



**DISTRICT OF COLUMBIA
WATER AND SEWER AUTHORITY**

Board of Directors
Human Resources and Labor Relations Committee
Tuesday, November 10, 2015
11:00 a.m.

1. Call to Order.....Bradley Frome
Vice Chairperson
2. Wastewater Collections Training Program Presentation.....Charles Sweeney
Director, DDCS
3. 2016 Health and Welfare Benefits Renewals.....Otho Milbourne
Manager, Benefits
4. Actions Items.....Otho Milbourne
Manager, Benefits
 - A. Contract No. 14-PR-HCM-08, Kaiser Foundation Plan of the Mid-Atlantic States
 - B. Contract No. WAS-11-038-AA-MB, Delta Dental PPO
 - C. Contact No. WAS-11-038-AB-MB, United Concordia Dental HMO
 - D. Contract No. WAS-12-050-AA-MB, Connecticut General Life Insurance
Company(Medical)
 - E. Contract No. WAS-12-050-AA-MB, Connecticut General Life Insurance Company (Life)
5. Part-time Benefits Presentation.....Otho Milbourne
Manager, Benefits
6. Executive Session – To discuss personnel matters pursuant to D.C. Official Code Section
2-575(b)(10)Bradley Frome
Vice Chairperson
7. Adjournment Bradley Frome
Vice Chairperson

* 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.



Wastewater Collections Training Program

Department of Distribution and Conveyance Systems
(DDCS)



Background

- As a part of improving operational efficiencies, DC Water created a new department, Distribution and Conveyance Systems (DDCS) within Customer Care and Operations, effective November 16th, 2014
- DDCS includes the following:
 - Pumping Operations (Water and Sewer)
 - Maintenance Operations (Water and Sewer)
 - SCADA Operations
 - Office of Emergency Management
 - Potomac Interceptor



Background

- To align with Goal 1 of the Strategic Plan, Operators within Pumping Operations in DDCS are now required to obtain a Distribution and Collection Level II certification to effectively operate DC Water's Distribution and Wastewater Collection System
- According to the MOU signed with the Union Leadership within AFGE 2553, the Authority would be responsible for organizing and paying for training related to obtaining the certification



Training

- The Maryland Center for Environmental Training (MCET) at the College of Southern Maryland was selected as the training organization, because of their expertise in the field.
- MCET has 30+ years of experience in providing environmental, health and safety related training sessions across the Mid-Atlantic Region.
- In 2014, MCET delivered 279 training courses to 3,369 trainees specific to wastewater treatment and collection, and water treatment and distribution.





Training

- Operations and Learning and Development met with MCET to discuss training options.
- MCET recommended an assessment test be given to the operators to better tailor a training program for the group.
- Subsequently, two training programs were offered:
 - Course #1 – A 24-hour Wastewater Collections Training Program.
 - Course #2 – An 8-hour Wastewater Collections Examination Preparation Course





Training

- The Wastewater Collections Training Program was designed to train collection system operators in the practical aspects of operating and maintaining wastewater collection systems, emphasizing safe practices and procedures.
- It focuses on the skills and knowledge operators need to identify actual collection system problems and solve them, and includes specific information on the practical operation of lift stations and their equipment.
- The Wastewater Collections Examination Course was designed to prepare participants for the wastewater collection exam, and included a review of materials covered in the Wastewater Collections Training Program.





Schedule

- The operators were organized into two groups to ensure focused training.
- Six different training sessions were scheduled between February 24th 2015 and May 12th 2015. Two exam prep sessions were scheduled for May 26th & May 28th 2015.
- Two groups:
 - Group 1: Tuesday between 10am – 2pm
 - Group 2: Tuesday between 3pm – 7pm
 - Course #1 Dates: 2/24, 3/10, 3/24, 4/14, 4/28, 5/12
 - Course # 2 Dates: 5/26 & 5/28
- Due to the work schedule and availability of all operators on any given Tuesday, Tuesday was picked for the training sessions to ensure maximum participation. Further, training on Tuesdays avoided unnecessary overtime.



Instructor

- Edgar Jones, PE (Virginia).
- 45 years of experience in the water and wastewater industry.
- Conducted training sessions on behalf of MCET since 1982.
- Has developed 20 water, wastewater, and stormwater courses for water and wastewater operators in Maryland, The District of Columbia, and Virginia.



Reschedule

- Due to unexpected sickness, The MCET trainer; Mr Jones, was unable to teach the class on April 14th 2015.
- Via email correspondence on May 8th 2015, DC Water confirmed with MCET that a make up session would be conducted on June 2nd 2015.



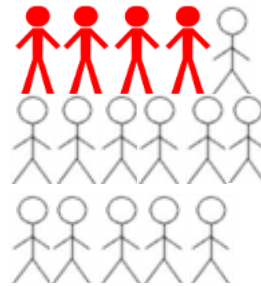
Attendance



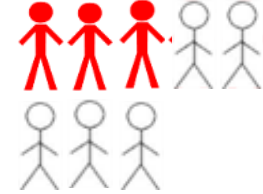
- 16 DDCS employees were originally registered for both courses.



- 7 employees from Sewer Services were invited to attend to allow them to be eligible to apply for positions in the future.



- 4 out of 16 DDCS employees received credit for attending at least 5/6 classes of Course #1.



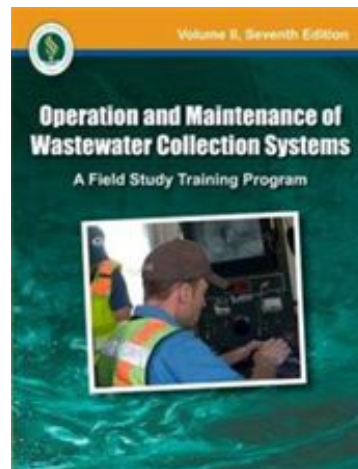
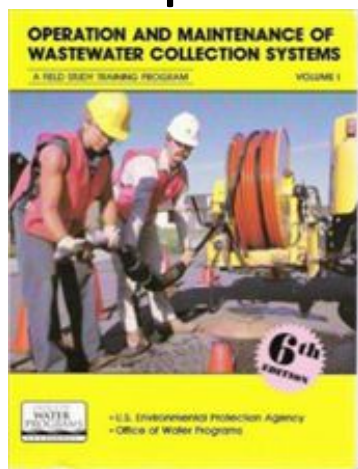
- 8 DDCS employees attended at least one session of Course #2
- 3 employees completed Course #2.

- Some employees missed sessions due to scheduled leave.
- 3 employees missed the June 2nd session due to attending another learning course.
- Supervisors covered shifts to enable scheduled operators to attend the class.



Course materials



- Operations and Maintenance of Wastewater Collection Systems, Volumes 1 and 2 were provided by MCET.
- Some materials were given to employees who were not registered or required to take the class due to being grandfathered in or are already licensed.
- 5 Additional sets of books were purchased by DC Water to make up the numbers.





Course Feedback

Sample Feedback Form

Please write legibly so your comments can be recorded accurately.

Please complete this evaluation and return it to the presenter at the conclusion of the program.
Rate each item from 5 (highest rating) to 1 (lowest rating).

	High		Low
1. Were the objectives of the program stated clearly?	(3)	4 3 2 1	
2. Did the instructor present the material in an interesting way?	(5)	4 3 2 1	
3. Was the subject covered thoroughly?	(4)	4 3 2 1	
4. Were audiovisual materials used effectively?	(3)	4 3 2 1	
5. Were the handouts useful?	(5)	4 3 2 1	
6. Was adequate time allowed for questions?	(4)	4 3 2 1	
7. Do you believe this program will help you do your job better?	(5)	4 3 2 1	
8. Would you recommend this program to a colleague?	(Yes)	No	
9. What aspects of this program did you find most helpful?	<i>all</i>		
10. What changes in this program would you recommend?	<i>None</i>		
11. Why did you attend this seminar?	<i>certify</i> <i>Information to get</i>		
12. How do you plan on using the information you learned today?	<i>on the job</i>		
13. What other training topics would you like MCET to make available to you?			
14. Please share any additional comments or suggestions:	<i>None</i>		



Course Feedback

- A 14 question course review was completed by attendees of the final session on June 2nd 2015.
- 12 employees completed the review. 7 of these employees were from DDCS.
- The first 7 questions were scored 1-5, with 5 the highest rating, and received very positive feedback:

Question	Average Score out of 5
Were the objectives of the program stated clearly?	4.7
Did the instructor present the material in an interesting way?	4.7
Was the subject covered thoroughly?	4.6
Were audiovisual materials used effectively?	5.0
Were the handouts useful?	4.9
Was adequate time allowed for questions?	4.8
Do you believe this program will help you do your job better?	4.4



Course Feedback

- 12/12 reviews answered “YES” to question 8 in the training review- “Would you recommend this program to a colleague?”
- Additional comments included:
 - “The instructor explained math problems well”
 - “Great Instructor”
 - “Thank you for having been so pleasurable Mr. Ed Jones



Course Review

- One employee, despite not attending all sessions, was able to apply the skills, register for, and complete the exam for certification.





Further Notes

- Each employee was provided information on how to apply for the exam and was expected to sign up once the review class was completed.
- In a follow up meeting with the union, they offered to provide information on a training class they would support. We are still waiting for the class information.
- Relevant to the request to obtain a CDL – Operators are not required to obtain a CDL License.
- Further supporting documentation can be provided as needed to support the various facts identified in this presentation.



2016 Health and Welfare Benefit Renewals

HR Labor Relations Committee

Bradley Frome, Vice Chairperson

November 10, 2015



2016 Health and Welfare Benefit Renewals

Carrier	Plan	2016 Initial Renewal	2016 Renewal as of 08/21/2015	2016 Final Renewal
Cigna	HMO	15.3%	12.2%	8.7%
Cigna	OAP	15.3%	12.2%	8.7%
Kaiser	HMO	1.6%	0.0%	-0.7%
Delta Dental	DPPO	7.2%	7.2%	7.2%
United Concordia	DHMO	0.0%	0.0%	0.0%
UnitedHealthcare	Vision	0.0%	0.0%	0.0%
Cigna	Basic Life	14.7%	14.7%	14.7%
Cigna	STD	0.0%	0.0%	0.0%
Cigna	LTD	20.4%	20.4%	20.4%

- United Concordia DHMO rate are under guarantee through 12/31/2016
- UnitedHealthcare Vision rates are under guarantee through 12/31/2017



2016 Cigna Health Plan Design Changes

Current	2016
Cigna HMO	
\$0 deductible for Med and RX	\$150/\$300 deductible for Med and RX
\$2000/\$6,000 OOP Maximum	\$5,000/\$10,000 OOP Maximum
Cigna PPO	
\$300/\$600 deductible for Med only	\$500/\$1,000 ded for Med and RX
\$1,500/\$3,000 OOP Maximum	\$5,000/\$10,000 OOP Maximum
\$25 PCP Copay	\$30 PCP Copay
\$50 Specialist Copay	\$60 Specialist Copay



water is life

2016 Kaiser HMO Plan Design Changes

Current	2016
Kaiser HMO	
\$10 Specialist Copay	\$25 Specialist Copay
\$10 Urgent Care Copay	\$25 Urgent Care
\$10 Outpatient Copay	\$25 Outpatient Copay



Financial Impact – Medical Premium Savings

- Cigna premiums will decrease from 12.2% to 8.7%
- Cigna plan design changes will result in approximately \$351,000 of first year savings
 - Employee Savings: \$70,200
 - DC Water Savings: \$280,800
- Kaiser premiums will decrease from 0% to -.7%
- Kaiser plan design changes will result in approximately \$26,000 of first year savings
 - Employee Savings: \$5,000
 - DC Water Savings: \$21,000



Recommend Board Approval

- Exercise additional option years for the following
 - Cigna Medical Plans
 - Kaiser Medical Plan
 - Delta Dental PPO
 - United Concordia Dental HMO
 - Cigna Life Insurance

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

ACTION REQUESTED

**GOODS AND SERVICES CONTRACT OPTION
STAFF MODEL HMO MEDICAL PLAN
JOINT-USE (INDIRECT)**

PURPOSE

Approval to execute option year one (1) for staff model hmo medical plan in the amount of \$3,865,498.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	PARTICIPATION:	SUBS:	PARTICIPATION:
Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc. 2101 East Jefferson Street Rockville, Maryland 20852	0%	None	

DESCRIPTION AND PURPOSE

Actions	Value	Period
Original Contract	\$3,809,536.00	01/01/12 – 12/31/15
Number of Option Years: 4		
Cumulative Contract Value	\$3,809,536.00	01-01/15 – 12/31/15
Cumulative Contract Spend	\$2,962,047.84	01/01/15 – 09/30/15
NEW ACTION:		
Option Year One (1)	\$3,865,498.00	01/01/16 – 12/31/16
New Cumulative Contract Value Total	\$7,675,034.00	

Purpose of the Contract:

To provide the Health Maintenance Organization (HMO) medical plan to District of Columbia Water and Sewer Authority (DC Water) employees on/or after October 1, 1987.

2016 Renewal Rate:

Kaiser initially submitted DC Water a rate increase of 1.6% for 2016. DC Water's benefits consultant performed an independent analysis of claims activity. This analysis projected costs based on the most recent claims. As a result, the consultant was able to negotiate and reduce the rate to 0%. The consultant further reduced the rate to -0.7% by making plan design changes.

Contractor's Past Performance:

The contractor's past performance has been satisfactory.

Note: Kaiser's premiums are billed and payable on a monthly basis. The premiums are determined by taking the monthly enrollment in each enrollment category, such as Employee, Employee + 1, and Employee + family, and multiplying it by the associated rate for that category.

No LSBE participation with this contract.

PROCUREMENT INFORMATION

Contract Type:	Fixed Price	Award Based On:	Sole Source
Commodity:	Services	Contract Number:	14-PR-HCM-08
Contractor Market:	Open Market with LBE/LSBE Preference Points		

BUDGET INFORMATION

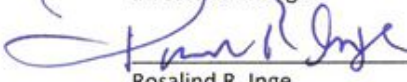
Funding:	Operating	Department:	Human Capital Management
Service Area:	DC Water Wide	Department Head:	Rick Green

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	84.40%	\$3,262,480.31
Washington Suburban Sanitary Commission	11.41%	\$ 441,053.32
Fairfax County	2.87%	\$ 110,939.79
Loudoun County	1.16%	\$ 44,839.78
Potomac Interceptor	0.16%	\$ 6,184.80
Total Estimated Dollar Amount	100.00%	\$3,865,498.00

 / 11/2/15
 Dan Bae Date
 Director of Procurement

 / 11/3/15
 Gail Alexander-Reeves Date
 Director of Budget

 / 11/3/15
 Rosalind R. Inge Date
 Assistant General Manager
 Support Services

_____/_____
 George S. Hawkins Date
 General Manager

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

ACTION REQUESTED

**GOODS AND SERVICES CONTRACT OPTION
DENTAL INSURANCE PLAN (PPO)
JOINT-USE (INDIRECT)**

PURPOSE

Approval to execute option year three (3) for dental insurance plan in the amount of \$506,475.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: Delta Dental One Delta Drive Mechanicsburg, Pennsylvania 10755	PARTICIPATION: 0%	SUBS: None	PARTICIPATION:
--	-----------------------------	----------------------	-----------------------

DESCRIPTION AND PURPOSE

Actions	Value	Period
Original Contract	\$ 706,504.56	01/01/12 – 12/31/13
Number of Option Years: 3		
Option Year one (1)	\$ 293,342.52	01/01/14 – 12/31/14
Option year two (2)	\$ 449,088.00	01/01-15 – 12/31/15
Cumulative Contract Value	\$1,448,935.08	01/01/12 – 12/31/15
Cumulative Contract Spend	\$1,476,255.96	01/01/12 – 09/30/15
NEW ACTION:		
Option Year Three (3)	\$ 506,475.00	01/01/16 – 12/31/16
New Cumulative Contract Value Total	\$1,955,410.08	

Purpose of the Contract:

To provide employees a dental plan for Preferred Provider Organization (PPO).

2016 Renewal Rate:

The rates for the Delta Dental PPO will increase by 7.2% over the current 2015 rates. DC Water's benefits consultant performed an independent analysis and determined that the rate increase was acceptable based on their analysis of claims activity.

Contractor's Past Performance:

The contractor's past performance has been satisfactory.

Note: No LSBE participation for this contract.

PROCUREMENT INFORMATION

Contract Type:	Fixed Unit Price	Award Based On:	Highest Rated Offeror
Commodity:	Services	Contract Number:	WAS-11-038-AA-MB
Contractor Market:	Open Market with LBE/LSBE Preference Points		

BUDGET INFORMATION

Funding:	Operating	Department:	Human Capital Management
Service Area:	DC Water Wide	Department Head:	Rick Green

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	84.40%	\$427,464.00
Washington Suburban Sanitary Commission	11.41%	\$ 57,788.80
Fairfax County	2.87%	\$ 14,535.83
Loudoun County	1.16%	\$ 5,875.11
Potomac Interceptor	0.16%	\$ 810.36
Total Estimated Dollar Amount	100.00%	\$506,475.00

 11/2/15
 Dan Bae Date
 Director of Procurement

 11/3/15
 Gail Alexander-Reeves Date
 Director of Budget

 11/3/15
 Rosalind R. Inge Date
 Assistant General Manager
 Support Services

_____/_____
 George S. Hawkins Date
 General Manager

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

ACTION REQUESTED

**GOODS AND SERVICES CONTRACT OPTION
DENTAL SERVICES
JOINT-USE (INDIRECT)**

PURPOSE

Approval to execute option year two (2) for dental services in the amount of \$222,294.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: United Concordia 11311 McCormick Road, Suite 170 Hunt Valley, Maryland 21031	PARTICIPATION: 0%	SUBS: None	PARTICIPATION:
---	-----------------------------	----------------------	-----------------------

DESCRIPTION AND PURPOSE

Actions	Value	Period
Original Contract	\$ 473,205.12	01/01/12 – 12-31-13
Number of Option Years: 4		
Option Year 1	\$ 236,602.56	01/01/14 – 12/31/14
Option Year 2	\$ 217,609.00	01/01/14 – 12/31/15
Cumulative Contract Value	\$ 927,416.68	01/01/12 – 12/31/15
Cumulative Contract Spend	\$ 829,922.96	01/01/12 – 09/30/15
NEW ACTION:		
Option Year Three (3)	\$ 222,294.00	01/01/16 -12/31/16
New Cumulative Contract Value Total	\$1,149,710.68	

Purpose of the Contract:

To provide employees a dental plan for Health Maintenance Organization (HMO) to DC Water's employees hired on or after October 1, 1987.

2016 Renewal Rate:

The 2016 rates remain the same as the current 2015 rates.

Contractor's Past Performance:

The contractor's past performance has been satisfactory.

Note: No LSBE participation for this contract.

PROCUREMENT INFORMATION

Contract Type:	Fixed Price	Award Based On:	Highest Rated Offeror
Commodity:	Services	Contract Number:	WAS-11-038-AB-MB
Contractor Market:	Open Market with LBE/LSBE Preference Points		

BUDGET INFORMATION

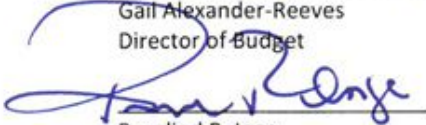
Funding:	Operating	Department:	Human Capital Management
Service Area:	DC Water Wide	Department Head:	Rick Green

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	84.40%	\$ 187,616.14
Washington Suburban Sanitary Commission	11.41%	\$ 25,363.75
Fairfax County	2.87%	\$ 6,379.83
Loudoun County	1.16%	\$ 2,578.61
Potomac Interceptor	0.16%	\$ 355.67
Total Estimated Dollar Amount	100.00%	\$ 222,294.00

 / 11/3/15
 Dan Bae Date
 Director of Procurement

 11/3/15
 Gail Alexander-Reeves Date
 Director of Budget

 / 11/3/15
 Rosalind R. Inge Date
 Assistant General Manager
 Support Services

_____/_____
 George S. Hawkins Date
 General Manager

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

ACTION REQUESTED

GOODS AND SERVICES CONTRACT OPTION

MEDICAL INSURANCE PLAN

JOINT- USE (INDIRECT)

PURPOSE

Approval to execute option year four (4) for medical services in the amount of \$10,742,453.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: Connecticut General Life Insurance Company 10490 Little Patuxent Parkway, Suite 400 Columbia, Maryland 21044	PARTICIPATION: 0%	SUBS: None	PARTICIPATION:
---	-----------------------------	----------------------	-----------------------

DESCRIPTION AND PURPOSE

Actions	Value	Period
Original Contract	\$ 6,705,000.00	01/01/12 – 12/31/12
Number of Option Years: 4		
Option Year 1	\$ 8,120,014.00	01/01/13 – 12/31/13
Option Year 2	\$ 8,748,695.00	01/01/14 – 12/31/14
Option Year 3	\$ 9,276,195.00	01/01/15 – 12/31/15
Cumulative Contract Value	\$32,849,904.00	01/01/12 – 12/31/15
Cumulative Contract Spend	\$31,954,135.61	01/01/12 – 09/30/15
NEW ACTION:		
Option Year 4	\$10,742,453.00	01/01/16 – 12/31/16
New Cumulative Contract Value Total	\$43,592,357.00	

Purpose of the Contract:

To provide DC Water employees two (2) medical plans: Preferred Provider Organization (PPO) as well as a Health Maintenance Organization (HMO).

2016 Renewal Rate:

The final renewal rates for 2016 represent an increase of 8.7% over the current 2015 rates. Cigna provided DC Water a preliminary increase of 15.3% in premiums. After performing an independent analysis of claims activity, DC Water's benefits consultant negotiated a reduction in the rates to 12.2%. This analysis estimated projected costs based on the most recent claims activity. The consultant further negotiated a reduction in the rate to 8.7%, after making plan design changes to both the Cigna Open Access PPO and the Cigna Network HMO plans.

Note: Connecticut General Life Insurance Company's premiums are billed and payable on a monthly basis. The premiums are determined by taking the monthly enrollment in each enrollment category, such as Employee, Employee + 1, and Employee + Family, and multiplying it by the associated rate for that category.

Contractor's Past Performance:

The contractor's past performance has been satisfactory.

Note: No LSBE participation for this contract.

PROCUREMENT INFORMATION

Contract Type:	Fixed Unit Price	Award Based On:	Highest Rated Offeror
Commodity:	Services	Contract Number:	WAS-11-034-AA-MB
Contractor Market:	Open Market with LBE/LSBE Preference Points		


BUDGET INFORMATION

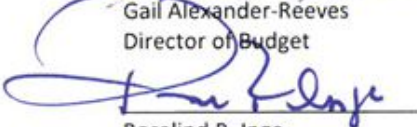
Funding:	Operating	Department:	Human Capital Management
Service Area:	DC Water Wide	Department Head:	Rick Green

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	84.40%	\$ 9,066,630.33
Washington Suburban Sanitary Commission	11.41%	\$ 1,225,713.89
Fairfax County	2.87%	\$ 308,308.40
Loudoun County	1.16%	\$ 124,612.45
Potomac Interceptor	0.16%	\$ 17,187.93
Total Estimated Dollar Amount	100.00%	\$10,742,453.00

 / 11/3/15
 Dan Bae Date
 Director of Procurement

 / 11/3/15
 Gail Alexander-Reeves Date
 Director of Budget

 / 11/3/15
 Rosalind R. Inge Date
 Assistant General Manager
 Support Services

_____/_____
 George S. Hawkins Date
 General Manager

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

ACTION REQUESTED

**GOODS AND SERVICES CONTRACT OPTION
GROUP LIFE INSURANCE SERVICES
JOINT-USE (INDIRECT)**

PURPOSE

Approval to execute option year two (2) for group life insurance services in the amount of \$526,408.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: Connecticut General Life Insurance Company 10490 Little Patuxent Parkway, Suite 400 Columbia, Maryland 21044	PARTICIPATION 0%	SUBS: None	PARTICIPATION:
---	----------------------------	----------------------	-----------------------

DESCRIPTION AND PURPOSE

Actions	Value	Period
Original Contract	\$ 737,718.00	01/01/13 – 12/31/14
Number of Option Years: 3		
Option Year 1	\$ 484,222.00	01/01/15 – 12/31/15
Cumulative Contract Value	\$1,221,940.00	01/01/13 – 12/31/15
Cumulative Contract Spend	\$1,306,689.51	01/01/13 – 09/30/15
NEW ACTION:		
Option Year 2	\$ 526,408.00	01/01/16 – 12/31/16
New Cumulative Contract Value Total	\$1,748,348.00	

Purpose of the Contract:

To provide DC Water employees with company-paid basic life insurance. Employees have the option to purchase Supplemental Life Insurance, Accidental Death and Dismemberment Insurance and Dependent Life Insurance.

2016 Renewal Rate:

The final renewal rates for 2016 represent an increase of 14.7% over the current 2015 rates. DC Water's benefits consultant performed an independent analysis regarding claims activity. This analysis estimated projected costs based on the most recent claims activity. As a result, the consultant agreed that the 14.7% increase presented by Cigna was deemed acceptable.

Contractor's Past Performance:

The contractor's past performance has been satisfactory.

Note: No LSBE participation for this contract.

PROCUREMENT INFORMATION

Contract Type:	Fixed Unit Price	Award Based On:	Highest Rated Offeror
Commodity:	Services	Contract Number:	WAS-12-050-AA-MB
Contractor Market:	Open Market with LBE/LSBE Preference Points		

BUDGET INFORMATION

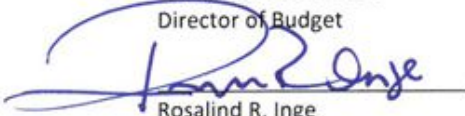
Funding:	Operating	Department:	Human Capital Management
Service Area:	DC Water Wide	Department Head:	Rick Green

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	84.40%	\$444,288.35
Washington Suburban Sanitary Commission	11.41%	\$ 60,063.15
Fairfax County	2.87%	\$ 15,107.92
Loudoun County	1.16%	\$ 6,106.33
Potomac Interceptor	0.16%	\$ 842.25
Total Estimated Dollar Amount	100.00%	\$526,408.00


 Dan Bae / 11/3/15
 Director of Procurement Date


 Gail Alexander-Reeves / 11/3/15
 Director of Budget Date


 Rosalind R. Inge / 11/3/15
 Assistant General Manager Date
 Support Services

_____/_____
 George S. Hawkins Date
 General Manager



Part-Time Benefits

HR Labor Relations Committee

Bradley Frome, Vice Chairperson

November 10, 2015



Background

- Current policy defines a part-time employee as an employee hired to work less than 20 hours per workweek.
- Current policy states that part-time employees are not eligible for benefits.
- Surveyed local Jurisdictions - Montgomery County, Prince Georges County, DC Government, Fairfax County, Fairfax Water, WMATA and WSSC
 - Employees scheduled to work more than 20 hours were generally offered benefits



Eligible Positions

- Departments must work within their assigned number of full-time equivalent positions to create part-time positions.
- Only non-supervisory/non essential positions should be considered for part-time employment.
- Must be approved by senior management and immediate supervisors.
- Only 20, 24 and 32 hours per workweek schedules will be considered.



Benefits to be Offered to Part-Time Employees

Medical *

- Part-time employees will receive a prorated contribution towards the cost of medical premiums, e.g.

An employee who works 20 hours per workweek, DC Water will pay 50% of the medical plan premium contribution paid for full-time employees.

Dental

- Same cost sharing as full time employees (DC Water pays 50% of premiums)

* Thirty (30) hours per work-week will receive full-time medical benefit.



Benefits to be Offered to Part-Time Employees

Vision

- Same cost sharing as full-time employees (DC Water pays 100% of premiums)

Life Insurance, AD&D and Short and Long term Disability

- Same as full-time employees
- Employer paid basic Life benefit prorated based on salary

Retirement Benefits

- Same as full-time employees
- Employer contributions prorated based on salary



Benefits to be Offered to Part-Time Employees

- Employees who work a minimum of 20 hours per work-week will be provided the following leave benefits as shown below (Eligible leave benefits are prorated.)

Leave	Eligible
Annual*	Yes
Sick*	Yes
Holiday	Yes (If falls on scheduled work day)
Bereavement	Yes
Floating Holiday	No
Personal	No
Administrative Comp	No

* Example: An employee who works 20 hours per workweek will receive 50% of the accrued leave that they would have received as a full-time employee



Questions