



**DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY
268th MEETING OF THE BOARD OF DIRECTORS
Thursday, October 1, 2020
9:30 a.m.
(via Microsoft teams)
202-753-6714 Conf. ID 901 153 106#**

- I. **Call to Order (Chairman Tommy Wells)**
- II. **Roll Call (Linda Manley, Board Secretary)**
- III. **Approval of September 3, 2020 minutes and September 21, 2020 18th Special Meeting minutes**
- IV. **Chairman's Overview**
- V. **Committee Reports**
 1. **Governance Committee** (Lavinia Baxter)
 2. **Human Resource and Labor Relations Committee** (Emile Thompson)
 3. **Environmental Quality and Operations Committee** (Adam Ortiz)
 4. **Finance and Budget Committee** (Major Riddick)
- VI. **Issues of General Interest**
- VII. **CEO/General Manager's Report (David Gadis)**
- VIII. **Contract Summary (FYI)**
- IX. **Consent Items (Joint Use)**
 1. **Approval to Execute Option Year Five (5) of Contract No. 16-PR-DFM-07, Chevin Fleet Solutions, LLC. – Resolution No. 20-72** (Recommended by the Environmental Quality and Operations Committee 09/17/20)
 2. **Approval to Execute Funding for Contract No. 20-PR-DIT-43, Dell Marketing LP– Resolution No. 20-73** (Recommended by the Environmental Quality and Operations Committee 09/17/20)
 3. **Approval to Execute Funding for Contract No. GS35F0119P and Contract No. GS11T088JD6001, Verizon Inc., and Verizon Wireless – Resolution No. 20-74** (Recommended by the Environmental Quality and Operations Committee 09/17/20)

4. [Approval to Execute Contract No. 200020, Spinello Companies – Resolution No. 20-75](#) (Recommended by the Environmental Quality and Operations Committee 09/17/20)
5. [**Approval to Execute Contract No. 16PRHCM44AC/AD, Mb Staffing Services LLC and Premier Staffing Source Inc. – Resolution No. 20-76](#) (Recommended by the Environmental Quality and Operations Committee 09/17 /20)
6. [Approval to Execute a Contract for Aon Risk Solutions, Inc., of Washington DC – Resolution No. 20-77](#) (Recommended by the Finance and Budget Committee 09/24/20)

**Item No. 5 - Contract falls under the category of Joint and Non-Joint Use

X. Consent Item (Non-Joint Use)

1. [Approval to Execute Change Order No. 002 of Contract No. 170020, Northeast Remsco Construction, Inc. – Resolution No. 20-78](#) (Recommended by the Environmental Quality and Operations Committee 09/17/20)

XI. Executive Session

XII. Adjournment (Chairman Tommy Wells)

1 The DC Water Board of Directors may go into executive session at this meeting pursuant to the District of Columbia Open Meetings Act of 2010, if such action is approved by a majority vote of the Board members who constitute a quorum to discuss: matters prohibited from public disclosure pursuant to a court order or law under D.C. Official Code § 2-575(b)(1); contract negotiations under D.C. Official Code § 2-575(b)(2); legal, confidential or privileged matters under D.C. Official Code § 2-575(b)(4)(A); collective bargaining negotiations under D.C. Official Code § 2-575(b)(5); facility security under D.C. Official Code § 2-575(b)(8); disciplinary matters under D.C. Official Code § 2-575(b)(9); personnel matters under D.C. Official Code § 2-575(b)(10); proprietary matters under D.C. Official Code § 2-575(b)(11); train and develop members of a public body and staff under D.C. Official Codes § 2-575(b)(12); decision in an adjudication action under D.C. Official Code § 2-575(b)(13); civil or criminal matters where disclosure to the public may harm the investigation under D.C. Official Code § 2-575(b)(14), and other matters provided in the Act.

Upcoming Committee Meetings – (via Microsoft Teams)

- Environmental Quality and Operations Committee – Thursday, October 16, 2020 @ 9:30 a.m.
- DC Retail Water and Sewer Rates Committee – Tuesday, October 20, 2020 @ 9:30 a.m.
- Audit Committee – Thursday, October 22, 2020 @ 9:30 a.m.
- Finance and Budget Committee – Thursday, October 22, 2020 @ 11:00 a.m.



**DISTRICT OF COLUMBIA
WATER AND SEWER AUTHORITY**

Board of Directors

Governance Committee

Wednesday, September 9, 2020

9:00 a.m.

MEETING MINUTES

Committee Members

Ellen O. Boardman, Chairperson
Lavinia Baxter, Vice Chairperson
Rachna Bhatt
Emile C. Thompson

DC Water Staff

David L. Gadis, CEO/General Manager
Marc Battle, Chief Legal Officer and
Executive Vice President
Korey Gray, Compliance
Thomas Kuczynski, President, Blue
Drop and Vice President, Information
Technology
Linda R. Manley, Board Secretary

Call to Order

Chairperson Boardman called the meeting to order at 9:02 a.m., and noted that the meeting is being held via Microsoft teams.

Board Secretary Linda Manley called the roll for attendance.

Agenda Item #1 – DC Water Works! FY 2020 Program Update

Korey Gray, DC Water’s Compliance Officer, presented Agenda Item #1 – DC Water Works (Water Works) FY 2020 Program Update.

Overview

Mr. Gray began by reviewing the program goal for FY’20, that seventy-five percent (75%) of DC Water’s total contractor workforce will be local residents.

Mr. Gray reported that, between October 1, 2019 and September 30, 2020, forty-three (43) new DC Water contractor positions were filled. Of these, one (1) DC Water Skills

Trainee started a new business, Family Roof Landscaping; fourteen (14) were sourced through Water Works' referral process; and twenty-eight (28) were filled directly by contractors. Forty-two (42) of those positions were filled by residents of the User Jurisdiction, of whom sixteen (16) were DC residents. One (1) position was filled by a resident outside of the DC Water User Jurisdiction.

Mr. Gray provided an update on the types of contractor positions filled. Of the forty-three (43) new DC Water contractor positions:

- Twenty-five (25) were general laborer positions and twelve (12) of these were filled by DC residents;
- Nine (9) were skilled and technical positions (i.e. engineering);
- One (1) was special projects (skilled training program) and filled by a DC resident; and
- Seven (7) were goods and services positions (janitorial) and three (3) of these were filled by DC residents.

Mr. Gray provided an update on the new hires by Ward, targeting hard to place District residents. Of the forty-two (42) positions filled by residents of District, sixteen (16) were filled by residents of Ward 4, 5, 6, 7 and 8. He explained that Water Works provides opportunities for all District residents, with a focus on hiring residents of Wards 7 and 8.

Mr. Gray reported that the three-year trend for hiring local residents was significantly lower compared to the number of new hires for FY'20, however, the local resident new hire goal of seventy-five percent (75%) was exceeded by ninety-eight percent (98%).

Mr. Gray mentioned that several targeted employment events (virtual job fairs) are planned for September. DC Water Works expects to fill twenty (20) positions at those events.

In response to Committee Member Thompson's inquiry about strategies to advertise for the virtual job fairs and managing the level of participation, Mr. Gray explained that he works directly with the strategic partners (District of Columbia Employment Services (DOES), unions, not-for-profit organizations and schools) to identify potential candidates based on available jobs. These partners will hold pre-screening interviews and select those individuals who may be scheduled for a more formal interview and receive a possible offer of employment.

Mr. Gray provided an update on the kind of work the strategic partners are doing. He reported that DC Water works with twenty (20) strategic partners. Seven (7) individuals were referred for placement on a DC Water project or training program by these partners. Of these, three (3) were referred by Constituent Services Worldwide, three (3) were referred by DOES, and one (1) was referred by Department of Public Works.

Green Infrastructure Initiative

Mr. Gray provided an update on Water Works Green Infrastructure (GI) Initiative.

He reported that in FY'20 there was one (1) cohort, with twelve (12) participants enrolled. Of these, four (4) graduated, three (3) are employed, one (1) specifically works on GI projects with DCW contractors, one (1) works with other contractors on non-GI related projects, and one (1) was placed with contractors outside of DC Water's contractor network.

Mr. Gray explained that the structure of the program changed to a virtual format due to challenges and restrictions caused by COVID-19, which forced some participants to drop out of the program as they did not have dedicated web access and technology to participate in the cohort. Although the outcomes were lower than anticipated, the program achieved the program goal of fifty-one (51%) of new jobs filled by District residents, as seventy-five (75%) of the graduates were employed.

Summer Youth Employment Program

Mr. Gray provided an update on the Department of Facilities Summer Youth Employment Program. He explained that DC Water's Department of Facilities, in partnership with the DOES, provides training to District residents in Buildings and Grounds, Paint Shop and Sewer Management, and soft-skills training, including conflict resolution, workplace safety and job readiness.

He reported in FY'20, the Department of Facilities Training Program held one (1) cohort, with twelve (12) participants enrolled. Of these participants, two (2) completed the program and were employed.

In response to Chairperson Boardman's inquiry regarding parameters established during COVID-19 pandemic to manage hands-on-training of participants and DC Water's employee workforce, Mr. Gray explained Water Works utilizes a combined environment of virtual training hours and hands-on experience, while providing the appropriate PPE and other health and safety protections, to reduce the potential exposure of Corona virus.

Senior Community Service Program

Mr. Gray discussed Water Works newest initiative, the Senior Community Service Program, where the District recommends seniors looking to reenter the workforce and apply for part-time work. The program currently has only one (1) participant working part-time, twenty (20) hours per week, due to budget issues related to COVID-19.

DC Water Apprenticeship Program

Mr. Gray provided an update on the apprenticeship program implemented in October 2018 and commenced in September 2019.

He reported that the fourteen (14) participants enrolled into the program in FY '19, have achieved on-the-job and classroom training hours for movement on to year two (2) of the program.

Water Works Accomplishments and Achievements

Mr. Gray next provided an update on the accomplishments and achievements of the outreach activities. He explained that due to COVID-19, the number of outreach activities Water Works held was reduced. He mentioned that Water Works participated in several Invitation only events where several DC Water employees and two apprentices, including Damon Sams and Richard Salmon provided testimonials of the Apprenticeship Program. Mr. Gray also noted that four (4) participants were hired at the targeted employment events held in October 2019 and February 2020.

Compliance and Development Program Achievements

Mr. Gray provided an update on the achievements of the payroll recovery efforts of DC Water for contractor employees under the Davis Bacon Act of 1931.

He reported that in FY'20, DC Water recovered \$92,770 in restitution payments for contractor employees.

Mr. Gray turned the floor over to Dan Bae, Vice President, Procurement and Compliance to address the strategies implemented by DC Water to enforce compliance requirements and prevent violations of contractors on ongoing contracts and future bidding.

Mr. Bae first explained the vendor selection process the Compliance Team performs prior to awarding contracts, including 20-30 checks on certification and verification on compliance of the Act, review of contract plans submitted by the contractor, check on debarment status with the DC Court system, search of the National Labor Review findings, search of suspensions and lawsuits, and reference checks.

In response to Chairperson Boardman's inquiry to review DC Water's record of contractor misconduct or actions taken against contractors violating compliance requirements, Mr. Bae explained that the Compliance Team conducts a vendor score card process quarterly, bi-annually or annually to review contractor performance and identify those contractors in violation, to determine consideration on option renewals, contract extensions and future contract bidding.

Mr. Bae also explained that actions are taken to immediately resolve any violations, including restitution payments to contractor employees and careful review and consideration for future business opportunities.

Mr. Bae explained that DC Water is implementing the Oracle system and new supplier qualification module to automate the vendor score card process to provide multi-level

access to information related to contractor performance and violation history to use on all future supplier decisions.

In response to Chairperson Boardman's inquiry regarding the process and protocols to review performance and steps taken to hold contractors accountable for genuine and willful violations of compliance requirements, Mr. Bae explained that DC Water currently uses a manual score card system to review contractor performance. Although data collected regarding severity of violations and repeat events is maintained in a hard copy filing system, the information is reviewed in consideration for future business opportunities, including immediate discussions held with the contractor at the time the occurrence is identified, performance of on-site inspections to obtain first hand reports from contractor employees of their experiences, order for contractors to pay restitution to employees and final review and decision for contractors to be considered for future business opportunities. Mr. Bae added that the implementation of the Oracle system will allow for data capture and classification of contractor performance, violations and repeat events.

Chairperson Boardman encouraged the team to take better measures and aggressive steps in the future to intervene, enforce compliance and prevent these issues.

Committee Member Bhatt asked if there are firms we recently stopped working with due to egregious payroll wage scale violations and regarding the total amount recovered in restitution, does that span across multiple contractors or is that just one or two in violations.

In response to Chairperson Boardman's inquiry as to the number of contractor's who committed the violations and how the violations were discovered, Mr. Gray explained that the total recovered was spread across 11 or 12 second or lower tier contractors found to be non-compliant, due to error in classifying positions on DC Water contracts, resulting in lower pay to contractor employees. He added that while these findings were based solely on performance review, there are instances where violations are reported by contractor employees.

Committee Member Bhatt recommended that the Compliance Team consider providing online training for existing and new contractors to ensure contractors understand the Davis Bacon Act and compliance requirements.

Mr. Bae then explained that the Compliance Team reviews the severity of the violations and repeat events, and makes a subjective decision based on these findings, in conjunction with the Department of Government and Legal Affairs and the Business Unit. He added that repeat offenders will not consider the vendor for new or contract awards or contract extensions.

Mr. Gadis added that DC Water will formalize a more predictable review process to mitigate risks to prevent future issues.

Mr. Gray next reported that three (3) certified firms became primes with DC Water, eighteen (18) certified firms became new subcontractors on DC Water Projects. Of these, three (3) firms increased existing contracts on DC Water Projects.

Mr. Gray also reported that certified firms participated in ten (10) business opportunity round table discussions to address potential opportunities to participate on future business opportunities.

Mr. Gray thanked the Committee for their approval of the Revised Business Development Plan allowing continued implementation, and informed the Committee of an award and recognition received, the “Most Innovative Leader for Minority Business Award” and “Champion for Women Business Enterprises.” He also noted a redesigned website, www.dewater.com/strength-partnership.

Finally, Mr. Gray presented a video tribute of individuals impacted by Chairperson Boardman’s involvement in the Water Works program.

Chairperson Boardman thanked Mr. Gray and his team for their continued great work through Water Works.

Mr. Gadis, Committee Member Kassiri and Committee Member Baxter acknowledged Chairperson Boardman’s hard work and efforts.

Agenda Item #2 – Blue Drop Activity Update

Thomas Kuczynski, Interim President of Blue Drop, presenter Agenda It #2 – Blue Drop Activity Update

General

Mr. Kuczynski provided a general update of Blue Drop activity, including: 1) Blue Drop completed its update to its website Bloomsoil.com; and 2) began discussions with Cambi to provide pre-sales support and consulting on future projects.

Bloom Update

Mr. Kuczynski briefed the Committee on the developments with Bloom.

He explained that Blue Drop has a 60,000 ton target for Bloom Sales for FY’20, which is fifty percent (50%) higher than the FY’19 target of 40,000 tons. Sales exceeded the FY’19 target at 41,277 at the end of July, but are under FY’20 target of 47,446. The current annual sales are estimated at 47,500 tons or eighty percent (80%) of the annual goal. Mr. Kuczynski explained that precipitation over the summer contributed to the shortfall and a decline in landscaping.

Mr. Kuczynski reported Blue Drop received its first order of Bloom from the Frederick Douglas Bridge Project on August 24, 2020 for ten (10) loads per day, Monday through Friday, totaling approximately 4,000-6,000 tons purchased. Blue Drop is continuing its discussions with the Washington Suburban Sanitary Commission (WSSC) to market a portion of its biosolids out of DC Water's Blue Plains facility. Blue Drop is also working on a possible Public Private Partnership (PPP) with DC Water for drying, blending and bagging of Bloom.

HQO events

Mr. Kuczynski reported all events scheduled for 2020 were canceled due to COVID-19. He noted that eleven (11) of the forty-one (41) planned events for 2020, were conducted before April 2020, and one (1) wedding scheduled for July 2020 has been rescheduled to July 2021.

Mr. Kuczynski explained that Blue Drop continues to drive interest for 2022 events through its redesigned website and Lookbook marketing brochure.

IP Update

Mr. Kuczynski provided an update on Intellectual Property (IP) activity. He informed the Committee that approval of the request to be certified as a United States-based business is still pending with the Internal Revenue Service, which is delaying by a \$395,000 payment from SUEZ.

The deployment of the SMART Fountains to Flint, Michigan is on hold due to school closures caused by COVID-19. Blue Drop is also currently running a pilot of the Pipe Sleuth software at Northumbrian Water in the United Kingdom (UK), and is in discussions with Yorkshire Water in the UK, the City of Portland and SAK Construction to conduct future pilots.

Blue Drop is also in discussions with the City of Houston on a Request for Proposal and Isle Utilities on competitor and marketing assessments to formulate long-term strategies.

Cell Tower Update

Blue Drop commenced the construction of the AT&T cell tower at Blue Plains, but the Sprint proposal for a cell tower at Blue Plains is on hold at Sprint's request due to COVID-19.

Renewable Energy Credits Update

Blue Drop collected revenue from renewable energy credits from Blue Plains through August 2020 at \$1,007,000.

Activity Books

Blue Drop completed illustrations for Wendy the Water Drop's children's book series, *Where does our Wastewater Go?*, with a scheduled release date in October 2020. Mr. Kuczynski explained books will be distributed to schools and community groups, with the remaining available for sale.

Year-to-Date Position Update

Blue Drop experienced net income of \$1.49M through July 2020. Mr. Kuczynski explained that Blue Drop has experienced a positive net position for all programs, with the exception of events.

In response to Committee Member Thompson, Mr. Kuczynski responded that Blue Drop has been fully self-sustaining since the subsidy provided to Blue Drop by DC Water ended in September 2019.

In response to Chairperson Boardman's inquiry about the Blue Drop Board meeting schedule, Mr. Kuczynski explained that the Blue Drop Board meets virtually, and the Board adjusted its meeting schedule from twice annually to quarterly. Mr. Kuczynski explained that three (3) Board members terms ended in August 2020, and new members are being added, to include DC Water's Chief Operations Officer (COO), Kishia Powell. Mr. Kuczynski reminded the Committee Members who comprised the Blue Drop Board: David Gadis, Chairperson, Anne Barnes, Lavinia Baxter, Robert Mallett and Debra Silimeo.

Chairperson Boardman praised Mr. Kuczynski and his team for their exceptional work and effort to bring Blue Drop to its current position as a self-sustaining entity. Chairperson Boardman thanked Mr. Gadis for his support and Matthew Brown, Chief Financial Officer (CFO), for his assistance and guidance with the financial reporting.

Mr. Kuczynski thanked Chairperson Boardman for her support, direction and guidance over the past four (4) years to develop Blue Drop into the successful and self-sustaining entity.

Adjournment

There being no further business, the meeting was adjourned at approximately 10:24 a.m.



**DISTRICT OF COLUMBIA
WATER AND SEWER AUTHORITY**

BOARD OF DIRECTORS
Human Resources and Labor Relations
Committee
September 09, 2020

MEETING MINUTES

Committee Members Present

Emile Thompson, Chairperson
Jed Ross, Vice Chairperson
Ellen Boardman
Adriana Hochberg

DC Water Staff Present

David Gadis, CEO/General Manager
Lisa Stone, EVP People and Talent
Marc Battle, Chief Legal Officer and EVP
George E. Spears, Director of Labor Relations
Linda R. Manley, Board Secretary

Union Presidents

Barry Carey, AFSCME 2091
Barbara Milton, AFGE 631
Jonathan Shanks, AFGE 872
Michelle Hunter, NAGE Local R3-06
Calvert Wilson, AFGE 2553

1. Call to Order

Chairperson, Emile Thompson called meeting to order at 11:03 a.m. The meeting was conducted via Microsoft teams.

2. Roll Call

Board Secretary, Linda Manley conducted a rollcall of the Committee members, DC Water staff and Union Presidents present for the meeting.

Chairperson Thompson announced that Ellen Boardman is stepping down from the Board of Directors and this committee meeting will be the last she attends. Ms. Boardman thanked those in attendance.

3. Union Topics

A. Annual Leave: Use or Lose roll-over for Union members

Barbara Milton expressed her concern regarding management not changing their position on allowing Unions to rollover annual leave. She further explained that the

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COVID-19 pandemic has created a unique situation for employees and restricted their ability to travel.

Chairperson Thompson asked if employees were prevented from taking leave. Ms. Milton further clarified that DC Water has not limited Union employees from taking leave, however employees have not been able to vacation in their preferred manner due to travel restrictions based on the pandemic.

Chairperson Thompson asked Marc Battlel for DC Water, to weigh in on the topic. Mr. Battle highlighted that the topic should be discussed in a collective bargaining context to negotiate and not a topic for the Board of Directors to make a decision on.

Ms. Milton and Mr. Shanks further clarified that the request is for the Committee to have a conversation with management on this matter in the interest of fairness to employees. Due to stay-at-home orders, union employees have not been able to travel due to the rise in COVID-19 cases. Lastly, Ms. Milton mentioned that non-union employees were able to convert leave into sick leave.

To further understand, Chairperson Thompson asked George Spears to clarify the ability for non-union employees to convert their leave into sick leave. Mr. Spears responded that there have been no changes to the conversion of leave for non-union employees but management will speak to the payroll manager to further clarify with the Board.

Ms. Lisa Stone further confirmed that management is encouraging employees to continue to take leave and step away from their duties to enjoy time off.

B. Benefits and Process changes affecting the terms and conditions of employment for Union employees-no prior notification to Union Presidents

Barbara Milton stated that management continues to make changes and share information to employees without informing Union Presidents first. Specifically, Ms. Milton spoke on a recent change regarding a health services vendor that unexpectedly closed due to the pandemic. The Union Presidents believe that communication needs to be more fluid in order to better assist Union employees.

Management confirmed that they are committed to continue to work on communication with the Unions.

During the discussion, the Union Presidents brought up concerns they have regarding the current health services vendor and expressed that they would like to participate in the selection process in the future. Management conferred that the current health services provider has been working with DC Water for many years and will work with the Union on this matter moving forward.

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Chairperson Thompson asked that management work to notify the Union Presidents of changes so that the Union Presidents can properly inform their members.

C. DC Water's Cloud phone system (issues)

Jonathan Shanks expressed his concern regarding the current Cloud system that Customer Service union employees are using. The employees have complained about the technical issues the system creates for employees.

Meisha Lorick, Call Center Manager and Director of IT, Joe Edwards informed the Committee that the technical issues occurred with the initial program and had to do with the web based program and adjustments needed due to the sudden changes brought on by COVID-19. A new phase of the system is in place and IT is working on the remote aspect of the technology.

Mr. Shanks continued to express his concern and the treatment given to the employees due to the issues with the system. Management confirmed that there have not been any disciplinary actions issued to employees.

Chairperson Thompson asked Mr. Shanks about his comment relating to employees being able to take time off. Mr. Shanks responded saying that due to the pandemic, employees request for time off to take care of personal matters has been denied at times. Management noted that to avoid disruption of the day to day operations by ensuring proper coverage, there has been a limit on the amount of employees who can take leave at any given time. This policy has not changed due to the pandemic. Management also stated that they have looked into the matter with the department and employees to ensure employees are able to have time off.

D. Open Discussion

Ms. Milton noted that the term in the Unions contract states that management is required to disclose information to Union Presidents.

Management informed Ms. Milton that they are aware of the notice requirement in the CBA and adhered to it and the parties may disagree as to what issues may require the notice.

6. Adjournment

The meeting adjourned at 12:02 p.m.



**District of Columbia
Water and Sewer Authority**

Board of Directors

**Environmental Quality and Operations
Meeting**

Thursday, September 17, 2020

9:30 a.m.

MEETING SUMMARY

Committee Members

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

DC Water Staff Present

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

I. Call to order

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

II. ROLL CALL

Ms. Linda Manley, Board Secretary, DC Water, conducted a roll-call of the Committee members and staff present for the meeting.

III. AWTP STATUS UPDATE

1. BPAWTP PERFORMANCE

Mr. Aklile Tesfaye, VP, Wastewater Operations, DC Water, briefed the Committee on the performance of the Blue Plains Advanced Wastewater Treatment Plant. Mr. Tesfaye stated that all performance parameters were excellent, and all permit requirements were met.

Mr. Tesfaye also mentioned the quality of the plant effluent remained excellent as demonstrated by the total pounds of nitrogen in the effluent. The total pounds of nitrogen discharged in the complete treatment effluent during the current calendar year is 1,875,898 lbs. and on track to remain below the NPDES permit discharge limit of 4,377,580 lbs./year.

In August 2020, a total of 463 million gallons (MG) of combined wet weather flows, captured in

the tunnel system, were treated through the Wet Weather Treatment Facility (WWTF). Based on preliminary data, the measured overflow was 52 MG. The treated discharge of captured combined flows to the wet weather treatment outfall was 137 MG.

The Committee inquired if there was anything out of the ordinary in terms of performance due to the significant wet weather events that occurred recently. Mr. Tesfaye responded that flows to both Complete Treatment Train and Wet Weather Treatment Train were maximized, and performed as designed and met permit operating and effluent quality requirements.

Mr. Tesfaye also mentioned that all biosolids produced during the month of August met Class A Exceptional Quality requirements required by the EPA. A total of 1,029 tons of Bloom was marketed in the month.

IV. CIP QUARTERLY UPDATE

Mr. Paul Guttridge, Director, Program Services, DC Water, presented to the Committee the third quarter report for fiscal year (FY) 2020 regarding DC Water's Capital Improvement Program (CIP).

Mr. Guttridge stated that in FY 2020, projected CIP disbursements are \$324,941,000 through the end of September 2020, which is on track to not exceed the proposed baseline disbursement ceiling of \$405,004,000. Mr. Guttridge noted the projected disbursements for the year were only 5% below the target disbursement baseline that provides assurance the ceiling is not exceeded.

Mr. Guttridge also highlighted baseline vs. projected disbursement figures of the various DC Water service areas and provided explanations where there were significant variances in the projections. Mr. Guttridge stated of the thirty (30) schedule Key Performance Indicators (KPIs) due in FY2020, fifteen (15) have so far been completed within the 90-day threshold while fourteen (14) have or will be completed outside the threshold. 7 of the missed KPIs were due to project deferrals required to meet the new COVID-19 impacted revenue plan.

Mr. Guttridge provided the following details as to why the 15 KPIs were not meeting the 90-day threshold:

- LZ09 – Delay obtaining categorical exclusion from EPA
- F101, F102 – delays while evaluating impact of COVID-19 on the availability of funding
- IL10 – Additional storm water management work needed resulting from damage caused by torrential rains
- RC07 – Negotiation challenges resulted in consultant withdrawing their proposal
- BV01 – On-going challenges with the rehab of pumps
- F201, F202, F203 – Delays while evaluating impact of COVID-19 on the availability of funding
- I801 – Delays while contractor completed corrective issues and change order work
- IC01 – Delays while evaluating the impact of COVID-19 on the availability of funding
- LD00 – Delays while evaluating the impact of COVID-19 on the availability of funding
- NG05 – Delays in procuring the new construction MFU contractor
- SC01 – Design was rescheduled to be done under the new ALU Program Manager/Design contract.

V. ACTION ITEMS

JOINT USE

1. Contract No: 16-PR-DFM-07 – FMIS Consulting Services, Chevin Fleet Solutions
2. Contract No: 16-PR-HCM-44AC and 44AD – Temporary Staffing Services, MB Staffing and Premier Staffing
3. Contract No: 20-PR-DIT-43 – IT Professional Services, Dell Marketing
4. Contract No: GS35F0119P, GS11T08BJD6001 – Telecommunication Services, Verizon and Verizon Wireless
5. Contract No: 200020 – Emergency Sewer Main IR&R Contract for FY21 – FY24, Spiniello Companies

NON-JOINT USE

6. Contract No: 170020 – Low Service 66 Inch Steel Water Main, Northeast Remsco Construction, Inc.

Mr. Joel Grosser, Director, Procurement, Goods & Services, DC Water, presented joint use action items 1 through 4. Mr. Len Benson, Chief Engineer & Sr. VP, DC Water, and Mr. Rudy Gonzalez, Director of Procurement, Capital Programs, DC Water, presented action items 5 and 6.

Action Item 1: Request to execute option year 5 of contract for Fleet Management Information System (FMIS) Consulting Services. The purpose of this contract is to provide FMIS IT Professional Services to DC Water's Department of Fleet Management. The proprietary FMIS software, FleetWave, can only be upgraded and customized by Chevin Fleet Solutions.

The Committee observed that DC Water has been using this software and the vendor for a number of years and inquired if there were plans to upgrade to newer systems. Mr. Grosser replied that DC Water has recently been discussing the potential to upgrade and unify it to Oracle systems.

Action Item 2: Request to execute option year 4 of contract to supply temporary staffing services for DC Water.

The Committee inquired if DC Water was billing the relevant jurisdictions for temporary staffing only if the temporary staff were working on Multi-Jurisdictional Use Facility (MJUF) projects/programs and if so, suggested that clarification be included in the fact sheet. Mr. Grosser replied in the affirmative and indicated the change will be incorporated in the fact sheet.

Action Item 3: Request to execute contract for the purchase of annual Microsoft licenses and annual software maintenance (renewal) of various Microsoft Suite products used by the Authority.

Action Item 4: Request to execute contract to fund FY21 purchase orders for telecommunication services from Verizon Wireless and Verizon Inc.

Action Item 5: Request to execute an Emergency Sewer Main Infrastructure Rehab and Replacement (IR&R) contract for FY2021 to FY2024. The purpose of this contract is to provide emergency and urgent sewer IR&R services at various public space locations in Washington D.C. This work will be done on a Task Order basis.

Mr. Benson and Mr. Gonzalez stated that this is the first time DC Water has used a 'best value' type of procurement process for this particular type of contract. Mr. Gonzalez also gave a brief summary of the status and results of implementing such a procurement process at DC Water.

The Committee suggested that the information contained in the User Shares section of the fact sheet be consistent with the one in previous fact sheets (in particular Contract No: 16-PR-HCM-44AC and 44AD). Mr. Gonzales replied the requested edits will be incorporated in an updated fact sheet.

Action Item 6: Request to execute a Construction Change Order for the Low Service 66-inch Steel Water Main project, to compensate the Contractor for compensable time delays associated with Summer 2019 work stoppage.

The Committee inquired as to the cause of the delay that necessitated the change order. Mr. Benson replied that originally, the 66-inch steel water main was required by contract to be placed in service after the contract work was complete, by May 01, 2019. However, due to Washington Aqueduct not being able to complete work on schedule for work needing to be accomplished ahead of the work under this DC Water contract, it was necessary to stop work on this contract until after the high water demand summer period. Due to the Summer 2019 work stoppage, the project experienced a series of delays resulting in a portion of the scope being moved to the Fall 2019.

The Committee recommended all Joint Use and Non-Joint Use Action Items to the full Board.

VI. DC CLEAN RIVERS UPDATE

The Committee decided to postpone this discussion to a later meeting due to time constraints.

VII. PROCUREMENT PROPOSAL AND CONTRACT VETTING

The Committee decided to postpone this discussion to a later meeting due to time constraints.

VIII. OTHER BUSINESS / EMERGING ISSUES

September 10, 2020 Flash Flooding Event

Ms. Kishia Powell, EVP and Chief Operating Officer, DC Water, updated the Committee on the September 10 flash flooding event and the virtual town hall presentation held by DC Water with District residents on September 16.

Notably, Ms. Powell mentioned that the rainfall analysis DC Water conducted utilizing its four (4) rain gauges, revealed that on September 10, some parts of the District received rainfall with magnitudes equivalent to a 10 to 25-year storm events, whereas some other recent rain events in the District were of a magnitude equivalent to 2 to 5- year storm events. These lesser intensity / durations wet weather events did not result in flooding. Ms. Powell further stated that Climate Change may be contributing to an increase in these frequent, short duration, high intensity rain events.

Ms. Powell also summarized the performance of the DC Water system during this event as follows:

- Combined sewage pumping stations met or exceeded firm pumping capacity
- Capacity of stormwater pumping stations was exceeded by the intensity of the rainfall at many locations
- First Street Tunnel filled and overflowed as designed, thereby preventing approximately 9 million gallons of sewage in homes and on the street
- Anacostia River Tunnel filled in about 35 minutes and then overflowed to the river as designed
- Blue Plains operated as designed and flows to the plant were maximized

Ms. Powell next summarized some of the short and long-term measures being taken by DC Water in response to the flooding.

Short-term Measures include:

- Committing \$1.5 million for clean-up relief for residents who need immediate relief and have been unable to dewater their property
 - Dewatering, cleaning and sanitizing with a per property limit of \$5000. DC Water will pay the Contractor directly for these services
- Expansion of the Backwater Valve program

The long-term improvement, already being implemented, is the construction of the Northeast Boundary Tunnel, to be completed in 2023. The tunnel was designed to bring DC Water's system design capacity to up to a 15-year storm (currently at 5- and 7-year storm, after the construction of the First Street Tunnel and McMillan's stormwater storage). Flooding would still be possible for storms that exceed a 15-year storm return frequency, but the magnitude would be greatly reduced.

The Committee requested further discussions on the effects of increased wet weather events in the District including the need to further evaluate current modeling assumptions used to predict the magnitude of these events.

IX. ADJOURNMENT

Meeting was adjourned at 10:52 a.m.

Follow-up Items

1. Director, Procurement, Goods & Services – edit fact sheet for Contract No: 16-PR-HCM-44AC and 44AD to clarify that DC Water will bill the relevant jurisdictions for temporary staffing only if the temporary staff were working on Multi-Jurisdictional Use Facility (MJUF) projects/programs.
2. EVP, Chief Operating Officer - Conduct further discussions on the effects of increased wet weather events in the District including the need to further evaluate current modeling assumptions used to predict the magnitude of such events.
3. Director, DC Clean Rivers Project – provide postponed discussion on the status of the DCCR project.
4. VP, Procurement & Compliance – provide postponed discussion on Procurement Proposal and Contract Vetting process.



**DISTRICT OF COLUMBIA
WATER AND SEWER AUTHORITY**

Board of Directors

Finance and Budget Committee

Thursday, September 24, 2020

11:00 a.m.

MEETING MINUTES VIA MICROSOFT TEAMS

Committee Members

Major Riddick, Chairperson
David Franco, Vice Chairperson
Krystal Brumfield
Anthony Giancola
Adriana Hochberg
Sarah Motsch

DC Water Staff

Matthew T. Brown, CFO & Executive Vice
President, Finance and Procurement
Marc Battle, Chief Legal Officer and EVP
Lola Oyeyemi, Director, Budget
Tanya DeLeon, Manager, Risk Management
Linda R. Manley, Secretary to the Board

Other Presenters and Guests

Stuart Cowart, Albert Risk Management
Bruce MacDonald, Albert Risk Management

Call to Order

Mr. Major Riddick, Chairperson, called the meeting to order at 11:06 a.m.

August 2020 Financial Report

Ms. Lola Oyeyemi, Director, Budget, provided an overview of the monthly financial results. She noted that DC Water's expenditures and revenues are on track with budgetary expectations with just one month left within the fiscal year. As of the end of August 2020, with approximately 92 percent of the fiscal year completed, operating revenues are at \$655.9 million, or 93.8 percent of budget, operating expenditures are at \$487.4 million, or 80.4 percent of budget, and capital disbursements are at \$298.5 million, or 66.0 percent of budget.

Next, Ms. Oyeyemi provided budget highlights to the Committee, noting that the FY 2022 Budget development is underway, and it is anticipated that a proposed budget will be presented to the Board and Committee in January 2021. The FY 2020 year-end closeout process is on-going with expected year-end audit activities to start in November 2020. Ms. Oyeyemi also stated that Fitch Ratings Agency affirmed DC Water's ratings as AA+ for Senior and AA for Subordinate Liens.

Ms. Oyeyemi explained that the unfavorable variance to budget in the Residential, Commercial, and Multi-family customer category was due to decline in consumption resulting from the COVID-19 pandemic as previously reported. She also noted that the unfavorable variance for the Wholesale category was due to lower flows than anticipated during budget development.

Ms. Oyeyemi stated that there are no major changes to the operating expenses from previous reports to the Committee. Underspending in personnel services is due to vacancies within the Authority and lower overtime spending than previous years. She stated that the underspending in water purchases is based on a decline in water consumption and staff continues to work with the Washington Aqueduct to monitor the impact for DC Water's share of their operating costs. As previously reported, major underspending in capital expenditures is due to the impact of COVID and some project delays but spending is expected to ramp up next year. Mr. Anthony Giancola expressed concerns about the underspending in capital expenditures and year-end forecasts. CFO Matthew Brown responded that the detailed project performance was discussed in August, and that there were some project delays and pause by management on some procurement contracts due to the COVID-19 pandemic. The Clean Rivers project is on track. He highlighted that the COVID-19 impact to date was less severe than originally anticipated. Bond funds that were not expended this year as a result of spending below budget will be carried over to the upcoming fiscal year to fund capital projects.

Ms. Oyeyemi provided an update on cash balances which comprise of the operating reserve, Rate Stabilization Fund (RSF), unrestricted and restricted reserve accounts. She noted that as part of the operating surplus reported last month and approved by the Board, management has transferred approximately \$15 million from the net cash surplus and ROCIP to the Rate Stabilization Fund and that these will be reflected in next month's report. In closing, Ms. Oyeyemi stated that the appendix contained detailed information on the operating revenues, retail accounts receivable and overtime spending.

Rolling Owner Controlled Insurance Program (ROCIP) V Update

Ms. DeLeon, Risk Manager, provided an overview and results related to the Rolling Owner Controlled Insurance Program (ROCIP V) Insurance procurement. She explained that management continues to work with the broker to finalize the insurance premium amount and that the proposed not to exceed amount of \$10.6 million is needed to bind coverage for the Authority to avoid any lapse in insurance for the projects.

Ms. DeLeon explained that the current market is driving the increase in premiums and DC Water anticipates a change in terms from 5-year coverage to 3-year coverage. This ROCIP V insurance policy will be from October 2020 to October 2023. She explained the benefits of the program including opportunity for minority and small business partners to participate without any limitation, enhanced risk services for claims handling, safety and loss protection, and broader insurance coverage with higher limits.

CFO Brown highlighted the difficulty in procuring a 5-year policy term in this hardened insurance market due to the COVID pandemic and hence, the move to a more affordable option of 3-year term. Ms. Motsch inquired about the benefits of continuing the program and the program's verified/estimated avoided insurance cost. Mr. Brown explained part of the ROCIP program benefits includes the Authority's cost savings, participation of our Minority and Small Business Partners, risk services and the safety program, which are all very important. He noted ultimately, the verified/estimated avoided insurance cost of \$0.3 million does not fully capture the benefits DC Water receives from the program. Mr. MacDonald continued that the forecast for the

verified/estimated avoided insurance cost is based upon the increase in costs resulting from the perception of the insurance market (currently being affected by COVID and the wildfires in the West). He also indicated that the biggest cost increase is due to the excess insurance market cost, which is currently being affected by an increase of insurance companies no longer providing excess insurance coverage. Mr. Cowart stated the program ensures the safety of the projects involving the public, our customers and contractor pools. It also provides the ability to process claims and address any issues immediately.

Action Items

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

- Approval for ROCIP V Insurance Premium for a not to exceed amount of \$10.6 million

Adjournment

Hearing no further business, Chairperson Major Riddick adjourned the meeting at 11:38 am



GENERAL MANAGER'S OFFICE

OCTOBER 2020

CEO'S REPORT



DC WATER

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Interpretation of Charts A

Color Key

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

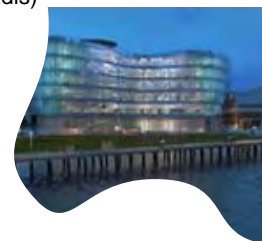
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CEO REPORT



OCTOBER HIGHLIGHTS

October brings us the beginning of our new Fiscal Year and gives us the opportunity to literally and figuratively “turn the page” as we continuously strive to advance our high performing team, improve our readiness and resilience, and effectively engage with our stakeholders. I am very pleased to be leading DC Water in these areas, working with my Senior Executive Team and all of Team Blue. Your recent extension of my contract provides a vote of confidence for me and my team and we look forward to continuing to work with you and serve our customers for years to come. With this October CEO Report, I am taking two new steps to respond to your requests and continue to improve communications with you.



COMMITTEE HIGHLIGHTS

OPEN HIGH RISK PRIOR AUDIT FINDINGS

We report the details of our audit findings and actions to the Audit Committee on a quarterly basis with committee reports provided to the Board of Directors. We’ve been asked to report our open high risk prior audit findings to the full board on a more regular basis. We’ll continue to work with you to oversee the internal audit process via the Audit Committee but starting this month, will be providing a list of our high risk audit findings as part of this monthly report. The findings are provided on the following page after the Highlights.



CEO REPORT FORMAT

At the Board retreat last year, we received feedback from you about effective board communications, a key element of high-performing utility. In response to that feedback, I’ve directed my staff to make some changes. We now deliver a Weekly Highlights to deliver information that may expose the Authority to risk, require long-term funding commitments, and/or include public outreach and communication. We also work to provide concepts to you earlier in the development process, sharing concepts in the “Dream” or “Decide” phase, rather than just the later “Delivery” stage. I also provide a monthly “State of the Utility” update on key programs along with an annual update in February.

The report you’re reading now is also a key method of communication. Therefore, we’ve taken an introspective look at how we can improve this report by focusing the information on key issues that are important for you, the Board members. My staff also interviewed three Board members over the summer to get input on what type, and how much data is needed in this report for the Board to perform its duties. With this input, we are moving away from the longer, narrative format to shorter, data-centric reports with higher-priority metrics and outcomes.

This shift is a work in progress and we are providing an example of what that new format could look like in the following pages. These 15 pages are followed by the dashboards you are used to seeing and we are working to transition this data to new, executive-level dashboards as well. In the meantime, I welcome your feedback as we continue to provide relevant information for you use as Directors.

Open High Risk Prior Audit Findings (Prior to FY20)

Audit FY	Issue Date	Audit Report	High Risk Open Finding	Original Target Date	New Target Date	
1	2016	7/28/2016	Training, Licensing, and Certification	Identification and monitoring of training requirements by position	9/30/2017	Past due
2	2017	4/27/2017	Data Privacy Assessment	<i>Finding Issued in Executive Session</i>	5/1/2017	3/31/2021
3	2017	10/26/2017	Entity Level Assessment	Lack of a comprehensive risk management function to evaluate entity-wide risk	10/1/2018	Past due
4				Lack of Authority-wide policy and procedure management function	9/30/2018	Past due
5	2017	10/26/2017	Materials Management Operations and Inventory	Inadequate documentation of variance review and root cause analysis for Lawson inventory data	1/17/2018	3/31/2021
6	2018	1/24/2019	Enterprise Work Order Management Assessment	DWO – Inadequate capture of labor and materials cost data in Maximo work orders	9/30/2020	12/31/20 for pilot completion
7				DWO – No formal process for monitoring of performance metrics	9/30/2020	
8				DWO – Inconsistent supervisory review of work orders within Maximo	8/21/2019	
9	2019	4/25/2019	Legal Operations Assessment	Lack of definition of Office of Legal Affairs' role in matters across the Authority	9/30/2020	N/A
10	2019	4/25/2019	Occupational Safety and Health Internal Audit	Outdated comprehensive safety plan for the Authority	3/1/2020	10/31/2020
11				Inadequate review and enforcement of required safety training program by role	2/1/2020	10/31/2020
12	2019	7/25/2019	Purchasing Card Internal Audit	Non-compliance with documented PCard and TCard policies	5/25/2020	On hold (COVID-19)
13	2019	1/23/2020	Asset Management Assessment	Inaccurate data captured in GIS map and data table	7/31/2020	Past due

Legend	
 	Past due
 	Original target date has not yet come due



Open High Risk Prior Audit Findings (FY20)

Audit FY	Issue Date	Audit Report	High Risk Open Finding	Original Target Date	New Target Date	
14	2020	4/15/2020	Work Order Planning Assessment	Inconsistent and poorly defined roles and responsibilities for the planning function	12/1/2020	N/A
15				Missing and inconsistent job planning for equipment maintenance	12/1/2020	N/A
16	2020	4/15/2020	Facilities Management Audit	Facilities – Inadequate capture of labor and materials cost data in Maximo work orders	6/15/2020	11/30/2020
17				Facilities – Lack of supervisory review of Maximo work orders and KPI monitoring	6/15/2020	
18	2020	4/15/2020	Physical Security Penetration Testing Phase 2	<i>Finding Issued in Executive Session</i>	8/31/2020	10/31/2020
19	2020	4/15/2020	Physical Security Penetration Testing Phase 2	<i>Finding Issued in Executive Session</i>	10/31/2020	N/A

Legend	
 	Past due
 	Original target date has not yet come due





FLEET SERVICES

ACCOMPLISHMENTS

The Department of Fleet Management continues to collaborate with REG Marketing & Logistics Group and Optimus have agreed to a Pilot Project for funding up to \$200K for B100 (neat biodiesel) for nine units.

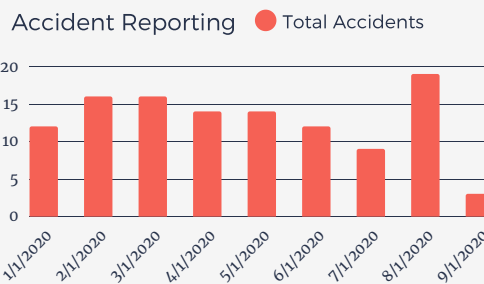
PROGRESS REPORT

In accordance with COVID-19 protocols the District of Columbia DMV has re-opened with some services limited. DC Water continues to work through the backlog and plan for the new for the upcoming DMV needs, including registrations & inspections, licensing, CDL's, classes, acquisition and disposals.

FLEET PERFORMANCE

Vehicles/Equipment overall availability

- August 2020 - 94%
- Priority #1 units - 91%
- Priority #2 units - 94%
- Priority #3 units - 98%



EMERGENCY MANAGEMENT

PROGRESS REPORT

OEM continues to support the Authority's COVID-19 Recovery Incident Management Team (IMT) and manage the Planning Section and Liaison Officer positions. The office also ensures the development, compiling, and distribution of the bi-weekly and timely IMT incident action plan (IAP) which has been averaging 110 pages. On August 26, DC Water's COVID -19 Recovery IMT transitioned to a bi-weekly schedule and operational period. OEM updated and distributed the revised COVID-19 Recovery Plans (V3 on August 28th and V4 on September 11th) to IMT members and developed & disseminated "Return to Workplace Safety Tips" on posters and plasma screens in partnership with Safety, Security, Facilities and OMAC.

ACCOMPLISHMENTS

Assisted DC Water (Engineering, Pumping, and Maintenance Services) in coordinating and supporting of 249th U.S. Army Corps of Engineers Power Battalion assessment of power needs at numerous DC Water facilities, in conjunction with National Capital Region Power Full scale EXORD exercise August 25-27.





FACILITIES MANAGEMENT

ACCOMPLISHMENTS

Facilities continues to provide excellent response and coordination for COVID-19 related activities across DC Water campuses, including but not limited to:

- Completed COVID-19 close contact case and potential close contact case cleaning and disinfection for 2 departments at 7 work areas.
- Installed safety posters at HQO and other places around DC Water.
- Provided and installed numbers on all Centex Hand Sanitizer units to identify the locations of the units, so that they can be easily refilled after staff request.
- Identified DC Water conference room social distanced capacity for all conference rooms. Data was provided for multiple configurations in major conference rooms.

PROGRESS REPORT

Facilities has coordinated with the Department of Security to clear fence lines around the O St Pumping Station/HQO Campus, as well as increased landscaping at all identified locations, to ensure proper visibility for security officers and staff.

Implementation of the Health & Hygiene strategic plan assessment continues, with the following projects scheduled to continue to improve our workspaces for Team Blue:

- Upgrades to Fleet Building at O Street Campus, including HVAC and lighting.
- Central Maintenance Facility (CMF) HVAC piping insulation replacement.
- CMF Mezzanine level roof/window flashing upgrades



OCCUPATIONAL SAFETY & HEALTH

PERFORMANCE

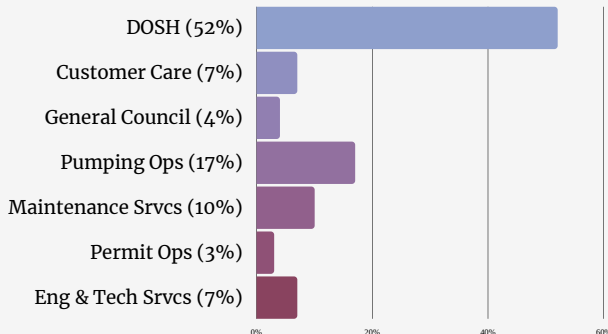
Safety Assessments continue to lead our strong performance from a leading indicator perspective. This continues to be one of the main drivers in our reduction in Recordable, Lost Time Incidents and our Workers Compensation Claims Cost.

ACCOMPLISHMENTS

The Safety Department and Team Blue prepared for the 7th Annual Fall Protection Stand-Down scheduled for the week of September 14-18, 2020.

DOSH PERFORMANCE

Monthly Safety Assessments



- 324 Completed (FY '20)



DEPARTMENT OF SECURITY

PERFORMANCE

The table shows the amount of foot traffic at each of the DC Water Locations; all of whom are contractors that are onsite but do not have Contractor or DC Water Badges along with other security activities.

	July 2020	August 2020	% increase / Decrease
Visitors			
Bryant St	0	0	0%
BPL Gate A	60	75	25%
HQO Visitor Desk	9	16	78%
BPL Visitor Center	27	29	7%
Incidents	101	53	-48%
General patrol	584	971	66%
Fire watch	658	629	-4%

WATER OPERATIONS

KEY PRIORITIES

- Meet all required drinking water monitoring and water quality standards.
- Maintain vigilance around COVID-19 Phase II posture for essential activities, staff and community.
- Continue to deliver on current lead service line replacement commitments: execute replacements under the lead assistance programs efficiently and effectively with District funds.
- Execute operating and capital budget planning and preparedness for current year, FY21, and FY22.
- Lead safety training (Paloosa) for various business units within the department.

ACCOMPLISHMENTS

DC Water will receive the 2020 First Year Presidents Award for Distribution System Operations, from AWWA's Partnership for Safe Water. Marlee Franzen (DWO) and Gert Van der Walt (DETS) played key roles in guiding and leading the program from its inception.



WATER OPS PERFORMANCE

- **27.49 Main Breaks per 100 Miles**
The Department had 35 water main breaks reported in August. To date, the running average for FY2020 is 27.49 breaks per 100 miles per year. The accepted national average target is 25 breaks per 100 miles per year.

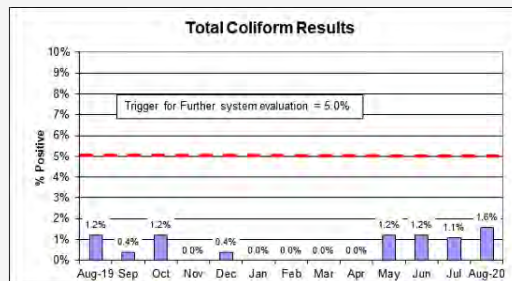
Water Main Break Rate



- FY19 Average of Main Break/100 miles of pipe
- FY20 Average of Main Break/100 miles of pipe
- National Average

WATER QUALITY

- DC Water collected 255 samples in August 2020 and 4 samples were positive for coliform which is 1.6%. We relocated sample locations to inside the buildings of the designated sample sites.
- DC Water distributed 107 sample kits to customers in July and August 2020. The Department submitted 47 samples to the laboratory for analysis. The 90th percentile of 1st and 2nd draw samples from 46 homes are 3 ppb and 5 ppb, respectively.





WATER OPERATIONS CONTINUED

LEAD-FREE DC PRIORITIES

- DC Water will deliver a comprehensive 10-Year Execution plan for the D.C. Council and District stakeholders by October 30th.
- In addition, the Authority will provide a Resourcing & Transition Plan to Executive Leadership to successfully:
 - 1) execute current replacement programs in FY21 and execute expanded programs for 10-Year goal,
 - 2) integrate program as a function of Water Operations,
 - 3) position program as a funding priority for the Authority.
- Continue to administer new District-funded assistance programs efficiently and effectively:
 1. Published Approved Plumbers List in July and conducted training for new small businesses participating in program.
 2. Draft FY21 MOU between DCW and DOEE.
- Continue to replace lead service lines under current programs:
 1. 459 total replacements completed to date
 2. This is 25% less than the previous 6 FY average due to COVID related delays in Voluntary Full Replacement & CIP work

LEAD FREE DC PERFORMANCE

Fiscal Year	LPRAP (Assistance Program)	Voluntary Full	CIP Full	CIP Partials	Emergency Full	Emergency Partials	Total LSRs	Partials	% Partials
FY 2020	109	253	33	2	48	14	459	16	3.6%





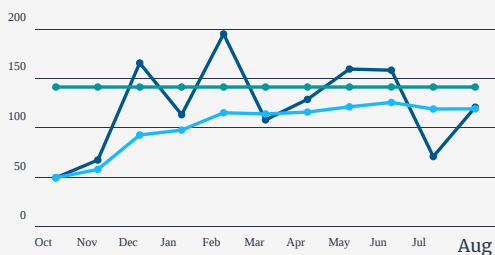
PUMPING & SEWER OPERATIONS

KEY PRIORITIES

- Soldier's Home Reservoir – Out of Service. Expected back in-service April 2021
- O Street PS Screen Replacement – One of two screens should be operational by September 30, 2020
- Updating the CSS O&M Manual
- Fort Reno PS – Pump Replacement
- Local Sewer Inspection Program
- Automatic operation of Potomac PS in wet weather
- Operate Water Pumping Stations, Reservoirs and Storage Tanks within the regulations of Safe Drinking Water Act, guidelines of DC Water for the benefit of our customers.
- The Department will continue to emphasize reliability centered maintenance and ensure all work management processes are documented.
- Sewer and Pumping Operations will maintain safety awareness, highlighting best practice daily among the departments, internal, external customers and stakeholders.
- Replace VFDs, Valves, PLCs, Operator Interface Terminal, Instruments and other critical equipment in need of upgrades.
- Add all Ventilation Control Vault, Pump Station odor control facilities to SCADA

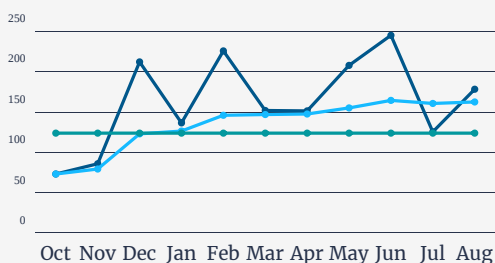
PUMPING & SEWER PERFORMANCE

Water Pumped - Cost Per Million Gallons



● FY 20 Monthly Per MG ● FY19 Average (\$141.40)
● YTD Cost (excludes purchases)

Sewer Pumped - Cost Per Million Gallons



● FY 20 Month Cost Per Million Gallon
● FY19 Average (\$123.79)
● YTD Cost

PERFORMANCE

- An increase in DPO's expenses this month attributed to the increase in the cost of water.
- The average cost of water for FY19 was \$141.40 (MG) and the FY20 year to date average is \$119.36.
- Our monthly expenses increased in Maintenance, Operations and Potomac Interceptor in the following areas:

Maintenance	Overtime (\$12,054.83), Maintenance/Repair (\$21,529.96) and Equipment Purchases (\$14,180.34)
Potomac Interceptor	Contractual Services (\$17,9761.20)
Operations	Overtime (\$14,181.17), Electricity (\$627,887.44), Rentals (\$31,521.32)

- The average cost of sewer for FY19 was \$123.79 (MG) and the FY20 year to date average is \$162.42



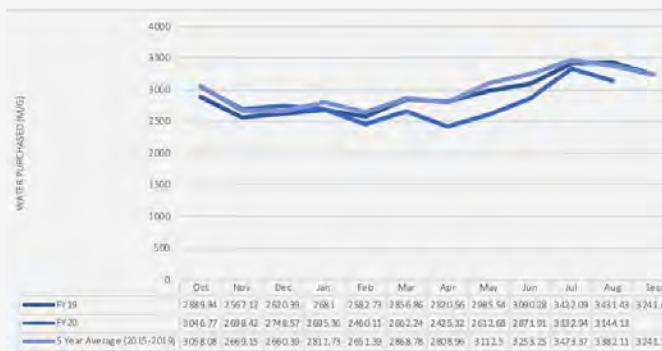
PUMPING & SEWER OPERATIONS CONTINUED

PUMPING & SEWER PERFORMANCE

Catch Basins Cleaned - Cumulative



Water Purchases from Washington Aqueduct



PERFORMANCE

- The target for 'Catch basin MS4 Area Cleaning/Inspection' is to have 100% cleaned annually. We are behind on the monthly target due to COVID-19. However, we are currently on target to have 100% cleaned by the end of the calendar year.
- Catch basins in the CSS Anacostia Area require cleaning 2 times per year. The first inspection and cleaning has been completed and we are currently on target to have the second inspection completed by the end of the calendar year.
- The target for 'percent of days in month boats on river weather permitting is greater than 95%. For the month of August there were multiple boats out of service which resulted in 12 days a boat was not on the river which is 61% of the target and 19 days on the river. We now have two boats in service.
- The target for 'Sewer Inspection and cleaning' has not been met due to COVID-19. We are currently catching up to meet this goal.
- The target for 'Reactive Maintenance' is less than 20%. For the month of August, we were at 29%. This is a new metric that we are currently creating procedures to manage.

15,667 Catch Basins

Cleaned YTD 2020
Goal: 27000 Catch Basins

35 Tons

Floatable Debris removed
Target 400 tons/yr

101 Sewer

Lateral Complaints
Resolved (100%)

WASTEWATER OPERATIONS

ACCOMPLISHMENTS



NACWA Award: DC Water has earned a Peak Performance Award from the National Association of Clean Water Agencies (NACWA). The Platinum8 Peak Performance Award recognizes the Blue Plains Advanced Wastewater Treatment Plant for exceptional quality and 100 percent compliance with all EPA’s National Pollutant Discharge Elimination System (NPDES) permit limits for treated effluent discharges during the last eight consecutive years, including calendar year 2019. This award recognizes DC Water’s O&M and Process Engineering staff’s outstanding commitment to produce exceptional quality effluent and Class A Biosolids..

PLANT PERFORMANCE

The plant performance for the month of August 2020 was excellent with all effluent parameters well below the seven-day and monthly NPDES permit requirements. With a total precipitation of 8.73 inches, August 2020 was the wettest August since 2011. The monthly average flow through complete treatment was 328 MGD, the highest monthly average flow since May 2019. During the month, a total of 463 million gallons (MG) of combined wet weather flows, captured in the tunnel system, were treated through the Wet Weather Treatment Facility (WWTF). The total pounds of nitrogen discharged in the complete treatment effluent during the current calendar year (through the end of August) is 1,875,898 lbs. and on track to remain below the NPDES permit discharge limit of 4,377,580 lbs./year.



KEY PRIORITIES

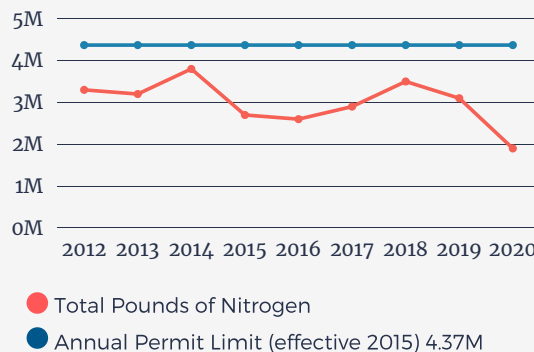
COVID19 Recovery Plan: With the implementation of Phase II Recovery, beginning July 26, 2020, front line O&M staff at Blue Plains returned to pre-COVID19 schedule while following guidelines to effect social distancing and maintain employee health and safety. Management continues to proactively engage with staff to receive feedback, provide support and resources, and sustain adherence to DC Water’s guidelines.

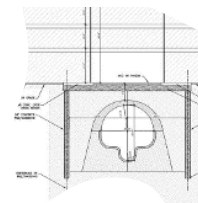
Proactive Maintenance: Continue implementation of proactive systems and equipment inspections and maintenance activities to prevent failures and improve reliability.



WASTEWATER PERFORMANCE

Total Annual Nitrogen (million lbs/yr)





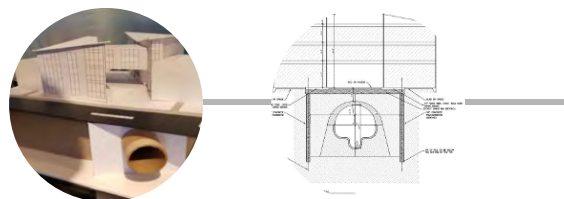
PERMITS

KEY PRIORITIES

- Continued review of developer plans submitted for connections to the DC Water infrastructure.
- Maintain DC Water standards for design and protection of infrastructure.
- Continued processing of review fees and inspection deposits.
- Continued creation of inspections work orders.
- Continued support of customers in the development and routing of meter sets and tap requests.
- Support Staff efforts to transition to telework to accommodate Covid-19 restrictions.

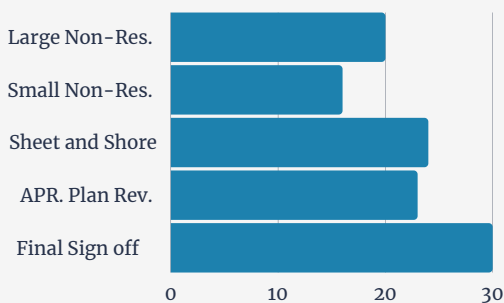
ACCOMPLISHMENTS

- Coordination of Permits ERP with support of AECOM to interface with Oracle.
- Men's Shelter at St. E's approved.
- Town Center at Walter Reed conditional approval.
- Initial review of proposed construction over Northeast Boundary Sewer (NEBS) (see graphics below)



PERMITS PERFORMANCE

Review Processing Times: the Average time to complete was met for each major review type



● Review Processes
 - Target: 30 days for all reviews

PERFORMANCE

- Monthly KPI = (85% KPI) 179 out of 196 permit reviews performed on time for 89% performance rate
- Review Fees Collected = \$245,851 this period, \$1,715,080 YTD
- SAF Collected = \$3,535,063 YTD
- Total Fees Collected = \$12,657,141 YTD
- Due to Covid-19 all staff are working from home which resulted in reduced efficiency and longer review times.
- Some staff were supplied with small laptops and the small screens impacted ability to work efficiently
- Some staff went and procured better home equipment (time delay)
- April was a particularly impacted month.
- Regardless, Overall Departmental KPI = 85%, was met or exceeded on a total project basis each month



CIP

KEY PRIORITIES

- Continued implementation of Oracle Primavera Unifier to provide an end-to-end Project Management software tool to replace the surpassed Construction Management Software (CM14) for the benefit of 400+ users. Currently in the data migration and User Acceptance Testing (UAT) phase with key stakeholders and on schedule for phase 1 to go live fall 2020.
- In response to the COVID 19 revenue impacts, developed a revised near-term CIP. Coordinated the development of the new plan with Operations and Engineering resulting in over \$200 million in spending deferred from FY21 and FY22. Incorporated these near-term changes into the 10-year CIP for the FY21-30 financial plan.
- Met with Finance & DETS & DWE planning teams to review the draft 10-year CIP on Aug 26th. On track to submit the final draft for Ops & Eng. final review end of Sept, with subsequent Final submission to Finance in mid-October.
- Continued close collaboration with Finance and Procurement to implement ERP budget and advance procurement modules for capital projects.
- Continued to pursue transition of consultant staff to in-house as part of build out of CIPIM team.

PERFORMANCE

- Participating in the Water Research Foundation Utility Analysis Improvement Methodology project, focused on improving utility business case evaluation guidance.
- Developing a CIP project cost estimating manual and SOPs to standardize cost estimates.
- Commenced creation of Subcontractor Approval Request SharePoint workflow to automate the approval – also for use with other documents in collaboration with Capital procurement and Compliance.
- Prepared presentation materials for COO's presentation to American Council of Engineering Companies.
- Assisting in transition of Capital Procurement activities to Capital Procurement team.
- Provided technical support to the planning team for the SDWM dashboard development and reporting SOP.

HIGHLIGHTS

- Worked in partnership with EPA and Army Corps of Engineers to allow internal DC Water labor with overheads be charged to Safe Drinking Water grants. Continued successful utilization of entire \$10 million annual grants.
- Forecast annual CIP spending to within 5% of target and under \$405 million ceiling.
- Continued to enhance the automated SharePoint Contract Award, Change Order and Work Change Directive workflows to incorporate lessons learned and to comply with the February 6, 2020 Delegation of Authority.
- Continued management of Technical Information Center document archive digitization project, involving the scanning of over 8 million records. Currently 60% accomplished, with completion in December 2020. Customer interface to access records being developed.
- Revised key standard operating procedures (SOP) to align with future CIPIM performance metrics
 - a. Construction Change Order negotiation and execution efficiency SOP
 - b. Construction and AE Contract Closeout SOP
- Finalizing the project list and all supporting documentation required for the WIFIA loan closing to maximize savings.
- Operations and Engineering (O&E) Financial Planning Model implementation and workshop to present 95% complete model to O&E senior leadership and Finance.
- Organized relocation of 12 staff from rented trailer to vacant space in COF, saving trailer rental fee.
- Developed Joint use cost share for the new Fleet Maintenance facility in partnership with Finance. Presented to IMA partners at Blue Plains Technical Subcommittee Aug 27th.



DEPARTMENT OF ENGINEERING & TECHNICAL SERVICES

PRIORITIES

Challenges and Concerns

- Responding to September 10 flash flooding event including review and processing of over 150 requests for backwater valves.
- Working with DDOT to ensure all projects being constructed under the 2002 MOA comply with the new Delegation of Authority and recent legal opinion.

New Department Initiatives

- Initiated a high-level assessment of the main trunk sewers in the Rock Creek sewer-shed.
- Providing extensive support for the Lead-Free DC initiative.

Risks, Incidents/Missteps

- Pending rehabilitation of an aerial sewer crossing in the National Arboretum.

PROGRESS UPDATES

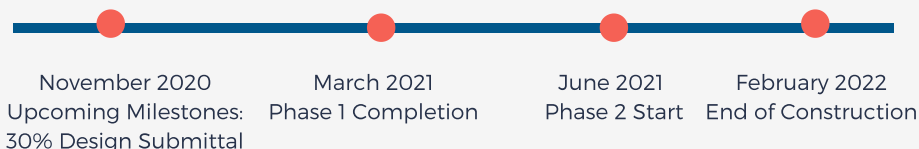
- Received Partnership for Safe Drinking Water President's Award.
- Advertised rehab of the 66/72-inch PCCP water main in N St. NW/NE for construction.
- Completed the Spring Valley small diameter water main rehab job including use of cured-in-place pipe technology.

REGULATION

- Soldiers Home Reservoir Upgrade scheduled to be completed on 1/18/2021. EPA Sanitary Survey deadline for completion is 12/31/2021.

PROJECT PERFORMANCE

- **Potomac Interceptor:** The Potomac Interceptor (PI) is a 50-mile long sanitary sewer that serves portions of Montgomery County, Fairfax County, Loudoun County and Dulles Airport.
- **Project Background:** The PI was constructed in the early 1960s. Past and recent inspections show signs of corrosion that warrant near-term rehabilitation. LZ03, LZ04, LZ06, LZ07 and LZ09 are PI Pipe rehabilitation projects currently in design. Progressive Design-Build is the Project Delivery method used for LZ07 project due to the complexities of the Project.
- **Project update:** Design started on 05/12/2020. Basis of Design Report was submitted on schedule on 9/14/20. DC Water is sending monthly newsletters with Project updates to the Great Falls community.



WASTEWATER ENGINEERING



PRIORITIES

- Climate Change Resiliency Projects
- Main Pump Station Flood Hardening project was successfully completed. Total cost was \$1,698,000 and \$1,274,000 of which was paid through a pre-disaster mitigation grant from the Federal Emergency Management Agency (FEMA)
- Main Pump Station Flood Mitigation
- 14th Street Bridge Stormwater Pump Station Upgrade project was successfully completed, which also received FEMA grant assistance.
- Intermediate design is complete on the Blue Plains Floodwall Segment C and permitting is underway. This project will protect Blue Plains from a 500-year frequency event.
- Solar PPA: Ground mount, carport and roof array systems are being constructed throughout Blue Plains, with initial commercial operations in September 2020.
- Planning continues on a variety power monitoring and control systems, additional solar energy projects, and waste heat recovery.
- CIP Implementation: COVID19 CIP modifications have been implemented.
- Establishing work plans and setting baselines for FY21.
- Utilizing task-based construction contracts to execute critical and important work while keeping capital expenditures below the not to exceed spending limit.
- Bringing work in-house, reduce reliance on consultants
- Available resources have been maximized, with successful collaboration between DWE branches, and O&E cluster.
- New Wastewater Treatment Program Management contract (WSA-503) is underway, including plans to transition key program management tasks to DC Water.
- In-house design for 12th & Maine Stormwater PS is underway, with draft preliminary design issued in June.

PROGRESS REPORT

- Filter Influent Pump Rehab: Successful removal of the first FIP pump in July 2020.
- Raw Wastewater PS 2 Upgrades: Seven (7) of the nine (9) RWWPs have been successfully rehabbed.

High Priority Program:

- East Hauled Waste Receiving Station ongoing
- Blue Plains Influent Screen replacement ongoing
- O Street PS Influent Screen replacement ongoing.
- Gravity Thickener Upgrades Phase II: Misc. mechanical demolition and replacement ongoing in the pipe gallery and PSSDB. Concrete restoration is currently being performed in 5 of 10 GT tanks.
- Three designs underway for upgrades at Blue Plains as well as design work for upgrades to sewer and storm water pump stations.

PERFORMANCE

- Reduced RFEPS building permit fees by \$125,000 through DWE interaction with DCRA on the appropriate scope of work for their permit requirements. Followed requirements of DCMR105.2.3 for permit requirements for public service agencies.
- Completion of Operational Demonstration #2 on the Filtrate Treatment Facility, which uses ANNAMOX bacteria to reduce nitrogen load on mainstream wastewater treatment process at a significant cost savings by reduction in chemical use.



CLEAN RIVERS

KEY PRIORITIES

Challenges and Concerns

- Reaching agreement with District on the Green Infrastructure Memorandum of Agreement (MOA) required by Consent Decree (joint obligation of DC Water and District).

Decision(s)/Decision Making Issues

- Agreement on GI MOA

Risks, Incidents/Missteps

- Utility trenching and archeological investigations in Georgetown for Potomac Tunnel design may generate public comments despite extensive outreach in advance.
- COVID-19 impact on construction of NEBT

HIGHLIGHTS

Regulatory Look Ahead

DC Water submitted the Rock Creek and Potomac Green Infrastructure (GI) practicability reports in June and Aug 2020, respectively. EPA has 180 days to approve DC Water's proposed approach per the Consent Decree.

Tunnel Operation

- As of 9/15/2020 the Anacostia River tunnel system has captured over 8.9 billion gallons of combined sewage; removed more than 4,300 tons of trash, debris, and other solids.

PERFORMANCE

Receive Proposals for CSO 025/026 Sewer Separation:

- DC Water is required to separate CSO 025/026, in Georgetown in the vicinity of Wisconsin Ave and K Street NW.
- Technical and cost proposals from contractors were received on Sept 16, ahead of Sept 30, 2020 metric tracking goal.
- DC Water will be reviewing the proposals to select the Contractor to perform the work.

Northeast Boundary Tunnel Mining

- Northeast Boundary Tunnel is a 23' diameter, approximately 5-mile long tunnel designed to provide CSO control and flooding relief.
- This metric is the completion of mining of the tunnel from the shaft at CSO 019 at RFK Stadium to the terminal shaft at 6th and R Street NW by Nov 30, 2021.
- As of September 21, 2020, 70.6% of the tunnel has been mined. On track to meet goal.

Consent Decree Milestones

- DC Water is on track to meet its Consent Decree.



W Street Shaft on Northeast Boundary Tunnel



Mt. Olivet Shaft on Northeast Boundary Tunnel



Northeast Boundary Tunnel




ORGANIZATIONAL PERFORMANCE DASHBOARD (Aug 2020)


Financial Highlights

Net Operating Cash (\$tho)		Operating Revenue (\$m)		Operating Expenses (\$m)		Capital Disbursement (\$m)		Operating Cash Bal (\$m)	
Actual	176,995.00	Actual	655.90	Actual	487.40	Actual	298.50	Actual	209.30
Target	102,479.00	Target	655.41	Target	522.70	Target	413.60	Target	180.00

Core Invest Yield (%)		Short Term Invest Yield (%)		Delinquent Acct Receivables (%)		On-time Vendor Payments (%)	
Actual	1.67	Actual	0.54	Actual	3.13	Actual	97.00
Target	0.15	Target	0.11	Target	3.00	Target	97.00

Operations and Engineering Highlights

Lead Concentration (ppb)	Total Coliform Rule (%)	Biosolids Production (wet tons)	Total Nitrogen (lbs/yr mil)
		Actual 398	

Plant Influent Flow (gal mil)	Excess Flow (gal mil)	Water Main Leaks	Water Valve Leaks
	137	35	3

Fire Hydrants Insps. And Maint.	Fire Hydrants out of Service	Fire Hydrants Replaced (YTD)	Non-revenue Water (CCF Mil)	
416	41	14	Purchased	10.57
			Sold	7.52

Sewer Main Backups	Sewer Lateral Backups	Dry Weather CSO	Permits Processed within SLA (%)	Electricity Usage (Kwh)
6	101	0	87	21944

Customer Experience Highlights

Call Center Performance		Command Center Performance		Emergency Response Time	
Actual	53%	Actual	68%	Actual	100%
Target	85% 	Target	85% 	Target	90%  (% of calls Received)

Low Income Assistance Program Highlights

SPLASH Contributions (\$tho)		Customer Assist. Program (\$tho)	
Actual	63.20	Current	192.15
Target	73.33	Previous	153.16

People and Talents Highlights

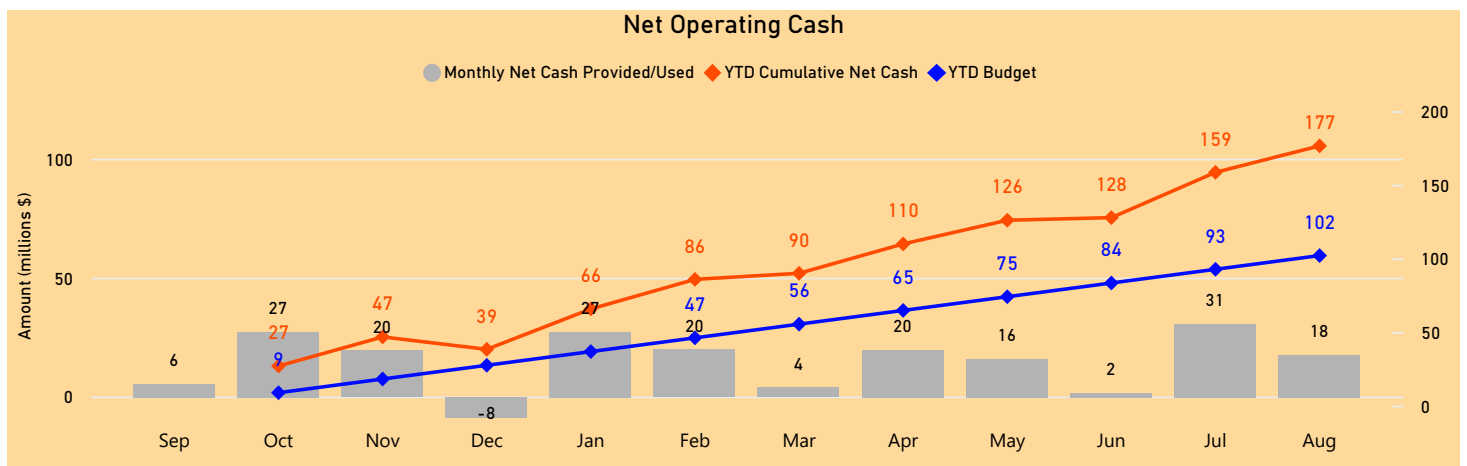
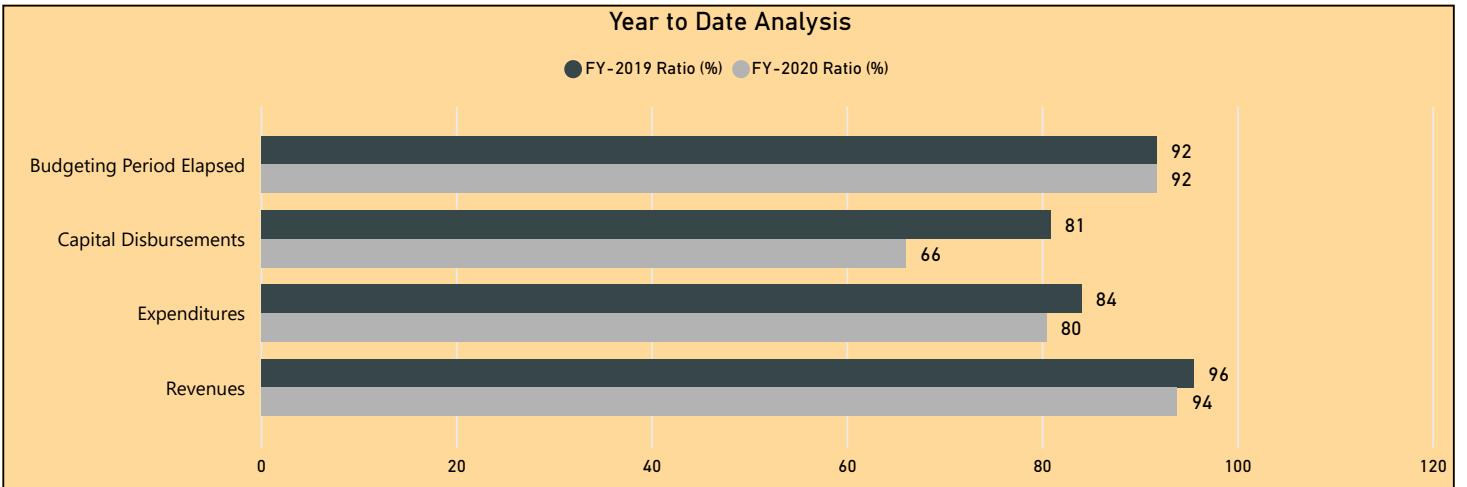
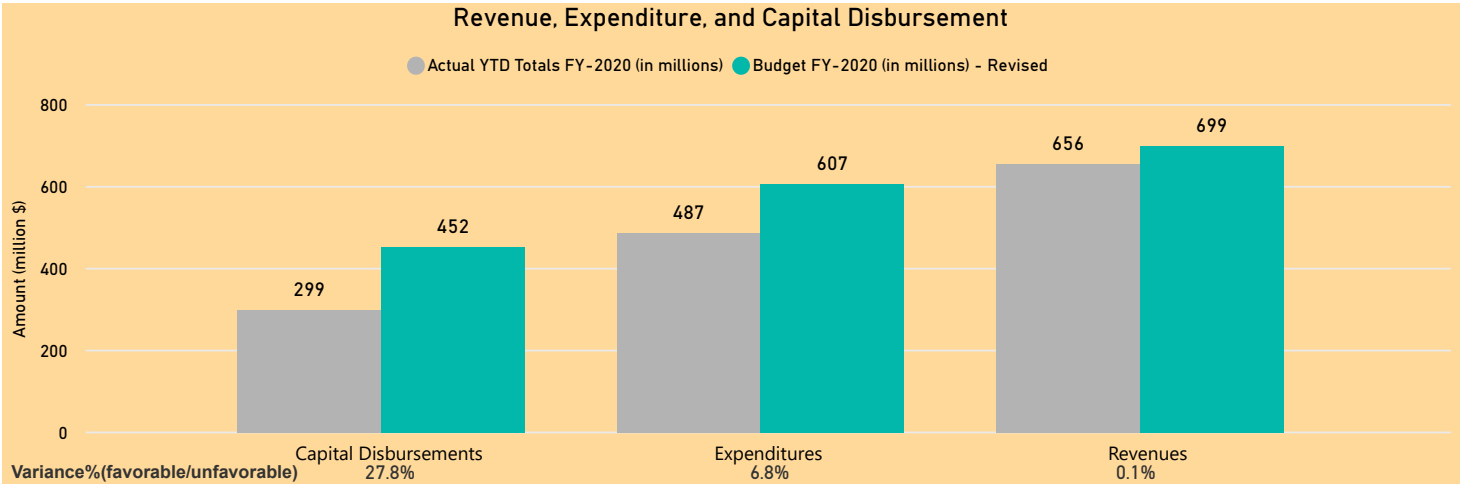
Recruitment Activity	
Filled	3
Open	51

Administration Highlights

Employee Lost Time Incidence Rate	
	1.40%

FINANCIAL HIGHLIGHTS

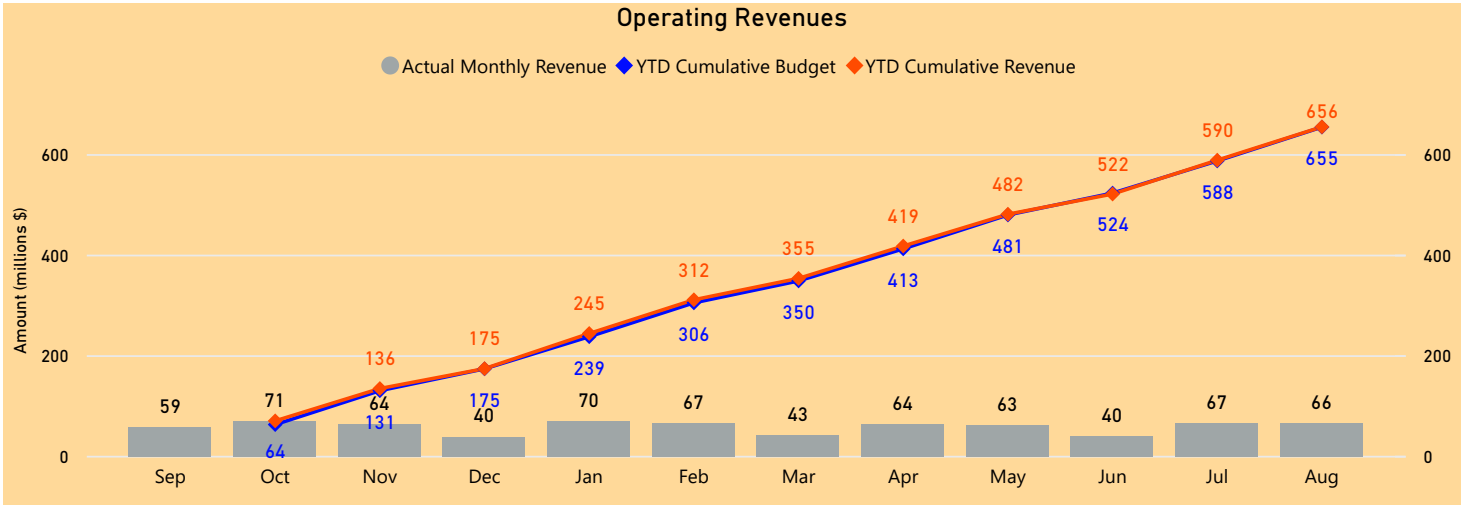
Financial Performance Summary



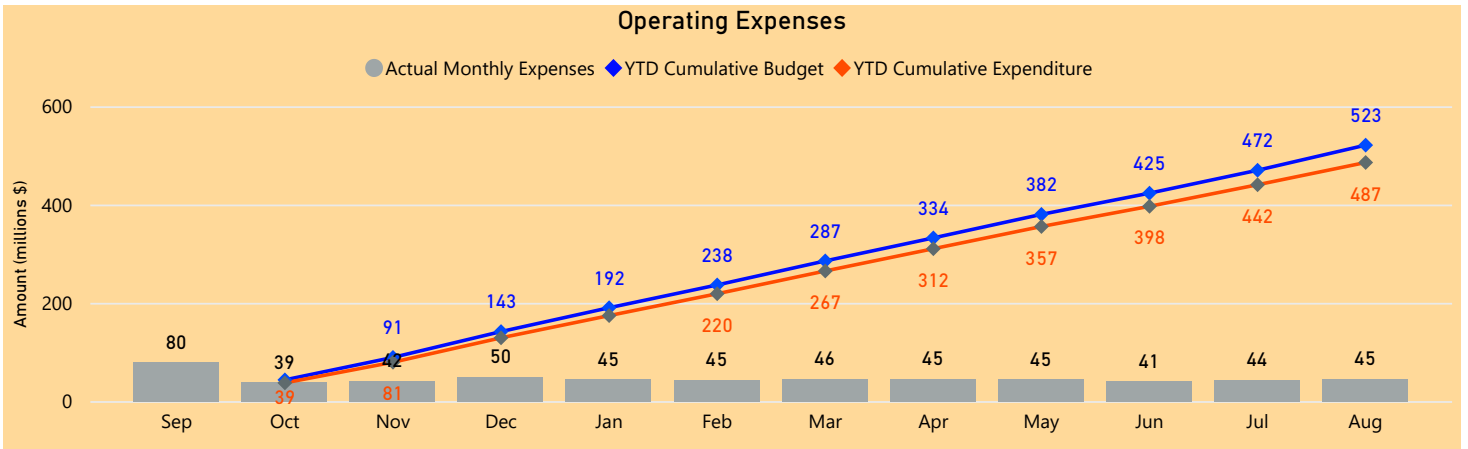
Net cash to date for August was above budget by \$74.5 Million

FINANCIAL HIGHLIGHTS

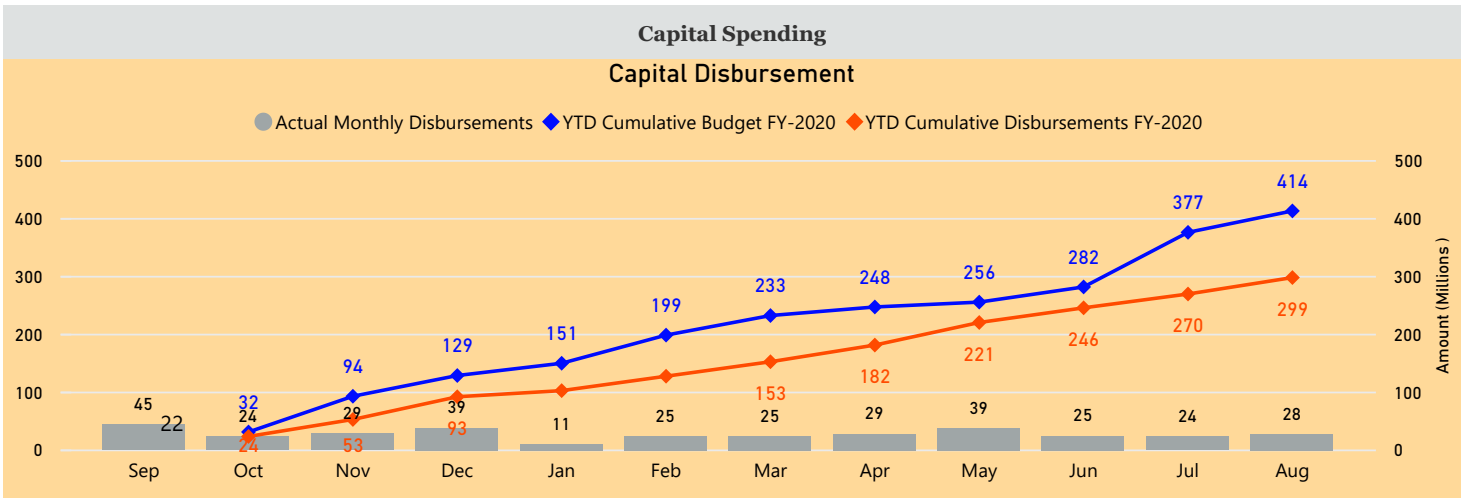
Revenues & Operating Expenses



Revenue to date for August was above budget by \$0.49 Million



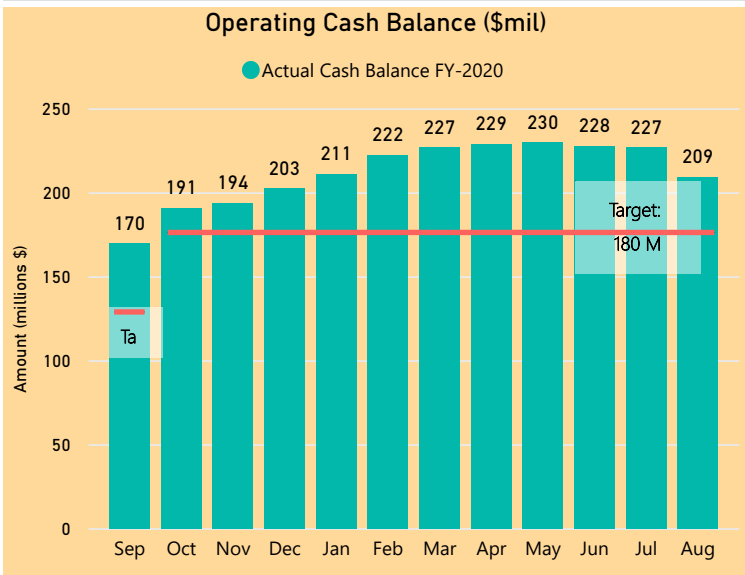
Expenditure to date for August was below budget by \$35.30 Million



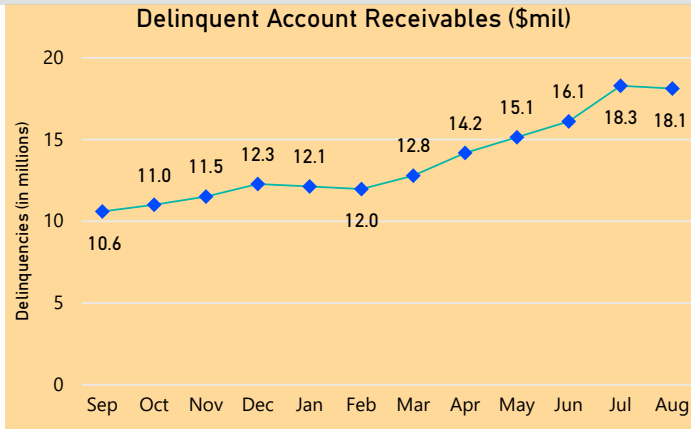
Disbursements to date for August was below budget by \$115.10 Million. YTD spending reflects comparison to the revised budget.

FINANCIAL HIGHLIGHTS

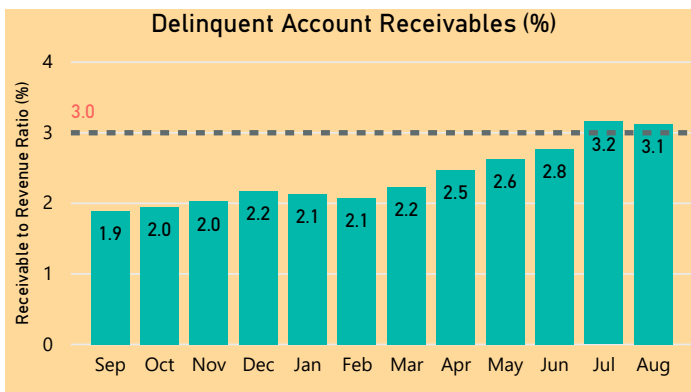
Operating Cash & Receivables



Cash Balance for August was above target by \$29.3 million

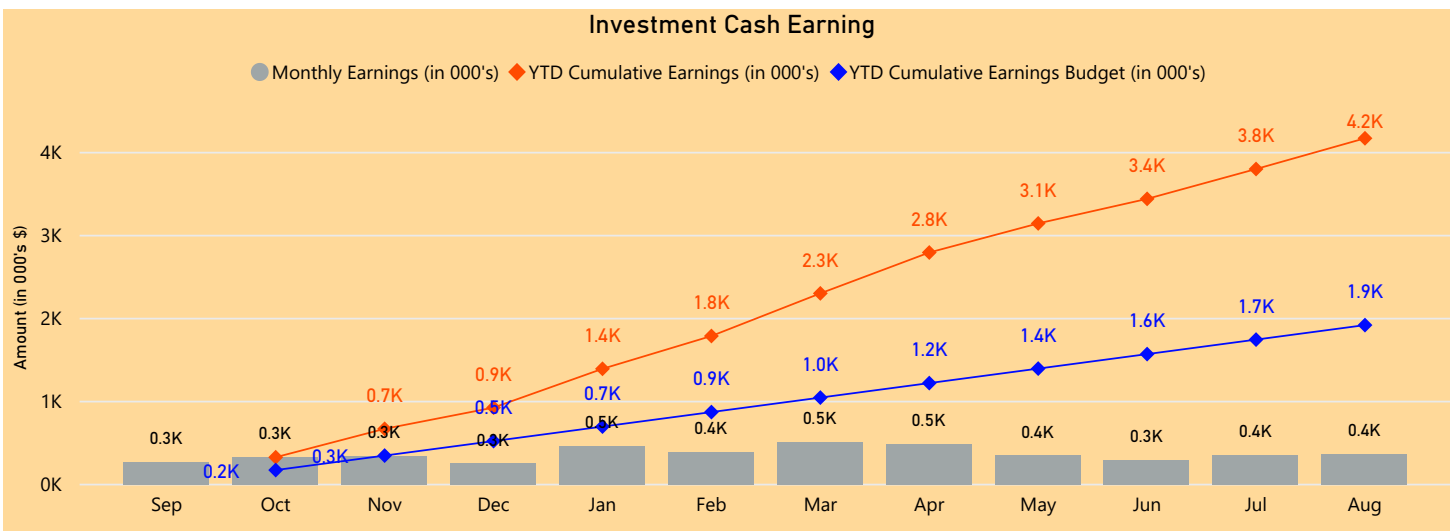


Starting March, the increase is primarily due to increased delinquencies and deferred payments resulting from the COVID-19 pandemic



August Receivables to Revenue Ratio is 3.13, Delinquency is \$18.12 million.

Investment Earnings

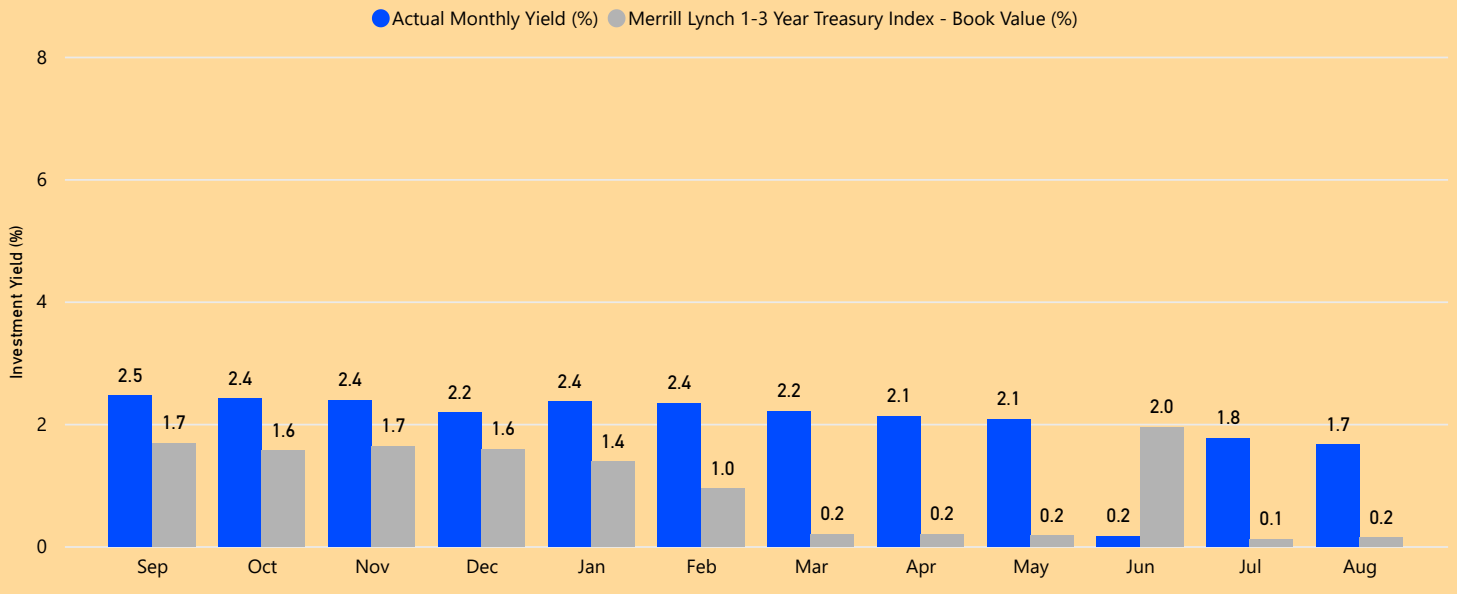


Earnings to date for August were above Projected Budget by \$2,251,360.

FINANCIAL HIGHLIGHTS

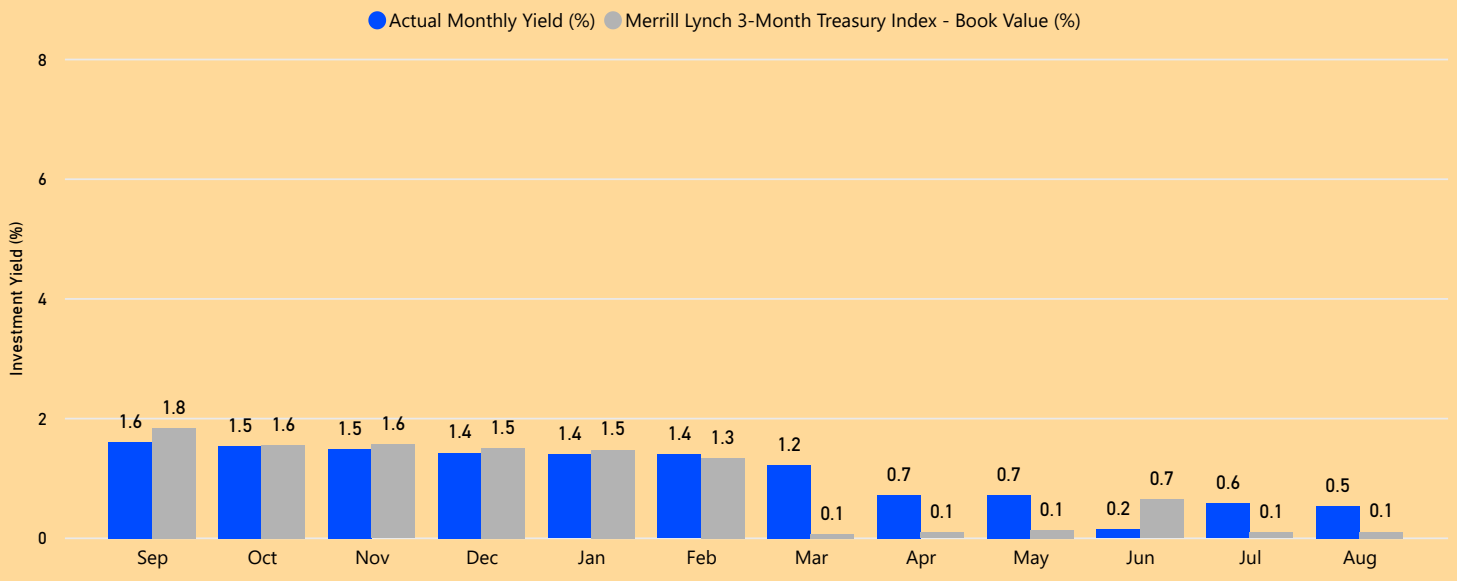
Investment Yields

Core Investment Yield



Yield for August was more than the treasury index by 1.52%

Short Term Investment Yield

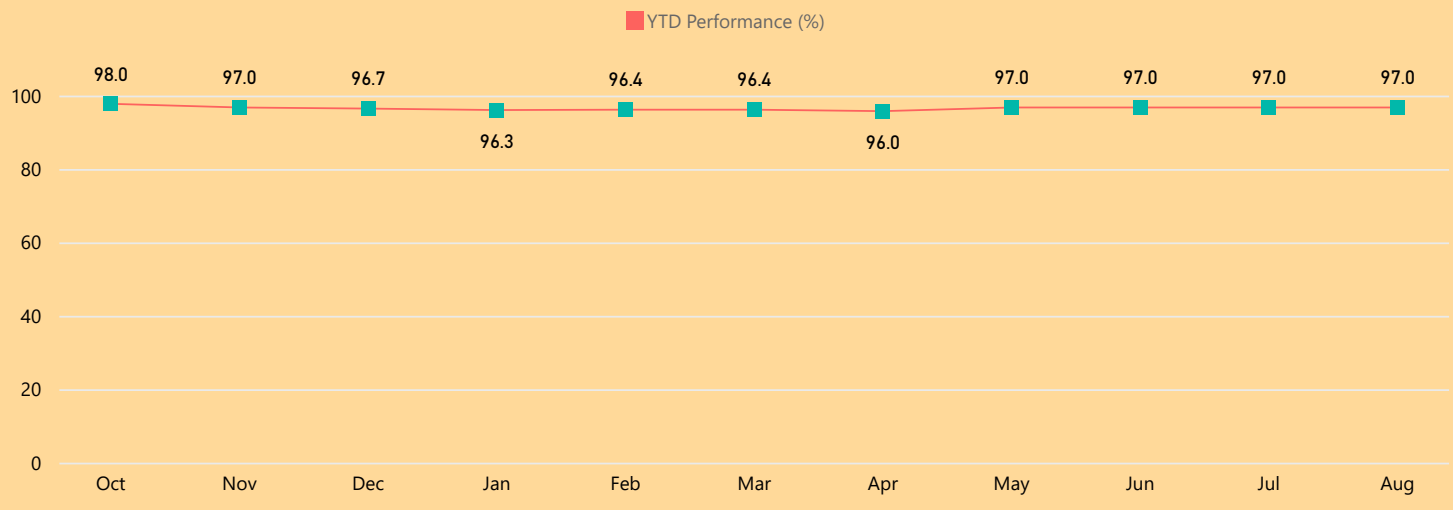


Short Term Yield for August was more than the Merrill Lynch yield by 0.48%

FINANCIAL HIGHLIGHTS

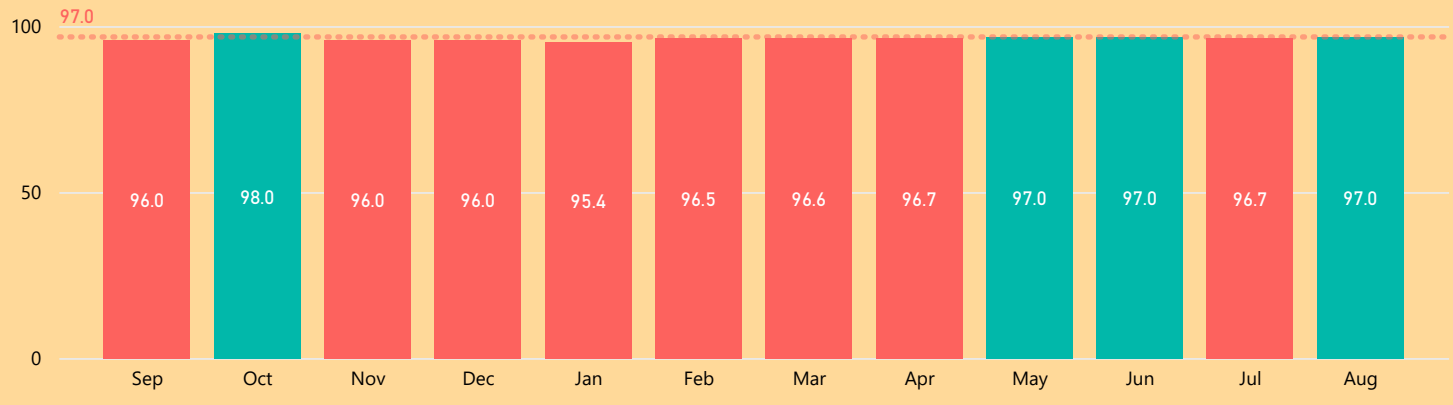
Vendor Payments

YTD Performance



Monthly Performance (%)

Target: 97%



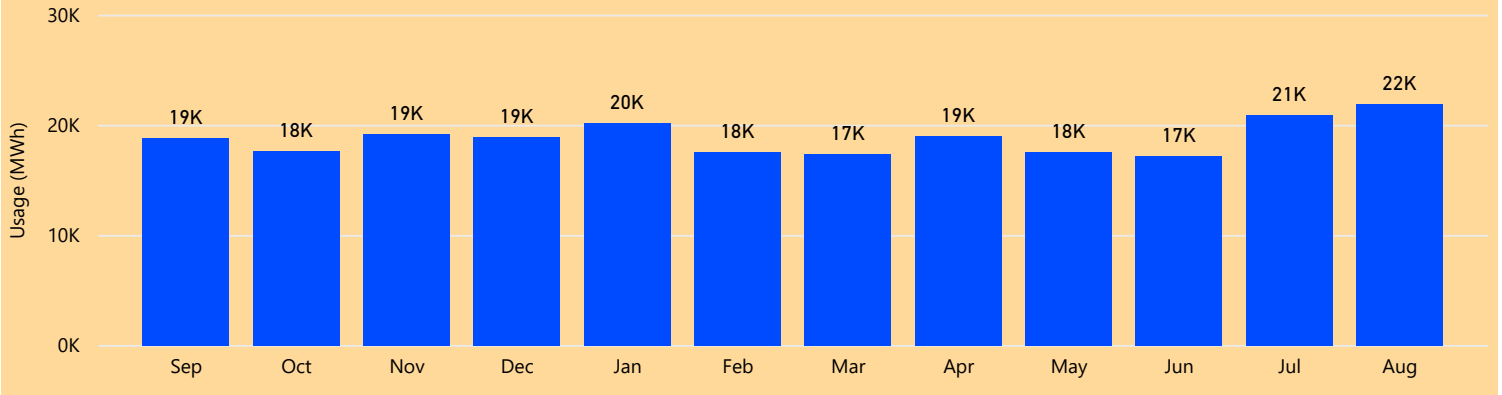
Performance for August was equal the monthly target of 97.0%

OPERATIONS AND ENGINEERING

Energy Consumption

Electricity Usage Summary

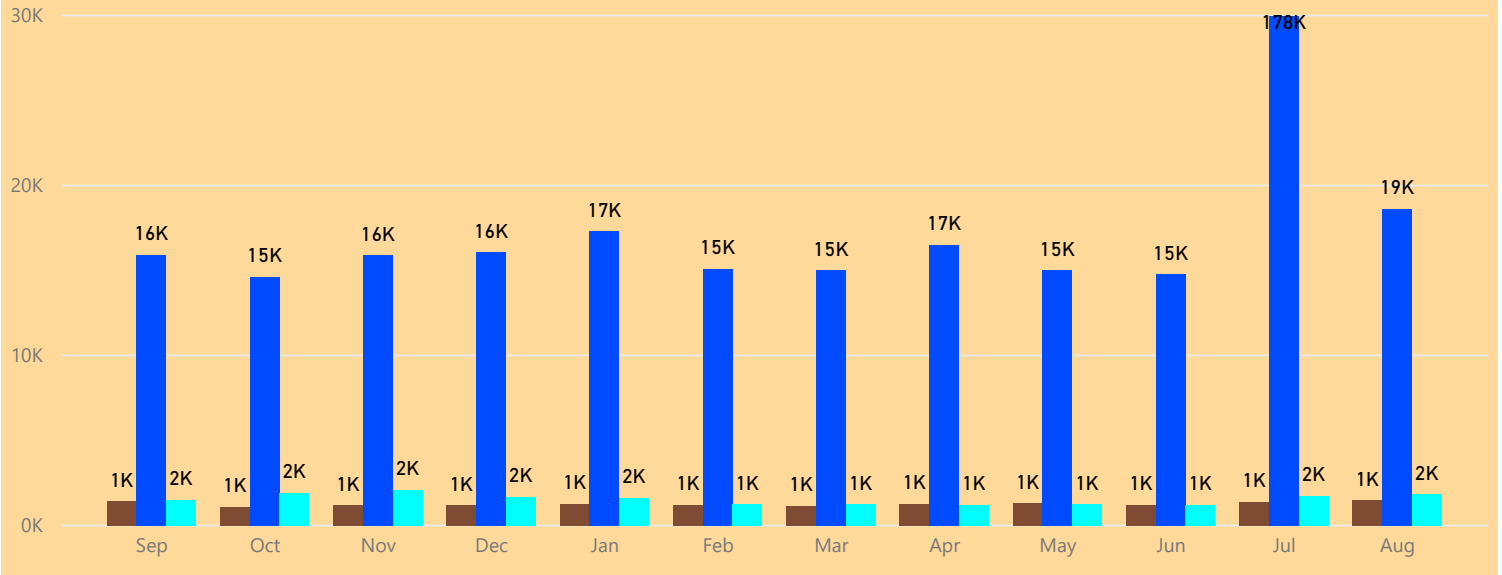
● Total Consumption (KWh)



Electricity consumption in Aug 2020 was 21944 KWh.

Electricity Usage by Service Area

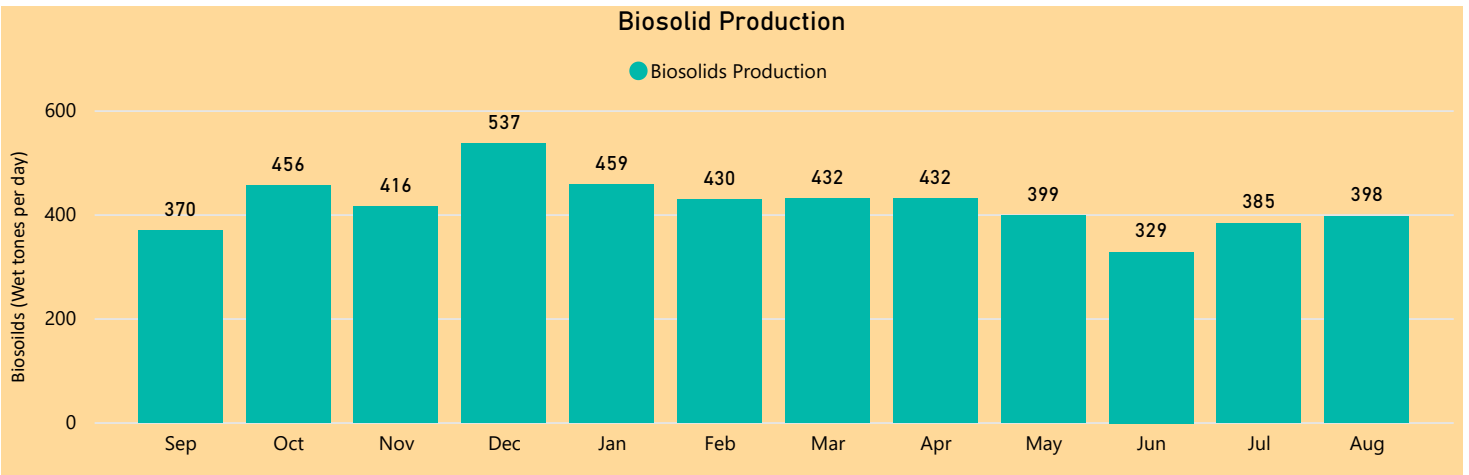
● Sewer Pumping ● Wastewater Treatment ● Water Pumping



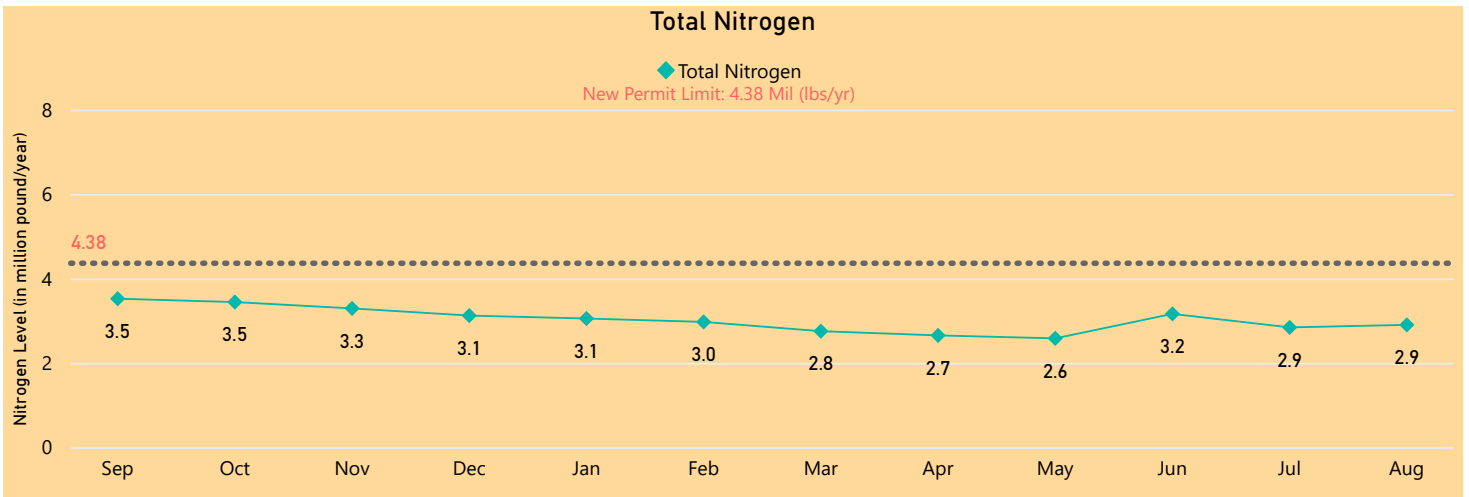
Wastewater treatment has the highest electricity consumption in Aug 2020 at 18628 KWh.

OPERATIONS AND ENGINEERING

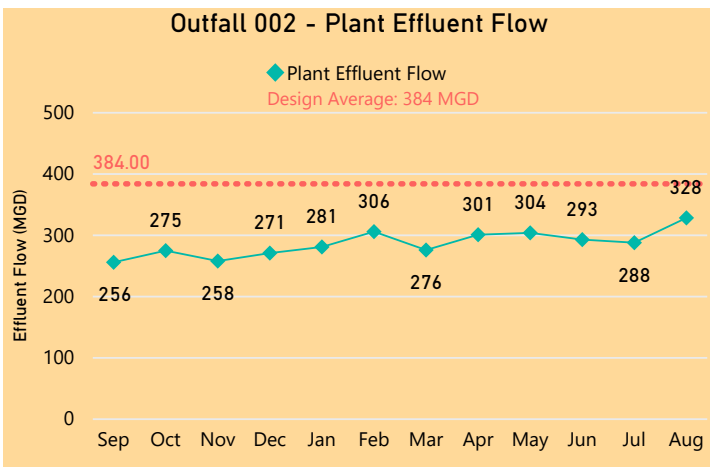
Wastewater Treatment



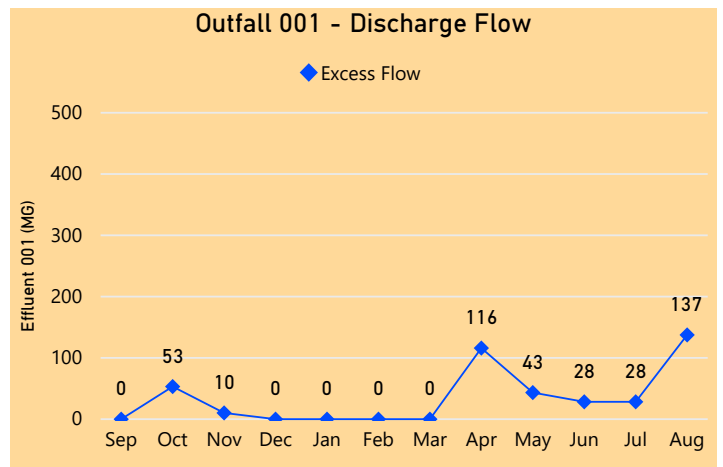
Biosolids daily production for Aug 2020 was 398.1 wet ton per day.



Nitrogen level for Aug 2020 was below permit by 1.46 million lbs/yr.



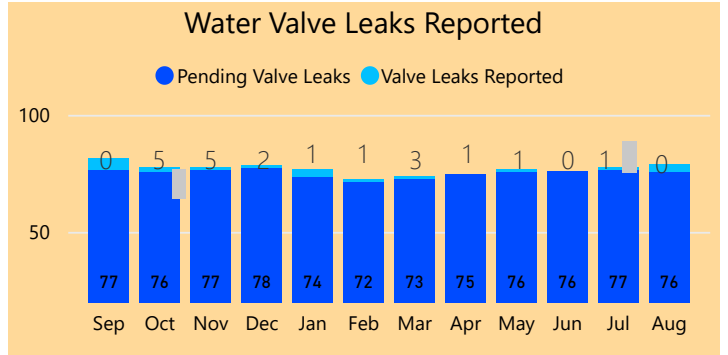
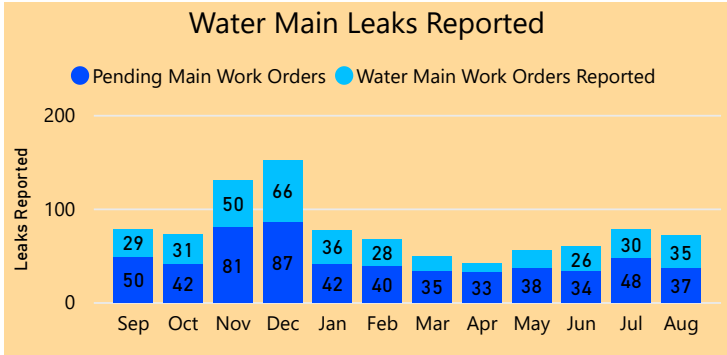
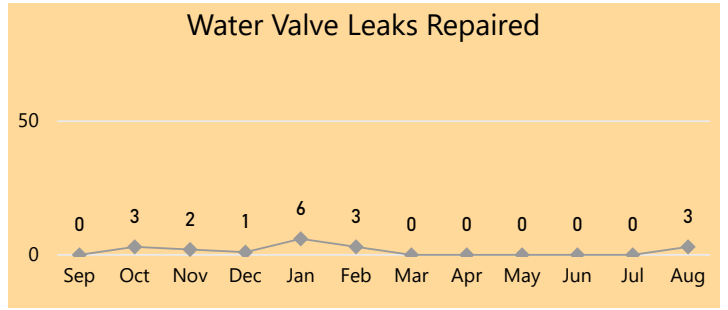
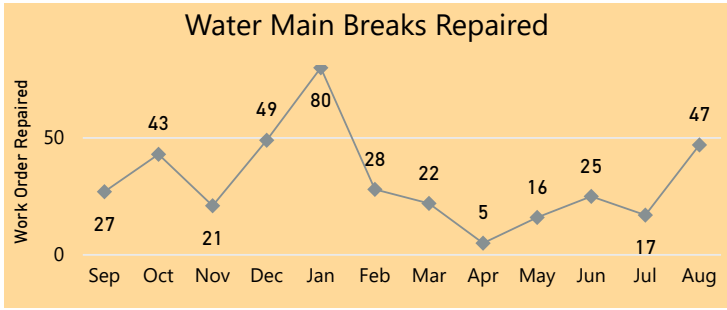
In Aug 2020 effluent flow was below permit by 55.58 MGD.



Excess flow events were recorded at 137.43 MG in Aug 2020.

OPERATIONS AND ENGINEERING

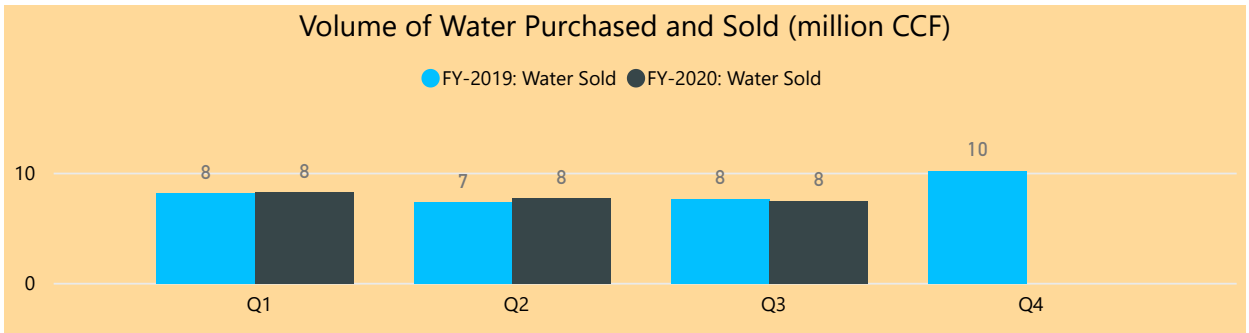
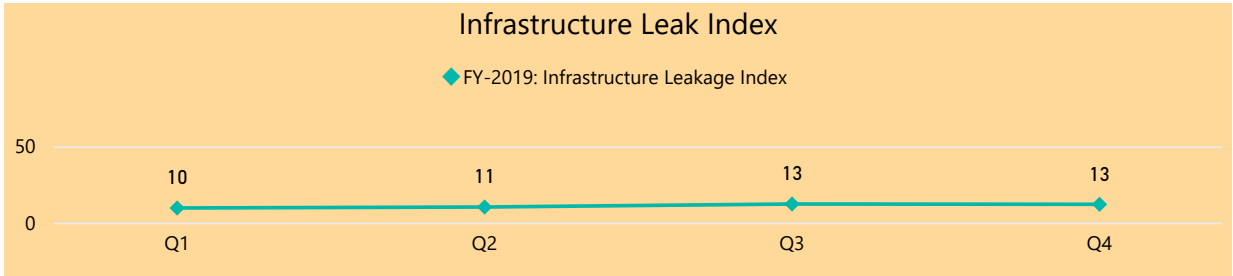
Water Distribution Operations



There were 35 Water Main Work Orders reported in August.

3 leak was reported in August.

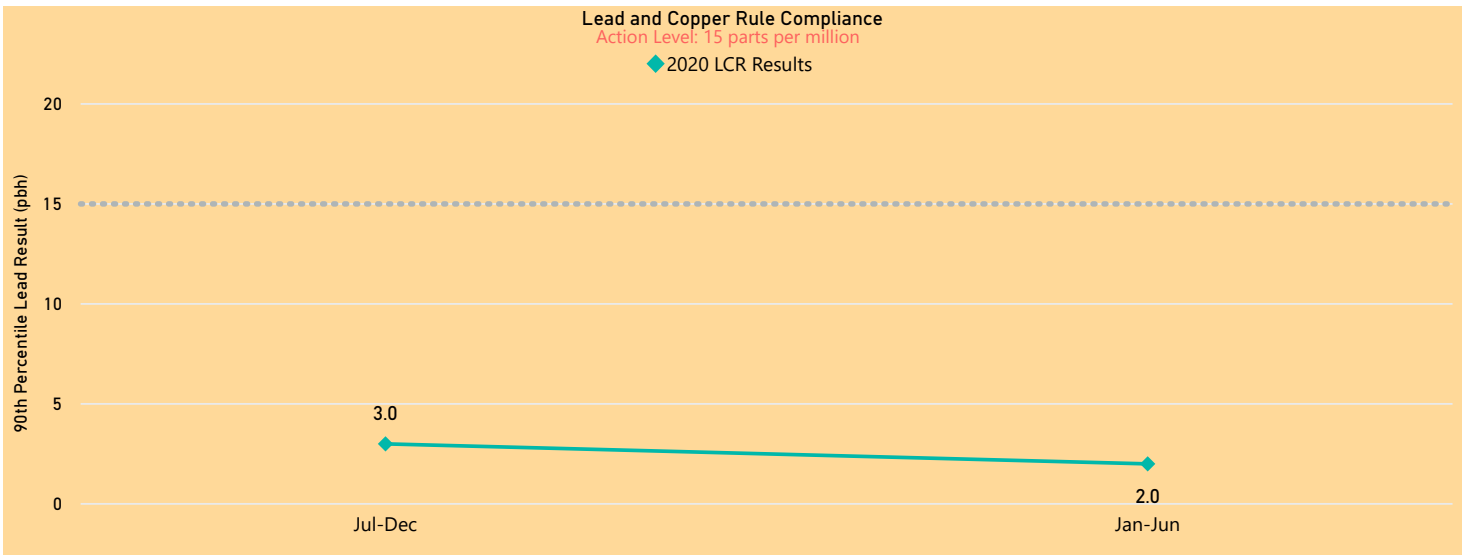
Water Balance



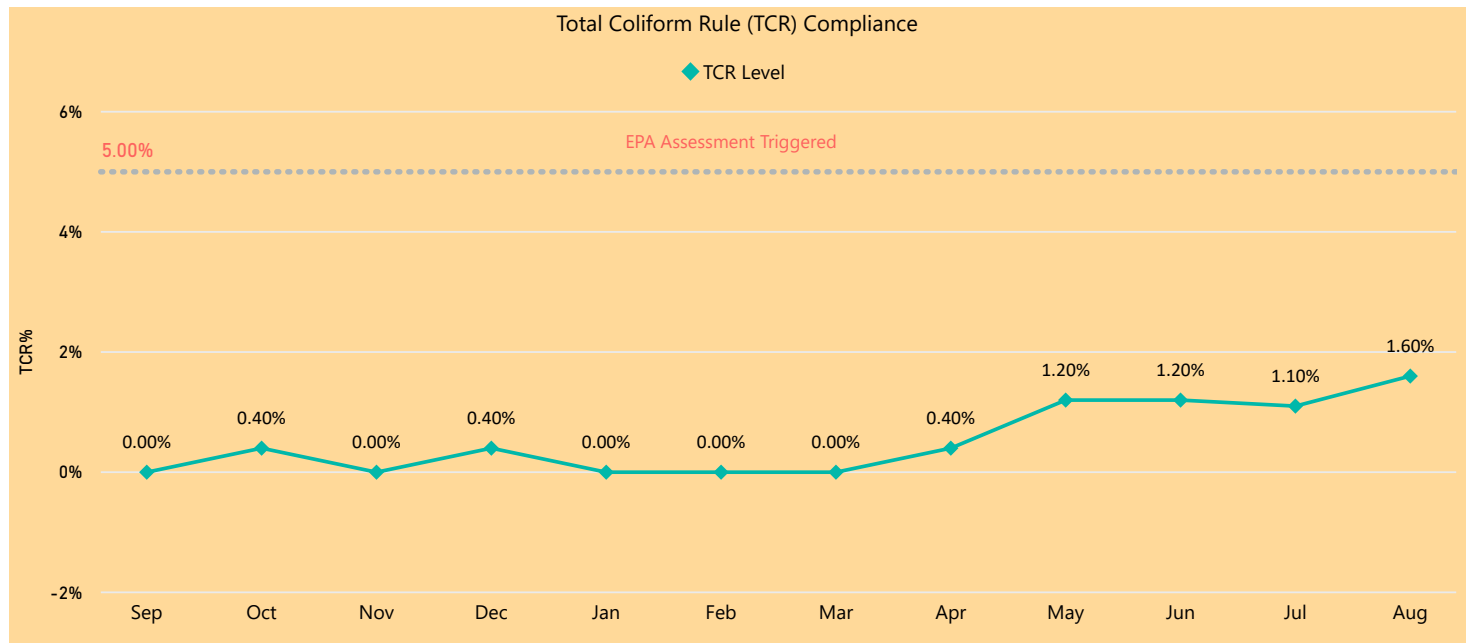
In the 3rd quarter of FY 2020, 7.52 out of 10.57 million cubic feet of water was sold

OPERATIONS AND ENGINEERING

Drinking Water Quality



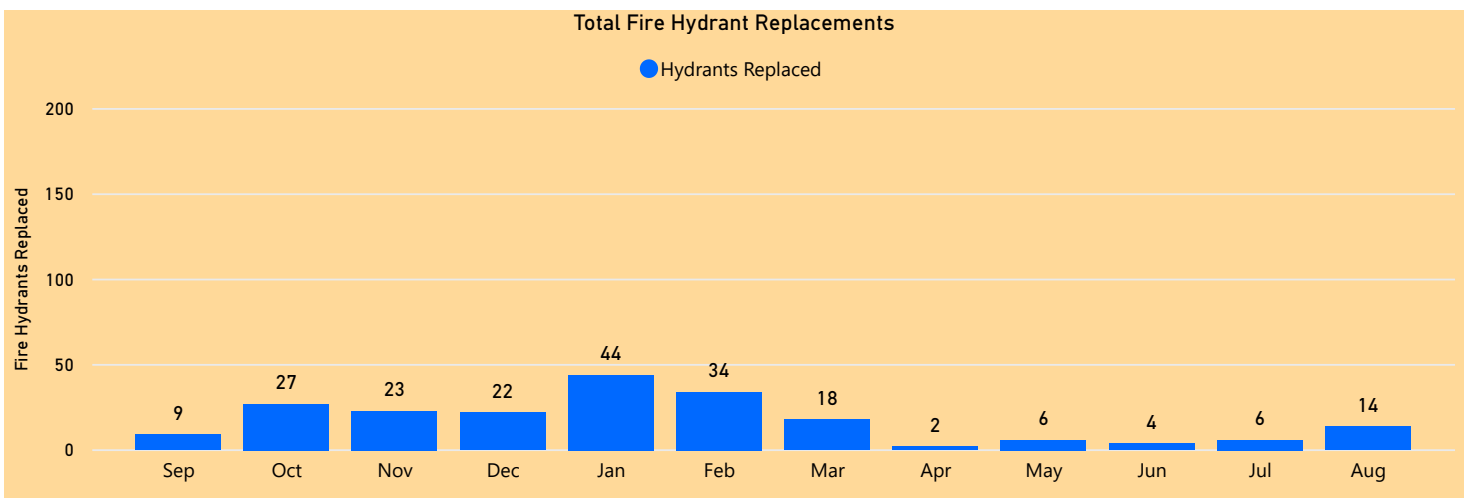
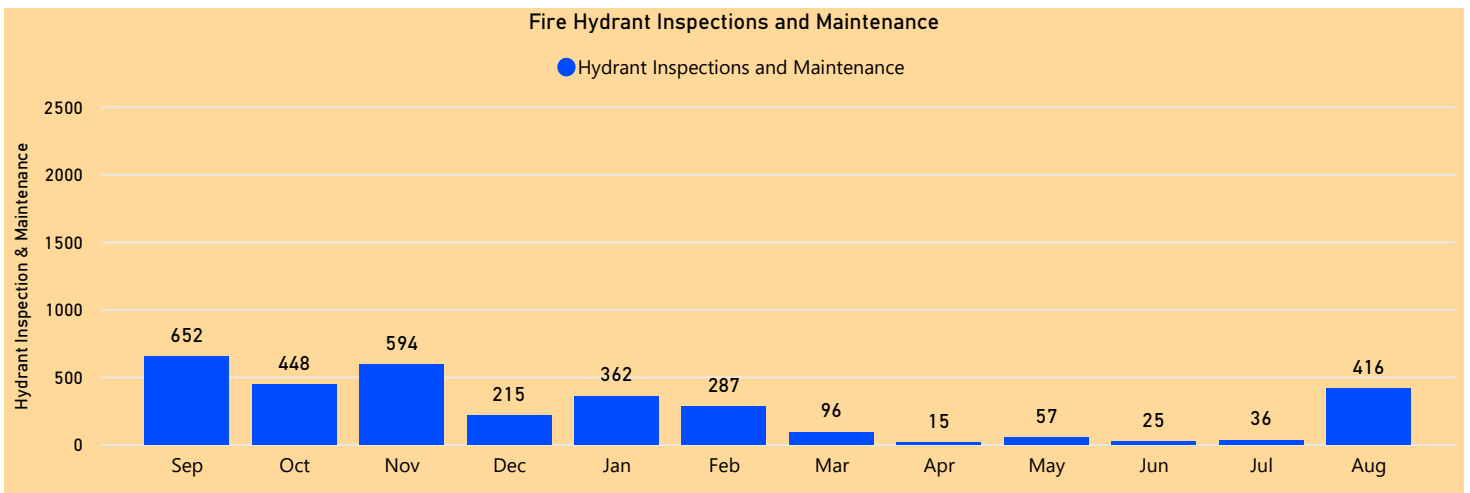
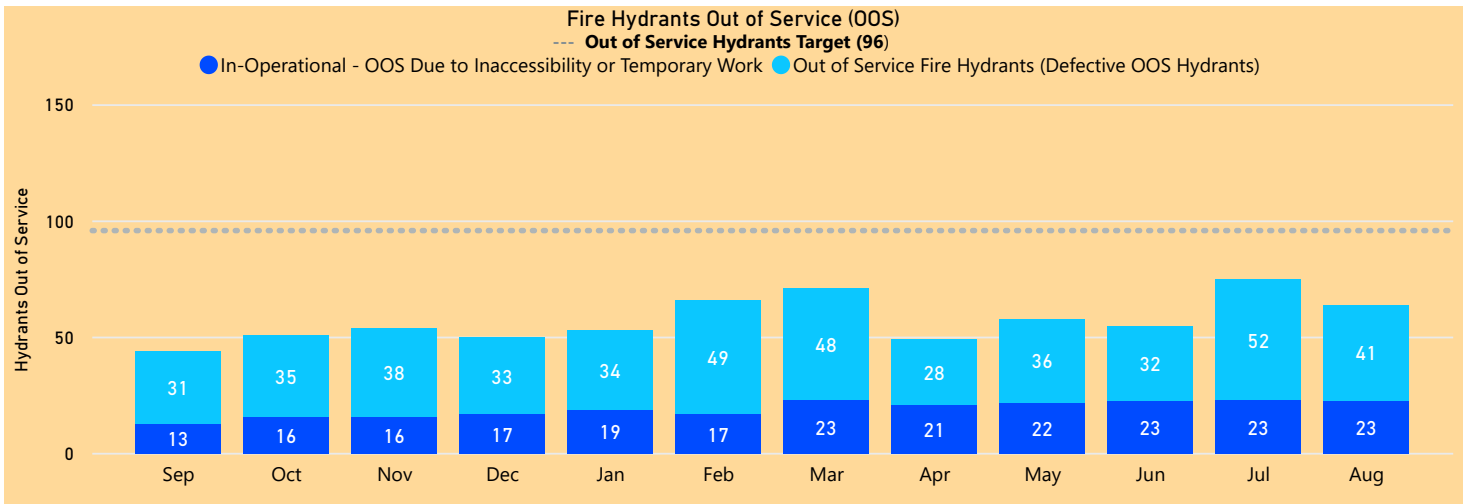
90th percentile for 2nd semester 2020 is data received to date



Coliform Positive was recorded at 0.016% for Aug 2020

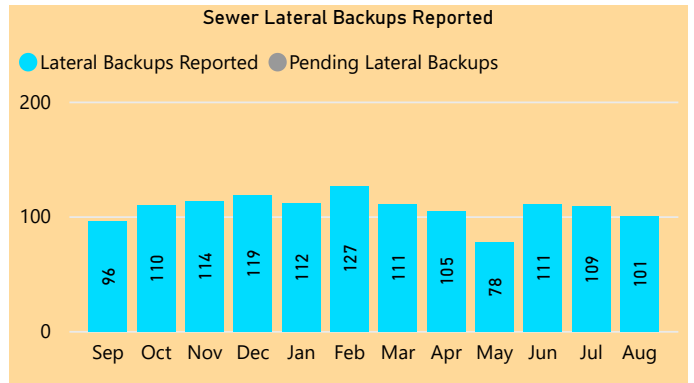
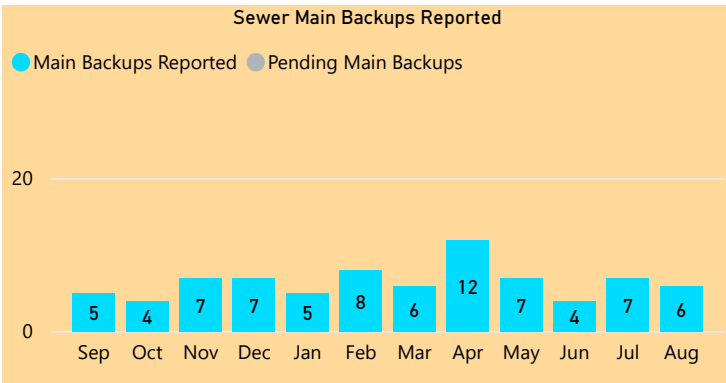
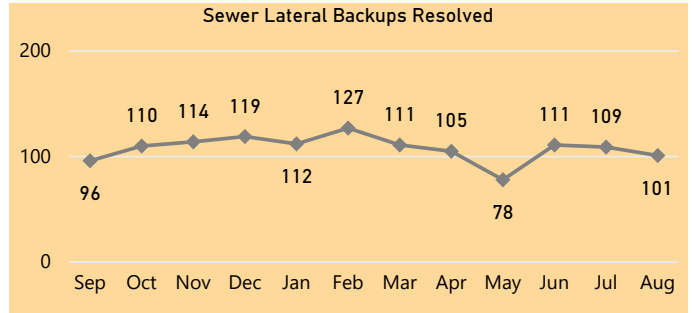
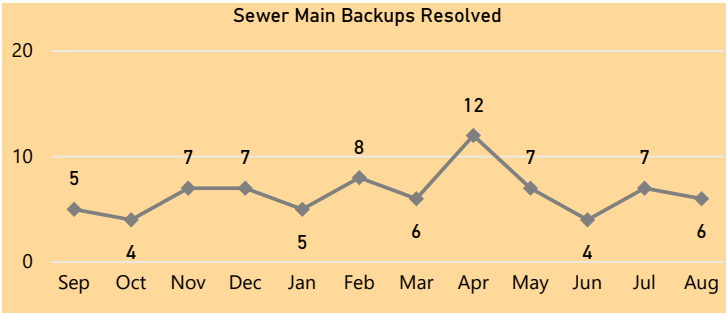
OPERATIONS AND ENGINEERING

Fire Hydrants



OPERATIONS AND ENGINEERING

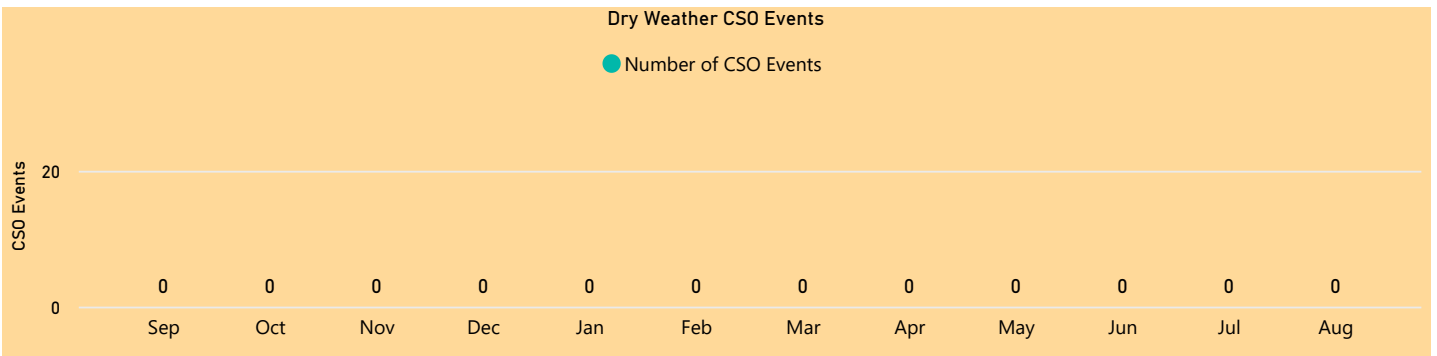
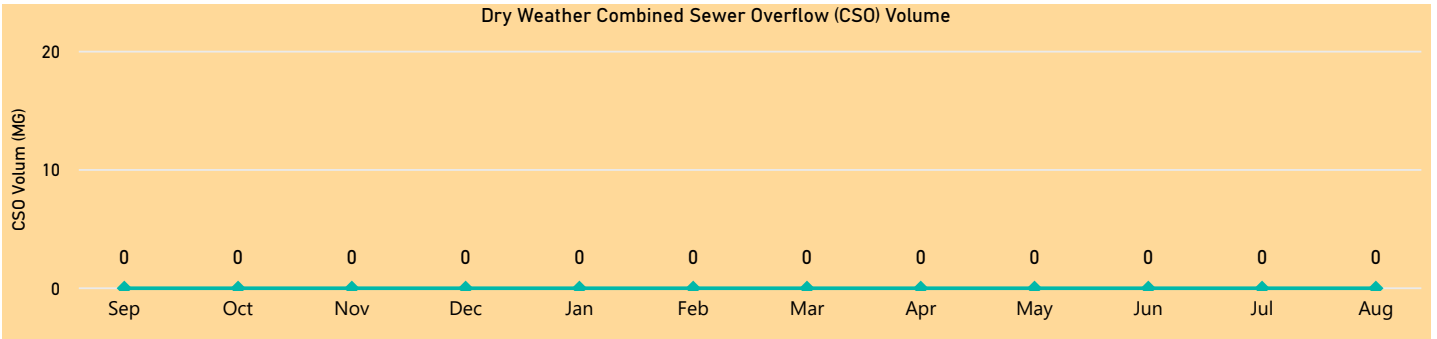
Sewer System Operations



0 pending main backup(s) reported

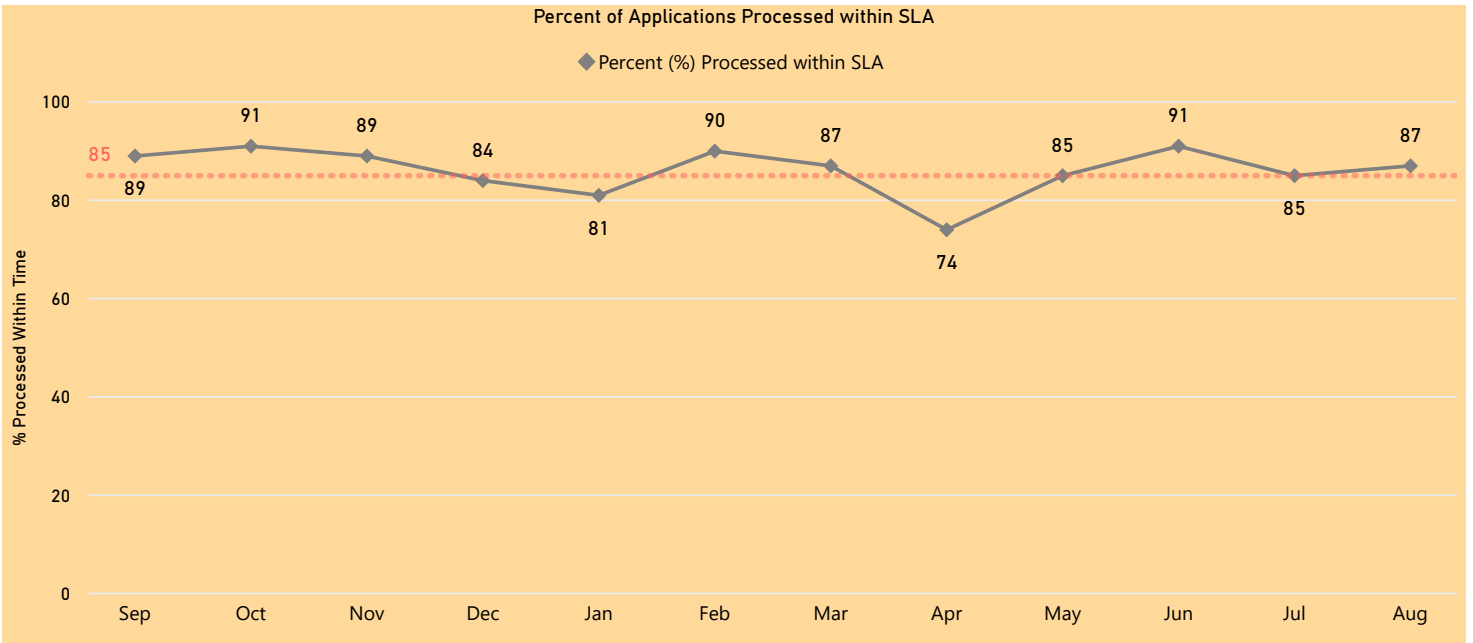
0 pending lateral backup(s) reported

Combined Sewer System

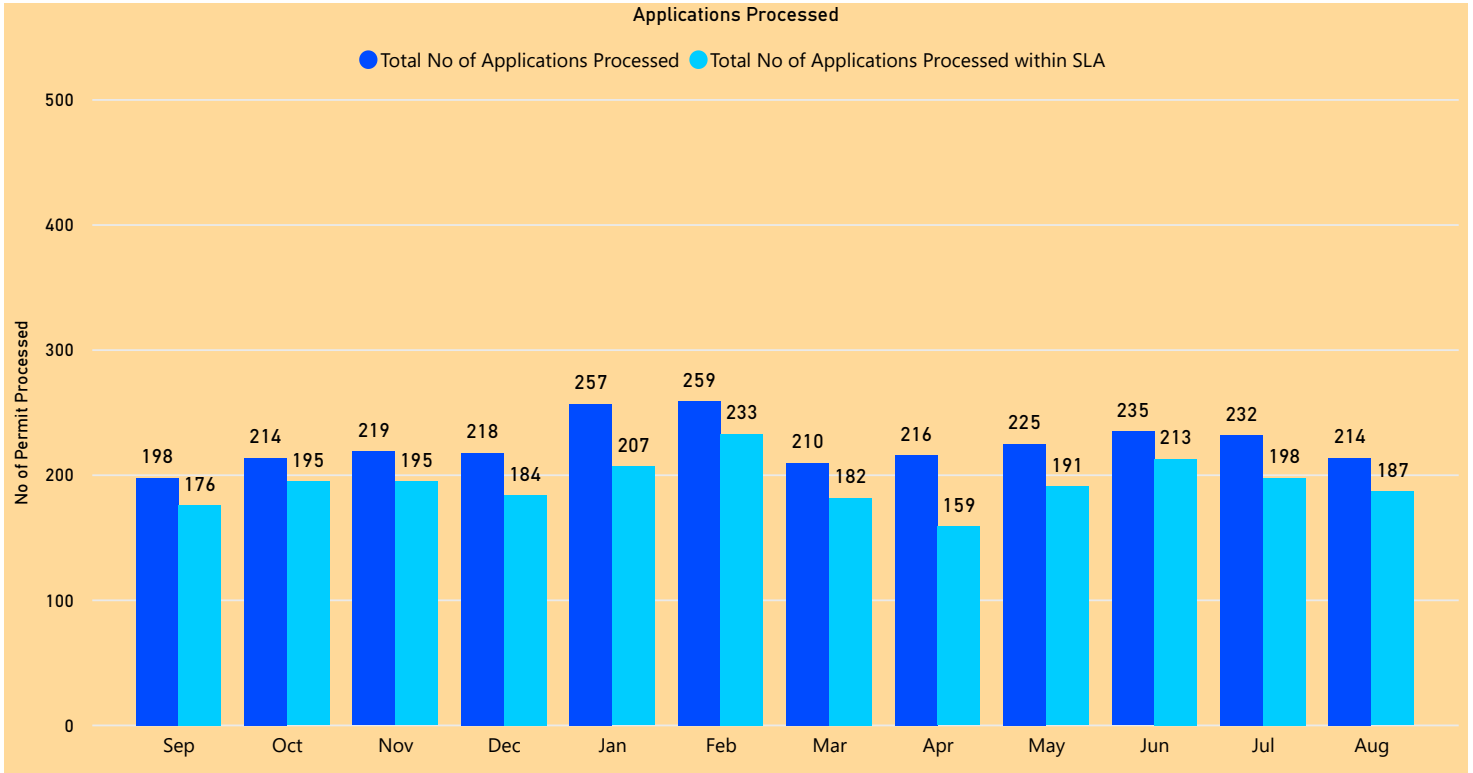


OPERATIONS AND ENGINEERING

Permit Processing

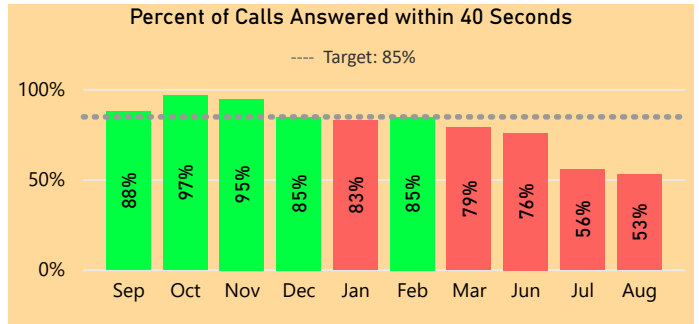
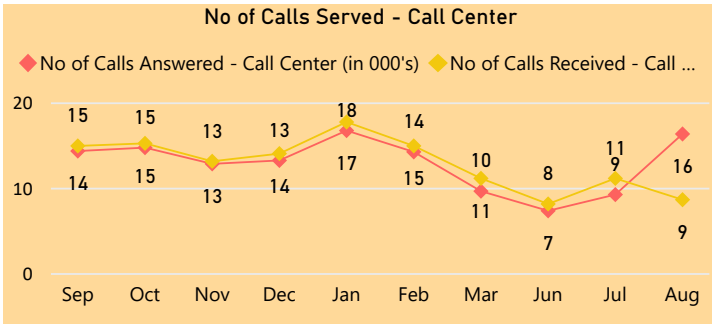


Permits processed in Aug 2020 were 2% above the SLA target 85%



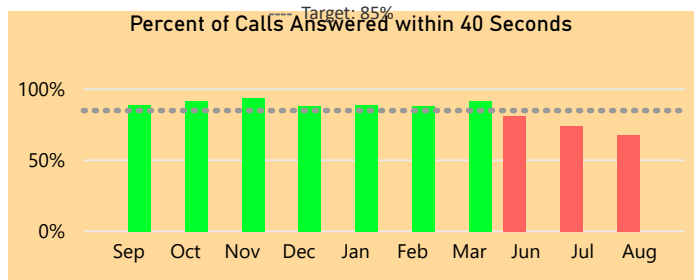
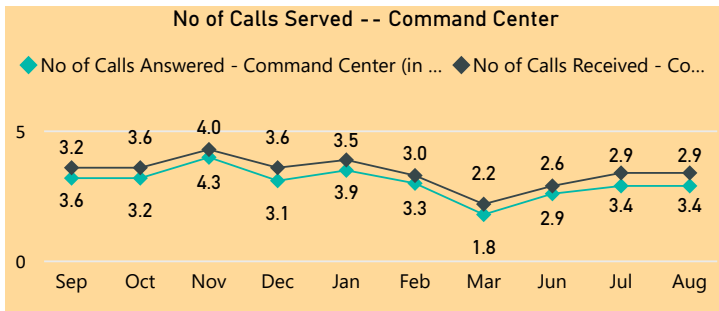
CUSTOMER EXPERIENCE

Customer Care - Call Center Performance



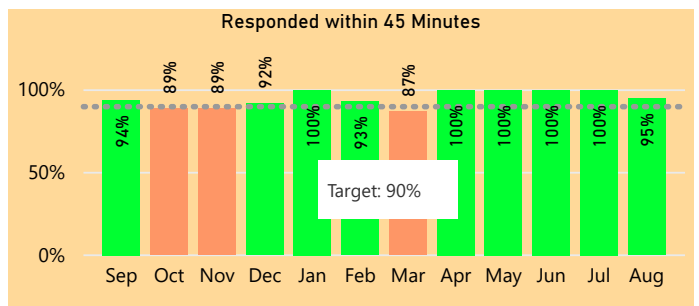
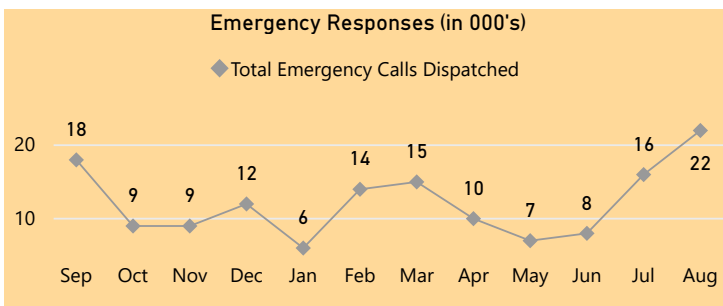
Call Center was below target by 32% due to service level change (from...

Customer Care - Command Center Performance



Command Center was below target by 17% due to service level chang...

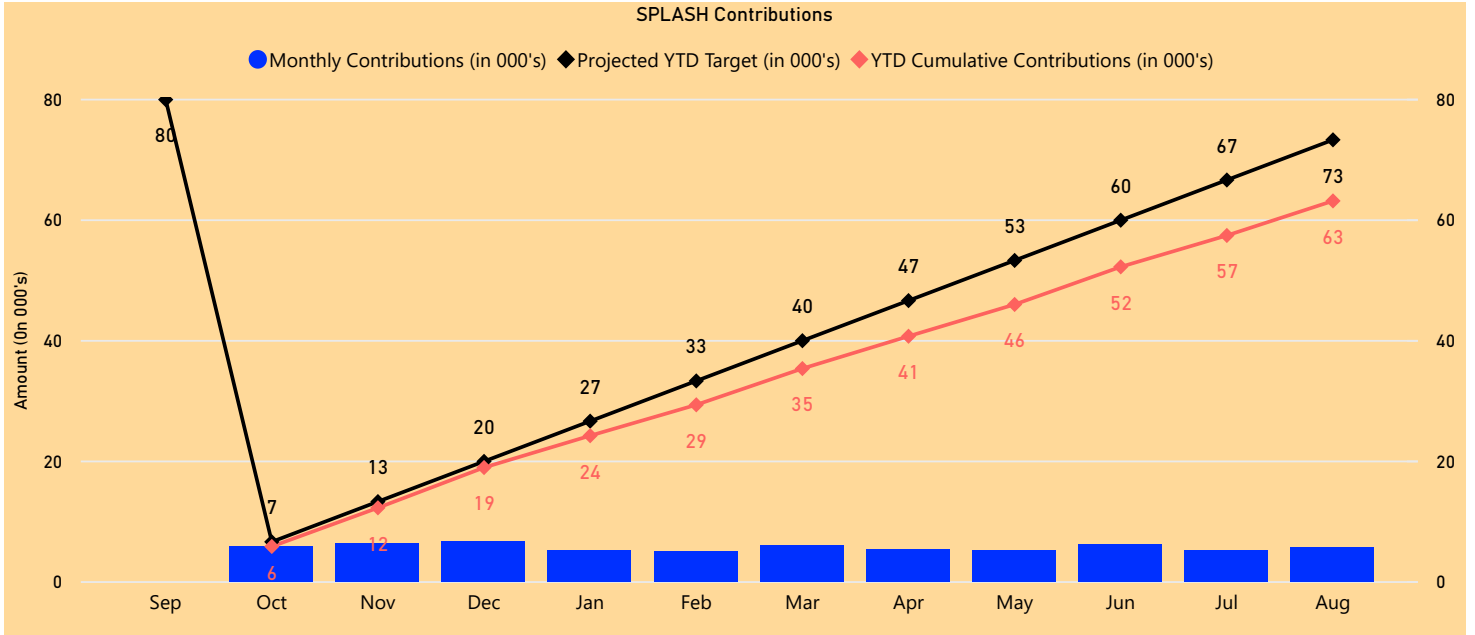
Customer Care - Emergency Response Time



Performance for Aug 2020 was above target by 5%.

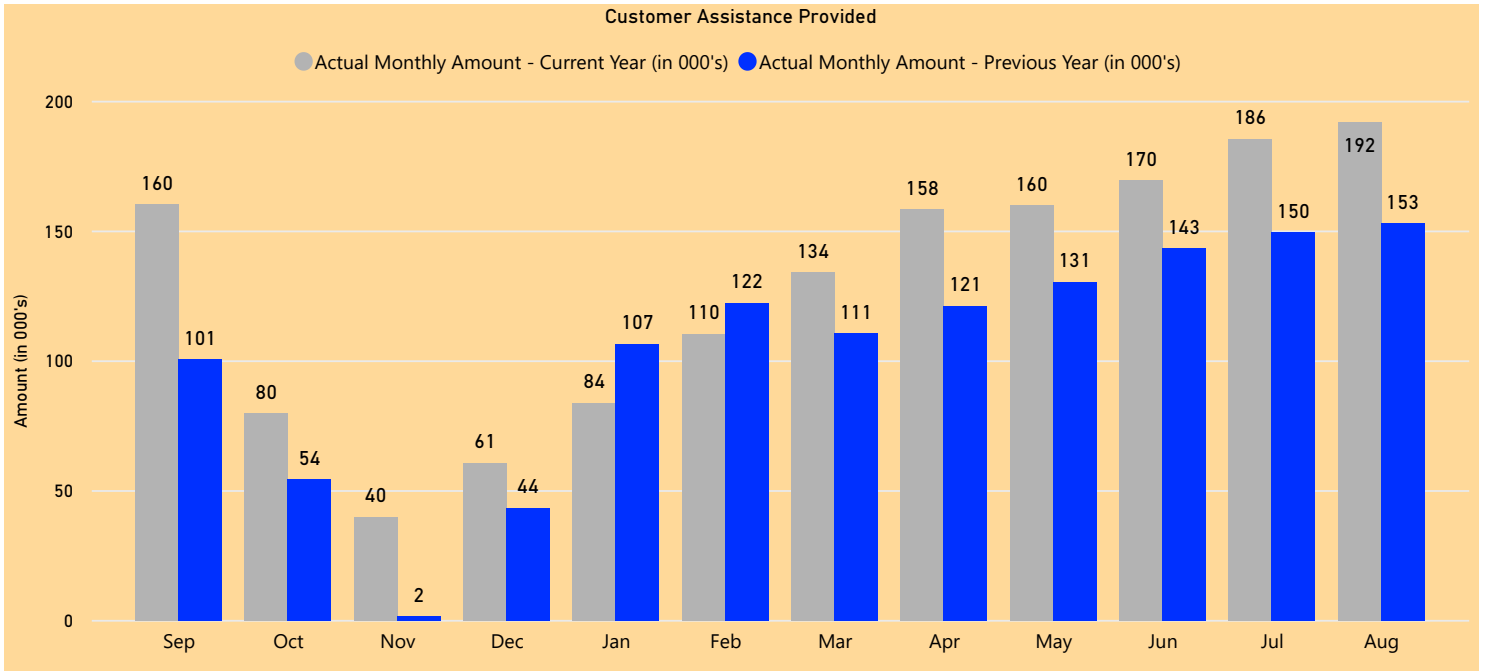
LOW INCOME ASSISTANCE PROGRAM

SPLASH Program



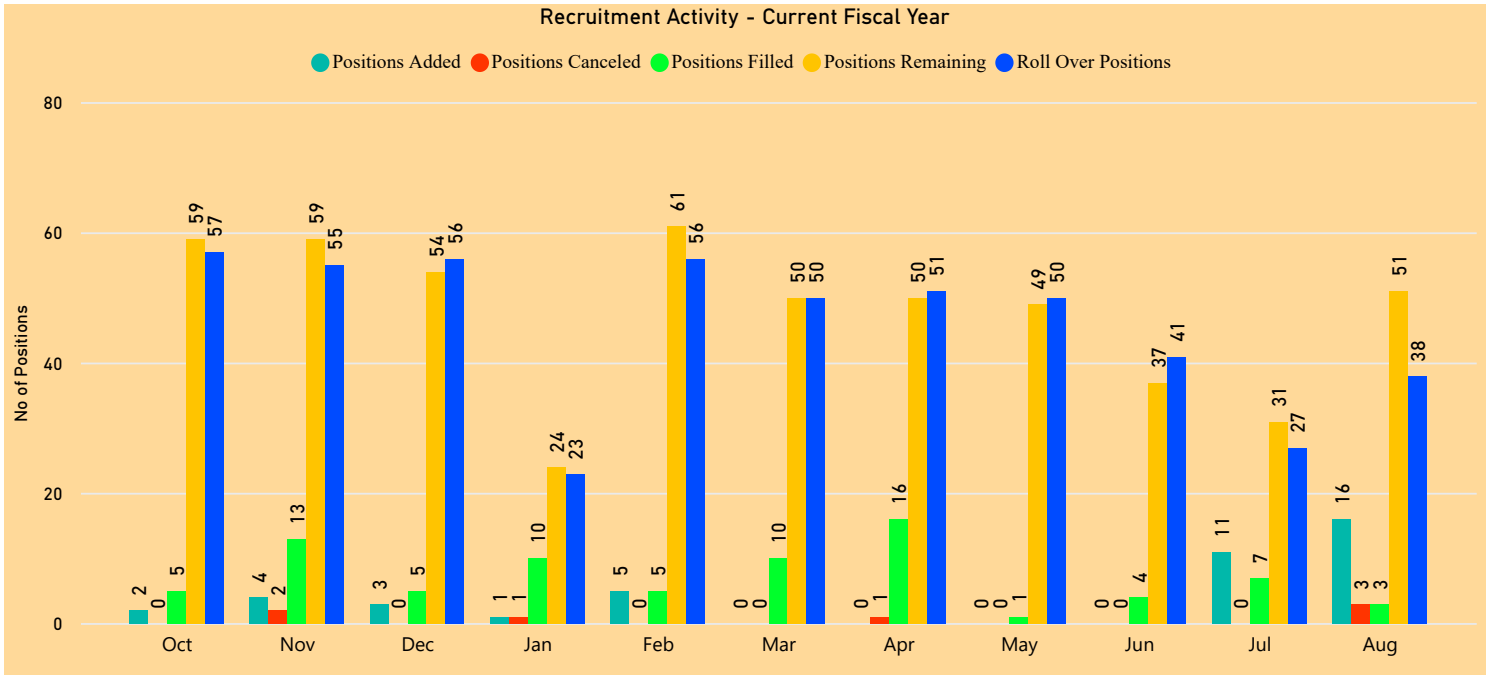
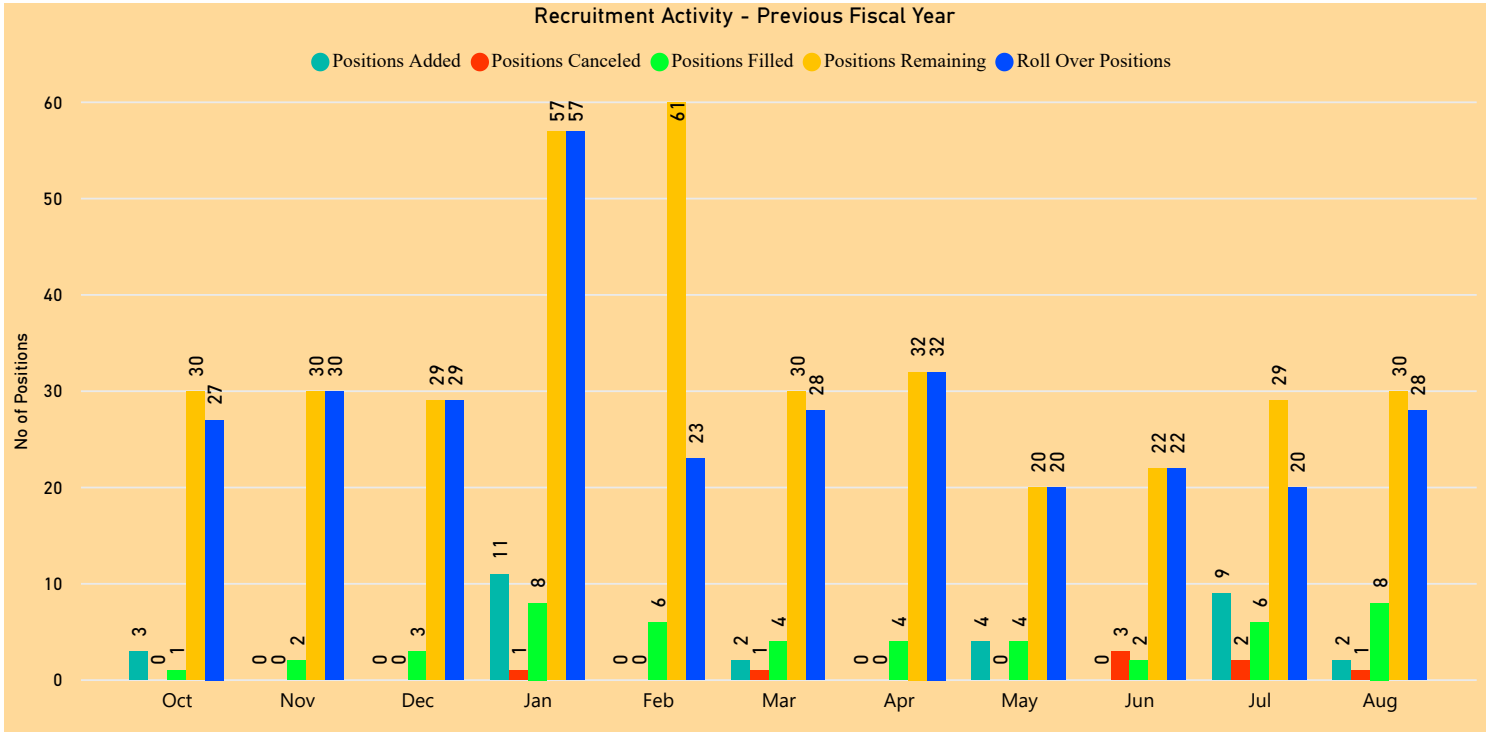
Total SPASH contribution to date for Aug 2020 was under target by \$10130.

Customer Assistance Program (CAP)



PEOPLE AND TALENT

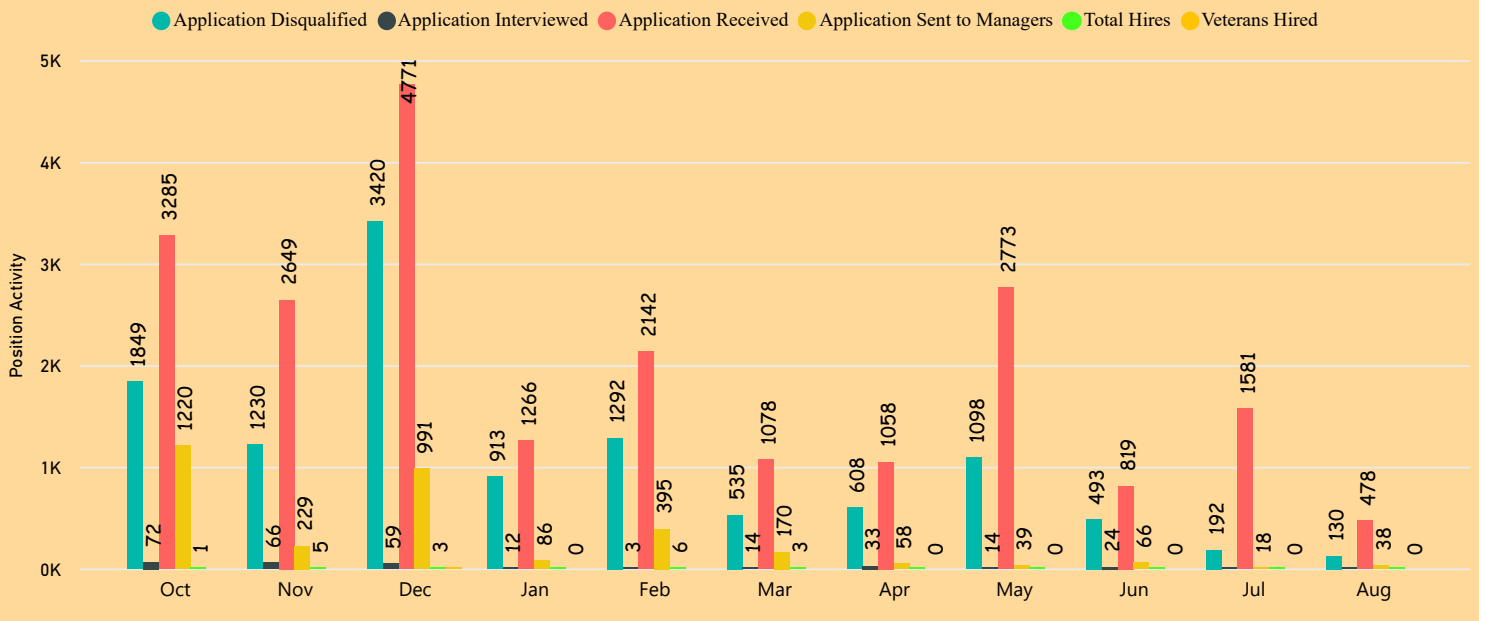
Human Resources



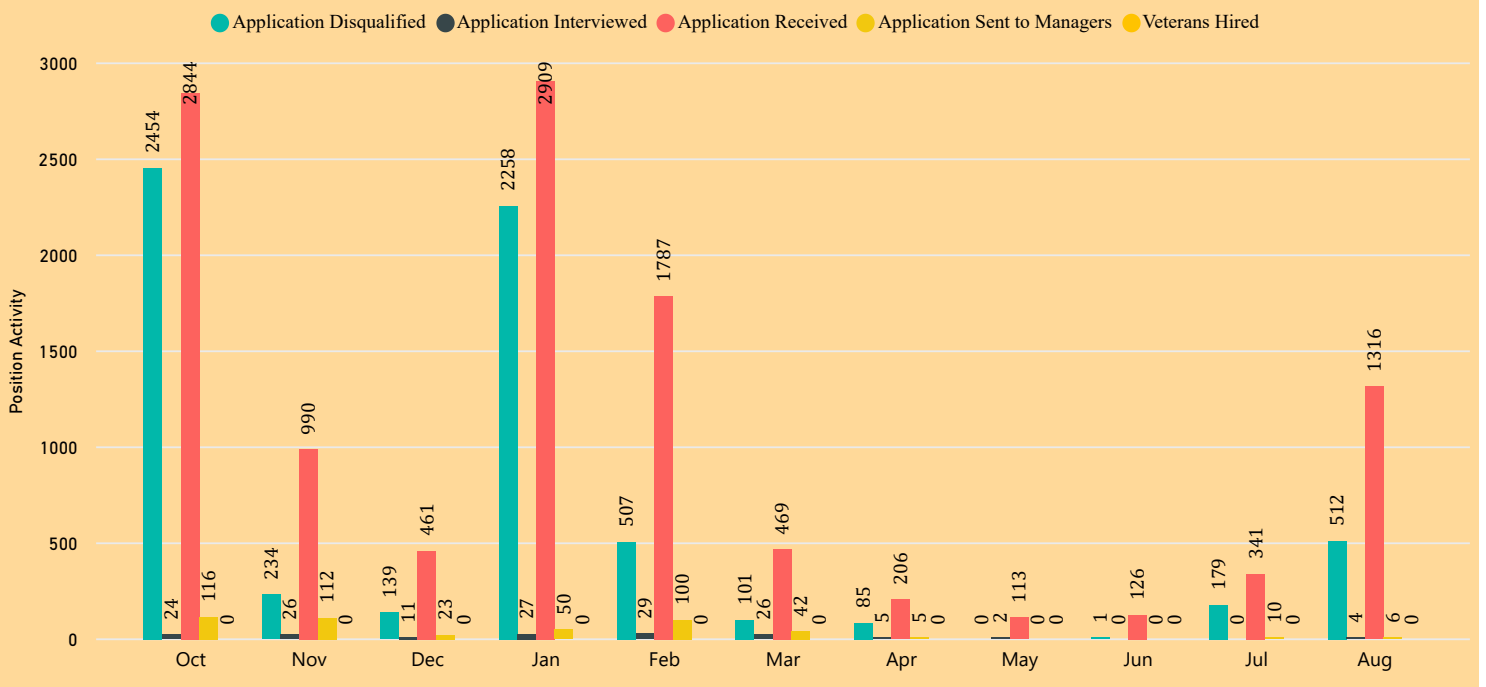
PEOPLE AND TALENT

Human Resources

Recruitment Performance Metric - Previous Fiscal Year

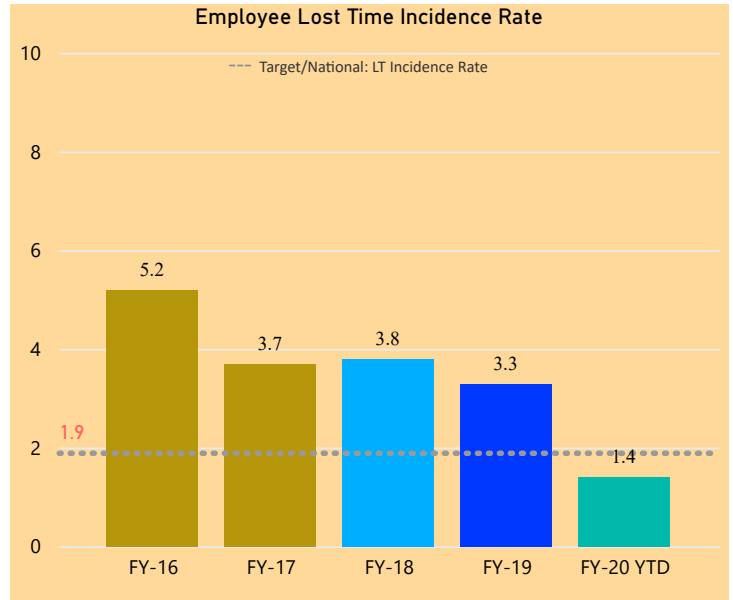
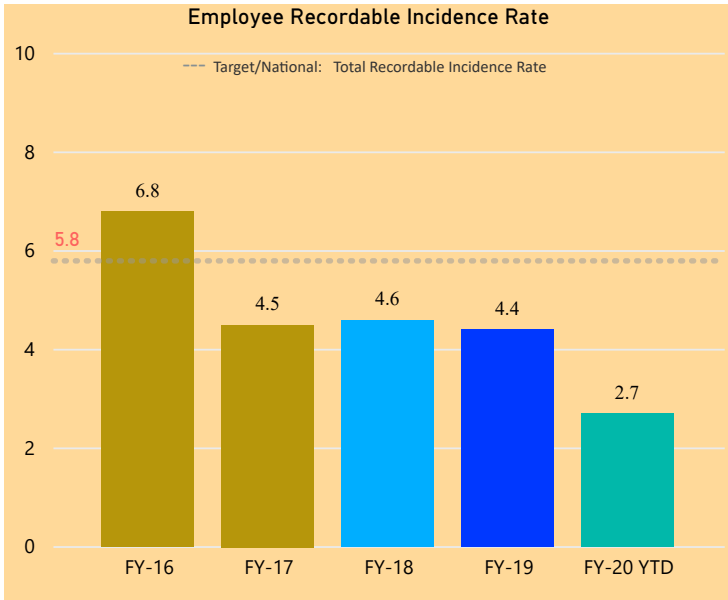


Recruitment Performance Metric - Current Fiscal Year



ADMINISTRATION

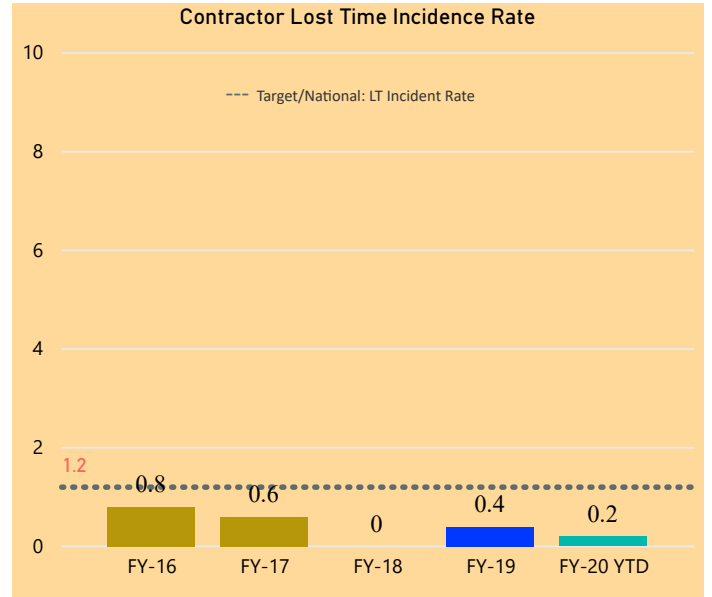
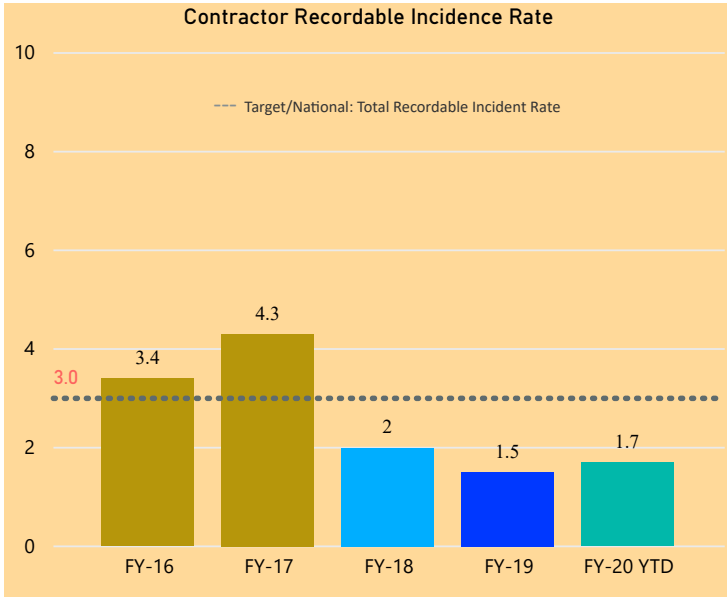
Safety



There have been 14 lost time incidents in FY 2020 YTD.

ADMINISTRATION

Safety



There have been 1 lost time incidents in FY 2020 YTD.

INTERPRETATION OF CHARTS:

FINANCIAL HIGHLIGHTS

Revenue, Expenditure, Capital Disbursement

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

Net Operating Cash

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

Operating Revenues

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

Operating Expenses

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

Capital Disbursements

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

Operating Cash Balance

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

Delinquent Account Receivables

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

Investment Cash Earnings

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

Core Investments Yield

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

Short Term Investment Yield

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

Dynamic Color Coding Legend

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

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

A

Vendor Payment Performance

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

OPERATIONS & ENGINEERING

Electricity Usage Summary

- Bar graph shows total electricity consumption per month

Electricity Usage by Service Area

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

Biosolids Production

- Bar graph shows monthly average daily biosolids production

Total Nitrogen

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

Plant Effluent Flow

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

Excess Flow

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

Non-Revenue Water

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

Lead and Copper Rule (LCR) Compliance

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

Total Coliform Rule (TCR)

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

Water Main Leaks

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

Dynamic Color Coding Legend

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

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

- Line graph denoted by (O) shows the number of main leaks repaired per month

Water Valve Leaks

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

Fire Hydrants Out of Service (OOS)

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

Fire Hydrant Inspections and Maintenance

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

Fire Hydrant Replacements Per Month

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

Sewer Main Backups

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

Sewer Lateral Backups

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

Combined Sewer dry weather Overflow (CSO) Events

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

Total Applications Processed within Service Level Agreement (SLA)

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

Dynamic Color Coding Legend

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

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

CUSTOMER EXPERIENCE

CUSTOMER CARE

Call Center Performance

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

Command Center Performance

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

First Call Resolution (FCR)

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

Emergency Response Time

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

LOW INCOME ASSISTANCE PROGRAM

SPLASH Contributions

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

Customer Assistance Program (CAP)

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

PEOPLE AND TALENT

HUMAN RESOURCES

Open Positions

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

Dynamic Color Coding Legend

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

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

ADMINISTRATION

SAFETY

Employee Lost Time Incidence Rate

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

Contractor Lost Time Incidence Rate

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

Dynamic Color Coding Legend

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

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



Summary of Contracts on Consent Agenda

268th Meeting of the DC Water Board of Directors

Thursday, October 1, 2020

Joint-Use Contracts

Resolution No. 20-72 - Execute Option Year Five (5) of Contract No. 16-PR-DFM-07, Chevin Fleet Solutions, LLC. The purpose of the option is to continue providing Fleet Management Information System IT Professional Services to DC Water's Fleet Management. The option amount is \$125,000. (Recommended by the Environmental Quality and Operations Committee 09/17/20)

Resolution No. 20-73 – Execute funding for Contract No. 20-PR-DIT-43, Dell Marketing LP. The purpose of the contract is to purchase annually microsoft licenses and software maintenance (renewal) for various Microsoft Suite products used throughout DC Water. The total funding amount for three years is \$5,799,482.46. (Recommended by the Environmental Quality and Operations Committee 09/17/20)

Resolution No. 20-74 - Execute funding for Contract No. GS35F0119P, and Contract No. GS11T088JD6001, Verizon Inc., and Verizon Wireless. The purpose of the contract is to fund Purchase Orders for FY21 to continue with current tele-communication services provided by Verizon Inc., in the amount of \$1,390,150 and Verizon Wireless in the amount of \$348,300. The total funding amount is 1,738,450. (Recommended by the Environmental Quality and Operations Committee 09/17/20)

Resolution No. 20-75 - execute Contract No. 200020, Spinello Companies. The purpose of the contract is to provide emergency and urgent sewer infrastructure rehab and replacement services at various public space locations in Washington, D.C. The contract amount is \$16,011,710. (Recommended by the Environmental Quality and Operations Committee 09/17/20)

Resolution No. 20-76 - Execute Option Year Four (4) of Contract No. 16PRHCM44AC/AD, Mb Staffing Services LLC in the amount of \$1,318,610.56 and Premier Staffing Source Inc., in the amount of \$155,000. The purpose of the option is to continue supplying Temporary Staffing Services for DC Water. The option total amount is \$1,473,610.56. (Recommended by the Finance and Budget Committee 09/24/20)

Resolution No. 20-77 - Execute a Contract for Aon Risk Solutions, Inc., of Washington, DC. The purpose of this action is to fund three years of insurance premiums under ROCIP V for construction contractors on DC Water's capital projects. The contract not-to-exceed amount is \$10,625,000. (Recommended by the Environmental Quality and Operations Committee 09/17/20)

Non-Joint Use Contract

Resolution No. 20-78 - Execute Change Order No. 002 of Contract No. 170020, Northeast Remsco Construction, Inc. The purpose of change order is to compensate the Contractor for compensable time delays associated with the Summer 2019 work stoppage. The change order amount is \$533,340.31. (Recommended by the Environmental Quality and Operations Committee 09/17/20)

Presented and Approved: October 1, 2020
SUBJECT: Approval to Execute Option Year Five (5) of Contract No. 16-PR-DFM-07, Chevin Fleet Solutions, LLC

#20-72
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 October 1, 2020 upon consideration of a joint use matter, decided by a vote of ___() in favor and ___() opposed to approve Option Year Five (5) of Contract No. 16-PR-DFM-07, Chevin Fleet Solutions, LLC.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute Option Year Five (5) of Contract No. 16-PR-DFM-07, Chevin Fleet Solutions, LLC. The purpose of the option is to continue providing Fleet Management Information System IT Professional Services to DC Water's Fleet Management. The option amount is \$125,000.

Secretary to the Board of Directors

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

ACTION REQUESTED

GOODS AND SERVICES CONTRACT OPTION YEAR

**FMIS Consulting Services
(Joint Use)**

Approval to exercise option year 5 for Fleet Management Information System (FMIS) Consulting Services in the amount of \$125,000.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: Chevin Fleet Solutions, LLC. 43 Orchard Hill Drive Sharon, MA 02067	SUBS: N/A	PARTICIPATION: N/A
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DESCRIPTION AND PURPOSE

Original Contract Value:	\$225,000.00
Original Contract Dates:	10/01/2015 – 09/30/2016
No. of Option Years in Contract:	5
Option Year 1 Value:	\$200,000.00
Option Year 1 Dates:	10/01/2016 – 09/30/2017
Option Year 2 Value:	\$200,000.00
Option Year 2 Dates:	10/01/2017 – 09/30/2018
Option Year 3 Value:	\$200,000.00
Option Year 3 Dates:	10/01/2018 – 09/30/2019
Option Year 4 Value:	\$150,000.00
Option Year 4 Dates:	10/01/2019 – 09/30/2020
Prior Modification Value:	\$20,000.00
Prior Modification Dates:	10/01/2019 – 09/30/2020
Option Year 5 Value:	\$125,000.00
Option Year 5 Dates:	10/01/2020 – 09/30/2021

Purpose of the Contract:

This contract provides Fleet Management Information System (FMIS) IT Professional Services to DC Water's Department of Fleet Management. The proprietary FMIS software – "FleetWave" can only be upgraded and customized by Chevin Fleet Solutions.

Contract Scope:

The contractor has provided DC Water IT Professional services for 9 years in the areas of integration, system upgrades, business process improvements and re-engineering of the Authority's Fleet Management Information System (FMIS) – FleetWave. The contractor continues to provide further development, implementation, system upgrades and various customizations within the FMIS.

Spending Previous Year:

Cumulative Contract Value:	10/01/2015 to 09/30/2020: \$995,000.00
Cumulative Contract Spending:	10/01/2015 to 07/30/2020: \$988,168.57

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 LSBE participation

PROCUREMENT INFORMATION


Contract Type:	Fixed Hourly Rate	Award Based On:	Sole Source
Commodity:	IT Services	Contract Number:	16-PR-DFM-07
Contractor Market:	IT Professional Services		

BUDGET INFORMATION

Funding:	Operating	Department:	DFM
Service Area:	Fleet Maintenance Facility	Department Head:	Timothy Fitzgerald

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	87.73%	\$109,662.50
Washington Suburban Sanitary Commission	9.22%	\$11,525.00
Fairfax County	1.76%	\$2,200.00
Loudoun Water	0.80%	\$1,000.00
Other (PI)	0.49%	\$612.50
TOTAL ESTIMATED DOLLAR AMOUNT	100.00	\$125,000.00

 09/02/2020
 Maureen Holman Date
 EVP of Administration

Digitally signed by Dan Bae
 DN: cn=Dan Bae, email=DanBae@bovine.com, o=Bovine of
 Virginia Water and Sewer Authority, ou=VP of
 Procurement & Compliance, c=US, email=Dan
 Bae, 2020.09.02 11:42:43 -0400

Dan Bae Date
 VP of Procurement and Compliance

Matthew T. Brown
Digitally signed by
 Matthew T. Brown
 Date: 2020.09.02
 16:31:01 -0400

Matthew T. Brown Date
 Chief Financial Officer and EVP, Finance and Procurement

David Gadis
Digitally signed by David Gadis
 DN: cn=David Gadis, o=Bovine of
 Virginia Water and Sewer Authority, ou=VP of
 Procurement & Compliance, c=US, email=David
 Gadis, 2020.09.02 11:42:43 -0400

David L. Gadis Date
 General Manager and CEO

Presented and Approved: October 1, 2020
SUBJECT: Approval to Execute Funding for Contract No. 20-PR-DIT-43, Dell Marketing LP

#20-73
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 October 1, 2020 upon consideration of a joint use matter, decided by a vote of ___() in favor and ___() opposed to approve the funding for Contract No. 20-PR-DIT-43, Dell Marketing LP.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute funding for Contract No. 20-PR-DIT-43, Dell Marketing LP. The purpose of the contract is to purchase annually microsoft licenses and software maintenance (renewal) for various Microsoft Suite products used throughout DC Water. The total funding amount for three years is \$5,799,482.46.

Secretary to the Board of Directors

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

ACTION REQUESTED

GOODS AND SERVICES PURCHASE ORDER AWARD

**IT Professional Services
(Joint Use)**

Approval to fund a contract for three years for \$5,799,482.46. For Microsoft licenses and software maintenance.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: Dell Marketing LP One Dell Way Round Rock TX 78680	SUBS: N/A	PARTICIPATION: N/A
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DESCRIPTION AND PURPOSE

Total Contract Value:	\$5,799,482.46
Original Contract Dates:	10-02-2020 – 10-06-2023
No. of Option Years in Contract:	2
Proposals received:	4
Proposal Range:	\$5,799,482.46 - \$6,072,365.41

Purpose and Scope of the Contract:

To contract for the purchase of annual Microsoft licenses and annual software maintenance (renewal) Various Microsoft Suite products are used throughout the District of Columbia Water and Sewer Authority.

The forecasted amount of \$5,799,482.46 allows for software licenses and Microsoft Suite products to be purchased for the next three-year period. The Microsoft Agreement of Understanding include tools such as Microsoft Office, Teams, Visio, SQL Server, Azure Monetary Commitments, Power BI, Project Plan, among others. The actual contract amount will be awarded annually via issuance of a Purchase Order.

The procurement method utilized was and RFQ (Request for Quotation) to Certified Microsoft Gold Partners, which is DC Water's minimum required qualification to support our Microsoft environment. Four proposals were received.

Award is based on the lowest price and minimally acceptable Microsoft partnership level.

Future Fiscal Year funding is dependent upon Funds availability and Budget approval.

No LBE / LSBE participation.

PROCUREMENT INFORMATION

Contract Type:	Fixed Fee	Award Based On:	Lowest Cost Technically Acceptable
Commodity:	Software Renewal	Contract Number:	20-PR-DIT-43
Contractor Market:	Open Market		

BUDGET INFORMATION

Funding:	Operating	Department:	IT
Project Area:	DC Water Wide	Department Head:	Thomas L. Kuczynski

Joint User – Operating	Share %	Dollar Amount
District of Columbia	87.73%	\$5,087,885.96
Washington Suburban Sanitary Commission	9.22%	\$534,712.28
Fairfax County	1.76%	\$102,070.89
Loudoun Water	0.80%	\$46,395.86
Other (PI)	0.49%	\$28,417.46
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$5,799,482.46

On behalf of
Tom
[Signature]
Thomas L. Kuczynski
VP Information Technology
Date: 9/4/2020

[Signature]
Digitally signed by Dan Bae
DN: cn=Dan Bae, email=bae@dcwater.com,
o=District of Columbia Water and Sewer
Authority, ou=VP of Procurement &
Compliance, cn=Dan Bae
Date: 2020.09.10 17:17:10
Dan Bae
Date
VP of Procurement and Compliance

Matthew
T. Brown
Digitally signed by
Matthew T. Brown
Date: 2020.09.10
17:17:10 -04'00'
Matthew T. Brown
Date
CFO and EVP of Finance and Procurement

David Gadis
Digitally signed by David Gadis
DN: cn=David Gadis, email=gadis@dcwater.com,
o=District of Columbia Water and Sewer
Authority, ou=VP of Procurement &
Compliance, cn=David Gadis
Date: 2020.09.10 17:17:10
David L. Gadis
Date
General Manager and CEO

Presented and Approved: October 1, 2020

SUBJECT: Approval to Execute Funding for Contract No. GS35F0119P, and Contract No. GS11T088JD6001, Verizon Inc., and Verizon Wireless

**#20-74
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 October 1, 2020 upon consideration of a joint use matter, decided by a vote of ___() in favor and ___() opposed to approve the funding for Contract No. GS35F0119P, and Contract No. GS11T088JD6001, Verizon Inc., and Verizon Wireless.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute funding for Contract No. GS35F0119P, and Contract No. GS11T088JD6001, Verizon Inc., and Verizon Wireless. The purpose of the contract is to fund Purchase Orders for FY21 to continue with current tele-communication services provided by Verizon Inc., in the amount of \$1,390,150 and Verizon Wireless in the amount of \$348,300. The total funding amount is 1,738,450.

Secretary to the Board of Directors

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

ACTION REQUESTED

**GOODS AND SERVICES PURCHASE ORDER FUNDING
For Telecommunication Services
(Joint Use)**

This action is to fund Purchase Orders for FY21 Telecommunication Services: \$348,300.00 for Wireless Service through Verizon Wireless, and \$1,390,150.00 for Verizon Inc. This action totals \$1,738,450.00.

CONTRACTOR/SUB/VENDOR INFORMATION		
PRIME: Verizon Inc. 2055 L St. NW Washington DC, 20036	SUBS: N/A	PARTICIPATION: N/A
Verizon Wireless 10170 Junction Drive, Suite 200 Annapolis Junction, MD 20701	N/A	N/A

DESCRIPTION AND PURPOSE		
	<u>Verizon</u>	<u>Verizon Wireless</u>
Funding Value:	\$1,390,150.00	\$348,300.00
Funding Dates:	10-01-2020 – 09-30-2021	10-01-2020 – 09-30-2021

Purpose of the funding:

To supply Analog Telephone Services, Wireless Internet Services, SCADA Network System, Transparent LAN Services (TLS) Security Service, Data Network Circuits and other Telecommunication Services throughout the Authority.

Funding action:

This funding is so DC Water can continue with current telecommunication services provided by Verizon and Verizon Wireless through GSA agreements (GS35F0119P and GS11T088JD6001). These funds are to provide telecommunication services for FY21.

Spending Previous Year:

Verizon Previous Year Spend: 08-11-2019 to 08-11-2020: \$ 1,641,197.62
Verizon Wireless Previous Year Spend: 08-11-2019 to 08-11-2020: \$ 355,153.60

Contractor's Past Performance:

According to the Information Technology Department, the supplier's quality of services and timeliness of deliverables, conformance to DC Water's policies, procedures and contract terms, and invoicing; all meet expectations and requirements.

No LSBE Participation

PROCUREMENT INFORMATION

Contract Type:	GSA / WITS	Award Based On:	Riding GSA/ WITS Contract
Commodity:	Good and Services	Contract Number:	GS35F0119P; GS11T088JD6001
Contractor Market:	Open Market		

BUDGET INFORMATION

Funding:	Operating	Department:	Information Technology
Project Area:	DC Water Wide	Department Head:	Thomas L. Kuczynski

ESTIMATED USER SHARE INFORMATION

User – Operating	Share %	Dollar Amount
District of Columbia	87.73%	\$1,525,142.19
Washington Suburban Sanitary Commission	9.22%	\$160,285.09
Fairfax County	1.76%	\$30,596.72
Loudoun Water	0.80%	\$13,907.60
Other (PI)	0.49%	\$8,518.41
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$1,738,450.00

On behalf of Tom 
 Date: 9/14/2020
 Thomas L. Kuczynski
 VP of Information Technology


 Digitally signed by Dan Bae
 DN: cn=Dan Bae, o=DC Water and Sewer Authority, ou=VP of Procurement & Compliance, cn=Dan Bae
 Date: 2020.09.14 13:18:07-0400
 Dan Bae
 Date
 VP of Procurement and Compliance

Digitally signed by Matthew T. Brown
 Date: 2020.09.11 12:22:50 -0400
 Matthew T. Brown
 Date
 CFO and EVP of Finance and Procurement

Digitally signed by David Gadis
 DN: cn=David Gadis, o=DC Water and Sewer Authority, ou=DC Water and Sewer Authority, cn=David Gadis
 Date: 2020.09.11 11:25:04 -0400
 David L. Gadis
 Date
 CEO and General Manager

Presented and Approved: October 1, 2020
SUBJECT: Approval to Execute Contract No. 200020, Spinello Companies

#20-75
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 October 1, 2020 upon consideration of a joint use matter, decided by a vote of _() in favor and ___() opposed to approve Contract No. 200020, Spinello Companies.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute Contract No. 200020, Spinello Companies. The purpose of the contract is to provide emergency and urgent sewer infrastructure rehab and replacement services at various public space locations in Washington, D.C. The contract amount is \$16,011,710.

Secretary to the Board of Directors

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

ACTION REQUESTED

CONSTRUCTION CONTRACT:

**Emergency Sewer Main IR&R Contract for FY2021 – FY2024
(Joint Use)**

Approval to execute a construction contract for \$16,011,710.00

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	PARTICIPATION:
Spiniello Companies 3500 East Biddle St. Baltimore, MD 21213	Shekinah Group, LLC Catonsville, MD	MBE 19.3%
	Thomas Construction Group, LLC Lusby, MD	MBE 10.9%
	Arthur Engineering Services, LLC Laurel, MD	MBE 2.3%
	SJ & Son Construction & Trucking, LLC Hyattsville, MD	MBE 1.3%
	Resource Industries, LLC Washington, DC	MBE 0.4%
	Savin Engineers, P.C. Bridgewater Township, NJ	MBE 0.3%
	Sunrise Safety Services, Inc Glen Burnie, MD	WBE 6.5%

DESCRIPTION AND PURPOSE

Contract Value, Not-To-Exceed:	\$16,011,710.00
Contract Time:	1095 Days (3 Years)
Anticipated Contract Start Date (NTP):	11/01/2020
Anticipated Contract Completion Date:	10/31/2023
Bid Opening Date:	06/03/2020
Bids Received:	3
Other Bids Received:	
Anchor Construction Corporation	\$16,689,431.40
Fort Myer Construction Corporation	\$21,521,932.40

Purpose of the Contract:

This contract provides emergency and urgent sewer infrastructure rehab and replacement services at various public space locations in Washington, DC.

Contract Scope:

DC Water will award an Indefinite Delivery and Indefinite Quantity (IDIQ) contract to the selected contractor. As emergency or urgent work is identified, DC Water Sewer Operations will develop scopes of work, negotiate costs using pre-established pricing, and issue task orders to the contractor. Joint-use cost share amounts will be determined, communicated and billed per existing joint-use procedures. Typical task order scopes may include:

- Emergency or Scheduled Rehab and Replacement of Sewer & Infrastructure
- Cleaning & CCTV Inspection of Sewer Main
- Sewer Bypass Pumping

Federal Grant Status:

- This Construction Contract is not eligible for Federal grant funding assistance.

PROCUREMENT INFORMATION

Contract Type:	Unit Price	Award Based On:	Best Value
Commodity:	Construction	Contract Number:	200020
Contractor Market:	Open Market		

BUDGET INFORMATION


Funding:	Capital	Department:	Sewer Services
Service Area:	Sanitary, Combined Sewer, Storm Water	Department Head:	Kenrick St. Louis
Project:	LN, LO, M9, M8, MF, MG		

***ESTIMATED USER SHARE INFORMATION**

User	Share %	Dollar Amount
District of Columbia	75.00%*	\$ 12,008,782.50
Federal Funds	0.00%	0
Washington Suburban Sanitary Commission	20.16%	\$ 3,227,960.74
Fairfax County	3.41%	\$ 545,999.31
Loudoun County & Potomac Interceptor	1.43%	\$ 228,967.45
Total Estimated Dollar Amount	100.00%	\$ 16,011,710.00

* Because the purpose of this contract is to address emergency and urgent sewer main rehabs, the location and scope of future task orders is currently unknown. As individual projects are developed, DC Water will determine joint-use share information for each task order. Individual joint-use organizations will be notified and billed accordingly as tasks are developed and work is assigned during the contract performance period. **Figures above are based on historical user share information.**

Kenrick St. Louis , 09/24/2020
 Kenrick St. Louis Date
 VP of Pumping and Sewer Operations


Digitally signed by Dan Bae
 DN: cn=US, email=bae@dcwater.com,
 o=District of Columbia Water and Sewer
 Authority, ou=VP of Procurement &
 Compliance, cn=Dan Bae
 Date: 2020.09.24 14:45:22-04'00'
 Dan Bae Date
 VP of Procurement and Compliance

Matthew T. Brown
Digitally signed by Matthew T. Brown
 Date: 2020.09.25 09:38:23 -04'00'
 Matthew T. Brown Date
 CFO and EVP of Finance and Procurement

David Gadis
Digitally signed by David Gadis
 DN: cn=David Gadis, o=DCWA,
 email=David.Gadis@dcwater.com,
 c=US
 Date: 2020.09.25 11:17:17 -04'00'
 David L. Gadis Date
 CEO and General Manager

Presented and Approved: October 1, 2020
SUBJECT: Approval to Execute Option Year Four (4) of Contract No. 16PRHCM44AC/AD, Mb Staffing Services LLC and Premier Staffing Source Inc.

#20-76
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 October 1, 2020 upon consideration of a joint use matter, decided by a vote of ___() in favor and ___() opposed and a non-joint use matter, decided by a vote of ___() in favor and ___() to approve Option Year Four (4) of Contract No. 16PRHCM44AC/AD, Mb Staffing Services LLC and Premier Staffing Source Inc.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute Option Year Four (4) of Contract No. 16PRHCM44AC/AD, Mb Staffing Services LLC in the amount of \$1,318,610.56 and Premier Staffing Source Inc., in the amount of \$155,000. The purpose of the option is to continue supplying Temporary Staffing Services for DC Water. The option total amount is \$1,473,610.56.

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 MODIFICATION
For Temporary Staffing Services
(Joint Use and Non-Joint Use)**

Approval to execute option year 4 for Mb Staffing Services LLC for \$1,318,610.56 and Premier Staffing Source Inc. in the amount of \$155,000 for a total combined value of \$1,473,610.56.

CONTRACTOR/SUB/VENDOR INFORMATION		
PRIME: Mb Staffing Services LLC 819 7 th St. Suite 311 Washington, DC 20001 LBE	SUBS: N/A	PARTICIPATION: 100%
Premier Staffing Source Inc. 4640 Forbes Boulevard, Suite # 200A Lanham, MD 20706 LBE	N/A	100%

DESCRIPTION AND PURPOSE

	<u>Mb Staffing</u>	<u>Premier Staffing</u>
Original Contracts Value:	\$200,000.00	\$200,000.00
Original Contracts Dates:	11-01-2016 – 10-31-2017	11-01-2016 – 10-31-2017
No. of Option Years in the Contract:	4	4
Base Year Modification Value:	\$319,912.31	\$0.00
Base Year Modification Dates:	04-01-2017 – 10-31-2017	
Option Year No.1 Value:	\$1,299,689.60	\$100,000.00
Option Year No.1 Dates:	11-01-2017 – 10-31-2018	11-01-2017 – 10-31-2018
Option Year No. 2 Value:	\$2,030,300.00	\$648,862.00
Option Year No. 2 Dates:	11-01-2018 – 10-31-2019	11-01-2018 – 10-31-2019
Option Year 2 Modification Value:	\$187,200.00	\$12,800.00
Option Year 2 Modification Dates:	10-01-2019 – 10-31-2019	10-01-2019 – 10-31-2019
Option Year No. 3 Value:	\$1,009,026.16	\$173,000.00
Option Year No. 3 Dates:	11-01-2019 – 10-31-2020	11-01-2019 – 10-31-2020
Option Year No.3 Modification Value:	\$410,657.91	\$408,795.00
Option Year No.3 Modification Dates:	10-04-2019 – 10-31-2020	11/05/2019 – 10-31-2020
Option Year No. 4 Value:	\$1,318,610.56	\$155,000.00
Option Year No. 4 Dates:	11-01-2020 – 10-31-2021	11-01-2020 – 10-31-2021

Purpose of the Contract:

To supply Temporary Staffing Services for DC Water. The different departments submit individual requests for temporary staffing services as their need arises.

Contract Modification:

This action is to exercise Option Year 4. The breakdown of Capital budget of \$936,000.00 and Operating budget of \$537,610.56.

Department-Unit	Operating Budget	Capital Budget
Engineering		\$880,000.00
Customer Service	\$143,000.00	\$56,000.00
Procurement-Water Works	\$175,000.00	
Waste-Water Treatment	\$219,610.56	
TOTAL	\$537,610.56	\$936,000.00

Spending Previous Year:

Cumulative Contracts' Value: 11-01-2016 to 10-31-2020: \$6,589,585.07
 Cumulative Contracts' Spending: 11-01-2016 to 08-03-2020: \$5,640,186.96
 DC Water bills the relevant jurisdictions for temporary staffing only if the temporary staff were working on Multi-Jurisdictional Use Facility (MJUF) projects/programs.

Contractor's Past Performance:

According to the COTR, the Contractor's quality and 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:	16PRHCM44AC/AD
Contractor Market:	Open Market with Preference Points for LBE and LSBE Participation		

BUDGET INFORMATION

Funding:	Operating	Department:	DC Water Wide
Project Area:	DC Water Wide	Department Head:	Lisa Stone

ESTIMATED USER SHARE INFORMATION

User – Operating	Share %	Dollar Amount
District of Columbia	43.44%	\$233,538.03
Washington Suburban Sanitary Commission	41.95%	\$225,527.63
Fairfax County	9.79%	\$52,632.07
Loudoun Water	4.23%	\$22,470.93
Other (PI)	0.59%	\$3,171.90
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$537,610.56

BUDGET INFORMATION

Funding:	Capital	Department:	DC Water Wide
Service Area:	DC Water Wide	Department Head:	Kishia Powell
Project:	CW-GIBP, TZ-GIBP		

User - Capital	Share %	Dollar Amount
District of Columbia	41.22%	\$103,462.20
Washington Suburban Sanitary Commission	45.84%	\$115,058.40
Fairfax County	8.38%	\$21,033.80
Loudoun Water	3.73%	\$9,362.3
Other (PI)	0.83%	\$2,083.30
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$251,000.00

BUDGET INFORMATION			
Funding:	Capital Equipment	Department:	Customer Experience
Service Area:	DC Water Wide	Department Head:	Carolyn MacKool
Project:	EQP2340SIN		

User - Capital	Share %	Dollar Amount
District of Columbia	100%	\$56,000.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$56,000.00

BUDGET INFORMATION			
Funding:	Capital	Department:	DC Water Wide
Service Area:	DC Water Wide	Department Head:	Kishia Powell
Project:	FQ-CAPM, GR-CAPM, A4-CAPM		

User - Capital	Share %	Dollar Amount
District of Columbia	100%	\$629,000.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$629,000.00

Lisa Stone Digitally signed by Lisa Stone
Date: 2020.09.08 13:32:32
-04'00'

Lisa Stone Date
Chief People and Inclusion Officer and EVP of People and Talent

 **9/10/20**

Kishia L. Powell Date
Chief Operating Officer

 Digitally signed by Dan Bae
DN: cn=Dan Bae, email=Dan.Bae@dcwater.com,
o=District of Columbia Water and Sewer
Authority, ou=VP of Procurement &
Compliance, cn=Dan Bae
Date: 2020.09.10 12:57:33-0400

Dan Bae Date
VP of Procurement and Compliance

Matthew T. Brown Digitally signed by Matthew T Brown
Date: 2020.09.11 16:10:51
-04'00'

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

David Gadis Digitally signed by David Gadis
DN: cn=David Gadis, o, ou,
email=David.Gadis@dcwater.com,
c=US
Date: 2020.09.25 14:51:58 -0400

David L. Gadis Date
CEO and General Manager

Presented and Approved: October 1, 2020
SUBJECT: Approval to Execute a Contract for Aon Risk Solutions, Inc., of Washington, DC

#20-77
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 October 1, 2020 upon consideration of a joint use matter, decided by a vote of _() in favor and __() opposed to approve a Contract for Aon Risk Solutions, Inc., of Washington, DC

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute a Contract for Aon Risk Solutions, Inc., of Washington, DC. The purpose of this action is to fund three years of insurance premiums under ROCIP V for construction contractors on DC Water's capital projects. The contract not-to-exceed amount is \$10,625,000.

Secretary to the Board of Directors

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

ACTION REQUESTED

GOODS AND SERVICES CONTRACT

**ROLLING OWNER CONTROLLED INSURANCE PROGRAM (ROCIP) V INSURANCE PREMIUMS
(Joint Use)**

Approval to fund ROCIP V insurance premiums through DC Water’s broker of record in the not-to-exceed amount of \$10,625,000.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: Aon Risk Solutions, Inc., of Washington, DC 1120 20 th Street, NW Washington, DC 20036	SUBS (CARRIERS): To Be Determined	PARTICIPATION: N/A
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DESCRIPTION AND PURPOSE

Base Period Premium Values: \$10,625,000.00
Base Period Premium Dates: 10-16-2020 – 10-15-2023

Scope of Broker Services:

The purpose of this action is to fund three years of insurance premiums under ROCIP V for construction contractors on DC Water’s capital projects. This provides greater insurance coverage on DC Water’s projects, increases the number of eligible firms that can bid on DC Water’s contracts and provides cost savings.

Purpose:

- Broader Insurance Coverage with Higher Limits
- Lower Construction Costs with Reduced Avoided Insurance Costs. Enables smaller firms to be more competitive
- Enhanced Risk Services for Claims Handling and Loss Prevention. Enrolled contractors must adhere to DC Water safety standards
- Reduced Litigation
- Insurance requirements are no obstacle for Contractors

Insurance Plan Components:

- Combined Workers Compensation and General Liability paid loss rating plan includes a fixed premium rate based upon Contractor site payroll. Deductible \$500,000 per line per loss deductible \$750,000 all lines per loss
- General Liability Limits are \$2 million/\$4 million per Occurrence/ Aggregate
- Extended Term Completed Operations
- Workers Compensation limits are statutory (DC)
- Employers Liability limits are \$1 million
- Excess General Liability limits are \$200 million (To be revisited based on renewal pricing)

No LBE/LSBE participation

PROCUREMENT INFORMATION

Contract Type:	ROICP Insurance Payment	Award Based On:	Lowest Priced Offer for the Insurance Products
Commodity:	Primary and Excess Insurance	Contract Number:	N/A
Contractor Market:	Insurance Broker Marketing of DC Water's ROICP V Requirements		

BUDGET INFORMATION


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

ESTIMATED USER SHARE INFORMATION

LTCP - Clean Rivers			
User	Share %	Dollar Amount	
District of Columbia	92.90%	\$2,679,075.17	
Washington Suburban Sanitary Commission	5.54%	\$159,764.01	
Fairfax County	1.01%	\$29,126.65	
Loudoun County & Potomac Interceptor	0.55%	\$15,861.05	
Total Estimated Dollar Amount	100.00%	\$2,883,826.88	

Other Projects			
User	Share %	Dollar Amount	
District of Columbia	41.22%	\$3,190,911.56	
Washington Suburban Sanitary Commission	45.84%	\$3,548,553.76	
Fairfax County	8.38%	\$648,710.31	
Loudoun County & Potomac Interceptor	4.56%	\$352,997.49	
Total Estimated Dollar Amount	100.00%	\$7,741,173.13	

Combined Allocation			
User	Share %	Dollar Amount	
District of Columbia	55.25%	\$5,870,312.50	
Washington Suburban Sanitary Commission	34.90%	\$3,708,125.00	
Fairfax County	6.38%	\$677,875.00	
Loudoun County & Potomac Interceptor	3.47%	\$368,687.50	
Total Estimated Dollar Amount	100.00%	\$10,625,000.00	


 Digitally signed by Ivan Boykin
 DN: cn=Ivan Boykin, o=DC Water, ou=Procurement, email=Ivan.Boykin@dcwater.com, c=US
 Date: 2020.09.18 11:42:54Z

 Ivan Boykin
 Director of Finance
 Date

David Gadis
 Digitally signed by David Gadis
 DN: cn=David Gadis, o=dc water, email=David.Gadis@dcwater.com, c=US
 Date: 2020.09.29/10:56:22 -0400

 David L. Gadis
 CEO and General Manager
 Date


 Digitally signed by Dan Bae
 DN: cn=Dan Bae, o=DC Water, ou=Procurement and Compliance, email=Dan.Bae@dcwater.com, c=US
 Date: 2020.09.18 11:58:47 -0400

 Dan Bae
 VP of Procurement and Compliance
 Date

Matthew T. Brown
 Digitally signed by Matthew T. Brown
 Date: 2020.09.18 13:12:01 -0400

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

Presented and Approved: October 1, 2020
SUBJECT: Approval to Execute Change Order No. 002 of Contract No. 170020, Northeast Remsco Construction, Inc.

#20-78
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 October 1, 2020 upon consideration of a non-joint use matter, decided by a vote of _ () in favor and ___() opposed to approve Change Order No. 002 of Contract No. 170020, Northeast Remsco Construction, Inc.

Be it resolved that:

The Board of Directors hereby authorizes the General Manager to execute Change Order No. 002 of Contract No. 170020, Northeast Remsco Construction, Inc. The purpose of change order is to compensate the Contractor for compensable time delays associated with the Summer 2019 work stoppage. The change order amount is \$533,340.31.

Secretary to the Board of Directors