

Presented and Adopted: February 6, 2020

SUBJECT: Approval to Publish Notice of Proposed Rulemaking to Amend DC Water's Personnel Regulations to Add Paid Parental Leave to the Types of Un-Accrued Leave

**#20-06
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY**

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority ("DC Water") at the Board meeting held on February 6, 2020 upon consideration of a joint-use matter, decided by a vote of ten (10) in favor and none (0) opposed, to take the following action regarding the Approval to Publish Notice of Proposed Rulemaking to Amend DC Water's Personnel Regulations to add Paid Parental Leave to the Types of Un-Accrued Leave.

WHEREAS, pursuant to D.C. Official Code § 34-2202.05(a)(4), the Board has the duty to develop and establish a personnel system and publish rules and regulations setting forth minimum standards for all employees, including leave benefits.

WHEREAS, pursuant to D.C. Law 20-0155, effective October 1, 2014, the Council for the District of Columbia enacted a new Government Family Leave Program providing eligible District government employees up to 8 weeks of paid leave within a 12 month period for the: 1) birth of a child of the employee, 2) legal placement of a child with the employee, 3) placement with the employee of a child the employee assumed and discharges parental responsibilities, or 4) care of a family member of the employee who has a serious health condition; and

WHEREAS, pursuant to D.C. Law 21-264, effective April 7, 2017, the Council for the District of Columbia enacted the Universal Paid Leave Amendment Act of 2016, which requires applicable District employers to contribute 0.62% of the wages of each of its covered employees to the Universal Paid Leave Implementation Fund that will provide eligible covered employees up to: 1) 8 weeks of paid parental leave; 2) 6 weeks of paid family leave; or 3) 2 weeks of paid medical leave up to the maximum weekly benefit of \$1,000; and

WHEREAS, the General Counsel has advised the General Manager that DC Water and its employees are not subject to the requirements or benefits of the District's Government Family Leave Program or the Universal Paid Leave Amendment Act of 2016; and

WHEREAS, on January 8, 2020, the Human Resources and Labor Relations (HR&LR) Committee met and considered the General Manager's proposed Paid Parental Leave

Program and amendment to the personnel regulations to add and recommended it to the Board for approval; and

WHEREAS, on January 8, 2020, the General Manager presented to the HR&LR Committee its proposed Paid Parental Leave Program that will provide eligible DC Water employees up to eight (8) weeks of paid parental leave, at an employee's current salary, for the: 1) birth of a child of the employee; 2) placement of a child with the employee for adoption or foster care; or 3) placement of a child with the employee that the employee permanently assumes and discharges parental responsibility; and

WHEREAS, the General Manager noted DC Water's Personnel Regulations, 21 DCMR § 5204.4, will need to be amended to add Paid Parental Leave to the types of un-accrued leave before this new benefit can be provided to DC Water employees; and

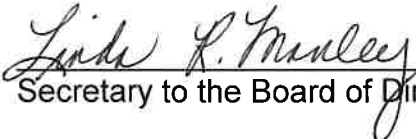
WHEREAS, on January 8, 2020, the HR&LR Committee, after discussion and consideration, recommended to the Board the proposed Paid Parental Leave Program and amendment to DC Water's Personnel regulations to add the Paid Parental Leave to the types of un-accrued leave DC Water may grant to its employees; and

WHEREAS, the Board determined amending 21 DCMR § 5204.4 will need to be promulgated to add Paid Parental Leave to the types of un-accrued leave so that DC Water may grant Paid Parental Leave to its employees.

NOW THEREFORE BE IT RESOLVED:

1. The Board directs the General Manager to publish a notice of Proposed Rulemaking in the District of Columbia Register to receive public comments on the proposed amendment of DC Water's Personnel Regulations to add Paid Parental Leave to the types of un-accrued leave as provided in Attachment A.
2. The General Manager is authorized to take all steps necessary in his judgment and as otherwise required, to initiate the public comment process in accordance with the District of Columbia's Administrative Procedures.

This resolution is effective immediately.


Secretary to the Board of Directors

Attachment A

Amend Types of Un-Accrued Leave to Include Paid Parental Leave

Chapter 52, D.C. WATER AND SEWER AUTHORITY PERSONNEL REGULATIONS, of Title 21 DCMR, WATER AND SANITATION, is amended as follows:

Section 5204, LEAVES, HOLIDAYS AND OTHER ABSENCES, Subsection 5204.4 is amended to read as follows:

5204.4 The Authority recognizes the following types of un-accrued leave that may be granted to eligible employees in qualifying circumstances:

- (a) Leave of Absence Without Pay.
- (b) Federal and District of Columbia Family and Medical Leave.
- (c) Jury Duty Leave of Absence.
- (d) Military Leave of Absence.
- (e) Administrative Leave.
- (f) Bereavement Leave.
- (g) Paid Parental Leave.
- (h) Leave approved by the Board of Directors.

Presented and Adopted: February 6, 2020
SUBJECT: Approval of Appointment of the Officers of the Board

#20-07
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY

The Board of Directors (“Board”) of the District of Columbia Water and Sewer Authority (“the Authority” or “DC Water”) at the Board meeting held on February 6, 2020 upon consideration of a joint use matter, decided by a vote of ten (10) in favor and none (0) opposed, to take the following action to appoint the Officers of the Board.

WHEREAS, on September 5, 2019, the Board through Resolution #19-47, adopted amendments to the Board of Directors By-Laws, revising the positions of the Officers of the Board to include: Chairperson, First Vice-Chairperson, Second Vice-Chairperson, and Vice Chairpersons for each of the participating jurisdictions of Fairfax County, VA, Montgomery and Prince George’s Counties; and

WHEREAS, pursuant to Section 4.02(c) of the By-Laws, the Alternate Vice-Chairperson for each jurisdiction shall fulfil the duties of their Vice-Chairperson if the Vice-Chairperson is absent or unavailable; and

WHEREAS, pursuant to Section 4.03 of the By-Laws, except for the Chairperson, the Officers of the Board shall serve a one (1) year term commencing upon approval of the Board and terminating on December 31st of each calendar year or until a successor assumed office, unless the Officer resigns or is removed; and

WHEREAS, the Chairperson is selected by the Mayor in the manner required by the Authority’s enabling legislation at D.C. Official Code § 34-2202.04; and

WHEREAS, pursuant to sections 4.01(b) and (c) of the By-Laws, the Executive Committee shall nominate the First Vice-Chairperson and Second Vice-Chairperson and the Board members of their respective jurisdictions shall nominate the Vice-Chairperson and Alternate for their jurisdiction; and

WHEREAS, on January 14, 2020, the Executive Committee met and after consideration and discussion nominated Krystal Brumfield for First Vice-Chairperson and Fariba Kassiri for Second Vice-Chairperson; and

WHEREAS, the Board members of Fairfax County, VA nominated Randy Bartlett for Vice-Chairperson and Sarah Motsch as the Alternate Vice-Chairperson for Fairfax County; and

WHEREAS, the Board members of Prince George's County nominated Major Riddick, Jr., who is automatically appointed Vice-Chairperson for Prince Georges County as Chief Administrative Officer for Prince George's County, and Floyd Holt as the Alternate Vice-Chairperson for Prince George's County; and

WHEREAS, the Board members of Montgomery County nominated Fariba Kassiri as the Vice Chairperson and Adam Ortiz as the Alternate Vice-Chairperson for Montgomery County; and

WHEREAS, after consideration of the nominations offered by the Executive Committee and the Board members of the respective participating jurisdictions, the Board approves the appointments of the Officers of the Board.

NOW THEREFORE BE IT RESOLVED THAT:

1. The Board approves the nominees offered by the Executive Committee and the Board members of the participating jurisdictions as follows:

First Vice-Chairperson:	Krystal Brumfield
Second Vice-Chairperson	Fariba Kassiri
Vice-Chairperson Prince George's County	Major Riddick, Jr.
Alternate Vice-Chairperson Prince George's County	Floyd Holt
Vice-Chairperson Montgomery County	Fariba Kassiri
Alternate Vice-Chairperson Montgomery County	Adam Ortiz
Vice-Chairperson Fairfax County	Randy Bartlett
Alternate Vice-Chairperson Fairfax County	Sarah Motsch

This resolution is effective immediately.


Secretary to the Board of Directors

Presented and Approved: February 6, 2020

SUBJECT: Approval to Extend Option Year 1-3 of Contract No. 19-PR-DIT-10, Vertex Data Utility Services

**#20-08
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 February 6, 2020 upon consideration of a non-joint use matter, decided by a vote of six (6) in favor and none (0) opposed to approve Option Year 1-3 of Contract No. 19-PR-DIT-10, Vertex Data Utility Services.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute Option Year 1-3 of Contract No. 19-PR-DIT, Vertex Data Utility Services. The purpose of the option is to align the Professional Services Agreement with the Vertex One Master Services Agreement term. Option Years 2 and 3 are contingent upon budget approval by the Board. The option amount is \$1,955,000.

This Resolution is effective immediately.


Secretary to the Board of Directors

Presented and Approved: February 6, 2020
SUBJECT: Approval to Execute Contract No. 160021, Ft. Myer Construction Corp.

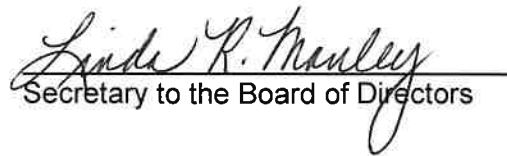
#20-09
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
D.C. WATER AND SEWER AUTHORITY

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority ("the Authority") at its meeting on February 6, 2020 upon consideration of a non-joint use matter, decided by a vote of six (6) in favor and none (0) opposed to approve Contract No. 160021, Ft. Myer Construction Corp.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute Contract No. 160021, Ft. Myer Construction Corp. The purpose of the contract is to replace small diameter water mains that have experienced failures, or have a history of low water pressure, or water quality issues across various locations in the District of Columbia. The contract amount is \$5,299,202.50.

This Resolution is effective immediately.


Secretary to the Board of Directors

Presented and Adopted: February 6, 2020

**SUBJECT: Approval to Publish Notice of Final Rulemaking for
Amended Permit Service Fees & Charges**

**#20-10
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY**

The District members of the Board of Directors (“Board”) of the District of Columbia Water and Sewer Authority (“the Authority” or “DC Water”) at the Board meeting held on November 7, 2019 upon consideration of a non-joint use matter, decided by a vote of six (6) in favor and none (0) opposed, to approve the following actions with respect to approval to publishing the Notice of Final Rulemaking for amended Permit Service Fees & Charges.

WHEREAS, sections 203(11) of the Water and Sewer Authority Establishment and Department of Public Works Reorganization Act of 1996, effective April 18, 1996 (D.C. Law 11-111, § 203(11); D.C. Code § 34-2202.03(11) (the “Enabling Legislation”) authorizes DC Water to establish, adjust and collect charges for services, facilities, or commodities furnished or supplied by DC Water; and

WHEREAS, DC Water establishes rates, fees and charges in accordance with its Rate Setting Policy (Board Resolution #11-10), including the recovery of current costs to provide service; and

WHEREAS, the DC Retail Water and Sewer Rates Committee met on October 22, 2019 to consider the recommendations from the General Manager and recommended to the Board to approve the publication of the Notice of Proposed Rulemaking to amend the permit service fees and charges, effective March 2, 2020; and

WHEREAS, on November 7, 2020, pursuant to Resolution 19-74, the Board approved the publication of the Notice of Proposed Rulemaking for the proposed amended permit service fees and charges; and

WHEREAS, on November 22, 2019, DC Water published the Notice of Proposed Rulemaking (NOPR) in the *D.C. Register* (DCR) at 66 DCR 15549 for 30-day public comment period to amend the permit service fees and charges, which, if adopted, would be effective on March 2, 2020 after publication of the Notice of Final Rulemaking; and

WHEREAS, on January 28, 2020, the DC Retail Water and Sewer Rates Committee met to consider the comments received during the public comment period for the Notice of Proposed Rulemaking and the General Manager’s recommendation; and

WHEREAS, no comments were received during the public comment period from November 22 through December 23, 2019; and

WHEREAS, clarifying revisions were made to the final amendments: 1) in 112.5(a)(1) and (2) revised the term “as defined by” to read “subject to” clarify that the terms “Small Residential or Townhouse” and “Small Non-Residential” are not explicitly defined in the 12 DCMR B Residential Code Supplement or 12 DCMR A Building Code Supplement, but these structures are subject to the referenced codes; 2) in 112.5(b) revised “Large Project Plan Submission Administrative Fee” to read “Large Project Base Plan-1st Submission Administrative Fee” to clarify that this only applies to the 1st Submission, and not Resubmission”; 3) in 112.5(e) revised “(Each Connection)” to read “(Each Connection-water and sewer)” to clarify that this fee applies to both water and sewer connections; and 4) other minor grammatical revisions; and

WHEREAS, after discussion and consideration of the recommendation of the General Manager, the DC Retail Water and Sewer Rates Committee recommended that the Board adopt the amended permit service fees and charges to recover the cost of service and approve the publication of the Notice of Final Rulemaking; and

WHEREAS, after consideration of the recommendation of the DC Retail Water and Sewer Rates Committee and the recommendation of the General Manager, the District members of the Board of Directors, upon further consideration and discussion, agreed to adopt and approve the amendments to the permit service fees and charges, effective March 2, 2020.

NOW THEREFORE BE IT RESOLVED THAT:

1. The Board directs the General Manager to publish a Notice of Final Rulemaking in the District of Columbia Register to promulgate new and amended permit service fees and charges as provided in Attachment A.
2. The General Manager is authorized to take all steps necessary in his judgment and as otherwise required, to publish the Notice of Final Rulemaking in the manner provided the District of Columbia’s Administrative Procedures.

This resolution is effective immediately.


Secretary to the Board of Directors

Attachment A
DC Water’s Amended Permit Service Fees & Charges

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

Section 112, FEES, Subsection 112.5 is amended to read as follows:

112 FEES

112.5 Fees for engineering reviews both standard and expedited, excessive submission, and as-builts shall be as follows:

(a) **Small Project Plan Review Fees** shall be as provided in the table below for Small Projects, including:

- (1) Small Residential or Townhouse subject to 12 DCMR B Residential Code Supplement with water service and meter two inches (2”) or less;
- (2) Small Non-Residential subject to 12 DCMR A Building Code Supplement with water service and meter inches (2”) or less;
- (3) Small Hybrid means a Small Residential or Non-Residential project with a domestic water service and meter two inches (2”) or less and a fire service greater than two inches (2”); or
- (4) Projects requiring only a sewer connection six inches (6”) or less in diameter or only a storm connection less than fifteen inches (15”) in diameter.

Fee Name	Standard Fee	Expedited Review Fee	Standard Review Time* (Business Days)	Expedited Review Time* (Business Days)
Small Project Base Plan - 1 st Submission Administrative Fee – All Small Projects	\$140	N/A	N/A	N/A
Small Project Rejected Plan Resubmission Administrative Fee - All Small Projects	\$75	N/A	N/A	N/A
Small Project Water and Sewer Availability Letter - All Small Projects	\$125	\$215	14	7
Small Project Sheet and Shore - All Small Projects	\$1,000	\$1,750	14	7

Fee Name	Standard Fee	Expedited Review Fee	Standard Review Time* (Business Days)	Expedited Review Time* (Business Days)
Small Residential or Townhouse Project:				
1 to 5 metered connections	\$700 each	\$1,200 each	14	7
6 to 20 metered connections	\$700 each	\$1,200 each	21	11
21 to 50 metered connections	\$700 each	\$1,200 each	40	20
greater than 50 metered connections	\$700 each up to 50; and \$350 each above 50	\$1,200 each up to 50 and \$600 each above 50	50	25
Small Non-Residential Project:				
1 metered connection	\$3,300	\$5,800	21	11
2 metered connections	\$6,600	\$11,600	21	11
3 metered connections	\$9,900	\$17,400	21	11
4 or more metered connections	\$13,200+ Determined on a per project basis	\$23,200+ Determined on a per project basis	30	15
Small Hybrid Project:				
1 metered connection	\$5,000	\$8,700	21	11
2 metered connections	\$10,000	\$17,400	21	11
3 metered connections	\$15,000	\$26,100	21	11
4 or more metered connections	\$20,000 + Determined on a per project basis	\$34,800 + Determined on a per project basis	30	15
Small Residential Approved Plan Revision (APR) per metered connection	\$250	\$500	14	7
Small Non-Residential or Hybrid APR per metered connection	\$1,000	\$1,750	21	11
Small Sanitary or Combined Sewer Connection Only – 6 inch or less for Small Residential, Non-Residential or Hybrid	\$700	\$1,200	14	7

Fee Name	Standard Fee	Expedited Review Fee	Standard Review Time* (Business Days)	Expedited Review Time* (Business Days)
Small Storm Sewer Connection Only - less than 15 inches – All Small Projects	\$700	\$1,200	14	7
Small Residential, Non-Residential or Hybrid Raze Utility Release Letter - No Abandonment	\$330	\$580	14	7
Small Raze Permit Review and Utility Release Letter - With Abandonments	\$700	\$1,200	14	7
Small Water Meter Size Reduction	\$700	\$1,200	14	7
Small Temporary Water Connections	\$3,300	\$5,800	21	11
Small Project Review and Sign Off - only in DCRA ProjectDox or for DCRA Walk-In Applicants	\$100	N/A	7	N/A

***Review Times are estimated; Actual Time may vary.**

- (b) **Large Project Plan Review Fees** (large means having a domestic water service and fire service greater than two inches (2”) in diameter) shall be as provided in the table below as follows:

Fee Name	Standard Fee	Expedited Review Fee	Standard Review Time* (Business Days)	Expedited Review Time* (Business Days)
Large Project Base Plan -1 st Submission Administrative Fee	\$140	N/A	N/A	N/A
Large Project Rejected Plan Resubmission Administrative Fee	\$75	N/A	N/A	N/A
Large Plan Review Fee:				
1 metered connection	\$10,000	\$17,400	30	15
2 metered connections	\$20,000	\$34,800	30	15
3 metered connections	\$30,000	\$52,200	30	15

Fee Name	Standard Fee	Expedited Review Fee	Standard Review Time* (Business Days)	Expedited Review Time* (Business Days)
4 or more metered connections	\$40,000+ Determined on a per project basis	\$69,600+ Determined on a per project basis	45	23
Large Project Foundation to Grade	\$1,000	\$1,750	21	11
Large Project Approved Plan Revision (APR)	\$1,000	\$1,750	14	7
Large Project Sheeting and Shoring	\$6,500	\$11,300	30	15
Large Project Abandonment Waiver Request	\$500	\$880	14	7
Large Project Water and Sewer Availability Letter (Large)	\$500	\$880	30	15
Large Project Temporary Water Connections	\$3,300	\$5,800	21	11
Large Fire Service Only Greater than 2" - with no interior renovations	\$4,500	\$7,800	21	11
Large Sanitary or Combined Connection Only 8" or larger	\$4,500	\$7,800	21	11
Large Storm Connection Only 15" or larger	\$4,500	\$7,800	21	11
Large Project (no new water/sewer work) and Sign Off Only in DCRA ProjectDox	\$400	\$700	10	5
Large Water Meter Size Reduction Plan (with no other work)	\$3,300	\$5,800	21	11
Large Project Raze Utility Release Letter - No Abandonments	\$330	\$580	14	7
Large Project Raze Utility Release Letter - With Abandonments	\$700	\$1,200	14	7

***Review Times are estimated; Actual Time may vary.**

(c) **Miscellaneous Fees** shall be as provided in the table below as follows:

Fee Name	Standard Fee	Expedited Review Fee	Standard Review Time* (Business Days)	Expedited Review Time* (Business Days)
Small Residential or Townhouse Plan Excessive Submission Review (5 th review or more)	\$360	\$630	Based on No. of metered connections	Based on No. of metered connections
1 to 5 metered connections			14	7
6 to 20 metered connections			21	11
21 to 50 metered connections			40	20
greater than 50 metered connections			50	25
Small Non-Residential and Hybrid Plan Excessive Submission Review (5 th review or more)	\$600	\$1,050	Based on No. of metered connections	Based on No. of metered connections
1-3 metered connections			21	11
4 or more metered connections			30	15
Large Plan Excessive Submission Review (5 th review or more)	\$2,400	\$4,200		
Request for Information (RFI)	\$30	\$60	20	10
Request for As-Built Drawings	\$90	\$150	20	10
Water Meter Sizing Computation – DC Water Staff Assistance for preparing water meter sizing computations	\$90	N/A	N/A	N/A
Delayed Abandonment or Waiver from Standards Letter	\$500	\$880	14	7
Processing of Standard Easement and Covenant (Initial Document)	\$1,000	\$1,750	14	7
Processing of Non-Standard Easement and Covenant (Initial Document)	\$5,000	\$8,750	21	11

***Review Times are estimated; Actual Time may vary.**

(d) **DC Water “Velocity” Sign-Off Program** (One Day Final Plan Review and Approval) - a DCRA permit applicant may request to participate in the DC Water “Velocity” program in accordance with the following requirements:

- (1) Participation in DC Water’s “Velocity” Sign-Off Program only applies to plans resubmitted after DC Water’s initial standard or expedited plan review.
- (2) Applicant shall pay the DC Water “Velocity” Sign-Off Program fee of \$20,000 in an addition to the applicable plan review fee and any other applicable fees.
- (3) DC Water shall determine if the plans are eligible (complete and suitable) to participate in the program and that staff are available to perform the review requested.
- (4) Upon acceptance into the DC Water “Velocity” Sign-Off Program, DC Water shall schedule a meeting with the Applicant to review and approve the plans, not less than one (1) week after the request to participate in the program.
- (5) DC Water shall schedule one four-hour plan review and approval meeting, during which the Applicant shall present the revised plans and responses.
- (6) If approved, the Applicant shall pay all required fees (e.g., SAF, inspection review, deposits, etc.) and DC Water shall issue the Water and Sewer Approval Certificate and approve the plans in ProjectDox.
- (7) If DC Water issues additional comments or requirements, the applicant shall resubmit the revised plans within two (2) business days, and if all comments are acceptable, the plans shall be approved within one business day.

(e) **Existing/Proposed As-Built Fee** shall be as provided in the table below as follows:

Fee Name	Fee
Small Residential or Townhouse	\$250 (each bldg.)
Small Non-Residential	\$500 (each bldg.)
Small Hybrid	\$750 (each bldg.)
Large Project	\$750 (Each Connection – water or sewer)
Installation of New Water or Sewer Main (20 to 100 feet)	\$2,500
Each additional foot of water line	\$10/foot
Each additional foot of sewer main/line	\$5/foot
Installation of Water Line - larger than 24" in diameter	Determined on a per project basis
Installation of Sewer - larger than 60" in diameter	Determined on a per project basis