**

Approval to exercise Option Years 4 and Option Year 5 for Billing Meter Maintenance and Data Portal in the amount of \$1,900,000.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: RJN Group Inc. 1589 Sulphur Spring Rd Suite 102 Baltimore, MD 21227	SUBS: N/A	PARTICIPATION: None
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DESCRIPTION AND PURPOSE

Base Year Contract Value:	\$875,000.00
Base Year Contract Date:	07-01-2019 – 06-30-2020
Option Year 1 to Option Year 3 Value:	\$0.00
Option Year 1 to Option Year 3 Date:	07-01-2020 – 06-30-2023
Option Year 4 Value:	\$950,000.00
Option Year 4 Dates:	07-01-2023 – 06-30-2024
Option Year 5 Value:	\$950,000.00
Option Year 5 Dates:	07-01-2024 – 06-30-2025

Purpose of the Contract:

The purpose of this contract is to develop and maintain a web portal for the management of meter and other ancillary equipment data, routine calibration of meters and other ancillary equipment, and operation and maintenance of meters and other ancillary equipment.

Contract Scope:

Under this contract, the contractor will calibrate, operate, maintain, collect and report data from flow meters and rain gauges in various portions of DC Water’s Wastewater Collection System. On an as-required basis when authorized, the contractor will also acquire and install new metering equipment.

Other utilities in the User Jurisdiction expected to ride this contract include WSSC, Fairfax Water and Loudon County.

Spending Previous year:

Cumulative Contract Value:	07-01-2019 to 06-30-2023: \$875,000.00
Cumulative Contract Spending:	07-01-2019 to 11-30-2022: \$474,661.00

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 LBE/LSBE participation

PROCUREMENT INFORMATION

Contract Type:	Goods and Services	Award Based On:	Highest Rated Offeror
Commodity:	Billing Meters	Contract Number:	18-PR-DET-17
Contractor Market:	Open Market with Best Value		

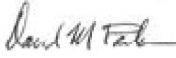
BUDGET INFORMATION

Funding:	Capital Project	Department:	ETS - Planning
Service Area:	Sewer Services	Department Head:	William Elledge
Project:	GZ		

ESTIMATED USER SHARE INFORMATION


Multi-Jurisdiction Use Facility 56 (MJ 56) Allocation

User	Share %	Dollar Amount
District of Columbia	84.40%	\$1,603,600.00
Washington Suburban Sanitary Commission	11.01%	\$209,190.00
Fairfax County	3.76%	\$71,440.00
Loudoun County	0.69%	\$13,110.00
Other PI Users	0.14%	\$2,660.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$1,900,000.00



Digitally signed by David Parker
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 E=David.Parker@dcwater.com,
 CN=David Parker,
 OU=Engineering, OU=WASA
 Users, DC=dcwasa, DC=com
 Date: 2023.04.04 14:38:29-04'00'

David Parker Date
 VP of Engineering and Technical Services




Digitally signed by Dan Bae
 DN: C=US,
 E=den.bae@dcwater.com, O=District
 of Columbia Water and Sewer
 Authority, OU=VP of Procurement &
 Compliance, CN=Dan Bae
 Date: 2023.04.05 07:46:59-04'00'

Dan Bae Date
 VP of Procurement

Matthew T. Brown
 Digitally signed by
 Matthew T. Brown
 Date: 2023.04.06
 15:27:55 -04'00'

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



5/1/2023
 Date
 David L. Gadis
 CEO and General Manager

Presented and Approved: May 4, 2023

**SUBJECT: Approval to Execute Contract No. 150070, Piney Branch
Sewer Rehabilitation Phase 1, Spiniello Companies**

**#23-27
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
D.C. WATER AND SEWER AUTHORITY**

The Board of Directors (“Board”) of the District of Columbia Water and Sewer Authority (“the Authority”) at its meeting on May 4, 2023 upon consideration of a non-joint use matter, decided by a vote of ___ () In favor and ___ () opposed to approve the execution Contract No. 150070, Spiniello Companies.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute Contract No.150070, Piney Branch Sewer Rehabilitation, Phase 1, Spiniello Companies. The purpose of this contract is to facilitate prolonging the life of certain sections of the sewer/structures. The work involved in this project will be largely performed by using trenchless methods. The contract amount is \$\$15,573,300.00.

This Resolution is effective immediately.

Secretary to the Board of Directors

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

ACTION REQUESTED

CONSTRUCTION CONTRACT:

**Piney Branch Sewer Rehabilitation, Phase 1
Non-Joint Use**

Approval to execute a construction contract for \$15,573,300.00

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	PARTICIPATION:
Spiniello Companies 354 Eisenhower Parkway Livingston, NJ 07039	Shekinah Group, LLC New Brunswick, NJ DBE	11.6%
	Traffic Services & Control, LLC Oxon Hill, MD DBE	5.5%
<u>Headquarters</u> Livingston, NJ 07039	Manuel Luis Construction Co., Inc. Curtis Bay, MD DBE	4.4%
	Arthur Engineering Services, LLC Laurel, MD DBE	3.9%
	S & J Service Inc Hyattsville, MD DBE	0.9%
	RAM Construction, Inc. Olney, MD WBE	5.2%
	Sunrise Safety Services Glen Burnie, MD WBE	0.8%

DESCRIPTION AND PURPOSE

Contract Value, Not-To-Exceed:	\$15,573,300.00
Contract Time:	1,177 Days (3 Years, 3 Months)
Anticipated Contract Start Date (NTP):	07-16-2023
Anticipated Contract Completion Date:	10-05-2026
Bid Opening Date:	03-09-2023
Bids Received:	3
Other Bids Received	
Inliner Solutions, LLC	\$ 16,765,305.00
SAK Construction, LLC	\$ 25,997,455.00

Evaluation Bid Amount: \$15,573,300.00

Purpose of the Contract:

In the rehabilitation of certain sections of the Piney Branch Sewer, this project will help prolong the life of the sewer/structures. The work involved in this project will largely be performed by using trenchless methods.

Contract Scope:

- Structural rehabilitation using Geopolymer Lining System (GLS) on approximately thirteen thousand eight hundred (13,800) linear feet of combined sewer pipes of various sizes and shapes with associated internal point rehab and lateral/pipe reinstatements.
- Pipe rehabilitation using open cut method (excavation) at two (2) different locations.
- Pipe rehabilitation using internal rehabilitation method at two (2) different locations.
- Structural rehabilitation using Geopolymer Lining System (GLS) on five (5) junction chambers.

- Rehabilitation of seventy (70) existing manholes with various rehabilitation methods, including Geopolymer Lining System, step replacement, grade ring replacement, and frame and cover replacement.
- Construction of three (3) new manholes with GLS.
- Abandonment of approximately four hundred (400) linear feet of 36- inch to 51-inch diameter pipelines and one (1) junction chamber at Sherman Circle, NW within NPS property.
- Sewer bypass pumping, dewatering, erosion and sediment control, traffic control, and restoration of project site.

Federal Grant Status:

- Construction Contract is eligible for Federal grant funding assistance.

PROCUREMENT INFORMATION

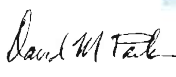
Contract Type:	Fixed Price	Award Based On:	Lowest responsive, responsible bidder
Commodity:	Construction	Contract Number:	150070
Contractor Market:	Open Market		

BUDGET INFORMATION

Funding:	Capital	Department:	Engineering and Technical Services
Service Area:	Sewer	Department Head:	William Elledge
Project:	FW01		

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	80.74%	\$ 12,573,300.00
Federal Funds	19.26%	\$ 3,000,000.00
Washington Suburban Sanitary Commission	0.00%	\$
Fairfax County	0.00%	\$
Loudoun County & Potomac Interceptor	0.00%	\$
Total Estimated Dollar Amount	100.00%	\$ 15,573,300.00


 Digitally signed by David Parker
 DN: E=David.Parker@dowater.com,
 CN=David Parker, OU=Engineering,
 OU=WASA Users, DC=dcwasa,
 DC=com
 Date: 2023.04.10 13:02:56-04'00'

 David Parker Date
 VP of Engineering

Matthew T. Brown
 Digitally signed by Matthew T. Brown
 Date: 2023.04.11 18:33:47-04'00'

 Matthew T. Brown Date
 CFO and EVP
 Finance and Procurement


 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: 2023.04.11 09:47:24-04'00'

 Dan Bae Date
 VP of Procurement

David Gadis
 Digitally signed by David Gadis
 Date: 2023.05.01 09:42:50-04'00'

 David L. Gadis Date
 CEO and General Manager

Presented and Approved: May 4, 2023

SUBJECT: Approval to Add Funding to Option Year 5 and Exercise Option Year 6 of Contract No. 16-PR-CFO-48A, Investment Advisory Services, PFM Asset Management LLC (PRM-AM)

**#23-28
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
D.C. WATER AND SEWER AUTHORITY**

The Board of Directors (“Board”) of the District of Columbia Water and Sewer Authority (“the Authority”) at its meeting on May 4, 2023 upon consideration of a non-joint use matter, decided by a vote of ___ () In favor and ___ () opposed to approve additional funding for Option Year 5 and Exercising Option No. 6 of Contract No. 16-PR-CFO-48A, PFM Asset Management LLC (PRM-AM).

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute additional funding for Option Year 5 and to Exercise Option Year 6 of Contract No. 16-PR-CFO-48A, PFM Asset Management LLC (PRM-AM). The purpose of this contract is to provide investment advisory services to include account management, investment strategy and broker management through June 19, 2024. The amount to be added to Option Year 5 is \$200,000 and the amount to Exercise Option Year 6 is \$372,000 for a combined total of \$572,000.00.

This Resolution is effective immediately.

Secretary to the Board of Directors

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

ACTION REQUESTED

GOODS AND SERVICES CONTRACT AWARD

**Investment Advisory Services
(Non-Joint Use)**

Approval to add funding to Option Year 5 (OY5) and exercise and fund Option Year 6 (OY6), to provide Investment Advisory Services in the amount of \$572,000.00 through June 19, 2024, to conduct a new solicitation.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: PFM Asset Management LLC (PFM-AM) 213 Market Street Harrisburg, PA 17101	SUBS: N/A	PARTICIPATION: N/A
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DESCRIPTION AND PURPOSE

Original Contract Value:	\$247,555.00
Original Contract Dates:	12-20-2016 - 12-19-2017
Number of Option Years in Contract:	6
Prior Modification Option Years 1- 5 Value:	\$742,665.00
Prior Modification Option Year 1- 5 Dates:	12-20-2017 – 06-19-2023
Option Year 5 Add Funding Value:	\$200,000.00
Option Year 5 Dates:	12-20-2022 – 06-19-2023
Exercise Option Year 6:	\$372,000.00
Option Year 6 Dates:	06-20-2023 – 06-19-2024

Purpose of the Contract:

The purpose of this contract is to provide investment advisory services.

Contract Scope:

DC Water’s Office of the CFO has an ongoing need for investment advisory services which includes account management, investment strategy and broker management.

Spending Previous Year:

Cumulative Contract Value:	12-20-2016 – 06-19-2023: \$990,220.00
Cumulative Contract Spending:	12-20-2016 – 01-19-2023: \$881,341.20

Contractor’s Past Performance:

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

No LSBE Participation

PROCUREMENT INFORMATION


Contract Type:	Good and Services	Award Based On:	Highest Ranked Offeror
Commodity:	Investment Advisory Services	Contract Number:	16-PR-CFO-48A
Contractor Market:	Open Market with no LSBE Participation		

BUDGET INFORMATION

Funding:	Operating	Department:	Finance
Project Area:	DC Water Wide	Department Head:	Ivan Boykin

ESTIMATED USER SHARE INFORMATION

User – Operating	Share %	Dollar Amount
District of Columbia	100%	\$572,000.00
Washington Suburban Sanitary Commission	0%	\$0.00
Fairfax County	0%	\$0.00
Loudoun Water	0%	\$0.00
Other (PI)	0%	\$0.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$572,000.00

 Digitally signed by Ivan A. Boykin
 DN: cn=Ivan A. Boykin, o=DC Water and Sewer Authority, ou=Finance and Procurement,
 email=ivan.boykin@dcwater.com, c=US
 Date: 2023.04.14 15:35:18 -04'00'

 Ivan A. Boykin Date
 Director, Finance

 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: 2023.04.14 16:37:22-04'00'

 Dan Bae Date
 VP of Procurement

Matthew T. Brown Digitally signed by Matthew T. Brown
 Date: 2023.04.17 09:55:24 -04'00'

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

 , 5/1/2023

 David L. Gadis Date
 CEO and General Manager