

NEW YORK CITY WATER BOARD MEETING

PRELIMINARY AGENDA

Friday, February 24, 2012 - 8:30 A.M.

Location: New York City Department of City Planning
22 Reade Street, 1st Floor, Spector Hall
New York, New York 10007

1. Roll Call
2. Resolution: Approval of Minutes of December 9, 2011 Meeting
3. Resolution Authorization to Amend Contract with CH2M Hill New York, Inc. for Project Management Information System Services
4. Resolution: Board Consent to Property Disposition – Apportionment and Partial Transfer of East New York Pumping Station Property to the New York City Department of Housing Preservation & Development
5. Resolution Authorization to Extend Contract and Authorize Engagement Letter for Deloitte & Touche LLP as the System's Independent Auditors
6. Presentation: Update on Hydrofracking
7. Presentation: Financial and Current Initiatives Update

NEW YORK CITY WATER BOARD

February 24, 2012

RESOLUTION

WHEREAS, the Board has reviewed the Minutes of the previous meeting of the Board held on December 9, 2011, it is therefore

RESOLVED, that the Minutes of the meeting of the Board held on December 9, 2011 be, and hereby are adopted.

NEW YORK CITY WATER BOARD

February 24, 2012

RESOLUTION

WHEREAS, pursuant to Section 1045-g(8) of the New York City Municipal Water Finance Authority Act, the New York City Water Board (the “Board”) is authorized to enter into contracts and to retain private consultants on a contract basis for the purpose of obtaining professional or technical services to assist the Board in carrying out its responsibilities; and,

WHEREAS, the System is operated and maintained by the Department of Environmental Protection of the City of New York (“DEP”); and,

WHEREAS, in the interest of managing the City’s water and wastewater capital program in an efficient manner, DEP has identified a need for the services of a technical consultant to modify a project management information system (“PMIS”) so that it is compatible with recent DEP software updates; and,

WHEREAS, CH2M Hill New York, Inc. (“CH2M Hill”) previously delivered a functional PMIS to DEP pursuant to a contract with the Board, and DEP wishes to fully integrate the PMIS with DEP’s current software configurations; and,

WHEREAS, in accordance with the Water Board’s Policy on the Procurement of Goods and Services, in particular, Section 5.i. (prior Board approval of contracts where the cumulative value exceeds \$100,000) and Section 6.iv. (waiver of competitive solicitation where the procurement is a continuation of existing services and it is desirable for purposes of continuity and compatibility), the Board finds such justification reasonable and appropriate in the present circumstances; it is therefore,

RESOLVED, that the Executive Director is hereby authorized and directed to execute an amendment to the agreement with CH2M Hill to provide technical assistance in updating the project management information system upon such terms and conditions as the Executive

Director may deem reasonable and appropriate, provided however that the total compensation for services performed under such agreement shall not exceed \$392,000.

DRAFT

DEP Program Management Information System

Scope of Services

Enhanced PMIS Development

February 15, 2012

Task 1. Conversion to Sharepoint 2010

During the course of system development, the NYC DEP converted from Sharepoint 2007 to Sharepoint 2010 and requested that the PMIS project team convert to the new system so that it could be maintained by the Agency. Sharepoint 2010 was a major software upgrade by Microsoft and did not allow compatibility with previous configuration work developed in the Sharepoint 2007 environment. As a result, the team was required to do significant reprogramming of the forms and workflow coding to function properly in the new Sharepoint 2010 environment.

Task 2. Combine InfoPath Form and Nintex Workflows

Currently there is a separation between InfoPath forms and documents and Nintex workflows resulting in the need to go to one place to create or review a document and go to another place to take a workflow action. This created some confusion during the demonstration testing with the user groups. Configuration of the software in this manner was based on “out of the box” programming as well as current practice of the DEP OIT group. Upon further discussions with DEP OIT, it was determined that Nintex workflow could be customized to allow all of the workflow actions to be driven solely from the InfoPath form. Demonstration testing of this configuration proved far less confusing and had positive user testing feedback. It was agreed that the project would benefit greatly if the workflow was customized to allow all data and actions to proceed from the InfoPath forms. Each workflow will be revised to include the following:

- Update workflows such that actions are taken from the InfoPath forms.
- Add new section to each form for each step in the workflow. At the start of each workflow, hide these sections, so the initial view of the form is unchanged for the person initiating the workflow.
- The first reviewer in the workflow will receive an email, and a task will be assigned to the reviewer by the Nintex workflow. However, when the user clicks on the link to respond to his/her task, the user will be taken to the InfoPath form instead of a Nintex Task Edit form.
- Revise InfoPath form so that it will recognize the current workflow status and display a new review area at the bottom of the form that is enabled for the reviewer. The reviewer will enter comments and select an outcome (e.g., Approve or Reject). When the submit button is pressed, custom code in the InfoPath form will mark the reviewer’s task complete and the workflow advances.
- If a non-reviewer opens the form, disable the review area. (Only the assigned reviewer can respond to the task.)
- Subsequent review steps are handled by adding additional review sections to the end of the form. This allows subsequent reviewers to see previous review comments. All comments are saved on the InfoPath form and can be viewed or printed in the future.

Deliverables

- Revised coding of InfoPath forms and Nintex workflows to Sharepoint 2010.
- Screen mockups of revised workflow.
- Review meeting with DEP for review and approval of mockup.
- Revised workflow will be deployed to the Sandbox.
- Upon acceptance, revised workflow deployed to DEV.
- Final workflow deployed to Production.

Documentation

The following documentation will be updated to reflect changes in the forms and workflows:

- Administration Guide
- User Guide

Budget

Task 1:	\$50,000
Task 2:	\$342,000
Total	\$392,000

- Phase IA – Schedule and Budget Transparency
- Phase IB – Project Controls Automated Workflows



PMIS Icon on the BEDC Portal



- Documents**
- Lists**
- BEDC Project Teams
- Bureau calendar
- BEDC Master Project List
- Technical Training Presentations
- QA Audit Calendar
- BEDC Manuals**
- CM Manual
- Cost Estimating Manual
- Design Quality Management Manual
- Project Delivery Manual
- PDM Example Documents
- News**
- Administrative Orders
- Announcements / Memorandums
- NYCEP Press Releases
- Industry Specs and Standards
- BEDC Organizational Chart**
- BEDC Resources**
- BEDC Quick Guides
- BEDC Program Master Schedules & Reports
- BEDC Monthly Progress Reports
- BEDC Schedule Delay Tracking
- DFD Status Report
- BEDC Design Commission Submission Schedule
- The BEDC Project Teams**

BEDC



Welcome

Welcome to BEDC.

This is an exciting time within the Bureau of Engineering Design & Construction with \$10B of active construction contracts and another \$3B of planning and design contracts under the responsibility of management of the Bureau. The projects that BEDC is implementing allows DEP as a whole to continue to operate and maintain an exemplary water supply system to deliver more than 1.1 billion gallons of the highest quality drinking water to NYC residents, and a wastewater conveyance and treatment system capable of processing over 1.3 billion gallons of wastewater per day to protect the environment of the City's surrounding waterways. In addition, over the next 1 year at least another \$12B of budgeted capital projects will be planned, designed and installed by BEDC. As DEP's infrastructure continues to age (some equipment dates as far back as 1960's in the water supply system) the demand for additional cost-effective cutting edge engineering projects will increase as well. Opportunities with BEDC for our staff to professionally grow, excel and lead.

Mission Statement

In the service to the people of New York, the Bureau of Engineering Design & Construction performs quality research, planning, design, construction, and other related technical services to provide the infrastructure essential for abundant clean drinking water, and the protection of the water environment; and we ensure the Department as a whole, and individual Bureaus, succeed in performing their related respective missions.

BEDC's Top Projects

- Newtown Creek Water Pollution Control Plant
- Croton Water Treatment Plant

Announcements / Memorandums

Admin. Engineer Exam - Cancellation by Edwards, Aimee 3/7/2011 10:31 AM

Please be advised that DCAS has announced the following:



[Click here to access PMIS](#)

BEDC Feedback

[BEDC Portal Feedback](#)
Please provide any feedback on the BEDC Portal here.

Discussions

[BEDC Suggestion Forum](#)
Post your suggestions here.

DEP Resources

- [NYC Holidays & Pay Dates](#)
City Share's Calendar
- [City Share](#)
The New York City Employee Portal
- [City Time](#)
The City Time Portal
- [GOAT On The Web](#)
The Geosupport Online Address Translator (GOAT)
- [Green Book Online](#)
The Green Book is the Official Directory of the City of New York

Program Dashboard

Site Actions Browse Page Ingle, Todd

NYC Environmental Protection PMIS Sandbox

PMIS Sandbox Advanced Search

Work Breakdown Structure

Filter by: -- All Portfolio Managers --
 Filter by: -- All Client Bureaus --
 Filter by: -- All Master Programs --
 Filter by: -- All Sub-Programs --

- ▣ BEDC : BEDC CAPITAL PROGRAM
 - ▣ 26W-1 : Bulkhead Replacement
 - ▣ 26W-11 : Raw Sewage Header Replacement
 - ▣ 26W-12 : Miscellaneous Improvements
 - ▣ 26W-13 : Emergency Generator System
 - ▣ 26W-14 : Reconstruction of Regulator 26W R-1
 - ▣ 26W-15 : Installation of Low Level Main Sewage Pumps
 - ▣ 26W-16 : 26th Ward Carbon Addition Facility
 - ▣ 26W-18 : Interim Caustic System at 26th Ward
 - ▣ 26W-20 : Preliminary Treatment & Solids Handling Facilities
 - ▣ 26W-21A : Digesters & Thickeners
 - ▣ 26W-21B : Administration

Performance Monitoring/Reporting

- ▣ Overviews
 - ▣ Program and Portfolios Dashboard
 - ▣ Project Dashboard
- ▣ Schedule
 - ▣ Milestone Filter
 - ▣ Milestone Summary
 - ▣ Schedule Summary
- ▣ Cost
 - ▣ Cost Filter
 - ▣ Contract Performance
- ▣ Workflows
 - ▣ Preliminary Project Approval
 - ▣ My Workflow Tasks
- ▣ Useful Links
 - ▣ User Guide
 - ▣ Definitions
 - ▣ Training Materials
 - ▣ Tips

Program and Portfolios Dashboard : BEDC : BEDC CAPITAL PROGRAM

Show Stage: --ALL--
 Show Consent: --ALL--
 Show Priority: --ALL--
 Show Status: --Active--

Schedule Variance

Over Budget by More Than 10%
 Within Budget by +/- 10%
 Under Budget by More Than 10%

Total items: 183

Cost Variance Percentage

Over Budget by More Than 10%
 Within Budget by +/- 10%
 Under Budget by More Than 10%

Total items: 158

Cost and Schedule Variance Matrix

Over	10	8	38
On / Ahead	39	15	23
Under	5	5	11
	Schedule		
	On / Ahead	0-6 Mth Delay	>6 Mth Delay

Variance As Reported: 1/1/2012

CONSENT	PRIORITY	STATUS	PROJECT / WBS ID	PROJECT / WBS NAME	CURRENT STAGE	COST				SUBSTANTIAL COMPLETION SCHEDULE				
						COST DATA DATE	CURRENT BASELINE BUDGET (\$)	EAC (\$)	VARIANCE AT COMPLETION (\$)	VAR %	SCHEDULE DATA DATE	CURRENT BASELINE DATE	CURRENT FORECAST DATE	VARIANCE (DAYS)
						A	B	C=A-B	D=(A-B) / A	E	F	G= E-F		
N	A	26W-11	Raw Sewage Header Replacement	Closeout	6/30/2011	\$23,321,050	\$19,233,443	\$4,087,607	18	11/1/2011	8/29/2007	4/1/2010	-946	0
Y	Y	26W-12	Miscellaneous Improvements	Construction	6/30/2011	\$9,536,739	\$17,304,215	(\$7,767,476)	-81	1/20/2011	6/2/2008	2/26/2014	-2073	17
N	A	26W-13	Emergency Generator System	Construction	6/30/2011	\$6,693,361	\$4,411,000	(\$2,282,361)	-34	1/20/2011	8/27/2012	8/7/2012	18	101
N	A	26W-14	Reconstruction of Regulator 26W R-1	Construction	6/30/2011	\$9,914,325	\$9,971,115	(\$56,790)	-0	1/20/2011	12/23/2011	9/28/2012	-280	13
Y	Y	26W-16	26th Ward Carbon Addition Facility	Facility Planning	8/31/2011	\$2,087,539	\$2,087,538	\$1	0	11/1/2011	1/8/2016	12/31/2015	0	0
	A	26W-18	Interim Caustic System at 26th Ward	Design	7/31/2011	\$4,088,222	\$4,088,222	\$0	0	11/1/2011	4/8/2014	8/18/2014	-132	0
Y	A	26W-20	Preliminary Treatment & Solids Handling Facilities	Facility	6/30/2011	\$144,591,081	\$144,686,987	(\$95,906)	0	11/1/2011	8/7/2014	12/30/2018	-1606	0
Y	A	26W-4	Ammos Recove Process	Design	3/31/2011	\$5,531,500	\$5,531,500	\$0	0	1/20/2011	4/7/2014	6/5/2014	-59	0
N	A	26W-9B	Security/Safety Improvement	Closeout	7/31/2011	\$9,974,457	\$38,412,000	(\$28,437,543)	-285	1/20/2011	7/4/2008	12/1/2010	-880	0
N	A	5298	West Village Guardhouse, Access Road, and Tree Removal	Construction	7/31/2011	\$5,002,295	\$5,978,452	(\$976,157)	-19	11/1/2011	12/6/2011	3/31/2012	-177	0
N	A	538C	Completion of the Manhattan City Tunnel #3, Stage 2	Closeout	4/30/2011	\$688,940,115	\$716,831,908	(\$27,891,793)	-4	9/1/2011	7/28/2009	4/20/2010	-266	0

Project Dashboard



PMIS Sandbox ▶

PMIS Sandbox Advanced Search

Work Breakdown Structure

- Filter by: -- All Portfolio Managers --
- Filter by: -- All Client Bureaus --
- Filter by: -- All Master Programs --
- Filter by: -- All Sub-Programs --

- [-] CAT-210 : Catskill/Delaware Ultraviolet Disinfection Facility
 - [+] CONSULTANT PROCUREMENT
 - [+] FACILITY PLANNING
 - [+] DESIGN
 - [+] CONSTRUCTION PROCUREMENT
 - [+] CONSTRUCTION
 - [+] CLOSEOUT
- [-] CAT-210C : Emergency Replacement of Catskill Chlorine Fe
- [-] CAT-210SP : Site Preparation of CAT/DEL UV Facility
- [-] CAT-210WL : Wetland Mitigation at the Catskill-Delaware W
- [-] CAT-210WM : Water Main to Commerce Street Pumping Sta
- [-] CAT-212A : Gilboa Dam Site Preparation

Performance Monitoring/Reporting

- [+] Overviews
 - [-] Program and Portfolios Dashboard
 - [-] Project Dashboard
- [+] Schedule
 - [-] Milestone Filter
 - [-] Milestone Summary
 - [-] Schedule Summary
- [+] Cost
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 - [-] Preliminary Project Approval
 - [-] My Workflow Tasks
- [+] Useful Links
 - [-] User Guide
 - [-] Definitions
 - [-] Training Materials
 - [-] Tips

Project Dashboard : CAT-210 : Catskill/Delaware Ultraviolet Disinfection Facility

Portfolio Manager: Gerald Cox
 Accountable Manager: George Schmitt
 Design Firm(s): Hazen and Sawyer/CM JV
 CM Consultant: Skidmore/Owens/Corning/CH2M Hill JV
 Construction Contract(s): Contract G - SEW Construction, Inc.; Contract E - Welsbach Electric Corp.; Contract H - L.J. Coppola, Inc.; Contract P - L.J. Coppola, Inc.

Consent Decree Project: Yes
 Priority: Yes
 Status: Active

Project Stage: Construction
 Cost Data Date: 10/31/2012
 Schedule Data Date: 10/01/2012



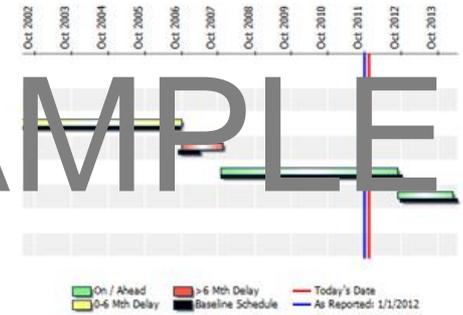
Description:
 The Ultraviolet (UV) Disinfection Facility, under construction in Westchester County, will provide enhanced disinfection for the Catskill-Delaware water system, which currently provides 90% of the drinking water for New York. The UV facility will provide secondary disinfection to target waterborne pathogens Cryptosporidium and Giardia. Each of the UV disinfection units will treat up to 40 MGD of water resulting in the largest UV disinfection facility in the world. Construction includes: process control; flow control; grading, drainage features; major yard piping, including 12-foot diameter raw and treated water conduits; architectural features; electrical and stand-by power features; HVAC features; plumbing and fire protection.

[Go to Project Workspace](#)

[Generate Budget Report](#)

Schedule

PROJECT/WBS NAME	CURRENT BASELINE START	CURRENT BASELINE FINISH	CURRENT FORECAST START	CURRENT FORECAST FINISH	VARIANCE (DAYS)
CONSULTANT PROCUREMENT					0
FACILITY PLANNING					0
DESIGN	1/1/2002	12/09/2006	9/1/2002	1/11/2007	-7
CONSTRUCTION PROCUREMENT	7/2006	7/11/2007	1/11/2007	2/21/2008	-6
CONSTRUCTION	1/2/2008	1/9/2013	1/31/2008	1/21/2012	-49
CLOSEOUT	12/16/2012	7/11/2014	11/22/2012	5/23/2014	-49



DRAFT EXAMPLE

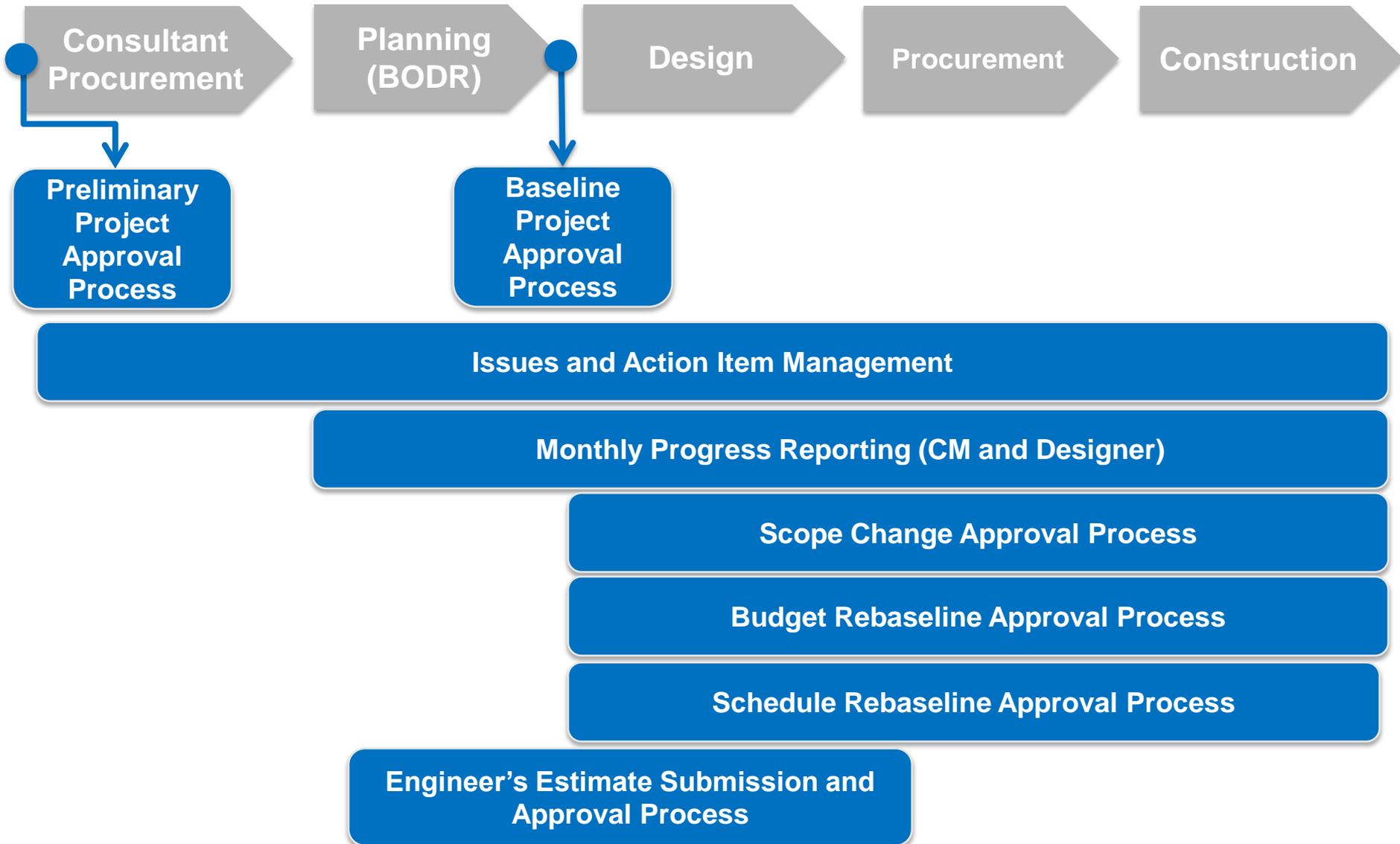
Budget Report

CAT-210 : Catskill/Delaware Ultraviolet Disinfection Facility

WBS NAME	CURRENT BASELINE BUDGET (\$)	EAC (\$)	PAID TO DATE (\$)	PAID TO DATE (%)	VARIANCE AT COMPLETION (\$)	VAR (%)
	(A)	(B)	(C)	(D=C/A*100)	(E=A-B)	(F=[(A-B)/A]*100)
FACILITY PLANNING						
Designer	0	0	0	0	0	0
CM Consultant	0	0	0	0	0	0
DESIGN						
Designer	43,877,598	44,062,240	44,062,240	100	(184,642)	0
CM Consultant	0	0	0	0	0	0
CONSTRUCTION PROCUREMENT						
Designer	2,335,000	2,137,546	2,137,546	92	197,454	8
CM Consultant	0	0	0	0	0	0
CONSTRUCTION						
Designer	27,619,600	30,738,297	16,745,376	61	(3,118,697)	-11
CM Consultant	62,582,530	61,196,209	26,901,269	43	1,386,321	2
Contract G	1,109,300,000	125,735,151	77,149,400	64	16,435,591	-1
Contract E	107,525,570	115,440,957	45,290,017	42	(7,915,387)	-7
Contract H	58,750,000	58,225,720	28,340,898	48	524,280	1
Contract P	20,750,000	20,144,985	10,304,946	50	605,015	3
TOTAL BUDGET BY CONTRACTOR						
Designer	73,832,198	76,938,083	62,945,162	85	(3,105,885)	-4
CM Consultant	62,582,530	61,196,209	26,901,269	43	1,386,321	2
Contract G	1,109,300,000	125,735,151	77,149,400	64	16,435,591	-1
Contract E	107,525,570	115,440,957	45,290,017	42	(7,915,387)	-7
Contract H	58,750,000	58,225,720	28,340,898	48	524,280	1
Contract P	20,750,000	20,144,985	10,304,946	50	605,015	3

■ Under Budget by More Than 10%
 ■ Within Budget by +/-10%
 ■ Over Budget by More Than -10%

Phase 1B PMIS Workflows



Launching a Workflow

Site Actions Browse Page

PMIS Sandbox

PMIS Sandbox Advanced Search

Work Breakdown Structure

Filter by: -- All Portfolio Managers --
 Filter by: -- All Client Bureaus --
 Filter by: -- All Master Programs --
 Filter by: -- All Sub-Programs --

- [-] CAT-210 : Catskill/Delaware Ultraviolet Disinfection Facility
 - [+] CONSULTANT PROCUREMENT
 - [+] FACILITY PLANNING
 - [+] DESIGN
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- [-] CAT-210C : Emergency Replacement of Catskill Chlorine Fe...
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- [-] CAT-210WL : Wetland Mitigation at the Catskill-Delaware W...
- [-] CAT-210WM : Water Main to Commerce Street Pumping Sta...
- [-] CAT-212A : Gilboa Dam Site Preparation

Project Dashboard : CAT-210 : Catskill/Delaware Ultraviolet Disinfection Facility

Portfolio Manager: Gerard Cox
 Accountable Manager - Construction Phase: George Schmitt
 Head Office: ...
 Consultant(s): ...
 Instructional Contractor: ...
 Decree Object: Yes
 Priority: Yes
 Status: Active
 Current Project Stage: Construction
 Cost Data Date: 08/31/2011
 Schedule Data Date: 07/01/2011

Description:
 The Ultraviolet (UV) Disinfection Facility, under construction in Westchester County, will provide enhanced disinfection for the Catskill-Delaware water system, which currently provides 90% of the drinking water for New York. The UV facility will provide secondary disinfection to target waterborne pathogens Cryptosporidium and Giardia. Each of the UV disinfection units will treat up to 40 MGD of water resulting in the largest UV disinfection facility in the world. Construction includes: process control; flow control; grading, drainage features; major yard piping, including 12-foot diameter raw and treated water conduits; architectural features; electrical and stand-by power features; HVAC features; plumbing and fire protection.



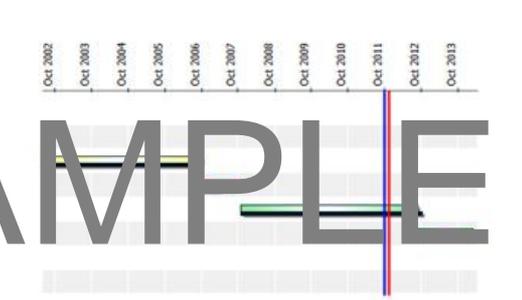
Performance Monitoring/Reporting

[Go to Project Workspace](#)

[Generate Budget Report](#)

Schedule

PROJECT/WBS NAME	CURRENT BASELINE START	CURRENT BASELINE FINISH	CURRENT FORECAST START	CURRENT FORECAST FINISH	VARIANCE (DAYS)
CONSULTANT PROCUREMENT					0
FACILITY PLANNING					0
DESIGN	9/1/02	12/29/2006	9/1/2002	1/11/2007	-17
CONSTRUCTION PROCUREMENT	11/29/07	7/11/2007	1/11/2007		38
CONSTRUCTION	1/31/08	1/9/2013	1/31/2008	11/21/2012	-49
CLOSEOUT	9/16/12	7/11/2014	11/22/2012		49



■ On / Ahead
■ 0-4 Mth Delay
■ >6 Mth Delay
■ Baseline Schedule
■ Today's Date
■ As Reported: 1/1/2012

DRAFT EXAMPLE

Workflow Dashboard

CAT-210

Workflow Libraries

- Engineers Estimate
- Issues and Actions
- Monthly Reports
- Project Baseline Approval Gateway
- Project Rebaselining Approval
- Scope Changes
- Lists
- Actions
- Project Settings

Document Libraries

- Project Documents

- Recycle Bin
- All Site Content

Project Details

Portfolio Manager: Gerard Cox
Accountable Manager - Construction Phase: George Schmitt
Design Firm(s): Hansen & Sawyer
CM Consultant(s): Malcolm Pirnie/CH2M Hill JV
Construction Contract(s): Contract G - SEW Construction, Inc.
Contract E - Welsbach Electric Corp.
Contract H - L.J. Concols, Inc.
Contract P - L.J. Concols, Inc.
Project Description: Project: Y
Priority: Yes
Status: Active
Current Project Stage: Construction
Cost Data Date: 08/31/2011
Schedule Data Date: 11/01/2011



Description:

The Ultraviolet (UV) Disinfection Facility, under construction in Westchester County, will provide enhanced disinfection for the Catskill-Delaware water system, which currently provides 90% of the drinking water for New York. The UV facility will provide secondary disinfection to target waterborne pathogens Cryptosporidium and Giardia. Each of the UV disinfection units will treat up to 40 MGD of water resulting in the largest UV disinfection facility in the world. Construction includes: process control; flow control; grading, drainage features; major yard piping, including 12-foot diameter raw and treated water conduits; architectural features; electrical and stand-by power features; HVAC features; plumbing and fire protection.

My Workflow Tasks

There are no items to show in this view.

Workflows I've Started

Item	Workflow	Initiated	Idle for / Completed	Current action
* Item not found - Remove	Monthly Report	11/4/2011 6:19 PM	104 days	If RM Review Outcome = Return
* Item not found - Remove	Monthly Report	11/4/2011 6:20 PM	104 days	If RM Review Outcome = Return

Workflow Dashboard

Active Tasks

Request	Request Type	Task	Assigned To	Due Date	Task Status
7_000	Actions	Action Item 7 (Action Item for Issue CAT-210-I-0002)	Ng, Andrew	11/17/2011	In Progress
CAT-210-I-001.xml	Issue	Monitor Actions/Close Issue - CAT-210-I-0001	PMISUser1	11/19/2011	Not Started
CAT-210-I-002.xml	Issue	Monitor Actions/Close Issue - CAT-210-I-0002	PMISUser1	11/19/2011	Not Started
CAT-210-M-001-CAT-200-Act20.xml	Monthly Reports	Review Monthly Report	PMISUser2	11/19/2011	Not Started

Launching a Monthly Report

Site Actions Browse

NYC Environmental Protection

CAT-210 Monthly Reports
Monthly reports for this project.

Search this site...

Workflow Libraries
Engineers Estimate
Monthly Reports
Lists
Project Settings
Document Libraries
Project Documents
Recycle Bin
All Site Content

Instructions

Welcome to the Monthly Progress Report Library

This library contains monthly report InfoPath forms filed for this project. You can use this library to locate and view monthly report forms and view the current status of workflow processing. If you have appropriate rights, you can initiate a new monthly progress report workflow by clicking on the "New Monthly Report" button.

New Monthly Report

Name	Request Title	Request Status	Reporting Period End Date	Monthly Report
CAT-210-MR-CAT-200-Dec2011	Monthly Report CAT-210-MR-CAT-200-Dec2011	Accepted	12/31/2011 12:00 AM	Completed
CAT-210-MR-CAT-200-Jan2012	Monthly Report CAT-210-MR-CAT-200-Jan2012	Accepted	1/31/2012 12:00 AM	In Progress
CAT-210-MR-CAT-200-Nov2011	Monthly Report CAT-210-MR-CAT-200-Nov2011	Accepted	11/30/2011 12:00 AM	Completed
CAT-210-MR-CAT-200-Oct2011	Monthly Report CAT-210-MR-CAT-200-Oct2011	Accepted	10/31/2011 12:00 AM	Completed
CAT-210-MR-CAT-200-Oct2011_Old	Monthly Report CAT-210-MR-CAT-200-Oct2011	Unsubmitted	10/31/2011 12:00 AM	In Progress
CAT-210-MR-CAT-DEL-UVCM2-Dec2011	Monthly Report CAT-210-MR-CAT-DEL-UVCM2-Dec2011	Accepted	12/31/2011 12:00 AM	Completed
CAT-210-MR-CAT-DEL-UVCM2-Jan2012	Monthly Report CAT-210-MR-CAT-DEL-UVCM2-Jan2012	Accepted	1/31/2012 12:00 AM	In Progress
CAT-210-MR-CAT-DEL-UVCM2-Nov2011	Monthly Report CAT-210-MR-CAT-DEL-UVCM2-Nov2011	Accepted	11/30/2011 12:00 AM	Completed
CAT-210-MR-CAT-DEL-UVCM2-Oct2011	Monthly Report CAT-210-MR-CAT-DEL-UVCM2-Oct2011	Accepted	10/31/2011 12:00 AM	Completed
CAT-210-MR-CAT-DEL-UVCM2-Oct2011_Old	Monthly Report CAT-210-MR-CAT-DEL-UVCM2-Oct2011	Unsubmitted	10/31/2011 12:00 AM	In Progress

Add document

DRAFT EXAMPLE
DRAFT EXAMPLE

Estimate at Completion - Please enter the estimate to complete each task.

WB DESIGN CAT 21 30.D		DRAFT EXAMPLE	
Original Contract Allocation:	\$23,085,500	A	
Registered Change Orders:	\$20,722,000	B	Current Contract Allocation: \$43,807,500 I=A+B
Pending Change Orders:	\$8,835,000	C	Current Budget Forecast: \$44,610,000 J=A+B+C
Amount Paid to Date:	\$43,749,428	D	% Contract Depleted: 99.87 (D+E)/I
Work Completed Not Paid:	\$1,050,000	E	% Budget Depleted: 8.06 (D+E)/J
Physical % Complete:	98	F	
Estimate to Complete:	\$540,660	G	Estimate at Completion: \$44,291,142 K=D+E+G
			Contract Variance at Completion: -\$180,642 I-K
			Budget Variance at Completion: \$320,858 J-K
Projected Expenditure in Next 12 Months:	\$440,660	H	Projected Contract Variance in Next 12 Months: -\$383,642 I-(D+E+H)

WB CONSTRUCTION PROCUREMENT CAT 21 40.D		DRAFT EXAMPLE	
Original Contract Allocation:	\$900,000	A	
Registered Change Orders:	\$1,287,000	B	Current Contract Allocation: \$2,187,000 I=A+B
Pending Change Orders:	\$0	C	Current Budget Forecast: \$2,187,000 J=A+B+C
Amount Paid to Date:	\$2,137,546	D	% Contract Depleted: 97.74 (D+E)/I
Work Completed Not Paid:	\$0	E	% Budget Depleted: 7.74 (D+E)/J
Physical % Complete:	100	F	
Estimate to Complete:	\$0	G	Estimate at Completion: \$2,137,546 I+G
			Contract Variance at Completion: \$49,454 I-K

From: workflow@dep.nyc.gov [mailto:workflow@dep.nyc.gov]

Sent: Thursday, February 10, 2012 12:52 PM

To: Accountable Manager

Subject: PMIS: Review Monthly Report - CAT-210-MR-CAT-200-Jan2012

DRAFT EXAMPLE

PMIS Workflow Notification

Accountable Manager Review Required

DRAFT EXAMPLE

In your role as an Accountable Manager, please review the submitted [CAT-210-MR-CAT-200-Jan2012] Monthly Report.

Click [here](#) to respond to the task.

You have two options:

- Selecting "Accept" will move the workflow to the Project Controls team for data processing.
- Selecting "Return" will return the form to the Initiator for revision.

Approving a Monthly Report

Approvals

Accountable Manager Review

DRAFT EXAMPLE

- Accept
- Return

Reviewer: Sigbor, Michael
Review Date: 2/16/2012 7:40:41 PM

Review Comments:

Project Plan Update

Plan Updated

Reviewer:
Review Date:

Review Comments:

Collaboration



To Page 2



Close without Saving



Save



Submit

NEW YORK CITY WATER BOARD

February 24, 2012

RESOLUTION

WHEREAS, the water and wastewater systems (the “Systems”) of the City of New York (the “City”) have been leased by the City to the New York City Water Board (the “Board”) pursuant to an Agreement of Lease, dated as of July 1, 1985, as amended, between the City and the Board (the “Lease”); and,

WHEREAS, the New York City Department of Environmental Protection (“DEP”) operates and maintains the Systems; and,

WHEREAS, pursuant to Section 11.1(d)(i) of the Lease, the City may, with the prior written consent of the Board, transfer property covered by the Lease which does not materially adversely affect the revenues of the Systems or impair the ability of the Board to make any payments required under the Lease; and,

WHEREAS, DEP operates the East New York Pumping Station located on Block 3487, Lot 20, (the “Property”) on the Tax Map of the Borough of Brooklyn; and,

WHEREAS, the Property contains two buildings, 137 Jamaica Avenue (Parcel A), which is an abandoned two-story building, and 153 Jamaica Avenue (Parcel B), the East New York Pumping Station; and,

WHEREAS, DEP wishes to relinquish the unused portion of the Property, specifically 137 Jamaica Avenue (Parcel A), to the New York City Department of Housing Preservation and Development (“HPD”) for the purpose of constructing a senior housing facility; and,

WHEREAS, DEP has represented to the Board that it has no current or future need for such portion of the Property; and,

WHEREAS, based on a recommendation by DEP staff, the Board has determined that the relinquishment of the unused portion of the Property to HPD as set forth in this Resolution is reasonable and appropriate; and,

WHEREAS, by letter dated January 11, 2012, the Board has also received certification from William Pfrang, P.E., Vice President of AECOM USA, Inc., Consulting Engineer, that it has evaluated the above apportionment and transfer of 137 Jamaica Avenue (Parcel A) and has confirmed that such grant does not materially adversely affect the revenues of the Systems or impair the ability of the Board to make any payments required under the Lease; it is therefore,

RESOLVED, that, pursuant to Section 11.1(d)(i) of the Lease, the Board hereby consents to the property apportionment and transfer as described herein.

January 11, 2012

Mr. Steven Lawitts
Executive Director
New York City Water Board
59-17 Junction Boulevard, 8th Floor
Flushing, NY 11373

Re: DEP Relinquishment of 137-153 Jamaica Avenue

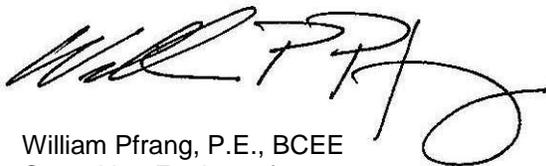
Dear Mr. Lawitts:

We have evaluated the above referenced transfer of property from the NYC Department of Environmental Protection (DEP) and the Department of Housing Preservation and Development (HPD), in accordance with our agreement for Consulting Engineering Services.

DEP currently has jurisdiction over City-owned property located at 137-153 Jamaica Avenue, Block 3487, Lot 20. Parcel B consists of a small 1-story building used as a booster pump station and its related appurtenances. DEP operates and maintains the East New York Pump Station which is part of the NYC drinking water distribution system in Brooklyn. Parcel A consists of an abandoned 2-story building and vacant land. HPD has requested DEP transfer this property to HPD. DEP has no current or future need for this building and a large portion of the property. HPD plans to demolish the building and develop the site with senior housing. A Memorandum of Understanding (MOU) has been drafted between DEP and HPD detailing the transfer of Parcel A of the property, separation of the parcels with a DEP-specified chain link fence and other pertinent specific conditions of the transfer. HDP will create a separate access to their site, independent of the DEP pump station property. The MOU states that no borings may be performed that could impact DEP pump station and equipment. DEP will have no financial obligations for the transfer of the property.

Based upon our evaluation, we conclude that relinquishing this property has no impact on the operation of New York City's water and wastewater system or the collection of revenues. The property transfer would be beneficial to DEP since it would allow DEP to offload property that is in disrepair and no longer needed, and eliminate an unnecessary financial burden to DEP.

Very truly yours,



William Pfrang, P.E., BCEE
Consulting Engineer for
Municipal Water Finance Authority

NEW YORK CITY WATER BOARD

February 24, 2012

RESOLUTION

WHEREAS, pursuant to Section 1045-g(8) of the New York City Municipal Water Finance Authority Act, the New York City Water Board (the “Board”) is authorized to enter into contracts and to retain private consultants on a contract basis for the purpose of obtaining professional or technical services to assist the Board in carrying out its responsibilities; and,

WHEREAS, the Board and the New York City Municipal Water Finance Authority (the “Authority”) previously retained the firm of Deloitte & Touche LLP for such firm to serve as independent auditors for the financial statements of the water and sewer system (the “System”) of the City of New York (the “City”) for the fiscal years ending on June 30, 2008 through June 30, 2011; and,

WHEREAS, Deloitte and Touche LLP is the auditor for the City, and the audit of the System requires close coordination with the City’s audit, and Board staff has determined that extending the contract with Deloitte & Touche LLP is desirable for purposes of continuity and compatibility; and,

WHEREAS, in accordance with the Water Board’s Policy on the Procurement of Goods and Services, in particular, Section 5.i (prior Board approval of contracts where the cumulative value exceeds \$100,000) and Section 6.iv (waiver of competitive solicitation where the procurement is a continuation of existing services and it is desirable for purposes of continuity and compatibility), the Board finds such justification reasonable and appropriate in the present circumstances; and,

WHEREAS, pursuant to the Audit Committee Charter, the Joint Audit Committee has evaluated the independent auditors, found their performance to be satisfactory, and recommended that the Board and the Authority authorize the officers of the Board and the Authority to extend the

contract and sign an engagement letter with Deloitte & Touche LLP as the independent auditors for the System's financial statements for the fiscal years ending June 30, 2012 and June 30, 2013; and

WHEREAS, on January 19, 2012, the directors of the Authority authorized the officers of the Authority to extend the contract and sign an engagement letter for the fiscal years ending June 30, 2012 and June 30, 2013, pending the approval of the Board; it is therefore,

RESOLVED, that the Board authorizes the officers of the Board and the Authority to exercise the optional contract extension and sign an engagement letter with Deloitte & Touche LLP as the independent auditors for the System's financial statements for the fiscal years ending June 30, 2012 and June 30, 2013, as well as any other documents necessary to effectuate the continued retention of the independent auditors.



Financial Update

February 24, 2012

Revenue Collection - FY 2012



Monthly Revenue Collection (\$M)

	FY 2012 Collections	Prorated FY 2012 Plan	Difference in Amount	Percentage Difference
July - August	\$1,033	\$1,040	-\$7	-1%
September	\$200	\$191	\$9	5%
October	\$194	\$205	-\$11	-5%
November	\$209	\$191	\$17	9%
December	\$175	\$185	-\$10	-5%
January	\$217	\$192	\$25	13%
February (15 collection days)	\$149	\$132	\$16	12%
Total	\$2,177	\$2,137	\$39	2%

Data as of February 23, 2012

Revenue Collection – Historical Comparison

Year-to-Date Collections vs. Plan

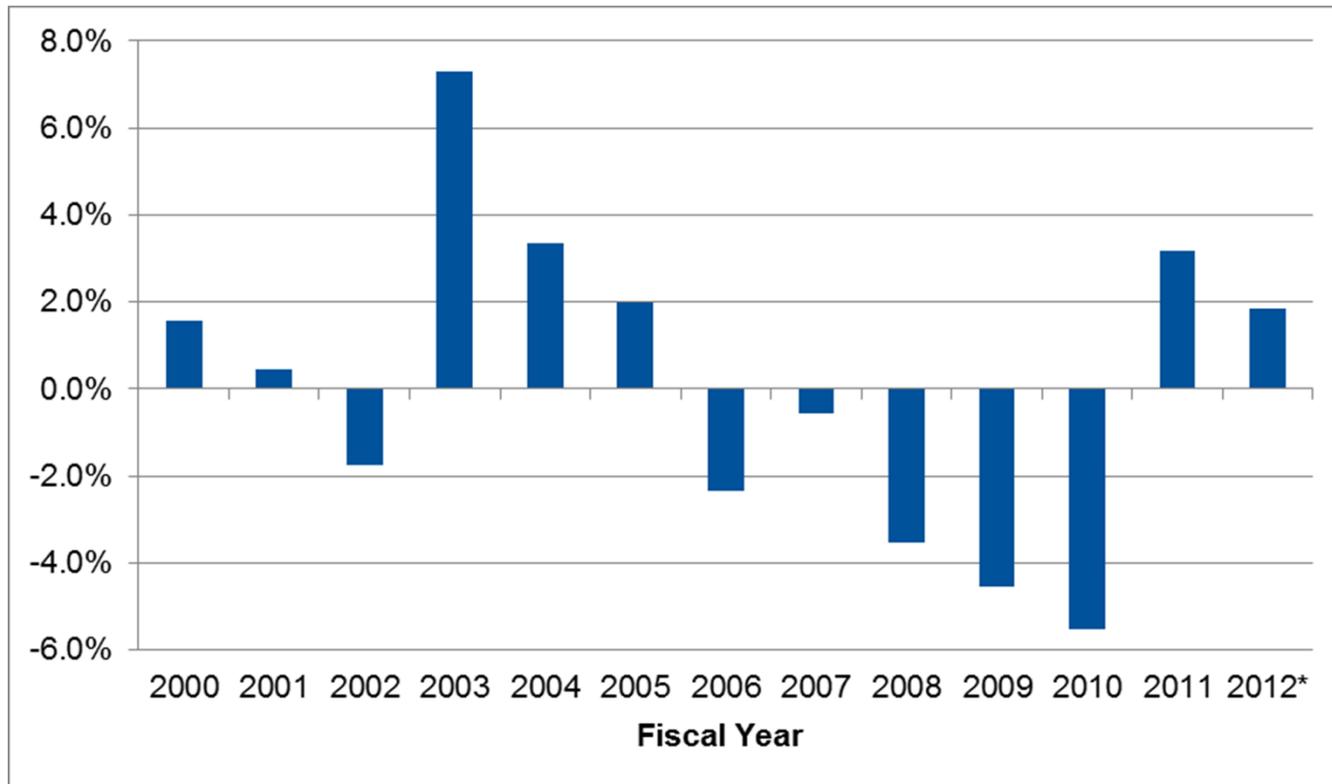


Chart includes fiscal year data through the end of February for 2000 to 2011

* 2012 includes collections through the first 15 collection days of February

Lien Sale

- ❖ Lien sale authorization was extended March 2011
- ❖ Two lien sales will occur in FY 2012
 - FY 2012 Lien Sale 1 (May-Aug 2011): \$16M of liens sold; \$82M of collections
 - FY 2012 Lien Sale 2 (Feb-May 2012): sale is underway; 90-day notices mailed mid-February

	FY 2012 Lien Sale 1		FY 2012 Lien Sale 2		% Change	
	BBL Count	Lien Amount	BBL Count	Lien Amount	BBL Count	Lien Amount
90-Day Notice	16,686	\$164,656,405	15,449	\$150,779,801	-7%	-8%
60-Day Notice	12,871	\$125,808,281				
30-Day Notice	10,377	\$106,818,554				
10-Day Notice	9,180	\$97,784,971				
Regular Sale	1,128	\$11,488,511	<i>TBD</i>		<i>TBD</i>	
Subsequent Sale	653	\$4,606,323				
Total Sold	1,781	\$16,094,834				
Percentage Sold	11%	10%				

FY 2012 Lien Sale 1			Outstanding
Payments Received	# of Accounts	Paid Amount	Payment Agreement
Accounts with Full Payments	6,419	\$60,338,197	-
Accounts with Payment Agreements	3,863	\$12,879,493	\$52,899,765
Accounts with Partial Payments	1,954	\$8,887,631	-
Accounts with No Payments	9,386	\$0	-
Total Payments	12,236	\$82,105,321	\$52,899,765

In-City Distribution

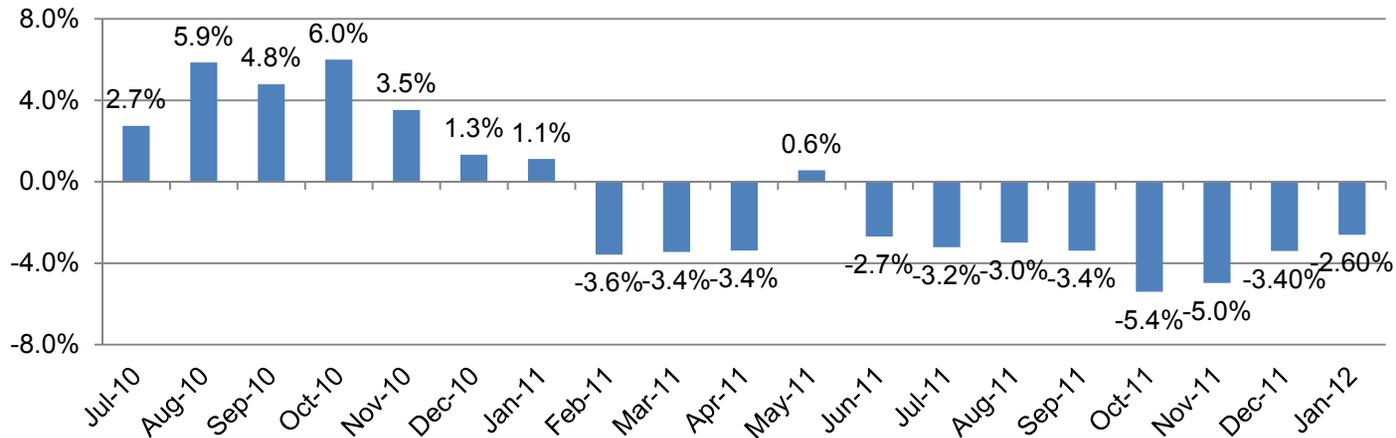
- ❖ For the first seven months of FY 2012, DEP distributed 2.8% less water to customers than during the same period of FY 2011



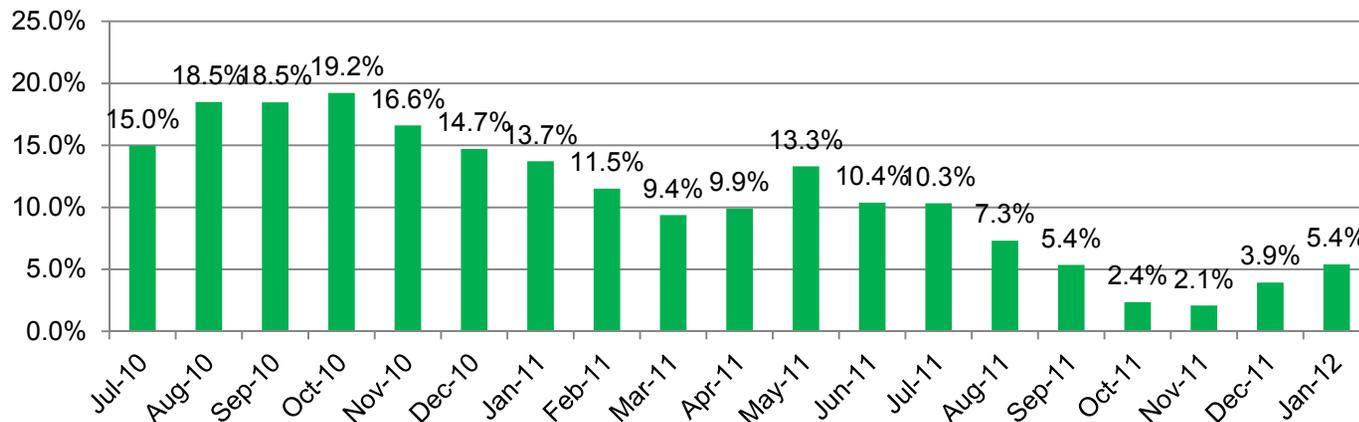
Change in Metered Consumption

“Same-customer Sales” Year-over-year Comparison

1. Year-over-year changes in billed consumption for FY 2012 have been negative, primarily due to a reversion to more normal summer temperatures



2. Year-over-year changes in total billed dollar amount for FY 2012 have been positive, primarily due to the 7.5% rate increase

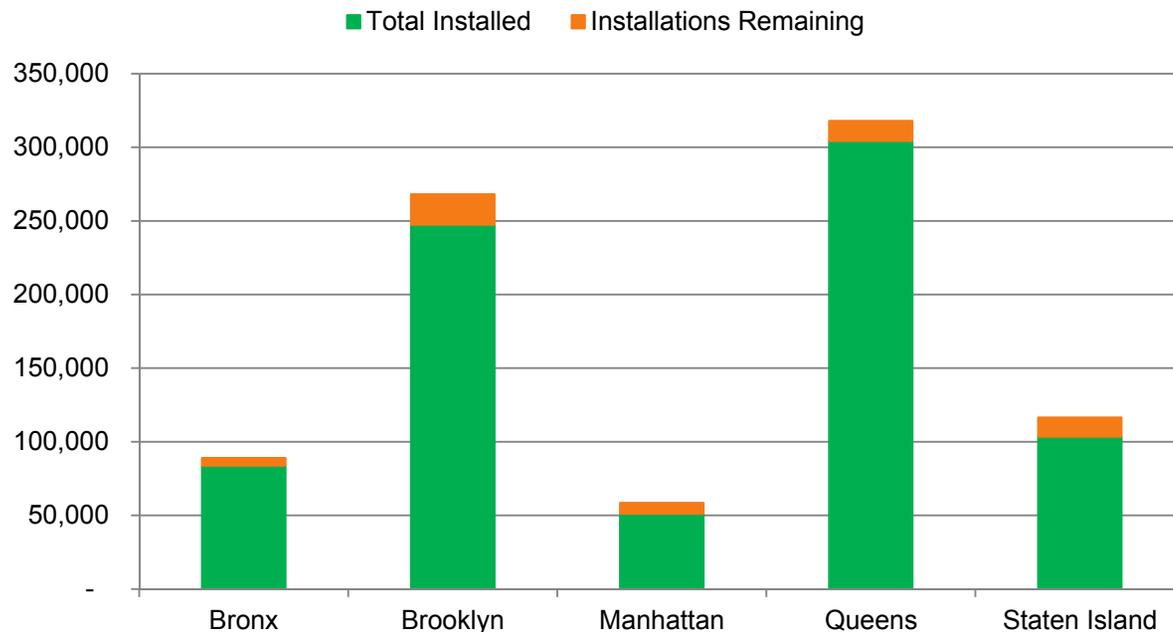


Data as of February 1, 2012

Wireless Meter Reading Update

Progress Towards Goal: DEP has installed wireless meter reading devices on 92% of meters Citywide. At 95% and 94% of target, installations in Queens and the Bronx are closest to completion

Wireless Meter Reading Device Installations

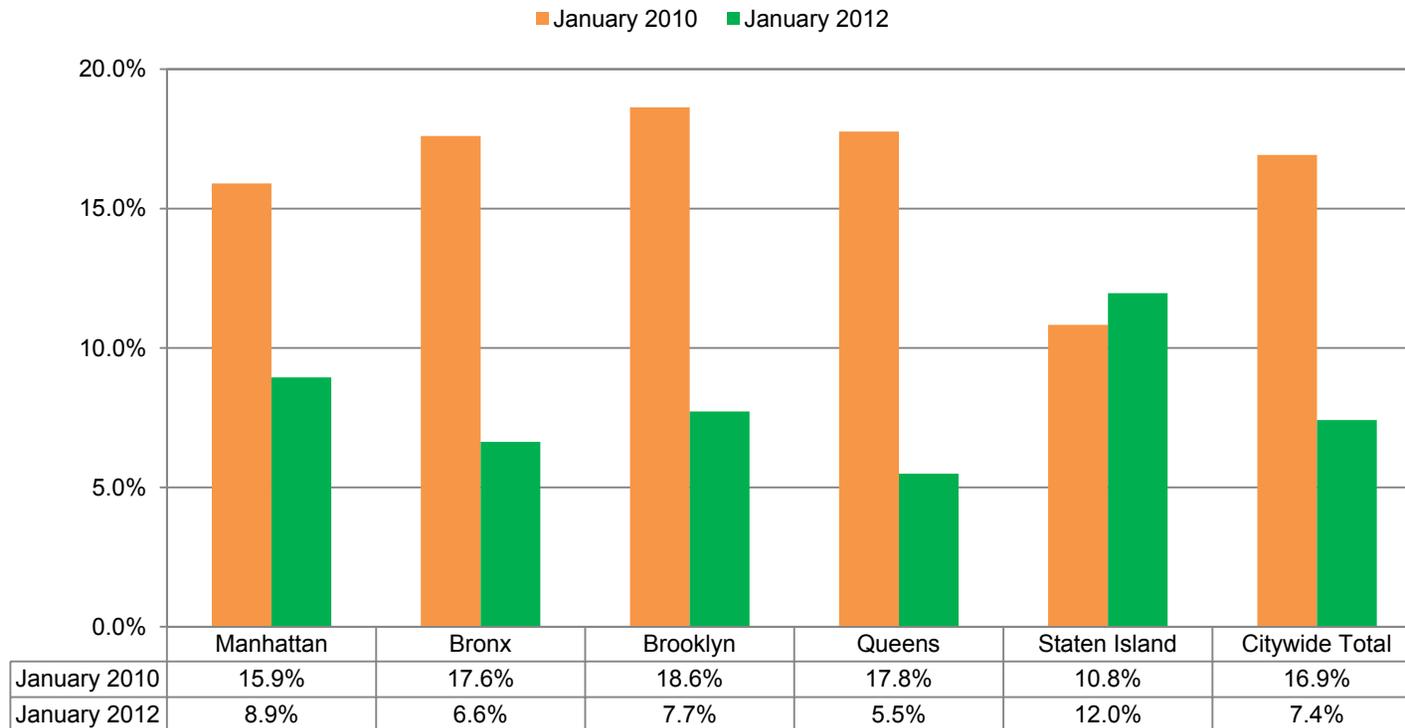


	Bronx	Brooklyn	Manhattan	Queens	Staten Island	Citywide Total
Total Installed	83,736	247,391	51,173	304,251	103,503	790,054
Borough Target	89,039	268,112	58,605	317,980	116,544	850,280
% of Target Installed	94%	92%	87%	95%	87%	92%

Estimated Billing

Progress Towards Goal: As a result of the wireless meter reading installations, the percentage of estimated bills Citywide has fallen by 56% in the past two years. There was a slight increase in estimated billing in Staten Island in January due to the expiration of the ConEd meter reading contract

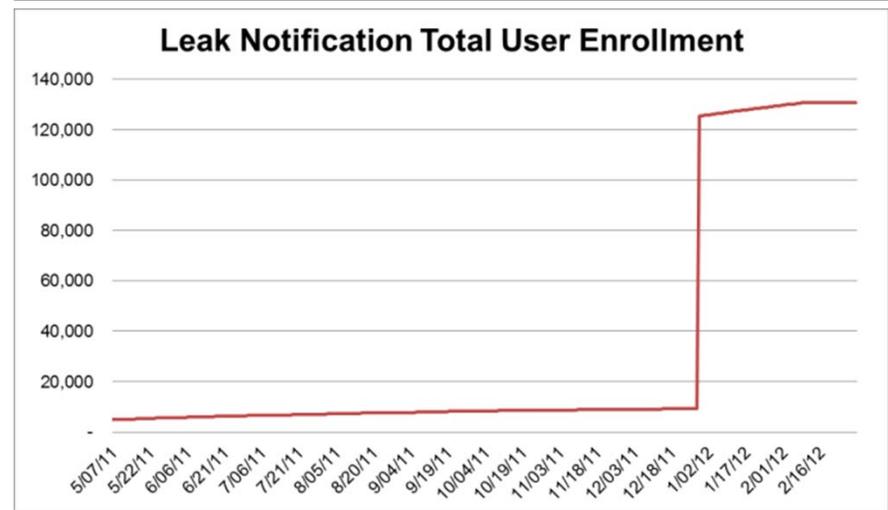
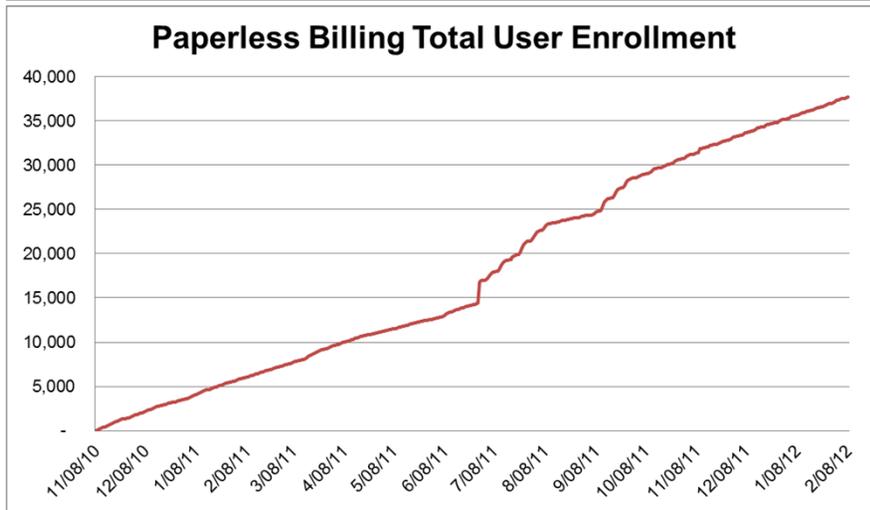
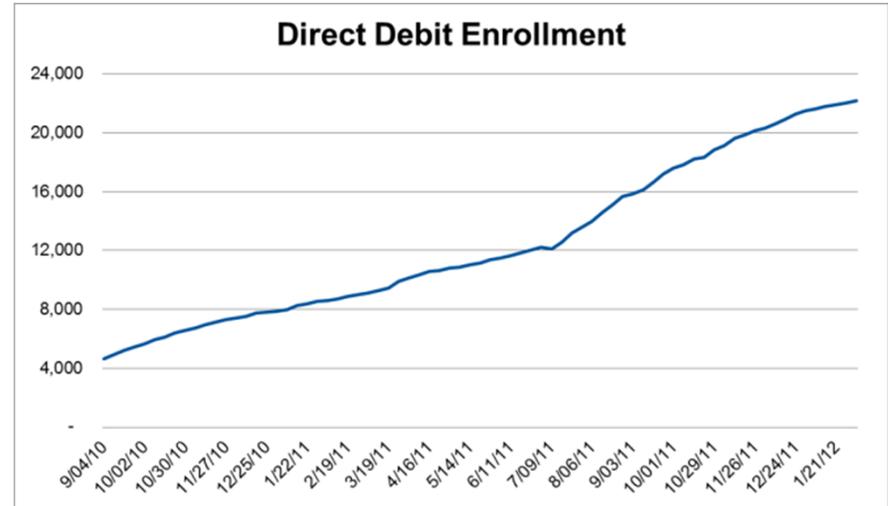
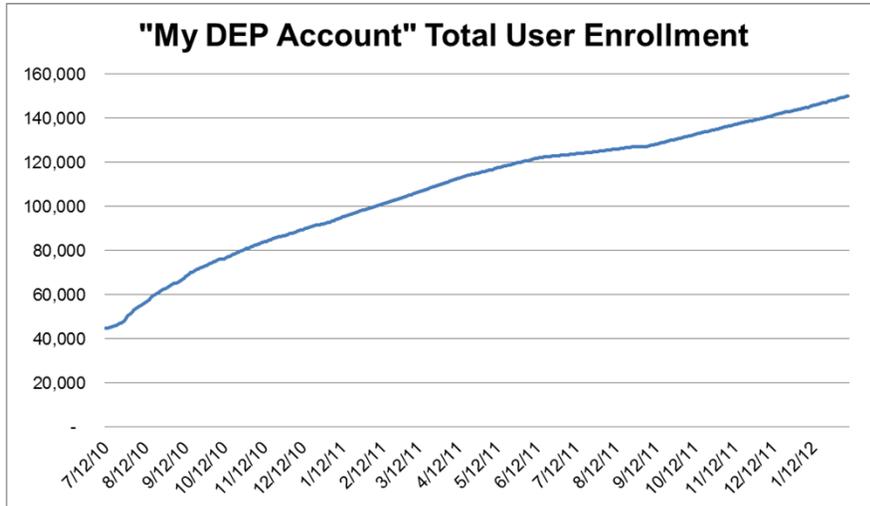
Estimated Bills as a Percentage of Cycle Bills



DEP Online Initiatives



DEP Online Services	My DEP Account	Direct Debit	Paperless Billing	Leak Notification
Enrollees	150,199	22,853	37,700	130,589



Data as of February 4, 2012

Direct Debit & Paperless Billing Discount

- ❖ Offering a 2% discount for enrolling in direct debit and paperless continues to provide an incentive for customers to shift to electronic means of billing and payment at minimal cost to the Board

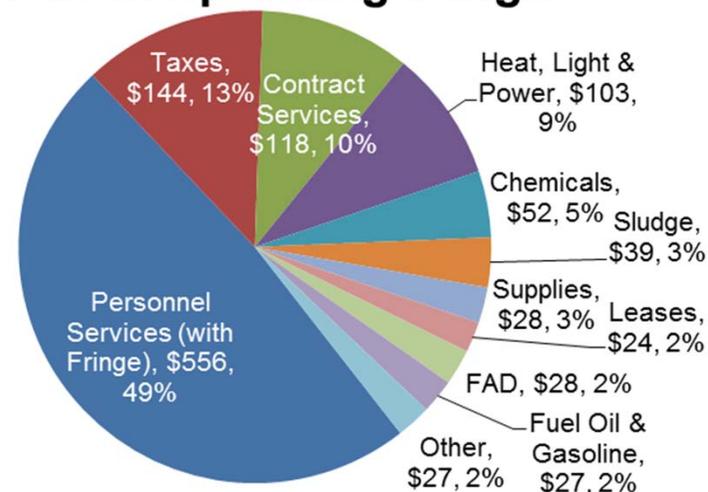
Direct Debit & Paperless Billing 2% Discount Enrollment

	Wk of 6/25/2011 & FY 2011 Totals	→	Wk of 2/18/2012 & FY 2012 YTD Totals
Total Enrolled	11,981		22,853
7 1/2 months of FY 2012 Enrollment			
Total Payments Received This Week	789		1,494
Value of Payments Received This Week	\$582,982		\$1,119,244
Discount Paid This Week	\$11,656		\$22,378
Cumulative # of Payments Received	26,882		69,457
Cumulative Amount of Payments Received	\$18,852,353		\$63,231,319
Cumulative Discount Paid	\$383,202		\$1,268,157

Operating Budget

- ❖ DEP is operating within budget for FY 2012; 56% of the budget has been spent in the first 7.5 months of the year

FY 2012 Operating Budget



Total: \$1,146M

Budget Category	FY 2012 Operating Budget	YTD Expenses (as of 2/22/12)	Balance
Personnel Services (with Fringe)	\$556	\$337	\$219
Taxes	144	121	23
Contract Services	118	36	82
Heat, Light & Power	103	37	66
Chemicals	52	26	26
Sludge	39	19	20
Supplies	28	11	17
Leases	24	16	8
FAD	28	12	16
Fuel Oil & Gasoline	27	13	14
Other	27	13	14
Total	\$1,146	\$641	\$505

Dollars in millions

Other includes equipment, vehicles, telecom, Environmental Health & Safety and training expenses

Data as of February 22, 2012

OpX quick wins projected to deliver savings of \$2-3 million in FY 2012 and an additional \$10-13 million in FY 2013



		Initiative	Estimated Annual Savings \$ millions	Expected Implementation
FY of Implementation	FY 2012	▪ Adjust chemicals dosing rate	1.6-2.4	Implemented
		▪ Change light duty fleet PM policy	0.4	Implemented
		▪ Renegotiate chlorine procurement	0.14 ²	Implemented
		Total Annual Savings of Implemented Initiatives	2.1-2.9	
	FY 2013	▪ Renegotiate fluoride procurement	0.6-1.2	Q3
		▪ Increase sludge thickening (26W)	0.3	Q3
		▪ Optimize DO levels at target of 2mg/l (JA, BB, TI, OH)	1.6	Q4
		▪ Reduce DO target from 5mg/l to 2.5-4mg/l (NC)	1.0-2.0	Q4
		▪ Optimize BWS chlorine dosing through automation ¹	0.1	Q4
		▪ Reduce cleaning frequency at Kingston office	0.04	Q4
FY 2013	▪ Right-size enhanced free lead testing program	0.3	Q1	
	▪ Implement post-digestion thickening of sludge (NC)	1.0	Q1	
	▪ Rebid or renegotiate sodium hypochlorite contract	1.9-2.7	Q2	
	▪ Rebid residuals removal contract	0.8-1.2	Q2	
		Total Annual Savings of Bureau Approved Initiatives	7.6-10.4	
		Total Annual Savings	9.7-13.3	

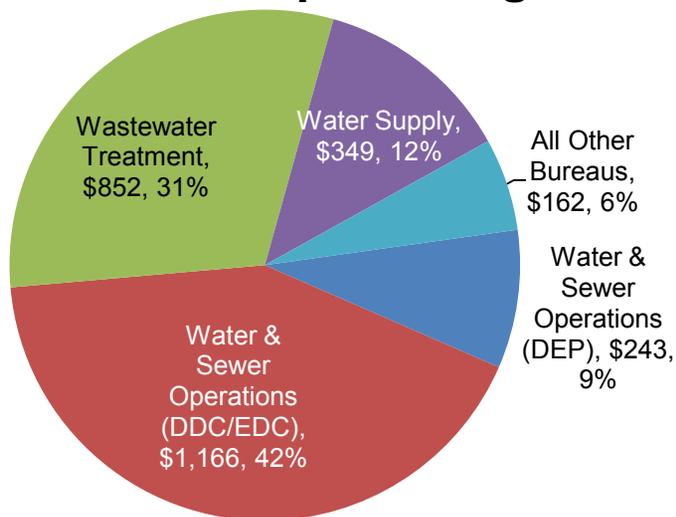
¹ FY 2012 and FY 2013 savings only

² Current savings achieved through renegotiation; more savings may be generated in rebid process

Capital Commitments



FY 2012 Capital Budget



Total: \$2,772M

Operating Bureau	FY 2012 Capital Budget (Approved January Plan)	YTD Commitments (as of 2/22/12)	YTD Commitment %
Water & Sewer Operations (DEP)	\$243	\$184	76%
Water & Sewer Operations (DDC/EDC)	1,166	236	20%
Wastewater Treatment	852	385	45%
Water Supply	349	87	25%
All Other Bureaus	162	77	48%
Total Commitments	\$2,772	\$969	35%

Dollars in millions

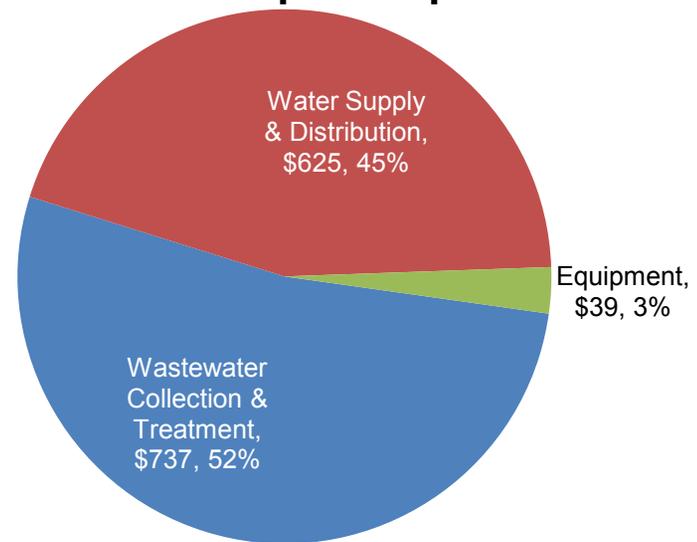
Capital Expenditures

- ❖ DEP capital expenditures have totaled \$1.4 billion for FY 2012 year to date
- ❖ The six largest projects account for 51% of expenditures

Capital Project	FY 2012 YTD Expenditures (as of 2/13/12)
Newtown Creek Wastewater Treatment Plant	\$214
Croton Filtration Plant & Ancillary Projects	160
Catskill/Delaware UV Disinfection Facility	146
Combined Sewer Overflow Projects	77
Filtration Avoidance Program	62
Wards Island Wastewater Treatment Plant	52
Other	690
Total	\$1,401

Dollars in millions

FY 2012 YTD Capital Expenditures



Total: \$1,401M

FY 2012 Debt Issuance



- ❖ \$1.5 billion of bonds issued by Water Finance Authority so far in FY 2012, including \$200 million of refunding bonds
- ❖ Have taken advantage of low market rates in issuance to date

Bond Series	Par Amount	Net True Interest Cost	Use of Funds	Type
Fiscal 2012 Series AA	\$ 450,900,000	4.53%	New Money/Refunding	Tax-Exempt Fixed Rate
Fiscal 2012 Series A	\$ 200,000,000	VAR ⁽¹⁾	New Money	Tax-Exempt Adjustable Rate
Fiscal 2012 Series BB	\$ 450,000,000	4.77%	New Money	Tax-Exempt Fixed Rate
Fiscal 2012 Series CC	\$ 350,000,000	4.54%	New Money	Tax-Exempt Fixed Rate
Fiscal 2012 Series DD	\$ 50,000,000	2.65%	New Money	Tax-Exempt Fixed Rate
Proposed Fiscal 2012 EE	\$ 500,000,000	6.80% ⁽²⁾	New Money/Refunding	Tax-Exempt Fixed Rate
Proposed Fiscal 2012 B	\$ 325,000,000	VAR ⁽¹⁾	New Money	Tax-Exempt Adjustable Rate
Proposed Fiscal 2012 2	TBD	6.75% ⁽²⁾	Refunding	EFC Tax-Exempt Fixed Rate
Proposed Fiscal 2012 FF	\$ 700,000,000	6.75% ⁽²⁾	New Money	EFC Tax-Exempt Fixed Rate
Total	\$ 3,025,900,000			

⁽¹⁾ Variable rate average through January 31, 2012 was 0.2%, excluding liquidity and remarketing expenses totaling approximately 0.46%

⁽²⁾ Budgeted rate