



**DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY
245th MEETING OF THE BOARD OF DIRECTORS
Thursday, September 6, 2018
9:30 a.m.
5000 Overlook Avenue, SW
Room 407**

- I. **Call to Order (Chairman Tommy Wells)**
- II. **Roll Call (Linda Manley, Board Secretary)**
- III. **Approval of July 5, 2018 Meeting Minutes and August 16, 2018 15th Special Meeting Minutes**
- IV. **Chairman's Overview**
- V. **Committee Reports**
 - 1. **Joint Meeting of DC Retail Water and Sewer Rates and Finance and Budget Committees (Timothy Firestine)**
 - 2. **Environmental Quality and Operations Committee (James Patteson)**
 - 3. **Audit Committee (Nicholas Majett)**
 - 4. **Finance and Budget Committee (Sarah Motsch)**
- VI. **Issues of General Interest**
- VII. **CEO/General Manager's Report (David Gadis)**
- VIII. **Summary of Contracts (FYI)**
- IX. **Consent Items (Joint Use)**
 - 1. **Approval to add Funding to Option Year Four of Contract No. WAS-12-029-AA-JR, M.C. Dean, Inc. – Resolution No. 18-58 (Recommended by the Environmental Quality and Operations Committee 07/19/18)**
 - 2. **Approval to Execute Option Year One of Contract No. 16-PR-SEC-23, Enterprise Security Solutions – Resolution No. 18-59 (Recommended by the Environmental Quality and Operations Committee 07/19/18)**
 - 3. **Approval to add Funding for Additional Services to Contract No. 15-PR-CFP-01, KPMG LLC – Resolution No. 18-60 (Recommended by the Audit Committee 07/26/18)**
 - 4. **Approval to Transfer FY2018 Projected Net Cash Surplus to the PAYGO – Resolution No. 18-61 (Recommended by the Finance and Budget Committee 07/26/18)**

X. Consent Item Non-Joint Use

1. [Approval to Fund a Six Month Extension to Contract No. WAS-10-042-AA-SC, Bank of America, N.A./Banc of America Merchant Services, LLC – Resolution No. 18-62](#)
(Recommended by Finance and Budget Committee 07/26/18)

XI. Executive Session – To discuss legal, confidential and privileged matters pursuant to Section 2-575(b) of the D.C. Official Code¹

XII. Adjournment (Chairman Tommy Wells)

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

Upcoming Committee Meetings

- Governance Committee - Wednesday, September 12th @ 9:00 a.m.
- Human Resource and Labor Relations Committee/w Union Presidents – Wednesday, September 12th @ 11:00 a.m.
- Environmental Quality and Operations Committee – Thursday, September 20th @ 9:30 a.m.
- DC Retail Water and Sewer Rates Committee – Tuesday, September 25th @ 9:30 a.m.
- Strategic Planning Committee – Tuesday, September 25th @ 11:00 a.m.
- Finance and Budget Committee – Thursday, September 27th @ 11:00 a.m.



**DISTRICT OF COLUMBIA
WATER AND SEWER AUTHORITY**

Board of Directors

**Joint Meeting of the DC Retail Water & Sewer
Rates and Finance & Budget Committees**

Thursday, July 5, 2018

8:30 a.m.

MEETING MINUTES

Committee Members

Timothy Firestine, Committee Chairperson
Kendrick Curry, Committee Vice Chairperson
Tommy Wells, Board Chairman
Ellen Boardman
Anthony Giancola
Howard Gibbs
Ivan Frishberg
Krystal Brumfield
Sarah Motsch
Jed Ross

Other Board Members

Fariba Kassiri
Committee Member (via conference call)
David Franco

DC Water Staff

David Gadis, CEO/General Manager
Matthew T. Brown, Chief Financial Officer
Henderson Brown, General Counsel
Linda Manley, Board Secretary

Call to Order

Committee Chairperson Timothy Firestine called the meeting to order at 8:33 a.m.

Allocation from the Rate Stabilization Fund

Chairperson Firestine briefed the Joint Committees on the June 26, 2018 Finance and Budget Committee meeting discussion regarding the proposed transfer from the Rate Stabilization Fund (RSF) of \$6.0 million. He stated that the Committees concluded the meeting with concerns that they wanted to address relative to this issue before they could move forward. He mentioned that this meeting was called at the request of Chairman Wells.

Chairman Wells provided an overview of the proposed allocation from the RSF. He indicated that the Mayor and the City Council had included \$7.0 million in the District's budget to assist with rate relief, and that the Mayor requested \$6.0 million from DC Water for that purpose. He mentioned that DC Water's

Board has to act in the best interest of DC Water, our customers, and to keep good faith with the community.

Chairman Wells informed the Joint Committees that the RSF balance is \$61.45 million, paid by District customers. Chairman Wells described conversations with the Mayor and District members of the board. He stated that in the June 26, 2018 Finance and Budget Committee meeting there were a lot of questions and concerns about the allocation of funds from the RSF.

Chairman Wells mentioned that he had worked with Mr. Gadis CEO & General Manager, Mr. Brown CFO and himself to address these concerns. Mr. Wells indicated that he had circulated the outline of a proposed program to District members. He clarified that the \$7 Million is a one-time appropriation by the District. He added that he expects this to be a year's work on the relief program. The program proposed by the District includes tiers of relief for residential customers. The District's funding would fund the upper tiers and non-profits, and DC Water will continue to fund the lower income residents at 80 percent Area Medium Income (AMI) and below. Chairman Wells mentioned that there will need to be some regulations around the language to bind the relief program. He stated that DC Water will support lower income residents.

Chairman Wells informed the Joint Committees that DOEE will certify program participants. In the event that it is anticipated that funding would not cover those enrolled, DOEE will notify DC Water. He stated that DC Water will also monitor the cap for each of the funds to make sure we do not exceed the DC Water funds allocated for this purpose.

Chairman Wells noted that program implementation will take some time including the process of publishing and adopting regulations, hiring staff, and administering the relief program. Chairman Wells reiterated that this is a one-time commitment for DC Water. Chairman Wells stated that there needs to be a conversation about the \$61.45 million RSF balance. He stated that for the Board to fully understand the degree to which our Bond rating is dependent on an asset, which is fungible cash, it is important to know the required balance of the RSF. He mentioned that the purpose of the \$61.45 million RSF is to smooth out rates if something happens. He stated that we will have a year to work together to figure out the function and role of the RSF. He stated that there are some questions on RSF policy that need to be addressed.

Chairman Wells noted that this is the first time the District has recognized the need to give DC Water funding for rate relief. The District's \$7.0 million is a start, but more importantly they recognized DC Water cannot do this without them and it is a zero-sum situation for DC Water. If DC Water has to put in more money, then we will have to raise rates.

Ms. Boardman stated that providing rate relief is the right thing to do and that it is a commitment of every Board member who has been challenged on increasing rates, not just the CRIAC. She stated that she is concerned about funds necessary for infrastructure needs. These are needs that have been around for a hundred years and they are the ones that the District and Federal Government had to address before DC Water received home rule. Ms. Boardman reiterated that she wants to give relief to all rate payers and especially residential rate payers and noted that she was pleased to see a program that provided an increase in relief for those who did not otherwise qualify for CAP. She emphasized that DC Water should not pick winners or losers when it comes to individual entities. She expressed concern about providing rate

relief to cemeteries. She added that picking winners and losers is a political act and that should appropriately remain with the City Council and Mayor.

Ms. Boardman stated that the two issues continue to be: 1) will the action taken today as proposed negatively affect our bond rating?, and 2) the question of cemeteries is a winner/loser proposition that needs to be solely in the hands of the District. Mr. Brown, CFO replied that it is impossible to predict how the proposed action would DC Water's bond rating. He stated that the bond rating agencies are conservative and look at many factors including service area, essential nature of the service DC Water provides, management structure, cash reserves, proposed capital spending and other factors.

Mr. Brown, CFO said that he asked Public Financial Management (PFM) to look at the rate relief program. He noted that PFM had two issues on potential negative impacts: 1) DC Water's independence, and 2) possible reductions to cash reserves. Mr. Brown, CFO briefed the Joint Committees on the reasons DC Water holds its current bond rating. He stated that it is because of the independence of the Board to raise rates to meet operating and capital expenditures. He noted that the rate relief program expands the existing CAP program for one year and provides a smaller level of benefits than CAP at 80 percent of AMI. He stated that the concern regarding a possible reduction to cash reserves was due to two areas: 1) risk due to what may happen in future years, and 2) the uncapped nature of the program. There are concerns that if we set out income requirements and then open the doors to whoever enrolls there could be problems and if more people sign up than we anticipated we could end up spending more on the program and that could impact our cash reserves.

He stated that there are two ways we are working to deal with this issues; 1) we have asked the City's Independent CFO to perform an independent analysis related to the number of households that might qualify, and 2) we will administratively cap the program at the appropriate funding levels by limiting the number of participants. Chairperson Firestine mentioned that there could be pressure to cap the program for those who fall outside the cap. He noted that the current proposal for the rate relief program would be to cap the number of estimated enrollees at 10,400 at less than 80 percent AMI and when the 10,401st enrolled there would be a hard stop. Chairperson Firestine asked how many households are at less than 80 percent AMI. Mr. Brown, CFO replied that this is very difficult to estimate and there is no single source of data. He added that we have 104,000 residential customers. He mentioned that the median household income in the District is \$75,000. DC Water has hired an Economist to look at census data, homeownership rates and the District of Columbia housing stock to better estimate the number of households that might qualify. He stated at this point that there is an estimate of 10,400 households and DC Water and the City are jointly working on this effort. He noted that in an earlier set of data there could be potentially 25,000 DC Water customers under the median household income in the District. Mr. Brown, CFO mentioned that the Board is asked to do today; 1) allocate \$6.0 million for the rate relief programs, 2) authorize \$6.0 million for the rate relief program for households less than 80 percent AMI. He mentioned that the benefit would be up to 3 Ccf of water and sewer and a 50 percent discount on CRIAC. He noted that the program benefits can be scaled if the number of households exceed the 10,400.

Mr. Frishberg mentioned that there needs to be a clear policy on the RSF use. He provided information about the rate relief program policies, assumptions used in the rate relief program, and caps that should be set for tiers in the rate relief program. Ms. Boardman inquired if it is true that the District will be

evaluating cemeteries based on need using the same nonprofit criteria, and if they are getting relief permanently. She inquired if there would be an evaluation on individual cemeteries rather than treating them as a group. Chairman Wells responded that cemeteries will have relief going forward like CAP recipients. Mr. Frishberg explained that the determination of need includes churches but not cemeteries even though most cemeteries are associated with churches. He also said he will support the needs approach used for churches and non-profits and extend the process to cemeteries if it is under the purview of DC Water. He opined that the resolution is for one year even though the Council will have to deal with it later and will, therefore, like language added to the whereas for more clarity in emphasizing that it is only for a year and that the source of funds will not be available in the future. He stated that the District alone has full responsibility for the program.

Mr. Frishberg added that the clarification will help with putting the rating agencies at ease. Mr. Giancola emphasized that he supported the transfer from the RSF given the high balance in the fund and inquired about when we achieved our current grade peak with the rating agencies. Mr. Brown, CFO responded that the upgrade was in April of 2016. Mr. Gibbs stated that he did not feel the transfer will be a one-time deal and was concerned about DC Water getting directly involved in the relief effort, and will rather send the monies directly to the City and let them administer and issue the checks to the people worthy of the relief, to avoid expectations of continuity next year. Mr. Franco emphasized his support for the resolution transferring the \$6.0 million from the RSF and referred to the 2017 financial risk profile of Standard and Poor's and Moody's as a guide. He stated that S&P requires 150 days of cash on hand and more than \$75 million. He noted that Moody's requires 250 days' cash on hand and therefore he felt that the \$6.0 million withdrawal will not negatively impact our rating.

Mr. Frishberg opined that the withdrawal is not a balance sheet test but a test of our institutional management and independence. Mr. Franco agreed and reiterated that the withdrawal of the \$6.0 million would not jeopardize our rating. Chairperson Firestine explained his position and emphasized his concerns that this issue is a departure from how matters have been worked out in the past and expressed his apprehension about the one year one-time withdrawal. He noted that the independence of DC Water is paramount to his concerns and despite all attempts to draw a boundary around the one-time issue, he would like to do multi-year solution, because he anticipates the issue coming back next year. Therefore, he proposed a more thorough analysis of our reserves and policies regarding the RSF. Chairman Wells suggested putting clear controls in place to accommodate the concerns expressed and respectfully asked for the Joint Committees to act by consensus. Chairperson Firestine recommended an emergency session in August rather than sending a no message to the City.

Mr. Gadis, CEO/General Manager stated that he supported the resolution and recognized the amount of work that has been done to convince him to move forward with the resolution and wanted to help with rate relief, as well as move forward to take care of other pressing issues. He emphasized that nothing will be done to endanger the organization and asked the Board to allow the resolution to proceed and support a yes vote. Mr. Frishberg requested the following, a needs test on cemeteries only and caps on discreet programs and suggested that both can be addressed at the rule making process. He said it will be prudent to have a "not to exceed" limit on each category of relief because the amount of funds disbursed from Tier 1 and Tier 2 each have a discrete limit so that Tier 2 does not eat up all the money and leave an inadequate sum available in Tier 1. He also stated that he has drafted language that will lend some clarity on the concern that we are implementing a one year fix to a multi-year problem and suggested changes in the

current resolution language to include “Whereas the Authority funds being allocated to rate relief programs under this resolution are available for one year only”, it is the understanding of the Authority that the District will be responsible for long term financial support should these programs be extended beyond this year by the Council.

Mr. Giancola inquired about item 4D in the package regarding CRIAC charges which discussed needs, and suggested a caveat on needs assessment. Mr. Brown, General Counsel stated that it gives the GM opportunity to determine needs and make recommendations. Ms. Boardman stated her opposition to the resolution over concerns about the continuous changes being made and expressed her belief that DC Water is a partner with the City but disagrees with the urgency to pass the resolution considering that she has many questions that has not been answered to her satisfaction. She recommended a special meeting to be called in August to resolve her concerns.

Action Item:

Chairperson Firestine asked the Joint Committees to move action item 1 to the full Board. The Joint Committees made a motion to move action item 1 to the full Board. Committees members moved the action item 1 to the full Board. One Joint Committee member abstained.

- Allocation from the Rate Stabilization Fund (Action item 1)

Executive Session

There was no executive session

Adjournment

Hearing no further business Committee Chairperson Mr. Firestine adjourned the meeting at 9:47 p.m.

Follow up items:

There were no follow-up questions



**District of Columbia
Water and Sewer Authority**

Board of Directors

**Environmental Quality and Operations
Meeting**

Thursday, July 19, 2018

9:00 a.m.

MEETING SUMMARY

Committee Members

James Patteson, Chairperson
Anthony Giancola
Ivan Frishberg
David Franco
Patty Bubar (via telephone)
Jedd Ross
Howard Gibbs, Vice Chairperson

DC Water Staff Present

David Gadis CEO/General Manager
Henderson Brown, General Counsel
Leonard Benson, Chief Engineer
Linda R. Manley, Board Secretary

I. CALL TO ORDER

Mr. Patteson called the meeting to order at 9:00 a.m.

II. PATH TO ASSET MANAGEMENT – SEWER AND STORM WATER PUMP STATIONS

Ms. Diala Dandach, Director, Wastewater Engineering, DC Water, gave a brief presentation on the sewer and storm water pump stations in DC Water's system. Because of the scheduled sites visits, she indicated that the presentation will focus on three (3) sanitary and two (2) storm water pump stations. Ms. Dandach highlighted a few of DC Water's pump stations as follows:

- Main Pump Station (risk score 57)
 - Originally built in 1908, 4 sanitary pumps, 6 storm water pumps and 2 low area pumps
 - Estimated cost of rehabilitation needs is \$54,700,000
 - Anticipated needs include: replacement of inoperable gates, low area pumps and stormwater pumps; upgrade ventilation and odor control units, stormwater discharge conduit, screens, stormwater chamber.
 - Risk consequences include: overflow to Anacostia River; inability to control upstream flooding; collapse of stormwater conduit and chamber; NPDES Permit and Consent Decree violation
- Potomac Pump Station (risk score 55)
 - Originally built in 1963, 3 sanitary pumps (110 MGD), 2 storm water pumps (144

- MGD)
 - o Estimated cost of rehabilitation needs is \$7,500,000
 - o Anticipated needs include: replacement/new installation of seal water system, access platforms, air release valves on force main, screenings conveyor and washer/compactor; rehabilitation of pumps and pump control systems
 - o Risk consequences include: potential overflow to Potomac River; catastrophic failure due to hydraulic transients leading to regulatory violations; inefficient solids collection/disposal leading to additional operational costs
- O St Pump Station (Risk Score 39)
 - o Originally built in 1963, 4 sanitary pumps (17 MGD), 6 storm water pumps (100 MGD)
 - o Estimated cost of rehabilitation needs is \$55,800,000
 - o Anticipated needs include: replacement/new screens, life safety generator, washer/compacter system, inoperable valves & actuators, storm water pumps; rehabilitation/upgrades to ventilation and odor control systems
 - o Risk consequences include: inefficient operations resulting in high maintenance cost for failing equipment; health and safety issues related to inadequate ventilation; inability to isolate pump station in emergency situations
- 1 St & Canal St Storm Water Pump Station (Risk Score 56)
 - o Originally built in 1968, currently undergoing pump replacement under emergency repairs
 - o Estimated cost of rehabilitation needs is \$2,670,000
 - o Anticipated needs include: repair/replacement of piping and valves, dewatering pump, ventilation equipment, control and panel and SCADA, MCC, elevator, wet well retrofit
 - o Risk consequences include: flooding of I-395 underpass at 3rd St tunnel; health and safety issues related to inadequate ventilation; electrical hazard safety
- 1 St & D St Storm Water Pump Station (Risk Score 50)
 - o Originally built in 1962, currently undergoing design for repair work
 - o Estimated cost of rehabilitation needs is \$5,140,000
 - o Anticipated needs include: replacement of pumps and valves, HVAC equipment, electrical equipment, screens, incoming service; and construction of electrical room
 - o Risk consequences include: flooding of I-395 underpass at 3rd St tunnel; electrical hazard safety; health and safety issues related to inadequate ventilation

The Committee inquired if DC Water tracks the cost spent on maintenance of pump stations by category. Mr. Kiely replied in the affirmative.

The Committee requested a report/briefing on preventative maintenance programs on water, sewer and storm water pump stations and performance of the SCADA system in a future meeting. Ms. Dandach replied that such a presentation will be prepared for the Committee.

III. ACTION ITEMS

JOINT USE

1. Contract No. WAS-12-029-AA-JR – Electrical Equipment Power Distribution Equipment Service, M.C. Dean
2. Contract No. 16-PR-SEC-23 – Security Systems Integration and Management, Enterprise Security Solutions

Mr. John Bosley, Chief Procurement Officer, DC Water presented joint use Action Item 1 and 2.

The Committee inquired whether the security upgrades were mandated by the government and if whether the federal government was assisting DC Water in funding the projects. Mr. Bosley and Mr. Steve Caldwell, Director, Department of Security, DC Water, replied that the federal government mandates only the Tier 1 requirements, which are routine for DC Water but that the Authority has and plans to exceed that minimum requirement via these proposed upgrades. Mr. Caldwell added that the federal government does not assist DC Water in funding these projects.

The Committee also inquired as to how long DC Water retains CCTV video recordings. Mr. Caldwell replied that CCTV video is retained for 30 days.

The Committee recommended all joint use Action Items to the full Board.

IV. AWTP STATUS UPDATES

1. BPAWTP Performance

Mr. Aklile Tesfaye, Assistant General Manager for Wastewater Treatment reported on the performance of the Blue Plains Advanced Wastewater Treatment Plant (AWTP), by exception. Mr. Tesfaye stated that all performance parameters were excellent and all permit requirements were met.

Mr. Tesfaye stated that during the month of June 2018, the region received above normal rainfall (5.21 inches) as measured at Reagan National Airport. The wet weather event that occurred during the first week of June resulted in peak flows through complete treatment of 614 MGD. The plant's performance was excellent and the event had minimal impact on the quality of the effluent discharge through the complete treatment outfall. All effluent quality parameters were below the weekly and monthly average NPDES permit limits.

V. EXECUTIVE SESSION

The Committee convened into Executive Session at 9:54 a.m., and reconvened into open session at 11:30 a.m. ADJOURNMENT

The meeting adjourned approx. at 11:30 A.M.

Follow-up Items

1. Director, Wastewater Engineering: Provide a briefing to the Committee regarding preventative maintenance programs on water, storm and sanitary sewer pump stations also including performance of DC Water's SCADA system.



DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY

Board of Directors

Audit Committee

Thursday, July 26, 2018

9:30 a.m.

Meeting Minutes

COMMITTEE MEMBERS PRESENT

Nicholas Majett, Chairman
Bonnie Kirkland
Sarah Motsch
Howard Gibbs
Anthony Giancola
Rachana Bhatt (via conference call)

John Madrid, Controller
Tom Kuczynski, Chief Information Officer
Dan Bae, Chief Procurement Officer
Mustaafa Dozier, Chief of Staff
Linda Manley, Secretary to the Board
David Gadis, CEO/General Manager (via
conference call)

INTERNAL AUDIT STAFF PRESENT

Jill Reyes, RSM US LLP
Charles Barley, RSM US LLP
Henderson Brown, General Counsel
Nico Guetatchew, RSM US LLP
Sophie Tomeo, RSM US LLP
Ethan Bickford, RSM US LLP
Branden Mitchell, RSM US LLP

Call to Order (Item 1)

Mr. Nicholas Majett called the Audit Committee meeting to order at 9:32 a.m.

Internal Audit Update (Item 2)

RSM Director, Jill Reyes, presented the FY 2018 internal audit plan status update as well as the tentative timeline for the remaining audits this fiscal year. Ms. Reyes noted that the work order management audit is currently in the reporting phase and the full report will be provided to the Committee prior to the October meeting. Additionally, it was noted that the upcoming Automated Meter Reading Implementation update will focus on billing adjustments and the internal audit risk assessment will be presented at the October meeting.

Ms. Sophie Tomeo presented the status of prior audit findings. For audit findings prior to FY 2015, there is one open item related to Water Services pending a comprehensive update of Standard Operating Procedures. The anticipated completion date is November 1, 2018. There are no open items related to FY 2015 audit findings. Mr. Giancola inquired about the timing of the follow-up review process, in which Ms. Tomeo explained that some findings can be closed immediately, whereas others that are more process based require extended time in order to confirm a new process is operating effectively. In addition, Mr. Gibbs asked what role Internal Audit assumes when more technical information is included in remediation efforts. To this, Ms. Reyes responded that Internal Audit relies on management to review any technical information and Internal Audit is responsible for confirming process implementation. For FY 2016 audit findings, there are three open items related to the overtime audit and analysis that are past due. A pilot program has been administered to document when overtime is offered to employees, as well as if the employee accepts or declines the overtime. There are 9 other open items related to FY 2016 audit findings, three of which are related to the Strategic Plan which will be incorporated into the upcoming cycle audit of the Strategic Plan. Mr. Giancola inquired Henderson Brown, General Counsel, about the progress of the Strategic Plan. Mr. Brown replied that the hired consultant has completed their work, and an executive committee and steering group has been created specifically for identifying what items are to be included in the Plan to address the current challenges of the Authority. Mr. Mustafa Dozier added that the anticipated completion date for the Strategic Plan is October of this year. For audit findings from FY 2017, there are four open items related to the Department of Maintenance Service Work Order Management (Blue Plains) audit that are past due. These items are currently being addressed with the on-going Integrated Work Order Management audit. There are 14 other open items related to FY 2017.

Ms. Tomeo followed with an action deferred update. Items considered "action deferred" are contingent on Union approval of policy. There are six action deferred items. One of these items have already been negotiated with the Unions and are pending signature of the permanent General Manager upon announcement. Four of the six items are under review by Labor Relations or management, and the final action deferred item related to the Comprehensive Safety Policies and Procedures handbook completed the comment period and management has addressed comments with the help of a technical writer. The handbook have recently been passed to Labor Relations to begin union negotiations.

Mr. Giancola inquired regarding the updates to the Drivers' Qualification Policy, to which Mr. Dozier explained the policies were outdated and the updates are related to making the policy more current.

Ms. Tomeo also provided the Committee an update on the Contracting Officer Representative/Contracting Officer Technical Representative (COR/COTR) training, which pertains to a high risk finding from the FY 2016 contract compliance and monitoring audit. The original finding was due to a lack of COR/COTR training. There are three phases to the remediation plan for this finding. Phases one and two have been completed,

while phase three is in progress. Phase one included an update of current COTRs for contracts, and implementation of an initial COTR Vendor Report. Phase two consisted of providing COTR training to all active COTRs. Phase three of remediation includes implementing an automated Vendor Performance Management and Reporting application, which has been successfully implemented, however there is one open item specific to additional training for COTRs on the vendor scorecard included within the new application. This training is roughly 70% complete. Mr. Giancola asked how many FTEs assume the COTR role and if turnover has made it difficult to sustain contract oversight. Mr. Dan Bae replied that there are 56 COTRs that assume responsibility for roughly 160 contracts and that turnover has not caused any issues. In addition, Ms. Rachna Butani inquired about the feedback that vendors receive if they are scored poorly on the new scorecard within the Vendor Management and Reporting application. Mr. Bae responded that vendors will receive feedback if they receive a grade of "C" or lower. There was discussion on how and when the Board should be notified of performance concerns.

Ms. Reyes presented an overview of the Contract Monitoring & Compliance Internal Audit. She detailed that this is the third iteration of Contract Monitoring audits and that in each iteration three contracts have been selected based on contract award size, department, significant contract modifications, and various other factors. These audits are only focused on goods and services contracts, as construction contracts are reviewed through other Internal Audit efforts. Ms. Bonnie Kirkland inquired if the goal of the Contract Monitoring & Compliance audits was to identify issues related to the individual contracts, or to identify issues Authority-wide. Ms. Reyes responded that the goal is to identify both, and Ms. Tomeo reminded the Committee that the previously discussed COR/COTR training finding was a result of a previous Contract Monitoring & Compliance audit, as well as the purpose is to confirm that contract oversight on individual contracts is adequate.

Ms. Reyes continued to detail that RSM reviewed DETS, Procurement and Wastewater Treatment contracts, of which no high risk findings were identified. The first contract was with RJN Group who provides short term flow and rainfall monitoring services. There have been four modifications over the life of the contract, including adding additional flow monitors as well as extending the period of performance as there was budget remaining from prior years. The second contract reviewed was with Alpine Trading Company who has provided work uniforms for the Authority. This contract has since expired and Cintas is now utilized to provide work uniforms for Authority employees. The decision to transition to Cintas was related to renting, rather than buying uniforms, and the potential cost savings related to this change. The final contract was with Colonial Chemical Solutions who provides methanol to the Authority. There have been two contract modifications, one of which was for additional funding and the second was to exercise the first option year.

Ms. Reyes provided an update on the Hotline. She informed the Board that since the January 2018 Audit Committee meeting, when six calls were open, two additional calls have been received, one of which is a fraud claim. Two cases have been closed, and

there are currently six cases open. Additionally, Ms. Reyes detailed the semi-annual hotline analytics including a breakdown of calls by department and case type, calls by type and outcome, as well as a more detailed breakdown of calls that resulted in required corrective action. It was noted that hotline calls have decreased overall. Ms. Kirkland requested additional information on the open cases, as well as those that resulted in corrective action, to discuss during Executive Session.

Action Item - External Audit Services (Item 3)

Mr. John Madrid presented an action item to the Committee to modify the current contract with KPMG for external audit services in the amount of \$80,000. The current contract includes external audit services for FY15 through FY19. The modification includes three additional services: attestation services related to the green bond for \$50,000, agreed upon procedures for a review of semi-annual interim financials for \$15,000, as well as the consolidation of Blue Drop into the Authority's financial statements for \$15,000. A general consensus was reached by the Committee to recommend the modification to the full Board.

Executive Session (Item 4)

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 motion carried. The Audit Committee went into Executive Session at approximately 10:31 a.m., and reconvened into open session at 10:55 a.m.

Adjournment (Item 5)

The Audit Committee meeting adjourned at 10:55 a.m.

Follow-up Items

The Audit Committee requested that Management and Internal Audit investigate and report back on the following items:

1. Include a detail on the progress of how many open findings have been moved to pending testing, as well as how many have been moved to closed status.



**DISTRICT OF COLUMBIA
WATER AND SEWER AUTHORITY**

Board of Directors

Finance and Budget Committee

Thursday, July 26, 2018

11:15 a.m.

MEETING MINUTES

Committee Members

Sarah Motsch, Vice Chairperson
Tommy Wells, Board Chairman
Anthony Giancola

Committee Member (via conference call)

David Franco

DC Water Staff

Matthew T. Brown, Chief Financial Officer (CFO)
Henderson Brown, General Counsel
Mustaafa Dozier, Chief of Staff
Ivan Boykin, Director, Finance
Tanya DeLeon, Manager, Risk Management
Linda R. Manley, Board Secretary

Other Presenters and Guests

Joe Underwood, Albert Risk Management

Call to Order

Ms. Sarah Motsch called the meeting to order at 11:15 a.m.

June 2018 Financial Report

Mr. Matthew T. Brown, Chief Financial Officer (CFO), provided an overview of the financial report for the month of June 2018. At the end of the third quarter, total operating revenues are \$463.5 million, or 74.7 percent of budget, operating expenses at \$380.5 million, or 67.7 percent of budget, and capital disbursements at \$400.2 million, or 88.9 percent of budget in the respective categories.

Mr. Brown noted that revenues continue to be slightly under budget, but have significantly improved and are expected to be on budget by the end of the fiscal year. The delay in revenues in the residential, commercial and multi-family categories, is a result of lower consumption as compared to the revised budget. Mr. Brown further noted that the District Government receipts are slightly higher this month due to the overdue billed amount from the District Government has been received in July 2018 and will be reflected in next month's report.

Mr. Brown reported that operating expenditures are in line with the forecast previously presented to the committee. He stated that the higher than budget spending in personnel services is the result of the approved Board-ratified union labor contract, other salary adjustments and overtime costs. The anticipated underspending in contractual services is across the Authority and is not associated with any

one contract. The water purchases category is lower than budget primarily due to lower consumption, but it is expected to increase during the summer months when water usage is highest. Supplies and chemicals are slightly higher than budget due to higher than anticipated unit prices for major chemicals including methanol and sodium bisulfite. Overall, staff anticipates ending the fiscal year close to 100 percent of the approved budget. He explained that if the Operations and Maintenance (O&M) expenditures exceed budget, staff will make an adjustment from the Cash Financed Capital Improvements (CFCI) to ensure that overall operating expenditures do not exceed the Board-approved budget. In response to Chairman Wells' enquiry regarding energy costs, Mr. Brown stated that utilities are slightly lower due to lower unit electricity prices and higher energy generation from the onsite Combined Heat and Power (CHP) facility. Mr. Brown also informed the Committee that staff will continue to monitor energy cost and lock in prices during favorable market conditions.

Next, Mr. Brown stated that capital disbursements continue to trend higher than planned disbursements mainly in the Wastewater Treatment, Sanitary Sewer and Water service areas. He noted the updated current forecast for capital disbursements is now \$487.7 million compared to the previously reported \$480.0 million. The Environmental Quality & Operations and Finance & Budget Committees will receive detailed information on the major project cost drivers during the review of the Capital Improvement Program (CIP) quarterly report in September 2018.

With regards to the Cash Balances report, Mr. Brown stated that the report has been updated at Mr. Firestine's request, and now reflects the balances of the Rate Stabilization Fund, DC Insurance Reserve, the various Operating Reserve Accounts and Capital Bond Funds. He reported that there is \$35 million of undrawn Series B Commercial Paper in reserves from the 2018 bond issuance, which has been added to the report as a footnote to ensure completeness of the report.

Merchant Credit/Debit Card Process & Contract Extension Review

Mr. Brown provided an update of the merchant card services process, which includes credit/debit card services, along with a status of the contract. He noted that the merchant card fees increase as water and sewer rates increase, and are a significant growing line item of the budget with forecast of up to \$1.2 million anticipated in FY 2019. He reviewed the merchant card process flow which begins from when a customer makes the payment, to the payment processor that receives the customer's payment and funds are verified, and finally to the merchant bank that finally receives funds and passes it to DC Water's depository bank (Bank of America). CFO Brown stated that the merchant card fees are increasing annually due to the interchange fee, which is approximately 92.83 percent and one of the three parts to the merchant card fee structure.

Currently, DC Water pays an average of \$2.88 per credit card transaction. Mr. Anthony Giancola inquired if the credit cards fees were negotiated or fixed. Mr. Brown stated that the credit card fees are only for the processor, which are with Bank of America and that the interchange charge (which are fees that banks charge each other and in turn passed to the client) is non-negotiable fee. He provided a breakdown of merchant card transaction fees stating the Permit fees were the highest due to commercial account use versus customer accounts, and that the average merchant card transaction fees is \$75,000 per month.

Committee members asked about the increase in the interchange charges over the past couple of years and alternative options to reduce or offset the fees. Mr. Ivan Boykin stated the interchange fee is the bulk of the merchant card fees at 93% and that DC Water gets charged the fees regardless of the use of a debit or credit card for payment by customers, with the exception of payment through a draft or check or at a walk-in service center. CFO Brown mentioned that some local utilities (e.g. PEPCO, Washington Gas, Verizon, Fairfax Water, Prince William Water, and Baltimore Department of Public Works) charge convenience fees to their customer to offset their expenses. Out of the national utilities selected for review, some charge (Philadelphia, San Antonio,) and others do not charge (Atlanta, San Francisco and Metropolitan St. Louis) the convenience fees. Mr. Brown noted that management would provide future recommendations on charging convenience fees as required by Board policy.

Next, Mr. Brown stated that DC Water is preparing to undergo an RFP (request for proposal) process in August 2018, with consultation from Public Financial Management and will require for the banks to include a SOC – 1 report (Service Organization Control), which will assist in understanding a company's efficiency in processing for compliance measures. Additionally, the vendors must provide unique transaction IDs, which is a set of unique numbers associated with each customer payment similar to confirmation numbers. Mr. Brown explained previous contract details and requested the Committee to recommend a six-month extension and modification of \$777,256.54 to the Bank of America contract.

Insurance Renewal Update

Ms. Tanya DeLeon, Manager, Risk, in the Finance, Accounting and Budget Department, provided an overview of the Authority's Insurance Renewal Update by exception. She noted that the annual process for the insurance renewal premiums has been completed, were in line with budget at approximately \$2.8 million, and the premiums were renewed effective July 1, 2018.

FY 2018 Use of Projected Net Cash Position

Mr. Brown provided an update on Action Item B - FY 2018 Use of Projected Net Cash Position. He mentioned that the FY 2018 Projected Net Cash Surplus slide is a summary of the net cash position in line with what was previously reported to the Committee. Total revenues in the financial plan are \$620.5 million, and the year-end projection is \$626.4 million, which leaves a \$5.9 million favorable variance. He stated that the year-end O&M expenditures forecast will be over budget by \$3.4 million, mainly due to personnel services costs. This overage will be offset with a reduction in the Cash Financed Capital Improvements (CFCI). He mentioned that there is a delta in the financial plan for the year-end projection with regards to the suburban county refunds. The current Financial Plan assumed that there will be a refund of \$7.0 million, which is consistent with the prior fiscal years' refunds that were included in the Board approved Financial Plan. He explained that the variance of \$11.8 million for county refunds is because of the Multi-Jurisdictional Use Facilities (MJUF) fee that was recently instituted, coupled with current assumptions on the settlement and flows from the Washington Suburban Sanitary Sewer Commission (WSSC) for which there will be a payment made to DC Water for \$4.7 million. With these variances, the projected net operating cash will be \$18.0 million, which is higher than what was anticipated in the Financial Plan.

CFO Brown also noted that the capital budget will be exceeded by \$37.8 million. This includes capital projects overspending of \$41.0 million, which will be partly offset by under spending in capital equipment.

He recommended to the Committee that DC Water should apply the \$18.0 million in net operating cash to the capital program through PAYGO. The Committee made a motion to move the action item to the full Board for approval.

Action Items

The Committee members recommended that the following action items be moved to the full Board for consideration:

- A. Approval of additional funding for Merchant Credit/Debit Card Process/Contract Extension
- B. Approval of resolution authorizing the transfer of the Projected FY 2018 Net Cash Surplus of \$18.0 million to PAYGO

Adjournment

Hearing no further business, Ms. Motsch adjourned the meeting at 11:41 a.m.



CEO and GENERAL MANAGER'S REPORT

David L. Gadis – September 2018

Table of Contents

Message from the CEO/GM.....I

Organizational Performance Dashboardi

Financial Highlights1

 Financial Performance Summary 1

 Revenues and Operating Expenses 2

 Capital Spending..... 2

 Operating Cash and Receivables 3

 Investment Earnings..... 3

 Investment Yield..... 4

Customer Care and Operations Highlights.....5

 Customer Service 5

 Fire Hydrants 6

 Permit Processing..... 7

Low Income Assistance Program.....8

 SPLASH Program..... 8

 Customer Assistance Program(CAP) 8

Operational Highlights9

 Drinking Water Quality..... 9

 Waste Water Treatment 10

 Water Distribution Operations..... 11

 Water Balance 11

 Sewer System Operations 12

 Combined Sewer System..... 12

 Human Resources 13

 Electricity Usage Summary..... 14

 Electricity Usage by Service Area 14

 Safety 15

 Vendor Payments..... 15

Interpretation of Charts A

Color Key

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

Message from the CEO/GM

August GM Report

CEO/GM Meet and Greets

Since my arrival at DC Water, I've completed eight meet and greet sessions with more than 600 DC Water employees at every work location. These gatherings offered an opportunity for staff to hear the vision for the Authority and ask questions on a wide range of topics including safety, training, benefits and many more. We are following up to have follow-up discussions with individuals and focus groups.

Proposed FY2020 Budget

Work continues on the development of the proposed fiscal year 2020 budget. Department operating budget submissions are being reviewed by the budget office, and capital budget development is underway. Consistent with the Pathway to Asset Management process, the Department of Engineering and Technical Services has completed its initial estimate of the multi-year costs to achieve a full asset management plan that would address the condition of both lateral and vertical assets (As reviewed by the Environmental Quality and Operations Committee). DC Water is also compiling needs at the Washington Aqueduct. When complete, these capital needs will be presented to board committees in advance of the delivery of the proposed budget. The entire Executive Team (the General Manager, Assistant General Managers, Chief Engineer, CFO, Chief of Staff, and others) is reviewing all this information as part of the budget process.

J100 Risk Assessment

An all-hazards, enterprise-wide risk assessment was conducted for DC Water to assess risks to the Authority's infrastructure and operations that may result from malevolent threats, natural hazards, dependency and proximity hazards. The assessment began in August 2016 and was completed in April 2018. The assessment was conducted by AECOM using the AWWA J100 risk assessment methodology and in accordance with AWWA Standards G430 on security and G440 on emergency preparedness. The AWWA guidance on Process Control System Cybersecurity was also utilized.

The assessment process involved a high level of stakeholder engagement with internal and external stakeholders. Internal stakeholders included personnel from Emergency Management, Security, Information Technology, DDCS, Utility Services, Engineering, Safety, Wastewater Treatment, Water Quality, and Customer Service. External stakeholders included the FBI, DHS, HSEMA, MWCOG, and Washington Aqueduct. Both internal and external stakeholders participated in defining the key assets, and threats and hazards that would be considered. Ultimately, over 130 threat-asset pairs were evaluated. Risks were calculated and prioritized by considering the consequence, vulnerability, and threat likelihood of each threat-asset pair. A Risk Assessment Report was finalized in June 2017 and a Risk Reduction Recommendations Report was finalized in April 2018. The recommendations report also presented a risk reduction implementation plan that outlined a multi-year strategy for addressing identified risks in a prioritized manner.

The results of this assessment are highly confidential because they reveal vulnerabilities to the organization that could be exploited by adversaries, and the DC Water Office of Emergency Management controls distribution of the results on a need-to-know basis. Overall, the assessment identified a number of positive observations, as well as opportunities for improvement. Several follow on projects are underway to address identified vulnerabilities.

Message from the CEO/GM

Practice Makes Perfect When Emergencies Strike

On Tuesday, August 7, the Office of Emergency Management (OEM) convened a special Incident Management Team (IMT) exercise to fine tune all aspects of DC Water's emergency response programs. The exercise was conducted to both prepare for the operational change to the Anacostia High pressure zones and increase knowledge to other DC Water staff for participation in future incidents that can range from snow, wind, lightning strikes to building evacuations to a full regional blackout. The exercise planning required our contract engineers to study the system and identify possible failure scenarios that could cause a significant pressure loss in the Anacostia pressure zones. The facilitator and WQ Director selected the scenario so all DWS and DDCS participants had no information prior to the actual exercise.

In the fictional August exercise scenario, a 30" ductile iron main breaks at the intersection of Minnesota Avenue and 17th Street in Southeast. Customers begin reporting a loss of water pressure and, by late morning, the number of reports increases significantly. As the scenario develops, pressure levels in the area hit their lowest point, leaving many in this neighborhood completely out of water.

Unfolding in real time, new information was periodically provided to the IMT members to better simulate the evolving and unpredictable nature of emergency situations. Decisions on a wide range of issues must be made quickly and carefully. For example, when the pressure loss is reported, is a boil water advisory necessary? If so, how large is the affected area? How can we communicate this messaging quickly in a timeframe that will minimize any inconvenience or health risk for ratepayers? Collectively, the IMT members must work quickly and methodically to make the best decisions in a stressful situation.

During the exercise, the team analyzed the situation and built consensus towards thoughtful solutions. Staff tested their response capabilities and identified any areas that might need additional practice. Overall, staff demonstrated teamwork and strong capabilities in responding to the emergency exercise event. Additional exercises are planned for later in the year.

Organizational Assessment

DC Water has a remarkable reputation in the industry. We are celebrated for our operational capacity, innovation and ability to break new ground on issues facing our sector. In my role as CEO/GM I have had the opportunity to observe our operation with a careful eye for how we are structured and how we operate while balancing thoughts of how we need to be structured and how we need to operate to ensure continued success into the future. My early impressions are we are talented organization that has made sound decisions that have got us to where we are but may need to change our playbook to continue our winning ways going forward.

To provide some insight on our current structure, operational practices and path forward we have retained the services of Accenture and ADC to conduct a comprehensive assessment of our organizational structure. This project will launch in September and should be concluded sometime in November. Accenture and ADC will assess our current state and recommended alignment of capabilities and functions at the top of the organizational to deliver on new strategic priorities and community expectations. It is possible that this assessment may not recommend any significant changes because we are structured exactly the way we need to be to ensure continued success. It is also possible that the assessment may provide insight and ideas that the Authority may not have arrived at on our own. Either way I believe it is critical to thought and due consideration to our structure and the impact it has on our ability to achieve our desired future state.

Message from the CEO/GM

This assessment process will also serve as the launching pad for putting in place a comprehensive succession plan that builds a talent pipeline to support our workforce needs. I look forward to providing the Board with a more complete report when Accenture and ADC have completed their work.

Innovation and Efficiency for Water Systems

We continue to focus efforts on the water and energy nexus. As part of these efforts, DC Water will be participating on a panel at the Alliance to Save Energy (ASE) entitled “*Workshop on Innovation and Efficiency for Water Systems*” on September 5, 2018. Maureen Holman will represent DC Water on this panel and will provide an opportunity to discuss a consistent and well-designed policy and regulatory framework (at federal, state, and municipal levels) to incentivize energy/water efficiency, ranging from support for integrated planning, grants/tax credits/state revolving funds, public-private partnerships, or other options. Following the panel, DC Water will be providing ASE members a tour of Blue Plains to showcase the water and energy nexus aspects of our operations.

Office of Marketing and Communications (OMAC)

Government Relations

- The biggest challenge for the Government Relations (GR) team this month was helping write the final report on the Bryant Street pressure drop and boil water alert. This report was based on interviews conducted by the General Counsel’s Office, and the report was accompanied by a press release. The GR team also worked to support the GM in his meeting with Council member Mary Cheh about the Bryant Street issue.
- GR also participated in several other programs and initiatives during the past month, including meeting with representatives of the Wharf about debris removal, joining the mayor at a hospital announcement at Saint Elizabeths, attending the NACWA conference, and working with the Council on both legislation empowering the Office of the People’s Counsel and a planned investment in water meters for a housing project in Ward 8.

Customer Newsletter

The August What’s on Tap featured articles warning of summer customer scams, the Anacostia River sediment project, what causes water odors and the General Manager’s message about some relief coming on the CRIAC charge for those in need.

Drinking Water Marketing and Communications

The Office of Marketing and Communications (OMAC) has interacted with many customers post boil water advisory and assisted them in getting requested information and reassuring them regarding the city’s water quality. Staff have reached out to the Business Improvement District (BID) Council and the Office of Latino Affairs to identify liaisons and resources that can help us communicate more effectively with all of our customers. In addition to after-action FAQs regarding the boil water advisory, the DC Water website has updated information about and results from the lead and copper rule compliance.

To bolster lead communication efforts, OMAC is finalizing a letter to be directly mailed in September to approximately 12,000 customers with known lead service pipes to urge customers to take advantage of DC Water’s voluntary and demand service pipe replacement programs. The letter will be in English and Spanish and a FAQ and infographic will be provided in the mailing. Partnering agency DOEE and the Interagency Workgroup for Healthy Housing sent out an announcement to stakeholders and residents via the Healthy Housing Newsletter. Additionally, staff are working to finalize an interactive guide on the

Message from the CEO/GM

website to assist customers in identifying private service pipe material to assist customers when identifying the material type of their service lines.

In July, DC Water attended the One Water Summit hosted by the U.S. Water Alliance and presented at the Value of Water Communicators Institute. The summit brought together utilities and stakeholders from around the country to share best practices and strategize novel ways to connect with customers and continue innovation in the water sector.

Staff continue to have a strong presence in regional workgroups—including the Potomac River Basin Drinking Water Source Protection Partnership (DWSP), the Year of the Anacostia (YOTA) Steering Committee, the Council of Government's Chesapeake Bay Policy Committee, and COG's Community Engagement Campaign—to develop and contribute to various regional projects that affect our customers, and to share information on the progress of DC Water's wide-ranging initiatives. DC Water is playing a key role in developing source water protection materials to educate customers on ways they can improve river health through simple action.

Media Relations

The media relations team worked around the clock during the boil water advisory and handled numerous inquiries, during and following the BWA, in addition to the routine media inquiries handled by OMAC. A proactive pitch to *GOVERNING* Magazine resulted in a profile of Mr. Gadis in the August issue.

Media Coverage

[DC Water addresses communication concerns during water advisory](#)

(WTOP / July 15, 2018)

[D.C. officials defend not issuing landline, cell alerts to warn of water problems](#)

(Washington Post / July 16, 2018)

[From smelly to sparkling: A \\$2.7 billion cleanup of Anacostia, Potomac rivers](#)

(Washington Post / July 21, 2018)

[One of the World's Most Innovative Water Agencies Gets a New Leader](#)

(Governing / August 1, 2018)

[Water Pressure Increase Could Temporarily Cause Contamination In Some Ward 8 Residents' Water](#)

(DCist / August 6, 2018)

[DC Council considers bill to add new DC Water consumer protections](#)

(The DC Line / August 15, 2018)

Meetings/Presentations/Events

- DC Water provided a host of services in support of the 2018 MLB All-Star Game Week in the District. For our part, we participated in a two-day event taking place at Playball Park, providing the Quench Buggy, Cooling Station, giveaways, and appearance by Wendy.
- As part of its Environmental Education program, DC Water is an active participant in a number of youth summer camps throughout the District, providing lessons on subjects as water quality, stewardship and water conservation. During this time period, we visited the following camps:
 - National Oceanic and Atmospheric Administration Summer Camp at Howard University- Provided a lesson to about 15 students in grades 9-12, interested in our Emergency Management procedures
 - Camp Oje at Peabody Elementary School-Provided three separate lessons to students from grades K-5 on the subject of "Water Everywhere"

Message from the CEO/GM

- This summer, DC Water is increasing its presence and outreach at more events that reflect the diversity of the customers we serve! As part of this, we have initiated what we've termed our "#EveryonesWater summer event tour," in which we are participating in events hosted by many diverse agencies and organizations. Stops we have made on the tour this month include the following:
 - International Colombian Festival-Provided Misting Tent, Cooling Station, information, giveaways, and guest appearance by Wendy
- For the first time this year, DC Water participated in the two-day Lotus and Water Lily Festival, sponsored by National Park Service. In support of this event, we provided the Quench Buggy, Cooling Station, information, giveaways, and guest appearance by Wendy
- In ongoing partnership with the Metropolitan Police Department (MPD), DC Water regularly attends a host of locations as part of MPD's annual "Beat The Streets" event series, providing water bottles and other giveaways, Misting Tent, drinking water and an appearance by Wendy. This month, we attended the following locations:
 - 4300 Arkansas Avenue NW (16th Street Heights/Petworth neighborhoods)
 - 6200 Dix Street NE
- DC Water participated in the Stronghold Civic Association Annual Block Party. In support of the event, we provided our Misting Tent, Cooling Station, information, giveaways, and guest appearance by Wendy.
- In ongoing partnership with the DC Department of Parks and Recreation (DPR), DC Water is supporting a number of events hosted by DPR:
 - Closing of District Summer Camps Celebration-Provided the Quench Buggy, Cooling Station, Misting Tent, information, giveaways, and guest appearance by Wendy
- In partnership with MPD and ANC/Single-Member District 8D02, DC Water attended the "National Night Out" event at Mary Virginia Merrick Recreation Center. In support of the event, we provided our Misting Tent, Cooling Station, information, giveaways, and guest appearance by Wendy.
- For the first time this year, DC Water attended the Community Day 2018, sponsored by Alpha Phi Alpha Fraternity and Delta Sigma Theta Sorority. In support of this event, we provided our Quench Buggy, Misting Tent, Cooling Station, information, giveaways, and guest appearance by Wendy.
- DC Water attended the August monthly meeting of ANC 2C to provide an update on two of our projects: 1) Low Area Trunk Sewer Rehabilitation Project; and 2) B Street/New Jersey Avenue Sewer Rehabilitation Project.
- DC Water attended the August monthly meeting of ANC 8A to address customer questions regarding our Anacostia 2nd High Residential Pressure Reducing Valve Installation Project.
- DC Water attended a public meeting with Great Falls community residents to provide updates on the investigation of our Potomac Interceptor sewer pipe, specifically the portion extending from Manhole 31 - Manhole 30.

Message from the CEO/GM

Tours

• James K. Polk Elementary School	28 Students
• Visiting International Professional Program (VIPPP) at Michigan State University	17 Adults
• Center for Water Security and Cooperation	7 Adults
• Environmental Protection Agency Environmental Appeals Board	16 Adults
• Department of Justice Environment Division	25 Adults
• FDA	18 Adults
• Progressive Life Center Illumination Program	22 Students
• USDA	17 Adults
• World Learning Center	17 Adults
• Uniformed Services University of Health Sciences	26 Adults
• John Hopkins U.	9 Adults

Message from the CEO/GM

SOCIAL MEDIA



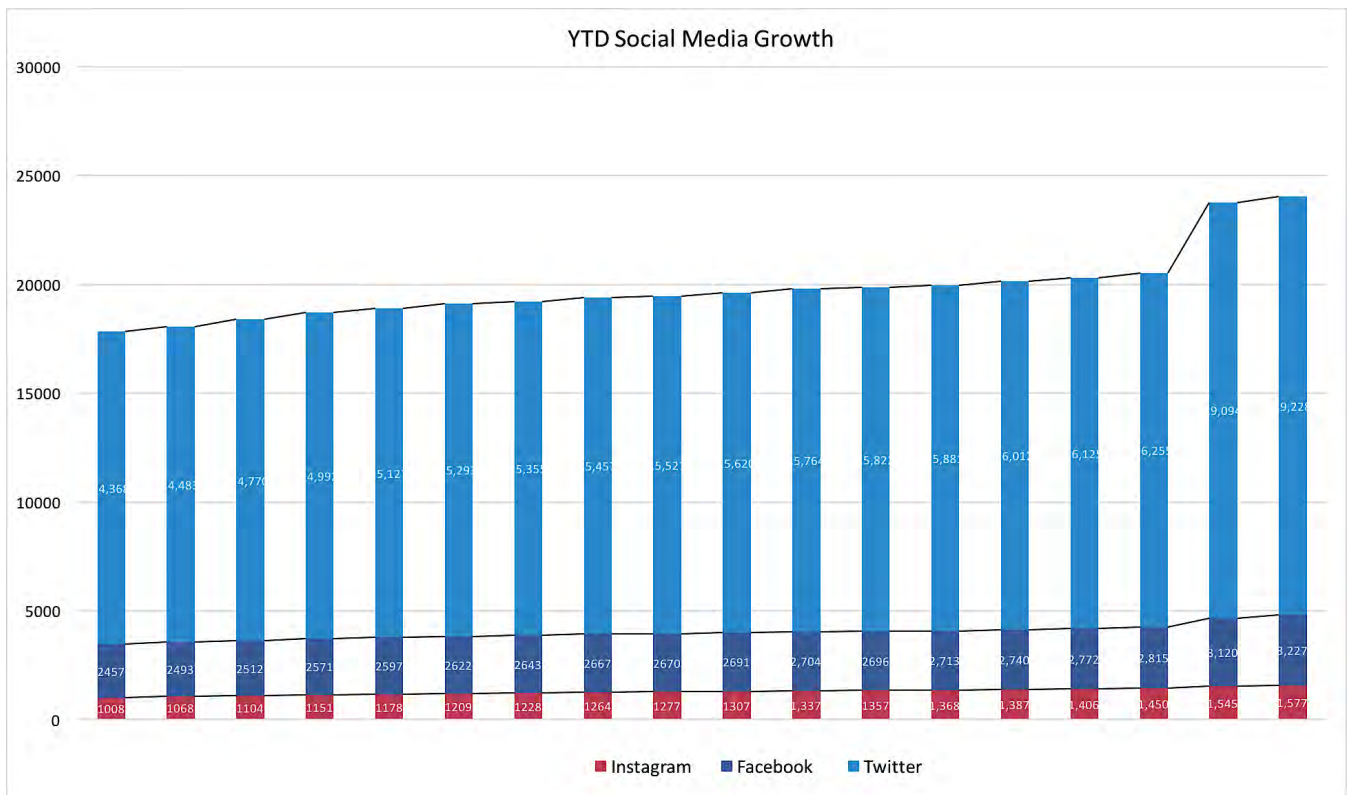
Audience Growth

Audience Growth Metrics	Totals	Change
Total Fans	27.1k	▲ 1.2%
New Twitter Followers	235	▲ 1.1%
New Facebook Fans	43	▲ 1.3%
New Instagram Followers	48	▲ 3.1%
Total Fans Gained	326	▲ 1.2%

Total followers increased by

▲ 1.2%

since previous date range



WEBSITE

Sessions
74,811

Pages / Session
2.29

Avg. Session Duration
00:02:03

Bounce Rate
35.60%









Page	Pageviews	% Pageviews
1. /default.cfm	42,247	24.67%
2. /my-dc-water-upgrade	34,347	20.06%
3. /paying-your-bill	10,983	6.41%
4. /careers	8,038	4.69%
5. /contact	5,530	3.23%
6. /whats-going-on/news/dc-water-issues-precautionary-boil-water-advisory-0	3,251	1.90%
7. /projects	2,053	1.20%
8. /payment-and-billing	1,970	1.15%
9. /whats-going-on/news/dc-water-lifts-boil-water-advisory---effective-830-am-july-15-2018	1,953	1.14%
10. /internal-job-board	1,488	0.87%

ORGANIZATIONAL PERFORMANCE DASHBOARD (July 2018)

Financial Highlights

Net Operating Cash		Operating Revenues		Operating Expenses		Capital Disbursements	
Actual	121,870	Actual	526	Actual	418	Actual	430
Target	68,880	Target	517	Target	468	Target	397
	(\$ thou)		(\$ mil)		(\$ mil)		(\$ mil)
Operating Cash Balance		Delinquent Account Receivables		Core Investments Yield		Short Term Investment Yield	
Actual	164	Actual	3	Actual	2.07	Actual	1.78
Target	126	Target	3	Target	2.67	Target	2
	(\$ mil)		(%)		(%)		(%)





Customer Care and Operations | Highlights

Call Center Performance  Jul 94 85 (% of calls rec)	Command Center Performance  Jul 84 85 (% of calls rec)	First Call Resolution  Jul 82 75 (% of calls rec)	Emergency Response Time  Jul 100 90 (% of calls rec)
Fire Hydrants out of Service  Jul 62 (count)	Fire Hydrant Insps. and Maint. Jul 1292 (count)	Fire Hydrants Replaced  Jul 190 250 (YTD count)	Permit Processing within SLA Jul 84 (%)

Low Income Assistance Program

Splash Contributions		Customer Assistance Program	
Actual	87	Previous	89
Target	67	Current	153
	(\$ tho)		(\$ tho)

Operational Highlights

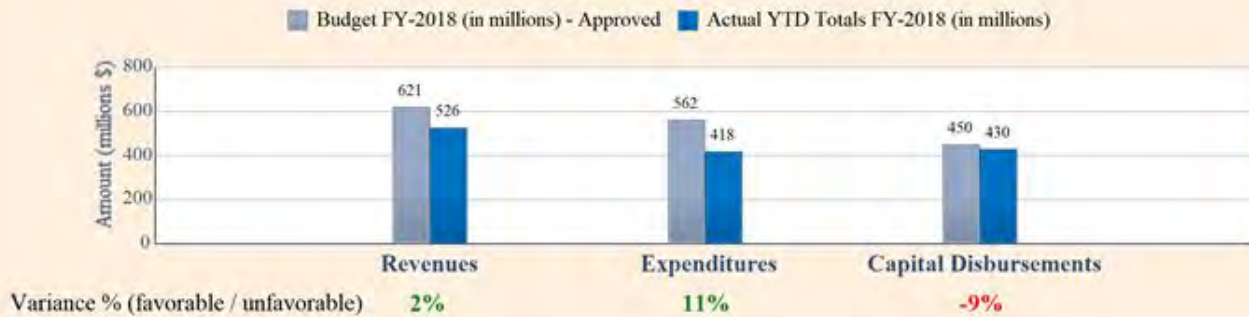
Lead Concentration (ppb) 	Total Coliform Rule (%) 	Biosolids Production 424 (wet tons)	Total Nitrogen (lbs/yr mil) 
Plant Effluent Flow (gal mil) 	Excess Flow 326 (gal mil)	Water Main Leaks 29 (count)	Water Valve Leaks 4 (count)
Non-Revenue Water Sold 9.45 Purchased 11.4 (CCF mil)	Sewer Main Backups 5 (count)	Sewer Lateral Backups 129 (count)	Dry Weather CSO 0 (events)
Recruitment Activity Filled 14 Open 73 (count)	Electricity Usage 19 (MWh)	Employee Lost Time Accidents 0 (count)	Vendor Payments Actual 97 Target 97 (%)

FINANCIAL HIGHLIGHTS

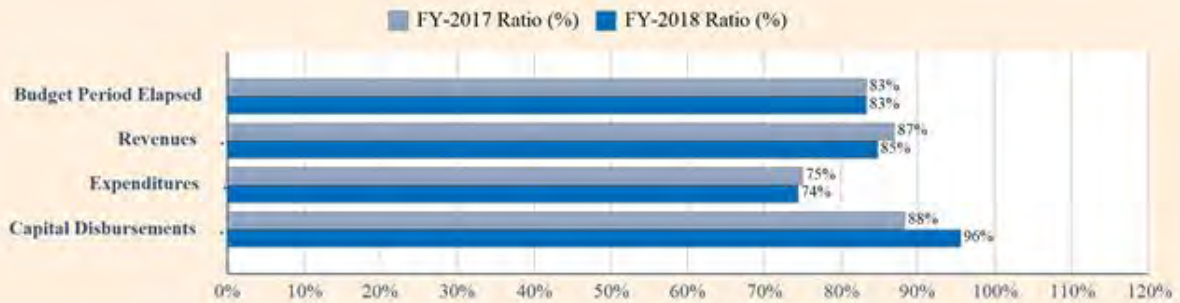
FINANCIAL PERFORMANCE SUMMARY

REVENUE, EXPENDITURE, CAPITAL DISBURSEMENT

Cumulative Revenue, Expenditure & Capital Disbursements compared to Budget

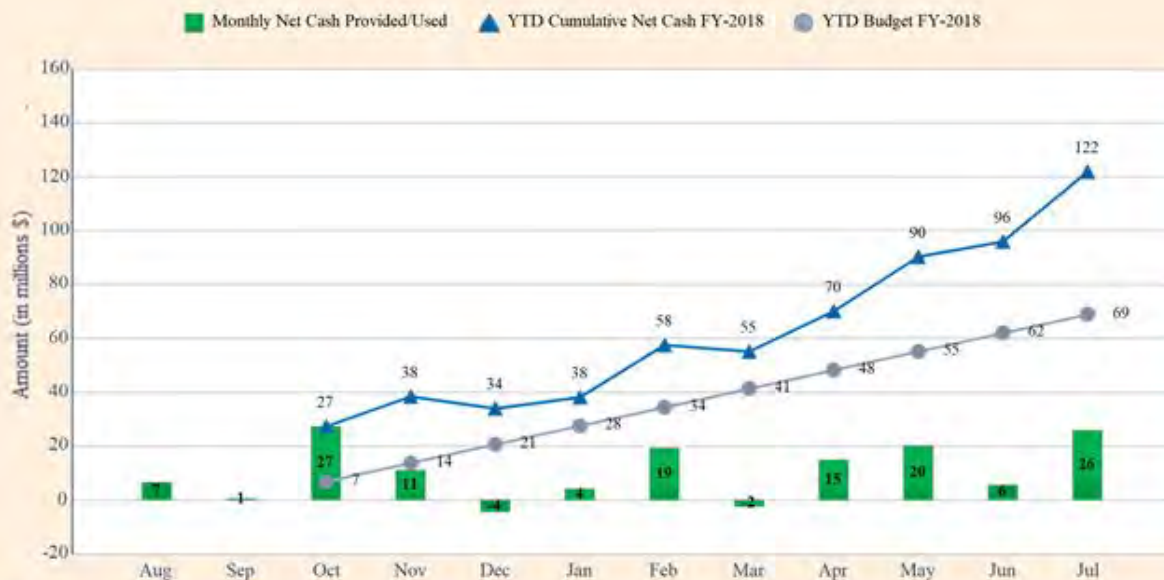


YEAR TO DATE ANALYSIS



NET OPERATING CASH

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



Net cash to date for July was above budget by \$53 Million

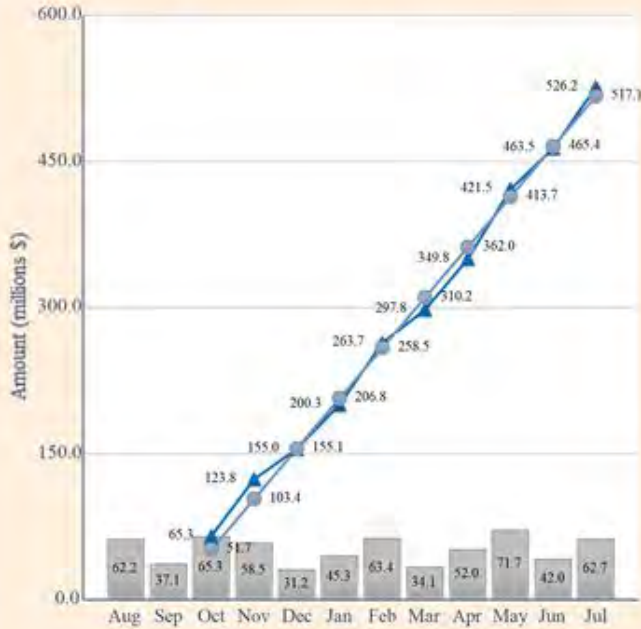
FINANCIAL HIGHLIGHTS

REVENUES AND OPERATING EXPENSES

OPERATING REVENUES

Monthly & Cumulative Revenue compared to YTD Budget

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

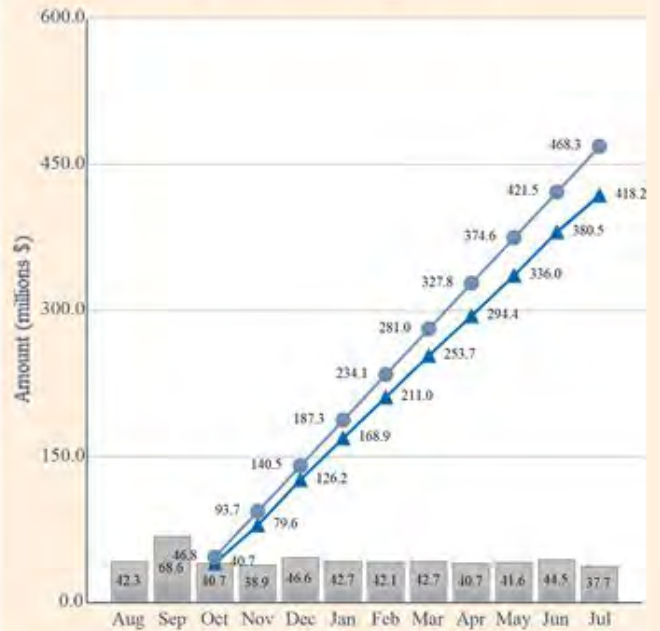


Revenue to date for July was above Budget by \$9.2 Million

OPERATING EXPENSES

Monthly & Cumulative Expenditure compared to YTD Budget

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



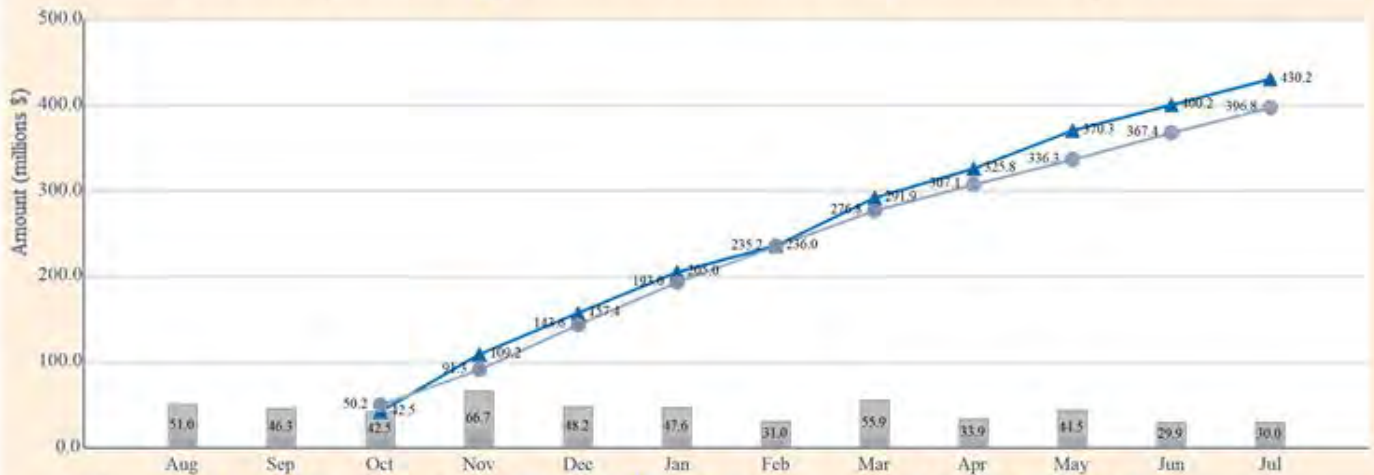
Expenditure to date for July was below budget by \$50.1 Million

CAPITAL SPENDING

CAPITAL DISBURSEMENTS

Monthly & Cumulative Disbursements compared to YTD Budget

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



Disbursements to date for July was above budget by \$33.4 Million. YTD Spending reflects comparison to the straight lined approved budget.

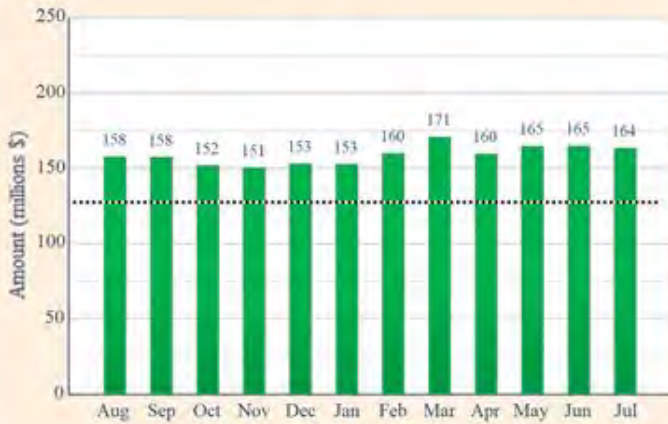
FINANCIAL HIGHLIGHTS

OPERATING CASH AND RECEIVABLES

OPERATING CASH BALANCE

Average Daily Cash Balance compared to Operating Reserve Target

- Actual Cash Balance FY-2018
- Operating Reserve Target - (125.5 Million)



Cash Balance for July was above target by \$38 million

DELINQUENT ACCOUNT RECEIVABLES

Delinquency & Receivables to Revenue Ratio compared to Target

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



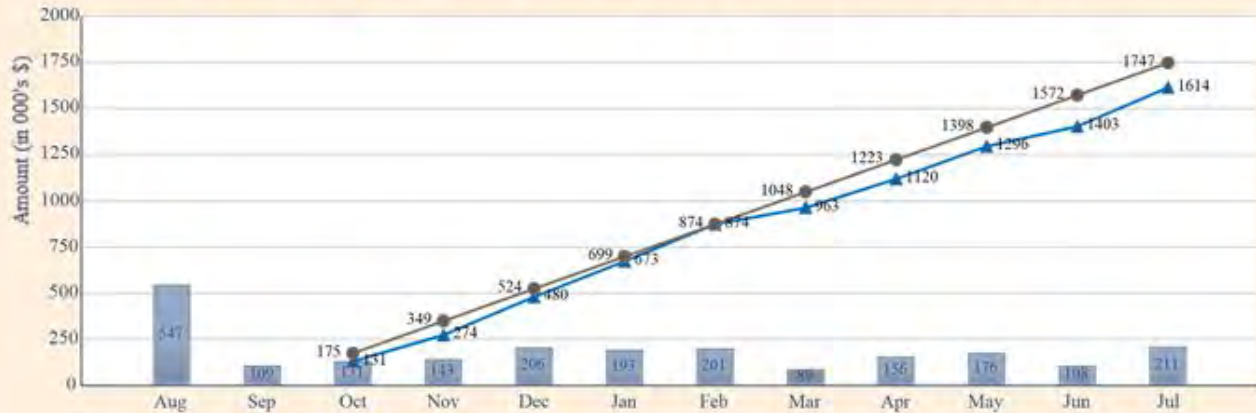
July Receivables to Revenue Ratio info is pending, Delinquency info is pending

INVESTMENT EARNINGS

INVESTMENT CASH EARNINGS

Monthly & Cumulative Earnings compared to YTD Budget

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



Earnings to date for July were below Projected Budget by \$133,000

FINANCIAL HIGHLIGHTS

INVESTMENT YIELD

CORE INVESTMENTS YIELD

Monthly Yield compared to Merrill Lynch Benchmark



Yield for July was less than the treasury index by 0.6%

SHORT TERM INVESTMENT YIELD

Short Term Yield compared to Merrill Lynch Benchmark



Short Term Yield for July was less than the Merrill Lynch yield by 0.22%

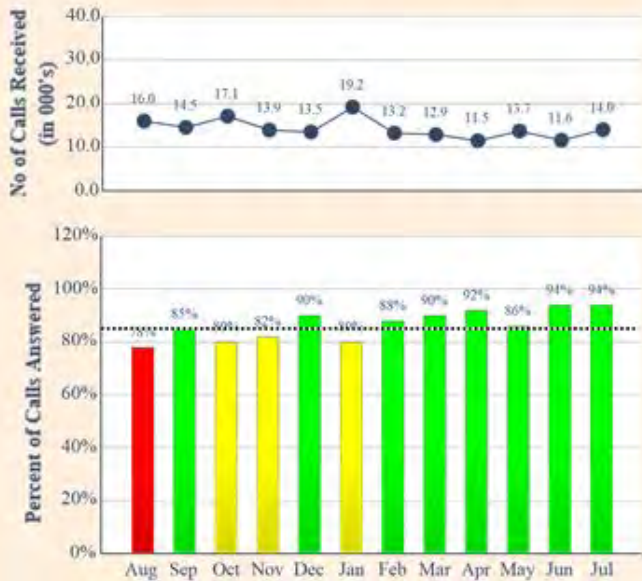
CUSTOMER CARE AND OPERATIONS HIGHLIGHTS

CUSTOMER SERVICE

CALL CENTER PERFORMANCE

Calls Answered within 40 Seconds compared to Target

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

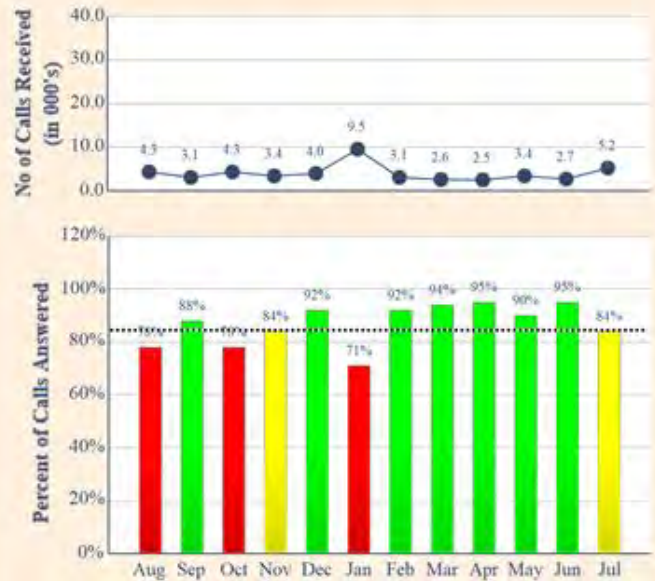


Performance for July was above target by 9%

COMMAND CENTER PERFORMANCE

Calls Answered within 40 Seconds compared to Target

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

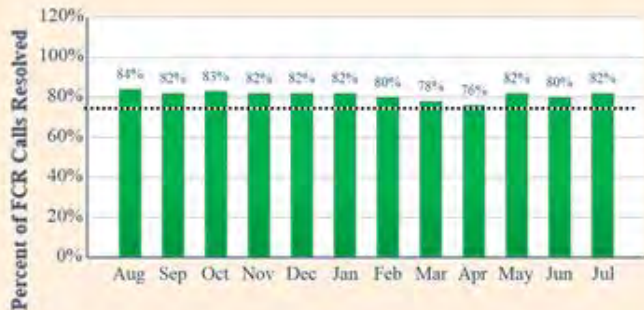


*Performance for July was below target by 1%. Please note ** Increased call due to July 13, 2018 boiled water emergency caused service level loss.*

FIRST CALL RESOLUTION (FCR)

Calls resolved on first contact compared to Target

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

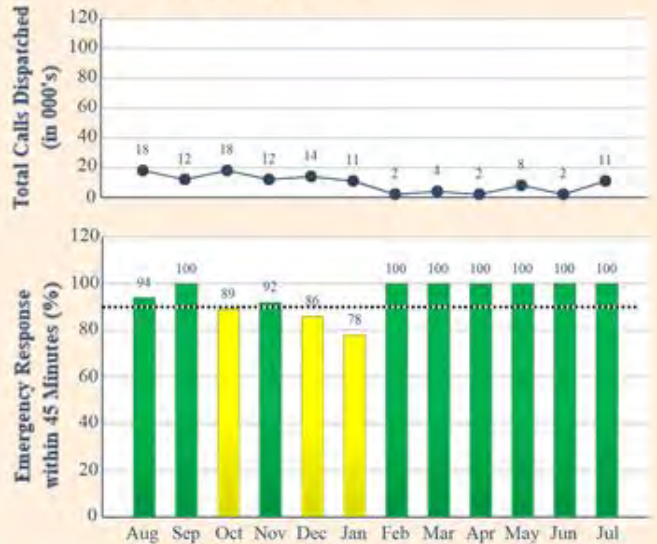


Performance for July was above target by 7%

EMERGENCY RESPONSE TIME

Calls responded to within 45 Minutes compared to Target

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



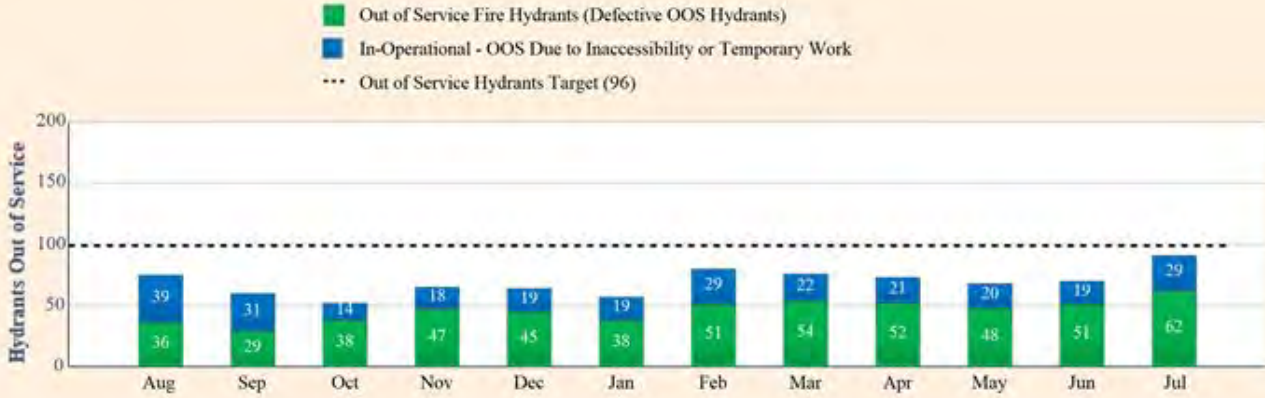
Performance for July was above target by 10%

CUSTOMER CARE AND OPERATIONS HIGHLIGHTS

FIRE HYDRANTS

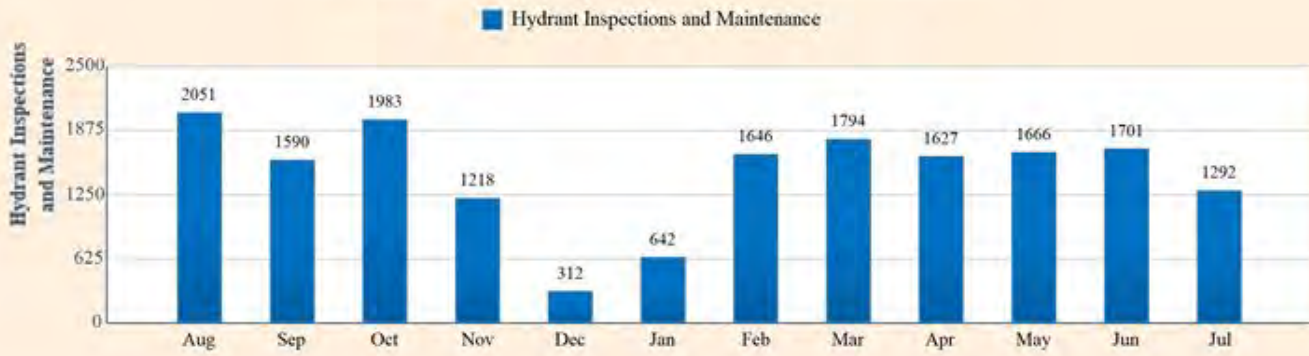
Fire Hydrants Out of Service (OOS)

Total Hydrants Out of Service against Target



Fire Hydrant Inspections and Maintenance

Total Hydrant Inspection and Maintenance Work Orders Completed per Month



Total Hydrant Replacements Per Month

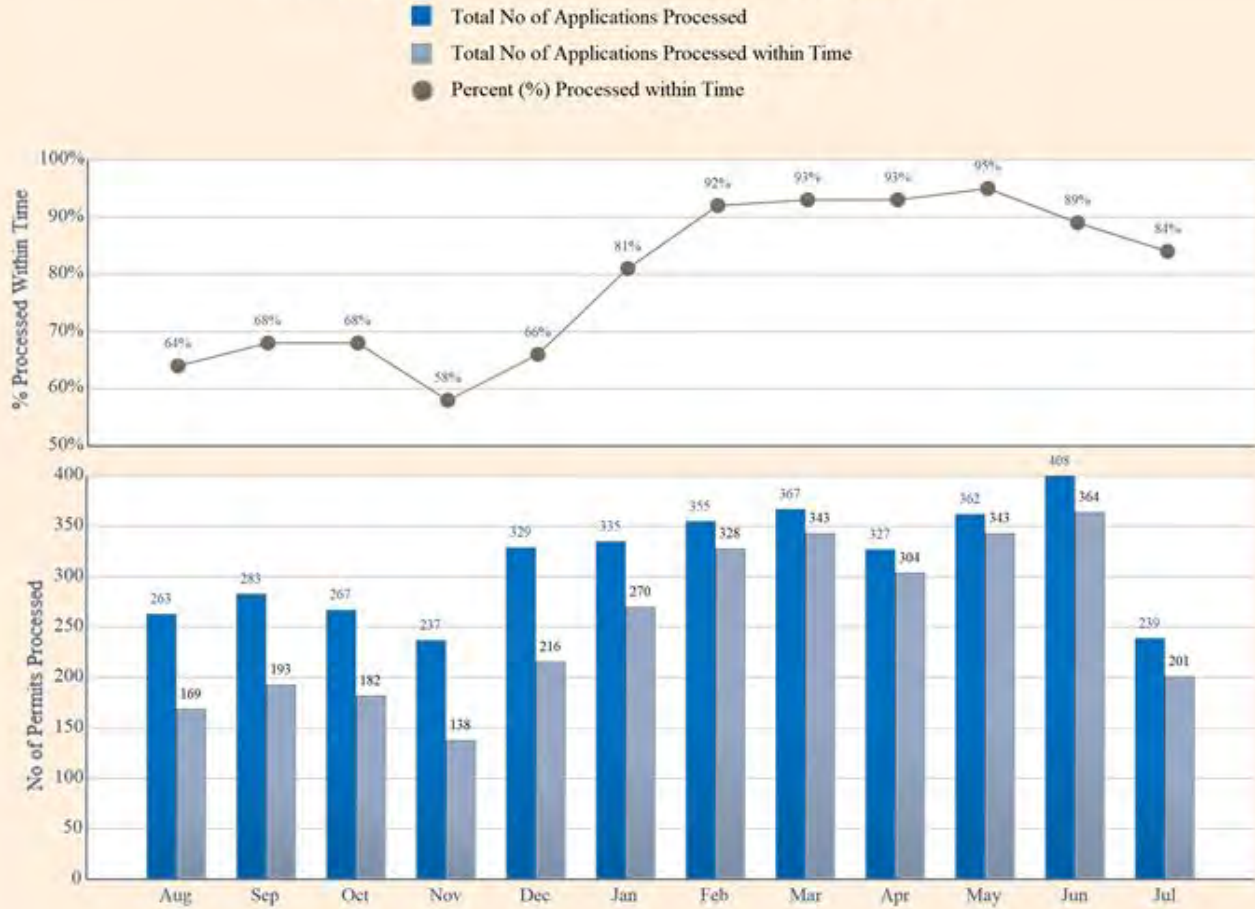
Annual Replacement Target (250)



CUSTOMER CARE AND OPERATIONS HIGHLIGHTS

PERMIT PROCESSING

PERCENT OF APPLICATIONS PROCESSED WITHIN SLA



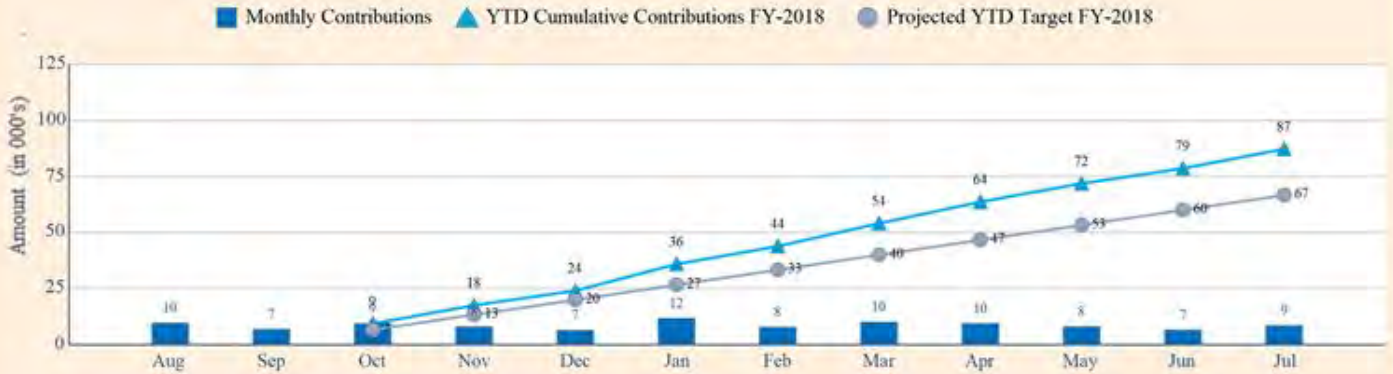
Permits processed in July were 1% below the SLA target of 85%

LOW INCOME ASSISTANCE PROGRAM

SPLASH PROGRAM

SPLASH CONTRIBUTIONS

Monthly and Cumulative Contributions compared to YTD Target

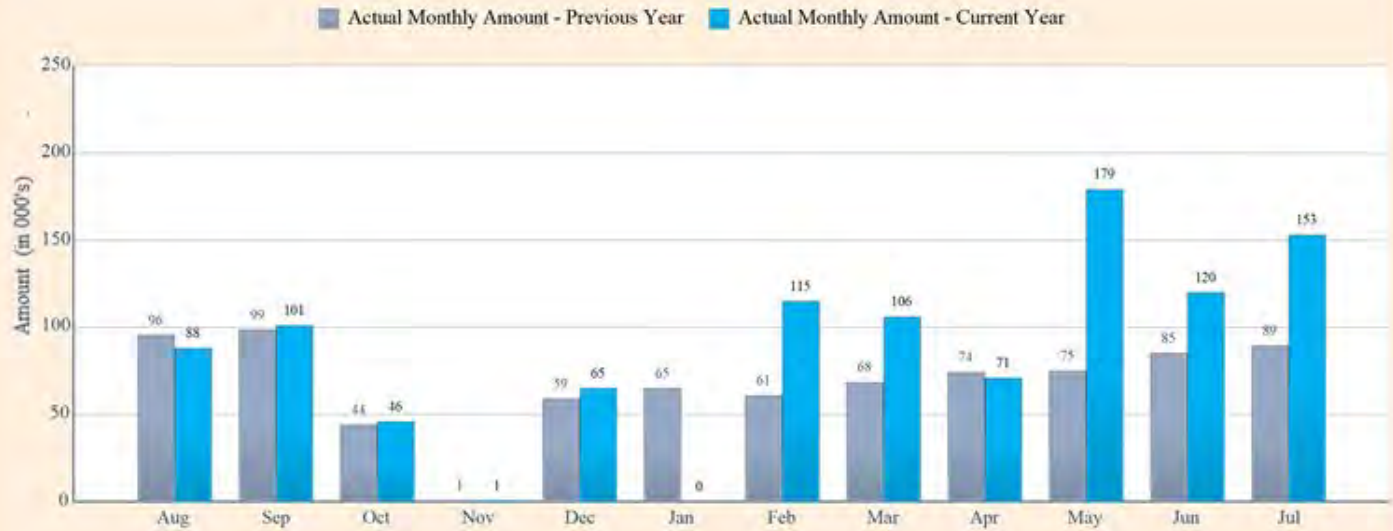


Total SPLASH Contributions to date for July were above target by \$20,570

CUSTOMER ASSISTANCE PROGRAM (CAP)

CUSTOMER ASSISTANCE PROVIDED

Monthly Assistance Provided compared to corresponding Previous Year Periods



OPERATIONAL HIGHLIGHTS

DRINKING WATER QUALITY

LEAD AND COPPER RULE (LCR) COMPLIANCE

Semi-Annual LCR Monitoring Results



Jan-Jun 2018 results to date

TOTAL COLIFORM RULE (TCR) COMPLIANCE

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



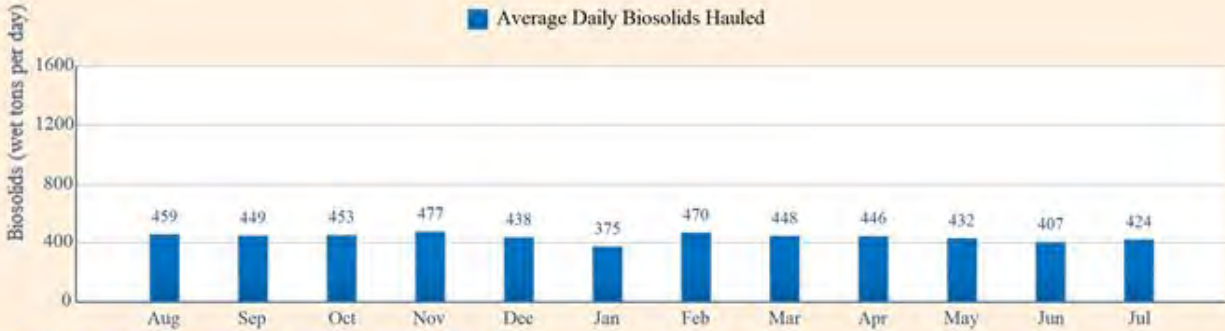
Coliform Positive was recorded at 0.0% in July

OPERATIONAL HIGHLIGHTS

WASTEWATER TREATMENT

BIOSOLIDS PRODUCTION

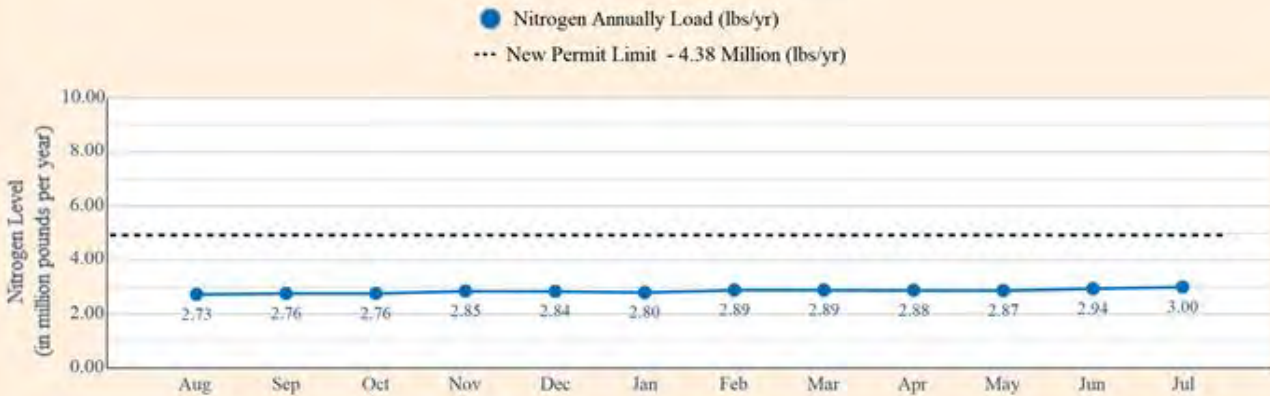
Average Daily Biosolids Production



Biosolids Daily Production for July were 424 wet tons per day

TOTAL NITROGEN

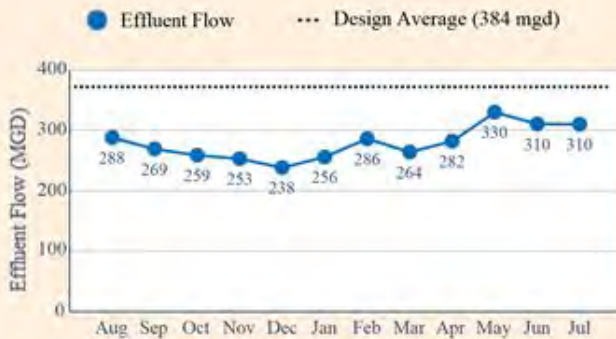
Total Nitrogen Compared to New Permit Levels



Nitrogen level for July were below permit by 1.38 million lbs/yr

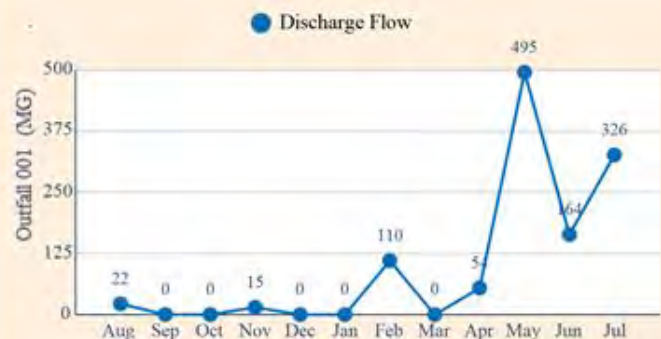
OUTFALL 002 - PLANT EFFLUENT FLOW

Effluent Flow compared to Plant Design Average Limit



In July Influent flow was below design by 74 MGD

OUTFALL 001 - DISCHARGE FLOW

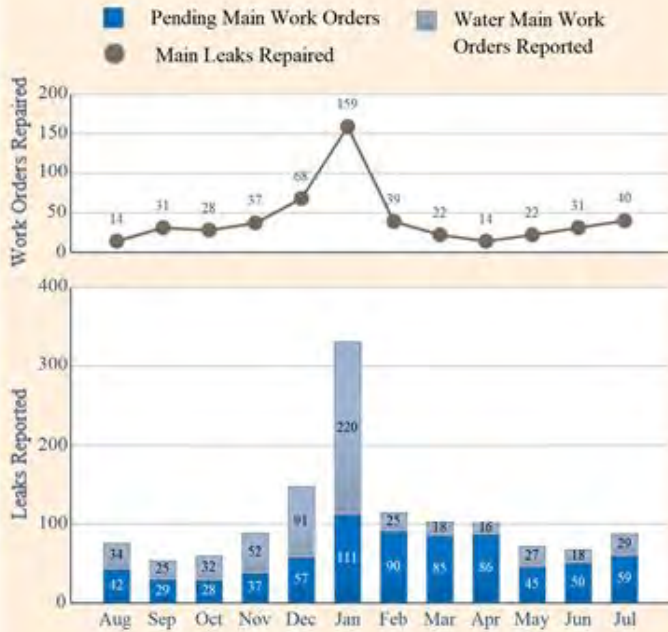


Excess flow events were recorded at 325.9 MG in July

OPERATIONAL HIGHLIGHTS

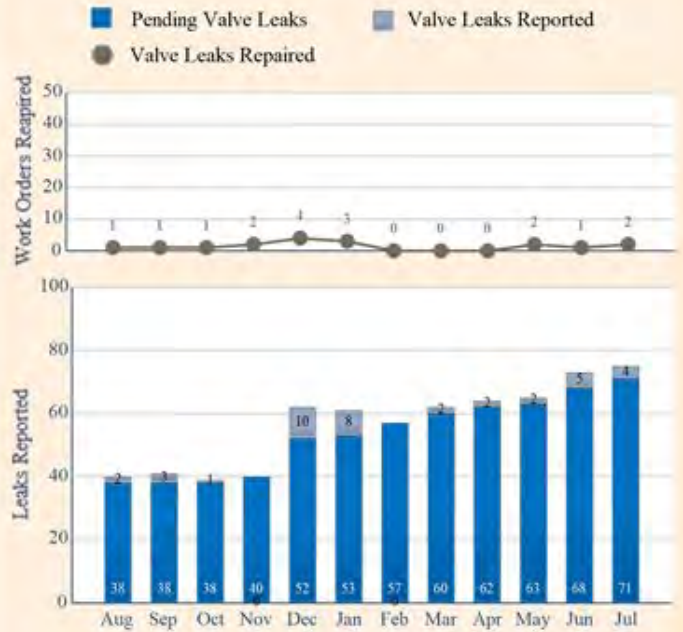
WATER DISTRIBUTION OPERATIONS

WATER MAIN LEAKS



There were 29 Water Main Work Orders reported in July

WATER VALVE LEAKS

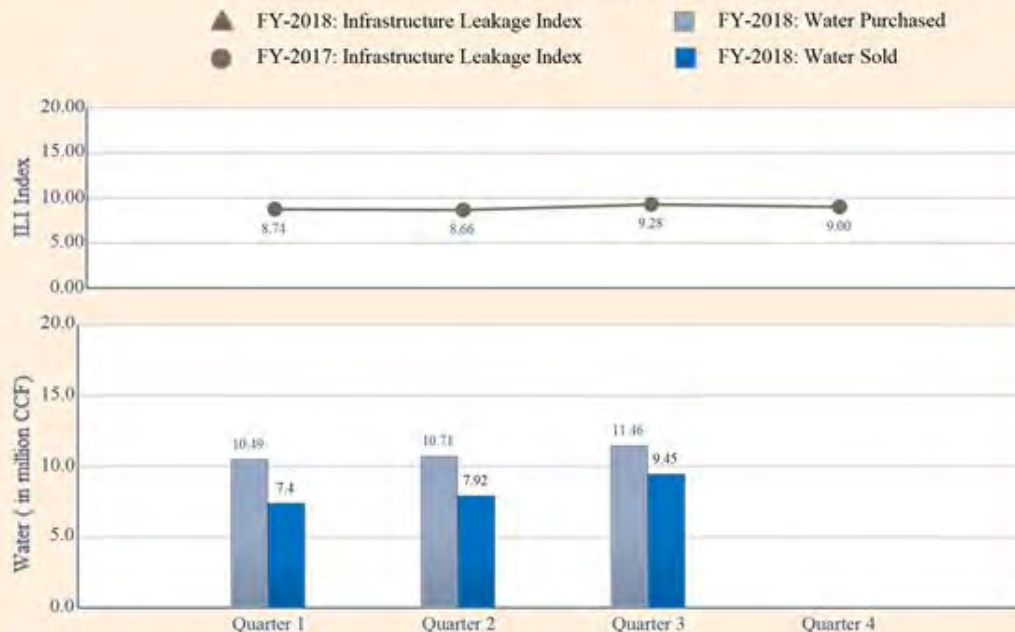


2 leaks were resolved in July

WATER BALANCE

NON-REVENUE WATER

Volume of Water Purchased and Sold per Quarter



In the 3rd quarter of FY 2018, 9.45 out of 11.46 million cubic feet of water was sold

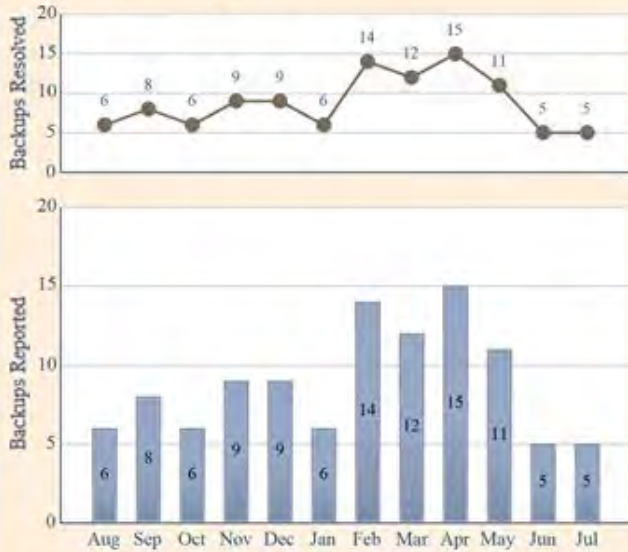
OPERATIONAL HIGHLIGHTS

SEWER SYSTEM OPERATIONS

SEWER MAIN BACKUPS

Sewer Mains Backed Up and Relieved per Month

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

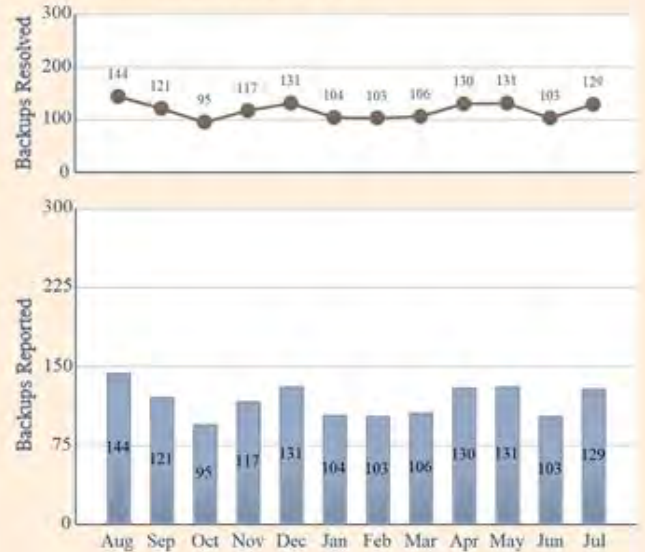


No pending main backups reported

SEWER LATERAL BACKUPS

Sewer Laterals Backed Up and Relieved per Month

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



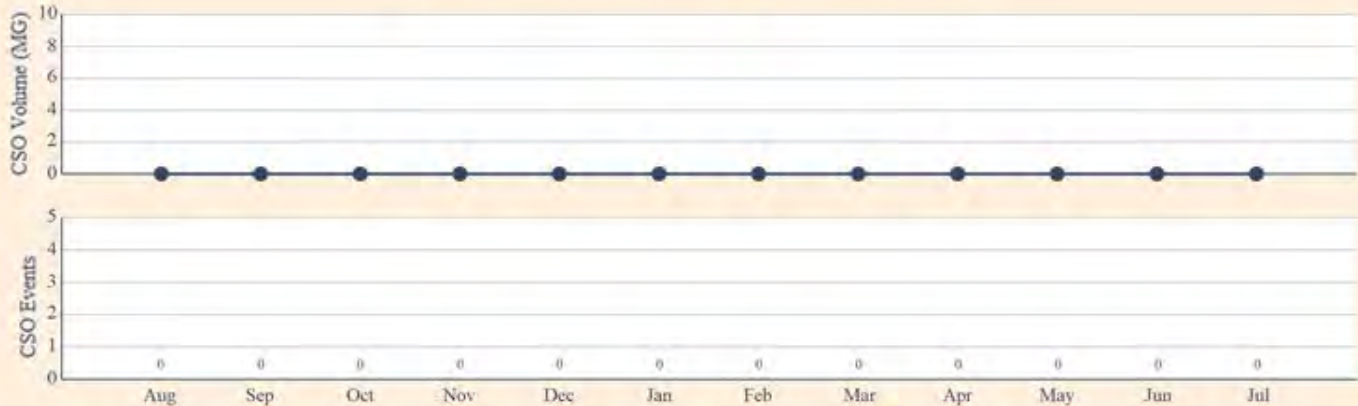
No pending lateral backups reported

COMBINED SEWER SYSTEM

DRY WEATHER CSO EVENTS

Combined Sewer Overflow Volume and No of Events per Month

- Overflow Volume (MG)
- Number of CSO Events



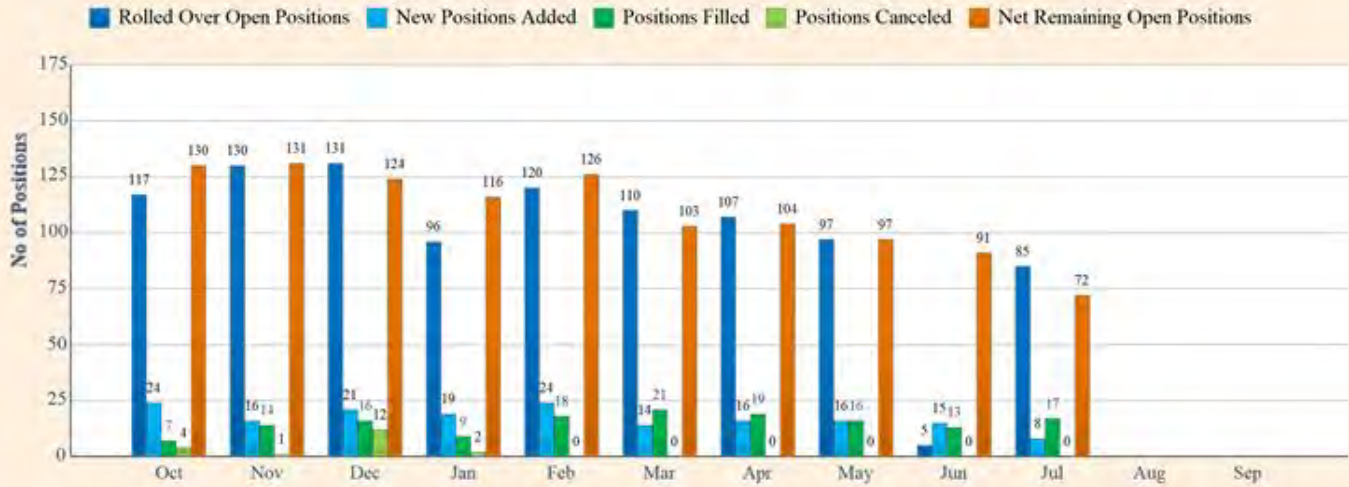
No dry weather Combined Sewer Overflow events were recorded in July 2018

OPERATIONAL HIGHLIGHTS

HUMAN RESOURCES

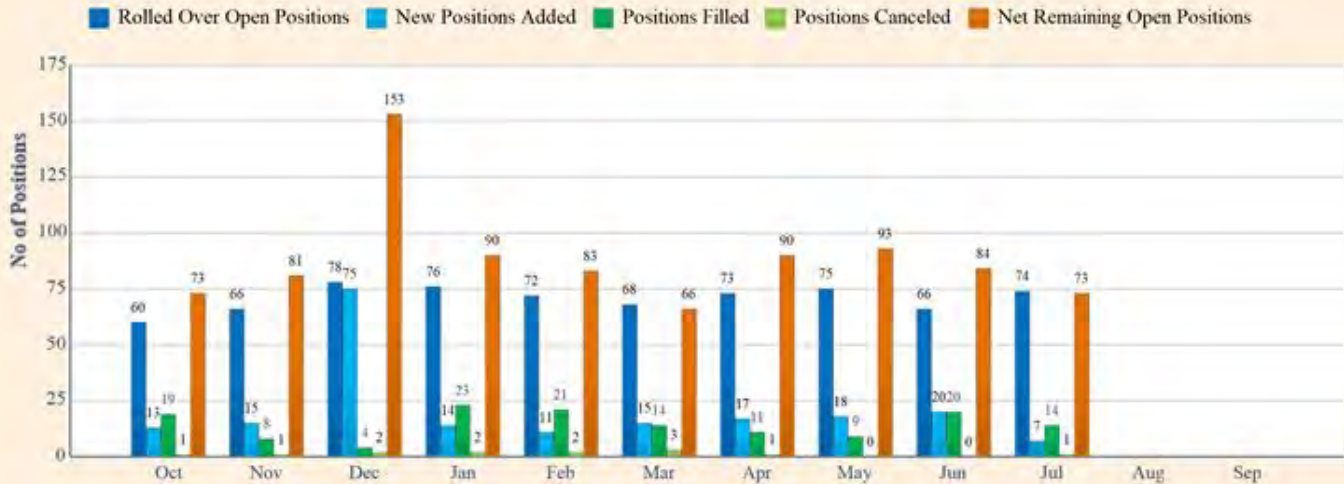
RECRUITMENT ACTIVITY

PREVIOUS FISCAL YEAR

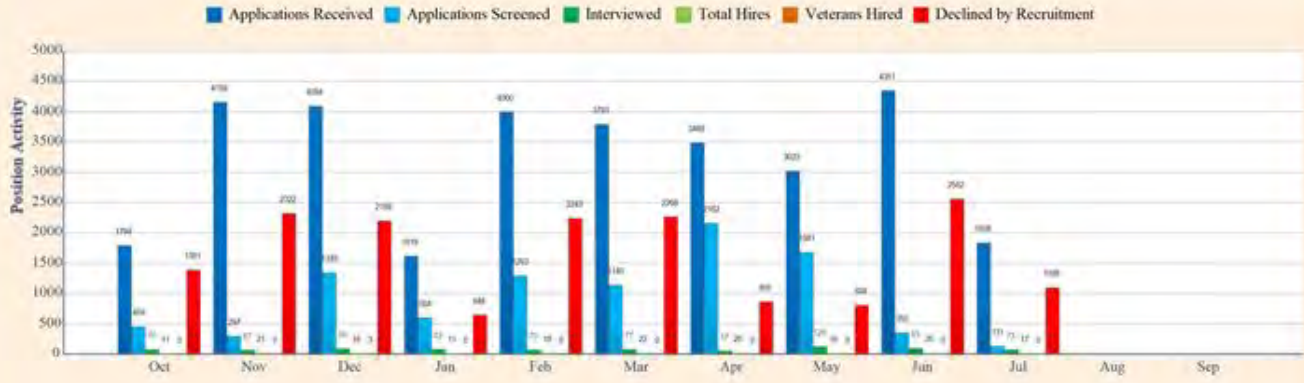


RECRUITMENT ACTIVITY

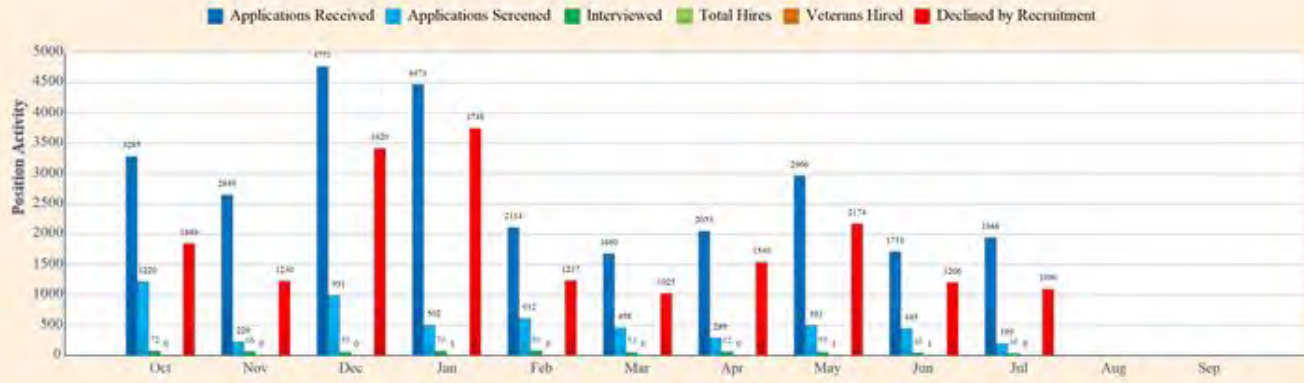
CURRENT FISCAL YEAR



RECRUITMENT PERFORMANCE METRIC
PREVIOUS FISCAL YEAR



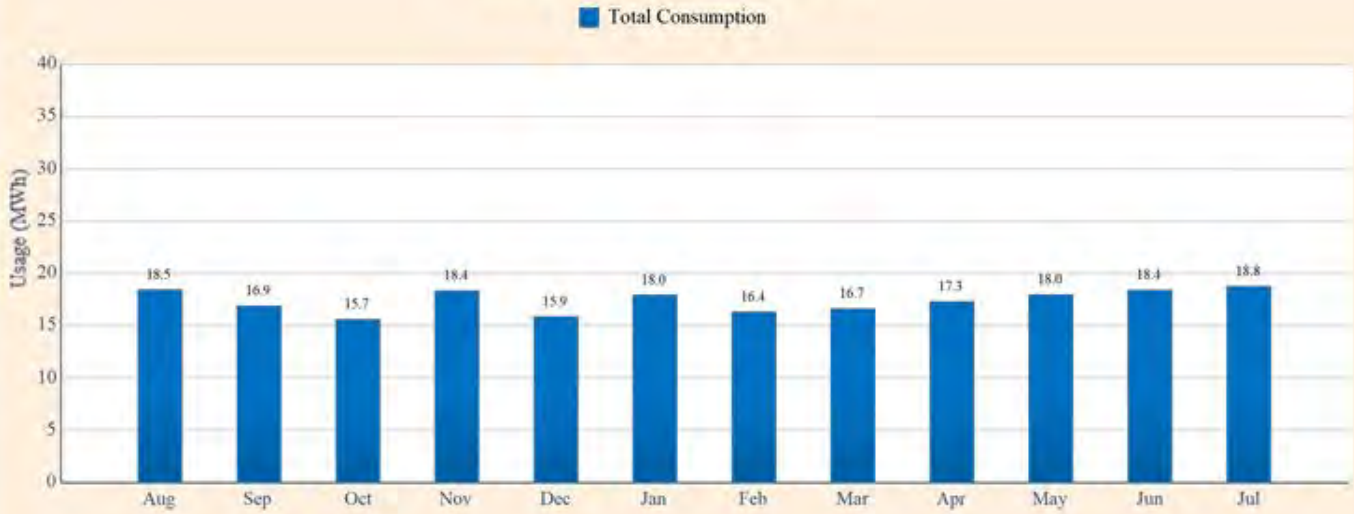
RECRUITMENT PERFORMANCE METRIC
CURRENT FISCAL YEAR



OPERATIONAL HIGHLIGHTS

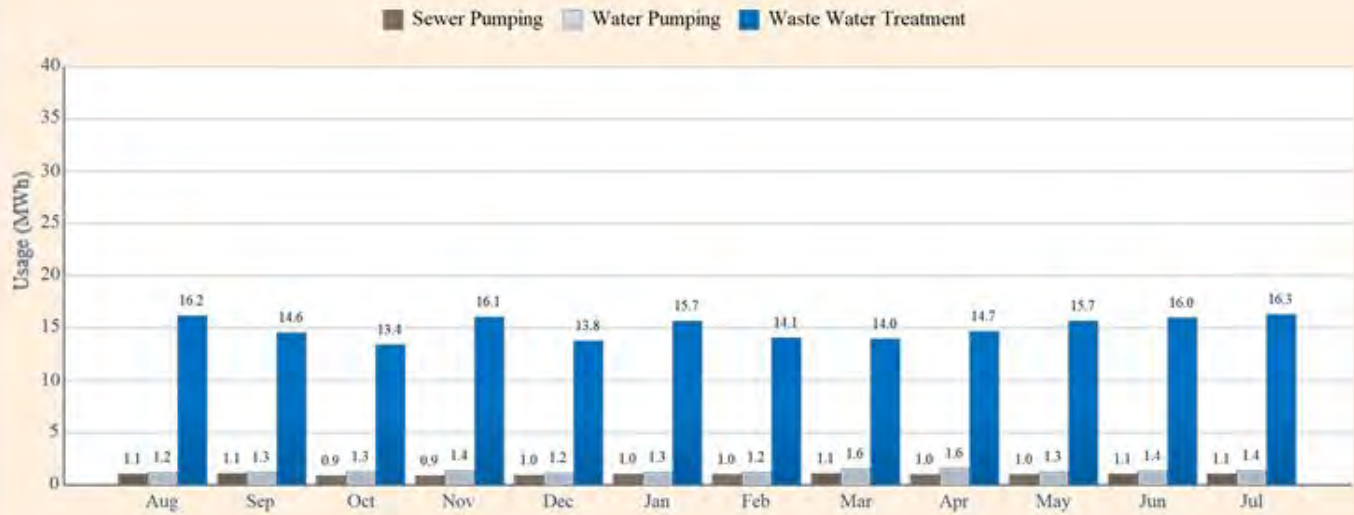
ENERGY CONSUMPTION

ELECTRICITY USAGE SUMMARY



Electricity Consumption in July was 18,811 KWh

ELECTRICITY USAGE BY SERVICE AREA



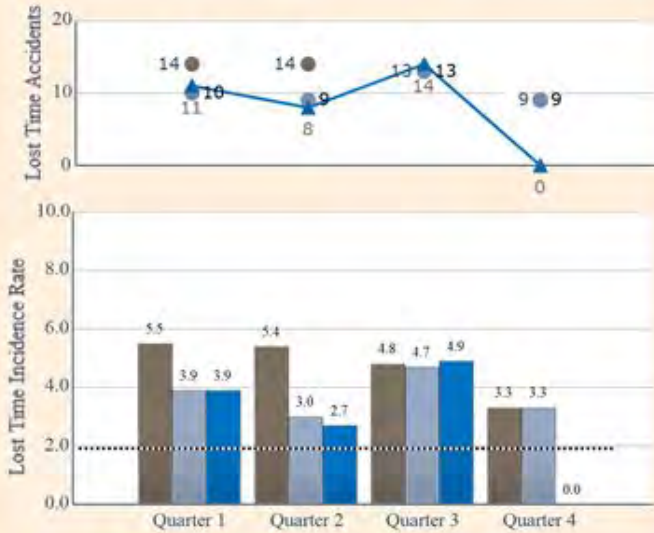
Waste Water Treatment had the highest electricity consumption in July at 16,331 KWh

OPERATIONAL HIGHLIGHTS

SAFETY

EMPLOYEE LOST TIME INCIDENCE RATE

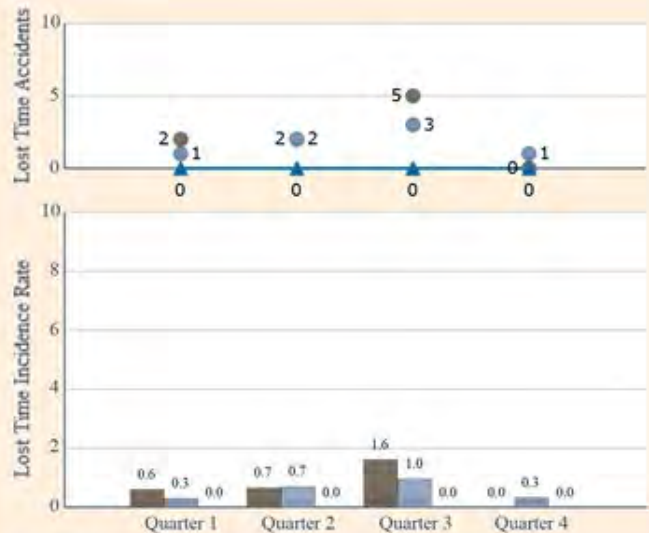
- FY-2016: No of LT Accidents
 - FY-2016: LT Incidence Rate
 - FY-2017: No of LT Accidents
 - FY-2017: LT Incidence Rate
 - ▲ FY 2018 No of LT Accidents
 - ▲ FY 2018 LT Incidence Rate
- Target/National: LT Incidence Rate



In the 4th quarter, 0 lost time accidents were reported

CONTRACTOR LOST TIME INCIDENCE RATE

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

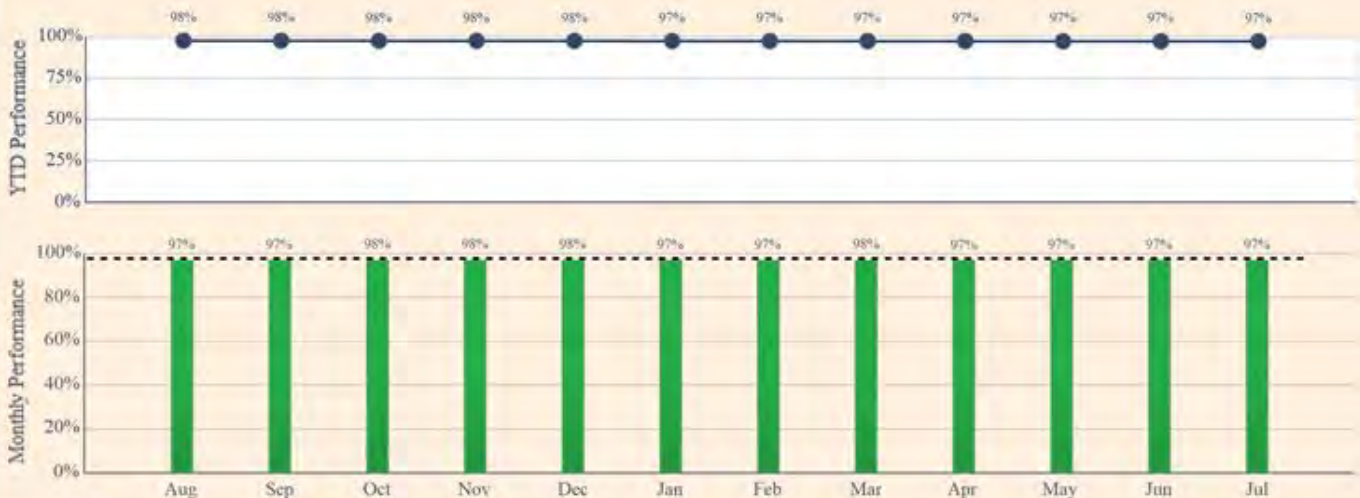


In the 4th quarter, 0 lost time accidents were reported

VENDOR PAYMENTS

VENDOR PAYMENT PERFORMANCE

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



Monthly performance for July was above target by 0.1% target

INTERPRETATION OF CHARTS:

FINANCIAL HIGHLIGHTS

Revenue, Expenditure, Capital Disbursement

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

Net Operating Cash

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

Operating Revenues

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

Operating Expenses

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

Capital Disbursements

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

Operating Cash Balance

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

Delinquent Account Receivables

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

Investment Cash Earnings

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

Core Investments Yield

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

Short Term Investment Yield

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

Dynamic Color Coding Legend

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

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

A

CUSTOMER CARE AND OPERATIONS HIGHLIGHTS

Call Center Performance

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

Command Center Performance

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

First Call Resolution (FCR)

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

Emergency Response Time

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

Fire Hydrants Out of Service (OOS)

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

Fire Hydrant Inspections and Maintenance

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

Fire Hydrant Replacements

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

Total Applications Processed within Service Level Agreement (SLA)

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

Dynamic Color Coding Legend

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

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

LOW INCOME ASSISTANCE PROGRAM

SPLASH Contributions

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

Customer Assistance Program (CAP)

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

OPERATIONAL HIGHLIGHTS

Lead and Copper Rule (LCR) Compliance

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

Total Coliform Rule (TCR)

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

Biosolids Production

- Bar graph shows monthly average daily biosolids production

Total Nitrogen

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

Plant Effluent Flow

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

Excess Flow

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

Water Main Leaks

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

Water Valve Leaks

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

Dynamic Color Coding Legend

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

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

Non Revenue Water

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

Sewer Main Backups

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

Sewer Lateral Backups

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

Combined Sewer dry weather Overflow (CSO) Events

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

Open Positions

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

Electricity Usage Summary

- Bar graph shows total electricity consumption per month

Electricity Usage by Service Area

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

Employee Lost Time Incidence Rate

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

Contractor Lost Time Incidence Rate

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

Dynamic Color Coding Legend

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

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

Vendor Payment Performance

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

Dynamic Color Coding Legend

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

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

E



Consent Agenda

Summary of Contracts

245th Meeting of the DC Water Board of Directors

Thursday, September 6, 2018

Joint Use Contracts

1. **Resolution No. 18-58, Add funding to Option Year Four of Contract No. WAS-12-029-AA-JR, M.C. Dean, Inc.** The purpose of the additional funding is to ensure sufficient funding for electrical power distribution equipment service through the end of the contract as current funding is expected to runs short. The additional funding amount is \$460,000. **(Recommended by Environmental Quality and Operations Committee 07/19/18)**
2. **Resolution No. 18-59, Execute Option Year One of Contract No, 16-PR-SEC-23, Enterprise Security Solutions.** The purpose of the option is to continue to provide ongoing and new security systems integration and devices throughout DC Water facilities. The option amount is \$1,587,000. **(Recommended by Environmental Quality and Operations Committee 07/19/18)**
3. **Resolution No. 18-60, Execute Contract No. 15-PR-CFO-01, KPMG, LLC.** The purpose of the additional funding is to provide services for Green Bond Attestation, agreed upon procedures and consolidation of Blue Drop Financials. The additional funding amount is \$80,000. **(Recommended by the Audit Committee 07/26/18)**

Non-Joint Use Contract

1. **Resolution No. 18-62, Execute the funding for six month extension to Contract No. WAS-10-042-AA-SC, Bank of America, N.A./Banc of America Merchant Services, LLC.** The purpose of the contract modification is to extend the contract to continue providing merchant credit/debit processing card services and to allow the Authority sufficient time to receive and evaluate proposals and make an award. The contract modification amount is \$777,246.54. **(Recommended by Finance and Budget Committee 07/26/18)**

Presented and Approved: September 6, 2018
SUBJECT: Approval to Add Funding to Option Year Four of Contract
No. WAS-12-029-AA-JR, M.C. Dean, Inc.

#18-58
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
D.C. WATER AND SEWER AUTHORITY

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority ("the Authority") at its meeting on September 6, 2018 upon consideration of a joint use matter, decided by a vote of __() in favor and __() opposed to add funding to Option Year Four of Contract No. WAS-12-029-AA-JR, M.C. Dean, Inc,

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to add funding to Option Year Four of Contract No. WAS-12-029-AA-JR, M.C. Dean, Inc. The purpose of the additional funding is to ensure sufficient funding for electrical power distribution equipment service through the end of the contract as current funding is expected to run short. The additional funding amount is \$460,000.

This Resolution is effective immediately.

Secretary to the Board of Directors

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

ACTION REQUESTED

GOODS AND SERVICES CONTRACT OPTION YEAR

**Electrical Power Distribution Equipment Service
(Joint Use)**

Approval to add funding to option year four (4) for electrical power distribution equipment service contract in the amount of \$460,000.00

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: M.C. Dean Inc. 1765 Greensboro Station Place Tysons, VA 22102	SUBS: N/A	PARTICIPATION: N/A
--	---------------------	------------------------------

DESCRIPTION AND PURPOSE

Original Contract Value:	\$2,490,000.00
Original Contract Dates:	03-26-2013 - 03-25-2014
No. of Option Years in Contract:	4
Option Year 1 Value:	\$2,490,000.00
Option Year 1 Dates:	03-26-2014 - 03-25-2015
Option Year 2 Value:	\$2,960,000.00
Option Year 2 Dates:	03-26-2015 - 03-25-2016
Option Year 3 Value:	\$2,527,000.00
Option Year 3 Dates:	03-26-2016 - 03-25-2017
Option Year 4 Value:	\$2,490,000.00
Option Year 4 Dates:	03-26-2017 - 03-25-2018
Prior Modification Value:	\$0.00
Prior Modification Dates:	03-26-2018 - 10-09-2018
This Modification Value:	\$460,000.00
This Modification Dates:	09-10-2018 - 10-09-2018

Purpose of the Contract:

DC Water's Department of Maintenance Services (DMS) has a continuing need for annual maintenance of high voltage switchgear (power distribution) equipment throughout DC Water facilities. Switchgear is the combination of electrical disconnect switches, fuses or circuit breakers used to control, protect and isolate electrical equipment. Switchgear is used both to de-energize equipment to allow work to be done and to clear faults downstream.

Scope and Reason for Change:

To provide up to thirteen (13) experienced power distribution test technicians and one (1) supervisor, along with replacement parts for repair, calibration and annual maintenance of high voltage switchgear equipment and other associated devices at various DC Water facilities.

DC Water is resoliciting the contract and the expected start date of new contract is mid-October 2018. This contract action is to ensure sufficient funding through the end of contract as current funding is expected to run short. The requested amount has contingency of 2 months to address any issues during solicitation.

Spending Previous Year:

Cumulative Contract Value:	03-26-2013 to 10-09-2018: \$12,957,000.00
Cumulative Contract Spending:	03-26-2013 to 06-05-2018: \$12,525,747.48

Contractor's Past Performance:

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

No LBE/LSBE participation.

PROCUREMENT INFORMATION

Contract Type:	Fixed Price	Award Based On:	Best Value
Commodity:	Services	Contract Number:	WAS-12-029-AA-JR
Contractor Market:	Open Market with Preference Points		


BUDGET INFORMATION

Funding:	Operating	Department:	DMS
Service Area:	Blue Plains	Department Head:	Salil Kharkar

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	41.9	\$192,740.00
Washington Suburban Sanitary Commission	43.1	\$198,260.00
Fairfax County	9.59	\$44,114.00
Loudoun Water	4.64	\$21,344.00
Other (PI)	0.77	\$3,542.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$460,000.00


 _____, 7/10/18
 Aklile Tesfaye Date
 Assistant General Manager,
 Blue Plains


 _____, 7/11/18
 Dan Bae Date
 Director of Procurement


 _____, 7/11/18
 Matthew T. Brown Date
 Chief Financial Officer


 _____, 8/29/18
 David L. Gadis Date
 CEO, General Manager

Presented and Approved: September 6, 2018
SUBJECT: Approval to Execute Option Year One of Contract No. 16-PR-SEC-23, Enterprise Security Solutions

#18-59
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
D.C. WATER AND SEWER AUTHORITY

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority ("the Authority") at its meeting on September 6, 2018 upon consideration of a joint use matter, decided by a vote of _() in favor and __() opposed to execute Option Year One of Contract No. 16-PR-SEC-23, Enterprise Security Solutions.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute Option Year One of Contract No. 16-PR-SEC-23, Enterprise Security Solutions. The purpose of the option is to continue to provide ongoing and new security systems integration and devices throughout DC Water facilities. The option amount is \$1,587,000.

This Resolution is effective immediately.

Secretary to the Board of Directors

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

ACTION REQUESTED

**GOODS AND SERVICES CONTRACT EXERCISE OPTION YEAR
Security Systems Integration and Management Services
(Joint Use)**

Approval to execute option year one for security systems integration and management services in the amount of \$1,587,000.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	PARTICIPATION:
Enterprise Security Solutions 40 East Henrietta St. Smithburg, MD 21783	Telecommunications Development Co. 1919 13 th St. NW Washington, DC 20009 LSBE	30%

DESCRIPTION AND PURPOSE

Original Contract Value:	\$5,943,868.00
Base Contract Period:	10-01-2016 – 09-30-2018
Number of Option Years:	3
Contract Modification No 1 Value	\$1,100,000.00
Contract Modification No 1 Dates	10-01-2017 – 09-30-2018
This Option Year 1 value:	\$ 1,587,000.00
This Option Year 1 Dates:	10-01-2018 – 09-30-2019

Purpose of the Contract:

The Department of Security has a need for security systems integration and management services in support of DC Water’s designation by the Department of Homeland Security as a critical infrastructure national asset, in accordance with the 2013 Presidential Policy Directive/ PPD 21, “Critical Infrastructure Security and Resilience”.

This Contract extension to exercise option year 1 shall provide ongoing and new Security related Project installations, integration and management services for electronic security systems and devices throughout all DC Water facilities. This work is directly associated with physical security involving access control, perimeter monitoring, and monitoring of remote, isolated and/or unmanned facilities via security technology for projects.

Contract Scope:

To provide security systems integration and management services at DC Water facilities including:

- Capital equipment: Security infrastructure, cameras, card readers, door/window/hatch sensors, fence-line detection systems, automated entry/exit data capture and other elements plus all software support.
- Operating Services include: routine maintenance and repairs of all pre-existing security systems.

Contract Modification Scope: DC Water will exercise option year 1 from October 1, 2018 until September 30, 2019. The additional funds needed to exercise this option year totals \$ 1,587,000.00: the breakdown of funds for the option year is:

- \$ 550,000 for Security Operations and Maintenance
- \$ 513,000 for Capital Equipment
- \$ 524,000 for Capital Improvement

Spending Previous Year:

Cumulative Contract Value:	10-01-2016 to 09-30-2018:	\$ 7,043,868.00
Cumulative Contract Spending:	10-01-2016 to 06-27-2018:	\$ 6,199,795.75

Contractor's Past Performance:

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

PROCUREMENT INFORMATION

Contract Type:	Fixed Hourly Rate	Award Based On:	Highest Ratings
Commodity:	Good and Services	Contract Number:	16-PR-SEC-23
Contractor Market:	Open Market with Preference Points for LBE and LSBE Participation		

BUDGET INFORMATION

Funding:	Operating	Department:	Security
Project Area:	DC Water Wide	Department Head:	Steve Caldwell

ESTIMATED USER SHARE INFORMATION

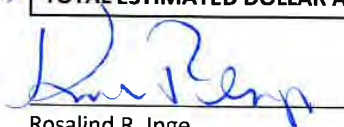
User - Operating	Share %	Dollar Amount
District of Columbia	41.90%	\$230,450.00
Washington Suburban Sanitary Commission	43.10%	\$237,050.00
Fairfax County	9.59%	\$52,745.00
Loudoun Water	4.64%	\$25,520.00
Other (PI)	0.77%	\$4,235.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$550,000.00

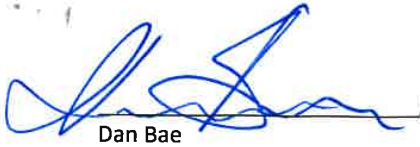
BUDGET INFORMATION

Funding:	Capital Equipment & Improvement	Department:	Security
Project Area:	DC Water Wide	Department Head:	Steve Caldwell

User - Capital Improvement (CW44411000)	Share %	Dollar Amount
District of Columbia	41.22%	\$215,992.80
Washington Suburban Sanitary Commission	45.84%	\$240,201.60
Fairfax County	8.38%	\$43,911.20
Loudoun Water	3.72%	\$19,492.80
Other (PI)	0.84%	\$4,401.60
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$524,000.00

User - Capital Equipment (EQP3610)	Share %	Dollar Amount
District of Columbia	41.25%	\$211,612.50
Washington Suburban Sanitary Commission	45.69%	\$234,389.70
Fairfax County	8.45%	\$43,348.50
Loudoun Water	3.78%	\$19,391.40
Other (PI)	0.83%	\$4,257.90
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$513,000.00

 7/13/18
 Rosalind R. Inge Date
 Assistant General Manager

 7/12/18

Dan Bae
Director of Procurement

 7/13/18

Matthew T. Brown
Chief Financial Officer

 8/29/18

David L. Gadis
CEO, General Manager

Presented and Approved: September 6, 2018
SUBJECT: Approval to add Funding for Additional Services to
Contract No. 15-PR-CFO-01, KPMG LLC

#18-60
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
D.C. WATER AND SEWER AUTHORITY

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority ("the Authority") at its meeting on September 6, 2018 upon consideration of a joint use matter, decided by a vote of __() in favor and __() opposed to approve funding for additional services to Contract No. 15-PR-CFO-01, KPMG, LLC.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to add funding to Contract No. 15-PR-CFO-01, KPMG LLC. The purpose of the additional funding is to provide services for Green Bond Attestation, agreed upon procedures and consolidation of Blue Drop Financials. The additional funding amount is \$80,000.

This Resolution is effective immediately.

Secretary to the Board of Directors

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

ACTION REQUESTED

GOODS AND SERVICES CONTRACT EXTENSION

**EXTERNAL AUDIT SERVICES
(Joint Use – Indirect Cost)**

Approval of funding for additional services in the amount of \$80,000.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: KPMG LLC 1801 K Street, NW, Suite 12000 Washington, DC 20006	SUBS: Bert Smith & Company 1090 Vermont Avenue, NW Washington, DC 20005 LSBE	PARTICIPATION: 10%
---	---	------------------------------

DESCRIPTION AND PURPOSE

Original Contract Value:	\$1,063,379.00
Original Contract Dates:	06-15-2015—06-14-2018
No. of Option Years in Contract:	2
Modification 1 Value:	\$50,511.00
Modification 1 Dates:	06-15-2016—06-14-2017
Modification 2 Value:	\$60,000.00
Modification 2 Dates:	06-15-2017—06-14-2018
Option Year 1 Value:	\$363,304.00
Option Year 1 Dates:	06-15-2018—06-14-2019
This Modification Value:	\$80,000.00
This Modification Dates:	09-15-2018—06-14-2019

Purpose of the Contract:

Contract to provide external auditing services.

Scope of the Contract:

An annual audit performed by an independent accounting firm is required for DC Water to comply with Generally Accepted Accounting Principles. This request for \$80,000.00 will fund the additional services for Green Bond Attestation (\$50,000.00), Agreed upon Procedures (\$15,000.00) and consolidation of Blue Drop Financials (\$15,000.00). These additional services were subsequently added to the scope of services. The Board of Directors approved the three (3) year base award in the amount \$1,063,379.00 via Resolution #15-40.

Spending Previous Year:

Cumulative Contract Value:	06-15-2015 to 07-14-2019: \$1,537,194.00
Cumulative Contract Spending:	06-15-2015 to 05-31-2018: \$1,123,704.61

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.

PROCUREMENT INFORMATION


Contract Type:	Hourly Rate	Award Based On:	Competitive Proposals
Commodity:	Good and Services	Contract Number:	15-PR-CFO-01
Contractor Market:	Open Market with Preference Points for LBE and LSBE Participation		

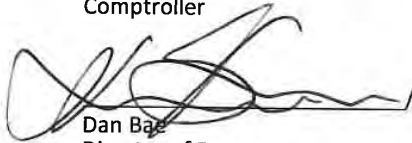
BUDGET INFORMATION


Funding:	Operating	Department:	Finance, Accounting and Budget
Service Area:	DC Water wide	Department Head:	John Madrid


ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	83.75%	\$67,000.00
Washington Suburban Sanitary Commission	12.09%	\$ 9,672.00
Fairfax County	2.69%	\$ 2,152.00
Loudoun County	1.30%	\$ 1,040.00
Other (PI)	0.17%	\$ 136.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$80,000.00

 6/28/18
 John Madrid Date
 Comptroller

 6/25/18
 Dan Bag Date
 Director of Procurement

 6/28/18
 Matthew T. Brown Date
 Chief Financial Officer

 8/29/18
 David L. Gadis Date
 CEO and General Manager

Presented and Adopted: September 6, 2018
SUBJECT: Approval to Transfer FY 2018 Projected Net Cash Surplus to the PAYGO

#18-61
RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority ("the Authority") at the Board meeting held on September 6, 2018 decided by a vote of ____ () in favor and ____ () opposed, to approve the following action with respect to transfer of Eighteen million forty-two thousand two hundred twenty-seven dollars (\$18,042,227) of the FY 2018 Projected Net Cash Surplus Operating funds to PAYGO no later than September 30, 2018.

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

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

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

WHEREAS, on January 6, 2011, the Board Resolution #11-10, which approved a revised Rate Setting Policy, which states "to the extent annual revenues exceed costs, the Boards policy will continue to utilize all available options to mitigate future customer impacts and annual rate

increases, including transferring some or all excess funds to the Rate Stabilization Fund"; and

WHEREAS, on May 24, 2018, the Finance and Budget Committee met to consider the use of the FY 2018 projected net cash surplus to PAYGO; and

WHEREAS, on June 26, 2018, the Joint Meeting of the DC Retail Water & Sewer Rates and Finance and Budget Committees met to consider the use of the FY 2018 projected net cash surplus to PAYGO; and

WHEREAS, on July 26, 2018, given the FY 2018 net projected cash surplus of eighteen million forty-two thousand two hundred twenty-seven dollars (\$18,042,227) the General Manager recommended the transfer of the projected net cash surplus to PAYGO no later than September 30, 2018; and

WHEREAS, on July 26, 2018, upon consideration the Finance and Budget Committee recommended the transfer of eighteen million forty-two thousand two hundred twenty-seven dollars (\$18,042,227) from the Authority's projected net cash surplus for FY 2018 to the PAYGO no later than September 30, 2018.

**NOW THEREFORE BE IT RESOLVED
THAT:**

1. The Board approves the transfer of eighteen million forty-two thousand two hundred twenty-seven dollars (\$18,042,227) from the Authority's projected net cash surplus for FY 2018 to the PAYGO no later than September 30, 2018.
2. This resolution is effective immediately.

Secretary to the Board of Directors

Presented and Approved: September 6, 2018

**SUBJECT: Approval of Funding for a Six Month Extension to
Contract No. WAS-10-042-AA-SC, Bank of America, N.A.
/Banc of America Merchant Services, LLC**

#18-62

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

The Board of Directors ("Board") of the District of Columbia Water and Sewer Authority ("the Authority") at its meeting on September 6, 2018 upon consideration of a non-joint use matter, decided by a vote of ___() in favor and ___() opposed to approve funding for a six month extension to Contract No. WAS-10-042-AA-SC, Bank of America, N.A./Banc of America Merchant Services, LLC.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute the funding for a six month extension to Contract No. WAS-10-042-AA-SC, Bank of America, N.A./Banc of America Merchant Services, LLC. The purpose of the contract modification is to extend the contract to continue providing merchant credit/debit processing card services and to allow the Authority sufficient time to receive and evaluate proposals and make an award. The contract modification amount is \$777,246.54.

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 EXTENSION
MERCHANT CREDIT/DEBIT CARD PROCESSING SERVICES
(Non-Joint Use – Direct Cost)**

Approval of funding for a six (6) month extension of merchant credit/debit card processing services in the amount of \$777,246.54.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	PARTICIPATION:
Bank of America, N.A./Banc of America Merchant Services, LLC 5565 Glenridge Connector Atlanta, GA 30342	N/A	N/A

DESCRIPTION AND PURPOSE

Original Contract Value:	\$250,000.00
Original Contract Dates:	06-01-2011—05-31-2012
No. of Option Years in Contract:	4
Option Years One (1) - Four (4) Value	\$1,000,000.00
Options Years One (1) – Four (4) Dates	06-01-2012—05-31-2016
Previous Contract Modifications Value:	\$1,603,284.03
Previous Contract Modifications Dates:	03-01-2016—09-30-2018
This Modification Value:	\$777,246.54
This Modification Dates:	10-01-2018—03-31-2019

Purpose of the Contract:

Contract to provide DC Water merchant credit/debit processing card services.

Scope of the Contract:

The District of Columbia Water and Sewer Authority (DC Water) continues to require Merchant Credit/Debit Card Processing Services as a convenience to its customers and for expediting payment processing. This service currently interfaces with both the VertexOne Customer Information System (eCIS) and Lawson’s Financial Management System.

Contract Modification:

This contract modification will extend the contract for six (6) months to allow DC Water sufficient time to receive and evaluate proposals, and make an award.

Spending Previous Year:

Cumulative Contract Value:	06-01-2011 to 09-30-2018: \$2,853,284.03
Cumulative Contract Spending:	06-01-2011 to 05-31-2018: \$3,048,530.57

(The Interactive Voice Recording (IVR) WEB - Internet, and Recurring Credit Card spending surpassed expectations of contract projections after transitioning customers from the closed walk-in location at 810 First Street.)

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.

PROCUREMENT INFORMATION

Contract Type:	Fixed Unit Price Requirements Contract	Award Based On:	Competitive Proposals
Commodity:	Good and Services	Contract Number:	WAS-10-042-AA-SC
Contractor Market:	Open Market with Preference Points for LBE and LSBE Participation		

BUDGET INFORMATION

Funding:	Operating	Department:	Finance, Accounting and Budget
Service Area:	DC Water wide	Department Head:	Ivan Boykin

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	100.00%	\$777,246.54
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$777,246.54

 / 7/20/2018
 Ivan Boykin
 Director of Finance
 Date

 / 7/20/18
 Dan Bae
 Director of Procurement
 Date

 / 7/20/18
 Matthew T. Brown
 Chief Financial Officer
 Date

 / 8/29/18
 David L. Gadis
 CEO and General Manager
 Date