



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

Meeting of the
Environmental Quality and Operations Committee

**Thursday, June 17, 2021
9:30 a.m.**

Microsoft Teams

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[+1 202-753-6714,742230171#](tel:+12027536714742230171#)

Phone Conference ID: 742 230 171#

- | | | | |
|-------------------|-------------|---|---------------------------------|
| 9:30 a.m. | I. | Call to Order | Adam Ortiz
Chair |
| | II. | Roll Call | Linda Manley
Board Secretary |
| 9:35 a.m. | III. | AWTP Status Update | Aklile Tesfaye |
| | | 1. BPAWTP Performance | |
| 9:50 a.m. | IV. | IT Application Development Contracts | Hari Kurup |
| 10:05 a.m. | V. | Action Items | Joel Grosser/Len Benson |

Joint Use

1. [Contract Nos.: 10069, 10070, 10073, 10074, 10075, 10076, 10077 – IT Software Application Development Services, Eight \(8\) Firms](#)
2. [Contract No.: N/A - Utility Fleet Vehicles, Apple Ford, Hertrich Fleet Services, Criswell Chevrolet](#)
3. [Contract No.: 10079 – Ferric Chloride, Carter & Carter Enterprises](#)
4. [Contract No.: 10080 – Ferric Chloride, PVS Technology](#)
5. [Contract No.: 150030 - Raw Wastewater Pump Station 2 Upgrades, American Contracting and Environmental Services Inc.](#)
6. [Contract No.: DCFA 489 - Basic Ordering Agreement 6 - Wastewater Treatment Facilities, AECOM](#)

Non-Joint Use

1. [Contract No.: DCFA 502 - Engineering Program Management Consultant 2F, Mott MacDonald I&E, LLC](#)
2. [Contract No.: 4A0C3DL - Relocating Underground Cables on Rhode Island Ave & R St NW - Verizon Additional Costs, Verizon](#)

10:30 a.m.	VI.	DC Water's Certified Business Utilization Monitoring Process	Korey Gray
10:45 a.m.	VII.	Other Business / Emerging Issues	
10:50 a.m.	VIII.	Executive Session*	Adam Ortiz Chair
11:00 a.m.	IX.	Adjournment	

Follow-up Items from Prior Meetings:

1. *SVP, CIP Project Delivery: Provide a compilation of general planning and engineering services contracts executed in 2020 as well as a status update on DC Water's strategy to gradually bring these types of services in-house. [Target: July 2021]*

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.



Wastewater Operations

Blue Plains Advanced Wastewater Treatment Plant – May 2021

Accomplishments & Priorities

NACWA Platinum Peak Performance Award – Nine Consecutive Years and Counting: DC Water was notified by the National Association of Clean Water Agencies (NACWA) that the Authority has earned a Platinum Peak Performance Award for excellence in wastewater treatment as measured by compliance with the National Pollutant Discharge Elimination (NPDES) permit during the 2020 calendar year. The prestigious award marks the ninth consecutive year the Authority has achieved 100% permit compliance for effluent discharges from the Blue Plains Advanced Wastewater Treatment Plant. The award will be received during a celebration session of NACWA’s 2021 Utility Leadership Virtual Event in July.

The 2020 calendar year, in particular, has taken a true team effort, as staff adapted to new working environment and the challenges posed by the COVID-19 pandemic. Meeting the permit day in and day out while maintaining health and safety would not be possible without teamwork and dedication of all our frontline O&M and support staff across the Authority.

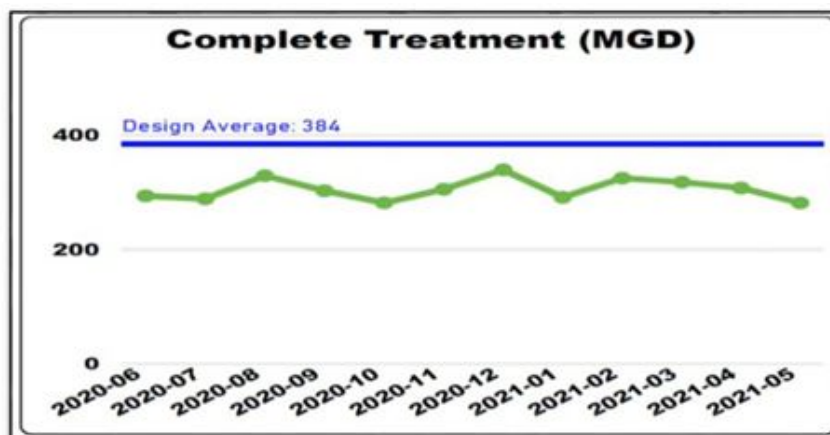
Figure 1. Members of Wastewater Treatment Operations, Maintenance, Process Engineering, Resource Recovery and Clean Water Quality and Technology teams responsible for meeting permit compliance around the clock



Operational Performance

Blue Plains Complete Treatment Performance: The plant performance for the month of May 2021 was excellent with all effluent parameters well below the seven-day and monthly NPDES permit requirements. The monthly average flow through complete treatment (Outfall 002) was 281 MGD. There was no treated captured combined flow directed to Outfall 001 from the Wet Weather Treatment Facility (WWTF).

Figure 2. Monthly Average Influent Flow Trend to Complete Treatment (MGD)



Wet Weather Treatment Facility (WWTF) Performance: In May 2021, a total of 142 MG of combined wet weather flow, captured in the tunnel system, was treated through the plant. There was no measured overflow that took place on this month (Table 1).

Table 1. Wet Weather Treatment Facility (WWTF) Performance

	May 2021 (Draft)	Calendar Year 2021 (Through May)
Total Precipitation, inches (DCA gauge)	3.26	15.07
Total Volume Captured in the Anacostia Tunnel, MG	142	711
Measured Overflow, MG	0	0
Percent Captured**	100%	100%
Screenings and Grit Capture, tons	101	1,151

Note

*Based on preliminary data.

**Expected Capture ~80%

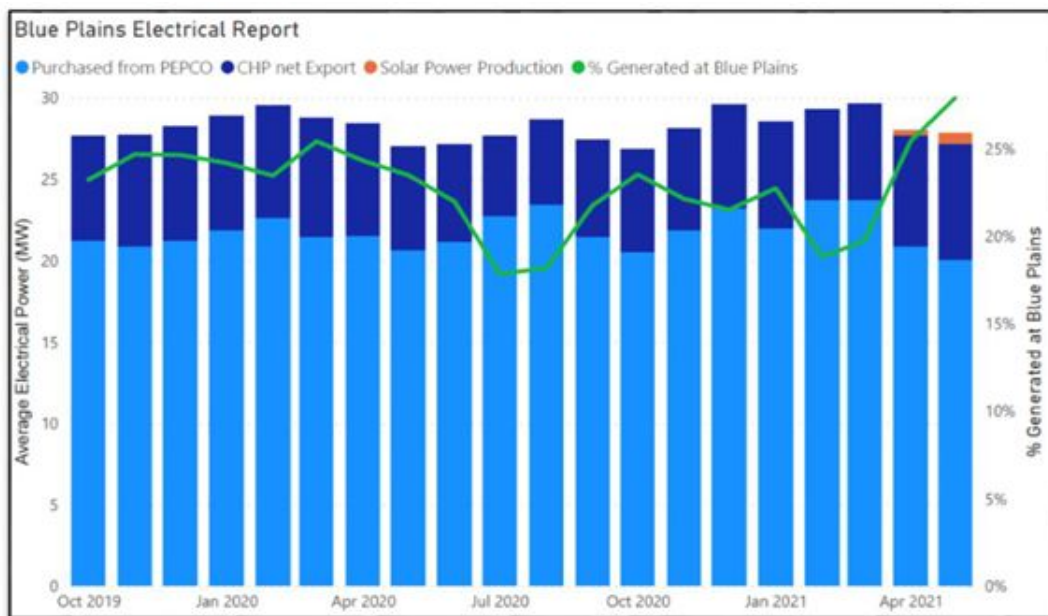
Operational Performance

Blue Plains Electrical Energy Use and Generation: The Combined Heat and Power (CHP) facility continued to demonstrate excellent performance in May. The gas turbines at this facility were able to produce an average of 8.5 megawatts (MW) of renewable electricity during this month. Contractually, the CHP performance is evaluated based on the net electricity export to the Blue Plains grid, which averaged 7.1 MW as shown in Figure 3 below.

Although the solar system is still in the commissioning phase, the newly installed solar panels continued exporting electricity to the plant in May. During the peak production period, the solar panels generated as much as 2.6 MW of electricity. The daily average production was approximately 0.6 MW. The commercial operation date when the solar provider can start billing DC Water for the electrical production has yet to begin. The solar contractor is working to complete all the technical requirements and begin performance testing in the upcoming months.

The total electricity consumption at Blue Plains averaged 27.8 MW during the month of May. Out of total electrical consumption, 28% of electricity was generated onsite between CHP and solar panels, which greatly exceeded the plant performance metrics of 20%. DC Water purchased an average of 20.0 MW of electricity from PEPCO as shown in the graph below

Figure 3. Blue Plains Energy Report – October 2019 to May 2021: Average Electricity Purchased from PEPCO (light blue), Net Export from CHP (dark blue), Solar Power Production (orange) and % of Total Plant Electricity Use Generated Onsite (green line on right Y-axis)



Note: Solar panel power monitors are still in commissioning phase.

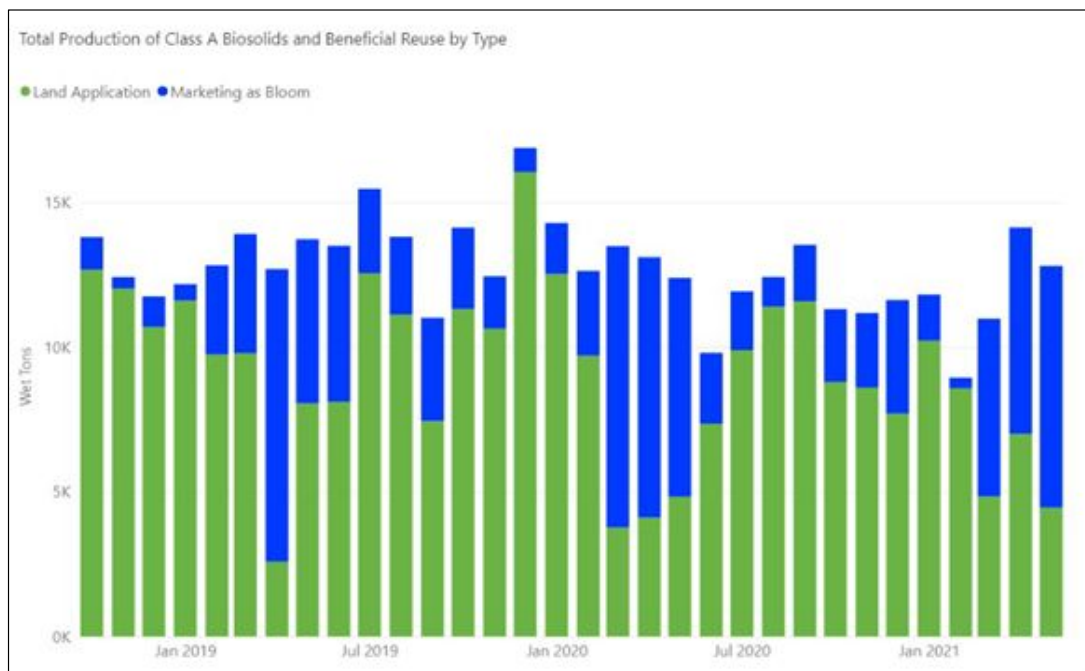
Operational Performance

Class A Biosolids Production: In May, biosolids hauling averaged 413 wet tons per day (wtpd). All biosolids produced during the month met Class A Exceptional Quality (EQ) requirements required by EPA. Fecal Coliform values on daily process monitoring samples remained below the 1,000 MPN*/gram required for Class A biosolids - consistent with the low levels measured historically.

*Most Probable Number (MPN) per gram measures statistical probability of number of organisms

Bloom Marketing: The average quantities of Class A biosolids transported and applied on farms and the quantities marketed as Bloom are shown on the graph below. In May, Blue Drop sold 8,353 wet tons of Bloom (Figure 4). The remaining 4,446 wet tons not sold into the market were land applied through DC Water (through Blue Drop) and WSSC contracts.

Figure 4. Tons of Class A Biosolids Produced - October 2018 to May 2021 Marketed as Bloom (blue) and Land Applied (green)



Progress Report

Cultivating Highly Skilled Workforce – In House Training Initiatives: As a part of Wastewater Group’s strategic initiative to cultivate a highly skilled workforce and promote a culture of safety and reliability, the following training initiatives were delivered in the month of May.

Chemical Hazard Awareness Training: The Wastewater team’s commitment to hazard communication and chemical safety is delivered through our Chemical Hazard Awareness training initiative to reinforce our workforce’s “right to understand” the chemical hazards in their workplace and how to best protect themselves against hazardous conditions by proactively recognizing potential hazards and use controls, such as personal protective equipment. As a part of their recognition of chemical hazards, the training explored Department of Transportation (DOT), National Fire Protection Association (NFPA), Globally Harmonized System (GHS), UN and Occupational Safety and Health (OSHA) signage, labels, placards with extensive review of the Safety Data Sheets of our process chemicals.

Process Equipment Optimization Training: Solids Operators have been trained to perform daily checks on Belt Filter Presses (BFPs) during both process operation and press washdown. The trained checks will enable Operators to identify problem conditions, such as leaking side seals, misaligned chicanes, belt walking, and insufficient belt washing, and address as needed either by making a change themselves or requesting the Foremen to enter an appropriate work order, avoiding reactive or emergency maintenance work. The training also included a review of the BFP’s major systems and general operating and troubleshooting to improve dewatering performance or polymer savings.

Maintenance Services Precision Maintenance Training: The department conducted laser alignment training for improving our precision maintenance knowledge and capabilities. Implementation of an alignment program helps reduce mean time between failures (MTBF), increases equipment availability, and reduces operating and maintenance costs. The training was presented by technical experts from Pruftechnik/Fluke, manufacturer of the alignment tools in use at Blue Plains for the past several years. The classroom instruction reviewed theoretical and practical concepts, and included hands-on practice using desk-top training units. During the two weeks of training, there were 42 participants, including industrial process system mechanics, electricians, instrumentation technicians, reliability shop technicians, process engineers, foremen and other maintenance personnel. For the mechanics, classroom instruction was supplemented with a second day of hands-on training in the field, aligning dozens of rotating assets throughout the plant. The training was a continuation of a program that was started last year but was suspended after 30 participants were trained, due to the Covid-19 pandemic; a total of 72 participants received the training. Next steps will include pursuit of baseline laser alignments for all applicable critical active rotating equipment units.

Progress Report

Water Quality & Pretreatment: During the month, staff completed and issued new or renewed nine Temporary Discharge Authorization permits*; and six Waste Hauler permits**.

Note:

* DC Water allows residents, businesses, and government agencies to discharge stormwater, groundwater, and surface water runoff from construction/dewatering projects or other temporary water discharges (e.g., power wash runoff, hydro-demolition wastewater, etc.) to the District's wastewater system on a case-by-case basis.

** DC Water allows businesses and government agencies with a permit to discharge domestic (i.e., residential-type) septage, grease trap waste, uncontaminated non-wastewater flows, and other non-hazardous waste (allowed on a case-by-case basis) at the Blue Plains Advanced Wastewater Treatment Plant (AWTP). It is illegal to discharge hauled waste directly to the District's wastewater system anywhere else within the District of Columbia.

Research and Development: Four graduate students successfully graduated while performing research thesis work at Blue Plains and all students found jobs within the wastewater sector:

- Patrexia Tampon, Master student (Catholic University of America), did research on development of an online bioflocculation control for enhancing settling and clarifier effluent in secondary treatment. She started a job with Jacobs as process engineer.
- Nicole Forney, Master student (George Washington university), did research on use of Blue Plains centrate as carbon source for mainstream partial denitrification anammox. She started a job with Jacobs as process engineer.
- Han Nguyen, Master student (Catholic University of America), did research on development of PLS model for prediction of THP sludge gelation based on acoustic signals. She will continue research in DC Water's research group to pursue a PhD with Catholic University of America and will help us to develop data driven tools for Biosolids facility optimization.
- Baoqiang Li, PhD student (George Washington university), did research on capacity optimization options for anaerobic digestion with THP pretreatment. He started a job with Hitachi Zosen Inova, a company involved in anaerobic digestion and biogas upgrading processes.



IT Application Development Contracts

June 17, 2021 EQ & Ops Committee
Hari Kurup, Director of IT Enterprise Solutions



IT Application Development

- The Department of Information Technology (IT) has an ongoing need for software application development services to support the Core IT technologies used throughout DC Water. Key initiatives include
 - Upgrade critical systems (WAM/CS/DM systems) to the latest version & patch levels to meet compatibility and IT security standards
 - Meeting the strategic goal of “Digital Workforce & Enterprise” vision
 - Support the hybrid workforce environment and system resiliency through cloud adoptions and Data and System recovery capabilities
- The total value for all contemplated application development work is \$15 million over 5 years – approximately \$3 million/year
 - Follow the “Built, Implement & Transfer” model for normal IT custom application development
 - Allow LSBs to participate in the high-end technology development area along with OEMs.
 - Provide the ability to utilize the expertise from market for short term projects in a constantly changing IT world
 - Optimize the resource utilization by recruiting resources based on (only) long term enterprise needs.
 - Provide rate payers with best value of time & money through ideal mix of onsite and offsite resources



FY22 – FY24 Key IT Development Activities Planned (Estimated)

Projects (All project budgets need to be approved by Executive Steering Committee on a quarterly basis)	Division	Short Description	Capital FY22	Capital FY23	Annual Capital FY24 and Beyond
Vertex One (SAP) upgrades	Customer Service	The SAP systems needs OEM mandated upgrades and changes related to billing, collection etc.	250K	250K	250K
AMR/DCU system upgrades	Customer Service	The software upgrades of automated meter reading system, add enhancements/changes	150K	150k	150K
Custom applications developments (eg: Multi Family Assistance Programs, Third Party Portal, Back Water Valve app etc.)	ALL	Ad-hoc request from various depts. on developing applications to collect information, integrate data from various systems and develop UI for internal customers and rate payers	750K	750K	750K
Mobile Application Developments	Customer Service & Operations	Upgrading to manage systems and adding features to apps like KONA, Hydrant, Catch basin, Valve, Interloc and various Power Apps.	500K	500K	500k
Enterprise Data Warehouse & Data Presentation, Security & Management	ALL	Integrate billing, consumption, work and asset management, and sensor data for better decision makings and event management	150k	150K	150K
System Upgrades (Maximo, GIS, Open Text, Website, IVR, Genesis)	ALL	Regular software and environment upgrade for non- ERP enterprise IT systems	700K	700K	700K
ERP & Reporting Upgrades	Finance, HCM and Procurement	Regular software feature and environment upgrades for Oracle ERP, permits and other systems	200k	200k	200k
IoT, Predictive Modeling and new (IT) tools implementation	ALL	Different IoT implementations on Leak detection, Water quality, Preventive maintenance, Energy conservation and efficient asset management projects	200k	200k	200k
Business continuity related projects	ALL	Update and secure IT and Data assets though periodic enhancement of DR and Cloud deployment.	100k	100k	100k



Contractor Selection

- 16 firms responded to an open-market solicitation
- 8 firms were down-selected based on technical merits
 - Capability matrix: skill level in required application areas
 - Relevant experience: completed projects and history with clients of similar size and scope to DC Water
 - Project team: Adequate resources to complete DC Water's projects
- Down-selected suppliers are all in a competitive range. The price evaluation did not change the selection based on technical merits.
- The down-selected firms become the “approved supplier list” for future work
 - Each application area has 3-4 firms with best expertise
 - When ready, budget is confirmed and a project SOW will be shared, requesting proposals
 - A firm will be awarded the project based on proposal strength, project timeline, and price



Some Contract Details

- Business development goals are 34% DBE and 10% WBE
 - 6 of 8 firms are DBEs
 - Most identified subcontractors are DBEs or WBE
 - Spending will be monitored to measure progress against the goals
- Contract Details
 - 3-year initial base term with 2 option years
 - **Contract Nos:** 10069, 10070, 10071, 10073, 10074, 10075, 10076 and 10077
 - **Contractors:** Ampcus, Inc., ExpediteInfo Tech, Inc., Infosys Public Services, Layermark, Inc., Stellar Services, Inc., Tripoint Solutions, LLC, Vigilant Technologies, LLC, and Wipro, LLC
 - Each contract initially funded with \$1.125 million

Contractor	Certification	Contract Number	Contract Value
Ampcus, Inc.	DBE	10069	\$1,125,000.00
ExpediteInfo Tech, Inc.	DBE	10070	\$1,125,000.00
Infosys Public Services	N/A	10071	\$1,125,000.00
Layermark, Inc.	DBE	10073	\$1,125,000.00
Stellar Services, Inc.	DBE	10074	\$1,125,000.00
Tripoint Solutions, LLC	DBE	10075	\$1,125,000.00
Vigilant Technologies, LLC	DBE	10076	\$1,125,000.00
Wipro, LLC	N/A	10077	\$1,125,000.00

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

ACTION REQUESTED

GOODS AND SERVICES CONTRACT AWARD

IT SOFTWARE APPLICATION DEVELOPMENT SERVICES

(Joint Use)

Approval to execute contract awards for IT software application development IDIQ contracts with eight (8) selected firms for the Three (3) Base Years plus Two (2) Option Years in the total amount of 15,000,000.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUB:	PARTICIPATION:
Ampcus, Inc. (DBE) 14900 Conference Center Drive, Ste. 500 Chantilly, VA 20151	Applied Technology Services (DBE) 11615 Crossroads Circle, Ste. J Middle River, MD 21220	10%
	Bithgroup (DBE) 113 West Monument Street Baltimore, MD 21201	12%
	Washington Technology Group, Inc. (DBE) 1010 Wayne Avenue, Ste. 650 Silver Spring, MD 20910	12%
ExpeditelInfo Tech, Inc. (DBE) 9200 Corporate Blvd, Ste. 130 Rockville, MD 20850	DK Consulting LLC (WBE) 8955 Guilford Road, Ste. 240 Columbia, MD 21046	25%
	iCUBE Systems Inc. (DBE) 8280 Willow Oaks Corporate Dr. #600 Fairfax, VA 22031	20%
	New Light Technologies (DBE) 7412 Alaska Ave NW Washington, DC 20012	15%
Infosys Public Services 800 King Farm Blvd Ste. 505 Rockville, MD 20850	DANE LLC (WBE) 4215 Lafayette Center Drive, Ste. 4 Chantilly, VA 20151	10%
	Penngood LLC (DBE) 1 Thomas Circle NW, 7th floor Washington, DC 20005	34%
Layermark, Inc. (DBE) 1050 Connecticut Ave NW, Ste. 500, Office 5044 Washington, DC 20036	Abstract Evolutions LLC (DBE) 20 F ST NW, 7th floor Washington DC 20001	5%
	BizTech Fusion LLC (DBE) 1200 G Street, NW Ste. 800 Washington, DC 20005	5%
	KenDBTech LLC (DBE) 22313 Broadway Ave Clarksburg, MD 20871	5%
	A&A (DBE) 20F Street NW, Suite 700 Washington, DC 20001	5%

	Aim Technical Group (DBE) 830 51st Street NE Washington DC 20019	5%
	SilTek Inc. (WBE) 13454 Sunrise Valley Dr., Ste 250 Herndon, VA 20171	10%
	Enlightedmed Technology Solutions (DBE) 3436 10th PI SE Washington DC 20032	5%
Stellar Services, Inc. (DBE) 70 West 36th Street, Ste. 702 New York, NY 10018	LynkBlox Technologies, LLC. (DBE) 43175 Amberleigh Farm DrAshburn, VA 20148	25%
	Sankar Inc. (DBE) 7407 Merrimac Lane N Maple Grove, MN 55311	25%
Tripoint Solutions, LLC (DBE) 901 N. Stuart Street, Ste. 1120 Arlington, VA 22203	Optimal GEO, Inc. 118 West Market Street W Athens, AL 35611	N/A
	Three Dimensional Resource Planning LLC, DBA 3RP 9316 East Raintree Drive, Suite 100 Scottsdale, AZ 85260	N/A
Vigilant Technologies, LLC (DBE) 1050 Wilshire Drive, Ste. 307 Troy, MI 48084	N/A	100%
Wipro, LLC 2 Tower Center Blvd,Suite 2200 EAST BRUNSWICK, NJ 08816	Aim Technical Group, LLC. (DBE) 830 51st Street NE Washington DC 20019	20%
	Savvy Technology Solutions (DBE) 1231B Good Hope Rd SE Washington, DC 20020	10%
	Susan Fitzgerald & Associates, Inc (DBE) 2238 48th Street, NW Washington, DC 20007	10%

DESCRIPTION AND PURPOSE

Base Period Contract Value:	\$9,000,000.00
Base Contract Period:	3 Years
No. of Option Years:	2
Option Period Total Value:	\$6,000,000.00
Total Contract Value:	\$15,000,000.00
Anticipated Base Period Start Date:	08-01-2021
Anticipated Base Period Completion Date:	07-31-2024
Proposal Closing Date:	03-15-2021
Proposals Received:	16

Purpose of the Contract:

The Department of Information Technology requires the services of competent application development firms to provide as-needed application support services in areas such as Work & Asset Management, ERP, SharePoint, Document Management, Mobile Applications, Network Applications, Customer Service (SAP) applications etc. These applications will automate many of the current manual paper-based processes and enable for real-time data sharing where the work is performed. Applications will have the ability to run on a variety of platforms including smart phones, tablets and laptops, depending on specific uses while supporting the remote workforce and operations.

Contract Scope:

Application development services include project management, systems and information engineering, systems and database design, systems development and testing, systems installation and acceptance, systems Integration, Commercial off the Shelf (COTS) integration and upgrades, systems documentation, systems configuration management, end-user training, data warehousing, data mining, data conversion and data entry.

Contract Type:

An Indefinite Delivery Indefinite Quantity (IDIQ) Contract will be executed with each of the selected firms. There is no guaranteed spend with any of the selected firms and DC Water reserves the right to seek proposals on individual projects independently. Therefore, for each specific project, the Department of Information Technology will solicit quotes from multiple qualified firms and award based on the lowest price.

Supplier Selection:

Procurement issued an RFP solicitation to the open market with 34% DBE and 10 % WBE utilization program goals. Sixteen firms responded, eight firms were selected based upon the overall ratings to provide Software Application Services for various projects during the contract period. The RFP contained the Core Applications and the Technology Components upon which each firm was evaluated as follows:

<u>Core Applications</u>	<u>Technology Components</u>
Maximo	Microsoft .Net; C#, Python, Java and Java Script
ArcGIS	HTML 5; Drupal, Wordpress
Open Text	BizTalk, Microsoft Silverlight
Oracle Database and Fusion	SAP Business Objects
Oracle Unifier & Primavera	iOS, Android
Share Point Online, MS SQL Server & Power Tools	PL-SQL, Maria
	Power App, Azure AI, Azure Platform
	Nintex Forms, Adobe

PROCUREMENT INFORMATION

Contract Type:	Fixed Hourly Rate	Award Based On:	Highest Ratings
Commodity:	Professional Services	Contract Number:	10069, 10070, 10071, 10073, 10074, 10075, 10076, 10077
Contractor Market:	Open Market with DBE and WBE Program Utilization Goals		

BUDGET INFORMATION


Funding:	Capital Equipment	Departments:	Information Technology
Service Area:	DC Water Wide	Department Heads:	Thomas Kuczynski

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	68.96%	\$10,344,000.00
Washington Suburban Sanitary Commission	23.02%	\$3,453,000.00
Fairfax County	5.37%	\$805,500.00
Loudoun Water	2.32%	\$348,000.00
Other (PI)	0.33%	\$49,500.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$15,000,000.00


Digitally signed by Armon Curd
DN: cn=Armon Curd, o=DC Water, ou=Customer Service, email=Armon.Curd@dcwater.com, date=2021.06.07 14:24:55 -0400

Armon Curd / 6/7/21
 Armon Curd Date
 EVP, Customer Experience


Dan Bae
C=US, E=dan.bae@dcwater.com, O=District of Columbia Water and Sewer Authority, OU=VP of Procurement & Compliance, CN=Dan Bae
2021.06.08 08:45:34 -0400

Dan Bae Date
 VP of Procurement and Compliance

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

_____/_____
 David L. Gadis Date
 General Manager and CEO

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

ACTION REQUESTED

GOODS AND SERVICES CONTRACT AWARD

**Utility Fleet Vehicles
(Joint Use-Indirect)**

Approval to execute purchase order awards for the purchase of fifty-one (51) Utility Fleet Vehicles totaling \$3,448,000.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	PARTICIPATION:
Apple Ford Inc. 8800 Stanford Blvd Columbia, MD 21045	N/A	N/A
Hertrich Fleet Services 1427 Bay Road Milford, DE 19963		
Criswell Chevrolet 503 Quince Orchard Rd Gaithersburg, MD 20875		

DESCRIPTION AND PURPOSE

Total Purchase Order Value: \$3,448,000.00
 Anticipated PO Issue Date: 07-21-2021
 Final Vehicle Delivery Date: 03-30-2022
 Quotes Received: 3
 Quoted Price * \$3,448,000.00
 (*Sum of lowest quoted price for each vehicle plus 2% contingency)

Purpose of the Contract:

DC Water has a need to replace essential vehicles which are beyond their useful life, as well as acquire new vehicles for the Department of Fleet Management, Pumping and Sewer Operations (DPSO), and Facilities.

Contract Scope:

The scope of the purchase order award includes the vehicle supply, body upfit installation and delivery of 51 vehicles. 47 vehicles are replacements and 4 are new. The 51 vehicles will be delivered over the next 7 months.

Supplier Selection:

DC Water issued an RFQ to DBE, WBE and previous suppliers. Three suppliers responded to the RFQ. Awards were made on a vehicle-by-vehicle basis based on best offer.

PROCUREMENT INFORMATION

Contract Type:	Fixed Price	Award Based On:	Best Price
Commodity:	Goods and Services	PO Number:	To be Assigned
Contractor Market:	Identified DBE, WBE and previous suppliers		

BUDGET INFORMATION

Funding:	Capital Equipment-Fleet Vehicles	Department:	Fleet Management
Service Area:	DC Water Wide	Department Head:	Tim Fitzgerald

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	68.96%	\$2,377,740.80
Washington Suburban Sanitary Commission	23.02%	\$793,729.60
Fairfax County	5.37%	\$185,157.60
Loudoun Water	2.32%	\$79,993.60
Other (PI)	0.33%	\$11,378.40
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$3,448,000.00

 / 06/01/2021
 Maureen Holman Date
 EVP of Administration

_____ / _____
 Dan Bae Date
 VP of Procurement and Compliance

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

_____ / _____
 David L. Gadis Date
 General Manager and CEO

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

ACTION REQUESTED

**GOODS AND SERVICES CONTRACT AWARD YEAR
FERRIC CHLORIDE
(Joint Use)**

Approval to exercise award year and to approve funding for all option years (OY1 -OY2) for the supply and delivery of ferric chloride in the amount of \$12,550,000.00

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: Carter & Carter Enterprises Inc. 212 Van Buren Street, NW Washington, D.C. 20012 LSBE	SUBS: N/A	PARTICIPATION: 100%
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DESCRIPTION AND PURPOSE

Based Period Contract Value:	\$4,000,000.00
Original Contract Dates:	08-01-2021—07-31-2022
No. of Option Years in Contract:	2
Total Option Year 1-2 Value:	\$8,550,000.00
Option Year 1-2 Dates:	08-01-2022—07-31-2024

Purpose of the Contract:

This contract is to supply and deliver liquid ferric chloride to DC Water’s Blue Plains Advanced Wastewater Treatment Facility. Ferric chloride removes phosphorous from the wastewater within the plant’s primary and secondary treatment stages, as well as odor-causing compounds. Ferric chloride also works with a polymer to coagulate and remove suspended solids. All of these functions are needed for DC Water to comply with its water discharge permits.

Contract Scope:

To ensure supply security, ferric chloride requirements were awarded to two companies with independent supply chains. Carter & Carter is awarded 70% (this request) and PVS Technologies is awarded 30% of DC Water requirements.

This contract action exercises the base year. Option years will be exercised annually.

Supplier Selection

Two companies responded to an RFP intended to identify firms that can supply DC Water’s ferric chloride requirements. Both suppliers are incumbent of current ferric chloride to DC water. DC Water negotiated with two suppliers. The PVS Technologies offered the lowest unit price but due to production capacity constraints can only commit to 30% of the total volume. The final selection is based on technical evaluation and pricing.

PROCUREMENT INFORMATION

Contract Type:	Good and Services	Award Based On:	Best Value
Commodity:	Ferric Chloride	Contract Number:	10079
Contractor Market:	Open Market with goals for DBE and WBE Participation		

BUDGET INFORMATION

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

ESTIMATED USER SHARE INFORMATION

User - Operating	Share %	Dollar Amount
District of Columbia	43.44%	\$5,451,720.00
Washington Suburban Sanitary Commission	41.95%	\$5,264,725.00
Fairfax County	9.79%	\$1,228,645.00
Loudoun Water	4.23%	\$530,865.00
Other (PI)	0.59%	\$74,045.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$12,550,000.00

Aklile Tesfaye / 8/3/21
 Aklile Tesfaye Date
 VP of Wastewater Operation

_____/_____
 Dan Bae Date
 VP of Procurement and Compliance

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

_____/_____
 David L. Gadis Date
 CEO and General Manager

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

ACTION REQUESTED

**GOODS AND SERVICES CONTRACT AWARD YEAR
FERRIC CHLORIDE
(Joint Use)**

Approval to exercise award year and to approve funding for all option years (OY1 -OY2) for the supply and delivery of ferric chloride in the amount of \$5,450,000.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: PVS Technologies 10900 Harper Avenue Detroit, MI 48213	SUBS: N/A	PARTICIPATION: N/A
---	---------------------	------------------------------

DESCRIPTION AND PURPOSE

Based Period Contract Value:	\$1,700,000.00
Original Contract Dates:	08-01-2021—07-31-2022
No. of Option Years in Contract:	2
Total Option Year 1-2 Value:	\$3,750,000.00
Option Year 1-2 Dates:	08-01-2022—07-31-2024

Purpose of the Contract:

This contract is to supply and deliver liquid ferric chloride to DC Water’s Blue Plains Advanced Wastewater Treatment Facility. Ferric chloride removes phosphorous from the wastewater within the plant’s primary and secondary treatment stages, as well as odor-causing compounds. Ferric chloride also works with a polymer to coagulate and remove suspended solids. All of these functions are needed for DC Water to comply with its water discharge permits.

Contract Scope:

To ensure supply security, ferric chloride supply was awarded to two companies with independent supply chains. PVS Technologies is awarded 30% (this request), and Carter & Carter is awarded 70% of DC Water requirements.

This contract action exercises the base year. Option years will be exercised annually.

Supplier Selection

Two companies responded to an RFP intended to identify firms that can supply DC Water’s ferric chloride requirements. Both suppliers are incumbent of current ferric chloride to DC Water. DC Water negotiated with two suppliers. The PVS Technologies offered the lowest unit price but due to production capacity constraints can only commit to 30% of the total volume. The final selection is based on technical evaluation and pricing.

No LBE/LSBE participation.

PROCUREMENT INFORMATION

Contract Type:	Good and Services	Award Based On:	Best Value
Commodity:	Ferric Chloride	Contract Number:	10080
Contractor Market:	Open Market with goals for DBE and WBE Participation		

BUDGET INFORMATION

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

ESTIMATED USER SHARE INFORMATION

User - Operating	Share %	Dollar Amount
District of Columbia	43.44%	\$2,367,480.00
Washington Suburban Sanitary Commission	41.95%	\$2,286,275.00
Fairfax County	9.79%	\$533,555.00
Loudoun Water	4.23%	\$230,535.00
Other (PI)	0.59%	\$32,155.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$5,450,000.00

Aklile Tesfaye / 6/3/21
 Aklile Tesfaye Date
 VP of Wastewater Operation

Dan Bae /
 Dan Bae Date
 VP of Procurement and Compliance

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

David L. Gadis /
 David L. Gadis Date
 CEO and General Manager

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

ACTION REQUESTED

**GOODS AND SERVICES CONTRACT AWARD YEAR
FERRIC CHLORIDE
(Joint Use)**

Approval to exercise award year and to approve funding for all option years (OY1 -OY2) for the supply and delivery of ferric chloride in the amount of \$5,450,000.00.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME: PVS Technologies 10900 Harper Avenue Detroit, MI 48213	SUBS: N/A	PARTICIPATION: N/A
---	---------------------	------------------------------

DESCRIPTION AND PURPOSE

Based Period Contract Value:	\$1,700,000.00
Original Contract Dates:	08-01-2021—07-31-2022
No. of Option Years in Contract:	2
Total Option Year 1-2 Value:	\$3,750,000.00
Option Year 1-2 Dates:	08-01-2022—07-31-2024

Purpose of the Contract:

This contract is to supply and deliver liquid ferric chloride to DC Water’s Blue Plains Advanced Wastewater Treatment Facility. Ferric chloride removes phosphorous from the wastewater within the plant’s primary and secondary treatment stages, as well as odor-causing compounds. Ferric chloride also works with a polymer to coagulate and remove suspended solids. All of these functions are needed for DC Water to comply with its water discharge permits.

Contract Scope:

To ensure supply security, ferric chloride supply was awarded to two companies with independent supply chains. PVS Technologies is awarded 30% (this request), and Carter & Carter is awarded 70% of DC Water requirements.

This contract action exercises the base year. Option years will be exercised annually.

Supplier Selection

Two companies responded to an RFP intended to identify firms that can supply DC Water’s ferric chloride requirements. Both suppliers are incumbent of current ferric chloride to DC Water. DC Water negotiated with two suppliers. The PVS Technologies offered the lowest unit price but due to production capacity constraints can only commit to 30% of the total volume. The final selection is based on technical evaluation and pricing.

No LBE/LSBE participation.

PROCUREMENT INFORMATION

Contract Type:	Good and Services	Award Based On:	Best Value
Commodity:	Ferric Chloride	Contract Number:	10080
Contractor Market:	Open Market with goals for DBE and WBE Participation		

BUDGET INFORMATION

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

ESTIMATED USER SHARE INFORMATION

User - Operating	Share %	Dollar Amount
District of Columbia	43.44%	\$2,367,480.00
Washington Suburban Sanitary Commission	41.95%	\$2,286,275.00
Fairfax County	9.79%	\$533,555.00
Loudoun Water	4.23%	\$230,535.00
Other (PI)	0.59%	\$32,155.00
TOTAL ESTIMATED DOLLAR AMOUNT	100.00%	\$5,450,000.00

Aklile Tesfaye / 6/3/21
 Aklile Tesfaye Date
 VP of Wastewater Operation

Dan Bae /
 Dan Bae Date
 VP of Procurement and Compliance

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

David L. Gadis /
 David L. Gadis Date
 CEO and General Manager

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

ACTION REQUESTED

CONSTRUCTION CONTRACT CHANGE ORDER:

**Raw Wastewater Pump Station 2 Upgrades
(Joint Use)**

Approval to execute Change Order No. 19 for \$850,000.00. The modification will exceed the General Manager's approval authority.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	PARTICIPATION:
American Contracting and Environmental Services Inc. 10330 Old Columbia Road Suite 102 Columbia, MD 21046	SQN Systems Corp. Columbia, Md.	MBE 16.4%
	Buena Vista Assoc., LLC Washington, DC	MBE 11.5%
	Trijay Systems, Inc. Line Lexington, Pa.	MBE 1.7%
	T.I.T.L. Trucking, Inc. Lothin, Md.	MBE 0.4%
	DeLeon Access Floors, Inc. Jessup, Md.	MBE 0.1%
	Tag Distribution & Supply, LLC Pikesville, Md.	WBE 1.4%
	Monumental Supply Co., Inc. Baltimore, Md.	WBE 0.6%
	Robnet, Inc. Baltimore, Md.	WBE 0.3%
	G.E. Frisco Co., Inc. Upper Marlboro, Md.	WBE 0.1%

DESCRIPTION AND PURPOSE

Original Contract Value:	\$18,732,000.00
Value of this Change Order:	\$850,000.00
Cumulative CO Value, including this CO:	\$5,272,458.00
Current Contract Value, including this CO:	\$24,004,458.00
Original Contract Time:	973 Days (2 Years, 8 Months)
Time extension, this CO:	416 Days
Total CO contract time extension:	694 Days (1 Years, 11 Months)
Contract Start Date (NTP):	09-15-2016
Contract Completion Date:	04-08-2021
Cumulative CO % of Original Contract:	28.15%
Contract completion %:	97.25%

Purpose of the Contract:

Purpose of this contract is to furnish all labor, services, materials, tools, and equipment necessary for the upgrades to the raw wastewater pumps and ancillary systems located within the pump station at the Blue Plains Advanced Wastewater Treatment Plant.

Original Contract Scope:

Removal and replacement of select pump motors, removal of the existing eddy current drives and replacement with variable frequency drives. Installation of new instrumentation, raw wastewater pump control panels, field instruments, DCU, RIO and UPS. Replacement of 4160V switchgear, lighting

and panelboards, motor exciter controls, batteries, and branch circuits. Site modifications including stormwater drainage improvements and rehabilitation to roadway structures. Construction of a new electrical room, renovations to existing restrooms, and replacement of membrane roof. Renovation of plumbing and process service water systems.

Previous Change Order Scope:

Previous change orders included a switch to concrete pavement with asphaltic overlay in lieu of asphaltic pavement, change to HVAC split system design to increase capacity of cooling for full operation of the VFD pumps, reconfiguration of the Electrical Room due to space constraints and sizing of the electrical equipment. Compensable time for delays associated with the Electrical Room reconfiguration. Bypass pumping of the pump station influent channel, redesign of pump access platforms and switch to stainless steel material for corrosion resistance. Furnish and install of new impellers for RWWPs No. 04 & 08, rehabilitation of the existing bearings for RWWPs No. 06 & 07, furnish and install of new mechanical seal for RWWP No. 05. Compensable time for delays associated with the rehabilitation of RWWPs No. 01, 02, and 04.

Current Change Order Scope:

This change is a time extension to the contract for 416 calendar-days of which 174 calendar-days are non-compensable. The \$850,000.00 increase is for compensation (242 days) for delays associated with the rehabilitation of RWWPs No. 05, 06, 07, and 08. During inspection of these pumps per contract, additional repair work not included in the scope of the contract was identified. These delays include rehabilitation of the existing radial bearings for RWWPs 06 & 07, replacement of the existing mechanical seal for pump 05, and replacement of the existing impeller for pump 08 all of which required additional repair time and extended the contract end date.

Federal Grant Status:

Construction Contract is not eligible for Federal grant funding assistance.

PROCUREMENT INFORMATION

Contract Type:	Fixed Price	Award Based On:	Lowest responsive, responsible bidder.
Commodity:	Construction	Contract Number:	IFB #150030
Contractor Market:	Open Market		

BUDGET INFORMATION

Funding:	Capital	Department:	Wastewater Engineering
Service Area:	Wastewater	Department Head:	David Parker
Project:	BV		

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	41.22%	\$ 350,370.00
Federal Funds*	0.00%	\$ 0.00
Washington Suburban Sanitary Commission	45.84%	\$ 389,640.00
Fairfax County	8.38%	\$ 71,230.00
Loudoun County & Potomac Interceptor	4.56%	\$ 38,760.00
Total Estimated Dollar Amount	100.00%	\$ 850,000.00

_____/_____
 Leonard R. Benson Date
 SVP, CIP Project Delivery

_____/_____
 Matthew T. Brown Date
 CFO and EVP
 Finance and Procurement

_____/_____
 Dan Bae Date
 VP Director of Procurement

_____/_____
 David L. Gadis Date
 CEO and General Manager

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

ACTION REQUESTED

**ENGINEERING SERVICES SUPPLEMENTAL AGREEMENT:
Basic Ordering Agreement 6 - Wastewater Treatment Facilities
Construction Management
(Joint Use)**

Approval to execute Supplemental Agreement No. 01 for \$1,099,857.00. The modification exceeds the General Manager's approval authority.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	PARTICIPATION:
AECOM 3101 Wilson BLVD – STE 900 Arlington, VA 22201	Savin Engineers, PC Baltimore, MD MBE	18.2%
<u>Headquarters</u> Los Angeles, CA 90067	Cube Root Corporation Washington, DC MBE	13.4%
	SZPM Consultants Oakton, VA WBE	1.3%

DESCRIPTION AND PURPOSE

Original Contract Value:	\$6,000,000.00
Value of this Supplemental Agreement:	\$1,099,857.00
Cumulative SA Value:	\$1,099,857.00
Current Contract Value, including SA #6:	\$7,099,857.00
Original Contract Time:	1,825 Days
Time Extension, this SA #6:	0 Days
Total Contract Time Extension:	0 Days
Contract Start Date (NTP)	February 27, 2019
Anticipated Contract Completion Date:	February 26, 2024
Cumulative SA % of Original Contract:	18.00%
Contract completion %	75.51%

Purpose of the Contract:

To provide onsite construction management and related engineering services for the DC Water Blue Plains Advanced Wastewater Treatment Plant on as as-needed basis through individually negotiated task orders.

Contract Scope:

- Task orders will provide for construction management and related professional engineering services for CIP projects as needed.
- Professional services are anticipated in the following disciplines: civil, structural architectural, process mechanical, plumbing, HVAC, instrumentation and control, and electrical.
- Projects will include upgrades and additions to various facilities and structures at the Blue Plains Advanced Wastewater Treatment Plant
- Work will be accomplished through a series of definitive Task Orders. Each task order will identify the scope of work, deliverables, compensation, and schedule for performance

Current Supplemental Agreement Scope:

- This Supplemental Agreement provides funding to support completion of the full scope of work under Task Order 3. That is, to provide construction management and related engineering services for the construction of the Filtration Influent Pumps 1-10 Rehabilitation project.
- Note: The original task order was not fully funded due to unavailability of funds to do so. The additional amount is necessary to maintain minimum staffing levels to complete the FIPS project. This will include full time staffing for resident engineering, inspections, and document control; and part time staffing for project controls, and project administration. (The project controls and administration staffing are resources shared with other Blue Plains construction projects.)

Future Supplemental Agreement Scope:

- No future supplemental agreement is anticipated at this time.

PROCUREMENT INFORMATION

Contract Type:	Cost Plus Fixed Fee	Award Based On:	Highest Ranking Score
Commodity:	Engineering Services	Contract Number:	DCFA #489-WSA
Contractor Market:	Open Market		

BUDGET INFORMATION

Funding:	Capital	Department:	Wastewater Engineering
Service Area:	Wastewater	Department Head:	David Parker
Project:	UC		

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	41.22%	\$ 453,361.05
Federal Funds	0.00%	\$
Washington Suburban Sanitary Commission	45.84%	\$ 504,174.45
Fairfax County	8.38%	\$ 92,168.02
Loudoun County & Potomac Interceptor	4.56%	\$ 50,153.48
Total Estimated Dollar Amount	100.00%	\$1,099,857.00

_____/_____
 Leonard R. Benson Date
 SVP, CIP Project Delivery

_____/_____
 Dan Bae, VP Date
 Procurement & Compliance

_____/_____
 Matthew T. Brown Date
 CFO and EVP
 Finance and Procurement

_____/_____
 David L. Gadis Date
 CEO and General Manager

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

ACTION REQUESTED

ENGINEERING SERVICES SUPPLEMENTAL AGREEMENT:

**Engineering Program Management Consultant 2F
(Non-Joint Use)**

Approval to execute Supplemental Agreement No. 1 for \$2,203,000.00. The modification exceeds the the General Manager's approval authority.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	PARTICIPATION:
Mott MacDonald I&E, LLC The Nature Conservancy Building 4245 N. Fairfax Drive Suite 800 Arlington, VA 22203	McKissack & McKissack Washington, DC	MBE 10.0%
	DM Enterprises of Baltimore Baltimore, MD	MBE 10.0%
	C.C. Johnson & Malhotra, P.C. Washington, DC	MBE 10.0%
	SZ PM Consultants, Inc. Washington, DC	WBE 5.0%

DESCRIPTION AND PURPOSE

Original Contract Value:	\$20,000,000.00
Value of this Supplemental Agreement	\$ 2,203,000.00
Cumulative SA Value, including this SA	\$ 2,203,000.00
Current Contract Value, including this SA	\$22,203,000.00
Original Contract Time:	1,825 Days (5 Years, 0 Months)
Time extension, this SA:	0 days
Total SA contract time extension	0 days
Contract Start Date:	01-01-2020
Contract Completion Date:	12-31-2024

Purpose of the Contract:

To provide program management of the water service area Capital Improvements Program (CIP); provide technical support, staff augmentation and support operations of the water service area.

Original Contract Scope:

- Program management of the water service area CIP.
- Provide technical support to the water service area.
- Augment DC Water staff with experienced & qualified technical resources and Project Managers.
- Support operational departments.

Supplemental Agreement Scope:

To provide continuing support of DC Water's Lead-Free DC Program (LFDC) which will replace all lead service lines in the District by 2030. The scope of this Supplemental Agreement includes the following services thru 12-31-21.

- Project planning, design and permitting support, GIS and data management support and Project controls and risk management for Phase 2 of the Program

- Capital Improvement Project and Emergency Repair Replacement (CIPERR) Team lead, organization, and coordination with overall LFDC Program
- Lead Pipe Replacement Assistance Program (LPRAP) support for private only lead service replacement portion of the LFDC Program

Note: This Supplemental Agreement ensures continuation of support of Phase 2 of the Lead-Free DC Program until 12-31-2021. However, full utilization of the funding and work effort under this supplemental agreement is being partially supported with outside funding, which is anticipated but not yet available. Therefore, complete utilization of the supplemental agreement thru the end of Phase 2 of the Program is not assured. Accordingly, the overall supplemental agreement may be altered depending on outside funding availability.

Future Supplemental Agreement Scope:

- We anticipate another SA wherein we will determine the additional level of effort required to complete the Phase 2 LFDC after 12-31-2021, or otherwise truncate as appropriate in consideration of actual outside funding realized.

Federal Grant Status:

- Work under this SA may be eligible for Federal grant funding assistance.

PROCUREMENT INFORMATION

Contract Type:	Cost Plus Fixed Fee & Lump Sum	Award Based On:	Highest Ranking Score
Commodity:	Engineering Services	Contract Number:	DCFA# 502-WSA
Contractor Market:	Open Market		

BUDGET INFORMATION

Funding:	Capital	Department:	Engineering and Technical Services	
Service Area:	Water	Department Head:	Mark Babbitt	
Project:	BW			

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	100.00%	\$ 2,203,000.00
Federal Funds	0.00%	\$
Washington Suburban Sanitary Commission	0.00%	\$
Fairfax County	0.00%	\$
Loudoun County & Potomac Interceptor	0.00%	\$
Total Estimated Dollar Amount	100.00%	\$ 2,203,000.00

_____/_____
 Leonard R. Benson Date
 SVP, CIP Project Delivery

_____/_____
 Matthew T. Brown Date
 CFO and EVP
 Finance & Procurement

_____/_____
 Dan Bae, VP Date
 Procurement & Compliance

_____/_____
 David L. Gadis Date
 CEO & General Manager

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

ACTION REQUESTED

**UTILITY RELOCATION CONTRACT CHANGE ORDER:
Verizon 4A0C3DL – Relocating Underground Cables on
Rhode Island Ave & R St NW
Non-Joint Use**

Approval of existing utility relocation contract and Change Order totaling \$1,916,945.83.

CONTRACTOR/SUB/VENDOR INFORMATION

PRIME:	SUBS:	PARTICIPATION:
Verizon 13101 Columbia Pike FDC-1 Silver Spring, MD 20904	MBE and WBE fair share objectives will follow Verizon goals.	

DESCRIPTION AND PURPOSE

Contract Value, Not-To-Exceed:	\$1,916,945.83
Contract Time:	1,014 Days (2 Years, 9 Months)
Contract Start Date (NTP):	06-09-2016
Contract Completion Date:	03-20-2019

Purpose of the Contract:

In June 2016, DC Water executed an agreement with Verizon, Job No. 4A0C3DL in the amount of \$1,397,607.81, to relocate utilities that conflict with Northeast Boundary Tunnel facilities at Rhode Island Avenue and R Street, NW. DC Water paid Verizon \$1,397,607.81 in advance. The work has been completed. Verizon's actual costs were higher than estimated due to flagging, work area protection, site specific traffic control plans and DDOT requirements to mobilize and demobilize each day to reduce traffic impacts. DC Water therefore received a billing adjustment of \$519,338.02, bringing the total contract value to \$1,916,945.83.

The original 2016 agreement with Verizon was executed after review by Engineering, then acceptance by the Chief Procurement Officer and the General Manager based on past practice which existed at the time for payments for utility relocation work. In accordance with Resolution #97-89, Board approval is required for "contracts for one million dollars (\$1,000,000) or over and contract modifications for five hundred thousand (\$500,000) or over."

This work was required to comply with the requirements of the Consent Decree to construct the Northeast Boundary Tunnel.

Contract Scope:

- DC Water constructed new conduits and manholes to relocate Verizon's cable infrastructure. Verizon installed new cables through the DC Water-built conduits and removed all Verizon cables from the existing infrastructure.

PROCUREMENT INFORMATION

Contract Type:	Cost	Award Based On:	Sole Source – Verizon
Commodity:	Construction	Contract Number:	4A0C3DL
Contractor Market:	Sole Source		

BUDGET INFORMATION

Funding:	Capital	Department:	DC Clean Rivers
Service Area:	Combined Sewer Overflow, Sewer	Department Head:	Carlton Ray
Project:	CY		

ESTIMATED USER SHARE INFORMATION

User	Share %	Dollar Amount
District of Columbia	100.00%	\$ 1,916,945.83
Washington Suburban Sanitary Commission	0.00%	\$
Fairfax County	0.00%	\$
Loudoun County & Potomac Interceptor	0.00%	\$
Total Actual Dollar Amount	100.00%	\$ 1,916,945.83

**Leonard
Benson**

Digitally signed by Leonard Benson
 DN: dc=com, dc=dcwasa, ou=WASA
 Users, ou=Engineering, cn=Leonard
 Benson,
 email=Leonard.Benson@dcwater.com
 Date: 2021.06.09 16:31:48 -04'00'

_____/_____
 Leonard R. Benson Date
 SVP, CIP Project Delivery

_____/_____
 Dan Bae, VP Date
 Procurement and Compliance

_____/_____
 Matthew T. Brown Date
 CFO and EVP
 Finance and Procurement

_____/_____
 David L. Gadis Date
 CEO and General Manager



David L. Gadis, CEO and General Manager
DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY



**Overview of
DC Water's Compliance Monitoring Process
Presented to the
Environmental Quality and Operations Committee
June 17, 2021**



Program Administration

GOALS

DC Water is committed to promoting economic and business development in the District of Columbia and the local region it serves.

DC Water actively encourages and supports the participation of certified local businesses, local small business enterprises, and disadvantaged business enterprises in its contracting and procurement activities, at all tier levels.

Governing Documents

DC Water's Business Development Plan

- Originally adopted by the Board in 1999
- Most recently amended in June 2020
 - Modeled after the US Department of Transportation's DBE Program (Code of Federal Regulations 49 CFR Part 23 and 26)

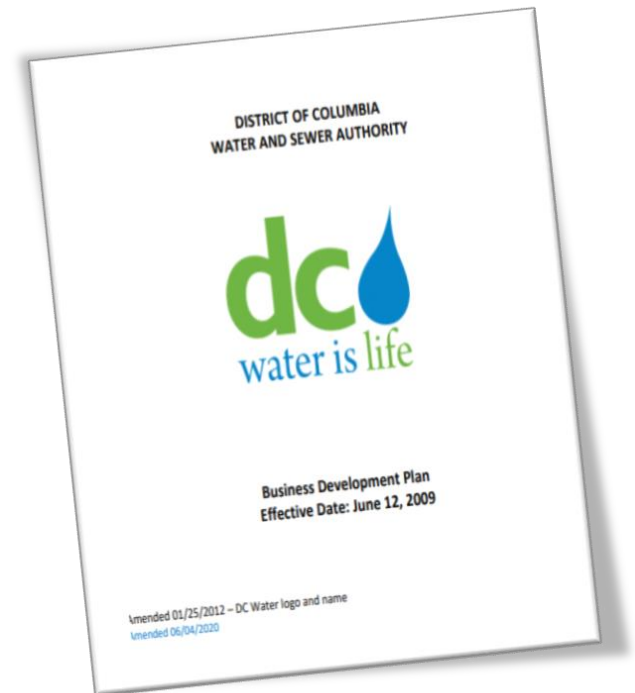
DC Water's DBE/WBE Standard Operating Procedures

- Originally developed in March 2017
- Amended in October 2020

Code of Federal Regulations

- For EPA and Federally Funded Projects
- Code of Federal Regulations 40 CFR Part 33

Procurement Provisions





Program Administration

Process Flow Of the Monitoring Process

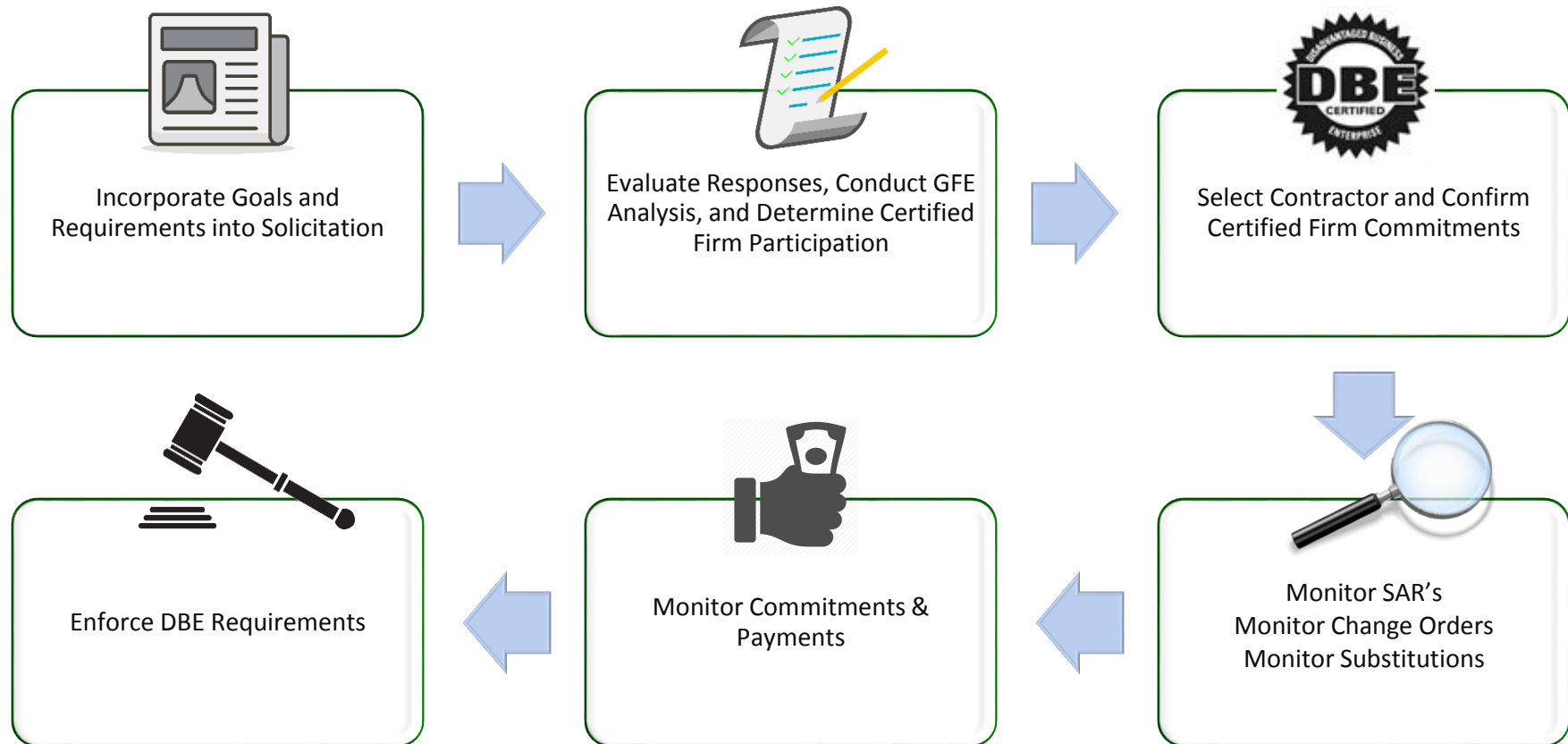


- The DBE program requires that DC Water monitor every contract on which Certified Firm participation is claimed.
 - Regulations do not permit the monitoring of only a sample or percentage of contracts on which Certified Firms participate.



Program Administration

Process Flow of the Monitoring Process





Program Administration



Pre-Award – Good Faith Efforts Review

A contractor must make **good faith efforts** to meet the DBE contract goal by sincere and aggressive efforts. (not merely pro forma)

- Pass or Fail Requirement



Did the Prime Exercise and Document adequate good faith efforts?
Submission of the [GFE Checklist](#) (*Sample in Attachments Section, Slide 21*) and Support Documents

- Did Bidder/Offeror submit required information?
- Solicited through all reasonable means?
- Broke apart portions of work to be performed by DBEs?
- Provided information on plans and specs?
- Negotiated in good faith with DBEs?
- Did not rely solely on price?
- Did no reject DBE as unqualified without sound reason?
- Asked for advice from minority or women organizations?
- Did other bidders/offerors meet the goal?

Primes must document every aspect of their engagement.

- GFE's must be verifiable
- Doing it is not enough
- Primes MUST be able to prove what was done



Program Administration



Pre-Award – Counting Certified Firms/ Commercially Useful Function Review

I. Did bidder provide an adequate Bidders List and include the following information?

- Name of firm
- Address of firm
- Firm's current certification status
- Confirmation of the Certified Firm's Commercially Useful function

II. **The only way a prime contractor can receive credit towards a utilization goal, is if the Certified Firms perform a commercially useful function.**

For the purposed of DC Water's Compliance Program, a firm demonstrates that it is performing a CUF when it is:

Responsible for the execution of the work of the contract or a distinct element of the work.... by actually performing, managing, and supervising the work involved.

Five (5) elements are considered when determining whether a firm is performing a commercially useful function (Overview included in Attachments Section, Slide 19) .





Program Administration



Pre-Award – Confirming Certified Firm Commitments

DC Water Fact Sheet

- The prime contractor identified must have “passed the Good Faith Effort Check”
- Identifies the certified firms that were confirmed thru the “Commercially Useful Function” Review
 - Reflects the appropriate certification and the subcontract value for each certified firm
- Not the same as a contract, but treated with the same weight.
- The Fact Sheet forms the basis for Post Award Monitoring.

DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY BOARD OF DIRECTORS CONTRACTOR FACT SHEET		
ACTION REQUESTED		
(Joint Use)		
Approval to execute a contract for \$.		
CONTRACTOR/SUB/VENDOR INFORMATION		
PRIME:	SUBS: N/A	PARTICIPATION: N/A
DESCRIPTION AND PURPOSE		
Base Year Contract Value:	\$	
Contract Time:	Years	



Program Monitoring



Post Award – Monitoring SAR's, Change Orders, and Substitutions

Subcontractor Approval Requests

The Prime Contractor submits a Subcontractor Approval Request (SAR) form to DC Water.

- The SAR is reviewed by Compliance to confirm the names, work, and contract value identified from the Fact Sheet.
- If the SAR is for a firm not on the Fact Sheet, Compliance reviews to determine if Good Faith Efforts were exercised for that opportunity.

Change Orders

- Certified Firm participation goals extend over the life of a project, including change orders
- Prime contractors must exercise Good Faith Efforts for any new work
 - Ongoing Outreach requirements for primes

Suspension and Termination

- **Certified Firm can not be terminated for convenience**
- **Limited Reasons For Removal Include:**
 - Firm fails or refuses to execute a written contract
 - Firm fails or refuses to meet the prime contractor's reasonable, non-discriminatory bond requirements
 - Firm becomes bankrupt, or insolvent
 - Firm fails or refuses to perform their scope of work as in the contract with normal industry standards (including safety issues)
 - Firm becomes ineligible to work on the project because of suspension or debarment
- **A bidder/offeror cannot terminate, release, or substitute a listed or approved certified firm without consent from Compliance.**
- **If a certified firm is removed from a project the prime must exercise Good Faith Efforts to replace it with another certified firm.**



Program Monitoring

Post Award – Monitoring Commitments and Payments



- Life cycle monitoring of all projects
 - Attainment = Goals + Awards + Payments
- Requires prime contractors to pay their subcontractors within 30 days
- Prime Contractors submit a preliminary Pay App to the applicable PM.
 - Included in the Pay App is a [Payment Verification Form](#) (PVF) (*Sample in Attachments Section, Slide 22*) and a [Subcontractor Verification Form](#) (SVF)(*Sample in Attachments Section 23*).
- Compliance reviews the PVF and the SVF to ensure the following:
 - The invoiced amounts on each form(s) are correct;
 - The invoiced amounts are consistent between the Payment Verification Form and SVF;
 - The DBE firm participation is consistent with the performance schedule;
 - There are no outstanding certified payroll issues.
- The results of the compliance review are documented on the [Compliance Confirmation Checklist](#) (CCC) (*Sample in Attachments Section, Slide 24*) .
 - Any deficiencies or discrepancies must be fixed before payment is made on the invoice.





Program Monitoring

Post Award – Site Visits

Semi-Annual Site visits are conducted by Compliance to review the following:

Commercially Useful Function Review

- Review Certified Firms Performance
- Schedule
- Self-Performance

Employee Interviews

- Verify information provided on inspection reports and certified payrolls
- Local Hires and Employment Opportunities



Job Board Review

- EEO Regulations
- Employee Rights Posters
- Davis Bacon Posters
- OSHA Posters

Contractor Inspection Reports





Program Monitoring

Enforcement Mechanisms

WHAT IS FRAUD??

Involves the intent to deceive, often characterized by altering or concealing documents. Deliberate attempts to get around the intent of the DBE/WBE program.



Red Flag Indicators of Potential Fraud

- Lack of expertise and technical ability
- Employee shuttling between prime & sub
- Vehicle(s) with magnetic signs or odd paintjobs
- Payment by prime for necessary supplies
- Prime facilitates purchase of DBE-owned business

- Absentee Superintendent/Foreman on worksite
- Prime always uses same DBE
- Odd Financial agreements between Prime and DBE
- Joint bank accounts (Prime/DBE firm)
- No written contracts



Program Monitoring

Enforcement Mechanisms

Contractors must comply with DBE regulations

- Assurance – nondiscrimination throughout performance

Enforcement requirements are incorporated into DC Water's contracts

Compliance requirements are also discussed during compliance trainings (general and project specific)

- Reports due on specific dates
- Non-compliance with certain requirements considered a material breach of contract
- Reporting of subcontractor payments required on timely basis
- Proper DBE terminations required
- Good Faith Efforts to award, pay, and substitute DBEs required

If compliance is not met – DC Water's enforcement mechanism is invoked



Non-Compliance May lead to:

- Cessation or withholding project payments;
- Require appropriate reimbursements to the DBE firm for work performed by the prime or another non-DBE subcontractor;
- Referral of the DBE/WBE to their Certifying Agency for de-certification
- Suspension and Debarment of the Prime Contractor and the certified firms.
- Referral to authorities for criminal investigation



Program Administration

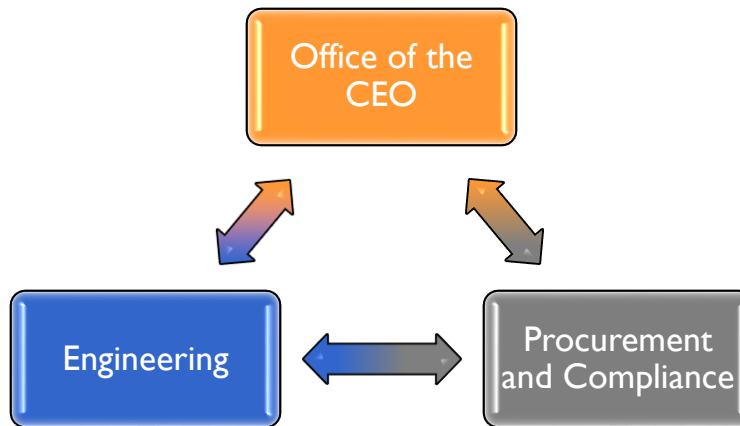
DBE/WBE Project Oversight is a Team Effort!

The DBE/WBE Program works best when Owners, Agencies, Primes and DBE Firms know, understand and apply the regulations.

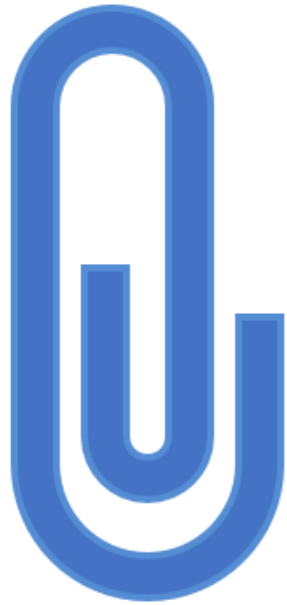
Oversight of the Program is not just the responsibility of the Contract Compliance Team.

Executive Leadership, User Departments, Project Inspectors, Construction Managers, Project Engineers, Procurement/Finance Specialists, Attorneys, etc. all play a role in ensuring certified firm utilization is achieved.

Program Implementation



- (DBE Liaison) Dotted Line Reporting to the General Manager
- Reporting to Board of Directors (through the Governance Committee)



Attachments



Sample Compliance Language/ Guidance concerning monitoring (CECP SOP)

Section 3.6: When is Compliance Monitoring Required

While it is important for a recipient to certify that it has provided the required monitoring and oversight of DBE participation during the contract close-out process, a recipient must document its efforts to perform on-site monitoring of a DBE's performance during the contract. To provide effective oversight of DBE participation in each contract where DBE credit is claimed, a recipient must ensure that a trained staff person monitors performance while the DBE/WBE is active. DBE/WBE participation should be monitored in the early stages of contract performance to provide sufficient time for the recipient to respond and correct any identified compliance issues.

- The DBE program requires that DC Water monitor every contract on which Certified Firm participation is claimed.
- The DBE regulations do not permit the monitoring of only a sample or percentage of contracts on which DBE/WBEs participate.

Section 4.4:

DC Water will demonstrate that it is sufficiently monitoring every contract on which certified firm participation is claimed by implementing the following measures:

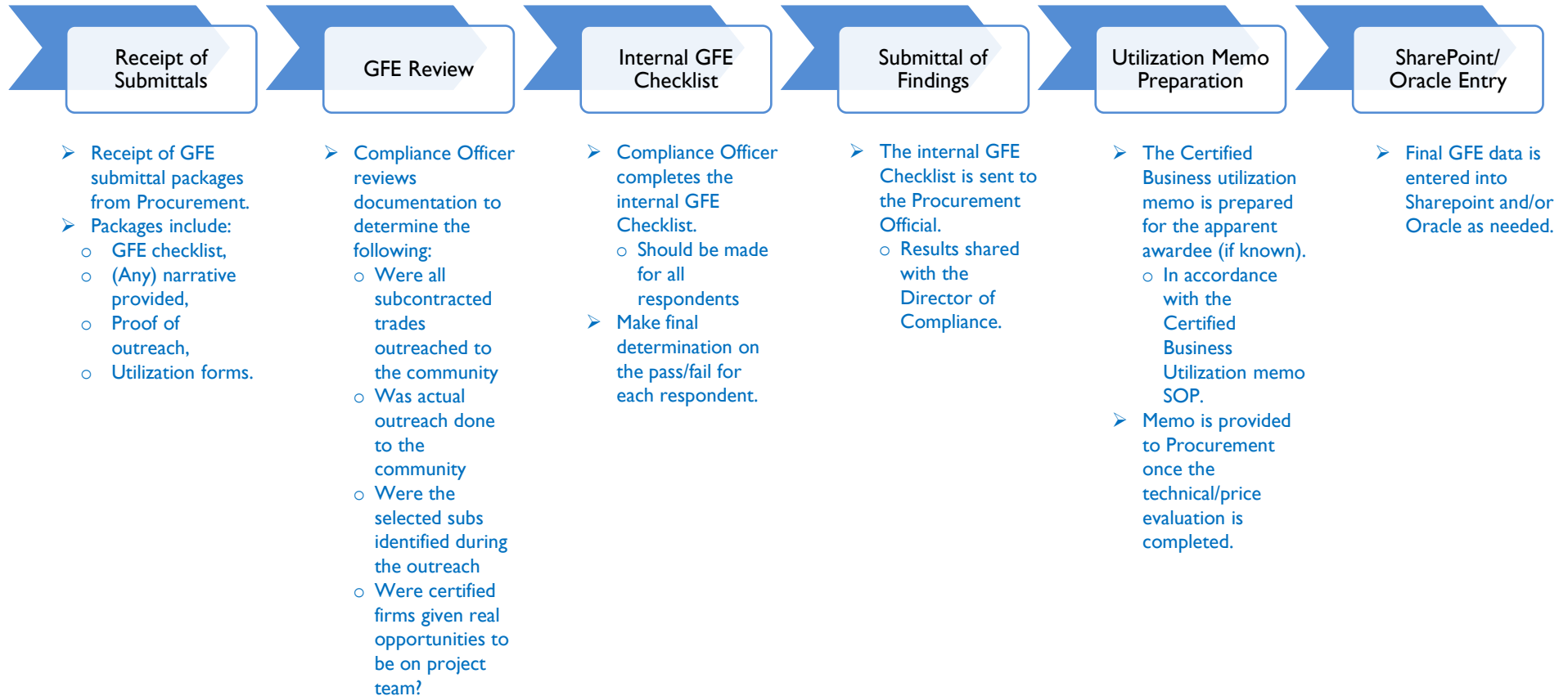
- (1) developing a monitoring process to ensure that program participants are complying
- (2) confirming that the monitoring process ensures that the work committed to a DBE/WBE is performed by the firm to which the work was committed; and
- (3) confirming that the monitoring process includes a written certification that the recipient has reviewed contracting records and monitored work sites for this purpose.

Section 13.4: Determining Compliance - Site Interviews

In addition to a CUF review, a recipient's field staff should, as part of their other on-site monitoring duties, (1) review the DBE's subcontract to identify scope of work; (2) take steps to observe the DBE on the job site to ensure that it is the same DBE that was committed to perform the subcontracted work and it is using its own resources to perform the scope of work; (3) record the observations; and (4) include a signature or email identification to meet the "written certification" requirement. If conducted as part of other on-site monitoring duties, the recipient should ensure that there is a specific section in the log book or other document dedicated to DBE/WBE on-site monitoring.

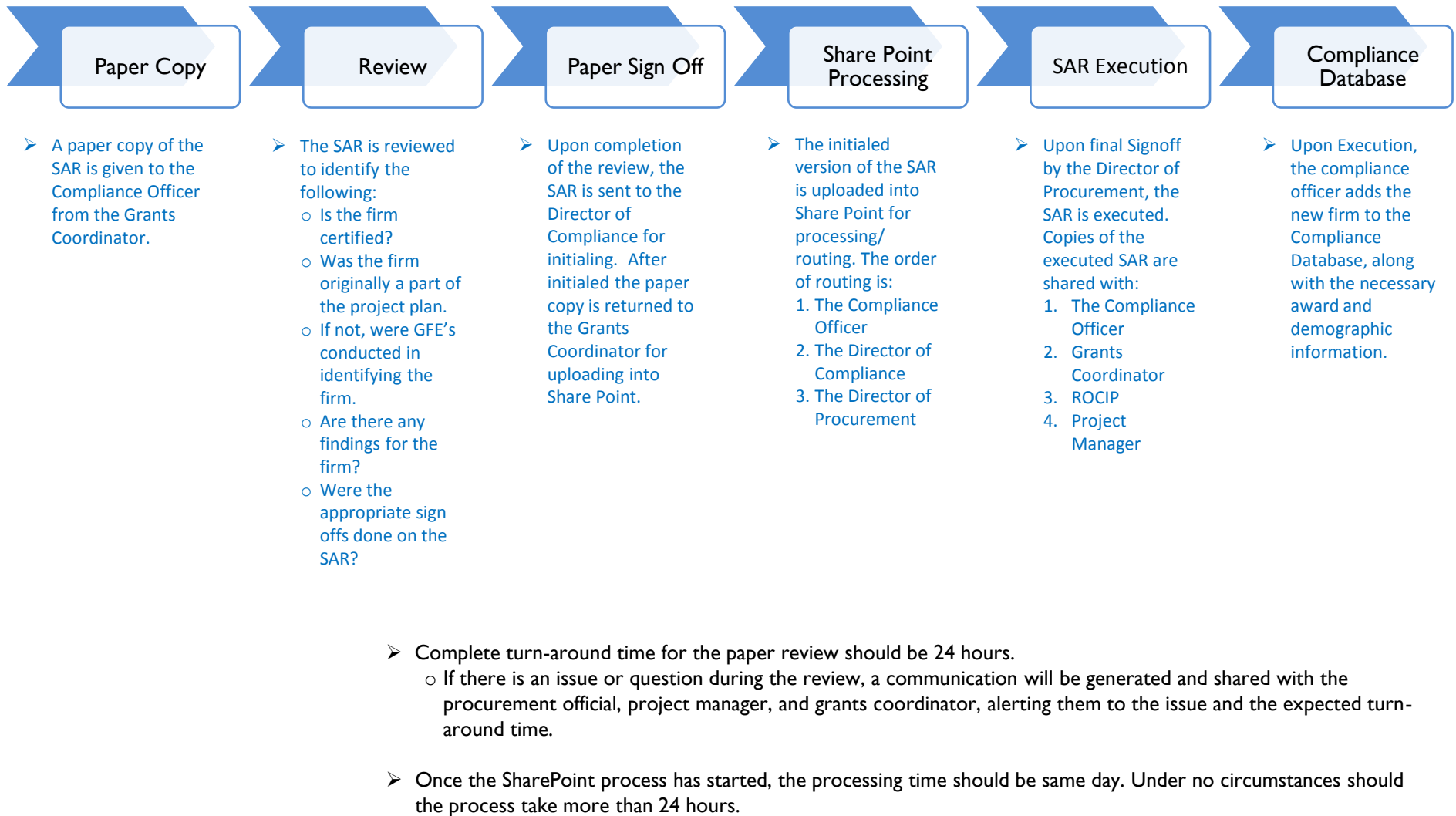


CECP Compliance Procedures Initial Good Faith Efforts Review Process Flow





CECP Compliance Procedures Subcontractor Approval Request (SAR) Review Process Flow





CECP Compliance Procedures

Compliance Monitoring Review Process Flow





Commercially Useful Function Guidance

What Constitutes a Commercially Useful Function?

Management/ Supervision:

- Scheduling Work Operations
- Receiving quotes and ordering their own equipment and materials
- Hiring and firing employees

Workforce:

- Must keep a regular workforce.
- Can not share employees with a non certified contractor, especially the Prime contractor

Performance:

- Must perform at least 30% of the contract work with their own resources

Equipment:

- Own or lease on a long-term basis
- Operation of the equipment must be in complete control of the DBE
- An operator may be provided with the equipment if it is specialized

Materials and Supplies:

- Negotiating their own cost of materials
- Arranges delivery of materials/supplies and responsible for payment
- Determining and ensuring quality of material



What Constitutes a Commercially Useful Function?

The following examples illustrate situations where a certified firm is not performing a commercially useful function.

- The DBE subcontractor purchases or leases supplies or equipment from the prime contractor;
- The DBE subcontractor uses equipment of another subcontractor on the project without a lease agreement;
- The DBE subcontractor uses employees of the prime contractor or another subcontractor;
- A DBE subcontractor using supervisors of the prime contractor or another subcontractor;
- The DBE goal work being performed by the prime or another non-DBE subcontractor; or
- The DBE material supplier drop ships the materials.



Good Faith Efforts Checklist – Completed By
Prime Along with Bid/ Proposal



District of Columbia Water and Sewer Authority

Good Faith Efforts Checklist

Contractors will demonstrate their support of the contracting goals through the exercise of Good Faith Efforts. The parties agree that (a) the term "Good Faith Efforts", as used in this document, is not intended to constitute a legal term of art; and (b) shall not require the contractor to undertake any actions which are contrary to good business practices, such as the (i) hiring of unqualified subcontractors, or (ii) hiring subcontractors that submit noncompetitive bids. This Checklist must be submitted with the Bid. Attach the Log of and other documentation to support Good Faith Efforts. Other documentation includes, but is not limited to, email logs, phone logs, electronic searches and communication, handouts, flyers or similar records. If any of the items below were not completed, attach a detailed written explanation why each such item was not completed. If any other efforts were made to obtain M/WBE participation in addition to the items listed below, attach a detailed written explanation.

Project Number: _____ Date: _____

Prime Contractor: _____ Completed By: _____

CHECKED BY BIDDER IF COMPLETED

Identified portions of the project work capable of performance by available MBEs and WBEs, including, where appropriate, breaking out contract work items into economically feasible units to facilitate MBE or WBE participation even when the Bidder could perform those scopes with its own forces.	Y/N
Solicited through reasonable and available means (e.g., written notices, advertisements) MBEs and WBEs to perform the types of work that could be subcontracted on this project, within a minimum of thirty (30) days to allow them to respond. (Provide copies of advertisements placed)	Y/N
Provided timely and adequate information about the plans, specifications and requirements of the contract. Followed up initial solicitations to answer questions and encourage M/WBEs to submit bids.	Y/N
Negotiated in good faith with interested M/WBEs that submitted bids/quotations and thoroughly investigated their capabilities.	Y/N
Made efforts to assist interested M/WBEs in obtaining bonding, lines of credit, or insurance as may be required for performance of the contract (if applicable).	Y/N
Made efforts to support M/WBEs to form partnerships, joint ventures, etc. to collectively bid on larger pieces of work.	Y/N
Used the services of the Small Business Administration, the Minority Business Development Agency, and/or DC Water to identify certified M/WBE firms?	Y/N

Do Not Write Below This Line
For Official Use Only

The Bid Provides Documentation of Good Faith Efforts		
	Signature - EPA Grants Coordinator	Date
	Signature - Contract Compliance Officer	Date



Payment Verification Form – Submitted with Invoice and Signed by the Prime Contractor

DC WATER -PAYMENT VERIFICATION FORM

Consultant/Contractor: _____

Project Title: _____

Invoice Date: _____

Contract No: _____

Invoice No: _____ Purchase Order # _____

CONSULTANT CONTRACTOR	CONTRACT AMOUNT	PREVIOUS INVOICED TO DATE	THIS PERIOD INVOICED	TOTAL INVOICED TO DATE	PREVIOUS PAID TO DATE	THIS PERIOD PAID	TOTAL PAID TO DATE	% COMPLETE	CONTRACT BALANCE
MBE									
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
WBE									
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
Non MBE/WBE									
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$ -

CONTRACTOR'S CERTIFICATE: I hereby certify that all items, quantities, and prices of work and material shown in this requisition are correct and that timely payments have been provided to subcontractors for work performed to the best of my knowledge and belief.


Date: _____ Signed: _____

(Contractor's Authorized Representative)

Title: _____



Subcontractor Verification Form – Submitted with Invoice and Signed by the Subcontractors



Month _____ Year _____

**Certified Business Enterprise Program
Subcontractor Verification Form**

This form is to be submitted by each Minority Business Enterprise and Women Business Enterprise contracted to work on the project identified below.

The form is to be submitted with each payment application, from the start of the subcontract until the final payment is made, even if no work was performed/invoiced.

Name of Subcontractor	Project Name
Address	DC Water Project number (if known)
Telephone Number	(Subcontractor) Contract Number
Email Address	Name of Prime Contractor

Item/ Description of Work Performed During This Billing Period	Subcontractor Transaction Details	
	Current Contract Amount	
	Current Invoice Amount	
	Job To Date Invoicing	
	Current Month Payment	
	Job To Date Payments	

Subcontractor Signature

Date

Title



Compliance Confirmation Checklist – Completed By DC Water Prior To Payment

District of Columbia Water and Sewer Authority Compliance Confirmation Checklist		
I. General Information:		
PROJECT NUMBER:	PROJECT NAME:	
PRIME CONTRACTOR:	PAY APP #:	PAY APP REVIEW DATE:
II. Pay App Review		
<input checked="" type="checkbox"/> The Pay App includes a Prime Contractor Verification Form (PVF)		
<input checked="" type="checkbox"/> The PVF identifies all MBE and WBE firms subcontracted to work on the Project with the correct contract amount(s)		
<input type="checkbox"/> The PVF identifies the total amount invoiced by the MBE and WBE firms		
<input type="checkbox"/> The PVF identifies the amount invoiced by the MBE and WBE firms this invoice period		
<input type="checkbox"/> The PVF identifies the total amount paid to the MBE and WBE firms		
<input type="checkbox"/> The PVF identifies the amount paid to the MBE and WBE firms this invoice period		
<input type="checkbox"/> The PVF is signed		
<input type="checkbox"/> The Pay App includes a Subcontractor Verification Form (SVF) for each MBE and WBE on the project that started work.		
<input type="checkbox"/> The SVFs identify the total amount invoiced		
<input type="checkbox"/> The SVF's identify the amount invoiced this invoice period		
<input type="checkbox"/> The SVF's identify the total amount received		
<input type="checkbox"/> The SVF's identify the amount received this invoice period		
<input type="checkbox"/> The SVF's are signed		
<input type="checkbox"/> The amount invoiced and paid on the PVF is consistent with the totals on the SVF's		
<input type="checkbox"/> The amount invoiced and paid are consistent with the prior month's Pay App		
<input type="checkbox"/> The amount invoiced and paid is consistent with the construction schedule		
<input type="checkbox"/> Is the Project on Pace to achieve the MBE WBE Goals		Yes/ No
<input type="checkbox"/> If No, What is/are the concerns:		

<input type="checkbox"/> All contractors on the project are current with their certified payroll reporting		
<input type="checkbox"/> Are there any unresolved labor issues?		Yes/No
<input type="checkbox"/> If Yes, Describe:		

<input type="checkbox"/> Are there any issues reported by a MBE or WBE working on this Project?		Yes/No
<input type="checkbox"/> If Yes, Describe:		

<input type="checkbox"/> Has the issue been addressed/ resolved?		Yes/No

Compliance Officer _____		Date _____
Project Manager _____		Date _____
Prime Contractor _____		Date _____